



Minutes of the meeting of the Community Services Committee

Date	October 7, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Jan Stick – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Samson Hartland Councillor Stephen Roddick
Staff Present	Valerie Braga, Acting City Manager Jeff O'Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Krista Mroz, Manager of Recreation and Facility Services Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

1. Indoor Facility Allocation Policy

The City's current policies and guidelines for allocation of seasonal facility use are out of date and function independent of one another. A consultant was hired to complete a review of the existing allocation policies and guidelines and provide an updated policy, based on best practices across Canada.

The consultant conducted stakeholder meetings with representatives from user groups and departmental staff. From those meetings, a "what we heard" document was developed and shared with stakeholders. The proposed policy was developed in response to stakeholder feedback.

The proposed policy is based on a set of guiding principles and aligns with actions outlined in the Parks and Recreation Master Plan. It provides an overarching foundation for how the City will allocate space within indoor recreation facilities.

The recommendation of the Community Services Committee is

THAT the Indoor Facility Allocation Policy be adopted as presented.

2. New Business – For Information Only

- A council member welcomed the Arctic Winter Games representatives who are in the City this week, and in particular welcomed the representatives from the Regional District of Wood Buffalo, the hosts of the next Arctic Winter Games.
- A council member thanked Bylaw Services for their service during the Climate Change Strike.
- A council member asked if the City has provided input into the Yukon Parks Strategy. Administration advised that the documents were reviewed and no administrative concerns were raised. Council members and individuals were encouraged to respond to the proposed strategy.



Minutes of the meeting of the Public Health and Safety Committee

Date	October 7, 2019
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 Councillor Jan Stick
Staff Present	Valerie Braga, Acting City Manager Jeff O'Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

Your Worship, there is no report from the Public Health and Safety Committee.



Minutes of the meeting of the Development Services Committee

Date	October 7, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Laura Cabott – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Stephen Roddick Councillor Jan Stick
Staff Present	Valerie Braga, Acting City Manager Jeff O’Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

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



Minutes of the meeting of the Corporate Services Committee

Date	October 7, 2019
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 Councillor Jan Stick
Staff Present	Valerie Braga, Acting City Manager Jeff O’Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Landon Kulych, Manager of Parks and Community Development Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

1. Budget Amendment – Trail Plan Update

The 2007 Trail Plan is a guiding document that has been an essential resource for trail planning, development and maintenance. This document was designed with a ten-year life span and it no longer adequately reflects Whitehorse’s ever evolving trail network and its uses. Since the Trail Plan was adopted there has been an increase in trail use, more diverse types of trail users, and larger demand for trail services.

A capital project was approved to update the existing trail plan, using primarily internal resources and limited outreach. Administration has determined that a comprehensive update would be more beneficial, and is requesting a budget amendment to expand the scope of the project. The revised approach would involve comprehensive community engagement and a review of the City’s trail-related bylaws and policies. This project is identified as an action item in the 2018 Parks and Recreation Master Plan, and Gas Tax funding is available for the entire project.

Keith Lay spoke in support of the budget amendment and the revised scope of the project, stressing the need for a comprehensive update. He especially supported the review of existing policies and bylaws as part of the revised project and encouraged council members to approve the recommendation.

The recommendation of the Corporate Services Committee is

THAT the 2019 to 2022 capital expenditure program be amended by increasing the Trail Plan Update Project in the amount of \$35,000 for a total project budget of \$70,000, funded entirely by Gas Tax.

2. Council and Administration Round Table Policy

In July 2019 administration brought forward a recommendation that the existing Council and Senior Management Meeting Process Policy be replaced by a Council and Administration Round Table Policy. The issue was referred back to administration for further review.

Advice received from a municipal governance expert was that the public should be invited to attend whenever the decision-making process is moving forward, and that any public meeting convened by the City which involves members of council and administration needs to be chaired by a member of council. Administration has revised the terms of reference for the proposed policy to incorporate the advice received.

The recommendation of the Corporate Services Committee is

THAT the Council and Administration Round Table Policy be adopted as presented.

3. Third Quarter Progress Reports – For Information Only

Third quarter progress reports were received from the City Manager, Strategic Communications, and the various departments from the Corporate Services, Community and Recreation Services, Infrastructure and Operations and Planning and Sustainability Services divisions.



Minutes of the meeting of the City Planning Committee

Date	October 7, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Stephen Roddick – Chair Councillor Jan Stick – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Laura Cabott Councillor Samson Hartland
Staff Present	Valerie Braga, Acting City Manager Jeff O’Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting 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 Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

1. Subdivision Approval – Whistle Bend Phase 7

Subdivision approval is required for phase 7 of the Whistle Bend neighbourhood. The application area will provide 90 single family lots, one greenbelt lot, five roads and one lane. All of the proposed lots conform to the applicable regulations of the Zoning Bylaw. All lots created will be accessed from Whistle Bend Way and Casca Boulevard. The greenbelt will satisfy the public use land dedication requirements.

The recommendation of the City Planning Committee is

THAT the subdivision of approximately 9.1 hectares of land be approved for the creation of new residential lots, lane, roads and a greenbelt for the area known as Whistle Bend Phase 7, as shown on the proposed subdivision sketch, subject to the condition that the Government of Yukon enter into a Development Agreement with the City of Whitehorse for the construction of underground utilities, roads and lanes to service the proposed subdivision area and other areas of Whistle Bend Subdivision.



Minutes of the meeting of the City Operations Committee

Date	October 7, 2019
Location	Council Chambers, City Hall
Committee Members Present	Councillor Dan Boyd – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick
Staff Present	Valerie Braga, Acting City Manager Jeff O'Farrell, Director of Community and Recreation Services Lindsay Schneider, Acting Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications Norma Felker, Assistant City Clerk

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

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

Adopted at the regular council meeting on October 15, 2019.

ORIGINAL MINUTES SIGNED BY:

"Dan Curtis"

Dan Curtis, Mayor

"N. L. Felker"

Norma L. Felker, Assistant City Clerk