



Minutes of the meeting of the Public Health and Safety Committee

Date	July 18, 2022	2022-17
Location	Council Chambers, City Hall	
	Councillor Kirk Cameron – Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd	
	Councillor Jocelyn Curteanu	
	Deputy Mayor Michelle Friesen**	
	Councillor Ted Laking	
	Councillor Mellisa Murray**	
Staff Present	Jeff O'Farrell, Interim City Manager	
	Landon Kulych, Acting Director of Community Services	
	Valerie Braga, Director of Corporate Services	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations	
	Wendy Donnithorne, Manager of Legislative Services	

** Indicates electronic participation

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

1. New Business – Downtown Community Safety – For Information Only

David Jennings presented his suggestions to improve public safety in the Downtown area, citing concerns about public drug and alcohol use, fighting and littering in the area. He suggested more foot patrols be done by RCMP and foot patrols could also be conducted by City Bylaw Officers and Kwanlin Dün community safety officers. The City could also consider providing passes to the Canada Games Centre as a way to provide support for healthier activities.

The Committee inquired why he believed that foot patrols would help and what his opinion was for the reasons the issues have gotten worse since the operation of the Salvation Army, as there are regularly RCMP officers in the area. He responded that there didn't appear to be enough enforcement of the rules on public drinking, and that additional foot patrols could help to decrease RCMP response time and save money compared to driving.

2. New Business – Skookum Drive Crosswalk – For Information Only

Roxanne Stasyszyn presented her concerns about traffic safety and the need for traffic calming measures on a specific area of Skookum Drive. Ms. Stasyszyn has spoken to all responsible agencies including Yukon government, RCMP and the City about the safety issues and presented signatures from over 70 residents of the area in support of installing traffic calming measures. Her presentation included a request that Council consider this issue and the installation of traffic calming measures at this crosswalk as a priority and ahead of the next budget process, and proposed that something temporary be re-installed this season, given the continued and significant safety risks.

3. New Business – Skookum Drive Traffic Calming – For Information Only

A Committee member brought forward concerns about traffic and safety on Skookum Drive, related to the specific area and proposal brought forward by the delegate. The Committee was informed that this has been a longstanding issue, with concerns first coming forward in 2016. Traffic calming “speed bumps” had previously been installed recognizing the safety concerns in this spot. The number of close calls has since increased due to the narrow streets, the need for more street parking which limits visibility for drivers, along with speeding traffic in this dense and increasingly busy area.

The Committee asked if this could be something the City could address as part of a capital budget request and it was confirmed that the item would be reviewed and ranked in the capital planning process and Council advised of the ranking. In addition, the Transportation Master Plan is examining this issue across the city given the number of requests and concerns being raised. Administration also confirmed it would look at options at an operational level in the shorter term this season for this specific area on Skookum Drive, such as options for reinstalling traffic calming measures.



Minutes of the meeting of the Corporate Services Committee

Date	July 18, 2022	2022-17
Location	Council Chambers, City Hall	
	Councillor Kirk Cameron – Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd	
	Councillor Jocelyn Curteanu	
	Deputy Mayor Michelle Friesen**	
	Councillor Ted Laking	
	Councillor Mellisa Murray**	
Staff Present	Jeff O'Farrell, Interim City Manager	
	Landon Kulych, Acting Director of Community Services	
	Valerie Braga, Director of Corporate Services	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations	
	Wendy Donnithorne, Manager of Legislative Services	
	Taylor Eshpeter, Manager of Engineering	

** Indicates electronic participation

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

1. Budget Amendment – Crosstown Water Main

The Cross Town Water Main runs from the Selkirk Aquifer to the Two Mile Hill Booster Station. It is a key supply line that provides drinking water from the Selkirk Aquifer to every serviced neighborhood other than Downtown and Riverdale, and is a critical part of the City's infrastructure for distribution of drinking water.

In early May, two significant leaks were discovered in the line at the base of Two Mile Hill. The leaks were a result of corrosion of the pipe wall, which was then repaired. During the repair, other exposed sections of the line showed additional areas of substantial corrosion. Based on the severity of corrosion, there is a high risk of additional pipe failures until the pipe can be replaced in this section.

Administration has retained a consultant to complete a preliminary analysis of the information known to date as well as possible repair and replacement options and estimated costs. This initial evaluation is being completed within existing budgets and

will be used to support preliminary and detailed engineering design. Completion of the detailed design will include a life cycle assessment of the entire line and the optimal repair or replacement strategy for the areas of concern.

A capital budget request for the construction portion of the project will be considered as part of the 2023-2026 capital budget process and Administration will continue to work with external funding agencies for possible sources of alternate funding to support this project, and other water infrastructure repairs.

The Committee asked whether this request was for additional work on top of the existing budget. Administration confirmed that this would be additional budget for detailed design in addition to the preliminary work being completed through the existing operating budget.

The Committee also asked whether the corrosion could contaminate the water in the lines. Administration clarified that as long as the line remains pressurized, contaminants would not enter the system.

The recommendation of the Corporate Services Committee is

THAT Council direct that the 2022 to 2025 Capital Expenditure Plan be amended by adding a new capital project titled "2022 Cross Town Water Main" for \$500,000, funded from the General Reserve until external funding can be secured.

2. Budget Amendment – Takhini Sanitary Trunk Replacement

The City of Whitehorse owns and operates approximately 140 km of sewer lines that transport effluent throughout the City. Of the 140 kilometres of the sewer lines that exist, a portion of those are considered "sanitary trunk" lines that collect effluent from several different neighborhoods into one larger pipe before carrying it to the Marwell Lift Station and then the Livingstone Lagoon for final treatment.

On June 1, 2022 a large tension crack was observed at Manhole #35 located along the Takhini Sanitary Trunk main east of the Pepsi Softball Center. This portion of the line was installed in 1975 and is located on the face of the escarpment in a relatively steep section. This line transports approximately 40% of the effluent that goes to the Marwell Lift Station.

Based on the hazard and risk assessment completed by the geotechnical engineers, there is a high probability of imminent slope failure that could damage or destroy this portion of the line within the next year. Given the magnitude of the risk of slope failure and corresponding failure of this portion of the sanitary trunk, the City has constructed a temporary bypass solution to maintain levels of service and mitigate any environmental impacts until a final solution can be implemented.

It was noted that given the age of the existing line and planned future development in this area, a capital project to provide additional capacity and redundancy would likely have been required in the next 7-12 years, regardless.

A Committee member inquired if other funding opportunities for this project were explored. Administration noted that there is a plan to explore other funding opportunities

for this in the future. However, with the highly emergent nature of this project, and associated risk, Administration recommends beginning the work now.

The recommendation of the Corporate Services Committee is

THAT Council direct that the 2022 to 2025 Capital Expenditure Plan be amended by adding a new capital project titled “Takhini Sanitary Trunk Replacement” limited to engineering design in 2022 for \$350,000, funded from the General Reserve.

3. Budget Amendment – Emergency Escarpment Repairs

Since the initial landslide on April 30, 2022 the Whitehorse escarpment has exhibited numerous instabilities and an unprecedented number of events in a single year. The City's Emergency Operations Center was enacted in response to the landslides and actions were taken to mitigate the immediate risks and clean-up the landslide debris as soon as possible.

Incurred costs to date are over \$1,600,000 with a number of invoices still outstanding. The majority of the remaining work is related to debris cleanup of landslides, and completion of the containment berm on Robert Service Way. The expenditures have previously been reported to Council and now need budgetary authority.

A Committee member inquired if the \$750,000 difference between the incurred cost to date, and the recommended amount was based on outstanding invoices alone. Administration confirmed that the amount of \$2,300,000 was the best estimate of total costs based on the information available. These total costs include both paid and outstanding invoices and additional work that is required.

Administration also noted there would be a project brought forward later this year to update the overall escarpment geo-hazard study, and that while at this time there is no indication of what percentage of the costs associated with the escarpment slides could be recovered, early intergovernmental discussions around the issue are underway.

The recommendation of the Corporate Services Committee is

THAT Council direct that the 2022 to 2025 Capital Expenditure Plan be amended by adding a new capital project titled “2022 Escarpment Slide Response” in the amount of \$2,300,000, funded from the General Reserve.

4. Budget Amendment – Heavy Equipment Fleet

Under the Capital Expenditure Program for 2022-2025, there were funds allocated in 2023 for the replacement of a loader and skid steer and the purchase of an additional grader. These pieces of equipment are integral to the operation of the City's snow and ice control and road maintenance programs. Replacement of aged equipment and timely addition of new equipment allows maintained, and in some cases, enhanced levels of service to the citizens of Whitehorse.

The procurement of the skid steer, loader, and grader was originally planned for the 2023 budget cycle. However, due to current long lead times for equipment, industry supply issues, and volatility in equipment prices, Administration recommended

advancing procurement to the 2022 budget year so the equipment will be available in 2023.

The budget requires an additional \$307,500 for the three projects, based on recent tenders and current budget pricing. Any amount that is not needed, will be returned to reserves. Administration also confirmed that the procurements, which were subject to external funding for 2023, would remain eligible for external funding if advanced to 2022.

The recommendation of the Corporate Services Committee is

THAT Council direct the 2022 to 2025 Capital Expenditure Program be amended by modifying the 2022 and 2023 budgets to advance projects 320c02410 – Skid Steer, 320c03110 – Loader, and 320c01022 – Grader, from 2023 to 2022; and

THAT Council direct the 2022 to 2025 Capital Expenditure Program be amended by increasing the budget for those projects as follows:

- 320c02410 Skid Steer by an additional \$17,500
- 320c03110 Loader by an additional \$120,000
- 320c01022 Grader by an additional \$170,000

5. City Manager Bylaw

The City of Whitehorse is required under the [*Municipal Act*](#) to enact a bylaw when a new City Manager is appointed. A new City Manager was recruited pursuant to the terms of the proposed bylaw. The terms of the proposed bylaw were discussed and approved in principle by Council prior to a Letter of Offer being issued to the successful candidate, Jeff O'Farrell.

The recommendation of the Corporate Services Committee is

THAT Council direct that Bylaw 2022-29, a bylaw to appoint a City Manager and delegate certain administrative powers to the position, be brought forward for consideration under the bylaw process.



Minutes of the meeting of the City Planning Committee

Date	July 18, 2022	2022-17
Location	Council Chambers, City Hall Councillor Dan Boyd – Chair Mayor Laura Cabott	
Committee Members Present	Councillor Kirk Cameron Councillor Jocelyn Curteanu Deputy Mayor Michelle Friesen** Councillor Ted Laking Councillor Mellisa Murray**	
Staff Present	Jeff O'Farrell, Interim City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services Patrick Ross, Manager of Land and Building Services Mélodie Simard, Manager of Planning and Sustainability	

** Indicates electronic participation

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

1. Zoning Amendment – 2220 2nd Avenue

An application was received to rezone 2220 2nd Avenue to allow for a cannabis retail store on a site located 100 metres from a school.

Under the *Cannabis Control and Regulation Act* a cannabis store must be located more than 150 metres from a building that is, or is part of, a secondary school. The proposed store would not meet this requirement as it would be within 150 metres of a downtown learning center. However, municipal Zoning Bylaw prevails over this requirement. The proponent is therefore seeking to amend the City's Zoning Bylaw to allow a cannabis retail store located more than 100 metres from a school.

The proposal was reviewed by the Development Review Committee with no significant concerns raised. The proposal was also reviewed by the Yukon Liquor Corporation who had no strong objections with the location as it relates to youth, given that requirements such as identification checks and visual and noise screening would remain.

The Yukon Department of Education also indicated no strong objection with buffer changes in general, but indicated any proposed change should continue to be monitored on a case by case basis for potential impact to the local school community.

The current zoning of the subject site is "Service Commercial", which is intended to provide for a mix of commercial uses, including those that are vehicle oriented. Retail Services, Restricted is a permitted use in the Service Commercial zone, subject to specific requirements (approved "modifications") under the Zoning Bylaw.

This site is located more than 100 metres from any known temporary shelters, substance abuse treatment centres, youth at risk facilities, neighbourhood parks with play structures and other cannabis retail stores, as required by the Zoning Bylaw provisions, and therefore a special modification to the zone would seek to align the school separation requirement with other special separation requirements under the bylaw.

The Committee asked why the City and the Yukon Government have different buffer zones. Administration confirmed that the City measures the distance from the lot line, and therefore typically needs a smaller distance to have a similar buffer radius.

The recommendation of the City Planning Committee is

THAT Council direct that Bylaw 2022-27, a bylaw to amend the zoning of 2220 2nd Avenue to allow for a cannabis retail operation located 100 metres of a school, be brought forward for consideration under the bylaw process.

2. Subdivision Approval – Whistle Bend Phase 9

As part of planning and development process for Whistle Bend, the City has issued a number of subdivision approvals between 2009 and 2018. The most recent Whistle Bend subdivision approval was issued December 2021 for Phases 7 and 8.

Following approval of the required zoning amendment, Administration is now bringing forward a Phase 9 subdivision plan for Council approval to ensure the continued development of the Whistle Bend Subdivision. The area consists of approximately 8.3 ha of vacant Yukon Land, and would contain 99 lots resulting in an estimated 130-170 residences.

A Committee member raised continued concerns over the limited "traffic structure" or road capacity from downtown to the Whistle Bend and Porker Creek areas, and noted additional other concerns about parking and snow removal being already difficult to manage in the Whistle Bend area. Administration clarified that the new modernized transit route schedule has considered the increasing population in the area. Administration also confirmed that the Engineering department has been discussing the traffic structure for Whistle Bend and Porter Creek for the Transportation Master Plan project.

The recommendation of the City Planning Committee is

THAT Council approve the subdivision of approximately 8.3 ha of land for the creation of new residential lots, lanes, and roads for the areas known as Whistle Bend Phase 9, as shown on the proposed subdivision sketches, subject to the condition that the Government of Yukon enter into a Development Agreement with the City of Whitehorse.

3. Lease Agreement – Whistle Bend Community Garden

In 2018, a community garden and cooperate gardening operation was developed at 10 Eldorado Drive. The garden functioned briefly under that vision until the start COVID-19 pandemic. However, the lot is now designated for residential development, which requires the relocation of the garden.

Working with the Whistle Bend Garden Society (WBGs), the City has identified an approximately 1000 square metre parcel of city-owned property that would be suitable for a community garden. The proposed garden site would be accessed from a laneway connecting from Keno Way and is expected to consist of a fenced site with garden boxes, a water tank, and soil and tool storage. It is expected to function similar to the Downtown Urban Garden located on 7th Avenue.

The proposed lease term is for three years beginning on September 1, 2022 and ending on August 31, 2025 with an option to renew for an additional 3 years. The lease has been drafted for a \$10 annual rental amount for the term of the lease, which is the current standard rate being applied to non-profit societies entering into these kinds of leases with the City. As such, the Society will be expected to bear all other costs associated with the operation and maintenance of the leased area.

The Committee inquired into what the costs would be for the Society, as the lease agreement notes that the Society would be responsible for paying the property taxes. Administration estimated that the property tax costs would be comparable to that of the community garden in Valleyview, however they would need time to confirm this amount.

The recommendation of the City Planning Committee is

THAT Council direct that Bylaw 2022-28, a bylaw to enter into a lease agreement with Whistle Bend Garden Society for a lease area comprised of a 1000 m² portion of Lot 415, Plan 2016-0047 LTO, Whistle Bend Subdivision, Whitehorse, Yukon, be brought forward for due consideration under the bylaw process.

4. New Business – Restricted Retail Zoning – For Information Only

Jordan Stackhouse and Daniel Schneider presented to the Committee about their application to rezone 2220 2nd Avenue for a cannabis store, which is required due to the location's proximity to a downtown learning centre and general requirements under the Yukon's *Cannabis Control and Regulation Act*. They are applying to rezone the lot which is located more than 100 metres and less than the required 150 m from the school.

The Committee raised a number of questions to clarify timelines for the zoning amendment process and summer schedule, and why this business was facing special

approval requirements, given the other restricted retail business in the area such as alcohol. Administration confirmed that alcohol is not considered restricted under the Zoning Bylaw in the same way that cannabis is, and therefore there are additional required approvals. The required timeline for the approval process was also clarified, including public hearing requirements and the August Council break, which require the bylaw process to be scheduled into early October.



Minutes of the meeting of the Development Services Committee

Date	July 18, 2022	2022-17
Location	Council Chambers, City Hall Councillor Jocelyn Curteanu – Chair Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd Councillor Kirk Cameron Deputy Mayor Michelle Friesen** Councillor Ted Laking Councillor Mellisa Murray**	
Staff Present	Jeff O'Farrell, Interim City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services	

** Indicates electronic participation

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



Minutes of the meeting of the City Operations Committee

Date	July 18, 2022	2022-17
Location	Council Chambers, City Hall	
	Councillor Ted Laking – Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd	
	Councillor Kirk Cameron	
	Councillor Jocelyn Curteanu	
	Deputy Mayor Michelle Friesen**	
	Councillor Mellisa Murray**	
Staff Present	Jeff O'Farrell, Interim City Manager	
	Landon Kulych, Acting Director of Community Services	
	Valerie Braga, Director of Corporate Services	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations	
	Wendy Donnithorne, Manager of Legislative Services	

** Indicates electronic participation

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

1. Snow and Ice Program Review – For Information Only

The Committee was presented with an update on Administration's comprehensive review of the Snow and Ice Control Program which includes the City's winter maintenance operations and establishes priorities and service levels for snow and ice control activities.

The priority being given to this program review recognizes that population growth, demographic change, and climate change have affected the City's snow and ice control operations. In addition, there has been an increased demand for providing consistently maintained winter active transportation routes within the city, significantly more active transportation routes, and the program has not yet been reviewed from an active transportation perspective.

Key issues and challenges with the current program were identified based on a review of historical public complaints, preliminary stakeholder engagement and environmental scans of other municipalities.

The review conducted to date has identified the following key themes for potential improvement of the snow and ice control program:

1. Modernizing operations through a combination of means including increasing the size of the fleet, utilizing contracted services in extreme weather events and utilizing innovative methods for snow removal;
2. Improving public communication including increased public education, enforced parking bans, increased fines and charging for snow clearing costs;
3. Increasing snow site permit fees to better offset the costs of maintaining the site;
4. Prioritizing active transportation and increase equitable access to transportation networks); and
5. Updating planning and design requirements for new and infill developments to consider heavy snowfall events.

It is anticipated that updating the City's program to meet current environmental conditions and public expectations will be a multi-year approach that will require refinement as more information is collected. Improvements will be achieved through a variety of changes as resources permit. While some adjustments will be made in time for the 2022-2023 season, the full impact of all the changes will be implemented over the next few years.

The next steps include stakeholder engagement in July with an online public survey from over July and August, continued work on possible actions, and returning to Council with a report on options and costs in September with any required updates to bylaws or policies and for budget to follow.

Committee members noted their appreciation and support for both the comprehensive program review and the innovative approaches and potential actions, especially the focus on active transportation networks in the city.

Members asked how the City's current snow dumping fee compares to other jurisdictions. Administration clarified that the City is somewhat unique as very few jurisdictions offer a site for private contractors to dump snow. Other jurisdictions that do offer a site normally charge per load, or by volume of snow, while the City charges only \$100 per season for unlimited access.

2. New Business - McLean Lake Road Conditions – For Information Only

A Committee member indicated the poor condition of the McLean Lake Road stating that sections of the road may be currently impassable, and requested Administration do a site visit to determine potential maintenance requirements.



**Minutes of the meeting of the
Community Services Committee**

Date	July 18, 2022	2022-17
Location	Council Chambers, City Hall	
	Councillor Jocelyn Curteanu – Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd	
	Councillor Kirk Cameron	
	Deputy Mayor Michelle Friesen**	
	Councillor Ted Laking	
	Councillor Mellisa Murray**	
	Jeff O’Farrell, Interim City Manager	
	Landon Kulych, Acting Director of Community Services	
Staff Present	Valerie Braga, Director of Corporate Services	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations	
	Wendy Donnithorne, Manager of Legislative Services	

** Indicates electronic participation

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

There being no further business the meeting adjourned at 8:13 PM.

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk



ADOPTED at the regular Council meeting dated July 25, 2022