



Minutes of the meeting of the Corporate Services Committee

Date	February 2, 2015
Location	Council Chambers, City Hall
Committee Members Present	Councillor Mike Gladish – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Mike Gladish
Absent	Councillor Betty Irwin Councillor Dave Stockdale
Staff Present	Christine Smith, City Manager Robert Fendrick, Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Brian Crist, Director of Infrastructure and Operations

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

1. **Quarterly Activity Reports** – For Information Only

Activity reports for November 2014 to January 2015 were received from the Director of Corporate Services and the Business and Technology Systems, Financial Services, Human Resources, and Strategic Communications Departments

Administration confirmed that the proposed Legislative Services Manager position was identified in the 2012 Organizational Review and will separate the finance and legislative roles, ensuring accountability for two distinct functions. The position will also contribute to supporting council. A survey of comparative municipalities indicates that Whitehorse is the only city with accountability for both financial and legislative services under the same management position.

Administration confirmed that the new grant policies came into effect on January 1st. Further analysis is being done with respect to non-profit lessors of City-owned land, and meetings continue with other non-profit groups, primarily in the museum category.



Minutes of the meeting of the City Planning Committee

Date	February 2, 2015
Location	Council Chambers, City Hall
Committee Members Present	Councillor Kirk Cameron – Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Mike Gladish Councillor John Streicker
Absent	Councillor Betty Irwin Councillor Dave Stockdale
Staff Present	Christine Smith, City Manager Robert Fendrick, Director of Corporate Services Mike Gau, Director of Development Services Brian Crist, Director of Infrastructure and Operations Patrick Ross, Manager of Planning Services

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

1. **Zoning Amendment – Miscellaneous Edits**

A number of amendments to the Zoning Bylaw are proposed to provide clarity to existing regulations and fix errors that have been identified by staff through daily use and review of the bylaw. Changes proposed in this round of amendments include adjustment of definitions, edits to general regulations and development permitting, some specific use edits and changes to permitted uses in specific zones. Also included are modifications to parking regulations and some minor administrative edits.

Edits to specific use regulations include clarifications with respect to coops, garden suites, home-based businesses and amenity spaces. The proposed modifications to parking regulations include accessible parking spaces and parking for small cars. Changes to permitted uses in specific zones include clear guidelines for the Commercial Mixed-use Waterfront Zone, and amendments with respect to housing uses in Public Service and Agriculture zones.

Recommendation

THAT Bylaw 2015-01, a bylaw to amend the Zoning Bylaw with respect to a number of miscellaneous edits, be brought forward for due consideration under the bylaw process.

2. Zoning Amendment – Whistle Bend Phase 3

The planning and engineering pre-design work for Phases 3 to 7 of Whistle Bend was completed in 2013 and the zoning for the area was established. Detailed design work done since then has resulted in several infrastructure layout changes that have impacted the existing zoning. The resulting zoning changes for Phase 3 are now being brought forward for consideration. Phase 3 includes the area inside Casca Boulevard, and the design accommodates a mix of residential uses, a commercial “high street”, institutional development, natural greenspace and parks. The design also includes designated parking lots to accommodate the commercial activity.

Residential lot types include small and large single family lots, townhouse lots, and multiple-family lots. Institutional uses include a lot for seniors housing or a community use such as gardens, and one lot for a continuing care facility. Proposed recreational areas include a Town Square that will be designed at a later date, a neighbourhood park site, an urban plaza adjacent to the town square, and natural “green fingers” that run through the neighbourhood.

The most significant change from the original design is that Phase 3 is now confined to the area inside Casca Boulevard. Changes to the overall phasing plan will delay the construction of expensive infrastructure such as pump houses, and the resulting design changes will mean that some redesign will also be required for future phases.

Anthony DeLorenzo, Anwar Rizvi and Ray Mikkelsen from the Government of Yukon provided details regarding the proposed continuing care facility.

Recommendation

THAT Bylaw 2015-07, a bylaw to change the zoning of the Casca Boulevard area of Whistle Bend, be brought forward for due consideration under the bylaw process.

3. Quarterly Activity Report – For Information Only

An activity report for November 2014 to January 2015 was received from the Planning and Building Services Department.



