



## Minutes of the meeting of the City Planning Committee

Date	May 21, 2024	2024-10
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 Councillor Mellisa Murray	
Staff Present	Jeff O'Farrell, City Manager Krista Mroz, Director of Community Services Brittany Dixon, A/Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure Karmen Whitbread, Senior Planner, Planning Services Peter Duke, Manager, Planning Services	

\* Indicates electronic participation

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

### 1. **Public Input Report – Valleyview South Master Plan**

The Committee was presented with a summary of submissions received for the Public Input Session that was held on April 22, 2024, regarding the proposed Valleyview South Master Plan. Nineteen written submissions were received and eight people attended the session to speak. The report responded to concerns raised about density, greenspaces, and transportation. It was also noted that the City could consider Southern Tutchone names for the subdivision and the elements within it. The Committee discussed greenspace and trails within the area, the need for a school in the area, and potential to specify a recreation area be developed on Lot 66.

### **The Recommendation of the City Planning Committee is**

THAT the Valleyview South Master Plan be amended as follows:

Section 5.5.2.4:

“A 10m setback should be provided to mitigate adverse impacts to Valleyview. The setback should be vegetated.”

Section 6.1.2.5:

"If the recommended road alignment that extends from the CGC into the Valleyview South area is determined to be unfeasible, an alternative road alignment that bisect C-117B and C-141B could be considered.";

THAT the proposed amendments to Appendix B maps B1 Land Use Plan, B2 Transportation, and B4 Phasing Concept be approved; and

THAT Council approve the amended Valleyview South Master Plan, a document providing guidance and a framework for the future development of the area.

**2. Zoning Amendment – 13, 23, and 33 McClimon Crescent**

An application to amend the zoning of 13, 23, and 33 McClimon Crescent was presented to allow for the development of 12 townhouses meant to house First Nation elders. Administration provided more information on the process and timeline, and on the development's applicability to the Housing Accelerator Fund targets.

**The Recommendation of the City Planning Committee is**

THAT Council direct that Bylaw 2024-34, a bylaw to amend the zoning at 13, 23, and 33 McClimon Crescent to allow for the development of townhouses, be brought forward for consideration under the bylaw process.

**3. Land Use Master Plan Policy**

As outlined in the 2040 Official Community Plan, developments over 1.5ha require a Master Plan. Administration presented a proposed Land Use Master Plan Policy, a policy meant to establish procedures and criteria to evaluate, accept, and potentially waive the Master Plan requirement. As requested by Committee members, Administration expanded on sections within the policy and on the benefits of creating and utilizing Master Plans for large developments.

**The Recommendation of the City Planning Committee is**

THAT Council approve the proposed Land Use Master Plan Policy.

**4. Land Development Protocol and Land Disposition Policy**

Following the approval of the proposed Land Use Master Plan Policy, the Land Development Protocol will no longer be required and is proposed to be rescinded. Amendments to the Land Disposition Policy to remove references to the Land Development Protocol were also presented. Administration confirmed that the Yukon Government and First Nation governments are aware of both changes, and that no formal comment has been made.

**The Recommendation of the City Planning Committee is**

THAT Council rescind the Land Development Protocol and approve the amended Land Disposition Policy.

5. **Delegate Nathan Millar, Downtown Residents Association – Downtown Building Heights**

Nathan Millar on behalf of the Downtown Residents Association requested that Council clarify what problem Council is hoping to solve by raising the building height maximum so that the public can better engage in the discussion.



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

Date	May 21, 2024	2024-10
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 Councillor Mellisa Murray	
Staff Present	Jeff O'Farrell, City Manager Krista Mroz, Director of Community Services Brittany Dixon, A/Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure	

\* Indicates electronic participation

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

**1. Housing and Land Development Advisory Committee Recommendation – Permit Process – For Information Only**

Administration, joined by Acting Chair John Vogt, presented recommendations from the Housing and Land Development Advisory Committee focused on streamlining the process for building and development permits. The recommendations are a list of actions with the goals to improve timelines, the burden on applicants and City staff, management of complex permits, and communication, fairness, and consistency. Administration expanded on the current status of permit applications, expected results from the changes, and on the potential of a report back to Council after implementation. As requested by Committee members, additional information was also provided on current protocol and requirements.



## Minutes of the meeting of the City Operations Committee

Date	May 21, 2024	2024-10
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	
	Councillor Mellisa Murray	
	Jeff O'Farrell, City Manager	
	Krista Mroz, Director of Community Services	
Staff Present	Brittany Dixon, A/Director of Corporate Services	
	Lindsay Schneider, Director of People and Culture	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	

\* Indicates electronic participation

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

### 1. **New Business – New Water Treatment Plant**

A Committee members requested an update on the project timeline for a new water treatment plant. Administration confirmed that currently, the contract is being awarded to the design team, and the preliminary design is expected to be ready by the end of 2024 and that the funding source of the construction portion of the project is unknown.

### 2. **New Business – Mountainview Drive Expansion**

As requested by a Committee member, Administration confirmed that the concept for the Mountainview Drive Expansion project is expected in early June, with a report to Council most likely early Fall.

### 3. **New Business – Secondary River Crossing**

A Committee member requested an update on the status of the secondary river crossing project, to which Administration provided that the conceptual work is almost complete with an expected completion date in early June.



## Minutes of the meeting of the Community Services Committee

Date May 21, 2024 2024-10

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  
Councillor Mellisa Murray

Staff Present  
Jeff O'Farrell, City Manager  
Krista Mroz, Director of Community Services  
Brittany Dixon, A/Director of Corporate Services  
Lindsay Schneider, Director of People and Culture  
Mike Gau, Director of Development Services  
Tracy Allen, Director of Operations and Infrastructure

\* Indicates electronic participation

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

### **1. New Business – Potential Pickleball Court Locations**

A Committee member asked for information on the process of handling requests from the public to develop additional sports courts such as the request from the Yukon Pickleball Association (YPA). Administration confirmed that the Parks department is currently working with the YPA to find a safe suitable location for the courts that also meets the needs of the association.

### **2. Delegate Bret Harper – Transit Payment Method Reconciliation**

Delegate Bret Harper spoke on inconsistencies between paper transfer tickets and using the transit app that causes an inequality for people unable to have a smart phone. The delegate made several recommendations that would improve the transit transfer system for users such as longer time limits and more routes.

### **3. Delegate Jim Gilpin, Yukon Pickleball Association – Pickleball Courts**

Representing the Yukon Pickleball Association, delegate Jim Gilpin presented to Council on potential locations for a new set of six courts designated for pickleball and described the benefits of having courts specifically for pickleball so that players do not need to use local tennis courts and potentially interrupt their regular use.



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

Date	May 21, 2024	2024-10
Location	Council Chambers, City Hall	
	Councillor 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, Director of Community Services Brittany Dixon, A/Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure *Ryan Leef, Manager, Bylaw Services	

\* Indicates electronic participation

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

**1. Public Input Report – Vacant and Unoccupied Buildings Bylaw**

The Committee was presented with a summary of submissions received for the Public Input Session that was held on May 13, 2024, regarding the proposed Vacant and Unoccupied Buildings bylaw. Two written submissions were received and two people attended the session to speak. The report responded to concerns raised about area of effect, the criteria of vacancy, and government building exemptions. As requested by Committee members, Administration expanded on the health and safety components of the bylaw, criteria for a building to become vacant, and the area of effect.

**The Recommendation of the Public Health and Safety Committee is**

THAT Council direct that Bylaw 2024-19, a bylaw to adopt the Vacant and Unoccupied Building Bylaw be brought forward for 2nd and 3rd reading under the bylaw process.

**2. New Business – Emergency Communication**

As requested by a Committee member, Administration provided an update on what happened during the May 10 and 11 telecommunication outage and gave recommendations to the public such as keeping a battery-powered radio and cash in cases of a similar emergency.





**Minutes of the meeting of the  
Corporate Services Committee**

Date	May 21, 2024	2024-10
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	
	Councillor Mellisa Murray	
	Jeff O'Farrell, City Manager	
	Krista Mroz, Director of Community Services	
Staff Present	Brittany Dixon, A/Director of Corporate Services	
	Lindsay Schneider, Director of People and Culture	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	
	Peter O'Blenes, Manager, Property Management	
	Ira Webb, Associate Manager, Water and Waste Services	

\* Indicates electronic participation

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

**1. Commencement Report – Municipal Services Building**

A commencement report was presented to authorize the procurement of demolition services for the Municipal Services Building. Funding for this project is included in the approved 2024-2027 Capital Expenditure Program. As requested by a Committee member, Administration confirmed that the timeline is feasible and provided details on the current status of the property.

**The Recommendation of the Corporate Services Committee is**

THAT Administration be authorized to commence the procurement for the Municipal Services Building Demolition.

**2. Commencement Report and Budget Amendment – Temporary Fee-For-Service Depot**

As directed by Council on April 22, Administration has brought forward a budget amendment and commencement report for the establishment of a temporary fee-for-service depot for collection of packaging and paper products (PPP). Administration provided additional information on the definitions of PPP, user fees, cost to the City, and staffing requirements.

**The Recommendation of the Corporate Services Committee is**

THAT Council amend the 2024 to 2026 Operating Budget to increase the solid waste expenditures budget in the amount of \$250,000 for the 2024 year and \$750,000 for the 2025 provisional year, offset by an increase in revenues from user fees; and


THAT Council authorize Administration to commence the procurement for temporary residential recycling depot services.

**3. Notice of Motion – Councillor Friesen – Call for Ceasefire**

Councillor Michelle Friesen presented a Notice of Motion to bring forward at the next Regular Council meeting asking Council to direct Mayor Cabott to write a letter to the Prime Minister and the Minister of Foreign Affairs of Canada expressing the City's support for, and solidarity with, the Palestinian people and calling for an immediate and permanent ceasefire.

A Point of Order on the Notice of Motion was raised, citing jurisdictional concern. The presiding officer consulted Administration on whether there was a Point of Order. After a short recess, it was concluded that additional time to conduct research was required. As per Section 74.2 of the 2021-12 Council Procedures Bylaw, the presiding officer declared the ruling for the Point of Order would be postponed to the next Regular Council meeting.

There being no further business the meeting adjourned at 10:20 P.M.

  
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Laura Cabott, Mayor

  
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Corporate Services

