



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

<b>Date</b>	March 18, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Samson Hartland Councillor Stephen Roddick – Electronic Participation Councillor Jan Stick
<b>Staff Present</b>	Linda Rapp, City Manager Krista Mroz, Acting 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 Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

### **1. Amend Business License Bylaw (Cannabis Related)**

Early in 2018 Council passed amendments to the Zoning and Business License Bylaws in anticipation of the legalization of recreational cannabis. The bylaw amendments were approved before Yukon regulations were in place. The Yukon Government has now established regulations for the private retail sale of cannabis, and some of the regulations incorporated into the City's Business License Bylaw are now redundant.

The private sale of cannabis will not be able to be licensed under the Business License Bylaw until the Zoning Amendment to accommodate the retail sale of cannabis has been adopted by Council. It is anticipated that the zoning amendment will be given third reading by the end of April.

Removing redundant regulations from the Business License Bylaw will relieve the City of some enforcement duties as the enforcement will be carried out by the Yukon Liquor Corporation. Administration is also proposing to add a requirement that all applicants

for a business license for the retail sale of cannabis provide a copy of a valid licence to sell cannabis products issued by the Yukon Liquor Corporation.

Other amendments being proposed in this bylaw include the addition of a definition for “restricted goods” and an update of the definition for “Retail Services, Restricted” to align with the definitions set forth in the City’s Zoning Bylaw and being proposed for amendment under Bylaw 2019-08.

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

THAT Bylaw 2019-13, a bylaw to amend the Business License Bylaw with respect to the private retail sale of cannabis and cannabis-containing products, be brought forward for consideration under the bylaw process.



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	March 18, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Laura Cabott – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Stephen Roddick – Electronic Participation Councillor Jan Stick
<b>Staff Present</b>	Linda Rapp, City Manager Krista Mroz, Acting 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 Taylor Eshpeter, Manager of Engineering Services Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

### **1. Local Improvement Charges – Cook Street Reconstruction**

Cook Street is identified for full reconstruction of the roadway and deep utilities. Replacing aging water and sewer infrastructure will contribute to sustainability goals. Other benefits include upsizing the capacity of the infrastructure to meet a growing population density and the increase in service needs in the downtown area. In addition to the underground work, the project includes concrete sidewalks, curbs, gutters, and new asphalt paving that will significantly improve accessibility and pedestrian safety.

Federal Investing in Canada Plan funding has been applied for but is yet to be approved. The majority of the project costs will be allocated from City reserves. A local improvement charge levied against benefitting properties is proposed for a portion of the improvements. Avenue-side frontage of corner lots is not proposed to be included in the local improvement charges recovered from property owners.

Preliminary support for the work has been indicated by property owners, and the next step is to initiate the local improvement charges bylaw. Final confirmation of the project would be approval of the project in the 2020 capital budget.

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

THAT Bylaw 2019-09, a bylaw to provide for a work of local improvement on a portion of Cook Street from 4<sup>th</sup> Avenue to the escarpment, be brought forward for consideration under the bylaw process.



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	March 18, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Samson Hartland – Chair Councillor Laura Cabott – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Stephen Roddick – Electronic Participation Councillor Jan Stick
<b>Staff Present</b>	Linda Rapp, City Manager Krista Mroz, Acting 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 Michael Reyes, Manager of Business and Technology Systems Brittany Dixon, Acting Manager of Financial Services Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

### **1. Re-budgeting 2018 Capital Expenditures**

Some projects included in the 2018 capital budget were not fully completed for a variety of reasons. If these projects are to be completed, funds that were set aside in 2018 have to be re-budgeted into 2019. The management group reviewed their outstanding capital projects and identified those that require re-budgeting.

It is anticipated that most of the projects being brought forward will be completed this year. The majority of the projects are funded from outside sources such as Gas Tax and government grants. The remainder are funded from appropriate City reserves. There are no requests for additional funds.

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

THAT Bylaw 2019-06, a bylaw to amend the 2019 to 2022 capital expenditure program by re-budgeting 2018 capital expenditures in the amount of \$34,190,520, be brought forward for consideration under the bylaw process.

**2. Fees and Charges Amendments (1<sup>st</sup> Quarter Changes)**

As part of the annual budget process, the Financial Services Department conducts a quarterly review of the Fees and Charges Bylaw and compiles a list of suggested additions and amendments as submitted by the management group.

First quarter changes are recommended that include some fee increases, the deletion of certain fees, and the addition of new fees with respect to vinyl bus wraps and a per person/per hour labour charge-out fee for Operations and Water and Waste personnel outside of normal work hours. Some changes to descriptions to add clarity are also proposed.

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

THAT Bylaw 2019-12, a bylaw to amend the Fees and Charges Bylaw, be brought forward for consideration under the bylaw process; and

THAT the 2020 and 2021 Provisional Operating and Maintenance Budgets be increased in the amount of \$5,133, offset by transfers to the General Reserve for the additional revenue.

**3. Contract Award – Network Switches**

The 2019 capital budget includes funds for the supply of network switches for the new Operations Building and Replenishment project. Nineteen parties viewed the tender documents, and three compliant submissions were received in response to the request for tender issued. An internal review committee agreed that the low bidder is familiar with the scope of work and has the knowledge and experience to complete the work successfully. The prices submitted are reasonable and within budget.

