

**CITY OF WHITEHORSE**  
**REGULAR Council Meeting #2021-22**

**DATE:** Monday, November 15, 2021  
**TIME:** 5:30 p.m.

**Mayor** Laura Cabott  
**Deputy Mayor** Mellisa Murray  
**Reserve Deputy Mayor** Jocelyn Curteanu

## **AGENDA**

**CALL TO ORDER** 5:30 p.m.

**AGENDA** Adoption

**PROCLAMATIONS** Salvation Army 2021 Christmas Kettle Campaign

**MINUTES** Regular Council meeting dated October 12, 2021  
Special Council meeting dated November 1, 2021

**DELEGATIONS**

**PUBLIC HEARING**

### **STANDING COMMITTEE REPORTS**

**Corporate Services Committee** – *Councillors Friesen and Cameron*  
Forthcoming Procurements – For Information Only

**City Planning Committee** – *Councillors Boyd and Laking*

**Development Services Committee** – *Councillors Curteanu and Murray*

**City Operations Committee** – *Councillors Laking and Boyd*

**Community Services Committee** – *Councillors Murray and Friesen*

Fall Recreation Grant Allocations

Festival and Special Event Grant Allocations

Recognition of the Recent Tragedy in Faro – For Information Only

**Public Health and Safety Committee** – *Councillors Cameron and Curteanu*

Christmas Food for Fines Program

Issues Regarding Crime and Public Safety – For Information Only

**NEW AND UNFINISHED BUSINESS** Grant to the Town of Faro, Yukon

**BYLAWS**

**ADJOURNMENT**



## PROCLAMATION

### 2021 CHRISTMAS KETTLE CAMPAIGN

WHEREAS the Salvation Army *Christmas Kettle Campaign* is one of Canada's most significant and recognizable annual charitable events; and

WHEREAS in addition to the critical fundraising impact of the campaign, the Christmas Kettles boost the visibility and awareness of the Salvation Army; and

WHEREAS the Salvation Army is active in our community in the fight against poverty, providing shelter and support for people in need, and assisting men, women and families in tending to the basic necessities of life; and

WHEREAS The Salvation Army gives hope and support to vulnerable people; and

WHEREAS for more than 100 years in communities all across Canada the annual Christmas Kettle Campaign has been a great way for people to help others in need in their local community through the work of the Salvation Army;

NOW THEREFORE I, Mayor Laura Cabott, do hereby proclaim Wednesday, November 24<sup>th</sup> to be the start date for the **2021 *Christmas Kettle Campaign*** in the City of Whitehorse.

Laura Cabott  
Mayor

MINUTES of **REGULAR** Meeting #2021-20 of the Council of the City of Whitehorse called for 5:30 p.m. on Tuesday, October 12, 2021, in Council Chambers, City Hall.

PRESENT: Mayor Dan Curtis  
Councillors Dan Boyd  
Laura Cabott  
Jocelyn Curteanu  
Samson Hartland  
Stephen Roddick  
Jan Stick

ALSO PRESENT: Acting City Manager Jeff O'Farrell  
Acting Director of Community Services Doug Spencer  
Director of Corporate Services Valerie Braga  
Director of Development Services Mike Gau  
Director of Human Resources Lindsay Schneider  
Manager of Legislative Services Wendy Donnithorne  
Assistant City Clerk Norma Felker

Mayor Curtis called the meeting to order at 5:30 p.m.

**CALL TO ORDER**

**2021-20-01**

It was duly moved and seconded  
THAT the agenda be adopted as presented.

**AGENDA**

Carried Unanimously

**2021-20-02**

It was duly moved and seconded  
THAT the minutes of the regular Council meeting dated September 27,  
2021 be adopted as presented.

**MINUTES**

September 27, 2021

Carried Unanimously

**COMMITTEE REPORTS**

**Development Services Committee**

There was no report from the Development Services Committee.

No Report

**Corporate Services Committee**

A Committee member advised that the introduction of new legislation with respect to the *Better Build Program* has been announced by the Yukon government. Committee members spoke in support of the proposed program, but expressed concerns about the timing of this introduction, since all Yukon municipalities are preparing to elect new councils, and both the out-going and in-coming councils will have little opportunity to provide input. Significant concerns were expressed that the administrative demand has not been clarified and municipalities may be over burdened with administrative duties.

YUKON BETTER BUILD  
PROGRAM  
For Information Only

**City Planning Committee**

**2021-20-03**

It was duly moved and seconded  
THAT an RCM2–Comprehensive Residential Multiple Family 2 Zone Housing Development Incentive with respect to the construction of 48 apartment housing units at 61 Gleaner Avenue in Whistle Bend be approved.

AUTHORIZE HOUSING  
DEVELOPMENT  
INCENTIVE  
(61 Gleaner Avenue)

Carried Unanimously

**City Operations Committee**

There was no report from the Operations Committee.

No Report

**Community Services Committee**

Mathew Lien addressed the Committee to express concerns about the lack of Handy Bus service on Sundays. He also raised issues regarding the availability of accessible taxi services. Mr. Lien expressed the opinion that there is an overall lack of service for the mobility challenged and suggested that Council should take a pro-active approach to address the problem.

In response to questions raised, Administration advised that current funding agreements constrain Handy Bus service on Sundays. The Vehicle for Hire Bylaw requires all vehicle for hire companies to have at least one accessible vehicle in their fleet, and also requires that requests for accessible service be given priority.

Administration confirmed that Bylaw Services conducts regular reviews of existing Vehicle for Hire companies, and advised that penalties are assessed for non-compliance.

AVAILABILITY OF PUBLIC  
TRANSPORTATION FOR  
PERSONS WITH  
MOBILITY CHALLENGES  
For Information Only

**Public Health and Safety Committee**

A committee member raised concerns with respect to the rising rate of property crime in the City and questioned whether there is a role the City can play in turning this around. Administration advised that Bylaw Services has no jurisdiction with respect to property crimes, but works closely with the RCMP in their efforts to reduce and prevent such incidents.

PROPERTY CRIME  
For Information Only

**NEW AND UNFINISHED BUSINESS**

On behalf of Council and Administration, Deputy Mayor Curteanu presented Mayor Curtis with an artwork created specifically for him by Lumel Studios as an expression of appreciation for his leadership during the past nine years.

The Deputy Mayor cited a number of initiatives and programs that achieved success during his tenure as Mayor, with particular emphasis on his steadfast support for the building consolidation project and his determined contribution to the improvement in relations with local First Nations.

THANK YOU GIFT  
TO MAYOR CURTIS  
For Information Only

The Deputy Mayor noted that design elements of the artwork address numerous aspects of his dedication to the City, including his work to encourage and promote inclusiveness and diversity, and his tireless efforts as an ambassador for the City of Whitehorse.

**BYLAWS**

**2021-20-04**

It was duly moved and seconded THAT Bylaw 2021-29, a bylaw to authorize a lease agreement with Smoke and Sow Inc. to provide food concession services at the Frank Slim Building in Shipyards Park, having been read a first and second time, now be given third reading.

Carried Unanimously

**BYLAW 2021-29**  
LEASE AGREEMENT  
Concession Services in the  
Frank Slim Building  
THIRD READING

**2021-20-05**

It was duly moved and seconded THAT Bylaw 2021-40, a bylaw to authorize a local improvement charge for urban electrification at 7 Strawberry Lane in the Hidden Valley Subdivision, having been read a first time and second time, now be given third reading.

Carried Unanimously

**BYLAW 2021-40**  
URBAN ELECTRIC  
LOCAL IMPROVEMENT  
7 Strawberry Lane  
THIRD READING

Mayor Curtis advised that City Council will be in recess for the remainder of the month of October. The new Council will be sworn in at a Special Council meeting on Monday, November 1<sup>st</sup>.

COUNCIL RECESS  
For Information Only

Mayor Curtis reminded citizens that Election Day for the new Whitehorse City Council is Thursday October 21<sup>st</sup>, and encouraged all eligible electors to exercise their right and responsibility to vote.

MUNICIPAL ELECTION  
For Information Only

There being no further business, the meeting adjourned at 5:48 p.m.

**ADJOURNMENT**

MINUTES of **SPECIAL** Meeting #2021-21 of the Council of the City of Whitehorse called for 5:30 p.m. on Monday, November 1, 2021, in Council Chambers, City Hall.

PRESENT: Mayor Laura Cabott  
Councillors Dan Boyd  
Kirk Cameron  
Jocelyn Curteanu  
Michelle Friesen  
Ted Laking  
Mellisa Murray

ALSO PRESENT: Acting City Manager Jeff O'Farrell  
Manager of Legislative Services Wendy Donnithorne  
Manager of Bylaw Services Doug Spencer  
Fire Chief Jason Everitt  
Manager of Strategic Communications Myles Dolphin  
Technical Support Specialist Charles Young

GUESTS: The Honourable Suzanne Duncan – Supreme Court Chief Justice  
The Honourable Pat Duncan, Senator  
The Honourable Angelique Bernard – Commissioner of Yukon  
Grand Chief Peter Johnston – Council of Yukon First Nations  
Chief Amanda Leas – Ta'an Kwäch'än Council  
Dr. Brendan Hanley – M. P.  
The Honourable Tracy McPhee – Deputy Premier  
The Honourable Richard Mostyn – Minister of Community Services  
Elder Councillor Judy Gingell – Kwanlin Dün First Nation  
Diane Smith – Kwanlin Dün First Nation  
Councillor Ray Sydney – Kwanlin Dün First Nation  
Sean Smith – Kwanlin Dün First Nation  
Whitehorse Fire Department Honour Guard

The meeting was called to order at 5:30 p.m.

**CALL TO ORDER**

The Manager of Legislative Services introduced the newly elected Mayor and members of the 2021 to 2024 municipal council

**INTRODUCTIONS**

The Honourable Suzanne Duncan, Chief Justice of the Supreme Court of Yukon, conducted the swearing-in ceremonies:

- The Mayor and each Councillor individually took the Oath of Office and then simultaneously cited the Oath of Allegiance and the Oath of Athens.
- Each member of Council signed their official documents and the Chief Justice presented the Mayor with the Chain of Office.

**SWEARING IN CEREMONIES**

Mayor Cabott thanked past councils for their service and welcomed new and returning council members. She identified some of the challenges and opportunities awaiting this council during their first term of office.

**MAYOR'S REMARKS**

**2021-21-01**

It was duly moved and seconded  
THAT Deputy Mayor appointments for the first year of this council's term of  
office be approved as follows:

Councillor Mellisa Murray	November 1 to December 31, 2021	DEPUTY MAYOR APPOINTMENTS
Councillor Dan Boyd	January 1 to February 28, 2022	
Councillor Kirk Cameron	March 1 to April 30, 2022	
Councillor Ted Laking	May 1 to June 30, 2022	
Councillor Michelle Friesen	July 1 to August 31, 2022	
Councillor Jocelyn Curteanu	September 1 to October 31, 2022	

Carried Unanimously

**2021-21-02**

It was duly moved and seconded  
THAT Reserve Deputy Mayor appointments be approved as follows:

Councillor Jocelyn Curteanu	November 1, 2021 to April 30, 2022	RESERVE DEPUTY MAYOR APPOINTMENTS
Councillor Kirk Cameron	May 1 to October 31, 2022	

Carried Unanimously

**2021-21-03**

It was duly moved and seconded  
THAT Chair and Vice-Chair appointments for Standing Committees for the  
period of November 1, 2021 to October 31, 2022 be approved as follows:

<u>Committee</u>	<u>Chair</u>	<u>Vice-Chair</u>	STANDING COMMITTEE CHAIR AND VICE-CHAIR APPOINTMENTS
Corporate Services	Councillor Friesen	Councillor Cameron	
City Planning	Councillor Boyd	Councillor Laking	
Development Services	Councillor Curteanu	Councillor Murray	
City Operations	Councillor Laking	Councillor Boyd	
Community Services	Councillor Murray	Councillor Friesen	
Public Health and Safety	Councillor Cameron	Councillor Curteanu	

Carried Unanimously

There being no further business, the meeting adjourned at 6:10 p.m.

**ADJOURNMENT**





## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	November 8, 2021	2021-22
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Kirk Cameron – Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Michelle Friesen – Electronic Participation Councillor Ted Laking Councillor Mellisa Murray	
<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 Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

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

**1. Forthcoming Procurements – For Information Only**

In accordance with the Procurement Policy, a list of forthcoming procurements with an anticipated value greater than \$100,000 must be provided to Council on a bi-monthly basis. There are only two items on the current list and the first is renewal of support and maintenance for licensed Microsoft software and systems. The cost is estimated to be approximately \$120,000 per year for a total of \$360,000 over the term.

The second item is for construction services to replace a short section of the Marwell sanitary force main pipe between the lift station and the first valve chamber within the facility compound.



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	November 8, 2021	2021-22
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Dan Boyd – Chair Councillor Ted Laking – Vice Chair Mayor Laura Cabott Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Michelle Friesen – Electronic Participation Councillor Mellisa Murray	
<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 Tracy Allen, 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 Planning Committee.



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	November 8, 2021	2021-22
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Councillor Mellisa Murray – Vice-Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron Councillor Michelle Friesen – Electronic Participation Councillor Ted Laking	
<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 Tracy Allen, 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 City Operations Committee

<b>Date</b>	November 8, 2021	2021-22
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Ted Laking – Chair Councillor Dan Boyd – Vice Chair Mayor Laura Cabott Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Michelle Friesen – Electronic Participation Councillor Mellisa Murray	
<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 Tracy Allen, 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>	November 8, 2021	2021-22
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Mellisa Murray – Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Michelle Friesen – Electronic Participation Councillor Ted Laking	
<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 Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services Arbor Webster, Acting Manager of Parks Keri Rutherford, Program Supervisor, Recreation Services Norma Felker, Assistant City Clerk	

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

### **1. Fall Recreation Grant Allocations**

There are two intake sessions for Recreation Grant applications each year, with the Community Lottery Fund providing the majority of the funding available. Under the Community Lotteries Program guidelines, any applications for operational support are ineligible for funding. Therefore, all operating support requests are funded using the City’s contribution.

The Recreation Grant Task Force received and reviewed 15 applications for Recreation Grant funding in the fall intake. The applications were reviewed and recommendations were made in accordance with the provisions of the Recreation Grant Policy. The amount recommended for funding is within the amount of funding available.

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

THAT the allocation of \$54,859.54 for fall Recreation Grants be approved as recommended by the Recreation Grant Task Force; and

THAT any unexpended recreation grants funds, as well as any refunds received prior to year-end, be authorized for re-budgeting in 2022.

**2. Festival and Special Event Grant Allocations**

*Deputy Mayor Murray declared a conflict of interest with respect to this item of business and left Council Chambers during discussion of the matter.*

The Festival and Special Event Grant fund is governed by Council Policy. This year 13 applications were received, all of which were determined to be eligible in accordance with established criteria. The evaluation committee reviewed and rated the applications and made recommendations for financial and in-kind support. Full allocation of the funding available was recommended to the eligible groups, including three signature events. In-kind requests were assessed by impacted departments to ensure that they can be accommodated within regular operating hours

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

THAT the recommendations for Festival and Special Event Grant Fund allocations for events occurring in 2022 be approved, with funding from the 2022 operating budget.

*Deputy Mayor Murray returned to Council Chambers.*

**3. Recognition of the Recent Tragedy in Faro – For Information Only**

A Committee member noted the recent tragic events that took place in the Town of Faro, and all members indicated their support for providing a gesture to the community. Administration was asked to provide information about support that previous Councils have offered to communities impacted by tragedy, and to bring forward a formal proposal to the next Council meeting.



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

<b>Date</b>	November 8, 2021	2021-22
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Kirk Cameron – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Michelle Friesen – Electronic Participation Councillor Ted Laking Councillor Mellisa Murray	
<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 Tracy Allen, Director of Operations Doug Spencer, Manager of Bylaw Services Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk	

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

### **1. Christmas Food for Fines Program**

The Food for Fines program has been in place since 2005. It provides for non-perishable food and cash donations to be accepted as payment for ‘time expired’ parking meter or ‘exceed two-hour time’ violation tickets, with proceeds donated to the Whitehorse Food Bank and Kaushee’s Place. In 2020 a total of \$8,995 was raised.

The program allows the option of donating food items in lieu of cash for ticket payments for persons who receive tickets for parking meter or two-hour zone violations between December 4<sup>th</sup> and December 11<sup>th</sup> this year.

Non-perishable food items will be accepted in lieu of ticket payments as long as the value of the food items contributed is equal to or greater than the value of the ticket.

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

THAT the 2021 Christmas Food for Fines program be approved; and

THAT a grant not exceeding \$10,000 for parking meter ticket or two-hour zone fines issued between December 4<sup>th</sup> and December 11<sup>th</sup> 2021 be approved to the Food Bank and Kaushee's Place as part of the Christmas '*Food for Fines*' program.

**2. Issues Regarding Crime and Public Safety – For Information Only**

A Committee member raised the issue of escalating property crimes in the City and noted that a significant consequence is that many citizens do not feel a sense of safety, particularly in the Downtown area.

Administration summarized the measures in place for liaising with the RCMP, and noted that recreation and wellness programs are in place to promote healthy alternatives. It was noted that crime prevention through urban design is considered with new development, and development on private property is required to meet design principle guidelines to reduce and prevent crime. However, these measures are not retroactive.

A Committee member pointed out that the Canadian Municipal Network on Crime Prevention and the RCMP both have information on their websites that may be used to assist the City. It may also be valuable to liaise with the Kwanlin Dün First Nation with respect to their community policing program.

Administration advised that if Council makes crime prevention and public safety a strategic priority, more efforts can be directed towards crime prevention and public safety initiatives.



## ADMINISTRATIVE REPORT

<b>TO:</b> Mayor and Council
<b>FROM:</b> Administration
<b>DATE:</b> November 15, 2021
<b>RE:</b> Grant to the Town of Faro, Yukon

### ISSUE

Grant to the Town of Faro, Yukon.

### HISTORY

The recent shooting in Faro, which took the lives of two individuals and injured others, has touched all Yukoners.

A grant donation to the Town of Faro as a gesture of solidarity and support in the amount of \$5,000.00 has been suggested. There are sufficient funds available in the Council donations account.

The **RECOMMENDATION** for which a mover and seconder will be required, is THAT a grant of \$5,000.00 be authorized to the Town of Faro, funded from Council's Donations account, for use as the Town Council sees fit as part of efforts to support the community as a result of the recent shooting tragedy.