



Minutes of the meeting of the Development Services Committee

Date	June 22, 2021	2021-13
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Stephen Roddick – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott Councillor Samson Hartland Councillor Jan Stick	
Staff Present	Jeff O’Farrell, Acting City Manager Krista Mroz, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mélodie Simard, Acting Director of Development Services Lindsay Schneider, Director of Human Resources Jason Everitt, Acting Director of Operations Norma Felker, Assistant City Clerk	

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

1. Update on Pop-up Patio Applications – For Information Only

In response to questions raised, Administration confirmed that the requirement for six metres of separation between a patio and an adjacent traffic lane is the minimum separation required for public safety. This regulation applies to all of the downtown area, and therefore limits the potential for on-street patios on re-developed streets that have narrow roadways and broad boulevards. In these locations, the expectation would be that the boulevards would be used for the development of temporary patios.



Minutes of the meeting of the Corporate Services Committee

Date	June 22, 2021	2021-13
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Stephen Roddick – Chair Councillor Jocelyn Curteanu – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott Councillor Samson Hartland Councillor Jan Stick	
Staff Present	Jeff O'Farrell, Acting City Manager Krista Mroz, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mélodie Simard, Acting Director of Development Services Lindsay Schneider, Director of Human Resources Jason Everitt, Acting Director of Operations Brittany Dixon, Acting Manager of Financial Services Norma Felker, Assistant City Clerk	

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

1. 2020 Audited Financial Statements

The City's Auditors have completed a review of the 2020 financial statements, schedules, and notes. They confirm that these statements present fairly the financial position of the City of Whitehorse as at December 31, 2020. At the end of 2020 the City's overall financial position has improved.

The City's water and sewer services are operated as a separate utility, making it necessary to break out the operating costs. In order to maintain the separation between taxpayer-funded activities and the operations of the utility, the surplus must be transferred to the Water and Sewer Reserve.

In response to questions raised, Administration advised that the Water and Sewer Reserve is being built up to pay for future infrastructure replacements in accordance with the Reserve Fund Bylaw. A rightsizing exercise with respect to the reserve funds is scheduled for the near future as anticipated as part of the Building Consolidation Plan.

The recommendation of the Corporate Services Committee is

THAT the audited City of Whitehorse 2020 Financial Statements be approved as presented, and

THAT the Water and Sewer Fund surplus of \$237,619 be transferred to the Water and Sewer Reserve.

2. Fees and Charges Amendment – Second Quarter Changes

As part of the quarterly review process, the Financial Services department compiles a list of suggested changes to the City's fees and charges as submitted by the management group. Second quarter changes are proposed to increase the fees for Wellness Program Design to recover costs for an expanded scope of services. The revised fees align with the current market rate and address customer demand.

The recommendation of the Corporate Services Committee is

THAT Bylaw 2021-32, a bylaw to amend the Fees and Charges Bylaw in accordance with the second quarter review, be brought forward for consideration under the bylaw process; and

THAT the 2021 to 2023 Operating and Maintenance Budgets be increased upon adoption of Bylaw 2021-32 in the amount of \$2,600 for 2021, \$7,800 for 2022, and \$7,800 for 2023, offset by transfers to the General Reserve for the additional revenue.



Minutes of the meeting of the City Planning Committee

Date	June 22, 2021	2021-13
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Samson Hartland – Chair Councillor Laura Cabott – Vice Chair Mayor Dan Curtis Councillor Dan Boyd – Electronic Participation Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick	
Staff Present	Jeff O’Farrell, Acting City Manager Krista Mroz, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mélodie Simard, Acting Director of Development Services Lindsay Schneider, Director of Human Resources Jason Everitt, Acting Director of Operations Kinden Kosick, Subdivision and Lands Coordinator Sidharth Agarwal, Planner 2 Norma Felker, Assistant City Clerk	

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

1. Land Acquisition – Riverdale Water Well 6

The City’s water supply is collected through numerous wells drilled into an underground aquifer below Riverdale. Water Well 6 is located on a lot owned by the Government of Yukon, and at the present time there is no licence of occupation or other agreement to secure the City’s access to the wellhead. By acquiring title to the parcel where the wellhead is located, the City will secure tenure. If the land acquisition bylaw is approved, Administration will proceed with the subdivision, survey and land transfer processes through the Land Titles Office.

The recommendation of the City Planning Committee is

THAT Bylaw 2021-25, a bylaw to authorize the acquisition of a parcel of land from the Government of Yukon for the purpose of owning and operating Water Well 6, be brought forward for consideration under the bylaw process.

2. Housing Development Incentive Agreement – 195 Olive May Way

The Champagne and Aishihik First Nation has applied for a housing development incentive for the construction of 20 rental housing units at 195 Olive May Way. This development meets the criteria for the Rental and Supportive Housing Development Incentive. The proponent has provided appropriate site plans and construction drawings and has been issued a Development Permit for the project. The development consists of five townhouse buildings containing one, two, and three bedroom units.

The recommendation of the City Planning Committee is

THAT a Housing Development Incentive Agreement with the Champagne and Aishihik First Nation be approved for the construction of a 20-unit rental housing development at 195 Olive May Way.

3. Zoning Amendment – Whistle Bend Phase 8 and Adjacent Lands

Administration is bringing forward a bylaw to establish the zoning for Phase 8 and adjacent lands of the Whistle Bend neighbourhood. Area C is at the outer perimeter of Whistle Bend, further from transit service and the commercial core and town square. Phase 8 is located at the entry-points of Area C and provides good connectivity through perimeter trails and active transportation routes. The proposed zoning for Phase 8 provides for low-to-medium density development with a mix of single-detached, townhouse, cottage cluster, and multi-family lots. The zoning for the adjacent lands includes greenbelt and public utility lots.

The recommendation of the City Planning Committee is

THAT Bylaw 2021-33, a bylaw to establish the zoning for phase 8 and adjacent lands of the Whistle Bend neighbourhood, be brought forward for consideration under the bylaw process.



Minutes of the meeting of the City Operations Committee

Date	June 22, 2021	2021-13
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Laura Cabott – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Dan Boyd – Electronic Participation Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick	
Staff Present	Jeff O’Farrell, Acting City Manager Krista Mroz, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mélodie Simard, Acting Director of Development Services Lindsay Schneider, Director of Human Resources Jason Everitt, Acting Director of Operations Norma Felker, Assistant City Clerk	

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

1. Update on Business Continuity Planning – For Information Only

In response to a query from a Committee member, Administration advised that there has been limited impact to the organization as a result of the recent increase in COVID-19 cases. Service levels are not currently being effected, thanks to the high numbers of employees who have been vaccinated and the diligence of staff in maintaining Safe 6+1 distancing practices. A Committee member reminded the public that it is important for people to continue getting vaccinated.



Minutes of the meeting of the Community Services Committee

Date	June 22, 2021	2021-13
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Jan Stick – Chair Mayor Dan Curtis Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Stephen Roddick	
Staff Present	Jeff O'Farrell, Acting City Manager Krista Mroz, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mélodie Simard, Acting Director of Development Services Lindsay Schneider, Director of Human Resources Jason Everitt, Acting Director of Operations Pascaline Etter, Administrative Assistant, Legislative Services Norma Felker, Assistant City Clerk	

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

1. Whitehorse South Draft Trail Plan – For Information Only

Keith Lay addressed the Committee on behalf of Active Trails Whitehorse Association to suggest that the survey regarding the draft Whitehorse South Trail Plan is flawed. He noted that the map being used for the survey does not indicate that snowmobile use will be allowed on non-motorized trails. The survey is scheduled to close at the end of the week, which means that people have completed the survey with the assumption that non-motorized trails are excluded from motorized use year round. Mr. Lay asked Council to direct Administration to take immediate steps to amend the Snowmobile Bylaw to reflect the intent of the 2020 Trail Plan as to the true meaning of a non-motorized multiple use trail.

A Committee member asked if the closure of the survey could be postponed and more detailed information be provided to potential respondents. Administration advised that options in this regard will be considered and noted that the Whitehorse South Trail Plan is expected to be brought forward for adoption under the mandate of the new Council.

2. Reconciliation Action Plan Update – For Information Only

Administration advised that an update on the City's progress with respect to the Reconciliation Action Plan will be provided in the near future.



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

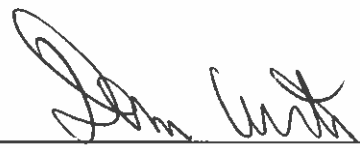
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Your Worship, there is no report from the Public Health and Safety Committee.

There being no further business, the meeting adjourned at 6:40 p.m.

ADOPTED at the regular Council meeting on June 28, 2021.





Dan Curtis, Mayor



Norma L. Felker, Assistant City Clerk