

CITY OF WHITEHORSE
REGULAR Council Meeting #2016-04

DATE: Monday, February 22, 2016
TIME: 5:30 p.m.

Mayor Dan Curtis
Deputy Mayor Roslyn Woodcock
Reserve Deputy Mayor Betty Irwin

AGENDA

CALL TO ORDER 5:30 p.m.

AGENDA: Adoption

PROCLAMATIONS:

MINUTES: Regular Council Meeting #2016-03 dated February 8, 2016

DELEGATIONS:

PUBLIC HEARING: Bylaw 2015-09 – Zoning Amendment – Castle Rock Quarry

COMMITTEE
REPORTS:

Budget Committee – Mayor Curtis

Operating and Maintenance Budget Address

Public Health & Safety Committee – *Councillors Curteanu & Fendrick*

Development Services Committee – *Councillors Irwin & Boyd*

Corporate Services Committee – *Councillors Boyd & Woodcock*

City Planning Committee – *Councillors Fendrick & Hartland*

Sale of Land and Building – Sport Yukon

Contract Awards – Expansion Areas Pre-Feasibility Assessments

City Operations Committee – *Councillors Woodcock & Irwin*

Community Services Committee – *Councillors Hartland & Curteanu*

NEW & UNFINISHED
BUSINESS:

BYLAWS:

2016-11	Land Sale and Transfer (Sport Yukon)	1 st and 2 nd Reading
2016-01	2016 Operating and Maintenance Budget	1 st Reading
2016-02	2016 Tax Levy	1 st Reading
2016-03	Fees and Charges Amendment (Budget Changes)	1 st Reading

ADJOURNMENT:

MINUTES of **REGULAR** Meeting #2016-03 of the council of the City of Whitehorse called for 5:30 p.m. on Monday, February 8, 2016, in Council Chambers, City Hall.

PRESENT: Mayor Dan Curtis
Councillors Dan Boyd
Jocelyn Curteanu
Samson Hartland
Betty Irwin
Roslyn Woodcock

ABSENT: Councillor Robert Fendrick

ALSO PRESENT: City Manager Christine Smith
Director of Community Services Linda Rapp
Director of Development Services Mike Gau
Director of Infrastructure and Operations Peter O'Blenes
Chief Financial Officer Valerie Braga
Manager of Legislative Services Jeff O'Farrell

Mayor Curtis called the meeting to order at 5:30 p.m.

CALL TO ORDER

2016-03-01

It was duly moved and seconded
THAT the agenda be adopted as amended with the addition of Mike Pemberton and Rick Karp as delegates speaking to the commercial sector waste management issue.

AGENDA

Carried Unanimously

2016-03-02

It was duly moved and seconded
THAT the minutes of the regular council meeting dated January 25, 2016 be adopted as presented.

MINUTES

January 25, 2016

Carried Unanimously

DELEGATIONS

Mike Pemberton and Rick Karp addressed Council on behalf of the Whitehorse Chamber of Commerce to commend the decision to consult with the business community with respect to options for commercial sector waste management. They advised that the Chamber will be pleased to participate in the process. They also provided an overview of the Chamber's Buy Local campaign and communications strategy, and thanked the City for its support of this initiative.

CHAMBER OF COMMERCE
Commercial Sector
Waste Management
For Information Only

COMMITTEE REPORTS

Public Health and Safety Committee

Activity reports for November 2015 to January 2016 were received from Bylaw Services and the Fire Department

ACTIVITY REPORTS
For Information Only

Development Services Committee

2016-03-03

It was duly moved and seconded THAT administration is hereby directed to engage with the business community regarding next steps in waste diversion and updates to the Waste Management Bylaw.

COMMERCIAL SECTOR
WASTE MANAGEMENT

Carried Unanimously

Activity reports for November 2015 to January 2016 were received from the Director of Development Services and the Economic Development and Environmental Sustainability Departments

ACTIVITY REPORTS
For Information Only

Corporate Services Committee

Activity reports for November 2015 to January 2016 were received from the City Manager and the Business and Technology Systems, Financial Services, Human Resources, Legislative Services and Strategic Communications Departments.

ACTIVITY REPORTS
For Information Only

Administration confirmed that the recruitments currently under way in the Finance Department are to fill vacancies in existing positions.

Issues Arising from Reports

City Planning Committee

2016-03-04

It was duly moved and seconded THAT Bylaw 2016-07, a bylaw to amend the Zoning Bylaw with respect to a number of administrative edits, be brought forward for due consideration under the bylaw process.

BRING FORWARD
ADMINISTRATIVE EDITS
TO ZONING BYLAW

Carried Unanimously

An activity report for November 2015 to January 2016 was received from the Planning and Building Services Department.

ACTIVITY REPORT
For Information Only

City Operations Committee

Activity Reports for November 2015 to January 2016 were received from the Director of Infrastructure and Operations and the Engineering, Operations, and Water and Waste Services Departments.

ACTIVITY REPORTS
For Information Only

Community Services Committee

On behalf of Council and the City of Whitehorse, Deputy Mayor Woodcock officially welcomed the Syrian refugee family sponsored by Yukon Cares. She advised that Hussein Aarafat, Fatima Alaaraj and their nine children arrived on Saturday night, and expressed the hope that all citizens will do their bit to ensure that Whitehorse offers them a place of welcome, peace, safety, and opportunities for a great life

SYRIAN REFUGEE
FAMILY WELCOMED
For Information Only

Administration summarized a five-year review of transit services undertaken by an independent third party. The performance of the Transit Department over five years was reviewed and compared with transit services across Canada to create a report card. From 2010 to 2014 transit ridership in Whitehorse grew by 72%.

The magnitude of this successful growth can be attributed to a number of initiatives since 2010, including the extensive revamping and expansion of routes and schedules, and an increase in communications and marketing to improve the effectiveness of the service.

2010 to 2014 TRANSIT
REPORT CARD
For Information Only

Additional improvements included a group transit pass program, a student pass project with the Department of Education, the introduction of evening service, an outreach program with large employers and Yukon College, and the addition of peak service.

The data provided suggests that Whitehorse Transit has improved the quality of life of Whitehorse residents, and also suggests that the performance improvement trend is likely to continue.

Committee members noted that the report card does not discuss the cost of providing transit services and the extent to which the municipality subsidizes the transit service.

Activity Reports for November 2015 to January 2016 were received from the Director of Community and Recreation Services, Parks and Community Development, Recreation and Facility Services, and the Transit Services Department.

ACTIVITY REPORTS
For Information Only

Yolande Vachon addressed the Committee to raise concerns regarding the amount of time it takes to get from Range Road to Downtown using the Takhini-College transit service. She asked that the Porter Creek routes be reviewed to see if they could include the Range Road area.

REQUEST FOR CHANGE
TO TRANSIT ROUTE
For Information Only

BYLAWS

2016-03-05

It was duly moved and seconded
THAT Bylaw 2016-07, a bylaw to amend the Zoning Bylaw with respect to a number of administrative edits, be given first reading.

Carried Unanimously

BYLAW 2016-07

ZONING AMENDMENT
Administrative Edits

FIRST READING

There being no further business, the meeting adjourned at 5:48 p.m.

ADJOURNMENT

Mayor

City Clerk

ADOPTED by resolution at Meeting #2016-

MEMORANDUM

FILE #: Z-02-2016

TO: Mayor and Council

FROM: Administration

DATE: February 22, 2016

SUBJECT: Public Hearing at Regular Council Meeting February 22, 2016

Please be advised there will be a Public Hearing at the Regular Council Meeting of February 22, 2016, to hear from interested parties related to the following zoning amendment:

Bylaw 2016-09, a bylaw to amend the zoning of a 39.5 hectare parcel of vacant Commissioner's land adjacent to an existing gravel quarry from FP-Future Planning to IQ-Quarries to allow a gravel quarry near the Haeckel Hill Ski Road

In 2014, Castle Rock Enterprises expressed interest developing a new gravel quarry near the Haeckel Hill Ski Road area on a parcel adjacent to their existing quarry operation.

In early 2015, Castle Rock applied for a land use permit for this parcel from YG. At that time the City of Whitehorse identified that an Official Community Plan (OCP) amendment was required to amend the designation from Future Planning to Natural Resource Extraction. Council approved the OCP amendment in August 2015.

Castle Rock subsequently submitted a proposal for a gravel quarry lease to YESAB for review and a Decision Document was released by the YG Lands Branch on September 18, 2015. A land application to enlarge the current lease was conditionally approved by YG on November 3rd, 2015.

Castle Rock is now applying to rezone the subject area from Future Planning to Quarries to allow for the development of the proposed gravel quarry.

Bylaw 2016-09 received 1st Reading on January 25, 2016. Notices were published in the newspapers on January 29 and February 5, 2016. Three letters were sent to property owners within one kilometre of the subject area. The Yukon Government Lands Branch, Kwanlin Dün First Nation, and Ta'an Kwäch'än Council were notified by mail.

Kinden Kosick
Planner II

cc: Director of Development Services
Manager of Planning and Building Services



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

Date	February 15, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Electronic Participation Councillor Robert Fendrick – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Samson Hartland Councillor Betty Irwin Councillor Roslyn Woodcock
Staff Present	Linda Rapp, Acting City Manager Patrick Ross, Acting Director of Development Services Dave Albisser, Acting Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services

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



Minutes of the meeting of the Development Services Committee

Date	February 15, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Betty Irwin – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu – Electronic Participation Councillor Robert Fendrick Councillor Samson Hartland Councillor Roslyn Woodcock
Staff Present	Linda Rapp, Acting City Manager Patrick Ross, Acting Director of Development Services Dave Albisser, Acting Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services

Your Worship, there is no report from the Development Services Committee



Minutes of the meeting of the Corporate Services Committee

Date	February 15, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Councillor Roslyn Woodcock – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu – Electronic Participation Councillor Robert Fendrick Councillor Samson Hartland Councillor Betty Irwin
Staff Present	Linda Rapp, Acting City Manager Patrick Ross, Acting Director of Development Services Dave Albisser, Acting Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O'Farrell, Manager of Legislative Services

Your Worship, there is no report from the Corporate Services Committee



Minutes of the meeting of the City Planning Committee

Date	February 15, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Robert Fendrick – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu – Electronic Participation Councillor Betty Irwin Councillor Roslyn Woodcock
Staff Present	Linda Rapp, Acting City Manager Mike Gau, Director of Development Services Dave Albisser, Acting Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services Patrick Ross, Manager of Planning Services

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

1. Sale and Transfer of Land and Building – Sport Yukon

The Sport and Recreation Administration Building on Fourth Avenue was built in 1991 by Sport Yukon with financial assistance provided by a loan from the City. The City’s investment was secured through a lease. A portion of the building was sold to the Golden Age Society in 1995 and a condominium corporation was formed. At that time a new lease was negotiated, and the Parks and Recreation Department moved into the south end of the building as a tenant.

The loan debt was fully repaid in 2015, and Sport Yukon’s lease has now expired. Sport Yukon continues to occupy the building as a monthly tenant pursuant to an over-holding clause of the lease. Administration proposes to sell the building to Sport Yukon for the nominal sum of \$1.00 in recognition of the financial investment by Sport Yukon to initially construct the building and then maintain it together with the City’s obligations related to the condominium corporation over the past 25 years.

If the sale and transfer of the building is approved, additional steps will be required, including rezoning a portion of the adjacent park to legitimize the driveway and parking

area at the rear of the building, and the subsequent sale of the rezoned parcel to Sport Yukon. A new lease agreement for the City's use of the southern portion of the building would also be negotiated.

Recommendation

THAT Bylaw 2016-11, a bylaw to authorize the sale and transfer of Unit 1, Whitehorse Condominium Plan No. 27 to Sport Yukon, be brought forward for due consideration under the bylaw process.

