



## Minutes of the meeting of the Development Services Committee

Date	March 4, 2024	2024-05
Location	Council Chambers, City Hall	
	Councillor Dan Boyd – Chair	
	*Mayor Laura Cabott	
Committee Members Present	Councillor Kirk Cameron	
	Councillor Jocelyn Curteanu	
	*Councillor Michelle Friesen	
	*Councillor Ted Laking	
	Councillor Mellisa Murray	
	Jeff O’Farrell, City Manager	
	Krista Mroz, Director of Community Services	
Staff Present	Valerie Braga, Director of Corporate Services	
	Kevin Lyslo, A/Director of People and Culture	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	
	Kinden Kosick, Subdivision and Land Coordinator, Land and Building	

\* Indicates electronic participation

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

### 1. Development Incentive Program Updates

A new Housing Development Incentives Policy focused on reducing costs and the administrative burden of the program while still supporting affordable residential development was presented, along with an updated City Grant-Making Policy and a Fees and Charges Bylaw amendment. Administration clarified how the new policy incentivizes rental and supportive housing development and how the policy would be applied. Committee members discussed potential amendments to the proposed tipping fee grants.

### The Recommendation of the Development Services Committee is

THAT Council adopt the updated Housing Development Incentives Policy;

THAT Council adopt the updated City Grant-Making Policy;

THAT Council direct that Bylaw 2024-24, a bylaw to amend the Fees and Charges Bylaw with respect to the Housing Development Incentives Policy, be brought forward for consideration under the bylaw process; and

THAT the 2024 to 2026 Operating Budget be increased upon adoption of Bylaw 2024-24 in the amount of \$3,000 for 2024, \$3,000 for 2025, and \$3,000 for 2026, offset by transfers to the General Reserve for the additional revenue.



## Minutes of the meeting of the City Operations Committee

Date	March 4, 2024	2024-05
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Jocelyn Curteanu – Chair *Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron *Councillor Michelle Friesen *Councillor Ted Laking Councillor Mellisa Murray	
Staff Present	Jeff O’Farrell, City Manager Krista Mroz, Director of Community Services Valerie Braga, Director of Corporate Services Kevin Lyslo, A/Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure	

\* Indicates electronic participation

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



## Minutes of the meeting of the Community Services Committee

Date	March 4, 2024	2024-05
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	
	*Councillor Ted Laking	
	Jeff O'Farrell, City Manager	
	Krista Mroz, Director of Community Services	
Staff Present	Valerie Braga, Director of Corporate Services	
	Kevin Lyslo, A/Director of People and Culture	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	

\* Indicates electronic participation

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

### 1. New Business – Recreation Program Registrations

In response to questions, Administration provided information on the upcoming recreation program registration process.

### 2. Proclamation – International Women's Day (March 8, 2024)

Councillor Kirk Cameron proclaimed March 8, 2024 to be International Women's Day in the City of Whitehorse, a day to celebrate the achievements of women and accelerate women's equality.



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

Date	March 4, 2024	2024-05
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	
	*Councillor Ted Laking	
	Jeff O’Farrell, City Manager	
	Krista Mroz, Director of Community Services	
Staff Present	Valerie Braga, Director of Corporate Services	
	Kevin Lyslo, A/Director of People and Culture	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	

\* Indicates electronic participation

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

**1. New Business – Wildfire Preparedness Update**

In response to questioning, Administration confirmed that agency partners have not yet provided a status update regarding the upcoming wildfire season but that the update would be made available once received.



## Minutes of the meeting of the Corporate Services Committee

Date	March 4, 2024	2024-05
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Jocelyn Curteanu – Chair *Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron *Councillor Michelle Friesen *Councillor Ted Laking Councillor Mellisa Murray	
Staff Present	Jeff O’Farrell, City Manager Krista Mroz, Director of Community Services Valerie Braga, Director of Corporate Services Kevin Lyslo, A/Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure Robert Dickson, Associate Manager, Engineering Services Oshea Jephson, Manager, Strategic Communications	

\* Indicates electronic participation

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

### 1. Commencement Report – Crosstown Watermain

A commencement report was presented to authorize the procurement of construction services to replace the critical Crosstown Watermain that runs from the Selkirk Aquifer to the Two Mile Hill Booster Station. Funding for this project was included in the 2023-2026 Capital Expenditure Program with a total budget of \$3,000,000 funded by the Canada Community Building Fund. Administration provided additional information on technicalities such as the pipe size and pipe path, and on construction timelines and potential impacts to the Two Mile Hill multi-use trail.

### The Recommendation of the Corporate Services Committee is

THAT Council authorize Administration to commence the procurement for project 240c01222 Crosstown Watermain.

**2. Commencement Report – Hillcrest Reconstruction**

A commencement report was presented to authorize the procurement of construction services to upgrade outdated and inefficient water and sewer mains, drainage infrastructure, and road surfaces in the Hillcrest Neighbourhood. The project was included in the approved 2023-2026 Capital Expenditure Program. Federal funding for Phase 1A is available through the Canada Infrastructure Program and an application in the amount of \$6,150,000 has been submitted with expectations to be approved in May 2024.

**The Recommendation of the Corporate Services Committee is**

THAT Council authorize Administration to commence the procurement for project 240c00209 Hillcrest Reconstruction (Phase 1A).

**3. Communications Policy**

A new Communications Policy was proposed to replace the existing policy first introduced in 2010. The changes to the policy include focusing on the importance of emergency communication, ensuring inclusivity, and providing additional guidance around use of digital tools such as various social media platforms. Administration provided clarification on the meaning of media-coverage monitoring and correction, and on the spokesperson section, which aims to provide City experts the ability to choose a spokesperson if they are not comfortable speaking with media personnel.

**The Recommendation of the Corporate Services Committee is**

THAT Council adopt the updated Communications Policy.



## Minutes of the meeting of the City Planning Committee

Date	March 4, 2024	2024-05
Location	Council Chambers, City Hall	
	Councillor Dan Boyd – Chair	
	*Mayor Laura Cabott	
Committee Members Present	Councillor Kirk Cameron	
	Councillor Jocelyn Curteanu	
	*Councillor Michelle Friesen	
	*Councillor Ted Laking	
	Councillor Mellisa Murray	
Staff Present	Jeff O'Farrell, City Manager	
	Krista Mroz, Director of Community Services	
	Valerie Braga, Director of Corporate Services	
	Kevin Lyslo, A/Director of People and Culture	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	
	Peter Duke, Manager, Planning Services	

\* Indicates electronic participation

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

### 1. Public Hearing Report – Zoning Amendment – 2086 Second Avenue

The Committee was presented with a report on submissions from the Public Hearing held on February 12, 2024 for the proposed Zoning Amendment at 2086 Second Avenue. No written submissions were received and no members of the public attended the Public Hearing.

#### The Recommendation of the City Planning Committee is

THAT Council direct that Bylaw 2024-09, a bylaw to amend the zoning of 2086 Second Avenue from CM2 – Mixed Use Commercial 2 to CM2x – Mixed Use Commercial 2 (modified) to allow for the development of a building with a maximum height of 25 m, be brought forward at second and third reading under the bylaw process.

### 2. Official Community Plan Amendment – 200 Lobird Road

An application was received to amend the Official Community Plan (OCP) to allow county residential lots at 200 Lobird Road. Administration presented a report on the developer's plans for the site and on challenges the development may pose for future development of the larger area as it is within the bounds of the South Growth Area.

Additional information was provided on timelines for the proposed lots and the South Growth Area, final unit estimates and comparisons, the master plan policy, and alternative development options.

**The Recommendation of the City Planning Committee is**

THAT Council direct that Bylaw 2024-20, a bylaw to amend the Official Community Plan to allow for the development of country residential lots on a portion of 200 Lobird Road, proceed under the bylaw process.

**3. Delegate Zoë Morrison, Stantec Architecture – Official Community Plan Amendment – Highland Estates Project in Lobird**


Zoë Morrison of Stantec Architecture delegated in support of approving the proponent's Official Community Plan Amendment application for the Highland Estates Project at 200 Lobird Road, explaining that the land topography is not ideal for the larger dense development that the City intends for the general area. The delegate provided information as prompted by Committee members on topics such as the geotechnical work that was completed, and on potential plans to expand the trailer park to the North.

**4. Delegate Felix Robitaille – Official Community Plan Amendment – 200 Lobird Road**

Felix Robitaille appeared before Council in support of the Official Community Plan Amendment for 200 Lobird Road as making these lots available would help relieve market pressures due to continued high interest in Country Residential lots, and that the development would happen at minimal cost to the City.



There being no further business the meeting adjourned at 8:32 P.M.

  
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Laura Cabott, Mayor

  
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Corporate Services

