

CITY OF WHITEHORSE
REGULAR Council Meeting #2017-19

DATE: Tuesday, October 10, 2017
TIME: 5:30 p.m.

Mayor Dan Curtis
Deputy Mayor Dan Boyd
Reserve Deputy Mayor Samson Hartland

AGENDA

CALL TO ORDER 5:30 p.m.

AGENDA: Adoption

PROCLAMATIONS: Fire Prevention Week – October 8 to 14, 2017

MINUTES: Regular Council Meeting #2017-18 dated September 25, 2017

DELEGATIONS:

PUBLIC HEARING: Bylaw 2017-31 Zoning Amendment (51 Sunset Drive South)
Bylaw 2017-32 Local Improvement (Alexander Street East)

COMMITTEE
REPORTS:

City Planning Committee – *Councillors Irwin and Fendrick*
Operations Committee – *Councillors Hartland and Woodcock*
Community Services Committee – *Councillors Fendrick and Hartland*
Public Health & Safety Committee – *Councillors Boyd and Curteanu*
Budget Amendment – Bylaw Services Program Review
Development Services Committee – *Councillors Curteanu and Irwin*
Corporate Services Committee – *Councillors Woodcock and Boyd*
Christmas Food for Fines Program

NEW & UNFINISHED
BUSINESS:

BYLAWS: 2017-27 Amend Council Remuneration Bylaw 3rd Reading

ADJOURNMENT:



PROCLAMATION
FIRE PREVENTION WEEK
October 8 – 14, 2017

WHEREAS Fire Prevention Week is a national initiative designed to raise awareness regarding fire safety; and

WHEREAS in a fire seconds can mean the difference between escaping safely or having lives end in tragedy; and

WHEREAS the theme of this year's Fire Prevention Week is "Every Second Counts: Plan 2 Ways Out!" to reinforce the need to have an escape plan; and

WHEREAS the council of the City of Whitehorse urges all citizens to prepare and practice an escape plan and ensure that all members of your household are aware of the plan and familiar with two ways to get out safely;

NOW THEREFORE, I, Mayor Dan Curtis, do hereby proclaim October 8 to 14, 2017 to be ***Fire Prevention Week*** in the City of Whitehorse.

Dan Curtis
Mayor

MINUTES of **REGULAR** Meeting #2017-18 of the council of the City of Whitehorse called for 5:30 p.m. on Monday, September 25, 2017, in Council Chambers, City Hall.

PRESENT: Mayor Dan Curtis
Councillors Dan Boyd
Jocelyn Curteanu
Robert Fendrick
Betty Irwin
Roslyn Woodcock

ABSENT: Councillor Samson Hartland

ALSO PRESENT: City Manager Linda Rapp
Acting Director of Community and Recreation Services Krista Mroz
Director of Corporate Services Valerie Braga
Director of Development Services Mike Gau
Director of Infrastructure and Operations Peter O’Blenes
Manager of Strategic Communications Jessica Apolloni

Mayor Curtis called the meeting to order at 5:30 p.m.

CALL TO ORDER

2017-18-01

It was duly moved and seconded
THAT the agenda be adopted as presented.

AGENDA

Carried Unanimously

PROCLAMATIONS

Mayor Curtis proclaimed September 30th to be **Orange Shirt Day** in the City of Whitehorse.

Orange Shirt Day

Mayor Curtis proclaimed October 1st to be **National Seniors Day** in the City of Whitehorse.

National Seniors Day

Mayor Curtis proclaimed the month of October to be **United Way Month** in the City of Whitehorse.

United Way Month

2017-18-02

It was duly moved and seconded
THAT the minutes of the regular council meeting dated September 11, 2017 be adopted as presented.

MINUTES

September 11, 2017

Carried Unanimously

COMMITTEE REPORTS

City Planning Committee

2017-18-03

It was duly moved and seconded
THAT Bylaw 2017-29, a bylaw to amend the zoning of seven parcels of land in existing neighbourhoods to allow for the development of additional housing lots, be brought forward for consideration under the bylaw process.

BRING FORWARD
ZONING AMENDMENT
FOR ADDITIONAL
HOUSING LOTS

Carried Unanimously

Council members noted that recreational and trail values associated with areas impacted by this bylaw need to be considered.

Discussion

2017-18-04

It was duly moved and seconded
THAT Bylaw 2017-34, a bylaw to amend the zoning for Phase 5 of the Whistle Bend Subdivision, be brought forward for consideration under the bylaw process.

BRING FORWARD
ZONING AMENDMENT
FOR PHASE 5 OF
WHISTLE BEND

Carried Unanimously

Administration confirmed that it will be approximately three years until lots in Phase 5 are available.

Discussion

City Operations Committee

There was no report from the City Operations Committee.

No Report

Community Services Committee

Mayor Curtis proclaimed September 29 to October 1, 2017 to be **Culture Days** and October 2 to 8, 2017 to be **National Family Week** in the City of Whitehorse.

PROCLAMATIONS
For Information Only

Jennifer Daniels and Aden Horbachewsky addressed the Committee to request that changes be made to the transit schedule in order to better accommodate students. They explained that the dismissal time for a number of schools was advanced by just a few minutes from last year’s schedule, and this means that students using the transit system can no longer get downtown by 3:30 p.m. This limits their ability to get to work on time or to participate in after-school activities.

REQUEST FOR
CHANGES TO THE
TRANSIT SCHEDULE
For Information Only

.../continued

The change to the dismissal time was put in place by the Department of Education with only minimal discussions with Whitehorse Transit. The delegates advised that the Porter Creek Secondary School Council suggested a presentation to City Council rather than an approach to Whitehorse Transit as the best method for requesting that the transit schedule be adjusted. They submitted a petition with 23 names in support of the request for schedule changes.

REQUEST FOR
CHANGES TO THE
TRANSIT SCHEDULE
(Continued)

For Information Only

Yolande Vachon also requested that the transit schedule be reviewed. She noted that there is still no Sunday service, and suggested that the 7:00 a.m. Saturday bus needs to be reinstated.

Public Health and Safety Committee

There was no report from the Public Health and Safety Committee.

No Report

Development Services Committee

2017-18-05

It was duly moved and seconded 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 consideration under the bylaw process.

BRING FORWARD
LOCAL IMPROVEMENT
BYLAW – ALEXANDER
STREET EAST

Carried Unanimously

Administration confirmed that if the bylaw is approved and the project is included in the approved budget, the work will begin in 2018.

Discussion

Corporate Services Committee

2017-18-06

It was duly moved and seconded THAT Bylaw 2017-27, a bylaw to amend the Council Remuneration Bylaw, be brought forward for consideration under the bylaw process.

BRING FORWARD
AMENDMENT TO
CURRENT COUNCIL
REMUNERATION BYLAW

Carried Unanimously

A council member noted that it is important that the public understands the process. This bylaw is changing the date required for completion so that remuneration for the next council can be considered at a later date than that specified in the current bylaw.

Discussion

BYLAWS

2017-18-07

It was duly moved and seconded
THAT Bylaw 2017-30, a bylaw to authorize the acquisition of a parcel of land for utility purposes in the Hidden Valley Subdivision, having been read a first and second time, now be given third reading.

Carried Unanimously

BYLAW 2017-30

LAND ACQUISITION
Phase 5 Whistle Bend
FIRST READING

2017-18-08

It was duly moved and seconded
THAT Bylaw 2017-27, a bylaw to amend the current Council Remuneration Bylaw, be given first reading.

Carried Unanimously

BYLAW 2017-27

AMEND COUNCIL
REMUNERATION BYLAW
FIRST READING

2017-18-09

It was duly moved and seconded
THAT Bylaw 2017-27 be given second reading.

Carried Unanimously

SECOND READING

2017-18-10

It was duly moved and seconded
THAT Bylaw 2017-29, a bylaw to amend the zoning of seven parcels of land in existing neighbourhoods to allow for the development of additional housing lots, be given first reading.

Carried Unanimously

BYLAW 2017-29

ZONING AMENDMENT
Additional Housing Lots
FIRST READING

2017-18-11

It was duly moved and seconded
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 given first reading.

Carried Unanimously

BYLAW 2017-32

LOCAL IMPROVEMENT
Alexander Street East
FIRST READING

2017-18-12

It was duly moved and seconded
THAT Bylaw 2017-34, a bylaw to amend the zoning for Phase 5 of the
Whistle Bend Subdivision, be given first reading.

Carried Unanimously

BYLAW 2017-34

ZONING AMENDMENT
Phase 5 Whistle Bend

FIRST READING

There being no further business, the meeting adjourned at 6:00 p.m.

ADJOURNMENT

MEMORANDUM

FILE #: Z-08-2017

TO: Mayor and Council
FROM: Administration
DATE: October 10, 2017
SUBJECT: Public Hearing at Regular Council Meeting October 10, 2017

Please be advised there will be a Public Hearing at the regular council meeting on October 10, 2017 to hear from interested parties related to the following zoning amendment:

**Bylaw 2017-31, a bylaw to amend zoning of 51 Sunset Drive South
(Lot 51, 30131 LTO) in Hillcrest to reduce the setback requirement
on the south side of the lot (abutting Hillcrest Drive) from 6 m to 3 m.**

Karla DesRosiers, owner of 51 Sunset Drive South, has applied for a zoning amendment to reduce the setback on the south side of her corner lot property from 6 m to 3 m. Currently, the principal building is located within the setback facing Hillcrest Drive and is non-conforming to the Zoning Bylaw. This zoning amendment would bring the building into conformity and allow for structural modifications.

Other corner lots along Hillcrest Drive may be in similar situations of non-conformance and City administration will initiate a review. This zoning amendment is being brought forward now as the applicant has noted she would like to begin building improvements this fall.

Bylaw 2017-31 received 1st Reading on September 11, 2017. Notices were published in the newspapers on September 15 and 22, 2017. A total of 55 letters were sent to property owners within 100 metres of the subject property as well as other corner lots along Hillcrest Drive. Yukon Government Lands Department, Kwanlin Dün First Nation, and Ta'an Kwäch'än Council were notified by mail. The Hillcrest Community Association was also notified by email.

MEMORANDUM

File #: 4025-01 ASE 2-4

TO: Mayor and Council
FROM: Administration
DATE: October 10, 2017
SUBJECT: Public Hearing at Regular Council Meeting October 10, 2017

Please be advised there will be a public hearing at the regular council meeting on October 10, 2017 to hear from interested parties related to the following:

Bylaw 2017-32, a bylaw to authorize local improvement charges with respect to the surface works portion of the reconstruction of Alexander Street between Second Avenue and Fourth Avenue and a portion of Third Avenue from Alexander Street to Black Street.

The proposed reconstruction project includes:

- Replacement of water and sewer mains to meet current infrastructure standards and increasing capacity needs;
- Replacement of water services that bleed with recirculating services to meet current standards for frost protection and improve efficiency in the distribution of water;
- Enhanced street lighting and landscaping;
- Monolithic sidewalks and angled parking on both sides of the street;
- New asphalt road surface and removal of frost susceptible soils below roadways; and
- Construction of concrete curbs and gutters to improve drainage.

The budgetary cost estimate to complete this project is \$3,237,300. Approximately \$475,557.33 will be contributed through a Local Improvement Charge applied to benefitting (fronting) properties. Federal Building Canada Funding has been secured for the remainder of the costs. The earliest potential date for construction is spring 2018.

Bylaw 2017-32 received first reading on September 25, 2017. Notices were mailed to benefitting property owners on September 27 along with the bylaw, information on the project and the projected costs, and a response form with which property owners can indicate their support for or opposition to the proposed project. The final date for submission of response forms is November 2nd, 2017.

If the overall response from benefitting property owners is positive and the bylaw is adopted, the project will be considered in the 2018 capital budget.



Minutes of the meeting of the City Planning Committee

Date Monday, October 2, 2017

Location Council Chambers, City Hall

Committee Members Present Councillor Robert Fendrick – Chair
Mayor Dan Curtis
Councillor Dan Boyd
Councillor Jocelyn Curteanu
Councillor Roslyn Woodcock

Absent Councillor Samson Hartland
Councillor Betty Irwin

Staff Present Linda Rapp, City Manager
Douglas Hnatiuk, Acting Director of Community and Recreation Services
Valerie Braga, 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 City Planning Committee.



Minutes of the meeting of the City Operations Committee

Date	Monday, October 2, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Roslyn Woodcock – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Robert Fendrick
Absent	Councillor Samson Hartland Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Valerie Braga, 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 City Operations Committee.



Minutes of the meeting of the Community Services Committee

Date	Monday, October 2, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Robert Fendrick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Roslyn Woodcock
Absent	Councillor Samson Hartland Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Valerie Braga, 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. Proclamations – For Information Only

Mayor Curtis proclaimed the first full week of October to be *Mental Illness Awareness Week* and October 10th to be *World Mental Health Day* in the City of Whitehorse.

Mayor Curtis proclaimed October 16 to 22, 2017 to be *Poverty and Homelessness Action Week* in the City of Whitehorse.

2. Kindness Meter – For Information Only

A council member reminded everyone that the City has installed a “Kindness Meter” on the corner of Third Avenue and Main Street near the Rotary International clock. The funds collected in this meter will be used by the Yukon Anti-Poverty Coalition to support a variety of initiatives to reduce poverty and homelessness. The idea is that the meter will raise both awareness and funds in a way that is convenient for citizens when they are in the downtown area.

