

CITY OF WHITEHORSE – STANDING COMMITTEES

Monday, April 6, 2020 – 5:30 p.m.

Council Chambers, City Hall

CALL TO ORDER

ADOPTION OF AGENDA

PROCLAMATIONS

DELEGATES

CITY OPERATIONS COMMITTEE

1. Contract Award – Consulting Services – Service Building Design
2. New Business

COMMUNITY SERVICES COMMITTEE

1. New Business

PUBLIC HEALTH AND SAFETY COMMITTEE

1. New Business

DEVELOPMENT SERVICES COMMITTEE

1. New Business

CORPORATE SERVICES COMMITTEE

1. New Business

CITY PLANNING COMMITTEE

1. Zoning Amendment – Part of Lot 29, Mount Sima
2. Public Hearing Report – Zoning Amendment – Skateboard Park
3. Naming New Municipal Buildings
4. New Business

CITY OF WHITEHORSE
CITY OPERATIONS COMMITTEE
Council Chambers, City Hall



Chair: Samson Hartland

Vice-Chair: Laura Cabott

April 6, 2020

Meeting #2020-07

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1. Contract Award – Consulting Services – Services Building Design
Presented by Special Projects Engineer Wayne Tuck
 2. New Business

ADMINISTRATIVE REPORT

TO: Operations Committee
FROM: Administration
DATE: April 6, 2020
RE: Contract Award – Consulting Services – Services Building Design

ISSUE

Award of contract for design and construction supervision services for the 2020 Services Building Project

REFERENCE

RFP 2019 – 100 Consultant Services for Services Building Project
Funding agreements approved by federal and Yukon governments
3D View of the Concept Design as selected (Option 3)

HISTORY

In 2014, the City completed the “Building Consolidation Project Business Case and Functionality Program (BCP)”. This study included:

- A comprehensive review of existing facilities;
- Functional Department Programme;
- Site Analysis;
- Sustainability Options; and
- Life-cycle costing for a business case evaluation of the study options.

The study concluded that two facilities are better than one. The soon to be completed Operations Building was Phase 1, while Phase 2 provides for the relocation of staff not moving to the Operations Building to an expanded City Hall.

In 2019, the City obtained confirmation of new funding from the federal and Yukon governments for:

- The new Service Building at City Hall;
- An exterior energy retrofit of existing City Hall, and
- A new transit shelter.

Having obtained those funding sources, the City retained Kobayshi Zedda Architects (KZA) to update the staffing programme that considers the expansion and renovation of City Hall for the new Service Building. KZA prepared three conceptual options of the expansion along with renovation opportunities for this new Service Building Project. The options were presented to Council and senior management.

Option 3 was selected for preparation of a budget estimate and presentation to the public during the 2020 capital budget process. Following Council approval of the budget as presented, a Request for Proposal (RFP) was issued to select a qualified consulting firm that could assemble an experienced team of architectural, engineering, construction supervision, energy consultant, and cost accounting services.

The RFP was issued on 16 December 2019, and closed on 14 February 2020. It was advertised on the City's website and in local newspapers. The documents were made available via the City's e-procurement platform www.whitehorse.bonfirehub.ca.

Four proposals were received for technical evaluation from:

- Boldwing Continuum Architects
- Kobayashi & Zedda Architects;
- Manasc Issac; and
- Partnership between John Clark Architect and Streamline Architects (SAjCA).

ALTERNATIVES

1. Authorize Administration to award the contract as recommended.
2. Refer the proposed award back to Administration for further analysis

ANALYSIS

The proposals were evaluated in accordance with criteria established in the Council Policy on Consulting Services Selection Procedures as outlined:

Project Team	Methodology and Approach
Past Relevant Experience	Project Schedule
Adjusted Fees	Local Preference

The analysis of proposals is a two-step process where all proposals are first evaluated on the four technical criteria. Proposals that score at least 80% on these criteria move on to the second stage evaluating Fees and Local Preference.

Of the four proposals received, two did not meet the minimum technical threshold required to continue to stage two of the evaluation process. A third proposal was deemed non-compliant by the evaluation committee; and even if the bid had been found to be compliant, the evaluation committee would have exercised its right to reject the bid because of the committee's concerns about the bidder's ability to perform the work due to various deficiencies in the bid.

The successful bid submitted by KZA (inclusive of travel, disbursements, plus an allowance for warranty items and not including GST) is \$1,467,106.00. The estimate is within the approved capital budget.

The total project budget is \$20.8 million with \$16.05 million coming from funds provided by government grants. Timely award of the consultant services contract is required in order to be able to complete the design in time to tender its construction in 2021 and complete the work by the March 2023, the date specified in the funding agreements with the federal and Yukon governments.

ADMINISTRATIVE RECOMMENDATION

THAT Council authorize Administration to award the contract for consulting services for the Service Building Project to the Kobayashi & Zedda Architects for a net cost to the City of \$1,467,106.00 plus GST.

CITY OF WHITEHORSE
COMMUNITY SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Jocelyn Curteanu

Vice-Chair: Dan Boyd

April 6, 2020

Meeting #2020-07

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1. New Business

CITY OF WHITEHORSE
PUBLIC HEALTH AND SAFETY COMMITTEE
Council Chambers, City Hall



Chair: Stephen Roddick

Vice-Chair: Jan Stick

April 6, 2020

Meeting #2020-07

1. New Business

CITY OF WHITEHORSE
DEVELOPMENT SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Dan Boyd

Vice-Chair: Jocelyn Curteanu

April 6, 2020

Meeting #2020-07

-
1. New Business

CITY OF WHITEHORSE
CORPORATE SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Laura Cabott

Vice-Chair: Stephen Roddick

April 6, 2020

Meeting #2020-07

1. New Business

CITY OF WHITEHORSE
CITY PLANNING COMMITTEE
Council Chambers, City Hall



Chair: Jan Stick

Vice-Chair: Samson Hartland

April 6, 2020

Meeting #2020-07

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1. Zoning Amendment – Part of Lot 29, Mt. Sima Industrial Area
Presented by Manager Mélodie Simard
 2. Public Hearing Report – Zoning Amendment (Skateboard Park)
Presented by Manager Mélodie Simard
 3. Naming New Municipal Buildings
Presented by Manager Patrick Ross
 4. New Business

ADMINISTRATIVE REPORT

TO:	Planning Committee
FROM:	Administration
DATE:	April 6, 2020
RE:	Zoning Amendment – Lot 29, Mt. Sima Industrial Area

ISSUE

Administration is proposing an amendment to the zoning of a 1.02 ha portion of Lot 29 in the Mt. Sima Industrial area from PG-Greenbelt to IS-Service Industrial, that would enable lot expansions for property owners on the west side of Mt. Sima Road.

REFERENCES

- 2010 Official Community Plan
- Zoning Bylaw 2012-20
- Commercial/Industrial Land Demand Study (draft, 2020)
- Bylaw 2020-15 and Appendix A
- Amendment application

HISTORY

In 2017, a property owner on Mt Sima Road inquired about purchasing a portion of City-owned Lot 29, Plan 2002-061 LTO to allow for an expansion of their industrial lot. This application did not proceed to Council for various reasons. Administration subsequently reviewed the area in question and determined a 2.27 ha portion of Lot 29 was suitable for facilitating several lot expansions.

This amendment was reviewed by the Development Review Committee (DRC) in June 2019 and was brought forward to Council in September 2019. Due to concerns with impacts to the adjacent trail and uncertain status of the Commercial/Industrial Land Demand Study, Council referred this amendment back to Administration for further review.

Administration has received further interest from property owners wishing to expand their lots and a final draft of the Commercial/Industrial Land Study has now been submitted to the City for review. Administration is now bringing back a reduced subject area (from 2.27 ha to 1.02 ha) for rezoning consideration.

ALTERNATIVES

1. Proceed with the amendment under the bylaw process.
2. Do not proceed with the amendment.

ANALYSIS

Official Community Plan (OCP) and Land Use

The area adjacent to Mount Sima Road, including Lot 29, is currently designated as Industrial in the OCP. During the development of the Mount Sima industrial area, Lot 29 was set aside as part of the required Public Use Land Dedication allocation. There are other significant tracts of natural greenspace in this general area of the city, so the subject lot is not crucial for this purpose. There are some recreational values within Lot 29, notably a trail that runs north-south behind the industrial properties fronting Mount Sima Road.

OCP policy 18.2.2 states that blocking of trails is to be avoided, but that in some cases trails may need to be relocated for new development. Relocation of the trail is the responsibility of the developer. In this case, the subject area shown for potential rezoning has been reduced to generally avoid the existing trail behind Lot 29. If rezoning occurs, the trail could be fully protected when the lot is subdivided, by surveying the precise location of the trail and leaving a suitable buffer (approximately 10 m) as greenspace. The Zoning Bylaw allows for minor adjustments to zoning boundaries for situations such as this.

OCP policy 8.2.2 states that a minimum 200 m vegetated buffer may be provided between residential and industrial designations in order to mitigate any negative impacts. Lot 29 is approximately 600 m from the nearest residential property.

Zoning

The subject area is currently zoned as PG-Greenbelt. The proposed zoning of IS-Service Industrial is consistent with the adjacent lots on Mt. Sima Road. This zone allows a variety of light industrial uses such as animal shelters, bulk fuel depots, commercial storage, equipment sales/service, fabrication shops, industrial salvage, outside storage, and warehouse sales.

The minimum lot size in the IS zone, where there are no municipal services, is 0.5 ha. The lots fronting on Mt Sima Road range from 0.5 ha to 0.8 ha in size. The proposed rezoning would allow lots to expand to approximately 0.9 ha in size. This increase would not create the ability to subdivide if a lot expansion was approved.

Council Referral of Amendment

When Council referred this amendment back to Administration in September 2019, there were concerns regarding impacts to the trail, as well as lack of demonstrated need for this land to be sold. The Commercial/Industrial Land Demand Study was also cited during this discussion.

Two adjacent property owners have expressed interest in acquiring additional land to expand their operations or improve the develop ability of their lots.

As part of the OCP Review Process, Administration has been assessing demand for a variety of different land uses. This work, such as the Commercial/Industrial Land Demand Study, has been undertaken at a citywide scale and isn't directly applicable to the proposed amendment. However, research and engagement to date has shown a high level demand for commercial and/or industrial land in general.

In the context of this neighbourhood, allowing for lot expansions within the subject area will not have a significant impact on wildlife or access to greenspace. The revised subject area avoids the existing trail in an effort to reduce impacts to local recreation.

Administration has considered the issues raised by Council, and a revised zoning amendment for a portion of Lot 29 is now being brought back for consideration, as per Council's direction.

Next Steps

If this zoning amendment is approved, the next steps include subdivision of Lot 29 and a disposition bylaw where the property would be sold to interested property owners at market value, established by an appraiser.

The proposed schedule for the zoning amendment is:

Planning Committee:	April 6, 2020
First Reading:	April 14
Public Hearing:	May 11
Report to Committee:	June 1
Second and Third Reading:	June 15

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2020-15, a bylaw to amend the zoning of a portion of Lot 29 in the Mt. Sima Industrial Subdivision from PG-Greenbelt to IS-Industrial Service to allow for potential expansion of existing industrial lots, be brought forward for consideration under the bylaw process.




CITY OF WHITEHORSE
BYLAW 2020-15
APPENDIX 'A'



BYLAW 2020-15 A bylaw to change the zoning of a portion of Lot 29, Plan 2002-0061 LTO, located in the Mt. Sima Industrial area from PG-Greenbelt to IS-Service Industrial.

LEGEND

 SUBJECT AREA

CITY OF WHITEHORSE

BYLAW 2020-15

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 to amend City of Whitehorse Zoning Bylaw 2012-20;

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 at 1.02 ha portion of Lot 29, Plan 2002-061 LTO, located in the Mt. Sima Industrial Subdivision, from PG-Greenbelt to IS-Service Industrial, as indicated on the sketch attached hereto as Appendix "A" 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:

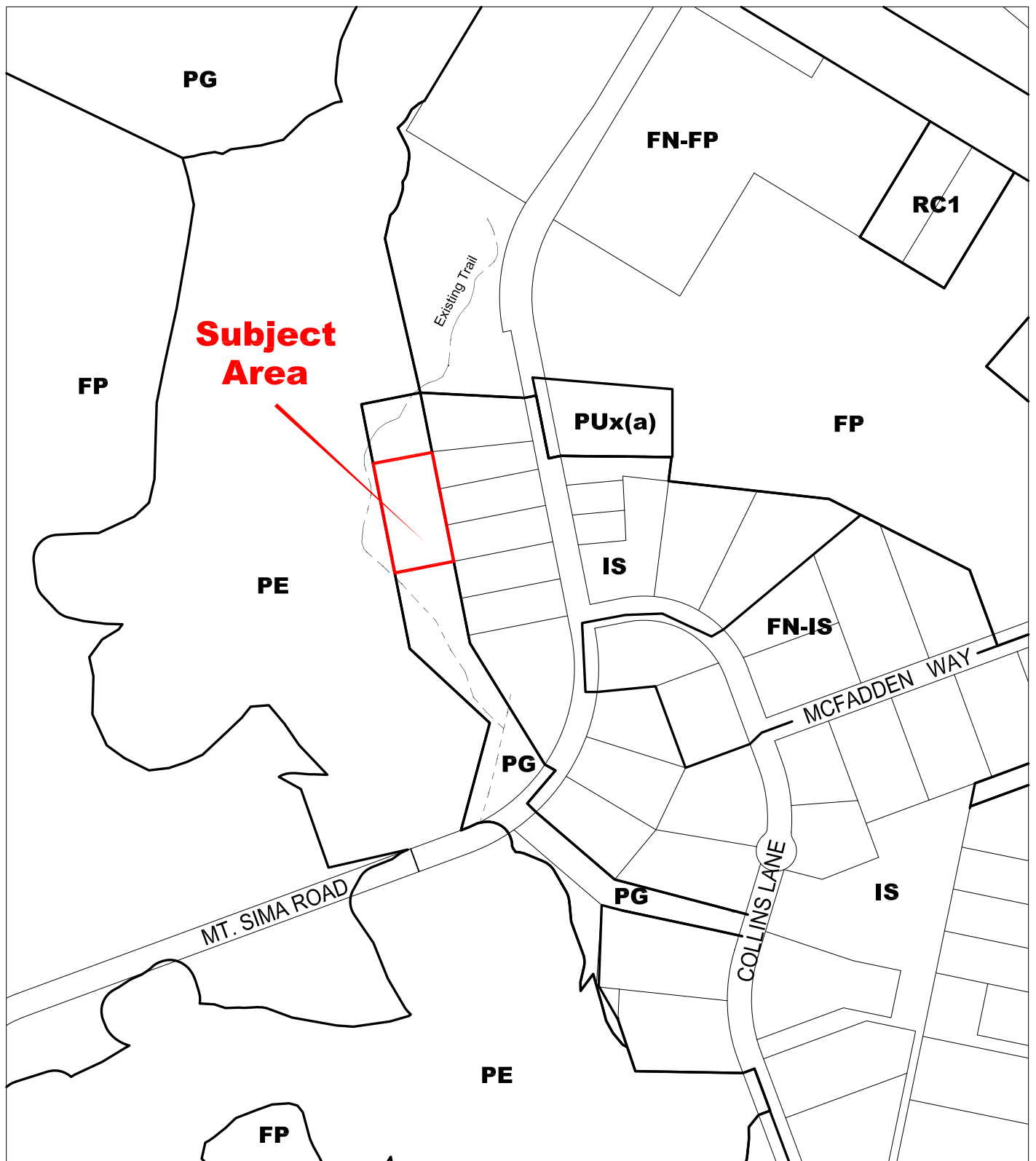
THIRD READING and ADOPTION:

Mayor

City Clerk



CITY OF WHITEHORSE
BYLAW 2020-15
APPENDIX 'A'



BYLAW 2020-15 A bylaw to change the zoning of a portion of Lot 29, Plan 2002-0061 LTO, located in the Mt. Sima Industrial area from PG-Greenbelt to IS-Service Industrial.

LEGEND



SUBJECT AREA

ADMINISTRATIVE REPORT

TO:	Planning Committee
FROM:	Administration
DATE:	April 6, 2020
RE:	Public Hearing Report – Zoning Amendment (Skateboard Park Acquisition)

ISSUE

A report on the public hearing for a Zoning Amendment to enable acquisition of Second Haven Skateboard Park in Riverdale.

REFERENCE

- 2010 Official Community Plan
- Zoning Bylaw 2012-20
- Bylaw 2020-07 and Appendix A

HISTORY

The City and Government of Yukon have been in discussions for several years over the potential for the City to formally acquire Second Haven Skateboard Park in Riverdale. Proposed Bylaw 2020-07 would amend the zoning boundary to bring the entire skateboard park acquisition area into the PS–Public Service zone. In addition, an amendment to the zoning designation of the City-owned Block 284, Plan 66964 LTO is required to bring the existing use (sanitary lift station) into conformance with current zoning regulations.

Bylaw 2020-07 received 1st Reading on March 9, 2020. Notices were published in the newspapers on March 13 and 20, 2020. Government of Yukon Land Management Branch, Kwanlin Dün First Nation, Ta'an Kwäch'än Council, and ten property owners within 100 m of the subject properties were notified by mail, and a sign was placed at the site.

A public hearing was held on March 30, 2020. Two written submissions were received, both in support of the proposed amendment.

ALTERNATIVES

- 1) Proceed with second and third reading under the bylaw process.
- 2) Do not proceed with second and third reading.

ANALYSIS

Support for the acquisition

Both written submissions expressed support for the acquisition process, noting that the facility would benefit from clearer ownership and maintenance responsibility, and that access to this outdoor recreation facility is a benefit to City residents.

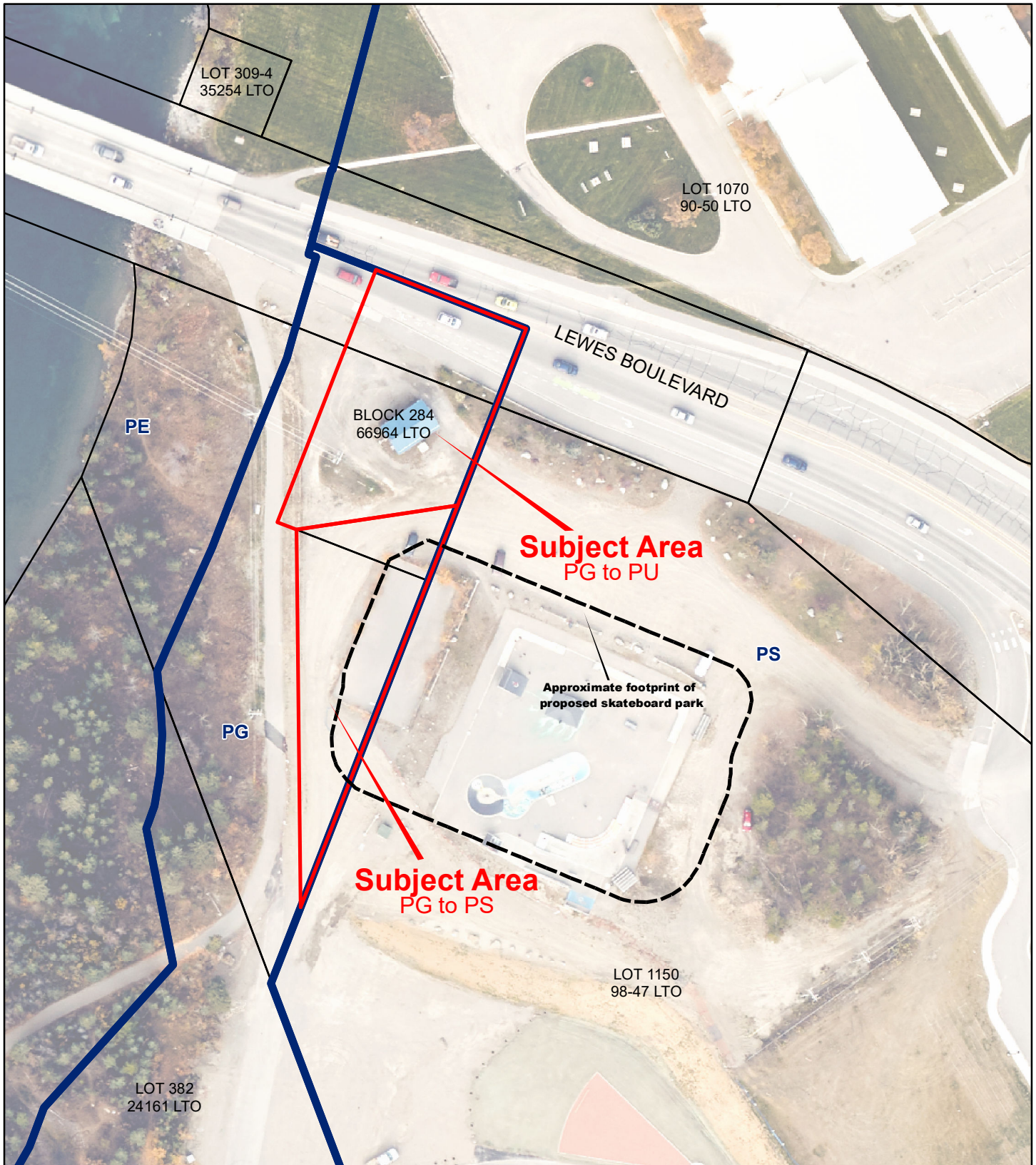
ADMINISTRATIVE RECOMMENDATION

THAT Bylaw 2020-07, a bylaw to amend the zoning of portions of two parcels in the Riverdale area to allow for boundary realignments with respect to the Second Haven Skateboard Park and the sanitary lift station, be brought forward for second and third reading under the bylaw process.

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CITY OF WHITEHORSE
BYLAW 2020-07
LOCATION SKETCH



BYLAW 2020-07

A bylaw to amend the zoning of Lot 1150, Plan 80942 CLSR and Block 284, Plan 64871 CLSR to allow for subdivision of Lot 1150 and boundary realignment to acquire the Skateboard Park.

LEGEND



SUBJECT AREAS

ADMINISTRATIVE REPORT

TO:	Planning Committee
FROM:	Administration
DATE:	April 6, 2020
RE:	Naming new municipal buildings

ISSUE

Official names are needed for the new fire hall being constructed at 105 Black Street and the new municipal operations building being constructed at 187 Range Road.

REFERENCE

- Location Sketches
- Municipal Addressing and Naming Policy (1998)
- Bylaw 2020-11 (fire hall)
- Bylaw 2020-12 (operations building)

HISTORY

The new fire hall is currently being constructed at 105 Black Street. This building will replace the existing Fire Hall #1 on 2nd Avenue. The building is scheduled to be completed in spring 2020.

The new operations building is currently being constructed at 187 Range Road. This new building will house equipment and staff for the Operations, Water and Waste, Engineering, Transit, and Human Resources departments. The building is scheduled to be completed in spring 2020.

ALTERNATIVES

Option 1: Adopt the proposed names under the bylaw process.

Option 2: Direct Administration to perform additional research on naming options.

ANALYSIS

Proposed Names

Administration is proposing the name **"Whitehorse Fire Hall #1"** for the building on Black Street. This name would be transferred from the existing Fire Hall #1 on Second Avenue.

Administration is proposing the name **"Whitehorse Operations Building"** for the building on Range Road. This is the same naming format as the most recently named City building, the Whitehorse Public Safety Building.

Municipal Addressing and Naming Policy

Approval of names for City-owned buildings rests with Council. The Policy provides guidelines for consistent assignment of names to City-owned buildings.

In accordance with the Policy guidelines, internal and external departments/agencies identified in Appendix A were notified for comments and suggestions concerning the name proposals. There were no objections to either of the proposed names.

Other Options

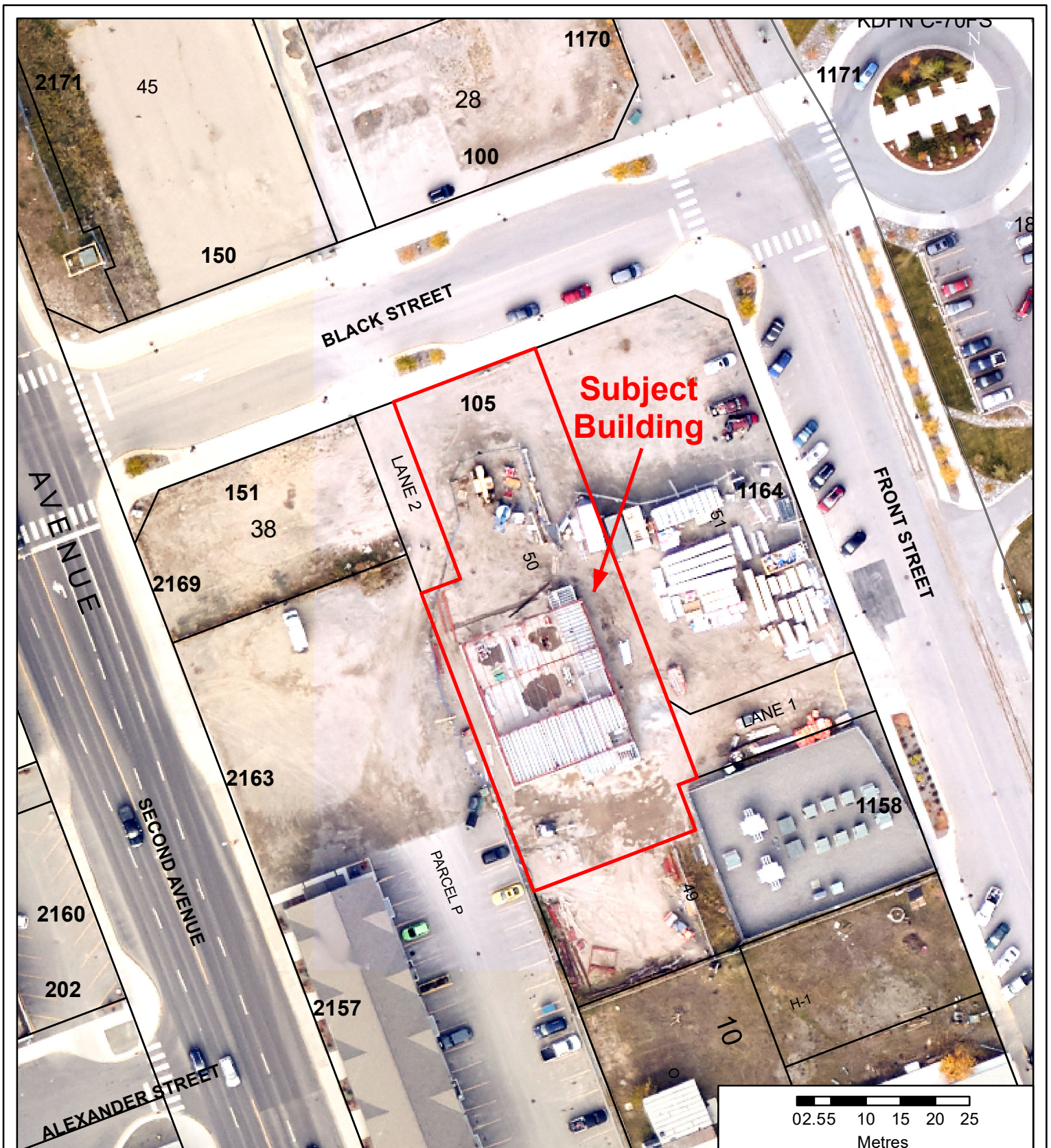
When the Whitehorse Public Safety Building was named in 2010, considerable resources were devoted to soliciting naming proposals from the public, and reviewing and researching proposed names. Ultimately, Council settled on using a generic descriptor name which reflected the multipurpose nature of the facility.

For the sake of consistency, and to reduce staff time, Administration did not issue a call for naming proposals for the new fire hall or the new municipal operations building.

ADMINISTRATIVE RECOMMENDATION

THAT the new fire hall located at 105 Black Street be named Whitehorse Fire Hall #1 and the new operations building located at 187 Range Road be named Whitehorse Operations Building; and

THAT Council direct that Bylaw 2020-11, a bylaw to officially name the new municipal buildings, be brought forward for consideration under the bylaw process.



SCALE:
1:750

DATE:
Apr 6, 2020

FILE NO:
New Fire Hall

\Street - Facility Naming\

DWN BY:
DWM

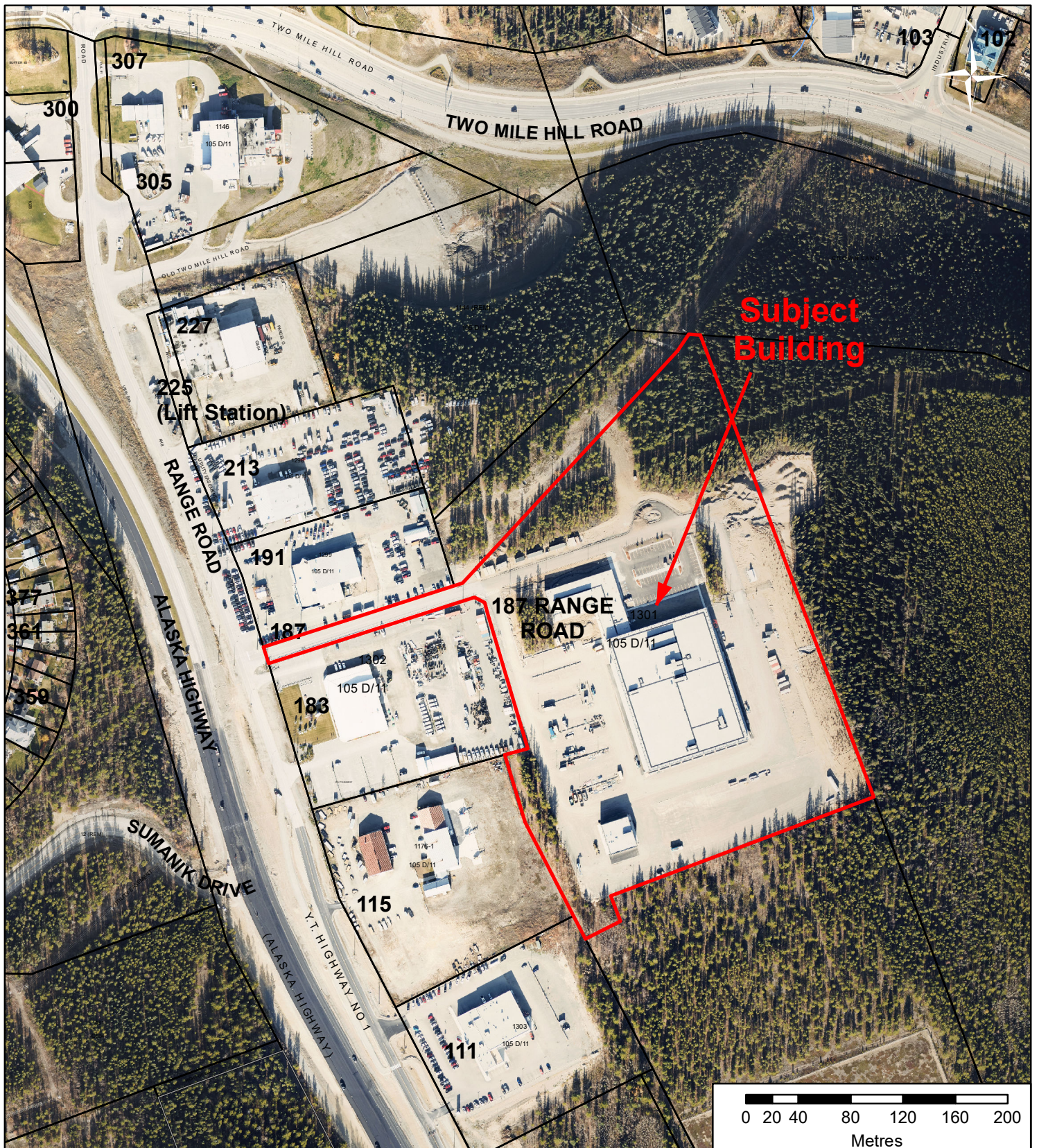
REV NO:
0

CITY OF WHITEHORSE - LAND & BUILDING SERVICES

LOCATION SKETCH WITH IMAGE

Proposal to officially name the new fire hall
at 105 Black Street
"Whitehorse Fire Hall #1"





SCALE:
1:4,000

DATE:
Apr 6, 2020

FILE NO:
New Operations Building

\Street - Facility Naming\

DWN BY:
DWM

REV NO:
0

CITY OF WHITEHORSE - LAND & BUILDING SERVICES

LOCATION SKETCH WITH IMAGE

Proposal to officially name the new operations building
at 187 Range Road
"Whitehorse Operations Building"



CITY OF WHITEHORSE

BYLAW 2020-11

A bylaw to assign names for new municipal buildings.

WHEREAS section 265 of the *Municipal Act* (R.S.Y. 2002) provides that council may by bylaw name a building; and

WHEREAS a new municipal fire hall is being constructed at 105 Black Street and a new municipal operations building is being constructed at 187 Range Road; and

WHEREAS it is deemed desirable to officially name new municipal facilities, including buildings;

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

1. The new fire hall is hereby named “**Whitehorse Fire Hall #1**”.
2. The new operations building is hereby named “**Whitehorse Operations Building**”.
3. This bylaw shall come into full force and effect upon the final passing thereof.

FIRST and SECOND READING:
THIRD READING and ADOPTION:

Mayor

Assistant City Clerk