



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

Date	March 21, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Samson Hartland Councillor Betty Irwin Councillor Roslyn Woodcock
Absent	Councillor Robert Fendrick
Staff Present	Christine Smith, City Manager Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, 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	March 21, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Betty Irwin – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Roslyn Woodcock
Absent	Councillor Robert Fendrick
Staff Present	Christine Smith, City Manager Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, 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	March 21, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Councillor Roslyn Woodcock – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Betty Irwin
Absent	Councillor Robert Fendrick
Staff Present	Christine Smith, City Manager Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services

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

1. Public Input Report – 2016 to 2018 Operating Budget

In response to the introduction of the 2016 to 2018 Operating and Maintenance Budget, 2016 Tax Levy, and an amendment to the Fees and Charges Bylaw to reflect budget changes, one delegate appeared at the public input session and an additional two comments were received in writing.

A delegate from the Whitehorse Chamber of Commerce stated that this is not the time to increase property taxes since the GDP in the Yukon has declined for the last three years. Council was urged to implement cost cutting measures similar to those faced by businesses, and to consider utilizing prior year surpluses to fund operations instead of increasing tax rates. The two written comments also encouraged the City to review expenditures, take advantage of efficiencies to minimize property tax increases, and reduce expenditures to non-essential services.

The 2016 operating budget pares expenses without majorly affecting service levels to the public. The comments received reflect that public sector accounting and budgeting is unfamiliar to most members of the community.

Recommendation

THAT the 2016 Operating Budget Bylaw, the 2016 Tax Levy Bylaw, and the bylaw to amend the Fees and Charges Bylaw with respect to annual budget changes, be brought forward for second and third reading under the bylaw process.

2. Re-budget 2015 Capital Expenditures

Some of the projects included in the 2015 capital budget were not fully completed. If these projects are to be completed, funds that were set aside in 2015 have to be re-budgeted into 2016. The Management Group reviewed their outstanding capital projects and identified those that require re-budgeting. It is anticipated that most of the projects being brought forward will be completed this year, with five projects extending into 2017. The majority of the projects are funded from the appropriate City reserves, and the remainder are funded from outside sources such as the Building Canada Fund and Gas Tax. There are no requests for additional funds.

Recommendation

THAT Bylaw 2016-17, a bylaw to amend the 2016 to 2019 Capital Expenditure Program by re-budgeting 2015 capital expenditures in the amount of \$5,451,721, be brought forward for due consideration under the bylaw process.

3. Authorize Mayor's Travel

Council's Expense Policy requires prior approval by council resolution for all requests for funding or reimbursement of expenses incurred in conjunction with travel by the mayor outside the City of Whitehorse. Mayor Curtis has been invited to participate in a *Cities Reducing Poverty* Conference in Edmonton in early April and an International Mayor's Forum on Tourism being held in China in May.

Recommendation

THAT travel expenses be authorized for Mayor Curtis to attend the Cities Reducing Poverty – When Mayors Lead – Conference in Edmonton in early April 2016 and the 2016 International Mayor's Forum on Tourism being held in China in May 2016.

4. Changes to 2016 Council Meeting Schedule

Last December Council authorized changes to the 2016 meeting schedule in order to allow council members and administration to plan their work and holiday schedules accordingly. Changes were proposed to accommodate the 2016 Federation of Canadian Municipalities Conference in June, a summer recess in August, and a winter recess in December. A resolution is now required to confirm the actual dates of the proposed changes to the schedule.

Recommendation

THAT the following changes to the 2016 meeting schedule be approved:

1. Re-schedule the Standing Committee meeting scheduled for June 6th to May 30th;
and
2. Cancel the Standing Committee meeting scheduled for August 16th and the Regular Council meeting scheduled for August 22nd; and
3. Cancel the Standing Committee meeting scheduled for December 19th and the Regular Council meeting scheduled for December 28th.



Minutes of the meeting of the City Planning Committee

Date	March 21, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Betty Irwin Councillor Roslyn Woodcock
Absent	Councillor Robert Fendrick
Staff Present	Christine Smith, City Manager Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services Patrick Ross, Manager of Planning Services Erica Beasley, Planner 2

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

1. Public Hearing Report – Zoning Amendment, Administrative Edits

Bylaw 2016-07 proposes a number of amendments to the Zoning Bylaw to add clarity and correct inconsistencies identified by staff through use and review of the bylaw. Changes to zoning maps and several sections are included in this amendment bylaw. Five submissions were received in support of the proposed amendments. Specifically, the submissions supported allowing garden suites in conjunction with fee simple duplexes and amendments promoting densification.

Three submissions expressed a variety of concerns, including the restriction on storage in the front yard of residential properties. This is a modification to an existing restriction. One letter expressed concern regarding potential impacts to the Trans Canada Trail in Takhini with the extension of the Softball Lease zone boundaries. The proposed amendment merely aligns the lease and zoning boundaries and will not impact the trail.

One submission expressed concern that changes for licensed premises were removed from the bylaw before it received first reading. This proposed amendment was removed

from the bylaw due to concern from the Yukon Liquor Board that it may conflict with Territorial legislation. Administration will investigate this issue further during the Downtown Planning process.

Recommendation

THAT Bylaw 2016-07, a bylaw to amend the Zoning Bylaw with respect to a number of administrative edits, be brought forward for second and third reading under the bylaw process.

2. Schwatka Lake Dock Policy

The adoption of the Schwatka Lake Area Plan last year prompted a review of existing policies and procedures for the area. The Schwatka Lake Waterfront Policy has been in place for 20 years with very little revision. Administration is now proposing to replace the existing Waterfront Policy with the Schwatka Lake Dock Policy. The Dock Policy is aligned with the direction of the area plan and reflects public input received during the planning process, input from the Working Group, and best practices for shoreline management. It focuses on regulating dock development on Schwatka Lake waterfront lands, making environmental protection a high priority while allowing for a limited number of new dock sites.

Recommendation

THAT the Schwatka Lake Dock Policy dated March 2016 be adopted as presented; and THAT the 1999 Schwatka Lake Waterfront Policy be repealed.

3. Zoning Amendment – Downtown Urban Gardeners’ Society

The Downtown Urban Gardeners Society (DUGS) has applied to amend the zoning at their community garden to allow for the inclusion of an apiary. The bees are not anticipated to present a nuisance to passers-by or nearby properties as bees kept for honey production are typically docile. The Official Community Plan supports community gardens as well as apiaries. Beekeeping also compliments the Sustainability Plan’s goal for a resilient, accessible food system by providing a locally produced honey source and through the pollination activities of bees.

Apiaries are permitted for Hobby Agriculture, a use currently allowed only in Country Residential zones. The proposed amendment is to allow Hobby Agriculture, limited to apiary, in the DUGS lease area. DUGS operates on a non-profit basis and has requested that City Council waive the application fee for this amendment.

Randy Lamb, Chair of the Downtown Urban Gardeners’ Society, spoke in support of the application. He also provided an update on the activities of the Society.

Recommendation

THAT Bylaw 2016-16, a bylaw to amend the zoning of the Downtown Urban Gardeners' Society community garden to allow for the inclusion of an apiary, be brought forward for due consideration under the bylaw process; and

THAT the \$1,500.00 re-zoning application fee be waived.

4. Conditional Use Application – Disc Golf Park – For Information Only

The Whitehorse Disc Golf Association has applied for conditional use approval to allow for the development and operation of an all-season disc golf park on a parcel of vacant Commissioner's Land located north of the intersection of Alaska Highway and Prospector Road, adjacent to the Yukon College Reserve. The Association is a non-profit society formed to promote disc golf as a sustainable, environmentally and socially beneficial sport. The plans to develop and operate an 18-hole disc golf course that will meet world standards and allow for the hosting of international disc golf events.

The proposed use is an allowable conditional use under the current zoning, subject to approval by City Council, including any conditions required for Development Permit approval to mitigate concerns that may be raised. The use does not conflict with any policies related to the Official Community Plan designation.

Noel Sinclair spoke in support of the application on behalf of the Whitehorse Disc Golf Association and provided a historical overview of disc golf in Whitehorse.

In accordance with the Zoning Bylaw, a public input session has been scheduled for the regular council meeting on Tuesday, March 29th.



Minutes of the meeting of the City Operations Committee

Date	March 21, 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 Councillor Samson Hartland
Absent	Councillor Robert Fendrick
Staff Present	Christine Smith, City Manager Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative 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 and Monitoring Program**

The City is obligated to sample and monitor the drinking water and wastewater systems as prescribed by the City’s Water Licence and the Yukon Drinking Water Regulations under the Yukon *Health and Safety Act*. Four proposals were received in response to the tender issued for the sampling and monitoring of the City’s water supply and distribution system and wastewater collection and treatment facilities. The low bidder meets all tender requirements and has the knowledge and experience to complete the contract successfully.

Recommendation

THAT the contract for the 2016 – 2019 Water Sampling and Monitoring Program be awarded to Core Geoscience Service Inc. for \$52,277.06 per year for a term of three years, for a total contract value of \$156,831.18.

2. Contract Award – Mosquito Control Program

The 2016 Operating Budget includes funds for the annual Mosquito Control Program. This program focuses on managing mosquito annoyance by controlling larvae development in temporary ponds and puddles throughout the City. Only one bid was received in response to the tender issued for the 2016 to 2019 Mosquito Control Program. The sole bidder meets all tender requirements and has the knowledge and experience to complete the contract successfully.

Recommendation

THAT the contract for the 2016 to 2019 Mosquito Control Program be awarded to D.G. Regan and Associates Ltd. for \$62,985.00 annually for three years for a total contract value of \$188,955.00.



Minutes of the meeting of the Community Services Committee

Date	March 21, 2016
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Betty Irwin Councillor Roslyn Woodcock
Absent	Councillor Robert Fendrick
Staff Present	Christine Smith, City Manager Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Valerie Braga, Chief Financial Officer Jeff O’Farrell, Manager of Legislative Services Douglas Hnatiuk, Manager of Parks and Community Development

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

1. Festival and Special Event Grant Fund Allocations

An internal committee reviewed the Festival and Special Event grant fund applications for projects occurring from July to December of 2016. \$30,000.00 is available for cash support in this funding intake.

Eleven applications were received and rated by the committee using the criteria outlined in the Festival and Special Event Grant Policy. Each application was carefully analysed, and recommendations made for both financial and in-kind support were determined in accordance with the policy. In-kind requests were looked at critically to ensure they can be accommodated within the regular operating hours of the affected Departments.

In anticipation of three signature events that may come forward at the fall intake, the full amount of available funding was not allocated in order to allow a carry-over of funds.

Recommendation

THAT Festival and Special Event Grant Fund allocations as recommended by the review committee totalling \$23,600.00 in funds and \$24,901.54 in in-kind contributions be approved for projects occurring between July and December 2016.

2. Community Events and Activities – For Information Only

Committee members highlighted a number of events and activities, including:

The Haywood Ski Nationals – a national sporting event currently taking place at the Mount McIntyre Recreation Centre. Five hundred skiers, representing the elite of the national cross-country ski community, are participating this year, supported by coaches, team staff, families and fans of top notch ski racing.

The *Burning Away the Winter Blues* celebration of the Spring Equinox; and
Correspondence from the Royal Canadian Mint and highlights of the City's past advocacy for the recognition of women's contributions to Canadian history.

There being no further business, the meeting adjourned at 7:55 p. m.

Adopted at the regular council meeting on Tuesday, March 29, 2016

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"
Dan Curtis, Mayor

"N. L. Felker"
Norma L. Felker, Assistant City Clerk