2. Contract Awards – Expansion Area Pre-feasibility Assessments

The current Official Community Plan identifies various areas for growth throughout the City, including two potential expansions to the urban containment boundary. Requests for proposals were issued for pre-feasibility assessments on potential expansion of the urban containment boundary. The object is to gather additional data to help inform the growth plan for the upcoming re-write of the Official Community Plan. Four proposals were received with respect to the southern urban containment boundary expansion area, and five proposals were received with respect to the north-eastern expansion area. The proposals were evaluated by an internal team in accordance with the six evaluation criteria stipulated in the Consulting Services Selection Procedures Policy.

One company had the highest score in both the local preference and adjusted fees criteria for both proposals, as well as highly rated proposals for both projects in the four technical categories.

Recommendation

THAT the contract for the preparation of a Southern Urban Containment Boundary Expansion Area Pre-Feasibility Assessment be awarded to Inukshuk Planning and Development in the amount of \$112,501; and

THAT the contract for the preparation of a North-eastern Urban Containment Boundary Expansion Area Pre-Feasibility Assessment be awarded to Inukshuk Planning and Development in the amount of \$117,588.



Minutes of the meeting of the City Operations Committee

Date	February 15, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Roslyn Woodcock – Chair Councillor Betty Irwin – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu – Electronic Participation Councillor Robert Fendrick Councillor Samson Hartland
Staff Present	Linda Rapp, Acting City Manager Patrick Ross, Acting Director of Development Services Dave Albisser, Acting Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services

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



Minutes of the meeting of the Community Services Committee

Date	February 15, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu – Electronic Participation Councillor Robert Fendrick Councillor Betty Irwin Councillor Roslyn Woodcock
Staff Present	Linda Rapp, Acting City Manager Patrick Ross, Acting Director of Development Services Dave Albisser, Acting Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services

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

1. Rendezvous 2016 – For Information Only

Dave Blottner and Reba Parris Beckett provided an update on the 2016 Sourdough Rendezvous activities and expressed their appreciation for the support offered by the City of Whitehorse.

2. Magnetic North Festival – For Information Only

Arlin McFarlane provided information on the Magnetic North National Theatre Festival that is scheduled to occur in Whitehorse June 8th to 19th this year.

3. Trail Plan Issues – For Information Only

Gregg Jilson spoke to a number of issues with respect to the City’s Trail Plan, including adopted updates that have not been implemented and the status of maps appearing on the City’s website.

Minutes of the Meeting of the **Community Services Committee**
February 15, 2016

With respect to the matter of snowmobile access from Wolf Creek, the consensus of the Committee was that the issue should be referred to the Trail and Greenways Advisory Committee.

There being no further business, the meeting adjourned at 7:00 p.m.

CITY OF WHITEHORSE

BYLAW 2016-11

A bylaw to authorize the sale and transfer of property in the City of Whitehorse.

WHEREAS section 265 of the *Municipal Act* (2002) provides that council may by bylaw, on such terms and conditions as deemed advisable, manage the municipality's interest in land; and

WHEREAS it is deemed desirable that Unit 1, Whitehorse Condominium Plan No. 27, Whitehorse, Yukon, located at 4061 Fourth Avenue, be sold and transferred to Sport Yukon;

NOW THEREFORE the council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. The City of Whitehorse is hereby authorized to sell and transfer title to Unit 1, Whitehorse Condominium Plan No. 27, City of Whitehorse, Yukon Territory and an undivided 79% interest in the common property therein, located at 4061 Fourth Avenue, as shown on the sketch attached hereto as Appendix "A" and forming part of this bylaw. The said property shall be sold to Sport Yukon for the nominal sum of one dollar (\$1.00).
2. The Mayor and Assistant City Clerk are hereby authorized to execute on behalf of the City of Whitehorse any and all documentation required for the completion of the sale and transfer of ownership of the said lands in an expeditious manner.
3. This bylaw shall come into full force and effect on the final passing thereof.

FIRST and SECOND READING:

THIRD READING and ADOPTION:

Mayor

Assistant City Clerk




CITY OF WHITEHORSE
BYLAW 2016-11
APPENDIX 'A'



Land sale and transfer of Unit 1, Condominium Corporation 27,
Whitehorse, Yukon to the Sport Yukon Society

LEGEND

 SUBJECT AREA

CITY OF WHITEHORSE

BYLAW 2016-01

A bylaw to adopt the 2016 annual operating and maintenance budget and the 2017 and 2018 provisional budgets

WHEREAS section 238 of the *Municipal Act* (R.S.Y. 2002) provides that council shall by bylaw cause an annual operating budget to be prepared and adopted; and;

WHEREAS section 239 of the *Municipal Act* provides that council may establish by bylaw a procedure to authorize and verify expenditures that vary from the annual operating expenditure program;

NOW THEREFORE the council of the municipality of the City of Whitehorse in open meeting assembled HEREBY ENACTS AS FOLLOWS:

1. The 2016 annual operating and maintenance budget and the provisional budgets for 2017 and 2018, attached hereto as Appendix "A" and forming part of this bylaw, is hereby adopted.
2. No expenditure may be made that is not provided for in the 2016 annual operating budget unless such expenditure is approved:
 - (1) by resolution of council to a maximum expenditure of \$500,000.00; or
 - (2) by bylaw for expenditures in excess of \$500,000.00.
3. Expenditures authorized in accordance with section 2(1) of this bylaw that result in an increase in total expenditures above what was approved in the 2016 operating and maintenance budget shall be brought forward for final approval through an umbrella bylaw at year end.
4. The Chief Financial Officer is hereby authorized to re-allocate funds within the line items in Appendix "A" to a maximum expenditure of \$100,000.00.
5. The Chief Financial Officer and City Manager may jointly re-allocate funds between the line items in Appendix "A" to a maximum expenditure of \$100,000.00.
5. This bylaw shall come into full force and effect upon the final passing thereof.

FIRST READING:

PUBLIC NOTICE:

PUBLIC INPUT:

SECOND READING:

THIRD READING & ADOPTION:

Mayor

City Clerk

CITY OF WHITEHORSE

BYLAW 2016-01

Appendix “A” to Operating Budget Bylaw 2016-01 will be distributed at the start of the regular council meeting on Monday, February 22, 2016.

CITY OF WHITEHORSE

BYLAW 2016-02

A bylaw to levy taxes for the year 2016

**Tax Levy Bylaw 2016-02
will be distributed at the
start of the regular council
meeting on Monday,
February 22, 2016.**

CITY OF WHITEHORSE

BYLAW 2016-03

A bylaw to amend Fees and Charges Bylaw 2014-36

WHEREAS section 220 of the *Municipal Act* (R.S.Y. 2002) provides that council may by bylaw amend or vary bylaws; and

WHEREAS all City of Whitehorse municipal fees and charges are consolidated into one bylaw; and

WHEREAS it is deemed desirable that the Fees and Charges Bylaw be amended to expand the clause with respect to the recovery of unpaid accounts and to reflect the 2016 Operating and Maintenance Budget;

NOW THEREFORE the council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Section 3 of Bylaw 2014-36 is hereby deleted and replaced by a new section 3 as follows:
 - “3. The recovery of unpaid fees, utility charges, fines and penalties through the property tax account is hereby authorised for all charges that can be specifically attached to the owner or occupant of a particular property.”
2. The fee schedule attached to and forming part of Fees and Charges Bylaw 2014-36 is hereby amended by repealing existing Schedules 3, 5, 8, 10 and 12 and substituting therefore new Schedules 3, 5, 8, 10 and 12 attached hereto as Appendix “A” and forming part of this bylaw.
3. This bylaw shall be deemed to have been in full force and effect on the 1st day of January, 2016.

FIRST and SECOND READING:

THIRD READING and ADOPTION:

Mayor

City Clerk

CITY OF WHITEHORSE

BYLAW 2016-03

Appendix “A” to Fees and Charges
Amendment Bylaw 2016-03 will be
distributed at the start of the regular
council meeting on Monday,
February 22, 2016.