

CITY OF WHITEHORSE
REGULAR Council Meeting #2021-24

DATE: Monday, December 13, 2021
TIME: 5:30 p.m.

Mayor Laura Cabott
Deputy Mayor Mellisa Murray
Reserve Deputy Mayor Jocelyn Curteanu

AGENDA

CALL TO ORDER 5:30 p.m.

AGENDA Adoption

PROCLAMATIONS

MINUTES Regular Council meeting dated November 29, 2021

DELEGATIONS Keith Lay – Whitehorse South Trail Plan
Patrick Milligan – Whitehorse South Trail Plan

PUBLIC INPUT Bylaw 2021-41 (2022 to 2025 Capital Expenditure Plan)

STANDING COMMITTEE REPORTS

Corporate Services Committee – *Councillors Friesen and Cameron*

City Hall Renovation Update – For Information Only

City Planning Committee – *Councillors Boyd and Laking*

Subdivision Approval – Whistle Bend Phases 7 and 8

Zoning Amendment – Whistle Bend Phase 9

Zoning Amendment – KDFN Lot 1216 on Robert Service Way

Development Services Committee – *Councillors Curteanu and Murray*

Housing Advisory Committee

City Operations Committee – *Councillors Laking and Boyd*

Community Services Committee – *Councillors Murray and Friesen*

Whitehorse South Trail Plan

Vehicle Access to Cemetery – For Information Only

Public Health and Safety Committee – *Councillors Cameron and Curteanu*

Update on Vehicle for Hire Bylaw – For Information Only

Update on Public Safety Issues – For Information Only

NEW AND UNFINISHED BUSINESS

CMHC Rapid Housing Funding – Allocation Assignment

Appeal of Revocation of Business License – Into the Wild Adventures

BYLAWS

| | | |
|---------|--|-------------------------|
| 2021-43 | Amend City Manager Bylaw (Interim Manager) | 3 rd Reading |
| 2021-38 | Zoning Bylaw Amendment (KDFN Lot – Robert Service Way) | 1 st Reading |
| 2021-42 | Zoning Bylaw Amendment (Whistle Bend Phase 9) | 1 st Reading |

ADJOURNMENT

MINUTES of **REGULAR** Meeting #2021-23 of the Council of the City of Whitehorse called for 5:30 p.m. on Monday, November 29, 2021, in Council Chambers, City Hall.

PRESENT: Mayor Laura Cabott
Deputy Mayor Mellisa Murray
Councillors Dan Boyd
Kirk Cameron
Jocelyn Curteanu
Michelle Friesen
Ted Laking

ALSO PRESENT: Acting City Manager Jeff O'Farrell
Acting Director of Community Services Landon Kulych
Director of Corporate Human Resources Lindsay Schneider
Director of Corporate Services Valerie Braga
Director of Development Services Mike Gau
Director of Operations Tracy Allen
Manager of Legislative Services Wendy Donnithorne
Assistant City Clerk Norma Felker

Mayor Cabott called the meeting to order at 5:30 p.m.

CALL TO ORDER

Mayor Cabott acknowledged that we are living and working within the traditional territories of the Kwanlin Dün First Nation and the Ta'an Kwäch'än Council.

TRADITIONAL LANDS
ACKNOWLEDGEMENT

2021-23-01

It was duly moved and seconded
THAT the agenda be adopted as presented.

AGENDA

Carried Unanimously

2021-23-02

It was duly moved and seconded
THAT the minutes of the Regular Council meeting dated November 15, 2021 be accepted as presented.

MINUTES

November 15, 2021

Carried Unanimously

COMMITTEE REPORTS

City Budget Committee

Mayor Cabott presented the 2022 to 2025 Capital Expenditure Program and tabled a budget that focuses on reducing energy consumption, upgrading and replacing aging infrastructure, and improvements to the way citizens interact with City facilities and services.

2022 to 2025 CAPITAL
BUDGET ADDRESS

For Information Only

Corporate Services Committee

Linda Casson addressed the Committee to point out that the *Senior Utility Charges Rebate Bylaw* as currently written does not apply to seniors living on country residential properties. She suggested a number of options to make the bylaw more equitable with respect to garbage service charges, and encouraged Council to amend the bylaw so that it applies to all seniors, no matter where they live in the City.

LINDA CASSON
Senior Utility Charges
Rebate Program
For Information Only

2021-23-03

It was duly moved and seconded

THAT amendments totalling \$278,507 be authorized to reduce the 2021–2024 Capital Expenditure Program, with \$236,191 remaining in reserves and \$42,316 remaining in external funding sources.

1. Amend the completed and under budget Municipal Election Voter List System Project 300c00520 in the amount of \$15,000;
2. Amend the completed and under budget Additional 1-Ton Service Truck – Water-Sewer System Maintenance Project 320c00220 in the amount of \$2,419;
3. Amend the completed and under budget Energy Upgrades CGC Project 320c01114 in the amount of \$1,824;
4. Amend the completed and under budget Transit Handy Bus Replacement Project 320c01509 in the amount of \$3,073;
5. Amend the completed and under budget Parking Technologies Options, Analysis and Recommendation Project 400c00220 in the amount of \$7,122;
6. Amend the completed and under budget Permanent Crosswalks Front and Main Street Project 500c00121 in the amount of \$3,386;
7. Amend the completed and under budget Waste Management Facility Alternative Daily Cover Grizzly Plates Project 650c00721 in the amount of \$12,000;
8. Amend the cancelled Zoning Bylaw Re-write Project 720c00318 in the amount of \$125,000;
9. Amend the cancelled Indigenous Languages Place Name Incorporation Project 720c00319 in the amount of \$49,825;
10. Amend the cancelled Neighbourhood Sign Creation and Refurbishment Project 720c00614 in the amount of \$6,035;
11. Amend the cancelled Chadburn Lake Park Identity / Branding Project 720c00618 in the amount of \$29,823; and
12. Amend the completed and under budget CGC Change Room Upgrades Project 750c00419 in the amount of \$23,000.

THIRD QUARTER
CAPITAL BUDGET
AMENDMENTS

Carried Unanimously

The 2021 third quarter variance projection shows that total operating revenues are expected to be over budget by \$54,353 and expenses are expected to be under budget by \$527,446.

Based on best estimates, the 2021 Operating Budget included some financial considerations for impacts of the COVID-19 pandemic. However, additional losses in the form of unrealized revenues may be incurred.

THIRD QUARTER
OPERATING BUDGET
VARIANCE REPORT
For Information Only

At this time, projections to December 31, 2021 as compared to the revised budget indicate an operating surplus of \$581,799.

Overall department spending is controlled. The third quarter variance is well within 1% of the City's total Operating Budget.

2021-23-04

It was duly moved and seconded
THAT the 2022 Council and Standing Committee Meeting Schedule be adopted as presented; and

THAT the first meeting cycle in January be re-scheduled to January 10th and 17th respectively, and the second meeting cycle in January be re-scheduled to January 24th and 31st respectively; and

ADOPT 2022 COUNCIL
AND STAND COMMITTEE
MEETING SCHEDULE

THAT the second meeting cycle in August be cancelled to allow for a summer recess; and

THAT the second meeting cycle in December be cancelled to allow for a winter recess.

Carried Unanimously

2021-23-05

It was duly moved and seconded
THAT the appointment of Council members to ad hoc committees from November 30, 2021 to October 31, 2022 be approved as follows:

| | |
|--------------------------------------|-----------------------------|
| Association of Yukon Communities | Councillor Ted Laking |
| | Councillor Mellisa Murray |
| Crime Stoppers | Councillor Michelle Friesen |
| Whitehorse Chamber of Commerce | Councillor Dan Boyd |
| Canadian Capital Cities Organization | Councillor Kirk Cameron |

COUNCIL MEMBER
APPOINTMENTS TO AD
HOC COMMITTEES

Carried Unanimously

2021-23-06

It was duly moved and seconded
THAT Special Committee appointments be approved as follows for the
period from November 30, 2021 to October 31, 2022:

| | |
|-------------------------------------|-----------------------|
| City Budget Committee | Mayor and all Council |
| City Manager's Evaluation Committee | Mayor and all Council |
| Civil Emergency Measures Commission | Mayor and all Council |

COUNCIL MEMBER
APPOINTMENTS TO
SPECIAL COMMITTEES

Carried Unanimously

2021-23-07

It was duly moved and seconded
THAT Paul Burbidge, Krysti Horton, Jane Koepke, Doug Mayr and
Dennis Shewfelt be re-appointed to the Board of Variance for a five-year
term expiring October 31, 2026.

CITIZEN APPOINTMENTS
TO BOARD OF VARIANCE

Carried Unanimously

A Council member expressed support for the recommendation, but
suggested that an open public process should be used for recruiting
persons being nominated for all future citizen appointments to various
boards and advisory committees.

Discussion

City Planning Committee

2021-23-08

It was duly moved and seconded
THAT Bylaw 2021-39, a bylaw to amend the zoning at 115 Range
Road from IA–Airport to CH–Highway Commercial, be brought forward
for consideration under the bylaw process.

BRING FORWARD
ZONING AMENDMENT
115 Range Road

Carried Unanimously

2021-23-09

It was duly moved and seconded
THAT an RCM2 Zone Housing Development Incentive be approved
with respect to the construction of 32 condominium units at 25 Gleaner
Avenue in Whistle Bend.

AUTHORIZE HOUSING
DEVELOPMENT
INCENTIVE
25 Gleaner Avenue

Carried Unanimously

Development Services Committee

Heather Ashthorn, Executive Director of Raven Recycling, addressed the Committee to provide an update on the accomplishments and activities of the organization over the past ten years. She encouraged Council to consider the cap on diversion credits, provide better enforcement to keep recyclable materials and metals out of the landfill, empower the Extended Producer Responsibility Action Committee, and work with Raven to develop a shared responsibility system.

HEATHER ASHTHORN
UPDATE FROM
RAVEN RECYCLING
For Information Only

2021-23-10

It was duly moved and seconded
THAT the allocation of Environmental Grants in the amount of \$15,974 be approved as recommended by the review committee.

| <u>Grant Recipient</u> | <u>Amount</u> |
|---|----------------------|
| Whitehorse Tool Library Whitehorse Tool Library | \$1,900 |
| Yukon Queer Society Grow and Go | \$6,824 |
| Yukon Invasive Species Council Sweet Clover Outreach | <u>\$7,250</u> |
| Total | \$15,974 |

ENVIRONMENTAL
GRANT ALLOCATIONS

Carried Unanimously

A Committee member noted that new legislation with respect to the *Better Build Program* is being introduced by the Yukon government.

While expressing support for the proposed program, Committee members raised concerns about the lack of consultation with municipalities and the uncertainties associated with the administrative responsibilities and potential costs that the program as currently envisioned could place on municipalities.

Some Committee members noted that delaying the legislation would allow more time to work through these issues with municipalities. It was recognized that the Yukon government makes the decisions about the timing for introducing legislation.

BETTER BUILD
PROGRAM
For Information Only

Committee members also noted the benefits of the program and acknowledged that the climate crisis increases the urgency of the need. The amount of homeowner interest and demand for the program was also acknowledged.

.../continued

A Committee member noted that the proposed legislation is largely enabling, and program details will be developed and set out in future regulations. It was also noted that the proposed YG-Municipalities Joint Working Group may provide opportunities to identify and address challenges associated with municipal responsibilities for collection and program administration. It may also provide opportunities to work in partnership to mitigate those challenges.

BETTER BUILD
PROGRAM
(Continued)
For Information Only

City Operations Committee

There was no report from the Operations Committee.

No Report

Community Services Committee

There was no report from the Community Services Committee.

No Report

Public Health and Safety Committee

There was no report from the Public Health and Safety Committee.

No Report

NEW AND UNFINISHED BUSINESS

The Acting City Manager left Council Chambers while amendments to the City Manager Bylaw were considered.

Conflict Acknowledged

Administration advised that the appointment of the current Acting City Manager expires December 31st. Amendments to the City Manager Bylaw are required to establish an Interim City Manager position and appoint a person to that position until a new City Manager has been recruited and appointed by Council.

AMENDMENTS TO CITY
MANAGER BYLAW

2021-23-11

It was duly moved and seconded
THAT Bylaw 2021-43, a bylaw to amend the City Manager Bylaw to provide for the appointment of an Interim City Manager, be brought forward for consideration under the bylaw process.

BRING FORWARD
CITY MANAGER BYLAW
AMENDMENT

Carried Unanimously

BYLAWS

2021-23-12

It was duly moved and seconded
THAT Bylaw 2021-43, a bylaw to amend the City Manager Bylaw to appoint an Interim City Manager, be given first reading.

BYLAW 2021-43
AMEND CITY MANAGER
BYLAW (Interim Manager)
FIRST READING

Carried Unanimously

2021-23-13

It was duly moved and seconded
THAT Bylaw 2021-43 be given second reading.

SECOND READING

Carried Unanimously

The Acting City Manager returned to Council Chambers.

Conflict Over

2021-23-14

It was duly moved and seconded
THAT Bylaw 2021-39, a bylaw to amend the zoning at 115 Range Road from Airport to Highway Commercial, be given first reading.

BYLAW 2021-39

ZONING AMENDMENT
115 Range Road

FIRST READING

Carried Unanimously

2021-23-15

It was duly moved and seconded
THAT Bylaw 2021-41, a bylaw to adopt the 2022 to 2025 Capital Expenditure Program, be given first reading.

BYLAW 2021-41

2022 to 2025
CAPITAL BUDGET

FIRST READING

Carried Unanimously

The Mayor advised that December 1, 2021 marks the 33rd anniversary of World AIDS Day and encouraged everyone to advocate for treatment, prevention and, ultimately, a cure for HIV/AIDS.

WORLD AIDS DAY
For Information Only

There being no further business, the meeting adjourned at 6:15 p.m.

ADJOURNMENT



Minutes of the meeting of the Corporate Services Committee

| | | |
|----------------------------------|---|---------|
| Date | December 6, 2021 | 2021-24 |
| Location | Council Chambers, City Hall | |
| Committee Members Present | Councillor Michelle Friesen – Chair Councillor Kirk Cameron – Vice-Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Ted Laking Councillor Mellisa Murray | |
| Staff Present | Jeff O'Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services Peter O'Blenes, Manager of Property Management Norma Felker, Assistant City Clerk | |

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

1. **City Hall Renovations Update** – For Information Only

Administration provided an update on the status of the City Hall Renovation project. The revised design features an efficient floor layout to improve service to the public, efficient and low-maintenance mechanical, electrical and telephone infrastructure, a biomass and electric boiler heating system, and additional unallocated and undeveloped floor space for future growth. The new City Hall will be the City's first net zero fossil fuel building with an energy efficient performance 70 percent better than the 2017 National Energy Code for Buildings.

The potential budget shortfall for the renovation project is \$1.5 million. The anticipated cost difference is due to COVID related supply chain and commodity pricing issues and tight labour conditions. The draft 2022 Capital Budget includes additional funding to allow the project to continue as planned.

Alternate locations for the relocation of existing City Hall staff during the construction period are being investigated, as well as a location for Council Chambers. A contract award is anticipated for early 2022, with staff relocation starting in late spring. Project completion is expected by the end of 2023.

Some Committee members expressed concerns over the changes in scope and raised questions about increases in cost over the seven-year period that this project has been in the works. It was suggested that the project should be re-considered.

Other Committee members spoke in support of staying the course with the current proposal, noting that the proposed building will address the needs of the growing population and the energy efficiencies realized can support the City's efforts to deal with the climate change emergency.

It was noted that costs are unlikely to go down in future, and that the federal funding program supporting this project will expire, with future opportunities for this type of municipal infrastructure funding unknown.

Administration confirmed that the proposed Transit Hub portion of the project is an essential component of the new Transit Route schedule that will be introduced next year.



Minutes of the meeting of the City Planning Committee

| | | |
|----------------------------------|---|---------|
| Date | December 6, 2021 | 2021-24 |
| Location | Council Chambers, City Hall | |
| Committee Members Present | Councillor Dan Boyd – Chair Councillor Ted Laking – Vice Chair Mayor Laura Cabott Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Michelle Friesen Councillor Mellisa Murray | |
| Staff Present | Jeff O'Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Tracy Allen, Director of Operations Patrick Ross, Manager of Land and Building Services Wendy Donnithorne, Manager of Legislative Services Karmen Whitbread, Planner Norma Felker, Assistant City Clerk | |

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

1. Subdivision Approval – Whistle Bend Phases 7 and 8

Subdivision approval for Phase 7 of Whistle Bend expired in October 2021 and must be re-approved by Council. In addition, Administration is bringing forward a Phase 8 plan of subdivision for approval. A development agreement will set out the engineering and development standards as well as the development responsibilities of the City and the Government of Yukon.

The two application areas consist of approximately 13.1 hectares of land and will yield approximately 105 single-family lots, 41 townhouse lots, three multi-family lots and one greenbelt lot. All of the proposed lots conform to the applicable zoning regulations of the Zoning Bylaw.

A portion of the subdivision area intersects with the old Porter Creek lagoon and the current Whistle Bend snow storage area. The lagoon was previously remediated to an industrial standard and used for snow storage, but the area will require further clean up

prior to residential development. A new snow storage area will need to be established prior to the decommissioning of the current site. The roles and responsibilities of the City and Yukon for this work are outlined in the development agreement.

Public Use Land Dedication will be in the form of the 1.7-hectare greenbelt lot, and Residential Development Cost Charges will be collected at the time of building permit applications.

The recommendation of the City Planning Committee is

THAT the subdivision of approximately 13.1 hectares of land for the creation of new residential lots, lanes, roads, and a greenbelt for the areas known as Whistle Bend Phase 7 and Phase 8 be approved as shown on the proposed subdivision sketches, subject to the condition that the Government of Yukon enter into a Development Agreement with the City of Whitehorse for the construction of underground utilities, roads and lanes to service the proposed subdivision area and other areas of Whistle Bend Subdivision, as well as other specified on-site and off-site works.

2. Zoning Amendment – Whistle Bend Phase 9

Administration is bringing forward an amendment to the Zoning Bylaw to establish the zoning for the area known as Phase 9 of Whistle Bend. Phase 9 is located near the entry-points of Area C at the outer perimeter of Whistle Bend. This phase is further from transit services and the commercial core—town square. Good connectivity is provided through perimeter trails and active transportation routes, and the area is planned for low-to-medium density residential development.

Phase 9 design ensures a mix of housing forms, including lots for single-detached homes, duplexes, townhouses and one multi-family lot.

In response to a question raised, Administration confirmed that the proposed zoning for Phase 9 would accommodate 165 total housing units. The actual development potential will be confirmed through detailed engineering and the subsequent subdivision of the area.

The recommendation of the City Planning Committee is

THAT Bylaw 2021-42, a bylaw to amend the Zoning Bylaw to establish the zoning of a parcel of vacant Commissioner's land comprising Phase 9 of Whistle Bend, be brought forward for consideration under the bylaw process.

3. Zoning Amendment – KDFN Lot 1216 on Robert Service Way

The Kwanlin Dün First Nation's Chu Niikwän Development Corporation has applied to rezone a Settlement Land parcel at the intersection of Robert Service Way and the Alaska Highway to allow for Public Utility and Commercial/Industrial uses. The parcel zoned Public Utility will be leased to Yukon Energy for a Battery Energy Storage System Facility. The remaining portion will be zoned Mixed-Use Commercial/Industrial to allow for the development of four commercial/industrial lots.

The proposed zoning aligns with the industrial designation under Kwanlin Dün's Self-Government Agreement, prohibits heavy industrial and residential uses on the site, and is consistent with the Official Community Plan and the Robert Service Way Planning Study.

Development planned for the site will not utilize municipal water or sewer services. Road access will be provided through the vacant Yukon land to the east, connecting with Robert Service Way at the Ear Lake Road intersection.

The recommendation of the City Planning Committee is

THAT Bylaw 2021-38, a bylaw to amend the zoning of Lot 1216 on Robert Service Way to allow for public utility and commercial/industrial uses, be brought forward for consideration under the bylaw process.



Minutes of the meeting of the Development Services Committee

| | | |
|----------------------------------|--|---------|
| Date | December 6, 2021 | 2021-24 |
| Location | Council Chambers, City Hall | |
| Committee Members Present | Councillor Jocelyn Curteanu – Chair Councillor Mellisa Murray – Vice-Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron Councillor Michelle Friesen Councillor Ted Laking | |
| Staff Present | Jeff O'Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services Sara Thomson, A/Manager of Planning and Sustainability Services Norma Felker, Assistant City Clerk | |

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

1. Advisory Committee on Housing and Land Development

A Committee member suggested that Council consider forming a Housing/Land Development Advisory Committee to address housing affordability by considering land supply, land development, and permitting processes. Such a committee could provide expert advice to Council from the community. Committee members agreed with the concept of establishing a formal advisory committee under Council's Advisory Committee Bylaw, and agreed to request Administration to bring forward information on a committee framework including terms of reference, mandate, composition and potential costs.

The recommendation of the Development Services Committee is

THAT Administration be directed to bring forward a framework for the development of a Housing Advisory Committee early in 2022.



Minutes of the meeting of the City Operations Committee

| | | |
|----------------------------------|---|---------|
| Date | December 6, 2021 | 2021-24 |
| Location | Council Chambers, City Hall | |
| Committee Members Present | Councillor Ted Laking – Chair Councillor Dan Boyd – Vice Chair Mayor Laura Cabott Deputy Mayor Mellisa Murray Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Michelle Friesen | |
| Staff Present | Jeff O'Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk | |

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



Minutes of the meeting of the Community Services Committee

| | | |
|----------------------------------|--|---------|
| Date | December 6, 2021 | 2021-24 |
| Location | Council Chambers, City Hall | |
| Committee Members Present | Deputy Mayor Mellisa Murray – Chair Councillor Michelle Friesen – Vice-Chair Mayor Laura Cabott Councillor Dan Boyd Councillor Kirk Cameron Councillor Jocelyn Curteanu Councillor Ted Laking | |
| Staff Present | Jeff O'Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services Meagan Wilson, Parks and Trails Coordinator Norma Felker, Assistant City Clerk | |

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

1. Whitehorse South Trail Plan

The Whitehorse South Trail Plan builds on the vision and guiding principles in the 2020 Trail Plan, as well as previous work completed through the Whitehorse Neighbourhood Trails Task Force planning process. Consistent with other neighbourhood trail plans, the Whitehorse South Trail Plan consists of a map that identifies existing trails, proposes trail use designations in accordance with the City's Trail Maintenance Policy, and identifies growth opportunities for new trail development in Whitehorse South.

The Whitehorse South Trail Plan was developed through a six-phase process that included background review and assembly, preparation of two drafts and a final trail plan map, and extensive engagement with the public, residents and stakeholders. Inter-agency meetings were also held with members of the Yukon Government Parks Branch to coordinate trail connections with Wolf Creek Territorial Park.

The Whitehorse South Trail Plan will be used to inform the creation of annual work plans for the City trail crew and support to partners and Trail Stewards. While the Plan seeks to maximize the use of existing trails, several future trail connectors are proposed in the Plan in order to fill gaps along the Yukon River corridor and ensure access to trail loops from all neighbourhoods.

Keith Lay addressed the Committee on behalf of Active Trails Whitehorse Association to suggest that the Plan does not reflect the intent of the 2020 Trail Plan, which was to ensure that non-motorized trails are truly non-motorized. He urged Council to undertake the process that will add these trails to the Excluded Trails/Schedule "E" section of the Snowmobile Bylaw. This would ensure that at least a few trails in Whitehorse South are free from motorized use in both summer and winter. Mr. Lay also expressed concern that the Future Non-Motorized Trail Development section on the map is located within the boundaries of McIntyre Creek Regional Park.

In response to issues raised by Committee members, Administration agreed to add additional information to the map legend indicating that non-motorized trails may include snowmobile use.

The recommendation of the City Planning Committee is

THAT the 2021 Whitehorse South Trail Plan be approved as a guiding document.

2. Vehicle Use in Cemeteries – For Information Only

A Committee member noted that the current Cemeteries Bylaw restricts the use of vehicles in Grey Mountain Cemetery to "by appointment only" for seven months of the year, and stated that this inhibits access for seniors and persons with mobility challenges. Administration advised that there is no staff on site during the times that vehicle restrictions are in place. The closure to vehicle access is necessary to protect the property from damage due to vandalism and improper vehicle use when there is no staff on site. Administration noted that when vehicle access is restricted, additional efforts are made to provide flexibility and address requests to access the cemetery in a timely manner.



Minutes of the meeting of the Public Health and Safety Committee

| | | |
|----------------------------------|---|---------|
| Date | December 6, 2021 | 2021-24 |
| Location | Council Chambers, City Hall | |
| Committee Members Present | Councillor Kirk Cameron – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Laura Cabott Deputy Mayor Mellisa Murray Councillor Dan Boyd Councillor Michelle Friesen Councillor Ted Laking | |
| Staff Present | Jeff O'Farrell, Acting City Manager Landon Kulych, Acting Director of Community Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Lindsay Schneider, Director of Human Resources Tracy Allen, Director of Operations Wendy Donnithorne, Manager of Legislative Services Norma Felker, Assistant City Clerk | |

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

1. **Safety Issues** – For Information Only

A Committee member noted that this date marks the 32nd anniversary of the massacre of women at École Polytechnique in Montreal, and stated that local women's groups continue to express concerns regarding access to safe transportation and taxi safety issues. Administration was asked to provide an update on how the City is engaging with women's organizations with respect to the Vehicle for Hire Bylaw.

Administration advised that Council direction is needed in order to proceed with any changes to the Vehicle for Hire Bylaw. In the meantime, Bylaw Services is continuing discussions with various interest groups regarding taxi safety. The department also continues to work with the RCMP on taxi issues and is proceeding with regular taxi inspections. Research has been done in conjunction with the RCMP on taxi bylaws in other jurisdictions, but no bylaw amendments have been drafted.

In response to a query regarding general public safety issues raised at the first Standing Committee meeting of this Council, the Acting City Manager advised that Administration committed to researching other jurisdictions with respect to public safety issues and the approach being taken to address them. If public safety is identified as a strategic priority of this Council, Administration will have the direction needed to proceed with work to bring measures forward to Council for consideration.

ADMINISTRATIVE REPORT

| | |
|--------------|--|
| TO: | Mayor and Council |
| FROM: | Administration |
| DATE: | December 13, 2021 |
| RE: | CMHC Rapid Housing Funding – Allocation Assignment |

ISSUE

Funding has been confirmed for the City's application to the Rapid Housing Initiative (RHI) Program. A Council resolution is required to assign the City's allocation to the Yukon Housing Corporation (YHC).

REFERENCE

CMHC Rapid Housing Initiative
Council resolution 2021-17-02 – Safe at Home Supportive Housing
Housing Incentive Policy
*Safe at Home – A Community Based Action Plan to End and Prevent
Homelessness in Whitehorse Yukon*
Whitehorse PiT Count 2021 – Community Report

HISTORY

The Rapid Housing Initiative is a program funded by the Canada Mortgage and Housing Corporation (CMHC) *to help address urgent housing needs of vulnerable Canadians, especially in the context of COVID-19, through the rapid construction of affordable housing*¹.

Through the RHI, the CMHC has allocated \$1.5 billion to address housing needs of vulnerable people. The first intake was completed in late 2020 and a second intake was announced in July. With both intakes, two streams were created for proposals to be submitted including a "project stream" which anyone could apply to, and a "cities stream" reserved for intakes from 30 selected municipalities. Whitehorse was identified as an eligible municipality and \$5 million was reserved subject to approval of an eligible project.

Safe at Home Society ("the Society") is a Whitehorse based non-profit group that works to address issues of homelessness in Whitehorse. The Society implemented the Safe at Home Plan, and has negotiated an agreement with a local developer to purchase and renovate the hotel property located at 4151 4th Avenue to create 55 supportive housing units. The property will be purchased and the hotel units renovated to stand-alone dwelling units for a total cost of 15 million dollars.

The Society's proposal was reviewed earlier this year by CMHC in a previous RHI intake under a "projects stream" which had much more competition. The project was found to be eligible, but was unsuccessful due to funding limitations. CMHC

¹ <https://www.cmhc-schl.gc.ca/en/professionals/project-funding-and-mortgage-financing/funding-programs/all-funding-programs/rapid-housing>

then identified an opportunity for the project to be considered through the cities funding stream.

On August 25, 2021, the Minister responsible for the Yukon Housing Corporation (YHC) confirmed YHC's intent to support the application, subject to formal approval of federal RHI funding, operation plans and long-term financial and program viability for the project. YHC has also indicated that it will require that it be listed as the owner of the property should the Society collapse or fail financially. This will allow YHC to assume responsibility for the ownership and operation of the facility, and ensure funding conditions are fulfilled.

The City is one of the government partners that helped create and continues to support the *Safe at Home* plan. This plan recognizes that the responsibility and accountability for homelessness is not that of one government, but should be community-led and supported community-wide by multiple governments and partners.

While the City is not mandated or resourced to develop or operate housing, the City is responsible for land use planning and development regulation and will, from time to time, consider contributing to the efforts of others in the spirit of shared community responsibility. The RHI program is an opportunity to provide additional external funding to partners who are in a position to provide housing.

On August 30, 2021 Council passed a resolution authorizing Administration to apply for the RHI funding. Through Administration's discussions with CMHC and YHC since that time, CMHC confirmed it can assign the City's allocation directly to YHC following a written request from the City.

CMHC has confirmed \$5 million funding for the application submitted by the City. A Council resolution is required to assign the City's allocation to YHC.

ALTERNATIVES

1. Authorize the Mayor to sign a letter requesting CMHC to assign the City's RHI allocation to YHC for the Safe at Home Society's supportive housing project.
2. Refer the matter back to Administration.

ANALYSIS

Supportive Housing Proposal

The Society's proposal would add 55 self-contained units to the supply of available housing in the City, with a focus on accommodating Indigenous youth and women.

The Society has indicated that no less than 75% of all suites will be reserved for Indigenous tenants, and a minimum of 50% of all suites will be for vulnerable women.

The Society's project proposal provides an analysis of Whitehorse's homeless population and shows that Whitehorse has an acute shortage of options for individuals who experience chronic homelessness. On August 24, 2021 the Point in Time (PiT) count was released, which is a survey of the homelessness situation in Whitehorse in April 2021. The survey is conducted every two years funded from

the federal government's Reaching Home: Government of Canada's Homeless Strategy.

The results of the survey show that that at least 151 people experienced homelessness on the night of April 13th, 2021. In April 2018 the PiT count reflected at least 195, so while an improvement may be observed, there is still a significant homeless problem in Whitehorse. COVID-19 delayed the count from 2020 to 2021.

Under the proposed arrangement, the City's \$5 million allocation would be assigned to YHC and added to its controlled funding for the Society to purchase the property and renovate the facility to become supportive housing. The ongoing operation of the building would be funded partially through existing government programs. The City's allocation would therefore provide some initial financing contribution, but have no ongoing ownership or operational responsibility.

By the City contributing its CMHC allocation alongside YHC's controlled funding, the objectives of the Safe at Home Plan and its community based approach would be supported.

Supportive housing developments are eligible for various incentives through the City Housing Development Incentive Policy which could be applied for in addition to the current funding proposal.

City approval for direct funding to YHC

When Administration was authorized by Council to apply for the RHI funding in August, it was understood that a number of Council approvals would be required, including a funding agreement between CMHC and the City, a budget amendment to increase the City's operating budget, and a grant to transfer the funds to YHC.

Since that time CMHC has confirmed that a letter from the City requesting that the funding flow directly to YHC will be acceptable. This will considerably reduce the City's administrative burden and Council process, and assist project timelines. This would also pass funding conditions from CMHC to YHC, including reporting and ensuring the units remain as affordable housing.

Council could refer the matter back to Administration to further explore the agreements with CMHC and YHC, followed by a budget amendment and issuance of a grant as described. This would result in a longer project timeframe than the proposed direct funding to YHC from CMHC provides.

RECOMMENDATION (A mover and seconder are required)

THAT the Mayor be authorized to sign a letter requesting that the Canada Mortgage and Housing Corporation assign the City's Rapid Housing Initiative allocation to Yukon Housing Corporation for the Safe at Home Society's supportive housing project.

CITY OF WHITEHORSE

BYLAW 2021-43

A bylaw to amend City Manager Bylaw 2018-17

WHEREAS section 183 of the *Municipal Act* provides that a municipal council must establish by bylaw the position of chief administrative officer and appoint a person or persons to the position;

WHEREAS section 184(1) of the *Municipal Act* describes the duties of the chief administrative officer;

WHEREAS section 188 of the *Municipal Act* provides that a municipal council shall by bylaw establish the terms and conditions of employment of the chief administrative officer, including remuneration, benefits, expenses, hours of work, and manner of appointment, promotion, discipline, dismissal, and rules of conflict of interest;

WHEREAS City Manager Bylaw 2018-17 establishes the position of chief administrative officer, the powers and duties of the position, the terms and conditions of employment of the position and directs that the position be referred to as the City Manager; and

WHEREAS the position of City Manager will be vacant as of January 1, 2022, and it is deemed necessary and expedient that the position be filled by an Interim City Manager until a new City Manager has been recruited and appointed by Council; and

WHEREAS the provisions of City Manager Bylaw 2018-17 will apply to the Interim City Manager except as amended by this bylaw;

NOW THEREFORE the Council of the City of Whitehorse, in open meeting assembled, ENACTS AS FOLLOWS:

1. Section 3 of City Manager Bylaw 2018-17 is hereby deleted and replaced with a new section 3 that reads as follows:
 - “3. Where the term "Chief Administrative Officer", "City Manager", "Manager", "Interim City Manager" or "Municipal Manager" is used in any other bylaw of the City, that term shall be deemed to refer to the position of City Manager or the person appointed to that position pursuant to this bylaw, as the context requires.”
2. Section 5 of City Manager Bylaw 2018-17 is hereby deleted and replaced with a new section 5 that reads as follows:
 5. The Interim City Manager is appointed pursuant to this bylaw and shall hold office at the pleasure of Council and in accordance with the terms and conditions of employment stated in this bylaw, as contractually agreed to by the Interim City Manager pursuant to a letter dated November 19, 2021.”

Bylaw 2021-43 – A Bylaw to Amend City Manager Bylaw 2018-17

3. Section 7 of City Manager Bylaw 2018-17 is hereby deleted and replaced with a new section 7 that reads as follows:
“7. Jeff O’Farrell is hereby appointed Interim City Manager for the City of Whitehorse commencing January 1, 2022.”
4. The preamble statement of section 16 of City Manager Bylaw 2018-17 is hereby deleted and replaced with a new preamble statement that reads as follows:
“16. The base salary for the Interim City Manager shall be prorated and calculated at an acting rate plus five percent (+5%).”
5. Sections 28 to 35 of City Manager Bylaw 2018-17 are hereby deleted with the remaining sections being renumbered accordingly.
6. This bylaw shall be deemed to have been in full force and effect on and from the first day of January, 2022.

FIRST and SECOND READING: November 29, 2021

THIRD READING and ADOPTION:

Mayor

City Clerk

CITY OF WHITEHORSE

BYLAW 2021-38

A bylaw to amend Zoning Bylaw 2012-20

WHEREAS section 289 of the *Municipal Act* provides that a zoning bylaw may prohibit, regulate and control the use and development of land and buildings in a municipality; and

WHEREAS section 294 of the *Municipal Act* provides for amendment of the Zoning Bylaw; and

WHEREAS it is deemed desirable that the City of Whitehorse Zoning Bylaw be amended to allow for the development of public utility and commercial/industrial lots on Kwanlin Dün First Nation Settlement Land at the northeast quadrant of Robert Service Way and Alaska Highway;

NOW THEREFORE the council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of Lot 1216 Quad 105D/11 Plan 2010-0050 LTO YT (KDFN C-34B), located at the northeast quadrant of Robert Service Way and Alaska Highway, from FN-FP – First Nation – Future Planning to:
 - (1) FN-PU – First Nation – Public Utilities for 1.66 ha of the northeast corner of the lot, with the southern boundary running parallel to the southern lot line at a distance of ± 136 m north of the southern lot line, and the western boundary running parallel to the east lot line at a distance of ± 116 m from the eastern property line, as indicated on Attachment 1 and forming part of this bylaw; and,
 - (2) FN-CIM – First Nation – Mixed Use Commercial/Industrial for the remainder of the lot, as indicated on Attachment 1 and forming part of this bylaw.
2. This bylaw shall come into force and effect upon the final passing thereof.

FIRST READING:

PUBLIC NOTICE:

PUBLIC HEARING:

SECOND READING:

THIRD READING and ADOPTION:

Mayor

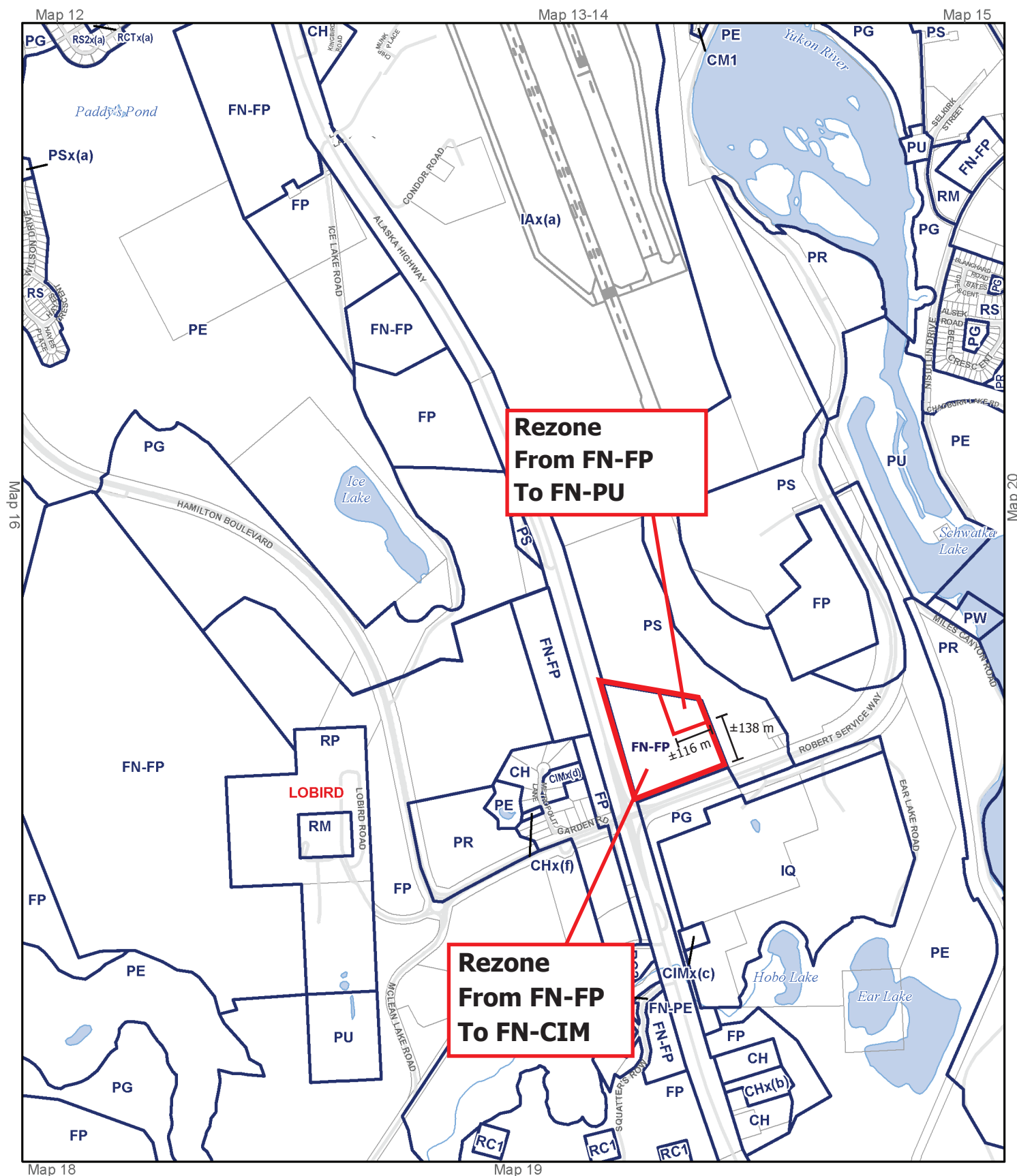
City Clerk

MAP 17

AIRPORT, LOBIRD ROBERT SERVICE WAY

MAP 17

AIRPORT, LOBIRD ROBERT SERVICE WAY



Where a letter appears in brackets following a zoning designation, e.g. RSx(a), the letter corresponds to the 'special restrictions' subsection for that zone.



0 725
Meters
Projection: NAD 1983 UTM Zone 8

Consolidation date:
October 6, 2020

CITY OF WHITEHORSE
BYLAW 2021-42

A bylaw to amend Zoning Bylaw 2012-20

WHEREAS section 289 of the *Municipal Act* provides that a zoning bylaw may prohibit, regulate and control the use and development of land and buildings in a municipality; and

WHEREAS section 294 of the *Municipal Act* provides for amendment of the Zoning Bylaw; and

WHEREAS it is deemed desirable that the City of Whitehorse Zoning Bylaw be amended to establish zoning for the area known as Whistle Bend phase 9; and

WHEREAS phase 9 of Whistle Bend is vacant and all properties are owned by the Government of Yukon, thus minimizing the impact of zoning changes at this time;

NOW THEREFORE the council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of an approximately 8.5 ha of vacant Commissioner's land, known as Whistle Bend phase 9, from FP–Future Planning to RCS–Comprehensive Residential Single Family, RCS2–Comprehensive Residential Single Family 2, RCM–Comprehensive Residential Multi-family, and RCT–Comprehensive Residential Townhouses, as indicated on Appendix “A” attached hereto and forming part of this bylaw.
2. This bylaw shall come into force and effect upon the final passing thereof.

FIRST READING:

PUBLIC NOTICE:

PUBLIC HEARING:

SECOND READING:

THIRD READING and ADOPTION:

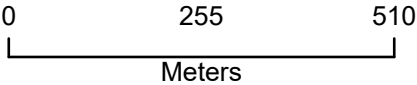
Mayor

City Clerk

MAP 6



Where a letter appears in brackets following a zoning designation, e.g. RSx(a), the letter corresponds to the 'special restrictions' subsection for that zone.



Consolidation Date:
October 6, 2020