



Minutes of the meeting of the City Operations Committee

Date	February 17, 2014
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Dave Stockdale – Vice Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Mike Gladish Councillor Betty Irwin Councillor John Streicker
Staff Present	Brian Crist, City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations

Your Worship, there is no report from the City Operations Committee.



Minutes of the meeting of the Community Services Committee

Date February 17, 2014

Location Council Chambers, City Hall

Committee Members Present
Councillor Kirk Cameron – Chair
Councillor Mike Gladish – Vice-Chair
Mayor Dan Curtis
Councillor Jocelyn Curteanu
Councillor Betty Irwin
Councillor Dave Stockdale
Councillor John Streicker

Staff Present
Brian Crist, City Manager
Linda Rapp, Director of Community and Recreation Services
Robert Fendrick, Director of Corporate Services
Mike Gau, Director of Development Services
Dave Muir, Acting Director of Infrastructure and Operations
Cheri Malo, Manager of Transit Services

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

1. Handy Bus Policy Rewrite

The Handy Bus Policy is reviewed regularly to ensure that it meets client needs and conforms to industry standards, practices and procedures. Since the last review in 2012, a number of housekeeping issues have been identified for updates. Additionally, clients have indicated a need for clarification with respect to eligibility and screening criteria. The proposed changes to the policy address equity, accessibility and information related to the general transit system, and also enhance the screening criteria for all disabilities including physical, sensory and cognitive. The revised policy was reviewed and supported by the Persons with Disabilities Advisory Committee.

Administration confirmed that:

- The City looks at accessibility issues in a holistic manner, and the Persons with Disabilities Advisory Committee is actively involved;
- Many persons with disabilities use the conventional bus system when they can, since the accessible features of our fleet give them added flexibility for their schedules and lifestyles;

Minutes of the Meeting of the **Community Services Committee**

February 17, 2014

- The policy will be available on the City website and doctors, physiotherapists and care agencies will be advised; and
- A review of bus stops is under way, including the provision of benches at each stop.

Recommendation

THAT the Handy Bus Policy dated February 2014 be adopted as presented.

2. Community Events – For Information Only

The Committee commended the finish of the 2014 Yukon Quest, and noted that the organizing committee has set a goal of 30 entrants for next year's race.

The Committee noted that this year marks the 50th Anniversary of the Yukon Sourdough Rendezvous, and encouraged the public to participate in Rendezvous events and festivities throughout the week.



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

Date February 17, 2014

Location Council Chambers, City Hall

**Committee
Members
Present** Councillor Dave Stockdale – Chair
Councillor Kirk Cameron – Vice Chair
Mayor Dan Curtis
Councillor Jocelyn Curteanu
Councillor Mike Gladish
Councillor Betty Irwin
Councillor John Streicker

**Staff
Present** Brian Crist, City Manager
Robert Fendrick, Director of Corporate Services
Linda Rapp, Director of Community and Recreation Services
Mike Gau, Director of Development Services
Dave Muir, Acting Director of Infrastructure and Operations

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



Minutes of the meeting of the Development Services Committee

Date February 17, 2014

Location Council Chambers, City Hall

Committee Members Present
Councillor Betty Irwin – Chair
Councillor John Streicker – Vice Chair
Mayor Dan Curtis
Councillor Kirk Cameron
Councillor Jocelyn Curteanu
Councillor Mike Gladish
Councillor Dave Stockdale

Staff Present
Brian Crist, City Manager
Robert Fendrick, Director of Corporate Services
Linda Rapp, Director of Community and Recreation Services
Mike Gau, Director of Development Services
Dave Muir, Acting Director of Infrastructure and Operations
Shannon Clohosey, Manager of Environmental Sustainability

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

1. Budget Amendment – Sustainability Plan Review

The City of Whitehorse has two sustainability plans, both created with Gas Tax funding in 2008. The Strategic Sustainability Plan outlines the City's vision for becoming a sustainable community over the next ten years, while the Integrated Community Sustainability Plan identifies infrastructure funding and maintenance priorities. Funds have been identified in the Capital Budget to update these plans, and an application was submitted to the Gas Tax Review Committee for funding to support an enhanced review option with a focus on public engagement. The Review Committee approved the City's application, and a budget amendment is required increase the funds allocated for the project. Updated plans will help build public awareness and ensure that the City's sustainability vision remains current, ambitious, and practical.

Don Ellis addressed the Committee to express support for the basic initiatives proposed. However, he questioned the funding being committed to the project and the need for a hook to engage the public. Mr Ellis suggested that the funding should be used for core services.

Administration confirmed that:

- Sustainability Plans focus the City's capacity and need to be consistent with any asset management plans that are developed;
- The Marketing Strategy may be informed by sustainability findings and the two plans will work in concert;
- Public engagement is proposed to use some very unique and innovative methods; and
- Notwithstanding the unique methods, the results are expected to be very tangible.

Recommendation

THAT Appendix "A" to Capital Budget Bylaw 2013-53 be amended to increase the Sustainability Plans Review project to \$100,000, funded from Gas Tax; and

THAT the Mayor and City Clerk be authorized to sign an amended Gas Tax Contribution Agreement with the Yukon Government.



Minutes of the meeting of the Corporate Services Committee

Date	February 17, 2014
Location	Council Chambers, City Hall
Committee Members Present	Councillor John Streicker – Chair Councillor Betty Irwin – Vice Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Mike Gladish Councillor Dave Stockdale
Staff Present	Brian Crist, City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations

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

1. Reschedule and Cancel Meetings

The 2014 Strategic Alignment meetings are scheduled for the start of the last week in April. As Council and Senior Management will be attending these sessions, it would be convenient to reschedule the April meeting cycles to avoid overload and conflict. There are five Mondays in March, so there is an opportunity to adjust the schedule without cancelling any meetings.

Following the annual legislative workshop last October Council resolved to schedule a summer recess during the last two weeks of August 2014. As there are five Mondays in September, an adjustment to the schedule to use the available last Monday will allow for the completion of the normal meeting cycles while still providing an extended break in late August–early September.

In accordance with the Procedures Bylaw, a resolution is required to reschedule or cancel standing committee or council meetings.

Recommendation

THAT the following changes to the 2014 meeting schedule be approved:

1. Reschedule the standing committee meetings scheduled for April 7 and April 22 to March 31 and April 14 respectively; and
2. Reschedule the regular council meetings scheduled for April 14 and 28 to April 7 and April 22 respectively; and
3. Cancel the standing committee meeting scheduled for August 19 and the regular council meeting scheduled for August 25 to allow for a summer recess; and
4. Reschedule the standing committee meetings scheduled for September 2 and September 15 to September 8 and September 22 respectively, and
5. Reschedule the regular council meeting scheduled for September 8 and September 22 to September 15 and September 29 respectively.

2. Marketing Strategy

The development of a marketing strategy for the City of Whitehorse was identified as a priority in the City's 2013 Strategic Plan. The strategy is intended to identify goals, target audiences, and tools to best promote the City using available resources. In conjunction with Aasman Brand Communications, a Marketing Strategy has been developed that will focus on our citizens through City Staff. The Strategy involves making the Strategic Plan more visible and communicating our progress on strategic initiatives. Adopting the Marketing Strategy as a guiding document means the objectives, core messages, and strategic approach will be followed, and these elements will guide the City's marketing and communications efforts. The Strategic Communications and Customer Service Department is responsible for implementing the Strategy and coordinating efforts across City departments.

The Committee commended the document and noted that staff is a very important component of any marketing of the City.

Administration confirmed that:

- The strategy is intended to address many City initiatives and audiences, and implementation will assist in conveying the City's messages;
- Social media offers opportunities for communication but currently there are staff capacity limitations;
- Employee communication is central to the development of the proposed strategy, and the Citizens-first work team will assist in developing consistent messaging; and
- Yukon Government Tourism was consulted when the strategy was being developed

Recommendation

THAT the City of Whitehorse Marketing Strategy dated December 24, 2013 be adopted as a guiding document.



Minutes of the meeting of the City Planning Committee

Date	February 17, 2014
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, City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations Patrick Ross, Manager of Planning Services

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

1. Postpone Second Reading of Land Disposition Bylaws

Two land disposition bylaws were brought forward last November, one for a residential parcel on Wann Road in Porter Creek and one for a mixed-use parcel at the escarpment end of Ogilvie Street, Downtown. Following first reading of both bylaws, Council resolved to postpone further readings to March 24, 2014 to allow time for further public consultation. Conflicts have been identified in the schedule proposed at that time, and administration is recommending that second reading be further postponed to April 22, 2014. The revised schedule will allow for Mayor's meetings on the issue in both neighbourhoods. It will also allow for a report on input received to be brought back to Standing Committee for Council's review prior to second reading.

Recommendation

THAT second reading of Land Disposition Bylaw 2013-49 and Land Disposition Bylaw 2013-50 be postponed to April 22, 2014

2. Zoning Amendment – 37–14th Avenue, Porter Creek

The owner of Lot 1691 in Porter Creek has applied to rezone the property to allow for the addition of a living suite in the Restricted Residential Detached (RR) zone. This lot was created as part of an infill project in 2011, and the current zoning was intended to ensure that new development would be compatible with the existing neighbourhood and minimize traffic concerns by limiting the allowable density on the site. This amendment conflicts with the low density, low impact intent of the infill project, and spot zonings are generally not supported on the grounds that they introduce inconsistencies into a neighbourhood. However, this application is supported by the Official Community Plan and the Strategic Sustainability Plan, and is compatible with the surrounding neighbourhood. Living suites allow for additional dwelling units in areas where there are existing municipal services, and also provide rental housing as they are contained within a single detached dwelling and cannot be sold individually. Further, living suites provide rental income to the owner, which assists with housing affordability.

Administration confirmed that the Planning Department plans to explore the possibility of a future amendment to the RR zone to allow secondary suites, and this will be done in consultation with existing property owners in all RR zones.

Recommendation

THAT Bylaw 2014-10, a bylaw to change the zoning of Lot 1691, located at #37 – 14th Avenue in Porter Creek, to allow for the development of a living suite in the Restricted Residential Detached zone, be brought forward for due consideration under the bylaw process.

There being no further business, the meeting adjourned at 7:30 p.m.