



Minutes of the meeting of the City Planning Committee

Date Monday, May 15, 2017

Location Council Chambers, City Hall

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

Absent Councillor Dan Boyd

Staff Present
Linda Rapp, City Manager
Krista Mroz, Acting Director of Community and Recreation Services
Valerie Braga, Acting Director of Corporate Services
Mike Gau, Director of Development Services
Peter O’Blenes, Director of Infrastructure and Operations
Jessica Apolloni, Manager of Strategic Communications
Patrick Ross, Manager of Land and Building Services
Mike Ellis, Acting Manager of Planning and Sustainability Services

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

1. Addition of Residential Lots to Existing Neighbourhoods

The current supply of residential land available for sale in the City is very limited. In conjunction with the Government of Yukon the city is looking to augment residential development opportunities throughout the municipality to ensure that there is an adequate supply of housing available. Additionally, the increased availability of housing will help to ease the escalation of housing prices.

Thirteen locations in various parts of the city have been identified for potential residential development. There is broad support for increasing housing stock in existing neighbourhoods in both the Sustainability Plan and the Official Community Plan.

The recommendation of the City Planning Committee is

THAT administration is hereby directed to proceed with the proposed residential land development initiative to add residential lots in existing neighbourhoods.

2. Development Incentive Agreement – 305 Hawkins Street

The Development Incentives Policy was adopted to encourage the development of rental housing, mixed-use development, and supportive housing. Under this policy, developments that meet the specified criteria are eligible for a yearly monetary grant from the city, the value of which is based on the increase in the taxation rate due to the improvements on the property. A major development incentive grants a developer a ten-year incentive to a maximum of \$500,000. It is authorized through a development agreement and implemented through a grant to the property owner after taxes have been paid in full.

The owner of the property at 305 Hawkins Street has applied for a major development incentive to construct a 10-unit rental housing development. The project meets the criteria for a major development incentive, and a development agreement is being brought forward for council approval.

The recommendation of the City Planning Committee is

THAT a Development Incentive Agreement with respect to a major development incentive for rental housing units at 305 Hawkins Street be approved.

3. Quartz Claim Staking Moratorium

Councillor Hartland declared a conflict of interest with respect to this issue and left Council Chambers during discussion of the matter.

In 2012 the Government of Yukon passed a prohibition order on staking for specific areas in the City of Whitehorse. The order expires in July of this year. It is proposed that the City apply to the Government of Yukon to have the prohibition order extended for a further five years.

The proposed extension to the current prohibition order will serve to provide clarity around staking activity in the City of Whitehorse until further consultation is conducted through the upcoming Official Community Plan update. The consequence of not requesting an extension is that there would be a period of time where staking could occur throughout the City of Whitehorse, subject to the provisions of the *Quartz Mining Act*.

The recommendation of the City Planning Committee is

THAT the Government of Yukon is hereby requested to authorize a five-year extension of the current prohibition order OIC 2012/145 restricting quartz claim mineral staking in the City of Whitehorse.

Councillor Hartland returned to Council Chambers.

4. Public Input Report – Conditional Use (Motorcycle Association)

The Yukon Cross Country Motorcycle Association has applied for Conditional Use approval to allow for the use and further development of the existing dirt bike track located off Robert Service Way in the vicinity of Yukon Energy and Robert Service Campground. At the public input session two people spoke against the application and one expressed concerns over impacts to walking trails in the area. The applicant spoke in support. Six written submissions were received, all opposed to the application. Concerns were raised regarding liability issues, noise impacts, conflicts with existing trails, and the timing of the application with respect to the Robert Service Way Area Planning Study that is currently under way.

Administration advised that if the conditional use is approved a number of amendments to the proposed lease for the area will be brought forward for consideration when the lease agreement bylaw comes forward for potential third reading.

Peter Long addressed the Committee to express his appreciation for staff's willingness to modify the lease boundaries in response to his previous presentation. He noted that the lease is coming forward in the midst of several studies being done, and suggested that alternative uses may be more appropriate for this area.

The recommendation of the City Planning Committee is

THAT the Conditional Use application to permit the Yukon Cross Country Motorcycle Association to use a dirt bike track at 100 Robert Service Way for outdoor participant recreation services be approved, subject to the following conditions:

1. That activity within the dirt bike track area be restricted to the hours between 07:00 a.m. to 11:00 p.m.; and
2. That a lease agreement with the Yukon Cross Country Motorcycle Association for the dirt bike track area is approved.

5. Public Input Report – Conditional Use (6 Tagish Road)

The owner of the property located at 6 Tagish Road in Riverdale has applied for conditional use approval to allow a Major Home-based Business in a detached structure. Approval would allow the owner to convert the existing garden suite at the rear of the property into an acupuncture and healing arts studio. Six submissions were received, all in support of the application. At the public input session the applicant provided a summary of the proposed business. No issues or concerns were raised.

