



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

<b>Date</b>	May 16, 2022	2022-10
<b>Location</b>	Council Chambers, City Hall	
	Councillor Kirk Cameron – Chair	
	Councillor Jocelyn Curteanu – Vice-Chair	
<b>Committee Members Present</b>	Mayor Laura Cabott	
	Councillor Dan Boyd	
	Councillor Michelle Friesen**	
	Deputy Mayor Ted Laking	
	Councillor Mellisa Murray**	
<b>Absent</b>		
	Jeff O’Farrell, Interim City Manager	
	Lindsay Schneider, Director of Corporate HR	
<b>Staff Present</b>	Krista Mroz, Acting Director of Community Services	
	Mélodie Simard, Acting Director of Development Services	
	Tracy Allen, Director of Operations	
	Wendy Donnithorne, Manager of Legislative Services	

\*\* Indicates electronic participation

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

### **1. New Business – Excessive Activities on Trails Around McIntyre Creek**

Councillor Cameron noted that there are significant problems with damage being done to trails in McIntyre Creek and around the end of Pine Street, and requested an update on how the City is working to control the excessive activities on trails around McIntyre Creek. Administration confirmed that Bylaw is conducting foot patrols and officers are working modified shifts on ATVs. Administration also noted that they have not reached out to the RCMP, but a new motorized trail map is being released to provide public education on requirements for valid driver’s licenses, license plates, insurance, and “safe ATV” cards; signage will also be specifically posted at the top of Pine Street



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	May 16, 2022	2022-10
<b>Location</b>	Council Chambers, City Hall	
	Councillor Michelle Friesen **	
	Councillor Kirk Cameron – Chair	
<b>Committee Members Present</b>	Mayor Laura Cabott	
	Councillor Jocelyn Curteanu	
	Councillor Dan Boyd	
	Deputy Mayor Ted Laking	
	Councillor Mellisa Murray**	
<b>Staff Present</b>	Jeff O'Farrell, Interim City Manager	
	Lindsey Schneider, Director of Corporate HR	
	Krista Mroz, Acting Director of Community Services	
	Mélodie Simard, Acting Director of Development Services	
	Tracy Allen, Director of Operations	
	Jason Bradshaw, Manager of Transit Services	
	Ira Webb, Manager Water and Waste Services	
	Michael Abbot, Associate Manager Engineering Services	
	Wendy Donnithorne, Manager of Legislative Services	

\*\* Indicates electronic participation

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

### **1. Fees and Charges Amendment – Transit Fares**

Administration presented the Corporate Services Committee with a proposal to put in an immediate temporary measure to suspend transit fares in the city, in response to the impacts on transportation routes due to the closure of Robert Service Way.

As members were aware, on April 30th an escarpment slide occurred along Robert Service Way, immediately south of Downtown. Robert Service Way has been closed since due to the ongoing safety concern to the public. It is currently anticipated that reopening of the road will not occur until June.

As a result of the closure of Robert Service Way traffic has been redirected to enter and

exit the downtown using Two Mile Hill which has created traffic impacts. Commuters are being encouraged to adjust their travel routes and times of travel, carpool, use active transportation, work from home where possible, and use Whitehorse Transit.

In an effort to help mitigate resulting congestion and delays, Administration is proposing to temporarily suspend transit fees until July 1, 2022 to encourage use of transit.

A committee member inquired about the expected loss of revenue, and how the City could make up the loss. Administration noted that it would be difficult to estimate but it is predicted to be somewhere between \$50,000 and \$60,000; funds would be taken from the reserves to make up for the loss. A committee member also questioned if the temporary suspension of transit fees would apply to the Handy Bus. Administration confirmed that it would apply to both regular bus service and Handy Bus services.

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

THAT Council direct that Bylaw 2022-21, a bylaw to amend Appendix A, Schedule 11 (Transit) of the Fees and Charges Bylaw to suspend the collection of fees for bus fares until July 1, 2022 be brought forward for consideration under the bylaw process.

**2. Budget Amendment – Residential/Commercial Organics & Waste Carts**

The Committee was presented with a proposal from Administration recommending the City make its planned order of organics and waste carts a year earlier, in 2022, to ensure there isn't a shortfall.

The City provides curbside collection of waste and organics to all eligible premises and also provides organics collection to small volume commercial organics producers. Both of these programs utilize 240L waste carts. The number of carts provided in recent years has continued to increase due to significant population growth, continued expansion of the commercial organics program and replacement of existing carts when required. To ensure that waste collection service levels can be maintained, an order of carts is recommended in 2022 instead of the planned procurement in 2023 to prevent a potential shortfall.

The most recent order of carts was placed in late 2020 and an estimate of the remaining current inventory is 240 black garbage carts and 162 organics carts. Given the long lead time of supplies and materials Administration is recommending an order be placed in 2022. Ordering a full load of carts provides economy of scale on shipping costs and will provide enough inventory to last until 2024 when a new capital request will be required.

A Committee member inquired about the shipping time for the carts, and if the residential and commercial organics carts were the same size. Administration verified that the shipping time on the carts was between 60 and 90 days, and the organics carts are ordered in both small and large volume sizes.

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

THAT Council direct the 2022 – 2025 Capital Expenditure Program be amended by moving the approved budget for Residential/Commercial Organics & Waste Carts #650c01118 in the amount of \$95,000 from 2023 to the 2022 fiscal year.

**3. Budget Amendment – Range Road Lift Station Replacement Project**

In 2020, an engineering feasibility assessment was completed for a new lift station by an engineering consulting firm to explore improvement options and determine costing. The assessment explored three options and determined that the best solution is the full replacement of the lift station with a pre-manufactured “wet well” and a small building to house the electrical equipment. A preliminary cost assessment of \$2,400,000 was identified for the project.

Detailed design progressed in 2021 and prior to tendering for construction the pre-tender cost estimate determined that an estimated additional budget of \$500,000 was required to complete the project. Council approved this additional budget on February 14, 2022.

The Committee questioned the significant increase in the required budget for the project. Administration explained that the increase in cost was due a higher cost of materials and labour, as well as fewer bids received for the project. Administration noted that when they reached out to companies to inquire why they did not bid, they were told there was already too much work this year, as one of the main reasons. It was also noted that the project would represent significant Canada Community-Building (previously Gas Tax) funding for this and next year. The committee also questioned the option of potentially waiting to proceed and was interested in additional information about the cost of maintenance compared to cost of upgrades, and the potential risk of waiting and maintaining the lift station, for example, for another two years.

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

THAT Council direct the 2022 to 2025 Capital Expenditure program be amended by increasing the budget for the Range Road South Lift Station project #240c00311 in the amount of \$1,500,000, funded from the Capital Reserve until an amended Canada Community-Building-Fund Transfer Payment Agreement has been approved.



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	May 16, 2022	2022-10
<b>Location</b>	Council Chambers, City Hall Councillor Dan Boyd – Chair Deputy Mayor Ted Laking – Vice-Chair	
<b>Committee Members Present</b>	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 Lindsay Schneider, Director of Corporate HR Krista Mroz, Acting Director of Community Services Mélodie Simard, Acting Director of Development Services Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services Pat Ross, Manager Land and Building Services Mélodie Simard, Manager Planning and Sustainability	

\*\* Indicates electronic participation

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

### **1. Draft Official Community Plan – Public Engagement For Information Only**

The committee was provided with an update on the engagement plan for the Draft Whitehorse Official Community Plan.

For background, the Official Community Plan guides decision making for the City by setting the long-term vision, guiding principles and supporting policies for growth and City services. The current OCP was completed in 2010 with various amendments since that time.

In November 2018, the City launched an OCP review process called “Whitehorse 2040”. Since launching the project, the City has completed a number of studies and provided many opportunities for input, including through surveys, open houses and engagement with various government partners with both First Nations and Yukon governments.

The OCP is adopted by Council through a bylaw process, typically following robust public engagement. With this principle in mind, the OCP project team will provide the community various online and in person engagement opportunities to provide input on the Draft OCP during the May 16th to June 5th engagement period. These include open houses at Mount McIntyre Recreation Center and Northlight Innovation Center, online presentations and public input sessions, and an online survey.

Following the engagement period, a report will be produced summarizing public input. This report will inform possible changes to the Final Draft OCP which will be brought to Council for consideration and the bylaw process.

Committee members inquired if the public was still able to provide input by writing in rather than electronically submitting the survey, and if there are online engagement opportunities as well. Administration confirmed they have paper copies of surveys to fill out as well as an online survey, and comment boards at open houses. There will be presentations from staff and consultants available online as well as in person at the open houses.

## **2. Public Hearing Report – Zoning Amendment – 1 Drift Drive**

The Committee was advised and provided information about an application to rezone a property located at 1 Drift Drive in Copper Ridge, from Restricted Residential Detached to Residential Single Detached. The Residential Single Detached zone permits a broader range of housing options, including duplexes, triplexes, and residential care homes as primary uses, and bed and breakfasts and living suites as secondary uses.

A public hearing for this item was held on April 25, 2022 and no delegates registered for, or spoke to, the item at the public hearing.

One email from the Kwanlin Dün First Nation Heritage, Lands and Resources Department (KDFN-HLR) was received. KDFN-HLR stated they have no concerns with the rezoning.

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

THAT Council directs Bylaw 2022-12, a bylaw to amend the zoning at 1 Drift Drive to allow for a living suite, be brought forward for second and third readings under the bylaw process.

## **3. Conditional Use Application – KM 1.5 Chadburn Lake Road** For Information Only

In addition to hearing from the Yukon Breeze Sailing Society about their application and sailing program, the committee was presented with information on the conditional use application being made by the Society.

Yukon Breeze Sailing Society originally received conditional use approval to establish an Outdoor Participant Recreation Services use at the site in 2015. The Society subsequently obtained a License of Occupation from the Government of Yukon. The original application was to place two shipping containers, install a dock and modify the shoreline to improve access to the dock. The society now wishes to install three additional shipping containers and a fenced area within the existing license area, in

order to accommodate growth in their programming. Section 4.10.4 of the Zoning Bylaw states that any intensification of an existing conditional use must be approved by Council.

The application was reviewed by the Development Review Committee on March 23, 2022. Members of the committee raised concerns about the aesthetic impacts of additional shipping containers within a natural setting, as well as concerns about fencing in an area both from an aesthetic standpoint as well as making exclusive use of public open space.

In accordance with section 4.8 of Zoning Bylaw 2012-20, a public input session has been scheduled for the Regular Council meeting on May 24, 2022. Government of Yukon, Kwanlin Dün First Nation and the Ta'an Kwäch'än Council were notified by mail and email. A notice of the proposed development was placed in local newspapers on May 6, 2022.

Committee members questioned what the regulations on the use of sea cans are, if the structure could reasonably be placed in the location suggested, and if they would remain year round. Administration confirmed that the structures could be placed in the suggested location, and that in 2015 the use of sea cans was approved on the condition they were painted green. Administration also confirmed that this would be a five-year license of occupation and that the sea cans would remain year round.

#### **4. Conditional Use Application – 44A Stope Way** For Information Only

The Committee was presented with an application for conditional use approval to allow for a major home-based business at 44A Stope Way in Copper Ridge. The location is currently zoned RS, or Residential Single Detached. Major home-based businesses are permitted as a conditional use in the RS zone, requiring a Council decision.

This item was discussed at the April 13<sup>th</sup> meeting of the Development Review Committee (DRC). The proposal also originally included a detached accessory building for roasting the beans, however the proponents withdrew this element from their application in response to concerns raised about potential smoke impacts generated by the roasting activity. The DRC had no other concerns. The attached garage space will be used for packaging beans for retail sales at shops around Whitehorse. Some additional traffic will be incurred for drop-off and pick up of the beans which will be kept to a minimum and only between 9 am and 5 pm. The garage will be modified to include two sinks.

In accordance with Section 4.8 of Zoning Bylaw 2012-20, a public input session has been scheduled for the Regular Council meeting on May 24, 2022. A total of 64 letters were sent to property owners within a 100 metre radius of the site. Governments of Yukon, Kwanlin Dün First Nation and the Ta'an Kwäch'än Council were also notified by mail and email. A notice of the proposed development was placed in local newspapers on May 6<sup>th</sup>, 2022.

Committee members inquired if the approval of this application would have any effects on the flow of traffic, or if any equipment would be stored on site. Administration advised that there would be no significant impacts on traffic, as it is limited to two clients and one

employee at a time. Administration also noted that there is no room on site to store equipment and that the roasting occurs outside of city limits.





## Minutes of the meeting of the Development Services Committee

<b>Date</b>	May 16, 2022	2022-10
<b>Location</b>	Council Chambers, City Hall Councillor Jocelyn Curteanu - Chair Councillor Mellisa Murray **	
<b>Committee Members Present</b>	Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron Councillor Michelle Friesen** Deputy Mayor Ted Laking	
<b>Staff Present</b>	Jeff O'Farrell, Interim City Manager Lindsay Schneider, Director of Corporate HR Krista Mroz, Acting Director of Community Services Mélodie Simard, Acting Director of Development Services Tracy Allen, Director of Operations Pat Ross, Manager Land and Building Services Wendy Donnithorne, Manager of Legislative Services	

\*\*Indicates electronic participation

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

### **1. Amendment to Pop-up Patio Program**

The Committee was presented with the additional and anticipated improvements for the Parking Patios in the City.

At the May 9, 2022 Council meeting, Council passed a Resolution to amend the Lease, Encroachment and Property Use Policy to enable Pop-up Patios in parallel parking spaces and prohibit these patios on 2nd Avenue and 4th Avenue.

Administration is now proposing additional amendments to the Lease, Encroachment, and Property Use Policy that would provide additional specificity with regards to design and installation of pop-up patios.

Administration has also been in discussions with the Government of Yukon (YG) regarding funding for sidewalk cafés and Pop-up Patios resulting in a draft Transfer

Payment Agreement (TPA) that would provide \$150,000 for the 2022 café and patio season to be administered by the City.

Committee members inquired whether these amendments would have an impact on any current patios and if there is a plan on how to implement the funding. Administration confirmed that there would be no impact on any current patios and that there would be a short application to be brought in with the development application. It was also noted that program criteria would ensure the funding was fairly distributed, and that the funding was for this year only; any unused funding would be returned to the Yukon Government.

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

THAT Council direct that amendments to Section 2.10 of the Lease, Encroachment and Property Use Policy be brought forward for approval; and

THAT Council adopt the Pop-up Parking Patio and Sidewalk Café proposed granting program.

**2. National Climate League and Climate Reality Project Canada**

Sarah Newton invited Council to join the new northern chapter of the National Climate League (NCL), and shared a presentation on the “Climate Reality Project Canada.” The presentation gave information on the importance of municipal action in creating and maintaining policies that work toward a more sustainable future for Canada as a whole.

The Committee was asked to participate by submitting data on thirty-one different indicators to an open source database available to all. This was said to be a good way to hold elected officials accountable to their climate commitments. Individuals are encouraged to use this information submitted by different municipalities across Canada to advocate and lobby for policies that help improve the lives of people in their community.

A Committee member inquired about the time commitment required to participate in this program, and how the funding for the program was provided. It was noted that the time requirement was not known, but estimated to be between two and three hours a month; the funding is provided by the Federal Government.

**3. Climate Change**

Matthew Trikett provided his input on how the City can address climate change. The suggestions provided were a ban on selling chemicals, to stop painting crosswalks, to get rid of Christmas lights, and to open a battery station.

**4. Yukon Breeze Sailing Society – Amendment to License of occupation**

Ben Hancock requested an amendment to the Yukon Breeze Sailing Society’s (YBS) license of occupation.

Since 2011 the YBS society has been hosting kids camps and lessons at Schwatka Lake. They have received funding for two people boats and a second safety boat. They are requesting the permission to construct storage for the additional boats and to create

a fenced area. They are looking to use sea cans with murals painted on them as storage.

The YBS Society emphasized the community need for additional kids camps and lessons, and a racing clinic. It was noted that these additional activities would align with both the City's Recreation Plan and Sustainability Plan.

The Committee asked about the storage and fencing plan. It was noted that the fence would be a chain link fence approximately five feet high; the storage would be sea cans as they would take less space and ground work than building a more permanent building. It was also noted that the murals on the sea cans would be painted by school kids, or those attending sailing camps.



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	May 16, 2022	2022-10
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Deputy Mayor Ted Laking Councillor Dan Boyd – 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 Lindsay Schneider, Director of Corporate HR Krista Mroz, Acting Director of Community Services Mélodie Simard, Acting Director of Development Services Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services	

\*\*Indicates electronic participation

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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>	May 16, 2022	2022-10
<b>Location</b>	Council Chambers, City Hall Councillor Mellisa Murray ** Councillor Michelle Friesen **	
<b>Committee Members Present</b>	Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron Councillor Jocelyn Curteanu Deputy Mayor Ted Laking - Chair	
<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 Mélodie Simard, Acting Director of Development Services Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services	

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

### **1. New Business – AYC Annual General Meeting**

The Association of Yukon Communities held their 2022 annual general meeting May 13<sup>th</sup> and 14<sup>th</sup> 2022, where Councillor Ted Laking was elected President of the Association.

### **2. Whitehorse Woofers**

Val Bowen and Carol foster presented the Committee with a request for space to host dog sports and agility classes.

They host four to six agility classes per week, run by volunteers; there is a large waiting list and they are looking to expand their class capacity.

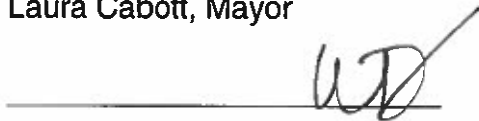
It was noted that for the past thirteen years they have been using the Takhini area, but the current renovations are preventing the use of the facility. They have not been able to find a large fenced outdoor space, or a large indoor space to run their classes.

The Committee inquired if they had looked into other organizations or spaces to host their classes, or other funding opportunities for the program. It was noted that they had not looked into other organizations, and they were not aware of any other funding opportunities for this program.

There being no further business, the meeting adjourned at 7:37 PM.



Laura Cabott, Mayor



Wendy Donnithorne, City Clerk



ADOPTED at the regular Council meeting dated May 24, 2022