



Minutes of the meeting of the City Operations Committee

Date	Monday, January 9, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Councillor Roslyn Woodcock – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Betty Irwin
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 Jessica Apolloni, Manager of Strategic Communications

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



Minutes of the meeting of the Community Services Committee

Date	Monday, January 9, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Fendrick – Chair Councillor Samson Hartland – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Betty Irwin Councillor Roslyn Woodcock
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 Jessica Apolloni, Manager of Strategic Communications

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



Minutes of the meeting of the Public Health and Safety Committee

Date Monday, January 9, 2017

Location Council Chambers, City Hall

Committee Members Present Councillor Dan Boyd – Chair
Councillor Jocelyn Curteanu – Vice Chair
Mayor Dan Curtis
Councillor Robert Fendrick
Councillor Samson Hartland
Councillor Betty Irwin
Councillor Roslyn Woodcock

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
Jessica Apolloni, Manager of Strategic Communications
Dave Pruden, Manager of Bylaw Services

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



Minutes of the meeting of the Development Services Committee

Date	Monday, January 9, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Betty Irwin – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Robert Fendrick Councillor Samson Hartland Councillor Roslyn Woodcock
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 Jessica Apolloni, Manager of Strategic Communications

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



Minutes of the meeting of the Corporate Services Committee

Date	Monday, January 9, 2017
Location	Council Chambers, City Hall
Committee Members Present	Councillor Roslyn Woodcock – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Samson Hartland Councillor Betty Irwin
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 Jessica Apolloni, Manager of Strategic Communications

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

1. Summary of Properties Subject to Tax Lien

Each year the City is required to prepare a list of properties that have taxes outstanding from the previous year. The list requires the approval of council before being published in the local papers. Each property is levied an administrative fee and will be subject to further collection procedures if the account is not paid within 60 days. The tax lien list will be published in February and will be updated prior to publication to remove those properties whose outstanding taxes have been paid.

Recommendation

THAT the 2016 tax lien summary list be approved as presented, and that the Assistant City Clerk be authorized to affix the City Seal to authenticate the list.

2. Write-off Uncollectible Accounts

The City levies fees and charges for goods and services that, on occasion, cannot be collected for various reasons. In all cases in-house collection procedures have been exhausted and it has been determined that there is little chance of recovery. In certain circumstances, an account will remain with a collection agency or credit bureau for possible further action. If these accounts are not written off, they will remain as outstanding receivable items. Generally accepted accounting practices require that receivables that are no longer realizable assets be written off against existing allowances. A bylaw is required to write off such accounts.

Recommendation

THAT Bylaw 2017-04, a bylaw to authorize the write-off of uncollectible accounts, be brought forward for due consideration under the bylaw process



Minutes of the meeting of the City Planning Committee

Date Monday, January 9, 2017

Location Council Chambers, City Hall

Committee Members Present Councillor Betty Irwin – Chair
Mayor Dan Curtis
Councillor Dan Boyd
Councillor Jocelyn Curteanu
Councillor Robert Fendrick
Councillor Samson Hartland
Councillor Roslyn Woodcock

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
Jessica Apolloni, Manager of Strategic Communications
Patrick Ross, Manager of Planning Services

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

1. Public Hearing Report – Zoning Amendment, 305 Hawkins Street

The owner of the property at 305 Hawkins Street plans to develop a mixed-use affordable residential–commercial project and has applied for a zoning amendment to eliminate one of the required on-site parking spaces and remove the balconies from eight of the ten proposed residential units. The private amenity space would be replaced by a rooftop patio. The proposed development is supported by the Official Community Plan, and all proposed uses are permitted under the current zoning. Three people appeared to speak at the public hearing. Seven written submissions were received, four opposed to the bylaw and three supporting some aspects of the proposed development but expressing concerns or opposition to the zoning amendment.

Concerns raised during the public hearing process relate to potential impacts on parking and traffic, the lack of private amenity space for the majority of units, the nuisance that might result from the rooftop patio, and issues respecting building height, groundwater and drainage, and impacts on waste collection services. General concerns were also

raised regarding future development in the neighbourhood and the way that zoning amendments weaken existing bylaws and planning processes.

Recommendation

THAT Bylaw 2016-45, a bylaw to amend the zoning at 305 Hawkins Street, be brought forward for second and third reading under the bylaw process

2. Public Hearing Report – Zoning Amendment, Kopper King Drive-thru

The owner of the property at 91888 Alaska Highway has applied for a zoning amendment to allow eating and drinking establishments with a drive-thru component in order to increase the marketability of this location. Eating and drinking establishments with a drive-thru component are only permitted in the north end of the downtown commercial area.

At the public hearing one person expressed concern regarding potential impacts on the value and marketability of the existing non-conforming mobile homes.

The proposed amendment does not align with the Official Community Plan as it pertains to encouraging businesses along the Alaska Highway that do not compete with Downtown businesses. Furthermore, drive-thru businesses are inconsistent with the strategy to reduce greenhouse gas emissions by limiting idling. It is therefore recommended that this bylaw be defeated. A broader examination of land uses along the highway should be considered as part of the upcoming Official Community Plan review.

Recommendation

THAT Bylaw 2016-46, a bylaw to amend the zoning at Kopper King Services to permit an eating and drinking establishment with a drive-thru component, be brought forward under the bylaw process and defeated at second reading.

There being no further business, the meeting adjourned at 6:00 p.m.

Adopted at the regular council meeting on January 16, 2017

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"
Dan Curtis, Mayor

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