

Minutes of the Meeting of the
TOURISM & ECONOMIC DEVELOPMENT COMMITTEE

Tuesday, May 22, 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 – Electronic Participation

Staff Present: Robert Fendrick, Acting City Manager
Brian Crist, Director of Operations

Your Worship:

There is no report from the Tourism and Economic Development Committee.

Minutes of the Meeting of the
ADMINISTRATIVE SERVICES COMMITTEE

Tuesday, May 22, 2012
Council Chambers, City Hall

Committee Members Present: Councillor Pillai – Chair
Mayor Buckway
Councillor Austin
Councillor Cameron
Councillor Irwin
Councillor Roberts – Electronic Participation
Councillor Stockdale

Staff Present: Robert Fendrick, Acting City Manager
Brian Crist, Director of Operations

Your Worship:
There is no report from the Administrative Services Committee.

Minutes of the Meeting of the
CITY PLANNING COMMITTEE

Tuesday, May 22, 2012
Council Chambers, City Hall

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

Staff Present: Robert Fendrick, Acting City Manager
Brian Crist, Director of Operations
Mike Gau, Manager of Planning and Development Services
Mike Ellis, Senior Planner
Shannon Clohosey, Sustainability Projects Manager

Guests: Cam Kos

Your Worship:

The City Planning Committee respectfully submits the following report:

1. **Public Hearing Report – Zoning Amendment, 19 Wann Road**

The owner of 19 Wann Road in Porter Creek has applied to amend the zoning of the property to allow for the development of 35 single detached units with a building height greater than six metres. At the public hearing on May 14 one person appeared in addition to the proponent, and no written submissions were received. A concern was expressed that work is taking place on the site before the zoning amendment is approved. The Committee was advised that the property owner is already working on the site because the project will proceed with modifications to suit the existing zoning if the amendment does not pass. The Committee assured the public that no advance approval was given to the developer with respect to this application.

The Committee asked for more information on the access to the development.

Mr. Cam Kos addressed the Committee to advise that his comments at the public hearing may have been misinterpreted. He apologized for any concern that may have been caused by his remarks, and commended staff and the Crocus Glen proponent on explaining the situation to him. Mr. Kos also commended the Planning Department and the Bylaw Services Department on their recent excellent service.

RECOMMENDATION

THAT Bylaw 2012-19, a bylaw to amend the zoning at 19 Wann Road in Porter Creek to allow for multi-residential development, be brought forward for due consideration of second and third reading under the bylaw process

MOVED BY:

SECONDED BY:

2. 2012 Zoning Bylaw

The 2010 Official Community Plan (OCP) was adopted last October. The *Municipal Act* requires that a municipality's zoning bylaw conform to its OCP. After an extensive review process, a new bylaw has been drafted containing numerous potential changes. Work to create a new Zoning Bylaw began in January by compiling a list of all OCP changes that had implications on zoning. Seven edits to the existing bylaw were brought forward as they responded to pressing needs identified during the process. All remaining edits to the Zoning Bylaw that are needed to implement the OCP have been included in the current draft. The new proposed Zoning Bylaw has been largely based on the existing bylaw. Proposed changes have been organized into five categories. Four of these are based on Strategic Sustainability Plan principles that were adopted into the OCP. The fifth category is administrative changes that have been identified as staff use the zoning bylaw and find ways that it can be improved.

Highlights of changes proposed with the new Zoning Bylaw include:

- Increased amounts of land zoned Environmentally Sensitive and Greenbelt;
- Allowing child care facilities in several new zones;
- Allowing family day homes in accessory structures;
- Accessibility and visitability initiatives;
- Improved pedestrian access through parking lots;
- Promotion of development in existing neighbourhoods and Downtown;
- More suites;
- Making Multiple Housing a principal use in the Residential Downtown zone;
- Increased height limits downtown;
- Better use of neighbourhood commercial sites;
- New Future Planning zones throughout the City;
- New regulations to improve the functionality and aesthetics of new developments;
- A new Agricultural zone;
- Highway uses related to transportation;
- Quarries regulations; and
- Changes to the permitting process and conditional use process.

The Committee advised that the public can provide feedback to Council on the proposed bylaw through the City's website, and the public hearing has been scheduled for Monday, June 25, 2012.

The Committee commended staff on the work done on this bylaw.

RECOMMENDATION

THAT Bylaw 2012-20, a bylaw to adopt the 2012 Zoning Bylaw, be brought forward for due consideration under the bylaw process.

MOVED BY:

SECONDED BY:

3. Amend Animal Control Bylaw

During the review of the zoning bylaw one of the recurring issues was backyard hens. As part of the proposed changes to the zoning bylaw, backyard hens will be permitted in certain residential zones. Additionally, changes proposed to the zoning bylaw will allow living suites and garden suites in country residential developments. This increase in density also impacts the number of cats and dogs allowed, and it is therefore necessary to establish limits with respect to lots rather than residences. As a result of the proposed changes to the zoning bylaw, changes are also required to the Animal Control Bylaw. Administration is recommending that the bylaws track through the system at the same time as they are so closely related.

Administration confirmed that:

- There is an approval process for keeping hens;
- Most persons who keep hens also use the faecal matter for their gardens; otherwise it would be considered compost as per the Waste Management Bylaw; and
- With the proposed changes, warnings will continue to be the usual first step when it comes to enforcement.

The Committee asked for more information on the bio-security procedures recommended by the Canadian Food Inspection Agency.

RECOMMENDATION

THAT Bylaw 2012-29, a bylaw to amend the Animal Control Bylaw with respect to new zoning regulations, be brought forward for due consideration under the bylaw process.

MOVED BY:

SECONDED BY:

4. Amend Building and Plumbing Bylaw

The Building and Plumbing Bylaw was amended in 2009 as part of a commitment in the Sustainability Plan to reduce energy use and promote sustainability. After two years of implementation, a review was initiated, and strong support for the bylaw was received while opportunities for improvement were suggested. As a result of this review of the

bylaw, administration is bringing forward additional improvements in the areas of energy standards, water conservation, improving inspections, and labelling of buildings. Enhancements to the bylaw are supported in the 2010 Official Community Plan.

Administration is proposing a one month public input period following first reading of this bylaw, in order to solicit further input from developers, real estate agents, suppliers, and other stakeholders. A phase-in schedule is also proposed.

Administration confirmed that no mobile homes are contemplated in Whistle Bend, and that no incentive programs are planned as the return on investment will come through long-term cost savings. The Committee commended the work done on the bylaw and the proposed public process, and encouraged the communication strategy to focus on the long term savings versus the up-front costs.

RECOMMENDATION

THAT Bylaw 2012-28, a bylaw to amend Building and Plumbing Bylaw, be brought forward for due consideration under the bylaw process

MOVED BY:
SECONDED BY:

5. **Zoning Amendment – 600 Drury Street**

The owner of 600 Drury Street in the Downtown area has applied amend the zoning of the property to allow for the development of a three storey rental apartment building. The requested amendment is consistent with zoning changes proposed in the Downtown South Master Plan and the Zoning Bylaw rewrite. The property owner is seeking the amendment to avoid delays that might occur with the larger citywide zoning bylaw rewrite process.

Administration confirmed that there are plans to construct a berm that would become part of the trail maintenance program in the future. The Committee expressed concern about potential liability issues with respect to a berm in the area.

RECOMMENDATION

THAT Bylaw 2012-25, a bylaw to amend the zoning of 600 Drury Street to allow for the development of an rental apartment building, be brought forward for due consideration under the bylaw process.

MOVED BY:
SECONDED BY:

Minutes of the Meeting of the
CITY OPERATIONS COMMITTEE

Tuesday, May 22, 2012
Council Chambers, City Hall

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

Staff Present: Robert Fendrick, Acting City Manager
Brian Crist, Director of Operations
Wayne Tuck, Manager, Engineering & Environmental Services

Your Worship:

The City Operations Committee respectfully submits the following report:

1. **Waste Management Bylaw**

The existing Solid Waste Bylaw ensures that waste collection, disposal, storage, and transportation comply with national and territorial regulations and meet the requirements of City practices. A review of the bylaw conducted this year has identified a number of changes and improvements, including a reorganization of existing sections to avoid duplication and provide consistent rules for all waste management practices. A new bylaw is being brought forward to replace the existing bylaw and better reflect the industry and all that it encompasses. The proposed revisions better reflect the industry and terminology of waste management in Canada, and better reflect the actual waste practices approved by the City. Items that are banned from being land-filled are those items which pose a high environmental risk if improperly disposed of, or are regulated by a senior level of government.

Administration confirmed that:

- Waste from outside City boundaries is not allowed except by permit. However, this is difficult to enforce and is mainly regulated by tipping fees;
- Education on the disposal of e-waste, liquid waste, and special waste is a priority;
- Changes to the Yukon designated products regulations will be charged at the point of purchase; and
- Florescent bulbs and certain compact fluorescents should be taken to hazardous waste days for disposal.

RECOMMENDATION

THAT Waste Management Bylaw 2012-30, a bylaw to provide for the collection, disposal, storage and transportation of waste in the City of Whitehorse, be brought forward for due consideration under the bylaw process

MOVED BY:
SECONDED BY:

2. Building Canada Contribution Agreements

Building Canada Fund applications were submitted to the Yukon Government to undertake surface works on Black Street and to pave various road surfaces with asphalt. The Yukon Government has agreed to contribute Building Canada Funding up to two million dollars for Black Street Reconstruction and one point nine million dollars for Asphalt Overlay projects. In addition, Building Canada Funding was approved last year for the Marwell Water and Sewer Upgrades (Phase 1). Subsequent to the signing of the agreement, the Government of Yukon made a change to the advance payment provisions of the Building Canada Fund agreements. Signing the amendment will allow the City to receive an advance that was previously not allowed for. The Contribution Agreements between Government of Yukon and the City of Whitehorse have now been prepared for signing.

Administration confirmed that:

- Engineering work for the Ogilvie Street project is scheduled for 2013. The road needs to be completely re-built and will be subject to local improvement charges; and
- The Asphalt Overlay Building Canada funding is being used to replenish funds being used to invest in the Mount Sima project

The Committee reiterated its desire for administration to work with the Kwanlin Dün First Nation to upgrade Tlingit Road. A mutual Gas Tax application was suggested.

RECOMMENDATION

THAT the Mayor be authorized to sign the Building Canada Plan Contribution Agreements between the Yukon Government and the City of Whitehorse for the Black Street Reconstruction Project and the Asphalt Overlay project; and

THAT the Mayor be authorized to sign Amendment #1 to the Building Canada Plan Contribution Agreement for Marwell Water and Sewer Upgrades (Phase 1) project.

MOVED BY:
SECONDED BY:

3. **Contract Award – Asphalt Overlay Project**

The Asphalt Overlay Project has been an integral part of the City of Whitehorse road rehabilitation program since 1996. The purpose of the Asphalt Overlay Program is to resurface at the critical point before a road regresses to the reconstruction stage. Two bids were received in response to the tender issues, but one was rejected as incomplete. The evaluation team unanimously agreed that the sole remaining bidder is familiar with the scope of the work and has the skill and experience to complete the work successfully. The successful bid was under budget, and administration is recommending that the scope of the work and the contract amount be increased to include the overlay of Centennial Street from Wann Road to McDonald Road. The contractor has agreed to the expansion of the contract.

A Committee member commended the program and reiterated the need for constant maintenance.

RECOMMENDATION

THAT the construction contract for the 2012 Asphalt Overlay Project be awarded to Skookum Asphalt Ltd. for a net cost to the City of \$896,288.80.

MOVED BY:
SECONDED BY:

4. **Contract Award – Marwell East Reconstruction Surface & Underground**

The Marwell East Reconstruction Project–Surface Works and Underground Utilities Phase 2 tender is the second of three contracts to be issued in 2012 to complete the upgrading of Marwell East. This contract is for the installation of a second water main to improve Fire protection, sewer and storm mains, property services and replacement of frost susceptible soils on Industrial Road and Calcite Road. Three bids were received in response to the tender issued. 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. The City has sufficient funds in the 2012 Budget to complete this phase of the project, but additional funds will be required to complete the work required for Phase 3.

Funding for the work is available from City reserves identified for Development Cost Charges and Water and Sewer. Follow-up meetings with Yukon Government regarding re-allocating funds through the Building Canada Fund and/or the Federal Gas Tax Program may be possible and will be undertaken by administration.

RECOMMENDATION

THAT the 2012 Marwell East Reconstruction – Surface Works and Underground Utilities Phase 2 construction contract be awarded to Castle Rock Enterprises for a net cost to the City of \$3,229,160.00; and,

THAT the capital budget be amended to increase Project 240c01710, Marwell – New Infrastructure by \$850,000.00, funded from the Water and Sewer Reserve in the amount of \$660,000.00 and from the Development Cost Charges Reserve in the amount of \$190,000.00.

MOVED BY:

SECONDED BY:

5. **Contract Award – Takhini North Landscaping**

This project consists of Landscaping as part of the completion of the redevelopment of the Takhini North subdivision. The design was developed through the subdivision planning and landscape planning process and represents a landscape plan to develop the boulevards in the reconstructed subdivision. The overall objective is to create a landscape area in the boulevards of the subdivision. The plan incorporates trees and turf into the design which would be maintained by adjacent residents in the landscaped areas. Although six companies picked up the tender package, only two bids were received in response to the tender issued. The low bidder is familiar with the scope of the work and has the skill and experience to complete the project successfully.

RECOMMENDATION

THAT the 2012 Takhini North Subdivision Landscaping contract be awarded to Adorna Flowers and Landscaping for \$270,856.00, exclusive of GST

MOVED BY:

SECONDED BY:

6. **New Business** – For Information Only

The Committee noted that drainage from the Public Safety Building parking lot is impacting the new landscaping at the site and asked for information on what is being done to mitigate the issue.

Administration confirmed that bollards are being proposed for the protection of a fire hydrant on Centennial Street.

Minutes of the Meeting of the
COMMUNITY SERVICES COMMITTEE

Tuesday, May 22, 2012
Council Chambers, City Hall

Committee Members Present: Councillor Stockdale – Chair
Mayor Buckway
Councillor Austin
Councillor Cameron
Councillor Irwin
Councillor Pillai
Councillor Roberts – Electronic Participation

Staff Present: Robert Fendrick, Acting City Manager
Brian Crist, Director of Operations
Linda Rapp, Manager of Parks and Recreation Services

Guests: Grant Bossenberry – MS Association

Your Worship:

The Community Services Committee respectfully submits the following report:

1. **Proclamation** – For Information Only

Mayor Buckway proclaimed Saturday, May 26, 2012 to be Canadian Tire Jumpstart Day in the City of Whitehorse.

2. **MS Association** – For Information Only

Grant Bossenberry thanked the City for proclaiming MS Awareness month and helping to raise the profile of the Association in the community. He provided an update on the activities of the local Association and noted that the annual MS Walk is scheduled for June 10th. Mr. Bossenberry encouraged people to register for the walk and secure lots of pledges. He noted that the walk is the biggest event of the year and raises funds towards finding a cure for a debilitating disease that affects a great many Canadians.

3. **2012 Spring Recreation Grants**

In accordance with Council's Recreation Grant Policy, the Recreation Grant Task Force has prepared recommendations for the allocation of the 2012 Arts/Cultural Facilities Grants, Recreation Facility/Parks Grants, and Spring Recreation Grants. The Community Lotteries Program provided the City with over \$138,800.00 for Recreation Grant purposes in 2012. Lotteries funding is calculated on a population-based formula and increased by about \$2,700 this year.

Administration confirmed that the grant policy provides for a wages component with project-based activities, but does not fund on-going wages. Recreation funds for groups such as BYTE and the Women's Shelter are specifically designated for recreation programs being offered by those groups.

The Committee discussed the funding for trail development at Mount Sima and some concern was expressed that the organization is being double funded.

RECOMMENDATION

THAT the allocation of \$59,487.00 for Category 1 Recreation Grants, \$68,848.53 for Category 2 – Recreation Facilities/Parks Grants and \$29,000.00 for Category 3 – Arts/Cultural Facilities Grants, be approved with conditions as outlined in the summary sheets.

MOVED BY:
SECONDED BY:

Minutes of the Meeting of the
PUBLIC HEALTH AND SAFETY COMMITTEE

Tuesday, May 22, 2012
Council Chambers, City Hall

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

Staff Present: Robert Fendrick, Acting City Manager
Brian Crist, Director of Operations

Your Worship:

There is no report from the Public Health and Safety Committee

There being no further business, the meeting adjourned at 10:05 p.m.