



**Minutes of the meeting of the  
Tourism and Economic Development Committee**

**Date:** September 17, 2012

**Location:** Council Chambers, City Hall

**Committee Members Present:** Councillor Dave Austin – Chair  
Councillor Dave Stockdale – Vice Chair  
Mayor Bev Buckway  
Councillor Kirk Cameron

**Staff Present:** Councillor Betty Irwin  
Councillor Ranj Pillai  
Councillor Florence Roberts  
City Manager Stan Westby  
Director of Administrative Services Robert Fendrick  
Acting Director of Operations Dave Muir

Your Worship, there is no report from the Tourism and Economic Development Committee.



**Minutes of the meeting of the  
Administrative Services Committee**

**Date:** September 17, 2012

**Location:** Council Chambers, City Hall

**Committee Members Present:** Councillor Florence Roberts – Chair  
Councillor Ranj Pillai – Vice Chair  
Mayor Bev Buckway  
Councillor Dave Austin  
Councillor Kirk Cameron  
Councillor Betty Irwin  
Councillor Dave Stockdale

**Staff Present:** City Manager Stan Westby  
Director of Administrative Services Robert Fendrick  
Acting Director of Operations Dave Muir

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

1. **Fees & Charges Bylaw – Third Quarter Amendments**

As part of the annual budget preparation process, the Financial Services Department consults with the management group and compiles a list of additions, deletions and other amendments to the Fees and Charges Bylaw. This bylaw is brought forward on a quarterly basis for amendments that are required operationally. Included in this quarter are changes being brought forward as a result of the adoption of a new All Terrain Vehicle Bylaw and a new Snowmobile Bylaw. Additional changes are also being proposed to introduce two rates for theme parties at the Canada Games Centre.

**RECOMMENDATION**

THAT Bylaw 2012-39, a bylaw to amend the Fees and Charges Bylaw, be brought forward for due consideration under the bylaw process

2. **New Business**

- (1) The Committee congratulated Mayor Buckway on being the recipient of the Queen's Jubilee Medal for her service to the City of Whitehorse and the Yukon.
- (2) Councillor Pillai announced that he will not be running for a position on Council in the upcoming municipal election. He commended Council and administration and commented positively on the health of the organization. He especially commended senior management and the Planning Department.



## Minutes of the meeting of the City Planning Committee

**Date:** September 17, 2012

**Location:** Council Chambers, City Hall

**Committee Members Present:** Councillor Ranj Pillai – Chair  
Councillor Betty Irwin – Vice Chair  
Mayor Bev Buckway  
Councillor Dave Austin  
Councillor Kirk Cameron  
Councillor Florence Roberts  
Councillor Dave Stockdale

**Staff Present:** City Manager Stan Westby  
Director of Administrative Services Robert Fendrick  
Acting Director of Operations Dave Muir  
Manager of Planning and Development Services Mike Gau  
Planner Erica Beasley

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

1. **Public Hearing Report - OCP Amendment (Tank Farm East)**

An Official Community Plan amendment has been requested to allow for temporary remediation and quarrying activities in the Upper Tank Farm site. The site is designated as a contaminated site subject to regulations under the *Environment Act*. The current application is to allow for activities that will clean up the site for future development. Temporary remediation activities are allowed in any land use designation, but the extent of the activities necessary to clean up this site has caused the property owners to request a new policy specific to the Tank Farm area. The requested policy will allow for on-going remediation activities including clearing, excavation, crushing, land treatment facilities, and the removal of soil.

At the Public Hearing on September 10, a number of concerns were raised including general opposition to quarrying activities and or any development of the area. There were issues brought forward with respect to traffic, noise, dust, odours, and impacts on air quality; issues respecting the loss of trails and green space, and concerns regarding the water main that crosses the area. There was some suggestion that it is not appropriate to operate a quarry in close proximity to existing neighbourhoods, and that the application does not comply with the required buffer areas between residential areas and quarry activities.

The YESAB assessment will be reviewing impacts of noise, dust and air emissions on nearby neighbourhoods and recommending appropriate mitigations. While the City is primarily responsible for land use planning, YESAB is the most suitable authority for examining environmental and socio-economic effects including noise, dust, air, water, soil and habitat.

If this amendment is approved, the next step would be an application for a zoning amendment to allow for the increased quarry type activities. Council could also require a development agreement with the owner to restrict certain operational details including temporal scope and hours of operation. Development permits will also be required for all aspects of the project, including clearing, grubbing, and excavation.

Mary Whitley addressed the Committee to advise that she attended public meetings about the plans for this area, and was not previously aware of the quarrying issue. She expressed concern that the scope of the project was not fully explained. She also expressed concern regarding the amount of material to be moved, notwithstanding much of the material will be decontaminated on-site. She questioned the value of the material and asked about the potential impact on the Stevens Quarry development.

Administration confirmed that the YESSA and OCP amendment processes can run concurrently. If this amendment is approved, Council will still have the flexibility to place restrictions on the project at the Zoning Amendment and Development Permit stages. If the development goes forward the Planning Department will be proposing a number of conditions with respect to various aspects of the work, including phasing and access.

## **RECOMMENDATION**

THAT Bylaw 2012-35, a bylaw to amend the OCP to allow for temporary remediation and quarrying activities in the Upper Tank Farm area, be brought forward for second reading under the bylaw process; and

THAT Bylaw 2012-35 be amended at second reading to include a new policy that will allow Council to attach conditions to the project as detailed in the administrative report dated September 17, 2012.

## **2. Public Hearing Report - Zoning Amendment (Fish Lake Road)**

The owner of Lot 1244 in the Fish Lake Road area has applied to rezone the property to allow for residential development. The lot is a leftover parcel of the Raven's Ridge development located on the opposite side of McIntyre Creek. At the Public Hearing on September 10th, six people spoke in opposition to the proposal. In addition, a petition and six written submissions opposed the project, and seven submissions raised concerns. The proponent spoke in favour, one submission supported the project, and one raised no concerns.

The concerns raised included negative impacts on the bird and wildlife habitat, conflicts with the McIntyre Creek Park as designated in the Official Community Plan, and the impact of the access road and utility lines on the landscape, wildlife corridors and views for existing residents. Concerns were also raised regarding emergency vehicle access

and wildfire dangers, and some concern was expressed about the lack of information available about the application. The proposed development would add a long access road to one property only, does not support the use of transit or active transportation, and would add development to what would otherwise be a large and relatively intact wilderness area.

Mary Whitley, Michael Bendall and Rosh Govindasamy spoke against the proposal, reiterating issues with respect to impacts on the creek, park and wildlife, and expressing concern regarding contravention of the Official Community Plan and the Zoning Bylaw.

### **RECOMMENDATION**

THAT Bylaw 2012-36, a bylaw to change the zoning of Lot 1244 in the Fish Lake Road area to Country Residential 1, be brought forward under the bylaw process and defeated at second reading; and

THAT administration be directed to enter into discussions for purchase of the property, so that it may be retained as a wilderness area.

### **OR**

THAT Bylaw 2012-36, a bylaw to change the zoning of Lot 1244 in the Fish Lake Road area to Country Residential 1, be brought forward for second and third reading under the bylaw process; and

THAT Bylaw 2012-36 be amended at second reading to change the zoning of a portion of Lot 1244 to Country Residential 2 and the remainder of the Lot to Environmental Protection.

### **3. Public Hearing Report - Zoning Amendment (Hillcrest Drive)**

The owners of four duplex lots on Hillcrest Drive have applied to rezone the properties to allow for the development of Townhouses. The intent of the application is to subdivide each duplex lot into four townhouse lots to develop a total of 16 fee simple units. A reduction in the minimum lot width has been requested so that the units can be uniform in width. At the Public Hearing on September 25th, eight persons addressed Council in opposition to the proposal or to raise concerns. Forty-two written submissions were received, three in support, eleven raising concerns, and 30 in opposition.

The issues raised by those opposed to the development included loss of heritage and character, and the precedent that would be set for redevelopment in the neighbourhood. Shadowing, parking, privacy, road congestion and safety impacts were cited, as well as concerns that the proposed increase in density is too high for the area. Residents also suggested that the proposed development will not meet the current need for affordable housing units. It was also suggested that the planned water and sewer upgrades for the area should be completed before such an increase in density is allowed.

