



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

Date	February 19, 2024	2024-04
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Dan Boyd - Chair Mayor Laura Cabott Councillor Kirk Cameron *Councillor Michelle Friesen Councillor Ted Laking Councillor Mellisa Murray	
Absent	Deputy Mayor Jocelyn Curteanu Jeff O'Farrell, City Manager	
Staff Present	Krista Mroz, Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Taylor Eshpeter, A/Director of Operations and Infrastructure	

* Indicates electronic participation

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



Minutes of the meeting of the City Operations Committee

Date	February 19, 2024	2024-04
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Ted Laking - Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron *Councillor Michelle Friesen Councillor Mellisa Murray	
Absent	Deputy Mayor Jocelyn Curteanu	
Staff Present	Jeff O'Farrell, City Manager Krista Mroz, Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Taylor Eshpeter, A/Director of Operations and Infrastructure	

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

1. 2024 Transportation Master Plan

The 2024 Transportation Master Plan, a document meant to outline a long-term vision and strategy for guiding transportation decision-making, was presented. The goal of plan is to support collaborative efforts aimed at improving accessibility, equity, safety, and sustainability of the City's transportation network.

Information was provided as requested by Committee members on topics including but not limited to funding details, terminology and definitions, how each prioritized transportation mode will be supported and incorporated, and on specific areas such as Mountain View Drive, Robert Service Way, and the White Pass Trail. Administration also answered questions on various other aspects of the plan including free transit integration, parking stall size, and on near-future initiatives to fix current problem areas.

The Recommendation of the City Operations Committee is

THAT Council adopt the 2024 Transportation Master Plan as a guiding document.

2. New Business – Snow and Ice Accessibility Update

Administration provided an update on accessibility work in regard to snow and ice, citing an additional 100 staff and 220 contractor hours spent on the initiative since January.



Minutes of the meeting of the Community Services Committee

Date	February 19, 2024	2024-04
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Kirk Cameron – Chair Mayor Laura Cabott Councillor Dan Boyd *Councillor Michelle Friesen Councillor Ted Laking Councillor Mellisa Murray	
Absent	Deputy Mayor Jocelyn Curteanu Jeff O'Farrell, City Manager Krista Mroz, 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 Taylor Eshpeter, A/Director of Operations and Infrastructure Keri Rutherford, Program Supervisor, Recreation Services	

* Indicates electronic participation

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

1. Recreation Grant Task Force Appointments

The Recreation Grant Task Force reviews recreation grant applications and provides funding recommendations. The term for three members has expired and there are three additional vacancies to fill. As a result, the City advertised seeking new members and, based on applications received, Administration is recommending six people be appointed to the Task Force.

The Recommendation of the Community Services Committee is

THAT Reid Vanier, John MacPhail, Kelan Deigh, Anne Morgan, Marg White and Jacob Rolcoff be appointed to the Recreation Grant Task Force for a five-year term to expire on March 2029.

2. Notice of Motion – Councillor Laking – Accessible Trails

Councillor Ted Laking presented a Notice of Motion to bring forward at the next Regular Council meeting February 26, 2024, on developing accessible trails within existing neighbourhoods.

3. New Business – Free Transit Update

Administration confirmed that in regard to the free transit fare discussions, the City is waiting to hear back from the NDP and Liberal parties on the last letters sent. Further information was provided on City involvement in the discussions.

4. Proclamation – Mother Language Day (February 21, 2024)

Mayor Laura Cabott proclaimed February 21, 2024 to be International Mother Language Day in the city of Whitehorse, recognizing the numerous mother languages in the community and the important role they play when communicating with friends and family.



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

Date	February 19, 2024	2024-04
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Mellisa Murray - Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron *Councillor Michelle Friesen Councillor Ted Laking	
Absent	Deputy Mayor Jocelyn Curteanu Jeff O'Farrell, City Manager	
Staff Present	Krista Mroz, Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Taylor Eshpeter, A/Director of Operations and Infrastructure	

* Indicates electronic participation

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



Minutes of the meeting of the Corporate Services Committee

Date	February 19, 2024	2024-04
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Ted Laking - Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron *Councillor Michelle Friesen Councillor Mellisa Murray	
Absent	Deputy Mayor Jocelyn Curteanu Jeff O'Farrell, City Manager	
Staff Present	Krista Mroz, Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Taylor Eshpeter, A/Director of Operations and Infrastructure Svetlana Erickson, Manager, Financial Services Richard Graham, Manager, Fleet and Transportation Ira Webb, Manager, Water and Waste Services	

* Indicates electronic participation

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

1. Public Input Report – 2024 to 2026 Operating Budget Bylaw

The Committee was presented with a summary of public input received on the 2024 Operating Budget and the 2025 and 2026 Provisional Budgets. Two written submissions were received which focused on transit and transportation, recreation, and on climate change and environmental concerns. Administration provided additional information on topics such as bus advertising revenue, local artwork and public washroom facilities.

The Recommendation of the Corporate Services Committee is

THAT Council direct that Bylaw 2024-01, a bylaw to adopt the 2024 Operating Budget and the 2025 and 2026 Provisional Budgets, be brought forward for Second and Third Readings under the bylaw process; and

THAT the associated 2024 Tax Levy Bylaw 2024-02, and Fees and Charges Amendment Bylaw 2024-03 be brought forward for Second and Third Readings under the bylaw process.

2. Upcoming Procurements (March/April) – For Information Only

In accordance with Council's Procurement Policy, Administration provided information to Council on anticipated procurements for Capital projects and operating requirements over \$100,000 for the period of March and April 2024. Additional details were given on specific projects as requested by Committee members.

3. Commencement Report – McIntyre Drive Traffic Calming

A commencement report was presented to authorize the procurement of construction services related to traffic calming on McIntyre Drive. Funding for the project is included in the approved 2024 Capital Expenditure Program and it has been confirmed that the Federal Active Transportation Fund will fund \$3,000,000 of the \$4,200,000. Administration addressed questions on safety concerns from Committee members and provided further detail on the involvement of Kwanlin Dün First Nation in the project.

The Recommendation of the Corporate Services Committee is

THAT Council authorize Administration to commence the procurement for project 240c00621 McIntyre Drive Traffic Calming.

4. Commencement Report – Replacement Aerial Apparatus

A commencement report was presented to authorize the procurement of a replacement aerial apparatus which is integral to the operation of the Fire Department. Funding for this project is approved in the 2024 Capital Expenditure Program with a total budget of \$3,500,000. Details on the importance and function of the apparatus were provided.

The Recommendation of the Corporate Services Committee is

THAT Council authorize Administration to commence the procurement for project 5000c00123 Replacement Aerial Apparatus.

5. Commencement Report – Waste Transfer Station Upgrades

A commencement report was presented to authorize the procurement of upgrades to the Waste Management Facility Transfer Station. This project has an approved budget of \$2,950,000 and an ICIP Payment Agreement for this amount was signed in September 2023.

The Recommendation of the Corporate Services Committee is

THAT Administration be authorized to commence the procurement for project 650c00819 Waste Management Facility Transfer Station Upgrades.

6. 2023 Council Summaries

As outlined in the Council Procedures Bylaw, a Summary Report was presented on attendance, expense and travel claims, and voting records for the members of Council for the 2023 reporting period of January 1, 2023 to December 31, 2023. Administration clarified procedure and budgets for the Council Member Expense and Travel Claims.

The Recommendation of the Corporate Services Committee is

THAT the Council Member Summary Reports for 2023 including attendance, expense and travel claims, and voting records for the members of Council be accepted as presented.

7. New Business – Street Renaming Update

A Committee member asked for an update on the street renaming motion that came forward in May 2023 to rename streets in the McIntyre Subdivision, to which Administration responded that the City is following the lead of the Kwanlin Dun First Nation and will be ready to proceed when they are.

8. New Business – First Nation 101 Training

Administration confirmed that the majority of the City's permanent staff have completed the mandatory First Nation 101 Training and that the City is working towards increasing the completion rate across other staff.

9. Notice of Motion – Councillor Friesen – Moving Forward Together

Councillor Michelle Friesen presented a Notice of Motion to bring forward at the next Regular Council meeting February 26, 2024, on reviewing the Truth and Reconciliation 94 Calls to Action, updating the Moving Forward Together document, and implementing a reporting system on progress to Council.

10. Notice of Motion – Councillor Friesen – Naming Policy

Councillor Michelle Friesen presented a Notice of Motion to bring forward at the next Regular Council meeting February 26, 2024, on amending the Municipal Addressing and Naming Policy to include all City events and awards, and incorporating an anti-racism and anti-discrimination lens to naming practices.



Minutes of the meeting of the City Planning Committee

Date	February 19, 2024	2024-04
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Dan Boyd - Chair Mayor Laura Cabott Councillor Kirk Cameron *Councillor Michelle Friesen Councillor Ted Laking Councillor Mellisa Murray	
Absent	Deputy Mayor Jocelyn Curteanu	
Staff Present	Jeff O'Farrell, City Manager Krista Mroz, Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Taylor Eshpeter, A/Director of Operations and Infrastructure	

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

1. Public Hearing Report – Zoning Amendment – 1302 Centennial Street

The Committee was presented with a report on submissions from the Public Hearing held on January 15, 2024 for the proposed Zoning Amendment at 1302 Centennial Street. No written submissions were received, and one member attended the Public Hearing in opposition. The report responded to the concerns raised at the Public Hearing on neighbourhood character, building height, vegetative buffer, the necessity of rezoning, spot zoning, and Administration's role in the rezoning review. Extra information was provided on how the proposed development compares to adjacent properties.

The Recommendation of the City Planning Committee is

THAT Council direct that Bylaw 2023-33, a bylaw to amend the zoning of 1302 Centennial Street from RS – Residential Single Detached to RMx(g) – Residential Multiple Housing (modified) to allow for the development of up to 10 dwelling units, be brought forward for Second and Third Reading under the bylaw process.

2. Zoning Amendment – Housing-Related Amendments

Based on recommendations from the Housing and Land Development Advisory Committee dated August 7, 2023, several amendments to the Zoning Bylaw were proposed to allow for a wider range of opportunities for residential development. Responding to questions from Committee members, Administration provided clarity on duplexes and on the criteria for 4-unit lots, and expanded on potential limitations from City services or country residential septic capacity.

The Recommendation of the City Planning Committee is

THAT Council direct that Bylaw 2024-16, a bylaw to amend the Zoning Bylaw to allow for a wider range of opportunities for residential development, be brought forward for consideration under the bylaw process.

3. HLDAC Short-Term Rental Recommendations

Administration presented recommendations from the Housing and Land Development Advisory Committee on Short-Term Rentals (STRs). The proposed changes include creating two types of STRs, limiting how many STRs an owner may have, ensuring STRs meet basic health and safety requirements, excluding STRs in residential zone where lower-cost housing is most likely, and requiring a business license. Various topics were expanded upon as prompted by Committee member questions, including the benefits of STRs and the potential benefits of regulation, limited access to market data, and strategies employed by other jurisdictions.

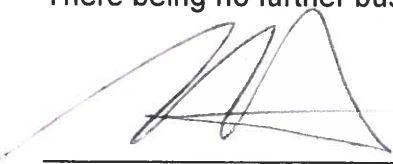
The Recommendation from the City Planning Committee is

THAT Council refer the Housing and Land Development Advisory Committee recommendations on Short-Term Rentals to Administration and that a study be completed regarding the impacts of Short-Term rentals and the proposed recommendations.

4. Delegate Ben Pereira, President of Neighbourly North – The Short-Term Housing Market

Delegate Ben Pereira, President of Neighbourly North, appeared before Council to speak on the short-term rental market and the history of Neighbourly North. The delegate commented that good companies are in favour of regulations as long as they are fair and based on feedback from the community and then provided clarity on short-term rental terminology as requested by a Committee member.

There being no further business the meeting adjourned at 10:28 P.M.



Laura Cabott, Mayor



Corporate Services

