



Minutes of the meeting of the Corporate Services Committee

Date	November 6, 2017
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 Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jeff O’Farrell, Manager of Legislative Services Norma Felker, Assistant City Clerk

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

1. Advisory Committee Bylaw

An umbrella bylaw is being brought forward to regulate the formation and operation of advisory committees. The proposed bylaw establishes the authorities under which council may create advisory committees as required, and provides consistent rules for the formation and operation of such committees. The bylaw includes details on membership criteria, attendance requirements, reports to council, and support for committees, establishes the duties and standards of conduct for committee members, and provides rules for the control and conduct of meetings.

The bylaw requires individual committees to be established as amendments adopted under the bylaw process. The intent is that the mandate, scope and membership criteria for existing and future committees will be examined in light of these standardized provisions, and that the functionality and practicality of each committee as an advisory body is thoroughly evaluated.

Keith Lay addressed the Committee on behalf of Active Trails Whitehorse Association to express support for the bylaw and provide suggestions for improvement.

The recommendation of the Corporate Services Committee is

THAT Bylaw 2017-28, a bylaw to provide for the formation and operation of advisory committees, be brought forward for due consideration under the bylaw process; and

THAT the vision, mandate and membership criteria of existing committees be reviewed before being brought forward for adoption pursuant to the provisions of this bylaw.

2. Authorize Mayor's Travel

Council's Expense Policy requires prior approval by council resolution for all requests for funding or reimbursement of expenses incurred in conjunction with travel by members of council outside the City of Whitehorse. Mayor Curtis has been invited to participate in the Chief Elected Official Forum being hosted by the Local Government Leadership Academy in Richmond BC. The event focuses on strategic efforts, council-board alignment, and positive relations with the chief administrative officer.

The recommendation of the Corporate Services Committee is

THAT travel expenses be authorized for Mayor Curtis to attend the Chief Elected Official Forum in Richmond BC in December.

3. Quarterly Activity Reports – For Information Only

Activity reports for the period from August 1st to October 31st were received from the City Manager, the Director of Corporate Services, 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 November 6, 2017

Location Council Chambers, City Hall

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

Staff Present
Linda Rapp, City Manager
Douglas Hnatiuk, Acting Director of Community and Recreation Services
Mike Gau, Director of Development Services
Peter O’Blenes, Director of Infrastructure and Operations
Jeff O’Farrell, Manager of Legislative Services
Patrick Ross, Manager of Land and Building Services
Richard Graham, Manager of Operations
Kinden Kosick, Planner

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

1. Public Hearing Report – Zoning Amendment Bylaw 2017-29

In partnership with the Government of Yukon, the city identified potential residential development parcels in existing neighbourhoods. The parcels are all owned by the city or Yukon, and are Official Community Plan compliant lands with no currently-known significant recreational uses, and no requirement for new access roads or major infrastructure upgrades. Seven of the identified parcels require rezoning prior to development.

At the public hearing on October 23rd presentations from 22 citizens were heard, expressing concerns and opposition to the inclusion of rural residential areas in the plans to add more housing lots in existing neighbourhoods. In addition 34 submissions were received, 21 opposed, seven in support and six expressing concerns. Two online surveys were set up to capture public input for each proposed development area. There were a total of 178 country residential responses and 93 urban responses.

While citizens have raised concerns about changes with new development, most of the impacts can be mitigated or are minor in nature. Retaining buffers and relocating trails may mitigate some of the concerns raised. A significant amount of private and public green space will still be available to residents.

The survey results suggest that the broader community is in favour of the development as proposed. The proposals take advantage of existing infrastructure and amenities without introducing significant new operating and maintenance costs to the City, and there are no technical reasons to prevent the development of any of the sites.

The recommendation of the City Planning Committee is

THAT Bylaw 2017-29, a bylaw to amend the zoning of seven parcels of land in existing neighbourhoods in order to allow for the addition of new residential lots, be brought forward for second and third reading under the bylaw process, with each section of the bylaw being presented for a separate vote.

2. Public Hearing Report – Zoning Amendment Bylaw 2017-34

As the Whistle Bend neighbourhood continues to grow, design changes are being made to reflect engineering requirements, better planning solutions, and market conditions. The proposed new zoning for Phase 5 includes institutional uses and green space, and allows for a wide variety of residential uses. A broad mix of housing allows residents to “age in place” and has the socio-economic benefit of mixing a range of income levels and demographics within a neighbourhood. It is located close to the Whistle Bend core and includes high density residential lots that support the viability of both commercial opportunities and transit service. The design also includes a “green street” in which single family houses face onto a landscaped green corridor with a walking path instead of a typical residential street. Parking is available from expanded laneways.

No one appeared to speak to the public hearing. No submissions were received and no issues were raised with respect to the proposed zoning.

The recommendation of the City Planning Committee is

THAT Bylaw 2017-34, a bylaw to amend the zoning for Phase 5 of Whistle Bend, be brought forward for second and third reading under the bylaw process

3. Lease Agreement – Marsh Lake Tents and Events

A land exchange in 2005 resulted in the current configuration of Copper Road. This allowed adjacent parcels located at 110 Copper Road, previously interrupted by an undeveloped road right-of-way, to be operated as one property. However, the undeveloped roadway has never been officially closed. The Development Review Committee has recommended that official closure and land disposition be deferred until the latest Marwell Plan is complete. This will allow consideration for use of the road

parcel as a future access or utility corridor. In the interim a lease agreement will permit continued use of the road parcel while allowing other considerations to be resolved.

If there is no operational need to retain the road parcel following the adoption of the Marwell Plan, administration will bring forward a road closure bylaw for the undeveloped road parcel along with a disposition bylaw for the sale of the parcel. This will allow the property owner to consolidate the road parcel with the existing lot.

The recommendation of the City Planning Committee is

THAT Bylaw 2017-18, a bylaw to authorize an agreement with Marsh Lake Tents and Events for the lease of a portion of unused road right-of-way adjacent to Lots 39 and 89 on Copper Road in the Marwell area, be brought forward for consideration under the bylaw process

4. Lease Agreement – Equipment Storage

Two proposals were received in response to a request for proposals issued for the provision of heated storage space for maintenance equipment. A mutually acceptable agreement has been reached with Meldon Construction Ltd. for the lease of storage space for the next two years. It is anticipated that the lease will be terminated upon completion of the new Operations Building.

The recommendation of the City Planning Committee is

THAT Bylaw 2017-35, a bylaw to authorize an agreement with Meldon Construction Ltd. for the lease of heated storage space for maintenance equipment, be brought forward for consideration under the bylaw process

5. Quarterly Activity Reports – For Information Only

Activity reports for the period from August 1st to October 31st were received from the Land and Building Services Department and the Planning and Sustainability Services Department.



Minutes of the meeting of the City Operations Committee

Date	November 6, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Betty Irwin Councillor Roslyn Woodcock
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jeff O’Farrell, Manager of Legislative Services

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

1. Quarterly Activity Reports – For Information Only

Activity Reports for the period from August 1st to October 31st were received from the Director of Infrastructure and Operations and from the Engineering, Operations, and Water and Waste Services Departments.



Minutes of the meeting of the Community Services Committee

Date	November 6, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Robert Fendrick – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Samson Hartland Councillor Betty Irwin Councillor Roslyn Woodcock
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jeff O’Farrell, Manager of Legislative Services

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

1. Quarterly Activity Reports – For Information Only

Activity Reports for the period from August 1st to October 31st were received from the Acting Director of Community and Recreation Services, and from the Parks and Community Development, Recreation and Facility Services, and Transit Services Departments.



Minutes of the meeting of the Public Health and Safety Committee

Date	November 6, 2017
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 Councillor Samson Hartland Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Jeff O'Farrell, Manager of Legislative Services

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

1. Quarterly Activity Reports – For Information Only

Activity reports for the period from August 1st to October 31st were received from Bylaw Services and the Fire Department.

2. Departing Fire Chief – For Information Only

Mayor Curtis advised that Kevin Lyslo has tendered his resignation as Fire Chief. On behalf of council the mayor thanked Mr. Lyslo for his many years of service with the Whitehorse Fire Department and wished him every success in his future endeavours.



Minutes of the meeting of the Development Services Committee

Date	November 6, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Betty Irwin – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Robert Fendrick Councillor Samson Hartland Councillor Roslyn Woodcock
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jeff O’Farrell, Manager of Legislative Services Mélodie Simard, Manager of Planning and Sustainability Services Taylor Eshpeter, Assistant City Engineer

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

1. Public Hearing Report – Alexander Street East Local Improvement Project

Alexander Street is identified for full reconstruction of the roadway and deep utilities. Replacing aging water and sewer infrastructure will contribute to sustainability goals, and other benefits include upsizing the capacity of the infrastructure to meet a growing population density and the increase in service needs in the downtown area. In addition to the underground work, the project includes concrete sidewalks, curbs, gutters, and new asphalt paving that will significantly improve accessibility and pedestrian safety. Federal Building Canada funding has been secured for the majority of the project costs.

A local improvement charge levied against benefitting properties is proposed for a portion of the surface works. Only one person appeared at the public hearing, and that individual did not express either support or opposition to the bylaw but rather was looking for additional information. Response forms were mailed to 22 benefitting property owners and only two responses were received, both in support of the project. The remaining 20 response forms were not submitted. With no written objections received, the project may proceed as planned.

The recommendation of the Development Services Committee is

THAT Bylaw 2017-32, a bylaw to authorize local improvement charges with respect to the reconstruction of Alexander Street from 2nd Avenue to 4th Avenue, be brought forward for second and third reading under the bylaw process.

2. Environmental Grant Allocation

The City allocates \$25,000 annually for Environmental Grants to assist community groups, non-profits, and commercial organizations with environmental projects that advance the Whitehorse Sustainability Plan. The Environmental Grant Policy governs the allocation of grants, and there are two application deadlines annually.

In accordance with the policy, applications are evaluated based on how they support the Sustainability Plan, public and community benefit, eligible costs, likelihood of success, and other criteria. An internal committee reviewed the one application received for the fall intake and has recommended that the project be funded.

The recommendation of the Development Services Committee is

THAT the allocation of an Environmental Grant in the amount of \$3,500.00 to WildWise be approved for researching and evaluating human-wildlife conflict reduction strategies.

3. Quarterly Activity Report – For Information Only

An activity report for the period from August 1st to October 31st was received from the Director of Development Services.

There being no further business, the meeting adjourned at 6:55 p.m.

Adopted at the regular council meeting on November 14, 2017

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk