



Minutes of the meeting of the City Operations Committee

Date	Tuesday, November 8, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Councillor Roslyn Woodcock – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Robert Fendrick – Electronic Participation Councillor Betty Irwin
Staff Present	Christine Smith, City Manager Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Norma Felker, Assistant City Clerk Jessica Apolloni, Manager of Strategic Communications Shannon Clohosey, Manager of Environmental Sustainability Dave Albisser, Manager of Operations Wayne Tuck, City Engineer Bryna Cable, Environmental Coordinator

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

1. Amend Waste Management Bylaw

Administration is proposing that the Waste Management Bylaw be amended by adding a new schedule that clarifies how the tipping fee for unsorted loads will be applied. A fee for unsorted loads was added to the Fees and Charges Bylaw in 2013 as a disincentive for waste haulers to collect unsorted loads. In response to concerns raised by waste haulers, implementation was scheduled to take effect in 2017. Monthly meetings between waste haulers and administration have taken place to discuss changes required by both the haulers and the City with respect to the unsorted load fee, inspection protocols, client education, and infrastructure. The proposed schedule provides clarity on how the fee will be applied, and also provides for a phase-in period of three years.

Recommendation

THAT Bylaw 2016-48, a bylaw to amend the Waste Management Bylaw with respect to unsorted loads, be brought forward for due consideration under the bylaw process.

2. Re-use Store at the Waste Management Facility

A temporary closure of the Reuse Store at the Waste Management Facility was initiated in April due to safety concerns. This closure resulted in increased pressure on Raven Recycling and the Salvation Army as both these organizations experienced a marked increase in the amount of donations dropped off at their locations. The City subsequently hosted an event to determine what residents and key stakeholders envision for the future of reuse in Whitehorse. While many ideas were proposed, no one organization has the capacity to take the lead on this initiative. While the work on finding a community-based solution will continue, the operation of the Reuse Store as an unstaffed shed open to any and all public donations presents considerable health and safety risks and is an ineffective form of reuse.

Recommendation

THAT the Reuse Store at the Waste Management Facility be permanently closed.

3. Contract Award – Operations Building Site Clearing and Grubbing

A tender was issued for the clearing and grubbing of the site for the new municipal operations building. Three bids were received in response to the tender issued, one of which was rejected for non-compliance issues. The low bid is within budget, and the tender review committee unanimously agreed that the low bidder is familiar with the scope of the project and has the skills and ability to conduct the work successfully.

Recommendation

THAT the contract for the Operations Building Site Clearing and Grubbing construction project be awarded to Castle Rock Enterprises Ltd. for a net cost to the City of \$126,480.00.

4. Quarterly Activity Reports – For Information Only

Activity Reports for August to October 2016 were received from the Director of Infrastructure and Operations and the Engineering Services, Operations, and Water and Waste Services Departments.



Minutes of the meeting of the Community Services Committee

Date	Tuesday, November 8, 2016
Location	Council Chambers, City Hall
	Councillor Samson Hartland – Chair Mayor Dan Curtis
Committee Members Present	Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Robert Fendrick – Electronic Participation Councillor Betty Irwin Councillor Roslyn Woodcock
Staff Present	Christine Smith, City Manager Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Norma Felker, Assistant City Clerk Jessica Apolloni, Manager of Strategic Communications Douglas Hnatiuk, Manager of Parks and Community Development

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

1. Trail and Greenways Committee Terms of Reference

The Whitehorse Trail and Greenways Advisory Committee is required to review its terms of reference annually and propose changes to Council. Members of the Committee reviewed the existing terms of reference along with a number of recommendations received from the Active Trails Whitehorse Association. The only changes being recommended this year concern the attendance of alternate members.

Keith Lay spoke against the proposed revisions to the Terms of Reference, stating that as a matter of principle the committee chair should not have the authority to veto alternates chosen by a committee member. He also stated that the requirement for committee members not to criticise the committee is an inappropriate and undemocratic gag order that has no place in the committee’s Terms of Reference.

Recommendation

THAT the Terms of Reference for the Whitehorse Trail and Greenways Advisory Committee dated Tuesday, November 2016 be adopted as presented.

2. 2017 Festival and Special Event Grant Allocations

The Festival and Special Event Grant fund is governed by Council Policy. In May Council approved changes to the policy that adopted August 31st annually as the deadline for all applications. Eighteen applications were received for 2017. The evaluation committee reviewed and rated all applications and made recommendations for financial and in-kind support. The full amount of funding available was recommended in allocations to all 18 groups, including three signature events. In-kind requests were examined critically by impacted departments to ensure that they can be accommodated within regular operating hours.

Recommendation

THAT Festival and Special Event Grant allocations for 2017 be approved as recommended by the evaluation committee, with funding from the 2017 budget.

3. Quarterly Activity Reports – For Information Only

Activity Reports for August to October 2016 were received from the Director of Community and Recreation Services, Parks and Community Development, Recreation and Facility Services, and the Transit Services Department.

Issues Arising from the Activity Reports

Administration confirmed that some programs operating at the Canada Games Centre experience space constraints, but the facility as a whole still has plenty of capacity. The increased usage does put pressure on maintenance and staffing issues.



Minutes of the meeting of the Public Health and Safety Committee

Date	Tuesday, November 8, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Robert Fendrick – Electronic Participation Councillor Samson Hartland Councillor Betty Irwin Councillor Roslyn Woodcock
Staff Present	Christine Smith, City Manager Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Norma Felker, Assistant City Clerk Jessica Apolloni, Manager of Strategic Communications Dave Pruden, Manager of Bylaw Services Kyle Morrison, Bylaw Education Constable

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

1. Christmas Food for Fines Promotion

To demonstrate goodwill and community spirit, Bylaw Services is proposing a Food for Fines program for the 2016 Christmas season as a means of contributing to citizens who are less fortunate. The Food for Fines program has operated successfully for several years, providing food for the Food Bank and Kaushee’s Place.

The program will allow the option of donating food items in lieu of ticket payments to persons who receive tickets for parking meter violations between December 3rd and 10th this year. Non-perishable food items will be accepted in lieu of ticket payments as long as the value of food items contributed is equal to or greater than the value of the ticket.

As this initiative requires promotional support and advertising in order to obtain full participation from the public, early approval is requested to allow for the most successful communication and results.

Recommendation

THAT the 2016 Christmas Food for Fines Program be approved; and

THAT a grant not exceeding \$10,000.00 for parking meter ticket fines issued between December 3rd and December 10th, 2016 be approved to the Food Bank and Kaushee's Place as part of the Christmas Food for Fines promotion.

2. Quarterly Activity Report – For Information Only

Activity reports for August to October 2016 were received from Bylaw Services and the Fire Department.

Issues Arising from the Activity Reports

Committee members noted with appreciation that the first accessible vehicle for hire is now operating in the City.



Minutes of the meeting of the Development Services Committee

Date	Tuesday, November 8, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Betty Irwin – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Robert Fendrick – Electronic Participation Councillor Samson Hartland Councillor Roslyn Woodcock
Staff Present	Christine Smith, City Manager Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Norma Felker, Assistant City Clerk Jessica Apolloni, Manager of Strategic Communications

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

1. Quarterly Activity Reports – For Information Only

Activity reports for August to October 2016 were received from the Director of Development Services and the Economic Development and Environmental Sustainability Departments.



Minutes of the meeting of the Corporate Services Committee

Date	Tuesday, November 8, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Roslyn Woodcock – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick – Electronic Participation Councillor Samson Hartland Councillor Betty Irwin
Staff Present	Christine Smith, City Manager Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Norma Felker, Assistant City Clerk Jessica Apolloni, Manager of Strategic Communications

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

1. Quarterly Activity Reports – For Information Only

Activity reports for August to October 2016 were received from the City Manager and the Business and Technology Systems, Financial Services, Human Resources, Legislative Services, and Strategic Communications Departments.



Minutes of the meeting of the City Planning Committee

Date Tuesday, November 8, 2016

Location Council Chambers, City Hall

Committee Members Present Councillor Betty Irwin – Chair
Mayor Dan Curtis
Councillor Dan Boyd
Councillor Jocelyn Curteanu
Councillor Robert Fendrick – Electronic Participation
Councillor Samson Hartland
Councillor Roslyn Woodcock

Staff Present Christine Smith, City Manager
Linda Rapp, Director of Community and Recreation Services
Mike Gau, Director of Development Services
Peter O'Blenes, Director of Infrastructure and Operations
Valerie Braga, Chief Financial Officer
Norma Felker, Assistant City Clerk
Jessica Apolloni, Manager of Strategic Communications
Patrick Ross, Manager of Planning Services

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

1. **Zoning Amendment – Kopper King Drive-thru**

The owner of the property at 91888 Alaska Highway, commonly known as Kopper King Services, has applied for an amendment to the Zoning Bylaw to allow eating and drinking establishments with a drive-thru component in order to increase the marketability of this location. At this time, eating and drinking establishments with a drive-thru component are only permitted in the north end of the downtown commercial area. This restriction is in keeping with the Official Community Plan and other plans and policies that keep uses along the Alaska Highway from competing directly with businesses in the downtown. However, these restrictions are more applicable to large-scale destination type businesses rather than restaurants or minor retail establishments that cater to nearby residents and visitors as a convenience option.

Should the zoning amendment be approved, the Developer will be required to meet a number of zoning requirements and also work with the City and the Government of Yukon with respect to vehicle access along the Alaska Highway.

Recommendation

THAT Bylaw 2016-46, a bylaw to amend the Zoning Bylaw to permit an eating and drinking establishment with a drive-thru component at 91888 Alaska Highway, be brought forward for due consideration under the bylaw process.

2. Zoning Amendment – 305 Hawkins Street

Capital funding has been awarded for the development of a mixed-use affordable residential-commercial project at 305 Hawkins Street. The proponent has applied for a zoning amendment to reduce the number of off-street parking spaces required and waive the private amenity space requirements. The applicant wishes to eliminate one of the required on-site parking spaces, and also to remove the balconies from eight of the ten proposed residential units. The private amenity space would be replaced by a rooftop patio. The proposed development is supported by the Official Community Plan, and all proposed uses are permitted under the current zoning.

Committee members expressed concern about increased pressure on residents and businesses with respect to parking needs in the downtown area.

Recommendation

THAT Bylaw 2016-45, a bylaw to amend the Zoning Bylaw to permit the development of an affordable micro-housing project at 305 Hawkins Street, be brought forward for due consideration under the bylaw process.

3. Land Transfer – Whistle Bend Lease Area to YG

In 2001 the City acquired a parcel of land from the Government of Yukon that was subsequently leased to the Yukon Horse and Rider Association. The Association was required to relocate as part of the development plans for Whistle Bend. The area now needs to be transferred back to the Government of Yukon to facilitate the development of the Whistle Bend neighbourhood.

Recommendation

THAT Bylaw 2016-35, a bylaw to dispose and transfer the former Horse and Rider Association lease area to the Government of Yukon, be brought forward for due consideration under the bylaw process.

4. Subdivision Approval – Whistle Bend Phase 4

The City has been working with the Yukon Government on the development of the Whistle Bend Subdivision. To ensure the continued development of Whistle Bend, Yukon is now requesting approval for phase 4 of the subdivision. Phase 4 has a variety of zone resulting in 132 single family lots, 40 townhouse lots, 10 multi-family lots, two large greenbelts and one park lot.

Recommendation

THAT the subdivision of approximately 43.7 hectares of land for the creation of new residential lots, greenbelts, lanes, roads and a park in Whistle Bend Phase 4, as shown on the proposed subdivision sketch, be approved subject to the condition that the Yukon Government enter into a Development Agreement with the City of Whitehorse for the construction of underground utilities, roads and lanes to service the proposed subdivision area and other areas of Whistle Bend Subdivision.

5. Quarterly Activity Reports – For Information Only

An activity report for August to October 2016 was received from the Planning and Building Services Department.

Issues Arising from the Activity Report

Administration advised that the discrepancy between the increase in permits issued and the decreased number of inspections completed can be accounted for by the big projects under way. In such cases, many inspections are part of the construction supervision contract.

There being no further business, the meeting adjourned at 7:21 p.m.

Adopted at the regular council meeting on November 14, 2016

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk