

MINUTES of **SPECIAL** Meeting #2020-08 of the council of the City of Whitehorse called for 4:30 p.m. on Thursday, April 2, 2020, in the Pioneer Heritage Room, City Hall.

**PRESENT IN PERSON:** Deputy Mayor Dan Boyd  
City Manager Linda Rapp  
Director Peter O’Blenes  
Manager Catherine Constable

**PRESENT ELECTRONICALLY:** Mayor Dan Curtis  
Councillor Laura Cabott  
Councillor Jocelyn Curteanu  
Councillor Samson Hartland  
Councillor Stephen Roddick  
Councillor Jan Stick  
Director Valerie Braga  
Director Mike Gau  
Director Jeff O’Farrell  
Acting Director Lindsay Schneider

**MEDIA PRESENT:** Chuck Tobin  
Stephanie Waddell  
Chris Windeyer

Deputy Mayor Boyd called the meeting to order at 4:30 p.m.

**CALL TO ORDER**

**2020-08-01**

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

**AGENDA**

Carried Unanimously

**NEW AND UNFINISHED BUSINESS**

In order to allow City business to continue during the public health emergency arising from the COVID-19 pandemic, temporary meeting practices were put in place for the conduct of Standing Committee and Regular and Special Council meetings.

The City’s legal counsel has recommended that Council confirm those practices by Council resolution, retroactive to March 23<sup>rd</sup>, 2020. The proposed practices are intended to be temporary and to apply from that date until the Chief Medical Officer of Health rescinds his declaration of a public health emergency, or until further recommendations issued by the Chief Medical Officer of Health otherwise permit.

ADOPTION OF  
TEMPORARY MEETING  
PRACTICES

The temporary meeting practices are:

1. The public gallery in Council Chambers at City Hall will be closed to the public;
2. The Mayor or another presiding officer will be present at the Council table to chair the meeting. All other Council members will participate electronically;
3. Staff and representatives of the media who are present in Council Chambers will be expected to practice social distancing measures as recommended by the Chief Medical Officer of Health. Council Chambers will be reconfigured and furnished to enable that to occur;
4. Persons wishing to make delegations to Council will be asked to provide their comments in writing in advance of the meeting. Their written submissions will be read into the record by a staff person;
5. The public will be advised that written submissions for public hearings or public input sessions may be submitted via email to [PublicInput@whitehorse.ca](mailto:PublicInput@whitehorse.ca). All submissions to that address are received by Mayor and Council, will be posted on the City of Whitehorse website as they are received, and will be summarized in a public hearing report to Council after the public hearing or public input session has been declared closed; and
6. The public will continue to be informed that they will be able to watch Standing Committee and Regular Council meetings via live-streaming on the City of Whitehorse website or on WHTV Cable Television Channel 209.

SUMMARY OF  
TEMPORARY  
MEETING PRACTICES

**2020-08-02**

It was duly moved and seconded

THAT temporary practices for the conduct of Standing Committee and Regular and Special Council meetings during the public health emergency be adopted as presented; and

ADOPT TEMPORARY  
MEETING PRACTICES

THAT the said temporary practices are deemed to have been in full force and effect as of March 23, 2020.

A council member expressed concern that the adapted practices do not allow council members to ask questions to clarify issues that delegate submissions, including those giving input to a public hearing, bring forward. Administration confirmed that questions would be forwarded to delegates with an invitation to respond. Responses would be posted to the City's website under *Council Questions and Answers*, similar to the existing practice for Council's questions to administration. Input received for public hearings or public input sessions will be captured in an administrative report.

Discussion

Another council member noted that written submissions can often be quite lengthy and suggested that they could be summarized by staff in order to fit into the five-minute time frame for delegate submissions established under the current Procedures Bylaw.

Discussion

**2020-08-03**

It was duly moved and seconded THAT section 4 of the proposed Temporary Meeting Practices be modified by adding an additional sentence that reads as follows:

Amendment

“In the event that a written submission would take longer than five minutes to be read into the record, staff may summarize that submission to fit the five-minute time frame.”

Carried Unanimously

The main motion, being adoption of temporary meeting practices as amended, was then brought to a vote.

Vote on Main Motion

Carried Unanimously

There being no further business, the meeting adjourned at 5:20 p.m.

**ADJOURNMENT**

*ORIGINAL MINUTES SIGNED BY:*

"Dan Curtis"  
Dan Curtis, Mayor

"N. L. Felker"  
Norma L. Felker, Assistant City Clerk

ADOPTED by resolution at Meeting #2020-10 dated April 14, 2020.