



Minutes of the meeting of the Development Services Committee

Date	July 19, 2021	2021-15
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Stephen Roddick – Vice Chair Deputy Mayor Samson Hartland Councillor Dan Boyd Councillor Laura Cabott Councillor Jan Stick	
Absent	Mayor Dan Curtis	
Staff Present	Jeff O'Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Karen Furlong, Acting Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

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



Minutes of the meeting of the Corporate Services Committee

Date	July 19, 2021	2021-15
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Stephen Roddick – Chair Councillor Jocelyn Curteanu – Vice-Chair Deputy Mayor Samson Hartland Councillor Dan Boyd Councillor Laura Cabott Councillor Jan Stick	
Absent	Mayor Dan Curtis	
Staff Present	Jeff O’Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Karen Furlong, Acting Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

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

1. Quarterly Progress Reports – For Information Only

Key progress reports were received for the period April through June 2021 on the council priorities of environmental stewardship, transportation, infrastructure renewal, public safety, and housing.

Anticipated focus reports for the period of July through September 2021 were received from all departments in the Community Services, Corporate Services, Corporate HR, Development Services, and Operations divisions.

2. Election Procedures – List of Electors and Board of Revision

The *Municipal Act* requires that a Board of Revision be established to review applications submitted by voters to be added or removed from the list of electors, or to

correct and confirm voter information. The Act also provides that Council may, by bylaw, dispense with a list of electors and negate the requirement for a Board of Revision.

As part of our partnership with Elections Yukon, the City is using voter information extracted from the Elections Yukon permanent registry. It is specific to the area within the municipal boundaries of the City, has been updated since the recent Yukon election, reflects the eligibility criteria for the municipal election, and has been cross-checked with data from other territorial agencies. The information will continue to be updated until the day before the close of nominations for City Council.

With the approach being taken to establish a registry of eligible electors for this municipal election, and with the information and support being provided by Elections Yukon, a Board of Revision will be redundant and unnecessary. Passing a bylaw to dispense with a list of electors will allow the City to dispense with a Board of Revision.

The recommendation of the Corporate Services Committee is

THAT *Election Procedures Bylaw 2021-34*, a bylaw to dispense with the requirement for a list of electors and Board of Revision for the 2021 Municipal Election in the City of Whitehorse, be brought forward for consideration under the bylaw process.



Minutes of the meeting of the City Planning Committee

Date	July 19, 2021	2021-15
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Laura Cabott – Chair Deputy Mayor Samson Hartland Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick	
Absent	Mayor Dan Curtis	
Staff Present	Jeff O’Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Karen Furlong, Acting Director of Operations Wendy Donnithorne, Manager of Legislative Services Sidharth Agarwal, Planner 2 Kinden Kosick, Subdivision and Lands Coordinator Norma Felker, Assistant City Clerk	

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

1. Zoning Bylaw Amendment – 105 Titanium Way

The City has received an application to amend the zoning of 105 Titanium Way in Marwell to permit three additional live/work caretaker suites on the property. The current zoning permits only one caretaker suite per lot, and a caretaker suite is included in an existing building on the property. The developer proposes to replicate the existing building with the addition of three live/work units which can allow the owner or employees to reside in the same unit as the business.

The proposed zoning amendment would allow for three additional units designed as live/work units that would allow business owners, young entrepreneurs and workers to save time and costs associated with housing and commuting to work, allow flexibility in working hours, make it easier to attract workers from outside the city and increase opportunities for co-working and collaboration between businesses in close proximity.

The proposed bylaw includes conditions to ensure that the live/work suites are secondary to the commercial/industrial use of the lot, and is in line with the intent of the *Official Community Plan* and the recommendations of the *2018 Marwell Plan* and the *2020 Commercial Industrial Land Study*.

The recommendation of the City Planning Committee is

THAT Bylaw 2021-26, a bylaw to amend zoning at 105 Titanium Way in the Marwell area to allow for additional live/work caretaker suites, be brought forward for consideration under the bylaw process.

2. Housing Development Incentive – 213 Keno Way

The City has received an application for a housing development incentive for the construction of 42 apartment housing units at 213 Keno Way in Whistle Bend. This development meets the criteria for the RCM2—Comprehensive Residential Multiple Family 2 Zone Development Incentive, which provides for a reduction of Development Cost Charges.

The proponent has provided appropriate site plans and construction drawings and has been issued a development permit for the project that includes four buildings comprised of mainly two-bedroom units and a few studio units. The resulting density exceeds the requirements for eligibility for an RCM2 Zone Development Incentive and conforms to all City zoning and building regulations.

The recommendation of the City Planning Committee is

THAT an RCM2 Zone Housing Development Incentive be approved with respect to the construction of 42 apartment housing units at 213 Keno Way in Whistle Bend.

3. Housing Crisis – For Information Only

A Committee member stated the opinion that the current housing situation is at a critical point, and suggested that it is time for the City to consider options such as Air B and B regulations and a community land trust.



Minutes of the meeting of the City Operations Committee

Date	July 19, 2021	2021-15
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Laura Cabott – Chair Deputy Mayor Samson Hartland Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick	
Absent	Mayor Dan Curtis	
Staff Present	Jeff O'Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Karen Furlong, Acting Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

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



Minutes of the meeting of the Community Services Committee

Date	July 19, 2021	2021-15
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Dan Boyd – Chair Councillor Jan Stick – Vice-Chair Deputy Mayor Samson Hartland Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Stephen Roddick	
Absent	Mayor Dan Curtis	
Staff Present	Jeff O’Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Karen Furlong, Acting Director of Operations Wendy Donnithorne, Manager of Legislative Services Keri Rutherford, Program Supervisor, Canada Games Centre Norma Felker, Assistant City Clerk	

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

1. Amendments to the Recreation Grant Policy

Amendments to the Recreation Grant Policy are being proposed in response to issues raised by the Recreation Grant Task Force and community organizations. The majority of the proposed changes are minor in nature and are intended to add additional clarity to existing sections. The most substantive change is the elimination of the term “capital” throughout the policy and the amendment of the definition of equipment.

The proposed changes to the “equipment” definition make it clear that it means an item that is not part of a structure, and distinguishes between major and minor equipment based on the initial cost as well as the life expectancy of the equipment as specified by the manufacturer.

Costs for developing, renovating or retrofitting infrastructure for new programs or initiatives continue to be eligible for funding under the policy.

The proposed changes to the policy are intended to reflect how the grant program is utilized, and add clarity with respect to the funding limits for each grant category.

The recommendation of the Community Services Committee is

THAT amendments to the Recreation Grant Policy be adopted as recommended.



Minutes of the meeting of the Public Health and Safety Committee

Date July 19, 2021 2021-15

Location Council Chambers, City Hall

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

Absent Mayor Dan Curtis

Staff Present
Jeff O'Farrell, Acting City Manager
Landon Kulych, 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
Karen Furlong, Acting Director of 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. **Whitehorse Alert** – For Information Only

Whitehorse citizens were encouraged to sign up for “Whitehorse Alert”, the City’s free emergency mass notification system.

There being no further business, the meeting adjourned at 6:42 p.m.

Adopted at the regular council meeting on July 26, 2021.





Dan Curtis, Mayor



Norma L. Felker, Assistant City Clerk