Many residents suggested that more consultation with the community is necessary regarding the proposal, and that they would like to see a comprehensive neighbourhood plan developed before other applications to 'spot zone' are considered. The plan could articulate a local vision for the area, incorporate new road configurations as determined

through the local improvement process, examine the suitability of single family zoning, and establish design parameters for redevelopment of steelox units. The plan could also set out where increased density is acceptable in the neighbourhood, as identified by residents. Input received through the public hearing process indicates residents are not likely to support densities greater than three units per lot in the steelox portion of Hillcrest. In the absence of a neighbourhood plan, approval of triplex development does seem more appropriate at this time given that it is a development option for other RS lots in the area.

Kirn Dhillon addressed the Committee on behalf of the proponent and clarified some of the aspects of the design proposal, including building height, the use of solar panels, the provision for off-street parking, and the consistency of the design with other townhouses in Hillcrest. He reiterated that the proposal is consistent with urban renewal and sustainable development.

Mary Whitley addressed the Committee to express concerns about the increased traffic and parking on Hillcrest Drive and the precedent being set for redevelopment in the area.

#### **RECOMMENDATION**

THAT Bylaw 2012-37, a bylaw to amend the zoning of four lots on Hillcrest Drive to allow for townhouse development, be brought forward for due consideration of second and third reading under the bylaw process; and

THAT Bylaw 2012-37 be amended at second reading to restrict the proposal to triplex development.

**OR**

THAT Bylaw 2012-37, a bylaw to amend the zoning of four lots on Hillcrest Drive to allow for townhouse development, be brought forward for due consideration of second and third reading under the bylaw process.

#### **4. Conditional Use Application – KMA Speedway – For Information Only**

Notice was given that administration will be bringing forward a conditional use application to facilitate the relocation of the Yukon Horse and Rider Association from their current location to the former KMA Speedway site which is located between the Cowley Creek and Mary Lake Subdivisions. The Horse and Rider Association currently leases City property in the Whistle Bend area, and relocating the organization from the existing site at this time will facilitate further development in the Whistle Bend area.

The former KMA Speedway site is a large, mostly cleared area with direct access from the Alaska Highway. The Association has discussed the site with their membership and the consensus is that the site will meet their needs. The site is currently zoned Future Planning and outdoor participant recreation services are included as a conditional use in this zone. The conditional use process allows Council to carefully consider if the use is appropriate for the area or if it may impact long-term planning or use of the area.

Heidi Neufeld addressed the Committee on behalf of the Horse and Rider Association to express support for the proposed relocation. She noted that the Association would make the site available to other users if the initial arrangements are successful.

A public input session with respect to this application is scheduled for the regular Council meeting on Monday, September 24.

It was duly moved and seconded  
THAT the meeting continue past 10:30 p.m.

Carried Unanimously

5. **Lease Agreement – Bell Mobility Inc. (18 Selkirk Street)**

Bell Mobility Inc. approached the City earlier this year to investigate options for the installation of a communication tower. Discussions led to a proposal by Bell to enter into a lease with the City for an area of land near the new water pump station being constructed on Selkirk Street in Riverdale. The proposed lease also provides for the City's right to hang City radio communication infrastructure on the proposed tower. The City's Lease, Encroachment and Property Use Policy provides for commercial leases of City land to be established by either tender or sole source process. The proposed communication tower is considered public infrastructure as defined in the Zoning Bylaw, and is permitted in any zone. It is also exempt from the maximum height restrictions of the zone. A draft lease agreement is now being brought forward for Council's consideration.

The Committee asked for more information on the development of City policies for infrastructure sharing and revenue generating possibilities.

**RECOMMENDATION**

THAT Bylaw 2012-40, a bylaw to authorize a lease agreement with Bell Mobility Inc. for the location of a communications tower on Selkirk Street in Riverdale, be brought forward for due consideration under the bylaw process.

