



Minutes of the meeting of the Community Services Committee

Date September 3, 2019

Location Council Chambers, City Hall

Committee Members Present
Councillor Jocelyn Curteanu – Chair
Mayor Dan Curtis
Councillor Dan Boyd
Councillor Laura Cabott
Councillor Samson Hartland – Electronic Participation
Councillor Stephen Roddick

Absent Councillor Jan Stick

Staff Present
Valerie Braga, Acting City Manager
Jeff O'Farrell, Director of Community and Recreation Services
Lindsay Schneider, Acting Director of Corporate Services
Mike Gau, 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. Safety Issues – Pine Street Extension Trail – For Information Only

Keith Lay addressed the Committee on behalf of Active Trails Whitehorse Association to suggest that there is a simple solution to safety issues with respect to the trails on the Pine Street Extension. He suggested that proper signage be erected when the extension is being used by snow dump trucks in winter. Alternatively, the extension could be shut down to all users on the occasions when it is being used by snow dump trucks. This will allow the paved active transportation trail to remain at the intended non-motorized designation both in summer and in winter.



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

Date September 3, 2019

Location Council Chambers, City Hall

**Committee
Members
Present** Councillor Jocelyn Curteanu – Chair
Councillor Stephen Roddick – Vice Chair
Mayor Dan Curtis
Councillor Dan Boyd
Councillor Laura Cabott
Councillor Samson Hartland – Electronic Participation

Absent Councillor Jan Stick

**Staff
Present** Valerie Braga, Acting City Manager
Jeff O'Farrell, Director of Community and Recreation Services
Lindsay Schneider, Acting Director of Corporate Services
Mike Gau, 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, there is no report from the Public Health and Safety Committee



**Minutes of the meeting of the
Development Services Committee**

Date September 3, 2019

Location Council Chambers, City Hall

Committee Members Present
Councillor Laura Cabott – Chair
Councillor Dan Boyd – Vice Chair
Mayor Dan Curtis
Councillor Jocelyn Curteanu
Councillor Samson Hartland – Electronic Participation
Councillor Stephen Roddick

Absent Councillor Jan Stick

Staff Present
Valerie Braga, Acting City Manager
Jeff O'Farrell, Director of Community and Recreation Services
Lindsay Schneider, Acting Director of Corporate Services
Mike Gau, 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, there is no report from the Development Services Committee



Minutes of the meeting of the Corporate Services Committee

Date	September 3, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Laura Cabott – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Samson Hartland – Electronic Participation Councillor Stephen Roddick
Absent	Councillor Jan Stick
Staff Present	Valerie Braga, Acting City Manager Jeff O’Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, 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 Corporate Services Committee respectfully submits the following report:

1. Second Quarter Capital Variance Report

As part of the City’s second quarter variance reporting there is a requirement for Managers to review their planned capital spending. Most projects are proceeding as planned and a few have been successfully completed under budget.

A budget amendment is required in order to reduce the 2019 capital budget by \$134,965 with all of the funds returning to reserves and therefore available for other City projects.

The recommendation of the Corporate Services Committee is

THAT the following amendments to the 2019 to 2022 capital expenditure plan be authorized:

1. Amend the budget of the completed and under budget project for the Additional Snow Machine for Parks and Bylaw by \$3,254;
2. Amend the budget of the cancelled Mt. McIntyre Upgrades project by \$107,162;

3. Amend the budget of the completed and under budget project Downtown Parking Management Plan Update by \$2,000;
4. Amend the budget of the completed and under budget project Selkirk Aquifer Flood Risk Assessment by \$15,000; and
5. Amend the budget of the completed and under budget project War Eagle Tire Pile Survey and Fire Risk Assessment by \$7,450.

2. Second Quarter Operating Variance Report – For Information Only

The 2019 second quarter variance projection shows that total operating revenues are expected to be under budget by \$1,560,754 and expenses will be under budget by \$1,847,777. Therefore, operating projections to December 31, 2019 as compared to the revised budget indicate an operating surplus of \$287,023.

Investment income is higher than anticipated due to increased interest rates and the intentionally higher cash levels to offset planned capital spending. Wages and benefits are expected to come in lower than anticipated due primarily to corporate vacancies.

Overall department spending is controlled. Based on the total operating budget, the second quarter positive variance is well within 1% of the City's total operating budget.

3. Fees and Charges Amendment

As part of the quarterly review, the Financial Services Department compiles a list of recommended changes to the City's fees and charges as submitted by the management group. In addition to fee increases for Zoning Bylaw and Official Community Plan amendments and for the disposal of materials containing asbestos, changes are required to various recreation fees and charges to align with the features and limitations of the new recreation software.

The recommendation of the Corporate Services Committee is

THAT Bylaw 2019-19, a bylaw to amend the Fees and Charges Bylaw, be brought forward for consideration under the bylaw process; and

THAT the 2019 Operating and Maintenance Budget and the 2020 and 2021 Provisional Operating and Maintenance Budgets be increased upon adoption of Bylaw 2019-19 in the amount of \$1,283 for 2019 and \$22,850 for 2020 and 2021, offset by transfers to the General Reserve for the additional revenue.



Minutes of the meeting of the City Planning Committee

Date	September 3, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Stephen Roddick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Laura Cabott Councillor Samson Hartland – Electronic Participation
Absent	Councillor Jan Stick
Staff Present	Valerie Braga, Acting City Manager Jeff O’Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Cathy Dyson, Acting Manager of Land and Building Services Norma Felker, Acting Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications Mike Ellis, Senior Planner

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

1. Land Sale and Transfer – Lot Expansion – 2 North Star Drive

The owners of the property located at 2 North Star Drive have applied to purchase the five-metre public utility lot buffer strip between their property and Falcon Drive to facilitate a lot enlargement that will enable a new driveway access to their property from Falcon Drive. The proposed lot enlargement area would be purchased at fair market value and all costs associated with the appraisal, consolidation, land survey and legal fees would be the responsibility of the property owners in order to conclude the lot enlargement. An easement agreement with ATCO Electric Yukon will also be required.

The recommendation of the City Planning Committee is

THAT Bylaw 2019-16, a bylaw to authorize the sale and transfer of a portion of Public Utility Lot 19 to allow for a side-yard lot expansion at 2 North Star Drive in the Copper Ridge Subdivision, be brought forward for consideration under the bylaw process.

2. Development Incentive Agreement – 51 Keewenaw Drive

The Development Incentives Policy is meant to encourage specific development in the City, including rental housing. Under this policy, developments that meet the specified criteria are eligible for a yearly monetary grant from the City. The value of the grant is based on the increase in taxation rate due to the improvements on the property.

An application has been received for a major development incentive for the construction of 12 rental housing units located at 51 Keewenaw Drive in the Copper Ridge neighbourhood. The proposed development meets the criteria for a major development incentive, and administration is bringing a Development Incentive Agreement forward for Council approval.

The recommendation of the City Planning Committee is

THAT a development incentive agreement with Patrick McLarnon be approved with respect to a major development incentive for a 12-unit rental housing development at 51 Keewenaw Drive in the Copper Ridge neighbourhood.

3. Zoning Amendment – Part of Lot 29, Mount Sima Industrial Area

Administration is proposing an amendment to the zoning of a portion of Lot 29 in the Mount Sima Industrial area to enable lot expansions for property owners on the west side of Mount Sima Road. The need for more industrial land within municipal boundaries has been identified, and the proposed amendment would add approximately 2.27 hectares of land for this purpose.

A portion of a well-used and well-maintained connector trail is located within the subject area. The City would be responsible for relocating the trail as needed when lot expansions occur, with revenue from the land sales being used to fund trail relocation.

If the zoning amendment is approved the next steps will include subdivision of the lot and the preparation of a land disposition bylaw to allow the land to be sold to interested property owners at market value as established by an appraiser.

The recommendation of the City Planning Committee is

THAT Bylaw 2019-17, a bylaw to amend the zoning of a portion of Lot 29 in the Mount Sima Industrial area to allow for potential lot expansions, be brought forward for consideration under the bylaw process.

4. Zoning Amendment – 1306 Centennial Street

An application has been received to amend the zoning at 1306 Centennial Street in the Porter Creek neighbourhood to allow for the construction of an apartment building. The property is currently zoned Residential Single Detached, which does not permit multiple family housing. The applicant proposes to demolish an existing structure on the property and replace it with a new three-storey, nine-unit rental housing apartment building. The building will contain an elevator and several units will be fully accessible.

In compliance with existing Official Community Plan policy the maximum density for this parcel will be established at 60 units per hectare. This would permit a maximum of 11 units, which is greater than the number proposed by the applicant. The proposed zoning is intended for higher density multiple housing, and the property is located on a major transportation corridor with commercial services and a school nearby and an existing transit stop within approximately 75 metres.

The recommendation of the City Planning Committee is

THAT Bylaw 2019-18, a bylaw to amend the zoning at 1306 Centennial Street in the Porter Creek neighbourhood to allow for the development of a nine-unit apartment building, be brought forward for consideration under the bylaw process.

5. Schwatka Lake – For Information Only

In response to a query from a Committee member, administration provided an update on permit conditions for Alpine Aviation with respect to site 11 on Schwatka Lake. In accordance with the Schwatka Lake Area Plan and the Schwatka Lake Dock Policy, permit restrictions were put in place that were designed to free up dock space for additional operators. Alpine Aviation has been granted an extension to allow time to come to an agreement regarding a sharing arrangement with the incoming operator of site 11 for the 2020 season.

The local president of the Canadian Owners and Pilots Association suggested that an all-party meeting should be held to discuss the larger issues regarding implementation of the Schwatka Lake Area Plan. He suggested that the City needs to move on the recommendation for more parking space along Miles Canyon Road to allow for the addition of more float plane dock sites.



Minutes of the meeting of the City Operations Committee

Date	September 3, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Samson Hartland – Electronic Participation Councillor Stephen Roddick
Absent	Councillor Jan Stick
Staff Present	Valerie Braga, Acting City Manager Jeff O'Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Taylor Eshpeter, Manager of Engineering Services Norma Felker, Acting Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications

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

1. Contract Award – SPH Hypochlorite Tank Replacement Project

The 2019 capital budget includes funds for the replacement of the hypochlorite tanks and associated piping in the Selkirk Pump House. The replacement is required as a result of premature failure, and the replacement costs will be funded from the holdback from the original construction in 2012.

One compliant submission was received in response to the tender issued. The review committee agreed that the bidder is familiar with the scope of work and has the knowledge and experience to complete the work successfully. The prices submitted are reasonable given the complexity of the work.

Sufficient funds are available in the capital budget to complete this project.

The recommendation of the City Operations Committee is

THAT Administration be authorized to award the contract for the 2019 Selkirk Pump House Hypochlorite Tank Replacement Project to Duncan's Ltd. for a net cost to the City of \$108,555.00 plus GST.

There being no further business, the meeting adjourned at 8:12 p.m.

Adopted at the regular council meeting on September 9, 2019

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk