

Minutes of the Meeting of the  
**ADMINISTRATIVE SERVICES COMMITTEE**  
Monday, April 16, 2012  
Council Chambers, City Hall

**Committee Members Present:** Councillor Roberts – Chair  
Councillor Pillai – Vice-Chair  
Mayor Buckway  
Councillor Austin  
Councillor Cameron  
Councillor Irwin  
Councillor Stockdale

**Staff Present:** Dennis Shewfelt, City Manager  
Robert Fendrick, Director of Administrative Services  
Brian Crist, Director of Operations

Your Worship:

The Administrative Services Committee respectfully submits the following report:

1. **Canada-Europe Trade Agreement (CETA)**

In response to a presentation made to Standing Committee on March 19, 2012, administration examined whether the City should seek an exemption from the Canada-Europe Trade Agreement. The purpose of these negotiations is to enhance and encourage increased trading opportunities between Canada and the member countries of the European Union. The Federation of Canadian Municipalities has been involved and has monitored the negotiations between Canada and the European Union. As with all international trade agreements, the specific interests of municipal governments have been protected. There is nothing in the agreements that require municipal governments to relinquish ownership of any services provided by the municipal government. In fact, specific provisions in the North American Free Trade Agreement indicated that services that are provided on a not-for-profit basis are exempt. Similar provisions are included in the draft negotiations with the European Union.

Administration confirmed that only two recent capital and operations projects and services actually exceed the thresholds contemplated in CETA to attract attention. Administration confirmed it would be difficult to speculate on future contracts that might fall under CETA that might impair the City; however, it is felt that it is also difficult to contemplate injurious action to the City in the event of some future CETA challenge. Other jurisdictions have sought an exemption, but their motivations are unknown to the City. The Mayor noted that the Federation of Canadian Municipalities is comfortable with CETA and, in any event, Whitehorse is not of a size to make CETA a worry. The Mayor also confirmed that water protection is being addressed for Canadian municipalities with respect to CETA. It was noted that Canada will enact or enable agreements as it sees best, in any event. A councillor noted that other municipalities that are against CETA are of a size where the

contract size is a factor, and a loss of a contract could lead to a loss of jobs. The Mayor noted the agreement is a two-way agreement, so Canadian companies can also compete in Europe.

**RECOMMENDATION**

THAT the City of Whitehorse not seek an exemption from the Canada – Europe Trade Agreement.

MOVED BY:  
SECONDED BY:

2. **Authorize Mayor's Travel –TIA Yukon**

Council's Expense Policy requires approval by council resolution for all requests for funding or reimbursement of expenses incurred in conjunction with travel outside the City of Whitehorse. Mayor Buckway has indicated her intention to participate in the annual spring conference and Annual General Meeting for the Tourism Industry Association of Yukon. This year's conference is being split between Whitehorse and Haines Junction.

**RECOMMENDATION**

THAT travel expenses be authorized for Mayor Buckway to attend the annual spring conference and Annual General Meeting of the Tourism Industry Association of Yukon to be held in Whitehorse and Haines Junction in April.

MOVED BY:  
SECONDED BY:

Minutes of the Meeting of the  
**CITY PLANNING COMMITTEE**

Monday, April 16, 2012  
Council Chambers, City Hall

**Committee Members Present:** Councillor Pillai – Chair  
Councillor Irwin – Vice-Chair  
Mayor Buckway  
Councillor Austin  
Councillor Cameron  
Councillor Roberts  
Councillor Stockdale

**Staff Present:** Dennis Shewfelt, City Manager  
Robert Fendrick, Director of Administrative Services  
Brian Crist, Director of Operations  
Kinden Kosick, Senior Planner

**Guests:** Barbara Drury – Land for Agricultural Purposes  
Larry Turner, Steve Robertson, Mojens Jensen – Crocus Glen  
Development Inc. – 19 Wann Road

Your Worship:

The City Planning Committee respectfully submits the following report:

1. **Land for Agricultural Purposes** – For Information Only

Ms. Barbara Drury addressed the Committee and encouraged council to consider incorporating agricultural ideas when land use planning. For example, with the Whistle Bend Subdivision, she suggested that the City might consider allocating two or three hectares for garden plots. Ms. Drury also encouraged the support of small garden endeavours and gardeners rather than facilitating large-scale operations. She also noted that there is a potential agricultural opportunity with a farm for sale in the Whistle Bend area.

The Committee commended Ms. Drury for her presentation and noted that there have been some successful efforts like the Community Gardens, edible landscaping, and the urban chicken discussions in Whitehorse. It was also noted that farmers can lease small tracts outside the Community to achieve agricultural goals.

Ms. Drury confirmed that she is aware of a number of people in the Community that could provide stewardship for agricultural initiatives.

## 2. **Zoning Amendment – Raven’s Ridge Phase 2**

Raven’s Ridge Developments Ltd. (RRDL) has applied to rezone portions of two lots located immediately east of the existing Raven’s Ridge Development in order to develop 16 new country residential lots. The land is privately owned and the applicant has a sales agreement in place with the owner. The existing zoning is Parks and Recreation, and the Official Community Plan land use designation is Residential Country. The proposed development will not be connected to the City’s water and sewer system. However it is close to existing services and amenities including Downtown, the Canada Games Centre and nearby local commercial centres such as the Kopper King. The neighbourhood is also serviced by transit, with the nearest station being at the entrance of the development. If the rezoning is approved, subdivision will be the next stage of the development. At the subdivision stage a determination will be made regarding the location and amount of land to be conveyed for public purposes such as parks, recreation opportunities, and protection of environmental features. Should Council require further studies, the Subdivision Control Bylaw specifies that additional information may be required including geotechnical studies, hydro-geological assessments, drainage plans and topographic surveys. EBA is currently working on a more detailed study to assess impacts associated with the development. As a result, Administration is recommending that this bylaw be brought forward but that a final decision be deferred until the results of the new study are received and analyzed.

Administration confirmed:

- Public utilities and roads are allowed in riparian set-backs, with respect to Phase 1
- The Development Review Committee noted a concern with the lack of a second access on Phase 2 but the proposal is being allowed to go forward with just the one access. However, there is a pedestrian access that can provide a second access and egress if required
- That the Official Community Plan ‘designates’ areas for residential development and the Zoning Bylaw zones the areas
- The aquifer being referred to in the reports is not contemplated to be used for City purposes
- That the EBA report will most likely have disclaimers on any findings with respect to water and septic in the area
- Environmental Health approves on-site water and septic conditions on individual properties
- That the Kopper King would be the closest sewer connection; however, the developer has not indicated an interest in connecting due to cost
- PULD has been accounted for in the proposed development itself as well as across McIntyre Creek in the riparian zone
- The owners in Phase 1 will be notified by the normal zoning process of the zoning change
- It was also noted any concerns can be addressed at the Development Agreement stage

The Committee asked for more information whether the hydrological study will be a table top or whether on-site work will be undertaken and the Wildlife Report being cited in the application and the report.

The Committee expressed concern with the roads in Phase 1 becoming priority 1 roads due to slope and questioned whether the same will happen in Phase 2. Administration confirmed that any new development has to be accounted for under the Snow and Ice Control Policy and Phase 2 may require enhanced sanding similar to Phase 1.

### **RECOMMENDATION**

THAT Bylaw 2012-06, a bylaw to change the zoning of portions of Lots 49 and 50, Group 5, Plan 9540 CLSR, to allow for the development of Raven's Ridge Phase 2, be brought forward for due consideration under the bylaw process.

MOVED BY:

SECONDED BY:

### **3. Zoning Amendment – 19 Wann Road**

An application has been received to rezone Lot 1583 in Porter Creek to allow for the development of 35 single detached units managed through condominium ownership. The applicant is requesting to have the zoning amended to RM–Residential Multiple Housing, which provides a higher development potential than the existing RAx zone. Neighbouring lots located east and west of the site are similarly zoned RM. The proposed development meets the site coverage, setback and height requirements of the zone. Considerations regarding drainage, utility easements and trail connections would be addressed at the development permit stage if the rezoning is approved.

Mr. Larry Turner – Crocus Glen Development Inc addressed the Committee.

- Explained that the building concept being contemplated does not meet the height restrictions with respect to the zoning
- Mr. Turner explained the development will be attractive and while the units will be similar in look they will also be somewhat unique
- Mr. Turner explained the height being asked for should not be a concern as the development will be in a bit of a hollow so height will not be an issue
- The adjacent neighbours are a new town house development and they have not been approached at this time
- Mr. Turner indicates all the other zoning requirements have been met and some re-planning has already been undertaken to accommodate the zoning
- Most of the adjacent properties are RM zoning that allows 15 meters and what is being asked for is 10 meters and the houses being built will only run to 8.5 meters
- Mr. Turner noted that a number of the lines on the property will be run under the roadways to better accommodate the overall development and Mr. Turner has been consulting with City administration on this issue

- Mr. Turner noted that the various designs being offered are contemporary in their design, and the average lot size is 460 square meters, and the homes include a full unfinished basement
- Mr. Turner confirmed that each single-detached house will have their own yard and the amenity space requirements will be met if not surpassed
- Mr. Turner noted that a new access road will be built off Wann Road

The Committee commended Mr. Turner and the other developers on developing this particular property due to the various topographical challenges

Administration confirmed:

- The land will be in a strata title situation which lends the development to a multiple family designation and the adjacent RSx zoning was to allow single family in a multiple zone
- That the PS adjacent to the development is the City's snow dump

The Committee asked for more information on the budget to maintaining all the new paved trails going in to the Community

### **RECOMMENDATION**

THAT Bylaw 2012-19, a bylaw to change the zoning of 19 Wann Road RM–Residential Multiple Housing to allow for the development of multiple single detached units, be brought forward for due consideration under the bylaw process.

MOVED BY:

SECONDED BY:

Minutes of the Meeting of the  
**CITY OPERATIONS COMMITTEE**

Monday, April 16, 2012

Council Chambers, City Hall

**Committee Members Present:** Councillor Irwin – Chair  
Councillor Cameron – Vice-Chair  
Mayor Buckway  
Councillor Austin  
Councillor Pillai  
Councillor Roberts  
Councillor Stockdale

**Staff Present:** Dennis Shewfelt, City Manager  
Robert Fendrick, Director of Administrative Services  
Brian Crist, Director of Operations

Your Worship:

The City Operations Committee respectfully submits the following report:

1. **Contract Award – Marwell East Underground, Phase 1**

In 2011, the City began upgrades to the Marwell area through the Building Canada Fund, beginning with the reconstruction of Industrial Road from Two Mile Hill to the Quartz Road intersection. This year the project will continue as the reconstruction of the remainder of Industrial Road and the other connecting substandard roads in the area. The work will be completed with approved funds from Building Canada Fund and Local Improvement Charges. Associated Engineering has been hired to design, tender and inspect the project. The Marwell East Reconstruction Project–Underground Utilities Phase 1 tender is the first of three contracts to complete this work. It will construct underground utilities which will include water, sewer and storm mains, property services and replacement of frost susceptible soils, east of Platinum Road to the Yukon River. Subsequent contracts will reconstruct Industrial Road and Calcite Road to the same standard as the 2011 work, and then surface the reconstructed roads to a 10-metre rural design. Seven companies picked up the tender documents, and five bids were received. The Tender Review Committee and City Staff unanimously agreed that: the low bidder is familiar with the scope of work, and has the knowledge and experience to complete the work. Castle Rock Enterprises is satisfied with their bid and is willing to complete the project as per their tendered price.

Administration confirmed:

- That the soil has to be excavated and then refilled with better material due to the current condition of the soil in the area being susceptible to frost
- The nature of the soils are known in the area; however, if there are more inferior soils than expected in the project then the Contingency funds will be used
- That the roads will be built to TAC standards, including the road width(s)
- Phase 2 of this overall project might include the Tlingit Road area; Phase 1 will include everything except Tlingit Road
- There have been no funding applications for Phase 2 as yet and it was noted that Canada is working on a replacement for the Building Canada program which might provide additional funding
- There may also be some unexpended funds from existing projects and funds that might be available to provide funding
- That there will be a Local Improvement Charge associated with the surface work on this project

The Committee noted that the City and Kwanlin Dun might be able to make a joint Gas Tax application for funding and asked for more information on that possibility.

### **RECOMMENDATION**

THAT the Underground Utilities Phase 1 portion of the 2012 Marwell East Reconstruction Project be awarded to Castle Rock Enterprises for a net cost to the City of \$2,626,905.00

MOVED BY:

SECONDED BY:

Minutes of the Meeting of the  
**COMMUNITY SERVICES COMMITTEE**

Monday, April 16, 2012  
Council Chambers, City Hall

**Committee Members Present:** Councillor Stockdale – Chair  
Councillor Roberts – Vice Chair  
Mayor Buckway  
Councillor Austin  
Councillor Cameron  
Councillor Irwin  
Councillor Pillai

**Staff Present:** Dennis Shewfelt, City Manager  
Robert Fendrick, Director of Administrative Services  
Brian Crist, Director of Operations  
Douglas Hnatiuk, Parks and Recreation Services

Your Worship:

The Community Services Committee respectfully submits the following report:

1. **Public Input Report – Trail Plan Amendments**

The Parks and Recreation Trail Plan document was approved by Council in October 2007. This plan sets a philosophical and managerial framework for the long term planning and operations as well as to improve mapping accuracy and designations of what is the most extensive municipal trail network in Canada's North. It is focused on rationalizing the present trail system, nurturing a positive trail culture, public education and building and maintaining a comprehensive trail system. This plan was based on a 10 year horizon. The plan includes the implementation of an Interdisciplinary Trails & Greenways Committee that would provide a mechanism to ensure balanced representation of user interests. It also became very apparent through the current work being done on the Snowmobile and ATV Bylaw reviews as well as review of the Protected Areas Bylaw that conflicts in and around land use management, land tenure, and concerns raised regarding environmental sustainability needed to be elevated to a working group made up of land owners who were better suited to deal with these concerns. Therefore it was determined that now was the time to implement a Whitehorse Trail Technical Committee to fulfil this role. Through the recent Snowmobile Bylaw review, it was identified that trail mapping for multiuse routes needed to be updated within the Trail Plan to better reflect an updated map that represents the current multiuse trail inventory within Whitehorse.

The original process for developing the 2007 Trail Plan involved extensive public engagement and consultation. The current amended plan included a public process as part of its submission to Council. It was believed that the amendments did not constitute significant changes to warrant a full public consultative process. Essentially, the key

changes were to further define the “Trails & Greenways” committee, to define the newly proposed “Whitehorse Trail Technical Committee” and to further define the roles of each and its memberships. A chart was developed to clearly define the roles of each committee and to outline the reporting structure of each committee.

Due to a recognized need to provide a more understandable map option, the map has been expanded to outline the various community areas of Whitehorse in a series of zoomed in sub maps. This should respect the need for better clarity and trail map understanding.

Throughout the process to review both the snowmobile Bylaw and the Trail Plan, the City received countless public input submissions. Many of these issues were answered either directly via return email or they were responded to as part of public input reports.

Administration confirmed:

- There are 2 phases to the Riverdale trail planning. The first phase was mostly to do with single-track trails, the second phase will be to consider multi-use trails to allow motorized vehicles to egress and access the Riverdale area
- It was noted that there is signage work in administration’s 2012 work plans
- Administration is currently inventorying all the paved trails with associated maintenance costs for a budget submission for 2013 with respect to maintenance
- That the clarifying comments being made to administration on the proposed amendments can be included in the draft but that more substantive suggestions may require more discussion with Council
- That decorum is being requested from any City Committee and that is why there are provisions for this being incorporated in the revisions being proposed
- That the Trails and Greenways Committee will come into force in 2013 but that a review is scheduled for 2014 so that a refined Committee may continue to the 2017 timeframe

A Committee member suggested that the Trails and Greenways Committee be established immediately to work on the trail map finalization. The termination date of the Trails and Greenways Committee was also questioned with the preference for a review to establish the Committee operation. The make-up of the Committee was also a concern and it was suggested citizens should be able to be nominated for the Committee and not just representative stakeholder groups. It was also suggested the Committee should be able to select its own chair. It was further suggested that more than half of the Committee should be made up of citizens and not administration. A Committee member suggested that perhaps further discussion may be needed in a CASM setting to discuss these matters more fully.

The Committee commended the work that has been completed on the draft revisions and that the flow of the new documents makes sense based on the discussions that were had with Council. The make-up of the Committee was also commended in that members of the public are being included.

## **RECOMMENDATION**

THAT the implementation of the Whitehorse Trail and Greenways Committee be approved; and

THAT the implementation of the Whitehorse Trail Technical Committee be approved; and

THAT the amendments to the 2007 City of Whitehorse Parks and Recreation Trail Plan, including the inclusion of the Committee Chart as Appendix VII, be approved as the City of Whitehorse Trail Plan, Second Edition, 2012; and

THAT the 2012 Snowmobile Trail Map be approved as Appendix V (a) in the City of Whitehorse Trail Plan, Second Edition, 2012.

MOVED BY:

SECONDED BY:

## **2. Capital Budget Increase and Funding – Trail Development Project**

As part of the implementation phase of the trail plan, funding in the amount of \$60,000 was included in the 2012 capital budget with subsequent similar funds identified for following years. City administration applied for and was successful in receiving funding for trail plan implementation from the National Trails Coalition and the Canadian Northern Economic Development Agency. On April 11, 2012, the City was notified in writing that it had been approved for a contribution of \$97,310 under the 2012 Community Development Fund from the Yukon Government. In February 2012 the City also received a donation of \$3,300 from the Rendezvous Rotary Club of Whitehorse to be put towards improved signage along the Millennium Trail in Whitehorse.

With the proposed increased resources the trail plan implementation phase for 2012 can be expanded to allow for a three-person trail crew to work for an entire summer season, supplemented with casual work as required. This will enable the crew to complete more trail repairs and signage installation, and will speed up the trail plan implementation and allow for work that would have followed in subsequent years to be done this year. Also, this additional funding will allow for the supply and installation of signage to coincide with the recent recommendations that have come out of the Snowmobile Bylaw revisions. All increased resources for implementation will continue to funnel through the City's capital budget for 2012.

Administration confirmed that the consultant on record, Jane Keopke, has also been working on the ground as a trail crew leader, so there is a consulting and a hands-on role. The Committee asked for more information on the funds being paid to the consultant

The Committee commended the work being done and the CDF and the Rotary Club for the funding being provided.

The Committee asked for more information on what could be done to provide more community benches in certain areas such as the loop around Riverdale; administration confirmed that there is a memorial bench program being offered to the 'signature' trails.

**RECOMMENDATION**

THAT the 2012 Capital Budget be amended to increase the Trail Development project 740c00409 by \$100,610.00, with funds coming from the Yukon Government Community Development Fund and the Rendezvous Rotary Club of Whitehorse.

MOVED BY:

SECONDED BY:

Minutes of the Meeting of the  
**PUBLIC HEALTH AND SAFETY COMMITTEE**  
Monday, April 16, 2012  
Council Chambers, City Hall

**Committee Members Present:** Councillor Cameron – Chair  
Councillor Austin – Vice-Chair  
Mayor Buckway  
Councillor Irwin  
Councillor Pillai  
Councillor Roberts  
Councillor Stockdale

**Staff Present:** Dennis Shewfelt, City Manager  
Robert Fendrick, Director of Administrative Services  
Brian Crist, Director of Operations

**Guests:** Lisa Martin – Search and Rescue

Your Worship:

The Public Health and Safety Committee respectfully submits the following report:

1. **Search & Rescue** – For Information Only

Ms. Lisa Martin addressed the Committee

- Indicated that the Search and Rescue organization's equipment being stored by the City is not meeting reasonable storage needs and is affecting their response times
- Cold temperatures in winter severely affect getting set up for a response because anything that might be damaged by freezing has to be removed from outdoor storage
- Ms. Martin asked if the former Fire Hall #2 that is vacant could be used for the storage for their equipment; failing the Fire Hall's availability, the group is asking for the City to help getting assistance from YG
- Ms. Martin noted that the group, which numbers approximately 50 in the Whitehorse community, is mostly self-funded for on-going operations, they do receive some training through EMO and there was an initial set-up of equipment
- Ms. Martin confirmed that the RCMP has a mandate to call the Search and Rescue when assistance is needed. The group had been called out 7 times in 2011. Ms. Martin also noted they have had successful rescues in the past

The Committee noted that the old Fire Hall #2 does contain asbestos that would have to be dealt with

Administration confirmed that YG EMO will be contacted

Minutes of the Meeting of the  
**TOURISM & ECONOMIC DEVELOPMENT COMMITTEE**  
Monday, April 16, 2012  
Council Chambers, City Hall

**Committee Members Present:** Councillor Austin – Chair  
Councillor Stockdale – Vice Chair  
Mayor Buckway  
Councillor Cameron  
Councillor Irwin  
Councillor Pillai  
Councillor Roberts

**Staff Present:** Dennis Shewfelt, City Manager  
Robert Fendrick, Director of Administrative Services  
Brian Crist, Director of Operations

Your Worship:

The Tourism and Economic Development Committee respectfully submits the following report:

1. **New Business**

The Committee asked for more information on upcoming events as well as a calendar of events for Council's review.

There being no further business, the meeting adjourned at 9:51 p.m.