



Minutes of the meeting of the Community Services Committee

Date	May 6, 2013
Location	Council Chambers, City Hall
Committee Members Present	Councillor Mike Gladish – Chair Councillor Jocelyn Curteanu – Vice-Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Betty Irwin Councillor Dave Stockdale Councillor John Streicker
Staff Present	Brian Crist, Acting City Manager Linda Rapp, Director of Community and Recreation Services Robert Fendrick, Director of Corporate Services Mike Gau, Director of Development Services Douglas Hnatiuk, Supervisor, Outreach and Events

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

1. Proclamation – For Information Only

Mayor Curtis proclaimed the week of May 6th to 10th, 2013, to be Hunger Awareness Week in the City of Whitehorse.

2. Various Issues – For Information Only

Ms. Sandy Helland addressed the Committee to indicate that she is finding it difficult to connect with council members in order to make appointments. The Committee encouraged Ms. Helland's efforts to contact Council and Ms. Helland stated that she would come to a future meeting with more revenue generating ideas.

The Mayor congratulated the Lake Laberge Lions Club on a successful trade show.

The Committee noted that the values and principles of the Canadian Coalition of Municipalities Against Racism and Discrimination (CCMARD) were validated at the recent Annual General Meeting of the Association of Yukon Communities. It

was also noted that the anniversary commemorating the official apology to Japanese Canadians is consistent with CCMARD principles.

2. 2013 Spring Recreation Grants

In accordance with Council's Recreation Grant Policy, the Recreation Grant Task Force has prepared recommendations for the allocation of the 2013 Arts/Cultural Facilities Grants, Recreation Facility/Parks Grants, and Spring Recreation Grants. The Task Force consists of citizens appointed by Council, and all applications are reviewed with due diligence. Requests for funding that do not comply with the policy are denied, and some eligible requests are not fully funded. The Community Lotteries Program provided \$140,426.00 for Recreation Grant purposes in 2013. Lotteries funding is calculated on a population-based formula and increased by about \$1,600.00 this year.

Administration confirmed that a complete review of the City's grant policies will be forthcoming. It was noted that any unexpended funds will be carried forward to 2014.

Recommendation

THAT the allocation of \$61,219.00 for the Category 1 Recreation Grants, \$36,000.00 for the Category 2 – Recreation Facilities/Parks Grants and \$64,012.00 for the Category 3 – Arts/Cultural Facilities Grants be approved with conditions as outlined in the summary sheets.

3. Committee Appointment - Whitehorse Trail & Greenways Committee

The Trail and Greenways Committee meets regularly to discuss and make recommendations on the guiding principles of the City's Trail Plan, with particular focus on stewardship, public education, and respectful use of Whitehorse trails. The membership of the Committee has been expanded to include a representative from the Riverdale Community Association for this calendar year. The Association has now chosen their nominee for this Committee. All appointments to the Committee must be made by council resolution.

Recommendation

THAT Sam Skinner be appointed as the Riverdale Community Association representative to the Whitehorse Trail and Greenways Committee for a term to expire on December 31, 2013.

4. Request for In-Kind Support – Boat Launch Signs

Daniela Martinson and Amanda Price addressed the Committee on behalf of the Whitehorse Chapter of Mothers Against Drunk Drivers (MADD). MADD Canada is a registered Canadian Charitable Organization which is volunteer-driven. MADD would like to post sign to visually remind citizens that they can call 911 if they suspect an impaired driver that is a motorist or boater. The signs are for education and awareness, and have proven effective in other jurisdictions. The intent is to try and reduce impaired driving. The local chapter will also undertake an initiative during Grad time. The Mayor commended MADD's initiatives and objectives.

MADD Whitehorse is requesting in-kind support from the City of Whitehorse for the installation of two Safe Boating Signs at Schwatka Lake. MADD Whitehorse will provide the signs and is requesting support from the City for the installation costs, including sign posts and associated materials as well as labour costs. MADD Whitehorse has agreed to be responsible for the maintenance of the signs under a service contract. The installation can be accommodated from within existing Parks and Recreation Department budgets.

Administration confirmed that there is no other signage of this type in the City, and also that there is no liability for the City with these types of signs.

Ms. Helland suggested that the signs could be converted to multi-purpose use with a new facing in winter to change the focus to snowmobiles.

Recommendation

THAT the installation of safe boating signs at the north and south Schwatka Lake boat launches be supported by authorizing in-kind support for the installation work, funded from within existing budgets.

5. Funding for “Fire Fighter” Statue

Artist Susan Velder, a former Whitehorse resident, has offered to donate a piece of public art to the City. This artwork is a tall bronze statue titled "Fire Fighter", and Ms. Velder wishes to dedicate it to all the people of Yukon in recognition of the commitment, bravery and life-saving skills of fire-fighters everywhere. She also wishes this gift to commemorate individual Yukon citizens who were not fire personnel. The City is asked to accept the donation by providing funds for the delivery and installation of the artwork and the supply and installation of two plaques. In accordance with City policies, a task force was formed to review this proposal and make recommendations to Council. The Task Force also considered the best location for the artwork, and the recommended location and installation plan is designed to showcase the statue in a manner that will give it due prominence while still considering public safety and liability issues.

Recommendation

THAT funding from the Art Trust Fund be approved in the amount of \$12,500.00 for delivery, installation, and signage for the "Fire Fighter" statue donated to the citizens of Whitehorse by Susan Velder; and

THAT that the sculpture be integrated into the planter located at the south side of the Second Avenue entrance to City Hall.

6. National Health & Fitness Day

The City of Whitehorse has been asked to participate in a national initiative to proclaim the first Saturday in June as National Health and Fitness Day. The goal of the initiative is to increase participation by Canadians in health, recreational sports, and fitness activities. Participating in Health and Fitness Day is an opportunity to highlight the many high quality programs and services that the City offers.

To promote increased participation the City will offer programming and incentives through the Community and Recreation Services Division.

Recommendation

THAT the City of Whitehorse participate in the national initiative to proclaim June 1st, 2013 and the first Saturday of June as Health and Fitness Day.

7. Monthly Activity Reports - For Information Only

Activity Reports for the month of April were received from the Director of Community and Recreation Services, Recreation and Facility Services, Outreach and Events, Parks and Trails, and Transit Services.

It was confirmed that work is being done on the Yukon Anti-Poverty Coalition and there is an upcoming Mayor's meeting on the subject.

Administration confirmed that:

- Sport Yukon has the lead for sport tourism, but the City has a large role. More work is being undertaken to further sport tourism in the Yukon, and Sport Yukon was represented at a recent conference.
- A memorandum of understanding is being drafted to have visitor services for the City of Whitehorse covered by the Yukon Government's visitor services staff.
- There has been some success with marketing the new transit service to local large employers.



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

Date	May 6, 2013
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Mike Gladish – Vice Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Betty Irwin Councillor Dave Stockdale Councillor John Streicker
Staff Present	Brian Crist, Acting City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services

Your Worship, the Public Health and Safety Committee respectfully submits the following report:

1. Monthly Activity Reports - For Information Only

Activity reports for the month of April were received from Bylaw Services and the Fire Department.

Administration confirmed that the Deputy Fire Chief position has been filled and a training officer is being recruited.



Minutes of the meeting of the Tourism and Economic Development Committee

Date	May 6, 2013
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dave Stockdale – Chair Councillor John Streicker – Vice Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Mike Gladish Councillor Betty Irwin
Staff Present	Brian Crist, Acting City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services

Your Worship, the Tourism and Economic Development Committee respectfully submits the following report:

1. New Business

Committee members discussed various tourism initiatives and suggested that there should be more emphasis on reports to this committee. Among those noted were the recent Tourism Industry Association conference in Haines, Alaska, and the recent conference in Skagway. A number of important items were discussed including the Port of Skagway, redundancy of fibre optic cabling through Alaska, energy supply and possible transmission line linkage.

It was noted that a presentation from Northwestel at the Annual General Meeting for Association of Yukon Communities confirmed that they are looking at the Skagway link. Currently there is a single link for fibre from the Yukon to the Outside.

A Committee member noted that Victoria Gold is on its way to mining permitting, and this may have many implications for the Whitehorse and Yukon economies. It is incumbent on the City to analyze these economic drivers, as along with the increased opportunities there will be also be additional impacts to the City.

Administration confirmed that the City had a representative at the Tourism Industry Association conference and, in fact, a City employee received a tourism award at this conference. A press release on this issue will be forthcoming.



Minutes of the meeting of the Administrative Services Committee

Date	May 6, 2013
Location	Council Chambers, City Hall
Committee Members Present	Councillor Betty Irwin – Chair Councillor Dave Stockdale – Vice Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Mike Gladish Councillor John Streicker
Staff Present	Brian Crist, Acting City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services

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

1. Council Procedures Bylaw

In accordance with the provisions of the *Municipal Act*, notice was given at the regular meeting on April 22nd of Council's intention to discuss changes to the procedures bylaw. Since the 2012 municipal election, Council has discussed various amendments to the procedures bylaw to accommodate new procedures and technologies, the changes mandated by the organizational review, and a proposal to allow meetings to be held earlier than 7:30 p.m. Administration also reviewed the existing bylaw and has proposed several minor changes to ensure that the bylaw is easy to use and interpret. The proposed new bylaw is basically a re-packaging of the existing bylaw. Many of these changes are housekeeping in nature, consisting of re-wording of phrases to provide clarity, and a re-ordering of certain clauses to provide a coherent flow.

In addition to changes in delegate procedures to comply with Planning law, and to Committee responsibilities resulting from the reorganization, the most significant change proposed is an earlier start time for standing committee and council meetings. Given the scope of these changes and their potential impact on Whitehorse citizens, a public input session is recommended to allow public

feedback on these issues as well as other proposed changes to council procedures.

The Committee asked for more information a number of issues, particularly with respect to the release of council packages to the public, the practice of registering delegates at meetings, and the need for additional clarity with respect to bias and impartiality. Two additional definitions have been added to the bylaw in response to these requests, as well as additional clarification regarding the registration of delegates at meetings.

Sandy Helland suggested that a simple majority should not be used for important issues, and she also proposed a speakers corner.

Recommendation

THAT Bylaw 2013-22, a bylaw to provide rules governing the proceedings of council and the transaction of the business of council, be brought forward for due consideration under the bylaw process; and

THAT a public input session be scheduled at the next regular council meeting following first reading of the bylaw to hear from the public regarding the proposed changes.

3. Cancel and Reschedule Various Meetings

The Annual General Meeting of the Federation of Canadian Municipalities is scheduled during the first weekend in June. As many members of council will be attending, there will not be a quorum available for the June 3 Standing Committee meeting. Rather than cancel the meeting, it would be beneficial to reschedule to the following day.

In previous years council has allowed for a summer break by implementing a summer schedule or by cancelling one or more meeting cycles. Council members have indicated that it would suit their schedules to cancel the second meeting cycle in August.

The Conference Board of Canada events conflict with the regular council meeting scheduled for October 15. As there are five Mondays in September, an adjustment to the schedule to use this available date will allow for the completion of the normal meeting cycle while still leaving the middle week of October free for other commitments.

In accordance with the City's Procedures Bylaw (both existing and proposed), a resolution is required to reschedule or cancel standing committee or council meetings.

The Committee suggested that it may be better to relax the August agenda rather than cancel meetings, and also suggested that dates for cancellations should be thought of more in advance.

Recommendation

THAT the standing committee meeting scheduled for Monday, June 3, 2013 be rescheduled to Tuesday, June 4, 2013 to ensure the availability of a quorum as a result of council members' participation in out-of-town meetings; and

THAT the standing committee meeting scheduled for August 20, 2013 and the regular council meeting scheduled for August 26, 2013 be cancelled to allow for a summer recess; and

THAT the standing committee meeting scheduled for October 7 be rescheduled to September 30, and the regular council meeting scheduled for October 15 be rescheduled to October 7 to accommodate council's participation in Conference Board of Canada events during the week of October 13 to 19, 2013.

4. Authorize Council Travel - F.C.M. Conference

Council's Expense Policy requires approval by council resolution for all requests for funding or per diem, or reimbursement of expenses incurred in conjunction with travel outside the City of Whitehorse. Mayor Curtis and Councillors Curteanu, Gladish, Stockdale and Streicker have indicated their intention to attend the Federation of Canadian Municipalities annual conference in Vancouver.

Recommendation

THAT travel expenses for Mayor Curtis and travel and per diem expenses from councillor-initiated travel funds be authorized for Councillors Curteanu, Gladish, Stockdale and Streicker to attend the 2013 annual conference of the Federation of Canadian Municipalities to be held in Vancouver.

5. Monthly Activity Reports - For Information Only

Activity reports for the month of April were received from the City Manager, the Director of Corporate Services, and the Business and Technology Systems, Financial Services, and Human Resources Departments.

The Director of Corporate Services advised that there is upcoming work on the Mount Sima file, and that the Service Capacity work done this month will appear on future reports.



Minutes of the meeting of the City Planning Committee

Date	May 6, 2013
Location	Council Chambers, City Hall
Committee Members Present	Councillor John Streicker – Chair Councillor Kirk Cameron – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Mike Gladish Councillor Betty Irwin Councillor Dave Stockdale
Staff Present	Brian Crist, Acting City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Patrick Ross, Manager of Planning Services

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

1. New Business License Bylaw

The Business License Bylaw has been in place since 1999. The bylaw facilitates the licensing and regulating of businesses operating in the City. It is also used to advise the public that a particular business has proceeded through the appropriate regulating authorities and meets health, safety or liability requirements. Issues arising in recent years for the staff responsible for issuing business licenses and enforcing the provisions of the bylaw indicated that a full review of the bylaw was warranted. This review included consultation with the Whitehorse Chamber of Commerce. Eleven categories of changes are proposed, ranging from administrative changes to fines and penalties. No changes are proposed to current fees, although administration is recommending that several fees be added or revisited at the next review of the Fees and Charges Bylaw.

Significant changes are proposed with respect to non-profit ventures that provide competition to existing businesses, seasonal businesses, and part-time operations. It was noted that businesses have indicated some concerns with the current

differential in fees that are being applied, and a 'levelling-the-playing field' approach was undertaken.

The Committee asked for more information on other agencies and the information on business licences they may provide, and also asked for more information on the communication strategy that will be employed. The Committee asked that the Chamber be consulted on the communication.

Recommendation

THAT Bylaw 2013-23, a bylaw to provide for the licensing and regulating of businesses in the City of Whitehorse, be brought forward for due consideration under the bylaw process.

3. Zoning Amendment - 900 Range Road

Lot 1547 is located at the intersection of Mountainview Drive and Range Road. It was released for tender by the Government of Yukon, and the Whitehorse Baptist Church was the successful bidder. To complete the land sale agreement, the applicant must rezone the property. The Whitehorse Baptist Church is considering the construction of a large church that would accommodate up to 500 occupants. In addition, they are also considering a residential component that could serve their senior members and a child care facility. All these uses are permitted in the proposed zone. The restricted zoning proposed would accommodate an increased height limit for the church, and would also address the unique configuration of the lot that essentially divides it into two developable portions. Should this application be approved, site access and suitable driveway locations could be developed as part of the Range Road reconstruction project that is currently under way.

Mr. Ron Brown, representing the proponent, indicated that the final plans will be impacted by the surroundings of the local community, but there is a short timeline for the re-zoning process. A Councillor noted there is a concern with residential being built on the area and some loss of green space in the area. Seniors' housing may be a possibility; however, there will be time spent raising funds and making final plans.

The proponent was encouraged to provide additional information to the City as it is available.

Recommendation

THAT Bylaw 2013-25, a bylaw to change the zoning of a parcel of land located at 900 Range Road to allow for the development of a church and additional uses, be brought forward for due consideration under the bylaw process.

4. Zoning Amendment - 227 Moraine Drive

The lot located at 227 Moraine Drive in the Whitehorse Copper Subdivision was initially reserved for a school. The Department of Education has indicated that this site is no longer required, and the Government of Yukon has applied to rezone the parcel to allow for the development of up to three country residential lots. Residential use at this site would have significantly less impact on the local area compared to a school, especially with respect to noise, traffic, demand on the local aquifer, and on-site tree clearing.

Recommendation

THAT Bylaw 2013-26, a bylaw to change the zoning of the lot located at 227 Moraine Drive in the Whitehorse Copper Subdivision to allow for the development of up to three new country residential lots, be brought forward for due consideration under the bylaw process.

5. Monthly Activity Reports - For Information Only

Activity reports for the month of April were received from the Director of Development Services and the Planning Services Department.

Administration confirmed that funding for an economic development position is being negotiated. However, the Government of Yukon has now clarified that the funding is actually for an update to the Economic Development Strategy and a meeting has been scheduled to discuss this.

The Committee asked for more information on the agreements for sale on the Motorways lots. It was noted that a lot went to sale agreement today over the counter and that there are five under sale agreement, leaving four of the larger lots for sale.



Minutes of the meeting of the City Operations Committee

Date	May 6, 2013
Location	Council Chambers, City Hall
Committee Members Present	Councillor Kirk Cameron – Chair Councillor Betty Irwin – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Mike Gladish Councillor Dave Stockdale Councillor John Streicker
Staff Present	Brian Crist, Acting City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Albisser, Manager of Water and Waste Services

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

1. Contract Award – Water Sampling, Waste Management Facility

The City of Whitehorse carries out an annual water sampling and monitoring program at the waste management facility in order to satisfy the regulatory requirements of the City's Waste Disposal Facility Permit. The program includes sampling, analysis and monitoring of ground water from monitoring wells and surface water. A tender is advertised every three years for this program. Two bids were received in response to the tender issued this year. The tender review committee agreed that the low bidder has the skills and ability to successfully carry out the work.

Recommendation

THAT the contract for the 2013 to 2015 Waste Management Facility Site Water Sampling Program be awarded to Ecological Logistics and Research Ltd. for \$41,706.44 annually.

2. Lease Agreement - Equipment Storage

Earlier this year the City issued a request for proposals for the supply of heated storage space for maintenance equipment. In March Council approved a budget adjustment for this purpose and authorized administration to enter into negotiations with the recommended supplier. Negotiations between the parties have resulted in a mutually acceptable agreement for the lease of storage space for the next three years. In accordance with the *Municipal Act*, a bylaw is required to authorize the lease.

Recommendation

THAT Bylaw 2013-21, a bylaw to authorize an agreement with Meldon Construction Ltd. for the lease of heated storage space for maintenance equipment, be brought forward for due consideration under the bylaw process.

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

Carried (6 – 1)

3. Contribution Agreements - Various Projects

Four projects that were approved as part of the 2013 to 2016 Capital Expenditure Program are funded by the Government of Yukon, with three of these projects being approved under the Building Canada Fund. Contribution agreements have been prepared with respect to the funding for these projects, and they are all scheduled to begin in the 2013 construction season. Contribution Agreements respect funding arrangements only and do not impact construction directly. The Government of Yukon is providing the City with \$4.35 million in funding for these important infrastructure projects that would not be possible otherwise. A resolution of Council is required to authorize these agreements.

Administration confirmed:

- Future Riverdale development refers mainly to the new high school, possible future development of First Nation land, and possible infill projects
- Some work will be done to coordinate the high school and hospital intersection projects, but the timing of the projects are not contingent on each other

The Committee encouraged monitoring other projects to facilitate traffic flow.

Mayor Curtis commended the funding, noting the high appreciation the City has for the increased funding and also the economic benefits that will flow from these projects.

Recommendations

1. THAT the Mayor and City Clerk be authorized to execute on behalf of the City of Whitehorse a Contribution Agreement with the Government of Yukon with respect to the Range Road North B.S.T project.
2. THAT the Mayor and City Clerk be authorized to execute on behalf of the City of Whitehorse a Building Canada Fund Agreement for Range Road North Reconstruction, Phase 1.
3. THAT the Mayor and City Clerk be authorized to execute on behalf of the City of Whitehorse a Building Canada Fund Agreement for Robert Campbell Bridge Widening.
4. THAT the Mayor and City Clerk be authorized to execute on behalf of the City of Whitehorse a Building Canada Fund Agreement for the Hospital Road/Lewes Boulevard Intersection project .

4. Monthly Activity Reports - For Information Only

Activity Reports for the month of April were received from the Director of Infrastructure and Operations, Engineering Services, Environmental Sustainability, and the Operations and Water and Waste Services Departments.

The Committee asked for more information on the proposed Solid Waste fees.

5. New Business

The Committee was advised that funds are being made available from the federal government to provide storage space for the local Search and Rescue group. Administration confirmed that the local SAR group previously approached the City for funds, and that they currently store some of their equipment in a city-owned facility.

There being no further business, the meeting adjourned at 10:33 p.m.