6. **New Business**

Administration clarified that cabling work currently being done on Mountainview Drive is communications for Whistle Bend



## Minutes of the meeting of the City Operations Committee

**Date:** September 17, 2012

**Location:** Council Chambers, City Hall

**Committee Members Present:** Councillor Betty Irwin – Chair  
Councillor Kirk Cameron – Vice Chair  
Mayor Bev Buckway  
Councillor Dave Austin  
Councillor Ranj Pillai  
Councillor Florence Roberts  
Councillor Dave Stockdale

**Staff Present:** City Manager Stan Westby  
Director of Administrative Services Robert Fendrick  
Acting Director of Operations Dave Muir

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

1. **New Business**

Administration confirmed that Annie Lake Trucking has not applied to install a sign on Robert Service Way.

The Committee asked for more information on when the curbs will be installed in the new Crestview development area



## Minutes of the meeting of the Community Services Committee

**Date:** September 17, 2012

**Location:** Council Chambers, City Hall

**Committee Members Present:** Councillor Dave Stockdale – Chair  
Councillor Florence Roberts – Vice Chair  
Mayor Bev Buckway  
Councillor Betty Irwin  
Councillor Ranj Pillai  
Councillor Florence Roberts  
Councillor Dave Stockdale

**Staff Present:** City Manager Stan Westby  
Director of Administrative Services Robert Fendrick  
Acting Director of Operations Dave Muir  
Acting Manager of Parks and Recreation Douglas Hnatiuk

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

1. **Options for Independence** – For Information Only

Sharon Hickey addressed the Committee on behalf of Options for Independence, requesting the City's assistance to fund a sprinkler system and elevator for a building project on Fourth Avenue. The building is intended for use by persons with disabilities, and the Society is also requesting that the City waive the cost of the Development Permit and the Building Permit, and provide the water and sewer services. The approximate cost of the requested funding would be \$61,000.00.

2. **Yukon Anti-Poverty Coalition** – For Information Only

Tracey Wallace addressed the Committee on behalf of the Yukon Anti-Poverty Coalition, requesting the City's support for Poverty and Homelessness Action Week which takes place this year October 15<sup>th</sup> to 19<sup>th</sup>. The theme this year is "Mind the Gap", to further the message that the health and well-being of our communities, our societies and our people is dependent on greater equality. The Coalition is requesting that the City allow free transit use for participants on Friday, October 19.

### 3. **Parks and Recreation Trail Plan Amendment**

The Parks and Recreation Trail Plan document was originally approved by Council in 2007 and was based on a ten year horizon. Early this year the Trail Plan was amended as part of the adoption of a new Snowmobile Bylaw. Through the recent review of the All Terrain Vehicle Bylaw, it was identified that trail mapping needs to be updated for motorized multiple-use routes. The new 2012 ATV Trail Map is meant to be a living document, forming an adaptive planning and management resource for City administration, trail users and other stakeholders. For administration, it provides necessary guidance in the areas of rationale, setting priorities for future trail development, and assembling the details necessary to inform day-to-day operations and enforcement. For trail users and the general public, it brings together information about City trails in a more comprehensive format than has previously been available. Paired with the Trails section of the City's website, it becomes a single place to find information and updates on ATV seasonal trails. The map has also been expanded to outline the various community areas of the City in response to a request for better clarity.

Discussions have begun with various neighbourhood groups to establish out-and-away trails, and areas identified as needing upgrades to meet existing trail standards have been included in the 2013 Capital Budget process.

Administration confirmed that

- the 'yellow' areas on the maps are trails that are not up to ATV standards and need a budget decision.
- date 'conditions' are being discussed, monitored, and adjusted in consultation with local community groups
- the mapping is both high and low level (more specific); the trail guide shows more detail and also cartographers are working on even more detailed and specific way-finding trails

#### **RECOMMENDATION**

THAT the 2012 ATV Trail Map be approved as Appendix V(b) in the City of Whitehorse Parks and Recreation Trail Plan.



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

**Date:** September 17, 2012

**Location:** Council Chambers, City Hall

**Committee Members Present:** Councillor Kirk Cameron – Chair  
Councillor Dave Austin – Vice Chair  
Mayor Bev Buckway  
Councillor Betty Irwin  
Councillor Ranj Pillai  
Councillor Florence Roberts  
Councillor Dave Stockdale

**Staff Present:** City Manager Stan Westby  
Director of Administrative Services Robert Fendrick  
Acting Director of Operations Dave Muir

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

There being no further business, the meeting adjourned at 10:45 p.m.