3. United Way Month – For Information Only

The public was reminded that October is United Way Month. Money raised locally is used locally to fund projects that support Yukon communities. The objectives are to build healthy communities through projects that respond to the needs of children, youth, families and persons with disabilities, and that combat poverty and drug and alcohol abuse.



Minutes of the meeting of the Public Health and Safety Committee

Date	Monday, October 2, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Robert Fendrick Councillor Roslyn Woodcock
Absent	Councillor Samson Hartland Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jessica Apolloni, Manager of Strategic Communications Dave Pruden, Manager of Bylaw Services

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

1. City Bullying – For Information Only

Gary Pettifor addressed the Committee to allege a pattern of bullying throughout the organization during his time as a member of the Fire Department.

2. Budget Amendment – Bylaw Services Program Review

A departmental program review for the Bylaw Services Department was included in the 2017 capital budget, and a request for proposals was issued. Several firms picked up the documents but no proposals were received. Feedback from one firm indicated that the scope of the project is significantly greater than the budget allows for.

The last review of Bylaw Services Department programs is over ten years old. With the increase in population and the expectations of the Department by various levels of government, stakeholders, and the public, it is critical that services be reviewed to

determine priorities and ensure that public expectations and budget commitments can be met. This means that a full review of the department's programs is required.

The proposed scope of the program review will provide clear guidance and outline clear expectations on what is desired in the short, medium and long term. Failing to provide such guidance will mean that the Bylaw Department will struggle to meet current expectations and emerging issues such as trail patrols, traffic concerns, and staffing.

The recommendation of the Public Health and Safety Committee is

THAT the 2017 to 2020 Capital Expenditure Plan be amended by increasing the 2017 Bylaw Services Department Program Review project in the amount of \$25,000.00, funded from the General Reserve.



Minutes of the meeting of the Development Services Committee

Date	Monday, October 2, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Robert Fendrick Councillor Roslyn Woodcock
Absent	Councillor Samson Hartland Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Valerie Braga, 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 Development Services Committee respectfully submits the following report:

1. **Low Income Housing** – For Information Only

Wayne Spring addressed the Committee to advise that he set up a saw-mill in the Watson Lake area in April and hopes to start producing low income houses. His aim is to help revitalize the forestry industry in Watson Lake and improve the community. If the project succeeds it may help to provide low income housing in Whitehorse.



Minutes of the meeting of the Corporate Services Committee

Date	Monday, October 2, 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
Absent	Councillor Samson Hartland Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Douglas Hnatiuk, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Jessica Apolloni, Manager of Strategic Communications Dave Pruden – Manager of Bylaw Services

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

1. Christmas Food for Fines Program

To demonstrate goodwill and community spirit, Bylaw Services is once again proposing a Food for Fines program for the 2017 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 2nd and 9th 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.

This initiative requires promotional support and advertising in order to obtain full participation from the public. Early approval is requested to allow for successful communication and results.

The recommendation of the Corporate Services Committee is

THAT the 2017 Christmas Food for Fines program be approved; and

THAT a grant not exceeding \$10,000.00 for parking meter ticket fines issued between December 2nd and December 9th, 2017 be approved to the Food Bank and Kaushee's Place as part of the Christmas Food for Fines program.

There being no further business, the meeting adjourned at 6:06 p.m.

CITY OF WHITEHORSE

BYLAW 2017-27

A bylaw to amend the Council Remuneration Bylaw

WHEREAS the Council Remuneration Bylaw was adopted in 2015 pursuant to section 173 of the *Municipal Act* (2002); and

WHEREAS section 220 of the *Municipal Act* provides for the amendment of bylaws; and

WHEREAS it is deemed desirable and expedient to amend the current Council Remuneration Bylaw to allow additional time to bring forward a bylaw to establish the remuneration to be paid to council members for the 2018 to 2021 term of office;

NOW THEREFORE the council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Section 6 of Council Remuneration Bylaw 2015-22 is hereby amended by deleting the final sentence and substituting therefore a new subsection (1) as follows:
"6 (1) The review of the bylaw shall be completed by no later than February 28, 2018 so that the remuneration for the next term of council is established a minimum of six months before election proceedings begin for the next council's term of office."

2. This bylaw shall come into full force and effect upon final passage thereof.

FIRST and SECOND READING: September 25, 2017

THIRD READING and ADOPTION:

Mayor

City Clerk