



## Minutes of the meeting of the Corporate Services Committee

|           |   |         |
|-----------|---|---------|
| Date      | January 20, 2025  | 2025-02 |
| Location  | Council Chambers, City Hall                                 |         |
|           | Councillor Dan Boyd - Chair                                 |         |
|           | Mayor Kirk Cameron  |         |
| Committee | *Councillor Paolo Gallina                                   |         |
| Members   | Councillor Jenny Hamilton                                   |         |
| Present   | Councillor Eileen Melnychuk                                 |         |
|           | *Councillor Anne Middler                                    |         |
|           | Councillor Lenore Morris                                    |         |
|           | Jeff O'Farrell, City Manager                                |         |
|           | Krista Mroz, Director of Community Services                 |         |
| Staff     | Valerie Braga, Director of Corporate Services               |         |
| Present   | Lindsay Schneider, Director of People and Culture           |         |
|           | Mike Gau, Director of Development Services                  |         |
|           | Travis Whiting, A/Director of Operations and Infrastructure |         |
|           | Svetlana Erickson, Manager, Financial Services              |         |
|           | Peter O'Blenes, Manager, Property Management                |         |

\* Indicates electronic participation

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

### 1. **Property Management Advance Re-Budget Bylaw**

Re-budget authorization for three projects was requested in order to meet funding timelines. Administration provided additional information on the different funding options, deadlines, and project timelines.

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

THAT Council direct that the remaining funds from the 2024 Capital Expenditure Program for projects 360c00823, 360c00822, and 320c01119 be re-budgeted to 2025; and

THAT Council direct that Bylaw 2025-15, a bylaw to amend the 2025 to 2028 Capital Expenditure Program to include re-budgeting 2024 capital expenditures in the amount of \$22,536,203 be brought forward for consideration under the bylaw process.

**2. Public Input Report – 2025-2028 Capital Expenditure Program**

Administration presented a summary of the Public Input Session that was held January 13, 2025, regarding the proposed 2025-2028 Capital Expenditure Program. Two written submissions were received, and five members of the public spoke at the Public Input Session. The report responded to concerns raised on wildfire safety, sustainable energy, infrastructure, pickleball courts, accessibility, and active transportation. Administration responded to requests for more information on various line items within the budget, including Downtown sidewalks, snow and ice control for ramps, and the Mount McIntyre recreation facility upgrade.

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

THAT Council direct that Bylaw 2024-50, a bylaw to adopt the 2025 to 2028 Capital Expenditure Program, be brought forward for second and third reading under the bylaw process.

**3. Umbrella Budget Amendment Bylaws**

Administration brought forward all Capital Expenditure Program and Operating budget amendments approved during 2024 for Umbrella Bylaw authorization.

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

THAT Council direct that Bylaw 2025-06, a bylaw to amend the 2024 to 2027 Capital Expenditure Program with respect to budget adjustments made throughout 2024, be brought forward for consideration under the bylaw process; and

THAT Bylaw 2025-07, a bylaw to amend the 2024 to 2026 Operating Budget with respect to budget adjustments made throughout 2024, be brought forward for consideration under the bylaw process.

**4. Authorization of Tax Lien Summary List**

As required by the *Assessment and Taxation Act*, Administration presented the list of properties with outstanding taxes from 2024. Each property on the list will be levied an administration fee and be subject to further collection procedures if the account is not paid within 60 days. Administration clarified the payment deadline and outlined the efforts made to notify title holders before the list's publication.

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

THAT Council direct that the City Seal be affixed to the 2024 Tax Lien Summary List to authenticate the list.

**5. Write-off Uncollectible Accounts**

The City levies fees and charges for goods and services that, on occasion, cannot be collected for various reasons. Administration presented a proposed bylaw to write-off such accounts where all in-house collection procedures have been exhausted and it has been determined that there is little chance of recovery.

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

THAT Council direct that Bylaw 2025-08, a bylaw to authorize the write-off of uncollectible accounts, be brought forward for consideration under the bylaw process.



## **Minutes of the meeting of the City Planning Committee**

|           |   |         |
|-----------|---|---------|
| Date      | January 20, 2025  | 2025-02 |
| Location  | Council Chambers, City Hall                                 |         |
|           | Councillor Lenore Morris - Chair                            |         |
|           | Mayor Kirk Cameron  |         |
| Committee | Councillor Dan Boyd   |         |
| Members   | *Councillor Paolo Gallina                                   |         |
| Present   | Councillor Jenny Hamilton                                   |         |
|           | Councillor Eileen Melnychuk                                 |         |
|           | *Councillor Anne Middler                                    |         |
|           | Jeff O'Farrell, City Manager                                |         |
|           | Krista Mroz, Director of Community Services                 |         |
| Staff     | Valerie Braga, Director of Corporate Services               |         |
| Present   | Lindsay Schneider, Director of People and Culture           |         |
|           | Mike Gau, Director of Development Services                  |         |
|           | Travis Whiting, A/Director of Operations and Infrastructure |         |

\* Indicates electronic participation

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



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

|           |   |         |
|-----------|---|---------|
| Date      | January 20, 2025  | 2025-02 |
| Location  | Council Chambers, City Hall                                 |         |
|           | Councillor Jenny Hamilton - Chair                           |         |
|           | Mayor Kirk Cameron  |         |
| Committee | Councillor Dan Boyd   |         |
| Members   | *Councillor Paolo Gallina                                   |         |
| Present   | Councillor Eileen Melnychuk                                 |         |
|           | *Councillor Anne Middler                                    |         |
|           | Councillor Lenore Morris                                    |         |
|           | Jeff O'Farrell, City Manager                                |         |
|           | Krista Mroz, Director of Community Services                 |         |
| Staff     | Valerie Braga, Director of Corporate Services               |         |
| Present   | Lindsay Schneider, Director of People and Culture           |         |
|           | Mike Gau, Director of Development Services                  |         |
|           | Travis Whiting, A/Director of Operations and Infrastructure |         |

\* Indicates electronic participation

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



## Minutes of the meeting of the City Operations Committee

|           |   |         |
|-----------|---|---------|
| Date      | January 20, 2025  | 2025-02 |
| Location  | Council Chambers, City Hall                                 |         |
|           | Councillor Eileen Melnychuk - Chair                         |         |
|           | Mayor Kirk Cameron  |         |
| Committee | Councillor Dan Boyd   |         |
| Members   | *Councillor Paolo Gallina                                   |         |
| Present   | Councillor Jenny Hamilton                                   |         |
|           | *Councillor Anne Middler                                    |         |
|           | Councillor Lenore Morris                                    |         |
|           | Jeff O'Farrell, City Manager                                |         |
|           | Krista Mroz, Director of Community Services                 |         |
| Staff     | Valerie Braga, Director of Corporate Services               |         |
| Present   | Lindsay Schneider, Director of People and Culture           |         |
|           | Mike Gau, Director of Development Services                  |         |
|           | Travis Whiting, A/Director of Operations and Infrastructure |         |
|           | Rob Dickson, Manager, Engineering Services                  |         |
|           | Ira Webb, Manager, Water and Waste Services                 |         |

\* Indicates electronic participation

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

### **1. Commencement Report – Crestview Phase 2 Flow Improvements**

Administration presented the commencement report for the Crestview Phase 2 Flow Improvements project, seeking Council's approval to initiate the procurement process. Administration answered questions on the project's history, infrastructure age, service life improvements of over 30 years, unchanged budget and schedule, and the need for additional work not currently funded.

### **The Recommendation of the City Operations Committee is**

THAT Council authorize Administration to commence the procurement of project 240c00222 Crestview Water Improvements.

**2. Commencement Report – 2025 Asphalt Surface Overlay Program**

Administration presented the commencement report seeking authorization to procure construction services for the 2025 Asphalt Surface Overlay Program. Administration answered questions on traffic management, road design, budget and schedule, potential for active transportation improvements, project costs, and future development considerations.

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

THAT Council authorize Administration to commence the procurement of project 240c00410 Asphalt Surface Overlay Program.

**3. Commencement Report – Waste Management Facility Ditching and Fencing**

Administration presented a commencement report seeking authorization to commence procurement for the Waste Management Facility Perimeter Ditching and Fencing Upgrades Project. Administration answered questions on how the ditching will manage water runoff, the nature and intended direction of water flow, regulatory requirements, and potential cost savings.

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

THAT Administration be authorized to commence the procurement for Waste Management Facility Perimeter Ditching and Fencing Upgrades.

**4. Commencement Report – Waste Management Facility Transfer Station Operations**

Administration presented a commencement report seeking authorization to commence procurement for the operation of the transfer station at the Waste Management Facility. Administration answered questions regarding the landfill's management, the feasibility of adjusting the contract term, and the cost structure based on bin rates and tonnage.

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

THAT Administration be authorized to commence the procurement for Waste Management Facility Transfer Station Operations services.



## Minutes of the meeting of the Community Services Committee

|           |   |         |
|-----------|---|---------|
| Date      | January 20, 2025  | 2025-02 |
| Location  | Council Chambers, City Hall                                 |         |
|           | Councillor Jenny Hamilton – Chair                           |         |
|           | Mayor Kirk Cameron  |         |
| Committee | Councillor Dan Boyd   |         |
| Members   | *Councillor Paolo Gallina                                   |         |
| Present   | Councillor Eileen Melnychuk                                 |         |
|           | *Councillor Anne Middler                                    |         |
|           | Councillor Lenore Morris                                    |         |
|           | Jeff O'Farrell, City Manager                                |         |
|           | Krista Mroz, Director of Community Services                 |         |
| Staff     | Valerie Braga, Director of Corporate Services               |         |
| Present   | Lindsay Schneider, Director of People and Culture           |         |
|           | Mike Gau, Director of Development Services                  |         |
|           | Travis Whiting, A/Director of Operations and Infrastructure |         |

\* Indicates electronic participation

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

1. **Bell Let's Talk Day (January 22, 2025)**

Mayor Kirk Cameron proclaimed January 22, 2025, to be Bell Let's Talk Day in the City of Whitehorse, a day of inspiring conversation, support, and positive change for mental health.

2. **Delegate Keith Lay, Active Trails Whitehorse Association – Neighbourhood Trail Plans and Snowmobile Bylaw**

Delegate Keith Lay of Active Trails Whitehorse Association presented to Council, raising concerns about public confusion regarding trail designations and usage expectations due to inconsistencies between trail plans and the Snowmobile Bylaw. The delegate advocated for amending the bylaw to align with the 2020 Trail Plan definition of non-motorized multi-use trails, emphasizing the need for greater clarity and equity for both motorized and non-motorized trail users.





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

|                           |   |         |
|---------------------------|---|---------|
| Date                      | January 20, 2025  | 2025-02 |
| Location                  | Council Chambers, City Hall                                 |         |
|                           | Councillor Dan Boyd - Chair                                 |         |
|                           | Mayor Kirk Cameron  |         |
| Committee Members Present | *Councillor Paolo Gallina                                   |         |
|                           | Councillor Jenny Hamilton                                   |         |
|                           | Councillor Eileen Melnychuk                                 |         |
|                           | *Councillor Anne Middler                                    |         |
|                           | Councillor Lenore Morris                                    |         |
|                           | 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                  |         |
|                           | Travis Whiting, A/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**

As requested by a Committee member, information was provided on current efforts made by the City towards wildfire prevention and preparedness, focusing specifically on actions contained in the City's Wildfire Risk Reduction Strategy, and organizing public education initiatives.

**2. Delegate David Loeks, Wildfire Awareness Society – Whitehorse: A Firesafe City**

Delegate David Loeks of the Wildfire Awareness Society presented to Council on wildfire risk and preparedness, discussing potential wildfire challenges in Whitehorse and recommending that the City and Council prioritize a comprehensive fire management strategy.

There being no further business the meeting adjourned at 7:45 P.M.



Kirk Cameron, Mayor



Corporate Services