The recommendation of the City Planning Committee is

THAT the conditional use application to allow a major home-based business in a detached structure at 6 Tagish Road in Riverdale be approved.

6. Conditional Use Application – Winterlong Brewing Co. – *For Information Only*

The Winterlong Brewing Co. was established at 83 Mt Sima Road in 2015. Since that time the business has expanded, adding additional brewing equipment and a tasting room. The owners have now applied for approval to increase the floor area of the tasting room by adding an outdoor patio seating area. It has been determined that this expansion will cross the threshold into 'eating and drinking establishment' use as defined by the Zoning Bylaw. Eating and drinking establishments are only permitted as a conditional use in the Service Industrial zone.

In accordance with the Zoning Bylaw, a public input session has been scheduled for the regular council meeting on Tuesday, May 23, 2017.



Minutes of the meeting of the City Operations Committee

Date	Monday, May 15, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Councillor Roslyn Woodcock – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Betty Irwin
Absent	Councillor Dan Boyd
Staff Present	Linda Rapp, City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jessica Apolloni, Manager of Strategic Communications

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

1. 2017 Yukon Sustainable Community Award – For Information Only

At the Annual General Meeting of the Association of Yukon Communities, the City of Whitehorse received the 2017 Yukon Sustainable Community Award presented by Yukon Energy. The award recognizes that the City’s compost has been approved as an Organic Materials Review Institute listed product, certified for use in organic gardens.



Minutes of the meeting of the Community Services Committee

Date	Monday, May 15, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Robert Fendrick – Chair Councillor Samson Hartland – Vice-Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Betty Irwin Councillor Roslyn Woodcock
Absent	Councillor Dan Boyd
Staff Present	Linda Rapp, City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Jessica Apolloni, Manager of Strategic Communications

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

1. Recreation Grant – For Information Only

Janna Swales, Executive Director of the Yukon Transportation Museum, thanked council for the recreation grant received last week under the Arts/Cultural Facilities category. Ms. Swales also provided information on current and upcoming exhibits and encouraged residents to visit the museum.

2. Arctic Winter Games 2020

In June of 2016 Council passed a resolution confirming that the City of Whitehorse would consider hosting the 2020 Arctic Winter Games and directing administration to begin negotiations with the Yukon Government and the Arctic Winter Games International Committee. Funds were approved in the 2017 to 2019 operating budget.

In lieu of a firm funding commitment from the Government of Yukon, a draft Memorandum of Agreement has been developed. With the signing of the agreement the City has assurance that the City of Whitehorse would not be responsible to fund any

deficit at the conclusion of the Games. The City and the Yukon Government will work together to establish the Host Society and the budget for the delivery of the 2020 Games.

Signing the Memorandum of Agreement would provide enough of a commitment from the Yukon Government for the City to move forward with further negotiations with the International Committee. The Host Society would be established over the summer and some Whitehorse Host Society representatives would then attend mission meetings of participating contingents in September.

The recommendation of the Community Services Committee is

THAT the Mayor be authorized to sign a Memorandum of Agreement with the Government of Yukon with respect to the hosting of the 2020 Arctic Winter Games; and
THAT administration is hereby directed to begin the process of forming a Host Society to deliver the 2020 Arctic Winter Games.

2. Various Community Events – For Information Only

Committee members highlighted a number of recent community events including:

- L'Association franco-yukonnaise unveiled a new downtown tour app
- Opening of the Emma Barr studio
- Sports Yukon hosted the Canada 150 Playlist event; and
- Annual Run for Mom



Minutes of the meeting of the Public Health and Safety Committee

Date	Monday, May 15, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Mayor Dan Curtis Councillor Robert Fendrick Councillor Samson Hartland Councillor Betty Irwin Councillor Roslyn Woodcock
Absent	Councillor Dan Boyd
Staff Present	Linda Rapp, City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jessica Apolloni, 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	Monday, May 15, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Betty Irwin – Vice Chair Mayor Dan Curtis Councillor Robert Fendrick Councillor Samson Hartland Councillor Roslyn Woodcock
Absent	Councillor Dan Boyd
Staff Present	Linda Rapp, City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jessica Apolloni, Manager of Strategic Communications Wayne Tuck, Manager of Engineering Services

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

1. Public Hearing Report – Hillcrest Local Improvement Project

After an intensive process of community consultation that began in 2006, a concept design was proposed and a local improvement charges bylaw was submitted to area residents for a vote. A total of 168 ballots were mailed to benefitting properties. The results were 94 votes opposed and 33 votes in favour. 41 votes were not submitted. Since the majority of the owners of the benefitting properties object to the local improvement, the project cannot proceed.

Throughout the public hearing process 12 presentations were made to Council and seven written submissions were received. Only three submissions expressed support for the project. The objections brought forward focused mainly on the financial burden of the local improvement charges for homeowners. Some questioned why the City is rebuilding water and sewer infrastructure when there has not been a history of significant operational issues, and concern was raised that some properties will not be able to upgrade their services unless the building is re-developed or reconstructed in

the future. Others suggested that the City should provide better maintenance for the existing infrastructure and avoid the costly reconstruction. Additional concerns were expressed regarding the proposed changes to the look and feel of the neighbourhood.

Jim Gilpin addressed the Committee to clarify that his previous presentations were not opposed to the bylaw; his purpose was to propose options for consideration. He asked that the City conduct an assessment of why the vote failed before developing a new proposal.

The recommendation of the Development Services Committee is

THAT Bylaw 2017-05, a bylaw to provide for a work of local improvement in the Hillcrest neighbourhood, be brought forward under the bylaw process and defeated at second reading in accordance with the provisions of the *Municipal Act*.



Minutes of the meeting of the Corporate Services Committee

Date	Monday, May 15, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Roslyn Woodcock – Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Samson Hartland Councillor Betty Irwin
Absent	Councillor Dan Boyd
Staff Present	Linda Rapp, City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jessica Apolloni, Manager of Strategic Communications Jason Bradshaw, Business Analyst, Business and Technology Systems Mike Ellis, Acting Manager of Planning and Sustainability Services

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

1. **Agreement Renewal – Fixed Telephone Line Service**

Fixed telephone lines are used by various departments throughout the city. Our existing service provider is NorthwesTel since there are no other fixed telephone line service providers in Whitehorse. The agreement with NorthwesTel is renewed every three years, and the only option available is a three year service term. Following presentations from industry representatives, administration was asked to research options for newer technology and present timelines and estimates for implementation.

Upgrades to the city’s existing computer network would be required for options such as using the network for voice-over-internet services. Initial components of the project would include a complete line audit, assessment of the city’s buildings to determine infrastructure requirements and costs, researching enterprise VOIP solutions, and preparing budget submissions. It is anticipated that a phased procurement and implementation approach would be implemented, with a best-case scenario aligning the

first phase of implementation with the opening of the new Operations Building. In the meantime, it will be necessary to renew the existing service to provide for the maintenance of existing service levels.

Krista Prochazka addressed the Committee on behalf of NorthwTel to explain that the transition from the existing service to other options will require the City to make a significant cost commitment in both time and resources. NorthwTel is aware that the City is interested in exploring options and looks forward to participating in a competitive process. However, the existing contract expired in February and CRTC rules mandate month to month charges without a contract.

The recommendation of the Corporate Services Committee is

THAT the bidding process for fixed telephone line service be waived; and

THAT the renewal of an agreement with NorthwTel be approved for fixed telephone line service for a cost to the City not to exceed a total of \$756,000 for three years (covering 2017, 2018 and 2019).

2. Strategic Plan Update

The 2013 to 2015 Strategic Plan identified many long-term initiatives which could not be fully addressed in one council term. This council has developed four strategic priority areas: Planning for Growth, Affordable Housing, Environmental Health, and Operational Efficiencies.

All City departments have identified priorities and action plans to guide their day-to-day work and strategic initiatives for the next two years, and the Strategic Plan assists city employees with operational decision making. Additionally, many of Council's strategic priorities rely on partnerships. Releasing the document to the public provides an opportunity for beginning conversations with potential partners and stakeholders.

The recommendation of the Corporate Services Committee is

THAT the 2017 Strategic Plan Update be accepted as presented; and

THAT the 2017 Strategic Plan Update be released to the public.

3. Budget Amendment – Schwatka Lake Area Plan Implementation

The 2017 to 2010 capital expenditure program includes funding for the implementation of the Schwatka Lake Area Plan. Additional funding from Gas Tax and the Canada 150 Community Infrastructure Program has been secured for the reconstruction of the boat and plane launch on the western shore and the construction of two new docks. The new docks are required to address safety concerns and reduce user conflicts. A budget amendment is required to accept the additional funds and match the budget allocations.

The recommendation of the Corporate Services Committee is

THAT the 2017 to 2020 capital expenditure program be amended by increasing the 2017 capital budget for the Schwatka Lake Area Plan Implementation Project in the amount of \$42,800.00, funded by external sources; and

THAT the budget description be amended to allow for the purchase of two new docks.

There being no further business, the meeting adjourned at 7:30 p.m.

Adopted at the regular council meeting on May 23, 2017

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk