



Minutes of the meeting of the Corporate Services Committee

Date	March 7, 2022	2022-05
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Michelle Friesen – Chair Deputy Mayor Kirk Cameron – Vice-Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Ted Laking Councillor Mellisa Murray	
Absent	Councillor Jocelyn Curteanu	
Staff Present	Valerie Braga, Acting City Manager Krista Mroz, Acting Director of Community Services Lindsay Schneider, Director of Corporate HR Services Mike Gau, Director of Development Services Taylor Eshpeter, Acting Director of Operations Svetlana Erickson, Manager of Financial Services Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

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

1. Upcoming Procurements – March and April – For Information Only

In accordance with the Procurement Policy, a list of upcoming procurements with an anticipated value greater than \$100,000 is provided to Council on a bi-monthly basis. Department managers reviewed their capital projects and operating requirements and provided information on their anticipated procurements for the period of March and April 2022. A total of 34 projects are scheduled for procurement in this time frame.

2. Authorize Council Travel

The Council Remuneration Bylaw requires prior approval by Council resolution for all requests for funding or reimbursement of expenses incurred in conjunction with travel by members of Council outside the City of Whitehorse.

The 2022 Annual Conference of the Federation of Canadian Municipalities will be held in Regina in June. The Mayor and one Councillor have indicated their intention to attend this conference in person, and other members of Council have indicated that they may participate in virtual sessions.

The recommendation of the Corporate Services Committee is

THAT travel expenses be authorized for Mayor Cabott to attend the 2022 Annual Conference of the Federation of Canadian Municipalities being held in Regina; and

THAT travel expenses and daily stipends be authorized for Council members attending the 2022 Annual Conference of the Federation of Canadian Municipalities in Regina.



Minutes of the meeting of the City Planning Committee

Date	March 7, 2022	2022-05
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Dan Boyd – Chair Councillor Ted Laking – Vice-Chair Mayor Laura Cabott Deputy Mayor Kirk Cameron Councillor Michelle Friesen Councillor Mellisa Murray	
Absent	Councillor Jocelyn Curteanu	
Staff Present	Valerie Braga, Acting City Manager Krista Mroz, Acting Director of Community Services Lindsay Schneider, Director of Corporate HR Services Mike Gau, Director of Development Services Taylor Eshpeter, Acting Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

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



Minutes of the meeting of the Development Services Committee

Date	March 7, 2022	2022-05
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Mellisa Murray – Chair Mayor Laura Cabott Councillor Dan Boyd Deputy Mayor Kirk Cameron Councillor Michelle Friesen Councillor Ted Laking	
Absent	Councillor Jocelyn Curteanu	
Staff Present	Valerie Braga, Acting City Manager Krista Mroz, Acting Director of Community Services Lindsay Schneider, Director of Corporate HR Services Mike Gau, Director of Development Services Taylor Eshpeter, Acting Director of Operations Pat Ross, Manager of Land and Building Services Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

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

1. Pop-Up Patio Program – Fees and Charges Bylaw Amendment

The “Pop-up Patio Program” was developed in 2021 for restaurants in the downtown core. An multi-department administrative committee was formed to conduct a review of the program and make recommendations on improvements based on feedback from applicants and proponents. Eight downtown restaurant businesses were consulted.

Review topics included the application process, applicable fees, construction costs, vendor staffing, public safety, weather impacts, and the program area being confined to Downtown. The existing policy criteria and applicable bylaw regulations were also reviewed. It was found that a significant financial barrier to the pop-up patio initiative may be the cumulative costs of bagged parking meter fees. Administration is recommending that the bagged parking meter fee for pop-up patio applications be reduced to zero for the 2022 season. This reduced fee would expire at the end of year and be re-assessed for the 2023 season. An amendment to the Fees and Charges Bylaw is required to reduce the bagged meter fees for this purpose.

The recommendation of the Development Services Committee is

THAT Bylaw 2022-13, a bylaw to amend the Fees and Charges Bylaw to reduce the Bagged Meter fee for pop-up patios for the 2022 season, be brought forward for consideration under the bylaw process.

2. Mobile Food Vendor Overnight Parking

The Mobile Food Vendor Program supports food truck vending within the Downtown core. Seven public sites have been designated at three locations in the City, and Vendors are only permitted on sites that have been allocated to them through a lottery process. At two of the locations, the Vendors are permitted to leave their vehicles in place overnight, but overnight parking is prohibited at the City Parkade site at Third Avenue and Steele Street.

Granting permission for overnight parking at designated sites in public parkades will help balance the City's ability to manage competing vendors and ensure that rights-of-way and parkades are used for their intended purposes while making better use of them for community activity.

Amendments to the Parkade Bylaw and to the Lease, Encroachment and Property Use Policy are required to permit overnight parking in the parkade. The proposed amendments will not change the permitted hours of operation for food vendors.

The recommendation of the Development Services Committee is

THAT Bylaw 2022-14, a bylaw to amend the Parkade Bylaw to permit overnight parking for authorized food vendors, be brought forward for consideration under the bylaw process; and

THAT section 2.10.33 of the Lease, Encroachment and Property Use Policy is hereby deleted and replaced by a new section 2.10.33 that reads as follows:

“2.10.33 Mobile food vendors shall cease operating by 11:00 p.m. but may be allowed overnight parking of vending units.”

3. Pop-Up Patio Program – Additional Issues

Committee members discussed additional options to encourage participation in the Pop-Up Patio Program, including the concept of initiating a pilot project involving the closure of one lane of a section of one downtown street. It was noted that the requirements for a six metre separation between the patio and adjacent traffic and for a minimum of five million dollars in liability insurance are both onerous conditions. Committee members agreed to direct Administration to review these specific issues.

The recommendation of the Development Services Committee is

THAT Administration is hereby directed to review the Lease, Encroachment and Property Use Policy with respect to the six metre separation and liability insurance requirements to see if changes can be made to increase participation in the Pop-Up Patio Program.



Minutes of the meeting of the City Operations Committee

Date	March 7, 2022	2022-05
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Ted Laking – Chair Councillor Dan Boyd – Vice-Chair Mayor Laura Cabott Deputy Mayor Kirk Cameron Councillor Michelle Friesen Councillor Mellisa Murray	
Absent	Councillor Jocelyn Curteanu	
Staff Present	Valerie Braga, Acting City Manager Krista Mroz, Acting Director of Community Services Lindsay Schneider, Director of Corporate HR Services Mike Gau, Director of Development Services Taylor Eshpeter, Acting Director of Operations Wendy Donnithorne, Manager of Legislative Services Stefan Baer, Transportation Engineer Norma Felker, Assistant City Clerk	

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

1. Range Road and Two Mile Hill Intersection Upgrades Project

A project to upgrade the intersection at Two Mile Hill and Range Road is included in the 2022 to 2025 Capital Expenditure Program. The Government of Yukon has indicated an interest in expediting upgrades to the Alaska Highway/Hamilton Boulevard intersection in order to integrate and coordinate with the City's project at the Range Road/Two Mile Hill Intersection.

The proposed change in scope and project delivery will allow for a comprehensive re-evaluation of transportation planning for both intersections. From a transportation planning perspective this will be beneficial because the two intersections functionally operate together and therefore the design of one intersection has significant implications on the other. A combined project will allow for an integrated design approach for both intersections that considers and meets the functional transportation needs for all road users, interested parties, and both governments.

Administration recommends that Council consider a proposed change in project scope and project delivery to increase the project area, re-evaluate transportation functional

planning, and manage the initiative as a single expanded project. The proposed change will impact project costs and may also impact project schedules. If approved, the next steps will be for Administration to develop an agreement with the Government of Yukon that will inform a future request for a budget increase.

The recommendation of the City Operations Committee is

THAT Administration is hereby authorized to change the project scope and project delivery for the Range Road and Two Mile Hill Intersection Upgrades project; and

THAT Administration is authorized to engage with the Government of Yukon to develop an agreement to expand the scope of the Range Road and Two Mile Hill Road Intersection Upgrades project.



Minutes of the meeting of the Community Services Committee

Date	March 7, 2022	2022-05
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Mellisa Murray – Chair Councillor Michelle Friesen – Vice-Chair Mayor Laura Cabott Councillor Dan Boyd Deputy Mayor Kirk Cameron Councillor Ted Laking	
Absent	Councillor Jocelyn Curteanu	
Staff Present	Valerie Braga, Acting City Manager Krista Mroz, Acting Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of Corporate HR Services Mike Gau, Director of Development Services Taylor Eshpeter, Acting Director of Operations Keri Rutherford, Acting Manager, Recreation Services Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

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

1. International Women’s Day Proclamation – For Information Only

Mayor Cabott proclaimed March 8, 2022 to be International Women’s Day in the City of Whitehorse.

2. Citizen Appointments to the Recreation Grant Task Force

The Recreation Grant Task Force reviews recreation grant applications and provides recommendations to Council. The current term for three members has expired, and one current member has indicated a willingness to be reappointed for an additional term.

In accordance with the Recreation Grant Policy, the City publicly advertised for new members for the Task Force, and two applications were received.

Both applicants have the qualifications and experience required to serve on the Task Force, and have agreed to have their names come forward for Council's consideration. Administration acknowledged and thanked outgoing members Caili Steele and Marilyn McPhee for their longstanding contributions to the Recreation Grant Task Force.

The recommendation of the Community Services Committee is

THAT Jane Keopke be reappointed to the Recreation Grant Task Force for a five year term expiring October 31, 2027; and

THAT Adrienne Marsh, and Benjmain Monkman be appointed to the Recreation Grant Task Force for a five year term expiring October 31, 2027.



Minutes of the meeting of the Public Health and Safety Committee

Date	March 7, 2022	2022-05
Location	Council Chambers, City Hall	
Committee Members Present	Deputy Mayor Kirk Cameron – Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Michelle Friesen Councillor Ted Laking Councillor Mellisa Murray	
Absent	Councillor Jocelyn Curteanu	
Staff Present	Valerie Braga, Acting City Manager Krista Mroz, Acting Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of Corporate HR Services Mike Gau, Director of Development Services Taylor Eshpeter, 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. Grant to Blood Ties Four Directions Centre

Yukon is currently experiencing the highest per capita rate of opioid related deaths in Canada, and the Government of Yukon has declared a substance-use health emergency. A donation to the Blood Ties Four Directions Centre will provide support to the community through this organization. Sufficient funds are available in the Council donations account.

The recommendation of the Public Health and Safety Committee is

THAT a grant of \$2,000 is hereby authorized to the Blood Ties Four Directions Centre, funded from Council's Donations account, for use as the Centre sees fit to assist in addressing the current opioid crisis affecting Yukon.

2. Update on Property Crime Issues – For Information Only

In response to a query from a Committee member, the Mayor provided an update on measures being taken to address the issues of property crime and vandalism. In conjunction with the RCMP and the Chamber of Commerce, the City is committed to working together to find measures to reduce crime and increase public safety.

Administration advised that a community scan has been conducted to find out what other communities are doing to reduce property crime, and the message we have received is that a whole community approach is the most effective.

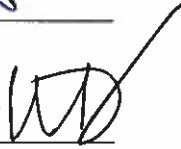
3. Arctic Inspiration Prize – For Information Only

Mayor Cabott congratulated Gina Nagano and her team from the Indigenous Community Safety Partnership Program, winner of one of the major prizes at this year's Arctic Inspiration Prize awards. The program helps First Nations governments own, implement and sustain community safety, emergency preparedness and justice initiatives.

There being no further business, the meeting adjourned at 7:50 p.m.



Laura Cabott, Mayor



Wendy Donnithorne, City Clerk



ADOPTED at the regular Council meeting on March 14, 2022.