



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	January 20, 2020	2020-02
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Dan Boyd – Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick	
<b>Absent</b>	Councillor Laura Cabott Councillor Samson Hartland	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Mélodie Simard, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications	

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Your Worship, there is no report from the City Operations Committee.



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	January 20, 2020	2020-02
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Deputy Mayor Stephen Roddick Councillor Jan Stick	
<b>Absent</b>	Councillor Laura Cabott Councillor Samson Hartland	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Mélodie Simard, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications	

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

**1. E-Bikes – For Information Only**

Keith Lay, on behalf of Active Trails Whitehorse Association, spoke to the importance of getting regulations in place for the use of e-bikes. He stressed the need to clarify where e-bikes and other electric mobility devices can be legally and appropriately used in the City of Whitehorse. Mr. Lay suggested that the City needs to consult with trail users and develop a policy or bylaw that clearly regulates the use of e-bikes before they become a controversial subject in our community.

Spencer Edelman, on behalf of Lister’s Motor Sports, distributed information about how e-bikes are regulated in various jurisdictions throughout the country, and encouraged Council to properly authorize the use of e-bikes in bike lanes and on bike trails. Mr. Edelman stated that e-bikes promote active commuting, could help with parking issues, and are a green alternative for commuters.



## Minutes of the meeting of the Public Health and Safety Committee

<b>Date</b>	January 20, 2020	2020-02
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Deputy Mayor Stephen Roddick – Chair Councillor Jan Stick – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu	
<b>Absent</b>	Councillor Laura Cabott Councillor Samson Hartland	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Mélodie Simard, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications	

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Your Worship, there is no report from the Public Health and Safety Committee.



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	January 20, 2020	2020-02
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Dan Boyd – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Deputy Mayor Stephen Roddick Councillor Jan Stick	
<b>Absent</b>	Councillor Laura Cabott Councillor Samson Hartland	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Mélodie Simard, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications	

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Your Worship, there is no report from the Development Services Committee.



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	January 20, 2020	2020-02
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Deputy Mayor Stephen Roddick –Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Jan Stick	
<b>Absent</b>	Councillor Laura Cabott Councillor Samson Hartland	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Mélodie Simard, Acting Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Brittany Dixon, Acting Manager of Financial Services Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications	

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

**1. Budget Amendment – CGC Compressor 3 Replacement**

The ice refrigeration system at the Canada Games Centre is a complex system that provides cooling for the three ice surfaces as well as waste heat to the heating systems. The system operates using three compressors as the main drivers. Late in 2019 compressor 3 failed. While the two remaining compressors are currently maintaining services, any additional failure would cause loss of artificial ice as well as loss of the waste heat supply to the facility, making the replacement of compressor 3 critical to facility operations. Gas Tax funding has been approved for this project.

**The recommendation of the Corporate Services Committee is**

THAT the 2020 to 2023 capital expenditure program be amended to add a new 2020 capital project in the amount of \$65,000 for the Canada Games Centre Compressor 3 replacement project, funded by Gas Tax.

**2. Public Input Report – Operating and Maintenance Budget**

Following presentation of the operating budget on December 9, 2019, the proposed budget was posted on the City's website, and budget packages were available for pickup at City Hall and the Canada Games Centre. Requests for public input were advertised weekly in local newspapers and promoted on social media.

There were no presentations from delegates at the public input session and no written submissions were received prior to the deadline.

**The recommendation of the Corporate Services Committee is**

THAT Bylaw 2019-26, a bylaw to adopt the 2020 operating and maintenance budget and the 2021 and 2022 provisional budgets, be brought forward for second and third reading under the bylaw process; and

THAT the associated Tax Levy Bylaw 2019-27 and Fees and Charges Amendment Bylaw 2019-28 be brought forward for second and third reading under the bylaw process.

**3. Summary of Properties Subject to Tax Lien**

Each year the City is required to prepare a list of properties that have taxes outstanding from the previous year. The list requires the approval of council before being published in the local papers. Each property is levied an administrative fee and will be subject to further collection procedures if the account is not paid within 60 days. The tax lien list will be published in February, and will be updated prior to publication to remove those properties whose outstanding taxes have been paid.

**The recommendation of the Corporate Services Committee is**

THAT administration be authorized to affix the City Seal to the 2019 Tax Lien Summary List to authenticate the list.

**4. Progress Reports – 4<sup>th</sup> Quarter of 2019 – For Information Only**

Progress reports for the fourth quarter of 2019 were received from the City Manager, Strategic Communications, and the various departments of the Corporate Services, Community and Recreation Services, Development Services and Infrastructure and Operations divisions.



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	January 20, 2020	2020-02
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jan Stick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Stephen Roddick	
<b>Absent</b>	Councillor Laura Cabott Councillor Samson Hartland	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Mélodie Simard, Acting Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications Kinden Kosick, Planner II	

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

### 1. **Housing Development Incentives Policy**

The original Development Incentives Policy was adopted in 2012 and was initially intended to promote development on underutilized lots in the Downtown area. In 2019 administration undertook a re-write of the policy to improve its overall function, provide financial incentives or assistance for housing projects that are not being adequately provided by the market, and provide incentives or assistance to increase development in targeted locations.

Major changes to the policy include:

- elimination of incentives for commercial development, focusing instead on residential development;
- elimination of incentives for general market level housing, focusing instead on rental and supportive housing and densification near City services;
- focusing on denser residential development in specific locations that promote City goals and sound planning principles;

- providing more incentives through a reduction in Development Cost Charges instead of tax grants; and
- assisting non-profit and non-governmental organizations by establishing grants for a portion of development permit fees, providing flexible timelines for payment for land purchased from the City, and formalizing a cash grant request process for purpose-built, subsidized rental or supportive housing.

There is currently an overlap between the proposed policy and the City Grant Making Policy that caps an organization's eligibility at \$50,000 annually. Administration is proposing that where an incentive application may cause an organization to exceed the \$50,000 cap, Council will be notified of this issue and may decide on an exemption as part of the formal incentive approval process.

As part of the approval of the proposed policy, an amendment to the Fees and Charges Bylaw is required that will give effect to the proposed new and reduced development cost charges for approved incentive applications.

**The recommendation of the City Planning Committee is**

THAT the Housing Development Incentives Policy be adopted as presented; and

THAT Bylaw 2020-06, a bylaw to amend the Fees and Charges Bylaw to provide for the implementation of the Housing Development Incentives Policy, be brought forward for consideration under the bylaw process.

**2. Short Term Rental Properties – For Information Only**

A Committee member commented on the need for regulations with respect to short term rentals.

There being no further business, the meeting adjourned at 6:32 p.m.

**Adopted** at the regular council meeting on January 27, 2020.

*ORIGINAL MINUTES SIGNED BY:*

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk