



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	May 17, 2021	2021-10
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Councillor Stephen Roddick – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Samson Hartland Councillor Jan Stick	
<b>Staff Present</b>	Jeff O’Farrell, Acting City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Taylor Eshpeter, Acting Director of Infrastructure and Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

---

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

### **1. Infrastructure Reconstruction and Local Improvement Policy**

Policy changes are required to modernize and affirm the City’s approach to funding and carrying out neighbourhood infrastructure renewal projects.

Under the existing policy, property owners have contributed a share of the cost of the public surface works through a local improvement charge. The proposed new policy considers the replacement of essential basic City infrastructure assets as Infrastructure Reconstruction Projects. These include water, sewer, roads, commuter pathways and associated essential improvements. For such projects, public funds would pay for all costs on public property. Improvements on private property would be completely paid for by private property owners benefitting from the project.

The proposed policy would allow private property owners to opt-in or opt-out with respect to upgrades to their private infrastructure. If they “opt in”, property owners would

have upgrades on their property done at the same time the City is doing the work on public land. It is anticipated that this could have a number of benefits for property owners, including potential cost savings.

To help mitigate the impact to property owners and to encourage them to upgrade their private infrastructure in conjunction with the City's work on adjacent public land, the policy proposes that an infrastructure loan be offered. This loan would be paid back in a manner similar to how current local improvement charges are applied to taxes over a period of time.

The proposed policy also provides for citizen-driven projects such as non-essential surface upgrades. Projects such as landscaping, decorative lighting and road or alley surface upgrades could be brought forward under a process similar to the existing local improvement charges framework. Costs would be apportioned relative to the perceived benefit to property owners.

If adopted, the proposed policy will apply to all eligible reconstruction and local improvement projects city-wide. Therefore, Administration is planning an online public engagement forum on June 1<sup>st</sup> to explain the new policy and hear from interested residents. The deadline for public input will be June 14, 2021. The policy will be reviewed and any changes resulting from the public engagement process will be incorporated before the policy comes back to council.

In response to questions from a committee member, Administration confirmed that if property owners choose not to upgrade their private infrastructure, their existing system would be connected to the new public infrastructure.

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

THAT the proposed Infrastructure Reconstruction and Local Improvement Policy be released for public consideration and a planned public engagement process; and

THAT the proposed policy be brought forward for consideration at the regular council meeting on July 12, 2021, following a report to Standing Committee addressing the input received through the public engagement process.

**2. Downtown Reconstruction – For Information Only**

A committee member noted that work has recommenced on Cook Street and 5<sup>th</sup> Avenue with no advance notice given to residents. Administration was asked to improve communications for the benefit of area residents.



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	May 17, 2021	2021-10
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Stephen Roddick – Chair Councillor Jocelyn Curteanu – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Samson Hartland Councillor Jan Stick	
<b>Staff Present</b>	Jeff O’Farrell, Acting City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Taylor Eshpeter, Acting Director of Infrastructure and Operations Wendy Donnithorne, Manager of Legislative Services Pascaline Etter, Administrative Assistant, Legislative Services Norma Felker, Assistant City Clerk	

---

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

**1. Racism and Discrimination – For Information Only**

Delegate submissions from Fumi Torigai and the Yukon Anti-Poverty Coalition urged council to take an active and public role in combatting racism and discrimination. To ensure that our community is safe and welcoming for all people, they encouraged council to take a lead role by creating an advisory committee for an Inclusive Community under the principles established by the Canadian Coalition of Inclusive Municipalities.



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	May 17, 2021	2021-10
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Samson Hartland – Chair Councillor Laura Cabott – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick	
<b>Staff Present</b>	Jeff O'Farrell, Acting City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Taylor Eshpeter, Acting Director of Infrastructure and Operations Patrick Ross, Manager of Land and Building Services Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

---

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

**1. Public Hearing Report – Close Lane Right-of-Way – City Hall Consolidation**

City Hall and the former Fire Hall #1 are constructed across a parcel of land consisting of 12 individual lots and a portion of a lane right-of way that were established through the original survey for Downtown Whitehorse. The lots were not consolidated when the current City Hall was constructed. Prior to the construction of the service building, these lots, together with the remaining portion of the lane, must be consolidated. The lane remnant must be permanently closed before the consolidation can proceed.

At the public hearing, one submission was received from the MacBride Museum Board. The submission stated that the proposed design for City Hall is not public, and therefore it is unclear how consolidation of the lane would potentially impact the adjacent property. The Board therefore expressed concerns regarding the issues of fire suppression, the safety of guests, and emergency egress from museum buildings.

The distance between the existing City Hall and the adjacent MacBride Museum buildings exceeds National Building Code criteria, and will remain as an open, landscaped area because existing utility infrastructure is located at the Steele Street end of the current lane right-of-way.

The City Hall parking lot will be retained, allowing the fire department access to the west side of the museum property in the event of a fire. The existing access/egress corridor on the museum property will not be impacted or compromised by new development on the City Hall property.

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

THAT Bylaw 2021-21, a bylaw to close the remaining portion of lane right-of-way located adjacent to Lots 6 to 17 in Block 7 in the Downtown area, be brought forward for second and third reading under the bylaw process.

**2. Public Hearing Report – Zoning Amendment – Process Improvements**

Proposed Bylaw 2021-24 contains a number of amendments to the Zoning Bylaw to enable Administration to implement a more consistent process for reviewing development permit applications and ensuring better compliance with drainage requirements. At the public hearing, no submissions were received and no issues were raised.

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

THAT Bylaw 2021-24, a bylaw to amend the Zoning Bylaw to enable improvements to the development application process and manage drainage requirements more effectively, be brought forward for second and third reading under the bylaw process.



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	May 17, 2021	2021-10
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Laura Cabott – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick	
<b>Staff Present</b>	Jeff O’Farrell, Acting City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Taylor Eshpeter, Acting Director of Infrastructure and Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

---

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

**1. Update on Re-Opening – For Information Only**

In response to questions raised, Administration provided an update on plans for re-opening City facilities. Recreation Services staff are working with the COVID Response team in preparing to resume full functionality at the Canada Games Centre. Plans for returning to full access to Council Chambers and other services at City Hall are still constrained by the size of physical spaces when it comes to respecting distancing guidelines.



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	May 17, 2021	2021-10
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Dan Boyd – Chair Councillor Jan Stick – Vice-Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Stephen Roddick	
<b>Staff Present</b>	Jeff O’Farrell, Acting City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Taylor Eshpeter, Acting Director of Infrastructure and Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk Keri Rutherford, Program Lead Hand	

---

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

### 1. **Spring Recreation Grant Allocations**

In accordance with the Recreation Grant Policy, the Recreation Grant Task Force has prepared recommendations for the allocation of the 2021 Spring Recreation Grants.

A total of 32 grant applications were received and reviewed using the policy’s matrix and eligibility criteria. Where funding recommendations do not reflect the full amount of the funding requests, certain elements of the applications may be fundable under another program.

The Community Lotteries Program provided \$197,176 for Recreation Grant purposes this year. The City continues to acknowledge the support of Lotteries funding in City advertising. All requests for operations and maintenance funding are covered by the City’s contribution due to the restrictions imposed by Community Lotteries guidelines.

A committee member noted that many organizations need ongoing support for their operations and recommended that the City lobby for a change to Lotteries Yukon criteria so that more organizations can get the funding support they need most.

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

THAT the allocation of Recreation Grants in the amount of \$146,587.27 be approved as recommended by the Recreation Grant Task Force, subject to any conditions as outlined on the summary sheets.





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

<b>Date</b>	May 17, 2021	2021-10
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jan Stick – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Stephen Roddick	
<b>Staff Present</b>	Jeff O’Farrell, Acting City Manager Krista Mroz, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Taylor Eshpeter, Acting Director of Infrastructure and Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

---

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

### **1. Traffic Bylaw Amendment – Downtown Speed Reductions**

In response to the recommendations of the Memorandum on Safety Interventions and Downtown Speed Reduction, Administration is bringing forward an amendment to the Traffic Bylaw to implement regulatory speed limit reductions to 40 kilometers per hour on all Downtown Streets. Existing school zone speed limits of 30 km/hr will remain at that limit.

If the Traffic Bylaw amendment is passed, new speed zone signs will be installed and an education and communications campaign will be prepared to raise awareness of the new speed limit changes. It is anticipated that the speed limit changes could be in place by mid-July 2021.

A budget amendment is required to create a new capital project to install the regulatory signage and develop an education and communications campaign.

**The recommendation of the Public Health and Safety Committee is**

THAT Bylaw 2021-31, a bylaw to amend the Traffic Bylaw to implement speed limit changes in the Downtown, be brought forward for consideration under the bylaw process; and

THAT the 2021 to 2024 capital expenditure plan be amended to create a new capital project to install the regulatory signage and develop an education and communications campaign for the Downtown Speed Reductions project in the amount of \$6,500.00, funded from the general reserve.

There being no further business, the meeting adjourned at 7:17 p.m.

**Adopted** at the regular council meeting on May 25, 2021.



Dan Curtis, Mayor



Norma L. Felker, Assistant City Clerk