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

THAT Administration be authorized to award the contract for the supply of Network Switches for the new Operations Building and Replenishment project to Atwell Systems Inc. for a net cost to the City of \$192,539.23 plus GST.

**4. Local Procurement – For Information Only**

In light of a recent tender where the procurement was awarded to an outside firm when there was a small price difference between the winning bid and that of a local supplier, a Committee member expressed concern that more such unfortunate events could occur

before the Procurement Policy will be brought forward for consideration. The question was raised if Council was interested in improving opportunities for local business in the short term while the policy review is still pending.

Councillor Boyd gave notice that at the next regular council meeting on March 25, 2019 he would bring forward a motion that reads as follows:

“THAT the Senior Management Team be directed to review all potential tenders being considered between the present and the conclusion of the review of the Procurement Policy; and

THAT Administration be directed to present recommendations to Council on the best method to use when proceeding with individual tenders.”



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	March 18, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Jan Stick – Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Laura Cabott Councillor Samson Hartland Councillor Stephen Roddick – Electronic Participation
<b>Staff Present</b>	Linda Rapp, City Manager Krista Mroz, Acting 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 Mélodie Simard, Manager of Planning and Sustainability Services Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

### **1. Public Hearing Report – Zoning Amendment (Administrative Edits)**

Proposed Bylaw 2019-07 contains a number of minor administrative amendments to the Zoning Bylaw to clarify interpretation and otherwise implement minor changes. Most of these changes have arisen from day-to-day use of the bylaw.

The bylaw proposes amendments to a number of sections including definitions, landscaping, specific use regulations, parking and loading, signage, specific zones and enforcement. One of the proposed amendments is a map-based zoning change to allow for a potential future elementary school in Whistle Bend.

No one appeared to speak to the bylaw at the public hearing. Six written submissions were received. Concerns were raised that requiring perennial landscaping in front yards is overly prescriptive and will not allow for annual plantings or local food production.

There was also a concern that requiring perennial plantings could lead to the additional installation of invasive species. Landscape plantings are required as part of any new development. The proposed change specifies that required plantings must be perennial

species. The regulations do not preclude the installation of further plantings such as flowers, shrubs or food gardens. The City also reviews development proposals for invasive species and works with the Yukon Invasive Species Council to keep information and resources for residents up to date.

Proposed changes with respect to the storage of compost and refuse bins will only affect corner lots that have two public street frontages. The purpose of this regulation is to maintain a visually appealing streetscape along both frontages and eliminate storage near the street.

Several comments were concerned with various bear attractants such as compost and refuse bins and landscape plantings such as berries and fruit trees. The City is currently looking at site-specific solutions such as bear-resistant compost and refuse bins in high-risk areas. Based on available data, the City has not identified berries and fruit trees as major attractants for bears.

A concern was raised that transportation issues could arise with the location for a future elementary school. If plans progress for a school at this location, street crossings and drop-off areas are issues that would be addressed at the development permit process.

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

THAT Bylaw 2019-07, a bylaw to amend the Zoning Bylaw with respect to a number of administrative edits, be brought forward for second and third reading under the bylaw process.



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	March 18, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Dan Boyd – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Stephen Roddick – Electronic Participation Councillor Jan Stick
<b>Staff Present</b>	Linda Rapp, City Manager Krista Mroz, Acting 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 Myles Dolphin, Manager of Strategic Communications 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>	March 18, 2019
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Jan Stick – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Samson Hartland Councillor Stephen Roddick – Electronic Participation
<b>Staff Present</b>	Linda Rapp, City Manager Krista Mroz, Acting 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 Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

**1. Arctic Winter Games 2020 – One Year Out – For Information Only**

It is just one year until the 2020 Arctic Winter Games open in Whitehorse. Mayor Curtis proclaimed the week of March 18 to 24, 2019 to be Arctic Winter Games Celebration Week in the City of Whitehorse.

On behalf of the Arctic Winter Games 2020 Host Society, Jeane Lassen stated that the Arctic Winter Games are about much more than the sports scheduled for competition. They are about games activities, common community, friends made and memories created. She encouraged anyone interested in participating in the 2020 Games to come to the Games office in the Northern Vision Building on Ogilvie Street, and to show their support by purchasing Games wear that is now on sale at Sport Experts. She presented a brief video introducing the theme song chosen for the 2020 Games and showing highlights of past Games activities.

**2. Racism and Discrimination** – For Information Only

A Committee member noted that March 21 is the International Day for the Elimination of Racial Discrimination and, in light of recent acts of barbarism and destruction that result from racism and discrimination, all Canadians are encouraged to show solidarity in the face of this plague. The Canadian Commission for UNESCO is coordinating a social media campaign to raise awareness about racism and discrimination and the role we all play in eliminating it. The campaign focuses on inter-cultural dialogue to learn and draw strength from our differences. To participate, citizens are encouraged to engage in dialogue with persons of a different ethnicity to learn about their culture, history and interests and then post a video or photo of this encounter on social media with the tag @ccunesco #itstartswithme. It is hoped that this campaign will help debunk many of the stereotypes and prejudices that may lead to racism and discrimination.

**3. Transit Driver Appreciation Day** – For Information Only

The mayor thanked the City's transit drivers for their service in recognition of March 18<sup>th</sup> as Transit Driver Appreciation Day.

There being no further business, the meeting adjourned at 7:20 p.m.

**Adopted** at the regular council meeting on March 25, 2019

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk