



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	July 15, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Jan Stick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Stephen Roddick
<b>Absent</b>	Councillor Jocelyn Curteanu Councillor Samson Hartland
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Taylor Eshpeter, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications

---

Your Worship, the Community Services Committee respectfully submits the following report:

**1. Yukon Imagination Library – For Information Only**

Leighann Chalykoff advised the Committee that the Yukon Imagination Library is an independent non-profit society that provides books for Yukon children between the ages of one and five years. She provided a brief history of the organization and noted that the society is currently conducting a registration drive in an effort to ensure that all Yukon children in this age range are included in the program. She invited Council members and all Yukoners to participate in the registration drive.

**1. Contract Award – Takhini Arena Dasher Board Replacement Project**

The 2019 capital expenditure program includes funds for the replacement of the existing dasher board system at Takhini Arena. Dasher boards play a key role in the protection of participants, spectators, and employees during sporting events.

The new dasher board system will raise the height of the tempered glass on the sides from 3' to 6' for increased employee, player, and spectator safety. The upgrade also includes a complete replacement of kick and puck boards, reducing the frequency of required maintenance. The implementation of this project coincides with the seasonal shutdown of Takhini Arena, eliminating a disruption of service.

The successful bidder is familiar with the scope of work and has the knowledge and experience to complete the work successfully. The price submitted is reasonable and sufficient funds are available in the capital budget to complete this project.

**The recommendation of the Community Services Committee is**

THAT administration be authorized to award the contract for the Takhini Arena Dasher Board Upgrades project to Global Sport Resources Ltd. for a net cost to the City of \$123,000 plus GST.

**3. Follow-up on Town Hall Meetings – For Information Only**

In response to a question raised by a Committee member, administration advised that letters have been sent to participants and community associations with responses to concerns raised at the Town Hall meetings held this spring. Since many of the City's neighbourhoods have similar issues, the letters were not sent until after all the Town Hall meetings had been completed and the questions and concerns were categorized. Copies of the responses will be provided to council members.



## Minutes of the meeting of the Public Health and Safety Committee

<b>Date</b>	July 15, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Stephen Roddick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Jan Stick
<b>Absent</b>	Councillor Jocelyn Curteanu Councillor Samson Hartland
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Taylor Eshpeter, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications

---

Your Worship, the Public Health and Safety Committee respectfully submits the following report:

### 1. **Trolley Tracks Safety Issues** – For Information Only

In response to a query from a council member, administration advised that the assessment of the trolley track crossings has been completed and repair work is scheduled to begin shortly. The Government of Yukon plans to begin work on the highest priority repairs this week. However, if paving of the crossings is deemed to be the best method, it may take longer than a week to complete the required repairs at all crossing locations.



## Minutes of the meeting of the Development Services Committee

**Date** July 15, 2019

**Location** Council Chambers, City Hall

**Committee Members Present**  
Councillor Laura Cabott – Chair  
Councillor Dan Boyd – Vice Chair  
Mayor Dan Curtis  
Councillor Stephen Roddick  
Councillor Jan Stick

**Absent**  
Councillor Jocelyn Curteanu  
Councillor Samson Hartland

**Staff Present**  
Linda Rapp, City Manager  
Jeff O'Farrell, Director of Community and Recreation Services  
Valerie Braga, Director of Corporate Services  
Taylor Eshpeter, Acting Director of Development Services  
Peter O'Blenes, Director of Infrastructure and Operations  
Norma Felker, Acting Manager of Legislative Services  
Myles Dolphin, Manager of Strategic Communications

---

Your Worship, the Development Services Committee respectfully submits the following report:

**1. Impacts of Operations Building Construction – For Information Only**

In response to a query from a council member, administration advised that no response has been received from either Transport Canada or Nav Canada on whether or not Trans North will be able to continue to operate from their existing site. The City acknowledges that building construction does result in a number of irritations and inconveniences for adjacent properties, but there is little that can be done to mitigate these issues during the construction process.



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	July 15, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Laura Cabott – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Stephen Roddick Councillor Jan Stick
<b>Absent</b>	Councillor Jocelyn Curteanu Councillor Samson Hartland
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Taylor Eshpeter, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications Geoff Quinsey, Manager of Water and Waste Services

---

Your Worship, the Corporate Services Committee respectfully submits the following report:

**1. Budget Amendment and Contract Award – Porter Creek West Water Main**

The 2019 capital expenditure program includes Gas Tax funding for the Porter Creek West Water Main project. During detailed design of the project it was determined that a revised design would serve better than the initial concept. The Government of Yukon has approved an application to increase the Gas Tax funding for this project in light of the revised scope of the work. The amended funding includes a contingency amount. A budget amendment is now required to account for the increased funding.

In response to the tender issued for the supply and installation of a new water supply main, three compliant bids were received. The low bidder is familiar with the scope of work and has the knowledge and experience to complete the work successfully. The submitted prices are reasonable.

**The recommendation of the Corporate Services Committee is**

THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 Porter Creek West Water Main project in the amount of \$200,000, funded by Gas Tax, to a total of \$1,150,000; and

THAT administration be authorized to award the contract for the Porter Creek West Water Main Project to Norcope Enterprises Ltd. for a net cost to the City of \$820,265.50 plus GST.

**2. Budget Amendment and Contract Award – Waste Management Facility South End Development**

The City owns and operates the Waste Management Facility to provide solid waste diversion and disposal services. As the south end of the facility has not been developed, divertible and separated materials such as scrap metal are being stored immediately south of the current landfilling area. If the materials continue to be stored in this fashion, costs for removal and site cleaning will increase.

In order to optimize daily operations and the deposit of waste, this project will clear the entire area, create new stockpile areas and new deposit areas at the south end, realign the access road, upgrade the special waste landfill area, and provide storm upgrades. New stockpile areas are a critical component of preparing to operate efficiently as a hub in the territory's proposed regionalized solid waste management system.

One compliant bid was received in response to the tender issued. The bidder is familiar with the scope of work and has the knowledge and skills to complete the work successfully. The submitted price is reasonable given current market conditions.

In order for the project to proceed this year, additional funding is required from the capital reserve. There is an approved Gas Tax Agreement for this project, and an application to increase the funding has been submitted. Administration expects to reimburse the proposed expenditure from the capital reserve when the amendment to the existing transfer payment agreement is approved.

**The recommendation of the Corporate Services Committee is**

THAT the 2019 to 2022 capital expenditure program be amended by increasing the 2019 Waste Management Facility South End Development project in the amount of \$90,000, funded from the capital reserve to cover the additional costs until an amended Gas Tax Transfer Payment Agreement is received; and

THAT administration be authorized to award the contract for the Waste Management Facility South End Development project to Cobalt Construction Inc. for a net cost to the City of \$ 355,562.40 plus GST.

**3. Funding for the Compost Facility Expansion Project – For Information Only**

A member of council acknowledged that significant funding was received from the Government of Yukon for the compost facility expansion project in addition to the other funding sources cited.



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	July 15, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Stephen Roddick – Chair Councillor Jan Stick – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott
<b>Absent</b>	Councillor Jocelyn Curteanu Councillor Samson Hartland
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Taylor Eshpeter, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Mélodie Simard, Manager of Planning and Sustainability Services Myles Dolphin, Manager of Strategic Communications Ben Campbell, Planner

---

Your Worship, the City Planning Committee respectfully submits the following report:

**1. Public Hearing Report – Zoning Amendment, Whistle Bend Phase 7**

Bylaw 2019-15 establishes the zoning for phase 7 of the Whistle Bend Subdivision. At the public hearing for this bylaw no written submissions were received and no one appeared to speak to the bylaw. No issues were raised.

If Council approves this amendment, the City and Government of Yukon will be able to move forward with subdivision approval and detailed engineering design. It is expected that construction will begin in 2020 or 2021 and lots will be available in 2023.

**The recommendation of the City Planning Committee is**

THAT Bylaw 2019-15, a bylaw to amend the zoning for Phase 7 of Whistle Bend, be brought forward for second and third reading under the bylaw process.

## **2. 2019 Downtown Parking Management Plan**

The City adopted a ten-year Downtown Parking Management Plan in 2011 to ensure existing parking is used efficiently and effectively through a variety of parking and transportation demand management solutions. The Plan recommended that the City conduct an update in approximately five years to review conditions, track progress, and reconfirm new Downtown parking and transportation-related priorities.

The 2019 Plan is organized by three key categories that are critical for the continued implementation of parking and transportation strategies Downtown. These are:

- the use of technology to improve customer service and monitor parking data across Downtown, including the upgrade of existing meters to ‘smart’ meters or kiosks, cashless and mobile payment options, and public online tools for parking status and availability;
- technology enhancements that are expected to significantly improve parking demand and supply data. This will allow the City to continuously monitor parking information and apply parking strategies recommended in the 2019 Plan; and
- a refined pricing strategy that will help create change in the City’s current parking patterns. An effective strategy focuses on applying market rates to peak-demand areas and incentivizes users into sustainable transportation modes, such as transit.

Most of the 22 recommendations included in the plan are contingent on approval through the City’s budgeting process and will require separate Council decisions.

### **The recommendation of the City Planning Committee is**

THAT the 2019 Downtown Parking Management Plan be adopted as a guiding document.





## Minutes of the meeting of the City Operations Committee

<b>Date</b>	July 15, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Dan Boyd – Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Stephen Roddick Councillor Jan Stick
<b>Absent</b>	Councillor Jocelyn Curteanu Councillor Samson Hartland
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Taylor Eshpeter, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications Geoff Quinsey, Manager of Water and Waste Services

---

Your Worship, the City Operations Committee respectfully submits the following report:

### **1. Contract Award – Water Use License Water Monitoring Program**

The City retains professional services for the collection and analysis of samples for the monitoring of the drinking water and wastewater systems. This work is part of the regulatory requirements of the City's water use license and permit to operate a large drinking water system.

In response to a tender issued, three compliant bids were received. An internal review committee agreed that the low bidder is familiar with the scope of work and has the knowledge and experience to complete the work successfully. The prices submitted are reasonable. Sufficient funds are available in the operating budget to complete this project.

**The recommendation of the City Operations Committee is**

THAT administration be authorized to award the contract for the Water Use License Water Monitoring Program to Golder Associates Ltd. for a net cost to the City of \$135,823.72 plus GST, for the period from August 1, 2019 to December 31, 2020.

There being no further business, the meeting adjourned at 7:25 p.m.

**Adopted** at the regular council meeting on July 22, 2019.

*ORIGINAL MINUTES SIGNED BY:*

"Dan Curtis"

Dan Curtis, Mayor

"C. J. Constable"

Catherine J. Constable  
Manager, Legislative Services