



Minutes of the meeting of the City Planning Committee

Date	July 2, 2024	2024-13
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Dan Boyd - Chair Mayor Laura Cabott Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Mellisa Murray *Councillor Ted Laking	
Absent	Councillor Michelle Friesen	
Staff Present	Valerie Braga, A/City Manager Krista Mroz, Director of Community Services Lindsay Schneider, Director of People and Culture Jason Bradshaw, A/Director of Development Services Tracy Allen, Director of Operations and Infrastructure Peter Duke, Manager, Planning Services	

* Indicates electronic participation

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

1. Public Hearing Report – Zoning Amendment – 6119 6th Avenue

Administration presented a summary of the Public Hearing held on June 24, 2024 regarding the proposed zoning amendment for 6119 6th Avenue to allow for a childcare centre. One letter was received in support and no members of the community spoke at the Public Hearing. A Committee member raised concerns about traffic and safety for the children, to which Administration confirmed that development permit level conditions could be considered.

The Recommendation of the City Planning Committee is

THAT Council direct that Bylaw 2024-31, a bylaw to amend the zoning of 6119 6th Avenue from CC – Core Commercial to CCx – Core Commercial (modified) to allow for a childcare centre, be brought forward at second and third reading under the bylaw process.

2. Zoning Amendment – Ta'an Kwäch'än Council Parcel C-9B Phase 2

An application to amend the zoning of a portion of Ta'an Kwäch'än Council Parcel C-9B was presented to allow the development of 24 residential lots with a mixture of single-detached dwellings and duplexes. Administration provided clarification on the map of the area, confirmed that service capacity, traffic and safety have been considered, and responded to concerns raised regarding the possibility of setting a precedent that would allow developers to circumvent the Master Plan Policy.

The Recommendation of the City Planning Committee is

THAT Council direct that Bylaw 2024-30, a bylaw to amend the zoning of a portion of Ta'an Kwäch'än Council Settlement Land Parcel C-9B, from FP – Future Planning to RCS – Comprehensive Residential Single Family to allow for residential development, be brought forward for consideration under the bylaw process.



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

Date	July 2, 2024	2024-13
Location	Council Chambers, City Hall	
	Councillor Dan Boyd - Chair Mayor Laura Cabott	
Committee Members Present	Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Mellisa Murray *Councillor Ted Laking	
Absent	Councillor Michelle Friesen	
	Valerie Braga, A/City Manager Krista Mroz, Director of Community Services	
Staff Present	Lindsay Schneider, Director of People and Culture Jason Bradshaw, A/Director of Development Services Tracy Allen, Director of Operations and Infrastructure	

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

1. Notice of Motion – Councillor Laking – Development Permit Process

Councillor Ted Laking presented a Notice of Motion to bring forward at the Regular Council meeting on July 8, 2024, for Council to direct Administration to make improvements to the development permit process and return with a report on August 5, 2024.

2. New Business – Business License Concern

A Committee member requested information regarding some correspondence received from a business owner about a new requirement for them to obtain multiple business licenses to operate as usual. Administration provided that the additional licenses were required under the Business License Bylaw based on information submitted. The circumstances were reviewed, and the issue has been resolved.

3. **Delegates Sandra MacDougall, Jacob Heigers and Les Wilson, Chu Níikwän Limited Partnership – Convention Centre Update**

Delegates Sandra MacDougall, Jacob Heigers, and Les Wilson of Chu Níikwän Limited Partnership presented plans for a convention centre in the downtown area and asked that a working group of representatives from the City, Chu Níikwän, and the Kwanlin Dün First Nation be created to make decisions on key project aspects. The delegates responded to various questions from Committee members including the plan for a parkade, timelines and financial costs, and on the vision and involvement of the Kwanlin Dün First Nation. Further, specific requests were made of the City; formal correspondence is anticipated from the proponents.



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

Date	July 2, 2024	2024-13
Location	Council Chambers, City Hall	
	Councillor Jocelyn Curteanu - Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd	
	Councillor Kirk Cameron	
	Councillor Mellisa Murray	
	*Councillor Ted Laking	
Absent	Councillor Michelle Friesen	
	Valerie Braga, A/City Manager	
	Krista Mroz, Director of Community Services	
Staff Present	Lindsay Schneider, Director of People and Culture	
	Jason Bradshaw, A/Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	

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

1. Snow and Ice Control Policy Access Review – For Information Only

An update was presented on the accessibility review of the Snow and Ice Control Policy and Maintenance Bylaw. Targeted amendments to both are expected by December 2024, with additional items to be considered through the 2025 budget process.



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

Date	July 2, 2024	2024-13
Location	Council Chambers, City Hall	
	Councillor Kirk Cameron – Chair Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Mellisa Murray *Councillor Ted Laking	
Absent	Councillor Michelle Friesen	
	Valerie Braga, A/City Manager Krista Mroz, Director of Community Services	
Staff Present	Lindsay Schneider, Director of People and Culture Jason Bradshaw, A/Director of Development Services Tracy Allen, Director of Operations and Infrastructure Landon Kulych, Manager, Recreation Services	

* Indicates electronic participation

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

1. Major Games Employee Participation Policy

The proposed Major Games Employee Participation Policy was presented, a policy meant to establish guidelines for employee participation in Major Games held in the city of Whitehorse such as the 2026 Arctic Winter Games. Administration responded to questions raised about overtime authorization, maintaining regular City operations, and City Manager authority under the policy.

The Recommendation of the Community Services Committee is

THAT Council adopt the Major Games Employee Participation Policy and repeal the 2020 AWG Staff Participation Policy.

2. New Business – Graffiti in the Community

As requested by a Committee member, Administration provided information about the City's assistance for business owners with graffiti removal. A Committee member requested that the RCMP be asked to take a more active role and stated that it's not fair for business owners to be responsible for fronting the cost of repairing vandalism. It was noted by another Committee member that the RCMP has been focusing on other priorities as asked by the City, like traffic and speeding control.

3. **Delegate Jocelyn Laveck, President, Whitehorse Woofers Dog Club –
Takhini Arena Dog Training Field**

Delegate Jocelyn Laveck, president of the Whitehorse Woofers Dog Club, presented to Council to request that the club be allowed to continue to use the field behind the Takhini Arena for dog training. The delegate responded to questions asked by Committee members about the history of the club and field, and the potential of sharing the field with other organizations.



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

Date	July 2, 2024	2024-13
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 Ted Laking	
Absent	Councillor Michelle Friesen	
	Valerie Braga, A/City Manager	
	Krista Mroz, Director of Community Services	
Staff Present	Lindsay Schneider, Director of People and Culture	
	Jason Bradshaw, A/Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	

* 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	July 2, 2024	2024-13
Location	Council Chambers, City Hall	
	Councillor Jocelyn Curteanu - Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd	
	Councillor Kirk Cameron	
	Councillor Mellisa Murray	
	*Councillor Ted Laking	
Absent	Councillor Michelle Friesen	
	Valerie Braga, A/City Manager	
	Krista Mroz, Director of Community Services	
Staff Present	Lindsay Schneider, Director of People and Culture	
	Jason Bradshaw, A/Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	
	Svetlana Erickson, Manager, Financial Services	
	Peter Duke, Manager, Water and Waste Services	
	Kimberly Schlosser, Supervisor, Parks and Community Development	

* Indicates electronic participation

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

1. **Semi-Annual Procurement Report (January to June 2024) – For Information Only**

As per the Procurement Policy, the Committee was presented with a detailed listing of semi-annual projects from January to June 2024. There were no instances of non-compliance noted. Administration provided additional information on the biomass heating plant at the Whitehorse Operations Building procurement, the emergency procurement for new heating units at the Takhini Arena, and the potential for a long-term solution for line painting.

2. **Budget Amendment – Development Process Guide and Education Sessions**

A budget amendment was presented to add a \$60,000 project to the 2024-2027 Capital Expenditure Plan to fund the creation of a development process guide and deliver public education sessions. The project would be funded by the Canadian Mortgage and Housing Corporation ACT program. Administration confirmed that the final deadline is March 2025, but that the education sessions are expected to be scheduled before then.

The Recommendation of the Corporate Services Committee is

THAT Council direct that the 2024-2027 Capital Expenditure Program be amended by adding project Development Process Guide and Education Sessions in the amount of \$60,000, funded from the Canadian Mortgage and Housing Corporation ACT program.

3. Budget Amendment – Selkirk Water Treatment Plant

A budget amendment is required to advance the installation of an interim treatment system at the Selkirk Water Treatment Plant from 2025 to 2024. The project will be funded by the Canada Community Building Fund. Administration provided clarification on water testing frequency and on how this amendment fits in the full scope of the water treatment projects.

The Recommendation of the Corporate Services Committee is

THAT Council direct that Bylaw 2024-40, a bylaw to amend the 2024-2027 Capital Expenditure Program by increasing the 2024 Capital Budget and reducing the 2025 Provisional Budget in the amount of \$3,000,000 for project 650c00421, Selkirk Water Treatment, funded by the Canada Community Building Fund, be brought forward under the bylaw process.

4. Budget Amendment – Wildfire Risk Reduction Pilot Program

A budget amendment was presented to create a Wildfire Risk Reduction Pilot Program capital project. The project will be funded from General Reserve until external funding sources are confirmed. As requested by Committee members, Administration provided additional details on what actions the program will include and confirmed that the pilot program is to fully implement initiatives outlined in the previously approved Wildfire Risk Reduction Strategy.

The Recommendation of the Corporate Services Committee is

THAT Council amend 2024-2027 Capital Expenditure Program by adding project Wildfire Risk Reduction Pilot Program in the amount of \$274,939, funded from General Reserve until external funding sources are confirmed; and

THAT Council amend the 2024-2027 Capital Expenditure Program by reducing the 2024 Capital Budget for project 220c00220 Policy Development in the amount of \$66,213, externally funded.

5. Budget Amendment – Robert Service Way Permanent Solution Detailed Design

A budget amendment is required to advance part of the Robert Service Way Permanent Solution project. As the complete project is expected to be complex and require significant time to complete, an owner's engineer will be retained to begin defining the scope of the project. Administration provided clarification of the role of the owner's engineer and on timelines and funding for the full project.

The Recommendation of the Corporate Services Committee is

THAT Council amend the 2024 to 2027 Capital Expenditure Program by funding a portion of Appendix B project 240c00924 Robert Service Way Permanent Solution in the amount of \$250,000 from the General Reserve, until a transfer payment agreement with the Disaster Mitigation and Adaptation Fund is in place.

There being no further business the meeting adjourned at 8:25 P.M.



Laura Cabott, Mayor



Corporate Services

