



Minutes of the meeting of the City Planning Committee

Date	July 6, 2020	2020-16
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Jan Stick – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Stephen Roddick	
Staff Present	Linda Rapp, City Manager Krista Mroz, 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 Lindsay Schneider, Acting Director of Human Resources Catherine Constable, Manager of Legislative Services Kinden Kosick, Planner Hannah McDonald, Planner	

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

1. Public Hearing Report Follow Up – OCP Amendment – Tank Farm Phase 1

Following the public hearing for the Official Community Plan (OCP) amendment for Phase 1 of the Tank Farm Site, council members had several questions that required further information from the proponent. The questions related to the length of time needed for regrading Phase 1 of the site, the type of machinery that would be used, the size of the stockpile that would be created, and issues regarding the hauling of material from the site. Administration worked with the proponent to get further information regarding these questions and is now bringing the issue back for consideration.

The proponent has stated that current estimates for the regrading process would be approximately 140 days. The work will require multiple pieces of heavy equipment and the materials will be moved to a stockpile area using an onsite haul road. The stockpile will be used for site development. The materials removed from the site earlier in the process were part of the stockpiles remaining from the remediation process.

From a planning perspective, the proposed OCP amendment is sound and is the best land use designation for the subject area. However, any future zoning amendment or development agreement created through the subdivision process should include regulations to mitigate concerns raised by the public.

Administration recommends that this OCP amendment bylaw be amended to remove two existing OCP policies that deal with remediation of the Tank Farm site, and that an additional policy be amended to reflect the completion of the remediation work on the site. Administration also recommends that a second public hearing be scheduled to allow citizens to review the changes to the bylaw and provide their input.

The recommendation of the City Planning Committee is

THAT Bylaw 2020-10, a bylaw to amend the Official Community Plan land use designation of a portion of the Tank Farm site from Residential–Urban to Mixed-Use–Industrial/Commercial, be amended prior to second reading to:

1. Delete redundant Policies 8.4.4 and 8.4.5 from the Official Community Plan as these policies relate to the remediation of the Tank Farm site and this work has now been completed; and
2. Amend Policy 10.7.9 of the Official Community Plan to reflect the completion of the remediation work on the Tank Farm site; and

THAT a second public hearing be held prior to second reading of Bylaw 2020-10 as amended.

2. Zoning Amendment – Allow Living Suite in 14th Avenue RR Zone

The owners of the property located at 39 – 14th Avenue have applied for a zoning amendment that would allow living suites as a secondary use. The area is zoned RR- Restricted Residential Detached, which provides for single-detached housing on larger lots with a restricted range of housing forms and uses.

These lots were created through an infill process in 2011. The RR zoning was chosen due to concerns from the public about consistency with the existing low-density neighbourhood. An application for an identical amendment from a neighbouring property owner was defeated in 2014 because it was considered to contravene the planning process used when these infill lots were created. In the nine years that have passed since this decision, public opinion may have changed.

In 2018 an application to rezone two adjacent properties in the Copper Ridge neighbourhood to allow for the development of living suites in an RR zone was approved.

The Zoning Bylaw specifically limits the floor area of living suites and requires a designated off-street parking space. These regulations ensure that living suites remain secondary to the principal residence and have a low impact on the surrounding neighbourhood. Allowing a living suite on the subject property would likely have little impact to the surrounding neighbourhood from a traffic, parking, or privacy perspective.

Living suites allow for additional dwelling units in areas where there are existing municipal services, and are an important aspect of housing affordability as they provide rental housing options for tenants and assist owners through rental income.

The recommendation of the City Planning Committee is

THAT Bylaw 2020-25, a bylaw to amend the zoning of 39 – 14th Avenue to allow living suites as a secondary use, be brought forward for consideration under the bylaw process.

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Minutes of the meeting of the City Operations Committee

Date	July 6, 2020	2020-16
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 Krista Mroz, 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 Lindsay Schneider, Acting Director of Human Resources Taylor Eshpeter, Manager of Engineering Services Catherine Constable, Manager of Legislative Services	

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

1. Contract Award – SCADA Stations Radio Communications Upgrade

Radio communications are required on remote stations to eliminate reliance on phone lines that have delays too long for critical monitoring. This will optimize costs, provide real-time monitoring, improve the continuity and quality of data, better capture peak flows, and allow for the addition of security cameras. Flow data is required to meet conditions of the City's water licence and is essential data to optimize the operations of the water and sewer network.

One compliant bid was received in response to the tender issued. An internal review committee agreed that the bidder is familiar with the scope of work and has the knowledge and experience to complete the work successfully. The prices submitted are reasonable and within budget. The project is funded entirely from Gas Tax.

The recommendation of the City Operations Committee is

THAT administration be authorized to award the contract for the SCADA Stations Radio Communications Upgrades project to Total North Communications for a net cost to the City of \$103,722 plus GST.

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Minutes of the meeting of the Community Services Committee

Date	July 6, 2020	2020-16
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Samson Hartland Councillor Stephen Roddick Councillor Jan Stick	
Staff Present	Linda Rapp, City Manager Krista Mroz, 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 Lindsay Schneider, Acting Director of Human Resources Catherine Constable, Manager of Legislative Services	

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



Minutes of the meeting of the Public Health and Safety Committee

Date	July 6, 2020	2020-16
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Stephen Roddick – Chair Councillor Jan Stick – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Samson Hartland	
Staff Present	Linda Rapp, City Manager Krista Mroz, 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 Lindsay Schneider, Acting Director of Human Resources Catherine Constable, Manager of Legislative Services	

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

1. Safety Plan at the Whitehorse Emergency Shelter – For Information Only

In response to questions raised about the recently released Community Safety Plan for the Whitehorse Emergency Shelter, the City Manager advised that the City participated in initial consultations at a high level but no follow-up meetings occurred until the document was released. The City’s only involvement with implementation was with the Safe At Home Group referenced in the document. It is anticipated that the City will hear from the Yukon government as they move the plan forward, but the City has not been asked to participate.

2. Trolley Tracks Safety Issues – For Information Only

A Committee member noted that a number of trolley track crossings on the waterfront trail are in disrepair and are creating hazards for trail users. Administration advised that responsibility for repairs remains with the Government of Yukon and the City has been in contact with the relevant departments urging a response to these safety issues.

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Minutes of the meeting of the Development Services Committee

Date	July 6, 2020	2020-16
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Dan Boyd – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Samson Hartland Councillor Stephen Roddick Councillor Jan Stick	
Staff Present	Linda Rapp, City Manager Krista Mroz, 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 Lindsay Schneider, Acting Director of Human Resources Catherine Constable, Manager of Legislative Services	

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

1. City Response to COVID-19 Impacts – For Information Only

A Committee member noted that at the last regular meeting Council requested that “City Response to COVID-19 Impacts” be a standing agenda item. An update on how this will proceed was requested. Administration advised that due to the short time frame between meetings and the complication of the Canada Day holiday in the middle of the week, staff was unable to prepare a report in time for this meeting. The issue will be on the agenda starting July 20th. The Committee requested that the issue be brought forward as an item of New and Unfinished Business at the next regular council meeting rather than waiting two weeks for the next meeting cycle.

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Minutes of the meeting of the Corporate Services Committee

Date	July 6, 2020	2020-16
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Laura Cabott – Chair Councillor Stephen Roddick – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Jan Stick	
Staff Present	Linda Rapp, City Manager Krista Mroz, 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 Lindsay Schneider, Acting Director of Human Resources Catherine Constable, Manager of Legislative Services Kinden Kosick, Planner	

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

1. Budget Amendment and Contract Award – 6th Avenue Remediation Planning

The historical use of Downtown Whitehorse included numerous industrial activities related to the military, mining, and transportation, resulting in a number of contaminated sites. The City has already done some work identifying contamination in Downtown South along 6th Avenue. A series of environmental site assessments and some contamination delineation have been completed in the 6th Avenue area adjacent to the playground. The City is now seeking a professional consultant to complete a detailed report comprising a review of all work to-date, identification of gaps in investigation, delineation of contamination, and a remediation plan.

Six compliant proposals were received in response to a request for proposals issued. The budget for this project is \$75,000, of which \$35,000 is subject to funding from the Federation of Canadian Municipalities Green Municipal Fund and the remainder funded from reserves. Until external funding is secured, administration proposes to fund the entire project from reserves and reimburse the reserve expenditure when a funding

agreement is in place. Administration feels that this project is of high importance and should proceed even in the event that external funding is not secured.

The recommendation of the Corporate Services Committee is

THAT the 2020 to 2023 Capital Expenditure Program be amended by funding the 2020 Appendix 'B' Project Remediation Planning for 6th Avenue in the amount of \$35,000 from the capital reserve until an approved Transfer Payment Agreement has been received; and

THAT Administration be authorized to award the contract for the Remediation Planning for 6th Avenue project to Hemmera Envirochem Inc for a net cost to the City of \$ 57,120 plus GST.

2. Budget Amendment – Whistle Bend Future Areas Planning

A consulting firm was hired in 2018 to undertake the planning and engineering pre-design work for future areas of Whistle Bend. This project has now been reviewed by the Yukon Environmental and Socio-Economic Assessment Board and a decision document has been issued. The consultants' work on this project is now complete and no further costs are expected. However, due to scope changes that were agreed to by all parties, this project is over-budget.

An amendment to the contribution agreement to cover the additional costs has already been finalized with the Government of Yukon, and administration is bringing forward a proposal to increase the budget. The additional costs arise from a change in how the Ta'an Kwäch'än parcel is represented in the planning work. This included significant revision of reports and engineering recalculation by the consultant, as well as staff time to review additional changes. All eligible expenses will be reimbursed by the Yukon government through quarterly invoicing, including staff time for this project.

The recommendation of the Corporate Services Committee is

THAT the 2020 to 2023 Capital Expenditure Program be amended by increasing the 2020 Whistle Bend Future Areas Planning project in the amount of \$8,375, funded by a transfer from the Government of Yukon to cover the additional costs.

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There being no further business, the meeting adjourned at 7:22 p.m.

Adopted at the regular council meeting on July 13, 2020.

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk