



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	August 2, 2021	2021-16
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Stephen Roddick – Chair Mayor Dan Curtis Deputy Mayor Samson Hartland Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott Councillor Jan Stick	
<b>Absent</b>	Councillor Jocelyn Curteanu	
<b>Staff Present</b>	Jeff O’Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Jason Everitt, Acting Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

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



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	August 2, 2021	2021-16
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Stephen Roddick – Chair Mayor Dan Curtis Deputy Mayor Samson Hartland Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott Councillor Jan Stick	
<b>Absent</b>	Councillor Jocelyn Curteanu	
<b>Staff Present</b>	Jeff O'Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Jason Everitt, Acting Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

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Your Worship, there is no report from the Corporate Services Committee.



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	August 2, 2021	2021-16
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Deputy Mayor Samson Hartland – Chair Councillor Laura Cabott – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd – Electronic Participation Councillor Stephen Roddick Councillor Jan Stick	
<b>Absent</b>	Councillor Jocelyn Curteanu	
<b>Staff Present</b>	Jeff O’Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Jason Everitt, Acting Director of Operations Patrick Ross, Manager of Land and Building Services Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

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

**1. Development Approval Process Improvements – For Information Only**

The Development Approval Process service review was completed in 2019 with the goal of developing best practices for serving the public, increasing efficiencies in process, and reducing liabilities through changes to the existing protocols and systems.

To date, several process improvements have been implemented, such as an online option for fee payments, an online option for requesting hard-surfacing and landscaping inspection requests, and the introduction of technical review reports issued to developers that clearly lay out requirements and recommendations to be addressed prior to the issue of a development permit.

Consultation with industry and key stakeholders will be carried out prior to the implementation of changes that impact standard development application processes. Administration recognizes that successful operational and process changes involve consultation with general contractors and residential homebuilders in the community.

This will continue to include targeted consultation with the Yukon Contractor's Association, professional survey firms, civil engineering firms and local professional architects.

Committee members discussed the need for changes to the way information is made available in order to improve communications. It was suggested that a consultation plan should be developed, and also that an industry or business advisory committee could be considered.

A member shared comments from the Whitehorse Chamber of Commerce about the lack of adequate time available for review of matters before Council with agenda packages being distributed on the Friday before a Monday meeting.

**2. Housing Availability – For Information Only**

In response to questions raised, Administration advised that the Yukon government's recent cancellation of tenders for Whistle Bend Phase 7 was done to allow additional time to work on boundary realignments for Phases 7 and 8. It is anticipated that Phase 7 construction work will be tendered over the winter and construction will begin in the spring of 2022. Delays in the release of new housing lots are not expected.



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	August 2, 2021	2021-16
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Laura Cabott – Chair Deputy Mayor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Dan Boyd – Electronic Participation Councillor Stephen Roddick Councillor Jan Stick	
<b>Absent</b>	Councillor Jocelyn Curteanu	
<b>Staff Present</b>	Jeff O’Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Jason Everitt, Acting Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

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



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	August 2, 2021	2021-16
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jan Stick – Chair Mayor Dan Curtis Deputy Mayor Samson Hartland Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott Councillor Stephen Roddick	
<b>Absent</b>	Councillor Jocelyn Curteanu	
<b>Staff Present</b>	Jeff O’Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Jason Everitt, Acting Director of Operations Wendy Donnithorne, Manager of Legislative Services Jason Bradshaw, Manager of Transit Services Norma Felker, Assistant City Clerk	

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

### **1. Implementation Plan for Modernizing Transit Routes**

The 2018 Transit Master Plan recommended that existing routes and schedules be aligned to better match demand. A phased implementation approach is proposed, with the first phase being the introduction of improved transit services to Whistle Bend. The remaining phases will be considered during upcoming budget discussions, as the recommended improvements would impact both the capital and operating budgets

Improving service to Whistle Bend will provide a significant enhancement to the existing route system in terms of achieving equitable service to all urban neighbourhoods as well as achieving sustainability goals in Whistle Bend. The improvements proposed for 2021 can be accommodated within existing budgets.

Committee members noted that transit service throughout the country is very heavily subsidized by taxpayers, and therefore it may be prudent to think beyond cost-neutral

options in order to make public transit easy to use and a more appealing and satisfactory option for the average citizen.

**The recommendation of the Community Services Committee is**

THAT improvements to transit service to the Whistle Bend neighbourhood starting in August 2021 be approved as recommended.

**2. Shifting Transportation Modes to Transit – For Information Only**

A Committee member suggested that more work needs to be done to encourage citizens to use the transit system and incentivize alternative transportation as recommended in the Transportation Demand Management Plan. It was also suggested that large employers should be actively encouraged to implement programs to promote the use of public transit by their employees.



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


<b>Date</b>	August 2, 2021	2021-16
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jan Stick – Chair Mayor Dan Curtis Deputy Mayor Samson Hartland Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott Councillor Stephen Roddick	
<b>Absent</b>	Councillor Jocelyn Curteanu	
<b>Staff Present</b>	Jeff O’Farrell, Acting City Manager Landon Kulych, Acting Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Jason Everitt, Acting Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	


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

There being no further business, the meeting adjourned at 6:14 p.m.

**Adopted** at the regular council meeting on August 9, 2021.

  
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Dan Curtis, Mayor

  
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Norma L. Felker, Assistant City Clerk

