

MINUTES of **REGULAR** Meeting #2022-01 of the Council of the City of Whitehorse called for 5:30 p.m. on Monday, January 17, 2022, in Council Chambers, City Hall.

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

ALSO PRESENT: Interim City Manager Jeff O'Farrell
Acting Director of Community Services Krista Mroz*
Director of Corporate Human Resources Lindsay Schneider*
Director of Corporate Services Valerie Braga
Acting Director of Development Services Patrick Ross*
Director of Operations Tracy Allen*
Manager of Legislative Services Wendy Donnithorne
Manager of Property Management Peter O'Blenes
Assistant City Clerk Norma Felker

**Denotes Electronic Participation*

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

CALL TO ORDER

2022-01-01

It was duly moved and seconded
THAT the agenda be amended to add a new item of business with respect to the City Hall Renovation project, and that it be dealt with as the first item under New and Unfinished Business.

AMEND AGENDA

Defeated (6 – 1)

Pursuant to section 41 of the Council Procedures Bylaw, a unanimous vote is required to add new business to a regular meeting agenda.

Note on Procedure

IN FAVOUR Mayor Cabott, Councillors Boyd, Cameron, Curteanu,
Friesen and Murray
OPPOSED Councillor Laking

Recorded Vote

2022-01-02

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

ADOPT AGENDA

Carried Unanimously

2022-01-03

It was duly moved and seconded
THAT the minutes of the Regular Council meeting dated December 13,
2021 be adopted as presented.

Carried Unanimously

MINUTES

December 13, 2021

PUBLIC HEARING

Mayor Cabott advised that three public hearings are scheduled at this meeting. Since Council Chambers is closed to in-person public participation due to the COVID-19 virus, Council will rely on written and audio-only submissions for all three public hearings.

PUBLIC HEARINGS
SCHEDULED

Mayor Cabott called for submissions with respect to Bylaw 2021-38, a bylaw to amend the zoning of Lot 1216 on Robert Service Way to allow for public utility and commercial-industrial uses. No audio-only delegates were registered to speak to the bylaw.

BYLAW 2021-38
ZONING AMENDMENT
1216 Robert Service Way

One written submission was received that was opposed to the proposed rezoning.

Submissions Received

Mayor Cabott declared the public hearing for Zoning Amendment Bylaw 2021-38 closed and advised that a report on the input received would be presented at an upcoming Standing Committee meeting.

Public Hearing Closed

Mayor Cabott called for submissions with respect to Bylaw 2021-39, a bylaw to change the zoning at 115 Range Road from Airport to Highway Commercial. No audio-only delegates were registered to speak to the bylaw and no written submissions were received.

BYLAW 2021-39
ZONING AMENDMENT
115 Range Road

Mayor Cabott declared the public hearing for Zoning Amendment Bylaw 2021-39 closed and advised that a report on the input received would be presented at an upcoming Standing Committee meeting.

Public Hearing Closed

Mayor Cabott called for submissions with respect to Bylaw 2021-42, a bylaw to establish the zoning for Phase 9 of the Whistle Bend Subdivision. No audio-only delegates were registered to speak to the bylaw and no written submissions were received.

BYLAW 2021-42
ZONING AMENDMENT
Whistle Bend Phase 9

Mayor Cabott declared the public hearing for Zoning Amendment Bylaw 2021-42 closed and advised that a report on the input received would be presented at an upcoming Standing Committee meeting.

Public Hearing Closed

STANDING COMMITTEE REPORTS

Corporate Services Committee

In accordance with the Procurement Policy, a list of forthcoming procurements with an anticipated value greater than \$100,000 shall be provided to Council on a bi-monthly basis. Department managers reviewed their capital projects and operating requirements and provided information on their anticipated procurements for January and February 2022. Nine projects are scheduled for procurement in this time frame.

FORTHCOMING
PROCUREMENTS
For Information Only

The Procurement Policy requires that Council be given a semi-annual update on procurement projects. Administration provided a detailed listing of procurements for the second half of 2021, including emergency procurements related to the 2021 Flood, three contract renewals, and one instance of non-compliance in a non-competitive procurement.

SEMI-ANNUAL REPORT ON
PROCUREMENTS
For Information Only

2022-01-04

It was duly moved and seconded
THAT Administration is hereby authorized to commence procurement for the supply and delivery of gasoline, diesel and heating oil fuels.

COMMENCE
PROCUREMENT
Supply of Fuels

Carried Unanimously

A Council member noted that there have been significant increases in the cost of fuels in recent years and there is no reason to believe that this trend will not continue. The member also noted that approving this and other procurements before the adoption of the budget may pre-suppose that the proposed budget will pass. Administration advised that projects advertised for procurement include the caveat that the project is subject to budget approval. This allows the flexibility required to keep initiatives on track with project timelines.

Discussion

2022-01-05

It was duly moved and seconded
THAT Administration is hereby authorized to commence procurement for the supply and delivery of propane.

COMMENCE
PROCUREMENT
Supply of Propane

Carried Unanimously

2022-01-06

It was duly moved and seconded
THAT Administration is hereby authorized to commence procurement for the construction of the Parks Building Renovations.

COMMENCE
PROCUREMENT
Parks Building Renovations

Carried (6 – 1)

In response to questions raised, Administration advised that the planned renovations will extend the life of the building by 18 years, and that the procurement will be subject to the approval of funding. A Council member noted that the actual building life would be much longer, with the life expectancy being a technical estimate based on a number of specific factors.

Discussion

IN FAVOUR Mayor Cabott, Councillors Boyd, Cameron, Curteanu,
Friesen and Murray
OPPOSED Councillor Laking

Recorded Vote

2022-01-07

It was duly moved and seconded
THAT Administration is hereby authorized to commence procurement for the construction of the Robert Service Campground Building.

COMMENCE
PROCUREMENT
Robert Service
Campground Building

Carried (6 – 1)

Council members acknowledged the federal funding received for this project. It was noted that it is proceeding in volatile times due to supply chain issues and labour cost uncertainty. Therefore it should be accepted that challenges may be experienced.

Discussion

IN FAVOUR Mayor Cabott, Councillors Boyd, Cameron, Curteanu,
Friesen and Murray
OPPOSED Councillor Laking

Recorded Vote

2022-01-08

It was duly moved and seconded
THAT Bylaw 2022-04, a bylaw to authorize the allocation of various grants for the year 2021, be brought forward for consideration under the bylaw process.

BRING FORWARD
2021 UMBRELLA
GRANTS BYLAW

Carried Unanimously

In response to a request for clarification about why this bylaw was being brought forward, Administration advised that some Council Policies allow for grants of less than \$1,000 to be awarded administratively, and grants of a higher value to be awarded by Council Resolution. However, the *Municipal Act* requires that all grants be authorized by bylaw. Since the bylaw process takes a minimum of four weeks to approve and delays the disbursement of funds to qualified recipients, previous Councils adopted the practice of authorizing grants in accordance with the policies with an “umbrella bylaw” being brought forward at year end to comply with the *Municipal Act* requirements. This method allows the numerous grant recipients to receive their funding in a timely manner.

Discussion

2022-01-09

It was duly moved and seconded
THAT Bylaw 2021-42, a bylaw to adopt the 2022 to 2025 Capital
Expenditure Program, be brought forward for second and third reading
under the bylaw process.

BRING FORWARD
2022 to 2025 CAPITAL
EXPENDITURE PLAN

Carried Unanimously

A Council member noted that a number of citizens have expressed
support for re-thinking the City Hall Renovation project.

Discussion

At the Standing Committee meeting on January 10, 2022, Councillor
Laking gave notice that he would bring forward a motion to halt the City
Hall Renovation project at the Regular Council meeting on January 17,
2022. That motion would come forward under New and Unfinished
Business.

NOTICE OF MOTION
(Councillor Laking)

City Planning Committee

2022-01-10

It was duly moved and seconded
THAT Bylaw 2022-09, a bylaw to rename two streets in the Whistle
Bend Subdivision, be brought forward for consideration under the
bylaw process.

BRING FORWARD
RENAMING BYLAW FOR
WHISTLE BEND STREETS

Carried Unanimously

In response to questions raised, Administration confirmed that only two
properties would be impacted by the need to change their address. The
process with Canada Post is quite simple and the cost is normally not a
significant amount. The remaining properties are either undeveloped or
under construction, and if the bylaw passes, the names will be changed
before the properties are sold by the developer.

Discussion

A Council member questioned the criteria used for bringing forward the
proposed name changes, noting that “inappropriate” names can be a
very subjective issue. It was noted that further public input would be
welcomed on this issue.

Development Services Committee

There was no report from the Development Services Committee.

No Report

City Operations Committee

Administration provided an update on the status of snow removal
throughout the City following back-to-back heavy snowfalls.

Snow Removal Update
For Information Only

Extra snow removal shifts have been working in the evenings and on weekends, supplemented by private contractors. Unfortunately, the recent period of extreme cold meant that snow removal had to be suspended due to the risks to both personnel and equipment.

Committee members noted how hard the snow removal crews have been working and thanked them for their efforts.

Committee members also reiterated concerns that have been raised about accessibility issues, safety issues with respect to sight lines at intersections due to the height and length of windrows, and the policy of ploughing in front of driveways which can pose challenges for residents. Administration was encouraged to increase opportunities for engagement of the private sector in snow removal.

Snow Removal Update
For Information Only
(Continued)

To facilitate snow clearing, citizens were encouraged to ensure that vehicles are removed from the roadway when signs are posted for planned snow removal.

Community Services Committee

There was no report from the Community Services Committee.

No Report

Public Health and Safety Committee

A Committee member advised that the Taxi Safety Report has been released to the public. Council members and Administration were encouraged to review the report in advance of an upcoming delegate presentation from the Yukon Status of Women Council.

Taxi Safety Report
For Information Only

NEW AND UNFINISHED BUSINESS

Councillor Laking advised that Council members have discussed the escalating costs of the City Hall Renovation Project and have agreed that the issue will be raised at the Standing Committee meeting on January 24, 2022. As a consequence, Councillor Laking advised that he would not proceed with his proposed motion at this time.

MOTION DEFERRED
Proposed Motion to Halt the
City Hall Renovation Project

BYLAWS

2022-01-11

It was duly moved and seconded
THAT Bylaw 2021-41, a bylaw to adopt the 2022 to 2025 Capital
Expenditure Program, be given second reading.

BYLAW 2021-41
2022 to 2025 CAPITAL
EXPENDITURE PROGRAM
SECOND READING

Carried (6 – 1)

Council members requested clarification on a number of line items in the budget, including the implementation of the Asset Retirement Standard, the Whistle Bend Pond project, and the Rural Roads BST Program.

It was suggested that several items related to the Official Community Plan should be prioritized, as well as the construction of a new fire hall for Whistle Bend.

Discussion

One Council member stated that the cost overruns on the City Hall project make it difficult to support this budget.

Other members of Council spoke in support of the budget, stating that the City is in a good financial situation and the majority of the focus of this budget is on upgrades to existing infrastructure.

IN FAVOUR Mayor Cabott, Councillors Boyd, Cameron, Curteanu,
Friesen and Murray
OPPOSED Councillor Laking

Recorded Vote

2022-01-12

It was duly moved and seconded
THAT Bylaw 2021-41, a bylaw to adopt the 2022 to 2025 Capital Expenditure Program, having been read a first and second time, now be given third reading.

BYLAW 2021-41
2022 to 2025 CAPITAL
EXPENDITURE PROGRAM
THIRD READING

Carried (6 – 1)

IN FAVOUR Mayor Cabott, Councillors Boyd, Cameron, Curteanu,
Friesen and Murray
OPPOSED Councillor Laking

Recorded Vote

2022-01-13

It was duly moved and seconded
THAT Bylaw 2022-04, a bylaw to authorize the allocation of various grants for the year 2021, be given first reading.

BYLAW 2022-04
2021 UMBRELLA GRANTS
FIRST READING

Carried Unanimously

2022-01-14

It was duly moved and seconded
THAT Bylaw 2022-04, a bylaw to authorize the allocation of various grants for the year 2021, be given second reading.

BYLAW 2022-04
SECOND READING

Carried Unanimously

2022-01-15

It was duly moved and seconded
THAT Bylaw 2022-09, a bylaw to change the name of two streets in the Whistle Bend Subdivision, be given first reading.

BYLAW 2022-09
STREET RENAMING
FIRST READING

Carried Unanimously

2022-01-16

It was duly moved and seconded
THAT Bylaw 2022-09, a bylaw to change the name of two streets in the
Whistle Bend Subdivision, be given second reading.

BYLAW 2022-09
SECOND READING

Carried Unanimously

In the wake of new COVID-19 restrictions announced by the Yukon
Chief Medical Officer of Health, Mayor Cabott advised that the City is
striving to obtain clarity with respect to how the new measures will impact
City services and facilities. Public notice will be given as soon as
possible using all media platforms.

NEW COVID-19
RESTRICTIONS
For Information Only

There being no further business, the meeting adjourned at 7:04 p.m.

ADJOURNMENT





Laura Cabott, Mayor



Norma L. Felker, Assistant City Clerk

ADOPTED at the Regular Council Meeting dated January 31, 2022.