



Minutes of the meeting of the Corporate Services Committee

Date	February 15, 2021	2021-04
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Stephen Roddick – Chair Councillor Jocelyn Curteanu – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Samson Hartland	
Absent	Councillor Jan Stick	
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Brittany Dixon, Acting Manager of Financial Services Catherine Constable, Manager of Legislative Services	

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

1. Amend Write-off Bylaw 2021-07

Council recently approved a bylaw to write off a number of accounts that had been deemed uncollectible. Shortly before the write-off bylaw received third reading, Telus contacted the City and subsequently paid the outstanding balance for the amount associated with overdue advertising charges for the company. Unfortunately, the payment was not received in time to allow the bylaw to be amended when it came forward for third reading. As the account is no longer outstanding and payment was received prior to passage of the write-off bylaw, a bylaw amendment is required.

The recommendation of the City Planning Committee is

THAT Bylaw 2021-09, a bylaw to amend Write-off Bylaw 2021-07 to remove an account that was paid, be brought forward for consideration under the bylaw process.

2. Council Summaries for 2020 – For Information Only

The Procedures Bylaw requires administration to provide summary reports for the previous calendar year for each member of council with respect to:

- (1) their attendance record;
- (2) the travel undertaken in the performance of their duties;
- (3) the expense claims submitted, and
- (4) their voting record with respect to issues that came before council for a vote.

The summary reports provide the required information for each member of council for the 2020 calendar year.

A councillor suggested that the reporting requirements in the Procedures Bylaw do not provide sufficient clarity regarding the activities of council members. He presented a detailed report on the activities in which he participated as a member of council in the past year, and suggested that this type of report more accurately captures the time commitment required of council members.

3. Funding for City Projects – For Information Only

In response to questions raised regarding Investing in Canada Infrastructure Program funding, administration confirmed that delays in receiving funding approval will negatively impact construction schedules. If a territorial election is called before funding approval has been received, alternative funding sources will have to be identified for critical projects.

A council member suggested that the City should lobby for a two-year window of funding approvals.

Administration advised that the City expects to be eligible for funding under the recently-announced permanent transit fund, but no details are available at this time.

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Minutes of the meeting of the City Planning Committee

Date	February 15, 2021	2021-04
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Samson Hartland – Chair Councillor Laura Cabott – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Stephen Roddick	
Absent	Councillor Jan Stick	
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Patrick Ross, Manager of Land and Building Services Catherine Constable, Manager of Legislative Services Zane Hill, Planner	

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

1. Zoning Bylaw Amendment – Periodic Revisions

Administration is proposing a number of revisions to the Zoning Bylaw to address issues arising through daily use. The majority of the revisions are being proposed to add missing regulations in order to provide clarity and ensure compliance with the *Municipal Act*. Some revisions are included to implement city-led corrections.

In response to questions raised, administration confirmed that a comparison document would be prepared to provide a clearer picture of the changes being proposed.

The recommendation of the City Planning Committee is

THAT Bylaw 2021-09, a bylaw to amend the zoning bylaw with respect to a number of periodic revisions, be brought forward for consideration under the bylaw process.

2. Zoning Amendment – 107 Range Road

An application has been received to amend the zoning at 107 Range Road. The applicant is proposing the development of a restaurant with a drive-through component. The current zoning of the property permits eating and drinking establishments, but a drive-through component is not a permitted use.

The Official Community Plan provides that land uses adjacent to highways are not meant to compete directly with businesses in the downtown area. This strategic direction has allowed Downtown to become an economic hub and a vibrant destination for both residents and visitors. Permitting a drive-through at this location would provide a convenience for visitors and residents traveling on the Alaska Highway, but it would potentially reduce the number of visitors driving into Downtown to patronize businesses.

Further planning to determine the future needs of commercial uses along the Alaska Highway is occurring through the *Whitehorse 2040 Official Community Plan* process.

Additional public input on the issue can be gathered through the public hearing process for this bylaw.

The recommendation of the City Planning Committee is

THAT Bylaw 2021-13, a bylaw to amend the zoning at 107 Range Road to permit eating and drinking establishments including a drive-through component, be brought forward for consideration under the bylaw process.

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Minutes of the meeting of the City Operations Committee

Date	February 15, 2021	2021-04
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Laura Cabott – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Stephen Roddick	
Absent	Councillor Jan Stick	
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services	

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

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Minutes of the meeting of the Community Services Committee

Date	February 15, 2021	2021-04
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Dan Boyd – Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Stephen Roddick	
Absent	Councillor Jan Stick	
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services	

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

1. Community Events – For Information Only

A committee member advised that the *Whitehorse Connects* annual event would take place at the Kwanlin Dun Cultural Centre on February 16, 2021.

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Minutes of the meeting of the Public Health and Safety Committee

Date	February 15, 2021	2021-04
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Dan Boyd – Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Stephen Roddick	
Absent	Councillor Jan Stick	
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Stefan Baer, Engineer-in-Training	

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

1. **Downtown Speed Reduction** – For Information Only

Following completion of the *Second Avenue Corridor Study* in early 2020, administration was tasked with exploring options for safety interventions that would benefit the entire Downtown area. Council was interested in understanding the safety benefits of reduced speed limits in Downtown as a quick and inexpensive way to improve road safety. This led to the development of the *Memorandum on Safety Interventions and Downtown Speed Reduction (2020)*.

The memorandum provides a literature review and discusses case studies related to setting regulatory speed limits. Both the literature and case studies suggest that significant road safety benefits can be realized with changes in regulatory speed limits, even in the absence of major infrastructure improvements.

The proposed recommendations are:

- a speed limit of 40 km/hr on the major arterials of 2nd Avenue and 4th Avenue; and

- a speed limit of 30 km/hr on side streets and elsewhere.

The proposed changes align with up-to-date speed management and regulation practices. These consider setting regulatory speed limits based on adjacent land use context and the human body's ability to absorb impacts in the event of a collision.

The proposed regulatory speed limit changes are anticipated to result in a reduction in high-end speeding, and a reduction in severe injuries and fatalities for all road users.

While regulatory speed limit changes can result in some road safety benefits, eventually these need to be paired with capital improvements to infrastructure to realize full road safety benefits. This ensures that the street design matches the regulatory speed, and ultimately reinforces the target speed of the roadway.

The next steps will see proposed amendments to the Traffic Bylaw and a capital budget request being brought forward for consideration.

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Minutes of the meeting of the Development Services Committee

Date	February 15, 2021	2021-04
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Jocelyn Curteanu – Chair Councillor Stephen Roddick – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Samson Hartland	
Absent	Councillor Jan Stick	
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services	

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

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There being no further business, the meeting adjourned at 7:40 p.m.

Adopted at the regular council meeting on February 22, 2021.

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk