



**Minutes of the meeting of the
City Operations Committee**

Date	June 19, 2023	2023-12
Location	Council Chambers, City Hall	
	Councillor Dan Boyd - Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Kirk Cameron	
	Councillor Jocelyn Curteanu*	
	Councillor Michelle Friesen	
	Deputy Mayor Ted Laking	
	Councillor Mellisa Murray	
	Jeff O'Farrell, City Manager	
	Landon Kulych, A/Director of Community Services	
Staff Present	Valerie Braga, Director of Corporate Services	
	Lindsay Schneider, Director of People and Culture	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	
	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	June 19, 2023	2023-12
Location	Council Chambers, City Hall	
	Councillor Michelle Friesen - Chair Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd Councillor Kirk Cameron Councillor Jocelyn Curteanu* Deputy Mayor Ted Laking Councillor Mellisa Murray	
Staff Present	Jeff O'Farrell, City Manager Landon Kulych, A/Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure Wendy Donnithorne, Manager of Legislative Services	

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

1. **Proclamation – National Indigenous Peoples Day (June 21)**

Mayor Laura Cabott proclaimed June 21, 2023 as National Indigenous Peoples Day in the City of Whitehorse, a day to honour, learn, and celebrate Indigenous cultures across Canada, to recognize the valuable contributions Indigenous Peoples have made to the Whitehorse community, and to pursue meaningful Reconciliation.

2. **New Business – Indigenous Peoples Day Events**

A Committee member highlighted events at the Kwanlin Dün Cultural Centre for Indigenous Peoples Day on June 21 including a sacred fire, cultural performances and arts to celebrate the history, heritage and culture of Indigenous People.

3. New Business – Adäka Cultural Festival

A Committee member noted the Adäka Cultural Festival happening June 29 to July 5 at the Kwanlin Dün Cultural Centre to celebrate First Nations and honour their culture through arts, music, storytelling, language and history.

4. New Business – Notice of Motion – Raising Flag for National Pride Month

Councillor Friesen presented a Notice of Motion to bring forward at the next Regular Council Meeting on June 26, 2023 proposing to raise the Pride Flag for National Pride Month.



Minutes of the meeting of the Public Health and Safety Committee

Date	June 19, 2023	2023-12
Location	Council Chambers, City Hall	
	Councillor Mellisa Murray - Chair Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd Councillor Kirk Cameron Councillor Michelle Friesen Deputy Mayor Ted Laking Councillor Jocelyn Curteanu*	
Staff Present	Jeff O'Farrell, City Manager Landon Kulych, A/Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure Wendy Donnithorne, Manager of Legislative Services	

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

1. **New Business – Fire North of Airport Runway**

Following the fire in the escarpment area at the North end of the airport, the Committee discussed how fires of a larger scale would be handled, and raised questions about the need for additional FireSmart projects, specifically in and around the escarpment. Administration confirmed that a long-term plan to evaluate areas of concern is under development with the Yukon Government agencies responsible for wildland fire, and that many community organizations are also funded to complete Fire Smart projects. The Committee requested additional information to confirm specific FireSmart projects being considered for the escarpment area.

2. **Delegate Florian Boulais – Communication with the Public Informed by Complexity**

Florian Boulais, a consultant and volunteer firefighter, presented to the Committee on complexity science and public communications.



Minutes of the meeting of the Corporate Services Committee

Date	June 19, 2023	2023-12
Location	Council Chambers, City Hall	
	Councillor Kirk Cameron - Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd	
	Councillor Jocelyn Curteanu*	
	Councillor Michelle Friesen	
	Deputy Mayor Ted Laking	
	Councillor Mellisa Murray	
Staff Present	Jeff O'Farrell, City Manager	
	Landon Kulych, A/Director of Community Services	
	Valerie Braga, Director of Corporate Services	
	Lindsay Schneider, Director of People and Culture	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	
	Wendy Donnithorne, Manager of Legislative Services	

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

1. **Upcoming Procurements (July and August) – For Information Only**

Council was presented with a bi-monthly update on forthcoming procurement projects with an anticipated value greater than \$100,000. Administration provided additional information about specific projects including the timeline for the Zoning Bylaw Rewrite and the scope of the Climate Change Strategy.

2. **Audited 2022 Financial Statements**

The Committee was presented with the 2022 Audited Draft Financial Statements as required under the *Municipal Act*. Administration provided clarification on a number of topics including the threshold for liabilities to be reported, and variances due to unexpected issues and events in 2022. Additional information was provided about the structure of reserve funds and how they are reflected and managed.

The Recommendation of the Corporate Services Committee is

THAT Council accept the audited City of Whitehorse 2022 Financial Statements as presented; and

THAT the Water and Sewer Fund deficit of \$259,555 be funded from the Water and Sewer Reserve.

3. Commencement Report – Holly Street Residential Area Master Plan

Administration presented a report regarding project 720c00223 – Holly Residential Area Master Plan and a request for Council approval to commence procurement. In response to questions about the area design and infrastructure, number of expected housing units and potential traffic considerations, Administration noted that the Master Plan is conceptual and that studies, including a traffic impact analysis, will be undertaken which will inform the final design, infrastructure requirements and costs.

The Recommendation of the Corporate Services Committee is

THAT Council authorize Administration to commence the procurement of planning services for Project 720c00223 Holly Residential Area Master Plan.

4. Commencement Report – Zoning Bylaw Rewrite

The Committee was presented with a request for approval to commence procurement of planning services for the Zoning Bylaw Rewrite. In review of the upcoming process, Administration confirmed that there will be ongoing updates to Council, as well as opportunities for public input including the broad community, stakeholder groups and those in the housing development industry. The Housing and Land Development Advisory Committee will have opportunities to provide recommendations to Council as part of the process, and is currently reviewing zoning issues for development of recommendations.

It was also noted that federal funding programs are being explored to support components of the rewrite project, and on which would depend on the project timing.

The Recommendation of the Corporate Services Committee is

THAT Council authorize Administration to commence the procurement of planning services for the Zoning Bylaw Rewrite project.

5. Budget Amendment – 2023 Emergency Escarpment Response

To address costs incurred due to the escarpment slides in 2023, a budget amendment for Project 100c00122 Landslide is required and a report was presented to the Committee. Administration confirmed that the City has indicated interest in additional support from the Yukon Government, however that funding is currently anticipated to remain at a total of \$2,050,000, with \$50,000 meant to directly fund a conceptual plan for a long-term solution.

The Recommendation of the Corporate Services Committee is

THAT Council direct that Bylaw 2023-20, a bylaw to amend the 2023 to 2026 Capital Expenditure Program by increasing the 2023 budget for Project 100c00122 Landslide in the amount of \$2,200,000, funded from the General Reserve, be brought forward under the Bylaw process.

6. Council Donation – Whitehorse Legion, Canada Day

The Committee was presented with a request from the Whitehorse Legion for a Council grant for the coordination of annual Canada Day celebrations, as they had missed the regular grant application deadline this year in error. Additional information was provided on the City's regular grant application process, the value of additional in-kind contributions, and the current amount in the Council Donation fund.

In discussing the options for a special Council grant, Committee members recognized the importance of Canada Day to many, while also noting there are those that may find the day difficult and not a celebration. The importance of fairness and transparency of the grant policy and process for all groups applying for City support was also noted, as was the continued work by Administration to communicate the application process and assist groups in preparing their applications.

The Recommendation of the Corporate Services Committee is

THAT Council approve a grant of \$5,000 to the Whitehorse Legion funded from the Council donation account to support 2023 Canada Day events in the City of Whitehorse.

7. New Business – Advanced Left Turn Signals on Ogilvie and 2nd Ave

A Committee member raised concerns about traffic on 2nd Avenue, specifically around the intersection at Ogilvie Street, and asked whether an advanced left signal could be considered as part of the 2024 budget. Administration confirmed that a site-specific analysis can be done on request, and also considered under the Transportation Master Plan.

8. Delegate Joseph Mewett, CD, Whitehorse Legion – Canada Day Events Grant Request

Delegate Joseph Mewett, President of the Whitehorse Legion Branch, presented the request for a Council Donation made by the Legion to support costs for the annual Canada Day events, including additional information about specific activities such as the parade, and the inclusive approach taken to provide a welcoming program for all community members.



Minutes of the meeting of the City Planning Committee

Date	June 19, 2023	2023-12
Location	Council Chambers, City Hall	
Committee Members Present	Deputy Mayor Ted Laking - Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron Councillor Jocelyn Curteanu* Councillor Michelle Friesen Councillor Mellisa Murray	
Staff Present	Jeff O'Farrell, City Manager Landon Kulych, A/Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure Wendy Donnithorne, Manager of Legislative Services	

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

1. **Range Point Joint Master Plan**

Administration presented a report on the proposed Range Point Joint Master Plan for Yukon Government Lot 262-6 and Kwanlin Dün First Nation's Settlement Land parcel C-15B. This is being advanced as part of a new approach with Yukon Government and Kwanlin Dün First Nation leading the development of the Master Plan, in support of advancing housing development in the community and to support development of First Nations Settlement Land. Administration clarified the process used in developing the proposed plan and the purpose of the Public Input Session being recommended as part of the Council approval process. While targeted public input had been conducted during the initial planning process, Council may wish to hear from the broader public on the plan now being proposed, prior to approval of the Master Plan.

The Recommendation of the City Planning Committee is

THAT Council direct Administration to schedule a Public Input Session at the Regular Council Meeting of July 10, 2023 to hear from the public on the Range Road Joint Master Plan.




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

Date	June 19, 2023	2023-12
Location	Council Chambers, City Hall	
	Councillor Mellisa Murray - Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd	
	Councillor Kirk Cameron	
	Councillor Jocelyn Curteanu*	
	Councillor Michelle Friesen	
	Deputy Mayor Ted Laking	
	Jeff O'Farrell, City Manager	
Staff Present	Landon Kulych, A/Director of Community Services	
	Valerie Braga, Director of Corporate Services	
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	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	
	Wendy Donnithorne, Manager of Legislative Services	


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

There being no further business the meeting adjourned at 8:46 P.M.



Laura Cabott, Mayor



Wendy Donnithorne, City Clerk



