



Minutes of the meeting of the Public Health and Safety Committee

| | | |
|---------------------------|---|---------|
| Date | July 4, 2022 | 2022-16 |
| Location | Council Chambers, City Hall | |
| Committee Members Present | Councillor Kirk Cameron – Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Ted Laking Councillor Mellisa Murray | |
| Members Absent | Deputy Mayor Michelle Friesen Councillor Jocelyn Curteanu | |
| Staff Present | Tracy Allen, Acting City Manager Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services 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 – Mosquito Control**

A Committee member asked for an update on the mosquito control program in the City limits, mentioning that there seems to be a much higher mosquito count this year compared to previous years. Administration explained the program that is currently in place covers mosquito control for around 700 hectares of land, by both air and ground.

The first round of spraying has been completed in the urban areas and it will be re-sprayed as required after a heavy rainfall. Administration noted that the increase in mosquitos this year is being related to the higher than average precipitation. The product used for mosquito control targets mosquitos and avoids harm to other species, but it also requires “re-application” after heavy rain or precipitation.

A Committee member asked if the algae in the Whistlebend pond could be contributing to the increase in mosquitos. Administration clarified that the mosquito control area was

increased last year to include Whistlebend, and that weather permitting, algae removal is also scheduled to take place later this week.



Minutes of the meeting of the Corporate Services Committee

| | | |
|---------------------------|---|---------|
| Date | July 4, 2022 | 2022-16 |
| Location | Council Chambers, City Hall | |
| Committee Members Present | Councillor Kirk Cameron – Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Ted Laking Councillor Mellisa Murray | |
| Members Absent | Deputy Mayor Michelle Friesen Councillor Jocelyn Curteanu | |
| Staff Present | Tracy Allen, Acting City Manager Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Wendy Donnithorne, Manager of Legislative Services | |

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

1. Budget Amendment – Loader for Water and Waste Services

The Committee was presented with a request for a budget amendment for the procurement of the loader for Water and Waste and Transportation. This capital project was approved to procure an additional loader to be used by Water and Waste Services and Transportation with respect to the growing compost program, and also to support winter road maintenance.

Fleet vehicles, equipment and parts are currently in short supply and prices have been escalating for two years. It is expected that pricing will continue to rise and delivery times may continue to extend based on current supply chain issues. Considering the critical nature of this asset for the compost program as well as the winter maintenance

program and the uncertainty of market conditions, Administration recommended proceeding with this project in 2022 without delay.

The budget will require an additional \$120,000 to complete the project. The expenditure is eligible under the Canada Community Building Fund (formerly the Gas Tax Fund).

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 project #320c00322 in the amount of \$120,000, funded from the Capital Reserve until an amended Canada Community Building Fund Transfer Payment Agreement has been approved.

2. Housing and Land Development Advisory Committee - Commencement

The Committee was presented with a report detailing the requirements to establish the Housing and Land Development Advisory Committee including proposed committee appointments, budget requirements, and bylaw amendments to approve the Terms of Reference.

Following a public application process, Administration presented Council with the applications for membership. Administration is recommending appointment of eight candidate members including from Ta'an Kwäch'än Council and Kwanlin Dün First Nation, based on the Committee's mandate and the experience and expertise of these individuals in the land and housing development industry.

The budget requirements have been estimated at \$200,000 a year for the Committee. This would include \$100,000 for a full-time staff member to support both the Housing and Land Development Advisory Committee and the proposed Inclusivity Advisory Committee plus \$80,000 - \$100,000 for committee work, such as studies or consultants. Additional budget may be required for work arising from Committee recommendations. A budget amendment will be brought forward for Council approval once the Committees are established by bylaw.

The Committee requested clarification on the suggested bylaw amendment to limit meetings to committee members, staff and invited guests. Administration noted this is being recommended to reflect the working group nature of the committee as opposed to using a formal Council-style public meeting forum. All Committee recommendations and reports will be presented to Council consistent with the public process set out in the bylaw. The Committee can also hold public information sessions or meetings and invite community members and experts to the meetings.

A Committee member asked how often the committee would report to Council. Administration confirmed that the process and frequency for reporting to Council is still to be confirmed as part of the work plan for the new committee. On timing for new staff, Administration also confirmed that they would be working to establish the new advisory committees using existing resources to avoid delay, and would begin recruiting immediately for additional staff upon establishment of the committees.

The recommendation of the Corporate Services Committee is

THAT Council direct Bylaw 2022-16, a Bylaw to Amend the Advisory Committee Bylaw, be brought forward for consideration under the bylaw process to establish the Housing and Land Development Advisory Committee; and

THAT upon approval of Bylaw 2022-16, Council, by Resolution, appoint Greg Thompson, Dave Irvine, Bryony McIntyre, John Vogt, Suzanne Greening, Joel Gaetz and Simon Lapointe to the Housing and Land Development Advisory Committee.

3. Inclusivity Advisory Committee – Establishment

The Committee was presented with a draft terms of reference and framework for establishing an Inclusivity Advisory Committee.

The draft terms of reference identified that the purpose of the Committee is to promote inclusivity by identifying opportunities for the City to increase inclusivity through its programs and policies, to examine and make recommendations on inclusivity issues, and to hear and respond to individuals or NGO's on select topics. As part of its work, the Committee will advise Council on the implementation of the Coalition of Inclusive Municipalities toolkits and resources, for which the City is a member.

Administrative support has been estimated at \$100,000 for one full time employee to support the operations of both this committee and the Housing and Land Development Committee. Depending on the workplan and recommendations of the Committee, an additional \$80,000 - \$100,000 is estimated for potential consulting fees. A budget amendment will be brought forward to include support for both advisory committees, once the committees are established by bylaw.

The Committee discussed the key member perspectives outlined in the draft terms of reference, noting the importance of also including perspectives of seniors, elders, women, and youth. Administration noted that under the Advisory Committee Bylaw, all Council committees are expected to represent a balance of gender, culture, youth and older adults.

This general provision which applies to all advisory committees should be read together with the specific draft Terms of Reference and all of these key perspectives will be highlighted in the application process and advertising for members. The Committee also asked whether specific criteria or metrics would be used to select members. Administration noted that a broad lens will be used to select members for the Committee which is intended to bring forward perspectives and experience and to represent a diversity of views, rather than seeking members that formally represent any whole groups or specific associations or organizations.

The recommendation of the Corporate Services Committee is

THAT Council approve the Inclusivity Advisory Committee draft Terms of Reference and framework and instruct Administration to begin the application process for membership on the Committee and further development of the committee framework.



Minutes of the meeting of the City Planning Committee

| | | |
|---------------------------|--|---------|
| Date | July 4, 2022 | 2022-16 |
| Location | Council Chambers, City Hall | |
| Committee Members Present | Councillor Dan Boyd - Chair Mayor Laura Cabott Councillor Kirk Cameron Councillor Ted Laking Councillor Mellisa Murray | |
| Members Absent | Deputy Mayor Michelle Friesen Councillor Jocelyn Curteanu | |
| Staff Present | Tracy Allen, Acting City Manager Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Wendy Donnithorne, Manager of Legislative Services Mélodie Simard, Manager of Planning and Sustainability Services | |

** Indicates electronic participation

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

1. Public Hearing Report –Zoning Amendment 151 Black Street

The owner of 151 Black Street has applied to rezone their property to allow the construction of a two-story office building, with associated parking, and a botanical Reconciliation healing garden on the site. The office would accommodate up to ten staff and provide space for meetings and training opportunities for teachers to use outside of school hours.

Five written submissions were received. Two submissions were in support of the proposed zoning amendment and three were in opposition. The proponent also presented as a delegate to Council on the day of the Public Hearing to further explain their proposal.

Although the proposal was not considered mixed-use under the Zoning Bylaw initially, with further information from the proponent and after reconsideration, Administration

has confirmed that the reconciliation garden that is being proposed can be considered a second use as a publicly accessible park. Since the garden will be on private land, a development permit agreement will be required to ensure that it is accessible to the public and that if that the use changes, another second use must be provided. A special modification to the zoning amendment is being proposed that will require that the garden is at least 250 square metres in size and located on the corner of Second Avenue and Black Street.

Since the proposed garden can be considered a second use as a park, there is no longer a need for a special modification removing the requirement to provide at least two principal uses. The proposed garden will also maintain the pedestrian-oriented vision of the CMW zone. The first floor of the building would also be open to the public.

In order to maintain the pedestrian-oriented vision of the CMW zone, Administration is recommending that no special modifications for windowsill height and size requirements be included and that the standard zoning requirements apply for the windows.

A Committee member inquired whether or not a future owner of the property would be subject to the development agreement and if the park would have to be maintained by any future owners of the property. Administration confirmed that a new owner would still need to adhere to the zoning requirements which does not allow for a single use on the lot, which could include uses other than a garden in future. The Committee also wanted to know if the window cost associated with the zoning requirements was substantially higher than the amendment proposed by the owner of the lot. Administration confirmed that this would be considered a typical cost of building in that zone.

The recommendation of the City Planning Committee is

THAT Council direct that Bylaw 2022-17, a bylaw to amend the zoning of 151 Black Street, from CMW – Mixed Use Waterfront to CMWx – Mixed Use Waterfront (modified) to allow for an office use to fully occupy the ground floor of a building, be amended to require a park as a second use, a minimum of 250 square metres in size, at the corner of Second Avenue and Black Street, be brought forward at second and third reading under the bylaw process.

2. New Business - Parking in the Downtown Core – For Information Only

A Committee member inquired into what the City is doing to encourage more parking in the downtown core, citing a letter received on May 10 from small business owners regarding availability of staff parking.

Administration noted the overall Parking Master Plan created in 2019 which includes both short and long term recommendations. Implementation has begun with a review of fees, implementing a kiosk system and development of a parking app. The Master Plan focuses more on managing existing parking rather than adding more parking.

In discussion, the Committee raised a number of potential options that could be considered to manage downtown parking including increased active transportation infrastructure such as for bicycles, adjusting the times that meter parking is enforced, and accessible parking in the downtown core.

Specific information about the City's downtown parking lot use and availability was requested for follow up by Administration.

3. New Business - Traffic Planning on Range Road – For Information Only

A Committee member asked for more information about the City's plans to add a crosswalk and upgrade the 2 Mile Hill and Range Road intersection, noting the traffic on Range Road has been increasing and that there may be additional construction of a school in the area.

Administration noted that work is currently underway with the Yukon Government on the Alaska Highway upgrades. The next step will be a conceptual design with a detailed design coming next year.

In response to the question of timing ahead of additional construction of a school and other developments in the area, Administration noted that it planned to proceed with the upgrade to the crosswalk at Takhini Elementary School, given the value of those improvements to the area at this time.

Administration also confirmed that the public would be consulted before and after the detailed design.

4. New Business - Commercial and Industrial Land Parcels – For Information Only

A Committee member asked for an update on bringing commercial and industrial lands to market. Administration noted that planning work is underway and proceeding as planned.

This includes current work to implement a study with the Yukon Government and adjacent First Nations governments. There is an ongoing feasibility study being led by Yukon Government, with the result expected around the end of July. The City will likely lead the feasibility work, including environmental, engineering design and geotechnical work. In addition, there are two land parcels owned by the City which are advancing, one is expected to go to market this year, and the other potentially next year after it goes through the rezoning process.



**Minutes of the meeting of the
Development Services Committee**

| | | |
|---------------------------------|---|---------|
| Date | July 4, 2022 | 2022-16 |
| Location | Council Chambers, City Hall | |
| Committee Members Present | Councillor Mellisa Murray – Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron Councillor Ted Laking | |
| Members Absent | Deputy Mayor Michelle Friesen Councillor Jocelyn Curteanu | |
| Staff Present | Tracy Allen, Acting City Manager Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services 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 4, 2022 | 2022-16 |
| Location | Council Chambers, City Hall | |
| Committee Members Present | Councillor Ted Laking – Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron Councillor Mellisa Murray | |
| Members Absent | Deputy Mayor Michelle Friesen Councillor Jocelyn Curteanu | |
| Staff Present | Tracy Allen, Acting City Manager Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Wendy Donnithorne, Manager of Legislative Services | |

** Indicates electronic participation

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



Minutes of the meeting of the Community Services Committee

| | | |
|---------------------------|---|---------|
| Date | July 4, 2022 | 2022-16 |
| Location | Council Chambers, City Hall | |
| Committee Members Present | Councillor Mellisa Murray – Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron Councillor Ted Laking | |
| Members Absent | Deputy Mayor Michelle Friesen Councillor Jocelyn Curteanu | |
| Staff Present | Tracy Allen, Acting City Manager Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Wendy Donnithorne, Manager of Legislative Services | |

** Indicates electronic participation

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

1. New Business – Adäka Cultural Festival 2022 – For Information Only

A Committee member highlighted the Adäka Cultural Festival, which was ongoing at the time of the Committee meeting. The festival showcased over 200 performance and visual artists. The event was sponsored by the City of Whitehorse, and three members of Council volunteered their time to help support the festival's 10th year running.

2. New Business - Canada Day and Fourth of July Celebrations – For Information Only

The Mayor highlighted the post-COVID reconnection between the City of Whitehorse, and the City of Skagway, Alaska.

Historically, leadership and members of the public have travelled each way to participate in “National Day” celebrations. This year was the first in several years where shared celebrations have been possible.

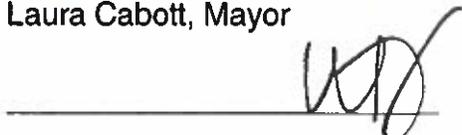
The Mayor of Skagway travelled to Whitehorse to participate in the Canada Day Celebrations. Likewise, Mayor Cabott travelled to Skagway to participate in the Fourth of July Celebrations. Of special note, a ribbon made by a resident of Skagway was presented to Mayor Cabott that read: Fourth of July Back in Business.

The opportunity to reconnect in Whitehorse and Skagway was also a chance to discuss matters of shared interest and mutual support between the cities, including with respect to tourism and economic development.

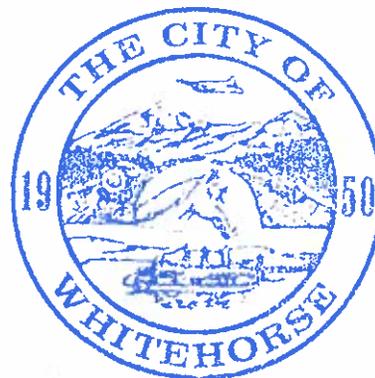
There being no further business, the meeting adjourned at 6:52 PM.



Laura Cabott, Mayor



Wendy Donnithorne, City Clerk



ADOPTED at the regular Council meeting dated July 11, 2022