Minutes of the meeting of the City Operations Committee

Date	February 2, 2015
Location	Council Chambers, City Hall
Committee Members Present	Councillor Mike Gladish – Vice-Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor John Streicker
Absent	Councillor Betty Irwin Councillor Dave Stockdale
Staff Present	Christine Smith, City Manager Robert Fendrick, Director of Corporate Services Mike Gau, Director of Development Services Brian Crist, Director of Infrastructure and Operations

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

1. Airport South Water and Sewer Funding and Operation Agreement

The Yukon Government is the owner of the land and the water and sewer infrastructure in the Airport South area. These utility systems connect with City systems and an agreement has been negotiated to define the responsibilities and services provided by both parties. Under the terms established, the City will carry out operations and maintenance on the system for a three-year period. This time frame will allow both parties to gather data on the expenses and revenues as well as any issues that might affect the operation and ownership of the infrastructure in the long term. The infrastructure was constructed in accordance with the City of Whitehorse Servicing Standards Manual and the Yukon Government will provide the City with inspection reports and as built drawings.

Recommendation

THAT the Director of Infrastructure and Operations be authorized to sign the Agreement on Funding and Operation of the Water and Sewer Development in Airport South.

2. Quarterly Activity Reports – For Information Only

Activity Reports for November 2014 to January 2015 were received from the Director of Infrastructure and Operations and the Engineering, Operations, and Water and Waste Services Departments.

Administration confirmed that the City's Asset Management Project is at the data collection stage. This project is consistent with the work being done by the Government of Yukon in this area, but there is no direct link.



Minutes of the meeting of the Community Services Committee

Date	February 2, 2015
Location	Council Chambers, City Hall
Committee Members Present	Councillor John Streicker – Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Mike Gladish
Absent	Councillor Betty Irwin Councillor Dave Stockdale
Staff Present	Christine Smith, City Manager Robert Fendrick, Director of Corporate Services Mike Gau, Director of Development Services Brian Crist, Director of Infrastructure and Operations Douglas Hnatiuk, Manager of Parks and Community Development Marc Boulерice, Parks Supervisor

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

1. International Development Week – For Information Only

Anna Gishler and Magdalena Kaiser addressed the Committee to promote a fund-raising campaign they have initiated to raise \$250.00 for the Free the Children campaign as part of International Development Week. The mission of the campaign is to create a world where all young people are free to achieve their fullest potential as agents of change.

2. Parks Maintenance Policy Revisions

The City is responsible for the maintenance of several park areas within municipal boundaries. Part of this maintenance responsibility includes regularly scheduled activities to provide a reasonable level of service and a safe environment in which the public can enjoy parks and park activities.

The policy includes maintenance activities with respect to trees and gardens, turf, irrigation, litter pick up, Christmas lights, vandalism repair, banners, and general maintenance based on current and established park priorities. The policy also sets a standard for maintenance that will continue to guide the allocation of resources in these areas.

The Policy has been reviewed and revised to reflect additions, deletions, or changes in service levels that have occurred in the parks area since 2007.

Administration confirmed that compost from the City's compost facility is routinely used as part of the parks maintenance program, and this use will be incorporated into the policy in response to Council's direction in this matter.

Recommendation

THAT the Parks Maintenance Policy dated February 2015 be adopted as amended with the inclusion of additional details with respect to the use of City compost.

3. Trail Maintenance Policy Revisions

The City of Whitehorse is responsible for the maintenance of a network of trails as developed through the 2007 Trail Plan for trails within the City boundaries. This maintenance responsibility includes regularly scheduled activities to provide a reasonable level of service and a safe environment in which the public can enjoy trails and trail activities.

The policy has been reviewed and revised to reflect additions, deletions, or changes in service levels that have occurred in the Trail Network since 2008. The policy is based on current and established trail priorities, and sets standards for maintenance that will continue to guide the allocation of resources in these areas.

Keith Lay, representing the Active Trails Whitehorse Association, expressed concern regarding current definitions in the policy and requested that the definitions be expanded to accurately reflect the various types of trails and the current reality with regard to the use of trails.

Administration confirmed that

- Trail types and categories are differentiated in the policy to indicate the style and profile of the trails;
- Priority 1 trails are candidates for snow clearing, but not all such trails are cleared. Snow clearing for Priority 1 trails is done as deemed appropriate by council, and is dependent on budget; and
- Updated maps for motorized and non-motorized trails are being developed.

Recommendation

THAT the Trails Maintenance Policy dated February 2015 be adopted as presented.

4. Name Change for Grant Recipient

Romp N' Run, a program administered by April Hanna, was approved for a recreation grant last September. A cheque was subsequently issued to Romp N' Run but Ms. Hanna has been unable to access funds on behalf of the group, as cheque was issued to Romp N' Run, c/o April Hanna and there is no officially registered organization under that name. The Council resolution is utilized as back up for the funding release and the recipient's name must match the resolution. A resolution is required to transfer the funding to the correct name.

Recommendation

THAT the \$840.00 Recreation Grant authorized for Romp N' Run c/o April Hanna under council resolution 2014-26-06 be transferred to April Hanna c/o Romp N' Run

5. Quarterly Activity Reports – For Information Only

Activity Reports for November 2014 to January 2015 were received from the Director of Community and Recreation Services, Parks and Community Development, Recreation and Facility Services, and the Transit Services Department.

The Committee commended the increased numbers for the Canada Games Centre and the Transit Service and asked for additional details with respect to the use of the evening bus service.

6. Community Events – For Information Only

Events including the Available Light Film Festival and the upcoming start of the Yukon Quest were highlighted by Committee members.



Minutes of the meeting of the Public Health and Safety Committee

Date	February 2, 2015
Location	Council Chambers, City Hall
Committee Members Present	Councillor John Streicker – Chair Mayor Dan Curtis Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Mike Gladish
Absent	Councillor Betty Irwin Councillor Dave Stockdale
Staff Present	Christine Smith, City Manager Robert Fendrick, Director of Corporate Services Mike Gau, Director of Development Services Brian Crist, Director of Infrastructure and Operations Dave Pruden, Manager of Bylaw Services

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

1. All-Terrain Vehicle and Snowmobile Bylaw Amendments

Last fall the Yukon Government amended the *Motor Vehicles Act*. As a result of those amendments many previous requirements for operating a snowmobile or all-terrain vehicle are no longer mandatory in *the Act* and therefore no longer required by the City's existing bylaws. Amendments to the ATV Bylaw and the Snowmobile Bylaw are proposed to close these gaps in the legislation. More particularly, the proposed amendments will ensure that persons operating all-terrain vehicles and snowmobiles in the City of Whitehorse continue to be required to have a valid driver's license, register their vehicles, wear helmets, hold a valid safe-use card, and meet the equipment regulations set out in the *Act* and the Motor Vehicle Equipment Regulations.

Administration confirmed that enforcement of the bylaws in the vicinity of the Alaska Highway will be on the City's trail systems.

Dorothy Lebel spoke in support of the proposed amendments to the Snowmobile Bylaw and suggested that the further amendments should be considered to ensure the protection of green spaces and non-motorized trails.

Recommendation

THAT Bylaw 2015-09, a bylaw to amend the All-Terrain Vehicle Bylaw, be brought forward for due consideration under the bylaw process; and

THAT Bylaw 2015-10, a bylaw to amend the Snowmobile Bylaw, be brought forward for due consideration under the bylaw process

2. Quarterly Activity Reports – For Information Only

Activity reports for November 2014 to January 2015 were received from Bylaw Services and the Fire Department.



Minutes of the meeting of the Development Services Committee

Date	February 2, 2015
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Kirk Cameron – Vice Chair Mayor Dan Curtis Councillor Mike Gladish Councillor John Streicker
Absent	Councillor Betty Irwin Councillor Dave Stockdale
Staff Present	Christine Smith, City Manager Robert Fendrick, Director of Corporate Services Mike Gau, Director of Development Services Brian Crist, Director of Infrastructure and Operations

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

1. Quarterly Activity Reports – For Information Only

Activity reports for November 2014 to January 2015 were received from the Director of Development Services, and the Economic Development and Environmental Sustainability Departments.

There being no further business, the meeting adjourned at 7:20 p.m.

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"V. Anderson"

Valerie Anderson, Acting City Clerk