



**Minutes of the meeting of the
Community Services Committee**

Date	January 9, 2023	2023-01
Location	Council Chambers, City Hall	
	Councillor Michelle Friesen – Chair Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd Councillor Kirk Cameron Councillor Jocelyn Curteanu* Councillor Ted Laking Deputy Mayor Mellisa Murray	
Staff Present	Jeff O'Farrell, City Manager Krista Mroz, Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure Wendy Donnithorne, Manager of Legislative Services Rebecca Webber, Assistant City Clerk	

* Indicates electronic participation

Your worship, there is no report from the Community Services Committee.

1. New Business

A Committee member acknowledged that January 22, 2023 is Chinese New Year, also known as the Lunar New Year. The Committee member explained that 2023 is the “Year of the Rabbit” which symbolizes longevity, peace and prosperity.

2. New Business

A Committee member noted that January 4, 2023 marks the first annual “National Ribbon Skirt Day”, where Indigenous women across the country are encouraged to wear ribbon skirts to celebrate their culture, strength and connections as women.



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

Date	January 9, 2023	2023-01
Location	Council Chambers, City Hall	
	Councillor Jocelyn Curteanu – Chair*	
	Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd	
	Councillor Kirk Cameron	
	Councillor Michelle Friesen	
	Councillor Ted Laking	
	Deputy Mayor Mellisa Murray	
	Jeff O'Farrell, City Manager	
	Krista Mroz, Acting Director of Community Services	
Staff Present	Valerie Braga, Director of Corporate Services	
	Lindsay Schneider, Director of People and Culture	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	
	Wendy Donnithorne, Manager of Legislative Services	
	Rebecca Webber, Assistant City Clerk	

* Indicates electronic participation

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



Minutes of the meeting of the Corporate Services Committee

Date	January 9, 2023	2023-01
Location	Council Chambers, City Hall	
	Councillor Kirk Cameron - Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd	
	Councillor Jocelyn Curteanu*	
	Councillor Michelle Friesen	
	Councillor Ted Laking	
	Deputy Mayor Mellisa Murray	
	Jeff O'Farrell, City Manager	
	Krista Mroz, Acting Director of Community Services	
Staff Present	Valerie Braga, Director of Corporate Services	
	Lindsay Schneider, Director of People and Culture	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	
	Wendy Donnithorne, Manager of Legislative Services	
	Rebecca Webber, Assistant City Clerk	

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

1. **2022-2024 Council Strategic Priorities Update** – For Information Only

In April 2022, after an intensive development process, members of Council adopted a set of Strategic Priorities to guide corporate progress over their term. An update on the progress towards these priorities was provided. These priorities focus on Housing & Development, Engagement & Collaboration, Inclusivity, Accessibility & Diversity, Community Safety, Climate Change & Adaptation, and Service Excellence. Within each of these priorities are a number of specific initiatives and deliverables identified. Subject to Council's 2023 priority review, Administration intends to continue working towards the named priorities, and anticipates reporting to Council on a semi-annual basis for the duration of this Council's term of office.

Committee members requested additional information from Administration regarding projects identified in the 2022-2024 Council Strategic Priorities report, particularly around timing. The Committee also discussed the Housing and Land Development

Committee, requesting that the Committee Chair attend a Council meeting to speak to the Committee's work.

2. Semi-Annual Procurement report (July to December) – For Information Only

The Procurement Policy requires that Council be provided with a semi-annual update on procurement projects. Administration provided a detailed listing of semi-annual procurement projects. There were no contract extensions/renewals; and one instance of non-compliance during this period of time.

Committee members requested additional information on specific projects and the procurement process which was provided by Administration.

3. 2022 Umbrella Grant Bylaw

Throughout 2022, the City provided grants and donations to a variety of groups and organizations. Some grants were awarded by administration in accordance with established policies. The majority of the grants were awarded by Council Resolution. This process facilitates the distribution of funds to qualified and approved applicants in a timely manner. The *Municipal Act* requires that grants provided to any person, institution, association or group be authorized by bylaw. Accordingly, an “umbrella bylaw” is being brought forward to authorize the grants awarded throughout 2022.

In response to questions, Administration provided additional information on the Pop-Up Patio Program. Administration explained that the City will be soliciting feedback regarding the outcome of the program which will be reported back to the Committee.

The recommendation of the Corporate Services Committee is

THAT Council direct that Bylaw 2023-02, a bylaw to authorize the allocation of various grants for the year 2022 in the amount of \$1,121,855.56 be brought forward for consideration under the bylaw process.

4. Commencement Report – Parks Building Renovation

The Committee was presented with a Commencement Report regarding the Parks Building renovation. In 2021, a consultant was contracted to complete detailed plans and specifications for construction of energy conservation measures as well as a biomass heating system for the Parks Building at 139 Tlingit Street. The design for energy upgrades is now complete and ready for construction tender. However, a review of the cost estimate for the biomass heating system has resulted in delaying that part of the planned upgrade with the intention to further refine and resubmit to the 2024 Capital Budget cycle with an increased budget.

Additional information was provided by Administration about the budget and timeline for the project.

The recommendation of the Corporate Services Committee is

THAT Council authorize Administration to commence the procurement of the 139 Tlingit Street Energy Upgrades.

5. Commencement Report – Snow and Ice Control Equipment

The Committee was presented with a Commencement Report regarding snow and ice control equipment. In accordance with the Procurement Policy, Council approval is required prior to the commencement of procurements with an estimated value of \$500,000 or more. There are three separate procurements planned to be released within this project in order to acquire additional equipment for snow and ice control. Funding for Additional Equipment – Snow and Ice Control is included in the approved 2023 Capital Expenditure Plan.

The Committee requested additional information regarding the total budget and the specific pieces of equipment included in the procurement.

The recommendation of the Corporate Services Committee is

THAT Council authorize Administration to commence the 3 procurements related to 2023 Project 500c00623 - Additional Equipment – Snow and Ice Control.

6. Authorize Mayor and Council Travel

The Council Remuneration Bylaw requires prior approval by Council Resolution for all requests for funding or reimbursement of expenses incurred in conjunction with travel by members of Council outside the City of Whitehorse.

The Federation of Canadian Municipalities is hosting the Sustainable Communities Conference 2023 in Ottawa, Ontario and online from February 7th to 10th, 2023. Mayor Cabott and Councillor Curteanu have expressed interest to attend in person. In addition, the Mayor will be attending intergovernmental meetings as part of the trip.

The recommendation of the Corporate Services Committee is

THAT travel expenses be authorized for Mayor Cabott and Councillor Curteanu to attend the Sustainable Communities Conference 2023 being held in Ottawa, Ontario and for Mayor Cabott to attend additional intergovernmental meetings.

7. Deputy Mayor Appointments

In October 2022, Councillor Boyd was appointed as Deputy Mayor for the period from January 1, 2023 to February 28, 2023 and Councillor Curteanu was appointed for the period from September 1, 2023 to October 31, 2023. Councillor Boyd was also appointed as Reserve Deputy Mayor for the period of November 1, 2022 to April 30, 2023. In order to avoid an overlap of Deputy Mayor and Reserve Deputy Mayor appointments, Councillor Boyd and Councillor Curteanu will switch their existing Deputy Mayor appointment periods beginning January 1, 2023 and September 1, 2023 respectively.

The recommendation of the Corporate Services Committee is

THAT Deputy Mayor appointments be adjusted and approved as follows:

Deputy Mayor

Councillor Mellisa Murray	November 1, 2022 to December 31, 2022
Councillor Jocelyn Curteanu	January 1, 2023 to February 28, 2023
Councillor Michelle Friesen	March 1, 2023 to April 30, 2023
Councillor Ted Laking	May 1, 2023 to June 30, 2023
Councillor Kirk Cameron	July 1, 2023 to August 31, 2023
Councillor Dan Boyd	September 1, 2023 to October 31, 2023



Minutes of the meeting of the City Planning Committee

Date	January 9, 2023	2023-01
Location	Council Chambers, City Hall	
	Councillor Ted Laking - Chair Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd Councillor Kirk Cameron Councillor Jocelyn Curteanu* Councillor Michelle Friesen Deputy Mayor Mellisa Murray	
Staff Present	Jeff O'Farrell, City Manager Krista Mroz, Acting Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure Wendy Donnithorne, Manager of Legislative Services Rebecca Webber, Assistant City Clerk	

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

1. Public Hearing Report – Zoning Amendment – Whistle Bend Phase 10 & 11

The Committee was presented with a Public Hearing Report on a bylaw to amend the zoning of 25.8 hectares of vacant Commissioner's land comprising Phase 10 and 11 of Whistle Bend from FP – Future Planning to public and residential zones.

One written submission was received with concerns. No delegates spoke to the item at the Public Hearing.

A Committee member raised concerns related to traffic and power infrastructure for the growing development and population of the city, particularly in Whistle Bend.

Administration provided additional information on the power outage that occurred on December 19, 2022 and confirmed that a post-incident review will be reported once completed. Administration also confirmed that a meeting with Yukon Government to discuss concerns related to power infrastructure is planned.

The recommendation of the City Planning Committee is

THAT Council direct that Bylaw 2022-32, a bylaw to amend the zoning of 25.8 hectares of vacant Commissioner's land comprising Phases 10 and 11 of Whistle Bend, from FP – Future Planning to public and residential zones, be brought forward for second and third reading under the bylaw process.

2. Public Hearing Report – Whistle Bend Phase 12 &13

The Committee was presented with a Public Hearing Report on a bylaw to amend the zoning of 16.2 hectares of vacant Commissioner's land comprising Phases 12 and 13 of Whistle Bend, from FP – Future Planning, residential, and public zones to residential, mixed-use, and public zones.

One written submission was received with concerns. No delegates spoke to the item at the Public Hearing.

A Committee member reiterated concerns related to traffic and power infrastructure for the growing development and population of the city, as noted with respect to Whistle Bend Phase 10 and 11.

The recommendation of the City Planning Committee is

THAT Council direct that Bylaw 2022-43, a bylaw to amend the zoning of 16.2 hectares of vacant Commissioner's land comprising Phases 12 and 13 of Whistle Bend, from FP – Future Planning, residential, and public zones to residential, mixed-use, and public zones, be brought forward for Second and Third Reading under the bylaw process.

3. Public Hearing Report – Official Community Plan

The Committee was presented with the Second Public Hearing Report for the Proposed Official Community Plan: Whitehorse 2040.

46 written submissions were received and 12 people spoke at the Public Hearing.

The Public Hearing Report provided an overview of the key issues and changes recommended by Administration, after considering all of the public input received.

The key topics the Committee focused on included the Stevens Area, the importance of the transportation network and proposed changes to building heights in the downtown area. The Committee members also provided feedback to Administration on a number of provisions that would benefit from revising the language to provide additional clarity:

- Issue 1: Equity and Inclusion Goals - to better group the categories;
- Issue 2: Environmentally Sensitive Areas - to clarify the language around "limited development"; and
- Issue 4: Building heights in the Downtown - to note that the number of stories are "approximate".

The recommendation of the City Planning Committee is

THAT Council direct that the proposed “Whitehorse 2040: Official Community Plan” be amended in accordance with Administrative Recommendations detailed in the Administrative Report dated January 9, 2023, including revisions to provide greater clarity; and

THAT Council direct that Bylaw 2022-40, a Bylaw to adopt the 2022 Official Community Plan, “Whitehorse 2040” be brought forward for Second Reading under the bylaw process.

4. New Business – Commercial Land Development

A Committee member requested an update around commercial land development in the City noting that there is continued frustration from the business community regarding land availability. Administration explained that there are two parcels of land that were considered by the City. After review, it was found that one parcel would be retained by the City for future use and that the second parcel could potentially come for sale later in 2023.

5. Delegate – Matthew Trickett – Copper Ridge Land Development

Mr. Trickett presented his concerns around land development in the City of Whitehorse, particularly Copper Ridge, and was of the view that all taxpayers should have the opportunity to access land in the City.



**Minutes of the meeting of the
Development Services Committee**

Date	January 9, 2023	2023-01
Location	Council Chambers, City Hall	
	Deputy Mayor Mellisa Murray - Chair Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd Councillor Kirk Cameron Councillor Jocelyn Curteanu* Councillor Michelle Friesen Councillor Ted Laking	
Staff Present	Jeff O'Farrell, City Manager Krista Mroz, Acting Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure Wendy Donnithorne, Manager of Legislative Services Rebecca Webber, Assistant City Clerk	

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Your worship, there is no report from the Development Services Committee.

1. New Business – Notice of Motion – Pedestrian Town Square

Councillor Laking presented a Notice of Motion to bring forward at the next Regular Council meeting on January 16, 2023 proposing that Administration return to Council with a proposal and analysis on developing a one-year pilot project to convert a portion of Main Street into a pedestrian town square for the months of June, July and August.



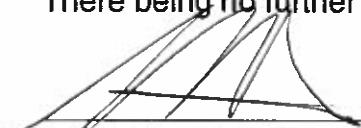
**Minutes of the meeting of the
City Operations Committee**

Date	January 9, 2023	2023-01
Location	Council Chambers, City Hall	
	Councillor Dan Boyd - Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Kirk Cameron	
	Councillor Jocelyn Curteanu*	
	Councillor Michelle Friesen	
	Councillor Ted Laking	
	Deputy Mayor Mellisa Murray	
Staff Present	Jeff O'Farrell, City Manager	
	Krista Mroz, Acting Director of Community Services	
	Valerie Braga, Director of Corporate Services	
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	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	
	Wendy Donnithorne, Manager of Legislative Services	
	Rebecca Webber, Assistant City Clerk	

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

There being no further business the meeting adjourned at 9:07 P.M.



Laura Cabott, Mayor



Wendy Donnithorne, City Clerk

