



Minutes of the meeting of the Development Services Committee

Date	April 15, 2024	2024-08
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 Ted Laking	
Absent	Councillor Michelle Friesen	
Staff Present	Jeff O'Farrell, City Manager Mélodie Simard, 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 Doug Spencer, Manager, Land and Building	

* Indicates electronic participation

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

1. Rental Housing Incentive Application – 28 Olive May Way

Administration presented an application for a housing development incentive for the construction of seven 15-unit buildings at 28 Olive May Way. The development meets the criteria for the rental and supportive incentive as set out in the Housing Development Incentives Policy. Additional information was provided on property taxes, the contractual obligations of the applicant, and timeline of the proposed development.

The Recommendation of the Development Services Committee is

THAT Council approve a Rental Housing Development Incentive with respect to 28 Olive May Way.

2. Rental Housing Incentive Application – 410 Cook Street

Administration presented an application for a housing development incentive for the construction of a mixed-use three-story building with 10 units. The development meets the criteria for the rental and supportive incentive as set out in the Housing Development Incentives Policy. A Committee member requested clarification on how

the City would ensure the development does not change use, to which Administration responded that a follow-up system would be incorporated. Information on the property's taxes was also provided.

The Recommendation of the Development Services Committee is

THAT Council approve a Rental Housing Development Incentive with respect to 410 Cook Street.

3. Non-Profit Organization Development Incentive Application – 84 Rampart Avenue

The City has received an application from a non-profit organization for a housing development incentive for the construction of two 16-unit buildings at 84 Rampart Avenue. The development meets the criteria for the non-profit organization development incentive as set out in the Housing Development Incentives Policy. Administration provided information on the planned development and the current and estimated tax revenue of the property. Clarification between the requirements for the rental housing development incentive and the non-profit organization development incentive were also given.

The Recommendation of the Development Services Committee is

THAT Council approve a Non-Profit Organization Housing Development Incentive for a 32-unit housing development at 84 Rampart Avenue, which includes a development fees grant of \$60,000.

4. New Business – Building Permit Process

As requested by a Committee member, Administration provided a status update on building permit applications received and issued in 2024, and on recent and future changes to the permitting process that are intended to increase efficiency in support of development in the city.

5. Delegate Carl Schulze, Yukon Prospectors Association – The Benefits of Responsible Mining in the Yukon

Delegate Carl Schulze of the Yukon Prospector Association spoke to Council on the benefits of the mining industry including providing employment and the opportunity for skill development, economic income generation through taxation and royalties, reclamation of abandoned sites, and reinforcement of related industries such as archaeology and other scientific fields of study. As requested by a Committee member, the delegate provided information on progressive reclamation.

6. Delegate Marcus Harden, Gladiator Metals – Operations Update to Council

Delegate Marcus Harden of Gladiator Metals provided an update on the mining exploration Gladiator Metals is undertaking within the city. The delegate explained that the company is working to mitigate concerns from the community such as employing acoustic monitoring to address noise and confirmed that groundwater studies are being completed on an ongoing basis by the Yukon Government.

7. Proclamation – Earth Day (April 22, 2024)

Mayor Laura Cabott proclaimed April 22, 2024 to be Earth Day in the city of Whitehorse, a day to encourage the conservation, protection and appreciation of natural resources.



Minutes of the meeting of the City Operations Committee

Date	April 15, 2024	2024-08
Location	Council Chambers, City Hall	
	Councillor Jocelyn Curteanu - Chair Mayor Laura Cabott	
Committee Members Present	*Councillor Dan Boyd Councillor Kirk Cameron Councillor Ted Laking Councillor Mellisa Murray	
Absent	Councillor Michelle Freisen	
Staff Present	Jeff O'Farrell, City Manager Mélodie Simard, 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 Ira Webb, Associate Manager, Waste Services	

* Indicates electronic participation

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

1. **Interim City Curbside Recycling Program**

In response to the closure of Raven ReCentre's free public drop-off for non-refundable recycling, the City and the Yukon Government established a Recycling Committee to identify options to maintain recycling services. Two potential options have been identified if Council wants to implement an interim solution in advance of the Yukon Government's Extended Producer Responsibility Regulation (EPR) coming into effect. Once EPR is in place, the Producer Responsibility Organization would be responsible to implement ongoing programs to meet their diversion targets, which could include a depot, curbside program, or a combination.

The Recommendation of the City Operations Committee is

THAT Administration participate in stakeholder consultation with the PRO and bring forward a recommendation on the City's next steps with respect to a curbside collection program in June 2024.

2. New Business – Traffic Calming Update

As requested by a Committee member, Administration provided an update on ongoing initiatives towards traffic-calming projects and on potential collaboration with the Yukon Government for future work.

3. Delegate Tim Kucharuk, Riverdale Community Association – Riverdale Traffic Calming

Delegate Tim Kucharuk of the Riverdale Community Association addressed Council on traffic congestion and safety issues within Riverdale and requested the City consider installing traffic-calming measures in the areas of concern.



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

Date	April 15, 2024	2024-08
Location	Council Chambers, City Hall	
	Councillor Kirk Cameron – Chair	
	Mayor Laura Cabott	
Committee Members Present	*Councillor Dan Boyd	
	Councillor Jocelyn Curteanu	
	Councillor Ted Laking	
	Councillor Mellisa Murray	
Absent	Councillor Michelle Friesen	
	Jeff O’Farrell, City Manager	
	Mérodie Simard, 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	

* Indicates electronic participation

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



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

Date	April 15, 2024	2024-08
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 Ted Laking	
Absent	Councillor Michelle Friesen	
Staff Present	Jeff O'Farrell, City Manager Mélodie Simard, 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 Travis Whiting, Fire Chief	

* Indicates electronic participation

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

1. Seasonal Preparedness Update – For Information Only

Administration, joined by Luc Bibeau and Keith Fickling of Yukon Wildland Fire Management (YWFM), provided an update on collaborative preparations for the upcoming wildfire season. Efforts include a media campaign focused on seasonal readiness, an annual review of related plans, exercises that focus on cross-government collaboration, and a FireSmart public education campaign. As requested by Committee members, Administration and the YWFM representatives provided information on current and estimated conditions, fire causes, and the importance of individual readiness.



Minutes of the meeting of the Corporate Services Committee

Date	April 15, 2024	2024-08
Location	Council Chambers, City Hall	
	Councillor Ted Laking - Chair Mayor Laura Cabott	
Committee Members Present	*Councillor Dan Boyd Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Mellisa Murray	
Absent	Councillor Michelle Friesen	
	Jeff O'Farrell, City Manager Mélodie Simard, 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 Svetlana Erickson, Manager, Financial Services	

* Indicates electronic participation

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

1. **Upcoming Procurements (May/June) – For Information Only**

In accordance with the Procurement Policy, the Committee was presented with a bi-monthly update on forthcoming procurement projects with an anticipated value greater than \$100,000 for the period of May and June 2023. Administration provided timelines and additional details on several items such as the Robert Service Campground fire suppression pond, electric vehicle charging stations, and the Selkirk Water Treatment Facility.

2. **Election Procedures Bylaw**

The *Municipal Act* regulates the conduct of municipal elections and requires Council to establish election procedures by bylaw specific to the City of Whitehorse. The proposed Elections Bylaw 2024-11 outlines procedures and regulations for conducting the primary election and any subsequent by-elections for the 2024-2028 term of Council, and addresses several issues including appointment of a returning officer, establishing the

duties and honorariums paid to election officials, providing for the use of an electronic list of electors and dispensing of the Board of Revision, enabling voting methodologies, and allowing the use of tabulators to count votes. Administration clarified the procedure on establishing the voters list and responded to concerns raised by some Committee members on allowing internet voting.

The Recommendation of the Corporate Services Committee is

THAT Bylaw 2024-11, a bylaw to regulate the 2024 municipal election in the City of Whitehorse, be brought forward for consideration under the bylaw process.

3. Adjust June Cycle of Council – FCM Travel

The 2024 Annual Conference and Tradeshow of the Federation of Canadian Municipalities is being held in Calgary from June 6 – 9, 2024. To allow for return travel for the five members of Council who are attending and to ensure quorum, it was proposed to reschedule the June 10, 2024 Standing Committee meeting to June 11, 2024, as allowed in the Council Procedures Bylaw.

The Recommendation of the Corporate Services Committee is

THAT Council direct that the Council meeting scheduled for June 10, 2024, be rescheduled to Tuesday, June 11, 2024.

4. New Business – Coroner’s Inquest

A Committee member acknowledged the ongoing Yukon Coroner’s inquest and recognized the impact on those participating.



Minutes of the meeting of the City Planning Committee

Date	April 15, 2024	2024-08
Location	Council Chambers, City Hall	
	Councillor Ted Laking - Chair Mayor Laura Cabott	
Committee Members Present	*Councillor Dan Boyd Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Mellisa Murray	
Absent	Councillor Michelle Friesen	
Staff Present	Jeff O'Farrell, City Manager Mélodie Simard, 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 Mathieu Marois, Senior Planner, Planning Services Darcy McCord, Senior Planner, Planning Services Peter Duke, Manager, Planning Services	

* Indicates electronic participation

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

1. **Supplemental Information Report – Copper Ridge Development Area Master Plan**

As requested by Council at the Regular Council meeting of March 25, 2024, a supplemental report with additional information on the Copper Ridge Development Area Master Plan was prepared and presented. Analysis was completed on the intersection of the proposed Zoning Amendment Bylaw 2024-16 of Housing-Related amendments with the proposed development, and the impacts of revising the concept to include additional greenspace.

Administration responded to questions from Committee members on the maximum number of units allowed. Discussion occurred on the potential of amending the greenspace to be specified as a treed section, to which Administration provided that such an amendment would require another round of public input; however, it was confirmed that this type of condition could be brought forward at a later date in the development process.

The Recommendation of the City Planning Committee is

THAT Council approve the amended Copper Ridge Development Area Master Plan, a document providing guidance and a framework for the future development of YG Lots 518 and 519 and City of Whitehorse Lot 520.

2. Public Hearing Report – Zoning Amendment – Housing-Related Amendments

The Committee was presented with a summary of submissions received for the Public Hearing held March 25, 2024, regarding the proposed Bylaw 2024-16, a collection of housing-related Zoning amendments. Twenty-one written submissions were received and four people spoke at the Public Hearing. The report responded to concerns on topics such as the character of existing neighbourhoods, impacts to property value, wildfire and environmental impacts, and parking and traffic issues. Administration provided information on initiatives from similar municipalities and on the criteria of the Housing Accelerator Fund.

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 second and third reading under the bylaw process.

3. Zoning Amendment – Municipal Services Building

A Zoning Amendment to 4210 4th Avenue was presented to ensure that following the demolition of the Municipal Services Building, the future development includes a residential use. As requested by Committee members, Administration provided proposed timelines, and information on the eventual disposition process including engagement with First Nation Governments.

The Recommendation of the City Planning Committee is

THAT Council direct that Bylaw 2024-25, a bylaw to amend the zoning at 4210 4th Avenue, be brought forward for consideration under the bylaw process.

4. Public Hearing Report – Zoning Amendment – Mining Activities

The Committee was presented with a summary of submissions received for the Public Hearing held March 11, 2024, regarding the proposed Bylaw 2024-23 a Zoning Bylaw amendment for mining activities within the City. Seven written submissions were received and fifteen people spoke at the Public Hearing. The report addressed several concerns including legislation, water contamination, wildlife and recreation impacts, additional costs and delays, the City's capacity and expertise, and the return of the application fee. Administration provided information on proposed alternatives and confirmed that there are other regulators overseeing mining activities within the city. Additional details were provided on engagement with the First Nation Governments and the status of ongoing mining exploration activities.

The Recommendation of the City Planning Committee is

THAT Council direct that Bylaw 2024-23, a bylaw to ensure that there is a public process and Council decision on all mineral exploration and mineral development activities within city limits, be brought forward to second reading and defeated; and THAT Council direct that the application fee be returned to the applicant per section 15.2.7 of the Zoning Bylaw.


5. Notice of Motion – Councillor Laking – Downtown School

Councillor Ted Laking presented a Notice of Motion to bring forward at the Regular Council meeting on April 22, 2024, on ensuring that there continues to be an elementary school in downtown Whitehorse.

6. Delegate Skeeter Wright – City Development Permits

Delegate Skeeter Wright encouraged good governance and shared examples of legal issues caused by the City's poor planning or by not following bylaws. The delegate urged Council and the City to be more careful when considering the ramifications of a proposed action.

There being no further business the meeting adjourned at 9:22 P.M.



Laura Cabott, Mayor



Corporate Services

