



Minutes of the meeting of the Public Health and Safety Committee

Date	April 1, 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 Councillor Jan Stick
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, 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 Taylor Eshpeter, Manager of Engineering Services Catherine Constable, Manager of Legislative Services Chris Green, Deputy Fire Chief Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

1. Wildfire Fuel Reduction – Prescribed Burns – For Information Only

The Whitehorse Fire Department and Wildland Fire Management have been working together to manage wildfire fuels within the city. The success of a pilot project in 2017 concluded that controlled burns along road rights-of-way and other areas was an acceptable practice in the reduction of potential wildland fire fuel sources.

The reduction of wildfire potential in designated areas of the City will be done through the controlled burning of fine fuels and grass along the roadway and surrounding areas. The majority of the fuels to be treated are matted grass, with a small percentage of individual immature conifer and deciduous trees and shrubs. Burning will only take place pursuant to the very strict guidelines outlined in the Prescribed Fire Plan developed by Wildland Fire Management, and the public will be notified prior to the commencement of any burn.

2. Traffic Bylaw Amendment – Speed Reductions

Takhini North was designed as a traffic-calmed neighbourhood with narrow roadways, curb bulb-outs, and landscaping. The signs at both entrances to the neighbourhood indicate a 30 km/hr speed limit, and the Street Sign and Traffic Committee has recommended that the 30 km/hr speed zone be extended to the entire area.

Residents on certain streets in Porter Creek have requested traffic calming. The speed limit is currently 50 km/hr and speed data was collected to inform a recommended speed limit for these roads. The Street Sign and Traffic Committee has recommended that the speed limit be reduced to 40 km/hr.

A committee member noted that a 30 km/hr zone on Third Avenue listed in the existing schedule is not currently supported by street signs. Administration has since confirmed that the reduced speed zone in this section is no longer valid, and the schedule has been amended to show it as removed from the bylaw.

An amendment to the Traffic Bylaw is required to establish changes to speed zones.

The recommendation of the Public Health and Safety Committee is

THAT Bylaw 2019-10, a bylaw to amend the Traffic Bylaw with respect to speed zones in various areas, be brought forward for consideration under the bylaw process.

3. Health Status Report – For Information Only

A committee member referenced the recently released Yukon Health Status Report and noted that it provides an in-depth look at seniors' health and well-being in Yukon. The report contains a number of recommendations, and it was suggested that the City review the report and identify the recommendations that the City could implement for the benefit of seniors in our community.



Minutes of the meeting of the Development Services Committee

Date April 1, 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
Councillor Stephen Roddick
Councillor Jan Stick

Staff Present
Linda Rapp, City Manager
Jeff O'Farrell, 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
Taylor Eshpeter, Manager of Engineering Services
Catherine Constable, Manager of Legislative Services
Myles Dolphin, Manager of Strategic Communications
Norma Felker, Assistant City Clerk

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

1. Cook Street Reconstruction – Local Improvement Charges

At the regular meeting on March 25th Council gave first reading to a local improvement charges (LIC) bylaw with respect to the reconstruction of Cook Street West. In the process of preparing the documentation to provide official notice to property owners, an error in the calculations for Schedule A of the bylaw was discovered. The result of this error is that the portion of the costs of the reconstruction project that will be borne by some of the non-residential benefitting property owners is larger than initial projections.

Since the current bylaw has already received first reading and second reading is not scheduled until after a public hearing has been held, amending the existing bylaw at this stage is problematic. In order to allow the bylaw process to proceed, Council may direct administration to prepare the notification documents in a manner that will highlight the amendments that will be authorized when the bylaw comes forward for second reading. This will ensure that the information provided contains accurate details on project costs.

The recommendation of the Development Services Committee is

THAT administration be directed to prepare notification packages with respect to Local Improvement Charges Bylaw 2019-09 that include corrections to the errors discovered; and

THAT administration be directed to prepare proposed amendments to Bylaw 2019-09 for council's consideration when the bylaw comes forward for second reading.

2. Climate Change – For Information Only

A committee member cited a new report issued by Environment Canada on Canada's Changing Climate. The report states that warming in Canada is twice the rate of the rest of the world and is even more significant in the north. These climate changes are profound and have significant and alarming implications for our infrastructure, First Nations traditions and culture, and the natural environment.

The committee member asked if the City is doing enough to ensure its ability to cope with the economic, environmental and social impacts of climate change, and also if the City is doing enough to encourage low carbon development in transportation. It was suggested that the answer is 'no' to both of these questions, and therefore Council should consider declaring a Climate Change Emergency in Whitehorse and work with administration to identify new opportunities that are more in line with the urgency of the situation.



Minutes of the meeting of the Corporate Services Committee

Date	April 1, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Councillor Laura Cabott – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, 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 Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

Your Worship, there is no report from the Corporate Services Committee



Minutes of the meeting of the City Planning Committee

Date April 1, 2019

Location Council Chambers, City Hall

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

Staff Present Linda Rapp, City Manager
Jeff O'Farrell, 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
Catherine Constable, Manager of Legislative Services
Mélodie Simard, Manager of Planning and Sustainability Services
Myles Dolphin, Manager of Strategic Communications
Norma Felker, Assistant City Clerk

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

1. Public Hearing Report – Zoning Amendment (Cannabis Retail Sales)

An amendment to the zoning bylaw was brought forward in response to regulations governing the licensing and location of private retail sales of cannabis in Yukon. At the public hearing on March 25th, 13 written submissions were received, all but two expressing concerns. Two delegates spoke in support of the bylaw, and three delegates raised concerns. Issues raised included the size of proposed buffers, the lack of buffers for LePage Park and child care centres, the lack of buffers for certain other uses and specific locations, the proposed hours of operation, and the number of stores. Additional concerns were raised regarding the bylaw process.

The federal government has determined cannabis to be socially and legally acceptable for sale in Canada, and the City is enacting regulations to allow for sale of this legal product. Expanding buffers from the proposed 100 m would significantly reduce the opportunity to develop retail stores in the Downtown area.

The rationale for buffering parks with play structures but not LePage Park or child care centres is that unsupervised children may use parks with play structures while there is direct supervision at child care centres and at LePage Park during programmed events for children. Implementing buffers around child care centres would significantly limit the permitted area for the retail sale of cannabis. Allowable areas would then be limited to three small areas which could create clustering of stores.

Creating setbacks or buffers from private residences and tourism related businesses would effectively prohibit cannabis sales in the downtown area or in other neighbourhoods in the City.

The hours of operation for businesses are governed by the Business License Bylaw.

Administration is proposing three amendments to the bylaw to provide additional clarity to the regulations.

The recommendation of the City Planning Committee is

THAT Bylaw 2019-08, a bylaw to amend the zoning bylaw to allow the private retail sale of cannabis and cannabis-containing products, be brought forward for second and third reading under the bylaw process; and

THAT Bylaw 2019-08 be amended at second reading as follows:

1. Add a new definition for 'play structure' that reads, "PLAY STRUCTURE' means permanent equipment installed and/or maintained by the City for use by children or youth of any age. Typical examples include climbing structures, swings, or slides.
2. Replace existing subsection 6.19.6 with a new subsection that reads, "The lot line of a Retail services, restricted operation may not be within 100 m of another lot used for Retail services, restricted. The 100 m buffer comes into effect once any development permit has been issued for a Retail services, restricted use."
3. Add a new subsection 6.19.7 that reads, "A list and map of locations that require a buffer from a Retail services, restricted use can be obtained from the City's Land and Building Services Department or the Planning and Sustainability Services Department."

2. Airbnb Units – For Information Only

A committee member identified a concern that residential units in the City are being used for Airbnb despite the current housing shortage. Administration confirmed that Airbnb is a developing area and amendments to the Zoning Bylaw may be required in the future to address the issue. At this time, the City has ensured that development incentive agreements are not applied to properties intended for this use.



Minutes of the meeting of the City Operations Committee

Date April 1, 2019

Location Council Chambers, City Hall

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

Staff Present
Linda Rapp, City Manager
Jeff O'Farrell, 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
Catherine Constable, Manager of Legislative Services
Richard Graham, Manager of Operations
Myles Dolphin, Manager of Strategic Communications
Norma Felker, Assistant City Clerk

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

1. Contract Award – Winter Road Maintenance Supplies

The 2019 operating budget includes funds for the supply of crushed sand and road salt required for winter road maintenance. Separate tenders were issued for the supply of crushed sand and the supply and delivery of road salt.

One bid was received in response to each of the tenders issued. An internal review committee agreed that the bidders for both tenders meet tender specifications and the prices submitted are reasonable and within budget.

The recommendation of the City Operations Committee is

THAT Administration be authorized to award the contract for the supply of 16,000 tonnes of 10mm crushed sand to Skookum Asphalt Ltd. for a net cost to the City of \$209,960.00, plus GST; and

THAT Administration be authorized to award the contract for the supply of 500 tonnes of road salt to Canadian Lynden Transport Co. for a net cost to the City of \$178,333.33, plus GST.

2. Contract Award – Supply of Line Painting

The approved 2019 and provisional 2020 operating budgets include funding for annual line painting on Whitehorse roads. A request for expression of interest in long line painting was released and five companies downloaded the documents, but no submissions of interest were received. Potential vendors indicated that their pricing would not be favourable due to substantial mobilization costs.

The Yukon Government is the only provider for this service located in the Yukon, and has previously been sole sourced this work. The Purchasing and Sales Policy does not make allowances to exempt this type of procurement from the public tendering process. Therefore, a council resolution is required to waive a public bidding process in this case.

The recommendation of the City Operations Committee is

THAT Administration be authorized to waive the public bidding process for the supply of line painting services; and

THAT Administration be authorized to award the contract for the supply of line painting services to the Government of Yukon for a net cost to the City not to exceed \$63,000.000 per year for 2019 and 2020.

3. Contract Award – Mosquito Control Program

The City's Mosquito Control Program manages mosquito populations by controlling larvae development in temporary ponds and puddles throughout the City. One compliant submission was received in response to the request for expression of interest released.

The evaluation team concluded that the one compliant submission demonstrated experience with mosquito control projects, use of mosquito larvicides, aerial applications, and previous projects in Yukon. The company has the expertise and experience to effectively deliver this service.

The recommendation of the City Operations Committee is

THAT Administration be authorized to award the contract for the 2019 to 2021 Mosquito Control Program to Duka Environmental Ltd for a net cost to the City not to exceed \$228,516 plus GST, for a three-year contract; and

THAT, should the contingency amount of \$5,000 be needed in any of the three years, administration be authorized to amend the operating budget for that year to a maximum of \$5,000, funded from the General Reserve.

4. BST Road Surfacing in Rural Subdivisions – For Information Only

A committee member raised a concern that the BST road treatment applied last year in some rural neighbourhoods is substandard compared to what was previously in place. Administration confirmed that the BST work done last year met all specifications and was up to standard. The only difference with the latest contract was the use of a slightly smaller aggregate which should actually perform better in the long term. However, BST takes some time to compact and issues such as noise will lessen over time. In the meantime, the roads will be swept this spring and this may help with some of the issues being experienced.



Minutes of the meeting of the Community Services Committee

Date	April 1, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jan Stick – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Samson Hartland Councillor Stephen Roddick
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, 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 Catherine Constable, Manager of Legislative Services Landon Kulych, Manager of Parks and Community Development Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

1. **Proclamation** – For Information Only

Mayor Curtis proclaimed April 7, 2019 to be ***Green Shirt Day for Organ Donor Awareness and Registration*** in the City of Whitehorse.

2. **Contagious Mountain Bike Club** – For Information Only

Samantha Salter and Scott Keesey addressed the Committee on behalf of the Contagious Mountain Bike Club to provide an overview of the Club’s activities and the work club members do as trail stewards. They explained that their involvement with City trails is mainly concerned with trail maintenance, but the Club is also working with the City to identify some of the new trails their members would like to see. Ms. Salter also indicated that the Club would be pleased to work with the City on the preparation and presentation of programs to educate people on shared use etiquette.

3. Community Clean-up Policy Amendments

The Community Clean-up program has been in place for 25 years, providing a fund-raising platform for non-profit clubs, groups and organizations. The policy aligns with City initiatives to achieve a cleaner City for all.

The proposed changes to the policy are primarily administrative amendments designed to accurately reflect desired practices during the execution of the Community Clean-up initiative. The revised policy also includes language changes to provide clarity.

The recommendation of the Community Services Committee is

THAT the revised Community Clean-up Policy dated March 2019 be adopted as presented.

4. Climb Yukon's Request for Facility Space – For Information Only

A committee member noted that the City has denied Climb Yukon's request for facility space in the Canada Games Centre, and expressed the hope that the City will continue to explore options for supporting the organization.

There being no further business, the meeting adjourned at 7:52 p.m.

Adopted at the regular council meeting on April 8, 2019

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk