



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	February 7, 2022	2022-03
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Michelle Friesen – Chair Councillor Kirk Cameron – Vice-Chair Mayor Laura Cabott Deputy Mayor Dan Boyd Councillor Jocelyn Curteanu Councillor Ted Laking Councillor Mellisa Murray	
<b>Staff Present</b>	Jeff O’Farrell, Interim City Manager Krista Mroz, Acting Director of Community Services** Valerie Braga, Director of Corporate Services** Lindsay Schneider, Director of Corporate HR Services** Mike Gau, Director of Development Services Tracy Allen, Director of Operations Taylor Eshpeter, Manager of Engineering Services Michael Abbott, Acting Manager of Fleet and Transportation Services Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk Lloyd Borres – Technical Support Specialist	

\*\*Indicates electronic participation

---

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

### 1. **Range Road South Lift Station**

The sewage lift station on Range Road is at the end of its life cycle, causing frequent operational problems including security concerns. An engineering feasibility assessment in 2020 determined that the best solution is the full replacement of the lift station, and a preliminary cost assessment of \$2.4 million was identified. Detailed design is now 95% complete and an additional \$500,000 is required to complete the work.

Project funding in the amount of \$2.4 million was approved in the 2021 Capital Budget, and this amount needs to be re-budgeted to 2022. The additional costs are eligible for Gas Tax funding, and it is proposed that the required \$500,000 be funded from the

water and sewer reserve until a new Gas Tax transfer payment agreement has been approved.

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

THAT the remaining funds from the 2021 capital budget for the Range Road South Lift Station project be re-budgeted to 2022 in an amount up to \$2,314,249; and

THAT the 2022 to 2025 Capital Expenditure Program be amended by increasing the 2022 budget for the Range Road South Lift Station project in the amount of \$500,000, funded from the Water and Sewer Reserve until an amended Gas Tax Transfer Payment Agreement has been approved; and

THAT Administration be authorized to commence the procurement for the Range Road South Lift Station project.

**2. Budget Amendment – Snow and Ice Control Program Review**

In response to a request from the last Standing Committee meeting, Administration is seeking a mandate to complete a detailed review of the Snow and Ice Control Policy. An in-depth review of the policy is required due to population growth, climate change, and changing community needs. Administration proposes to add a new project to the 2022 Capital Budget that will engage a consultant to conduct a gap analysis of the current policy, budget allocations, and fleet and personnel resources. The review will identify new and emergent technologies and best practices, and will prepare a detailed implementation plan for recommended changes. It will also provide key inputs into the ongoing Snow Site Management Plan review.

Committee members thanked Administration for their quick response to the request for a review, but expressed concern that the results may not be received in time for recommendations to be implemented for the next snow season. Additional concerns were raised that recommendations regarding equipment changes or increased staffing may not be received in time to be included in budget discussions.

Lee Hawkings addressed the Committee to suggest that the proposed review should also consider the snow and ice control provisions of the Trail Maintenance Policy with a view to creating progressive winter trail maintenance practices. He expressed the hope that the policies would be considered together, and that procurement guidelines will require prior experience with active transportation, stakeholder engagement, and incorporation of the Bicycle Network Plan.

Discussion of current issues with snow removal is recorded under the Operations Committee.

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

THAT the 2022 to 2025 Capital Expenditure Plan be amended by adding a new capital project titled 'Snow and Ice Control Policy Review' for the purpose of completing a comprehensive review of the City's existing policy, in the amount of \$100,000, funded from the General Reserve.



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	February 7, 2022	2022-03
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Deputy Mayor Dan Boyd – Chair Councillor Ted Laking – Vice-Chair Mayor Laura Cabott Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Michelle Friesen Councillor Mellisa Murray**	
<b>Staff Present</b>	Jeff O'Farrell, Interim City Manager Krista Mroz, Acting Director of Community Services** Valerie Braga, Director of Corporate Services** Lindsay Schneider, Director of Corporate HR Services** Mike Gau, Director of Development Services Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services Karmen Whitbread, Senior Planner Mathieu Marois, Planner Norma Felker, Assistant City Clerk Lloyd Borres – Technical Support Specialist	

\*\*Indicates electronic participation

---

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

### 1. **Lease Agreement – Frostbite Music Society**

The Chambers House is owned by the Frostbite Music Society and is listed as a heritage resource on the City's Heritage Registry. The original lease agreement between the City and Frostbite comprised the footprint of the Chambers House plus a two-metre buffer on all sides. That lease expired in 2019 and is now in an over-hold status.

The lease area is situated adjacent to other heritage buildings in Shipyards Park between the skating loop and the Riverfront Trail. The area is designated Mixed Use–Riverfront in the City's Official Community Plan, which encourages public and cultural amenities that promote the heritage character of the area.

The Chambers House is occupied year round and provides a presence in the park that contributes to the prevention of crime and vandalism.

Administration has negotiated the terms of a new lease with Frostbite that includes a 10-year term and an increase to the lease area to accommodate a new para-ramp to the building.

Council members spoke in support of the addition of a para-ramp, but expressed a desire to ensure that the ramp does not significantly detract from the heritage character of the building.

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

THAT Bylaw 2022-10, a bylaw to authorize a lease agreement with the Frostbite Music Society for a parcel of land within Shipyards Park for the Chambers House, be brought forward for consideration under the bylaw process.

## **2. Public Hearing Report – KDFN Lot 1216 Zoning Amendment**

The Kwanlin Dün First Nation's Development Corporation has applied to rezone a Settlement Land parcel at the intersection of Robert Service Way and the Alaska Highway to allow for Public Utility and Commercial/Industrial uses. The parcel zoned Public Utility will be leased to Yukon Energy for a Battery Energy Storage System Facility. The remaining portion will be zoned Mixed-Use Commercial/Industrial to allow for the development of four commercial/industrial lots.

The proposed zoning aligns with the industrial designation under Kwanlin Dün's Self-Government Agreement, prohibits heavy industrial and residential uses on the site, and is consistent with the Official Community Plan and the Robert Service Way Planning Study. Development planned for the site will not utilize municipal water or sewer services. Road access will be provided through the vacant Yukon land to the east, connecting with Robert Service Way at the Ear Lake Road intersection.

At the public hearing, only one submission was received. The submission opposed the bylaw due to geo-hazard concerns with the batteries being located near other sources of power in an earthquake zone, and safety concerns due to the location being within a runway flight path.

The *Yukon Environmental and Socio-economic Assessment Act* review process determined that locating the batteries on the subject site will not initiate or exacerbate any geo-hazard risks over and above any other location in Whitehorse. In the event of a hazard occurring, the batteries are planned to be stored in metal containers and will be equipped with an automated system for detection and on-site suppression of fire. Yukon Energy will also coordinate with the Whitehorse Fire department to prepare a fire response plan.

In response to questions raised, Administration advised that if the zoning amendment is approved, compliance with Airport regulations and issues with respect to traffic impacts will be addressed at the development permit stage.

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

THAT Bylaw 2021-38, a bylaw to amend the zoning of Lot 1216 Robert Service Way to allow for public utility and commercial/industrial uses, be brought forward for second and third reading under the bylaw process.

**3. Public Hearing Report – 115 Range Road Zoning Amendment**

The owner of 115 Range Road has applied to rezone the property from Airport to Highway Commercial. The company has stopped using this property for their helicopter business operations as the site no longer meets the requirements for helicopter uses. The property is surrounded by properties zoned Highway Commercial, and is accessed by signalized intersections from the Alaska Highway and Two Mile Hill. The proposed zoning permits a range of commercial uses and aligns with the intent of the land use designation under the Official Community Plan.

No written or verbal submissions were received and there were no delegations at the Public Hearing. No issues were raised.

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

THAT Bylaw 2021-39, a bylaw to amend the zoning of 115 Range Road from Airport to Highway Commercial, be brought forward for second and third reading under the bylaw process.

**4. Public Hearing Report – Whistle Bend Phase 9 Zoning Amendment**

Administration brought forward an amendment to the Zoning Bylaw to establish the zoning for the area known as Phase 9 of Whistle Bend. Phase 9 is located near the entry-points of Area C at the outer perimeter of Whistle Bend. This phase is further from transit services and the commercial core–town square. Good connectivity is provided through perimeter trails and active transportation routes, and the area is planned for low-to-medium density residential development. The Phase 9 design ensures a mix of housing forms, including lots for single-detached homes, duplexes, townhouses and one multi-family lot.

No written or verbal submissions were received and there were no delegations at the Public Hearing. No issues were raised.

A Committee member noted the lack of public input with all three of the applications currently under consideration, and suggested that the notification process regarding potential zoning amendments should be expanded.

A Committee member reiterated concerns previously expressed about the impact of increasing density in Whistle Bend on traffic patterns and the existing transportation infrastructure. Administration advised that planning projects such as the Transportation Master Plan are currently underway to assess and address the long term impacts of increased densification and vehicle traffic.

The question was raised for follow up by Administration as to whether development standards regarding density and design are being evaluated or adjusted for the next phases of the Whistle Bend area to address snow removal and street parking issues such as those experienced this season.

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

THAT Bylaw 2021-42, a bylaw to establish the zoning for Phase 9 of Whistle Bend, be brought forward for second and third reading under the bylaw process.



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	February 7, 2022	2022-03
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Councillor Mellisa Murray – Vice-Chair Mayor Laura Cabott Deputy Mayor Dan Boyd Councillor Kirk Cameron Councillor Michelle Friesen Councillor Ted Laking	
<b>Staff Present</b>	Jeff O’Farrell, Interim City Manager Krista Mroz, Acting Director of Community Services** Valerie Braga, Director of Corporate Services** Lindsay Schneider, Director of Corporate HR Services** Mike Gau, Director of Development Services Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk Lloyd Borres – Technical Support Specialist	

\*\*Indicates electronic participation

---

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



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	February 7, 2022	2022-03
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Ted Laking – Chair Deputy Mayor Dan Boyd – Vice-Chair Mayor Laura Cabott Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Michelle Friesen Councillor Mellisa Murray	
<b>Staff Present</b>	Jeff O’Farrell, Interim City Manager Krista Mroz, Acting Director of Community Services** Valerie Braga, Director of Corporate Services** Lindsay Schneider, Director of Corporate HR Services** Mike Gau, Director of Development Services Tracy Allen, Director of Operations Michael Abbott, Acting Manager of Fleet and Transportation Services Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk Lloyd Borres – Technical Support Specialist	

\*\*Indicates electronic participation

---

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

### 1. **Snow Removal Issues** – For Information Only

Committee members discussed the issues arising as a result of the unprecedented amount of snow and the difficulties being experienced by residents as City crews struggle to meet the demand for snow removal. In particular, many issues have arisen around accessibility. It was noted that in some instances there may be no adequate access to bus stops or to the signal button used to implement safety signals at crosswalks. The snow accumulation has also limited access to business fronts and has prevented people from leaving their homes.

Administration advised that City crews have been working overtime for more than a month, and contractor resources are being used to supplement City resources, but they can’t be everywhere at once. In accordance with existing policy, priority one and two

roads are done first, and with back-to-back heavy snowfalls the crews typically return to the priority roads before they proceed with clearing roads with lesser priority. Other options are being examined, including additional potential use of contractors at snow dumps to increase the capacity of City crews to work on snow removal.

A suggestion that a Council and Administration Roundtable be convened to discuss the issues and options was not supported by the majority of the Committee members at this point, recognizing the time and resources spent on a meeting would take away from snow removal work.

A Committee member acknowledged and applauded the active participation of citizens in clearing sidewalks in their neighbourhoods and assisting neighbours experiencing difficulties due to the accumulation of snow.



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	February 7, 2022	2022-03
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Mellisa Murray – Chair Councillor Michelle Friesen – Vice-Chair Mayor Laura Cabott Deputy Mayor Dan Boyd Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Ted Laking	
<b>Staff Present</b>	Jeff O’Farrell, Interim City Manager Krista Mroz, Acting Director of Community Services** Valerie Braga, Director of Corporate Services** Lindsay Schneider, Director of Corporate HR Services** Mike Gau, Director of Development Services Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk Lloyd Borres – Technical Support Specialist	

\*\*Indicates electronic participation

---

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



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

<b>Date</b>	February 7, 2022	2022-03
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Kirk Cameron – Chair Councillor Jocelyn Curteanu – Vice-Chair Mayor Laura Cabott Deputy Mayor Dan Boyd Councillor Michelle Friesen Councillor Ted Laking Councillor Mellisa Murray	
<b>Staff Present</b>	Jeff O’Farrell, Interim City Manager Krista Mroz, Acting Director of Community Services** Valerie Braga, Director of Corporate Services** Lindsay Schneider, Director of Corporate HR Services** Mike Gau, Director of Development Services Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk Lloyd Borres – Technical Support Specialist	

\*\*Indicates electronic participation

---

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

**1. Taxi Safety Report – For Information Only**

A Committee member noted that a Council and Administration Roundtable Meeting has been scheduled to discuss the recent Taxi Safety Report. This meeting will provide Council members with an opportunity to discuss the recommendations and suggestions for implementation.

**2. Opioid Crisis – For Information Only**

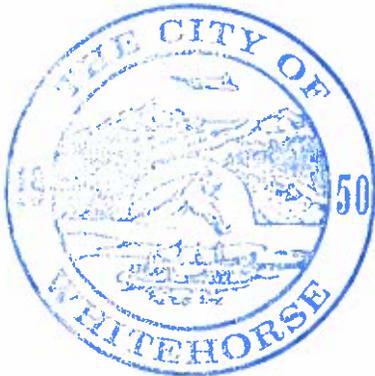
Administration provided an update on some recent actions by the City to support the efforts of the Government of Yukon and organizations such as Blood Ties in the battle

against the opioid crisis. The issue is on the agenda for Administration's next Total Management meeting to discuss options available to provide support going forward.

**3. Safe at Home Building Project – For Information Only**

In response to questions raised, Administration advised that the renovation of the High Country Inn is scheduled to be complete by the end of the year. It is a complicated process to convert hotel rooms into residences, and the permitting process will take time. At this point, Administration has no knowledge of the anticipated schedule for consultation with the public about the project.

There being no further business, the meeting adjourned at 7:50 p.m.



\_\_\_\_\_  
Laura Cabott, Mayor

\_\_\_\_\_  
Norma L. Felker, Assistant City Clerk

ADOPTED at the regular Council meeting on February 14, 2022.