

CITY OF WHITEHORSE
REGULAR Council Meeting #2020-15

DATE: June 29, 2020
TIME: 5:30 p.m.

Mayor Dan Curtis
Deputy Mayor Laura Cabott
Reserve Deputy Mayor Dan Boyd

AGENDA

CALL TO ORDER 5:30 p.m.

AGENDA Adoption

PROCLAMATIONS

MINUTES Regular Council Meeting #2020-14 dated June 15, 2020

DELEGATIONS

PUBLIC HEARING

STANDING COMMITTEE REPORTS

City Planning Committee – Councillors Stick and Hartland

Public Hearing Report – Zoning Amendment (5th & Rogers Parcel)
Public Hearing Report – Zoning Amendment (604 Black Street)
Zoning Amendment – Heavy Industrial Lot, Whitehorse Copper Area

City Operations Committee – Councillors Hartland and Cabott

Contract Award – Wheeled Front End Loader
Contract Award – Handy Bus

Community Services Committee – Councillors Curteanu and Boyd

Public Health and Safety Committee – Councillors Roddick and Stick

Public Safety Protection Plan – For Information Only

Development Services Committee – Councillors Boyd and Curteanu

Support for Local Businesses Impacted by COVID-19 – For Information Only

Corporate Services Committee – Councillors Cabott and Roddick

Evaluation Criteria for Local Content on Requests for Proposals
2019 Audited Financial Statements
Fees and Charges Amendment – 2nd Quarter Changes

NEW AND UNFINISHED BUSINESS

Budget Amendment and Contract Award – Landfill Operations Contract

BYLAWS

2020-18	Zoning Amendment (5 th and Rogers Parcel)	2 nd & 3 rd Reading
2020-21	Zoning Amendment (604 Black Street)	2 nd & 3 rd Reading
2020-22	Fees & Charges Amendment (2 nd Quarter Changes)	1 st & 2 nd Reading
2020-26	Zoning Amendment (Whitehorse Copper IH Lot)	1 st Reading

ADJOURNMENT

MINUTES of **REGULAR** Meeting #2020-14 of the council of the City of Whitehorse called for 5:30 p.m. on Monday, June 15, 2020, in Council Chambers, City Hall.

PRESENT: Mayor Dan Curtis
Councillors Dan Boyd
Laura Cabott
Jocelyn Curteanu
Samson Hartland
Jan Stick

ABSENT: Councillor Stephen Roddick

ALSO PRESENT: City Manager Linda Rapp
Director of Community and Recreation Services Jeff O'Farrell
Director of Corporate Services Valerie Braga
Director of Development Services Mike Gau
Director of Infrastructure and Operations Peter O'Blenes
Acting Director of Human Resources Lindsay Schneider
Manager of Legislative Services Catherine Constable

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

CALL TO ORDER

2020-14-01

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

AGENDA

Carried Unanimously

2020-14-02

It was duly moved and seconded
THAT the minutes of the regular council meeting dated May 25, 2020 be
adopted as presented.

MINUTES

May 25, 2020

Carried Unanimously

PUBLIC HEARING

Mayor Curtis called three times for anyone to appear to speak to Bylaw 2020-18, a bylaw to amend the zoning of a portion of the property located at 5048 5th Avenue to remove single detached and duplex housing as principal uses on the site.

BYLAW 2020-18

ZONING AMENDMENT
5th and Rogers Parcel

No written submissions were received with respect to this bylaw.

No Submissions

Mayor Curtis declared the public hearing closed and advised that no further submissions on the issue will be considered by council except the report provided by administration.

Public Hearing Closed

Mayor Curtis called three times for anyone to appear to speak to Bylaw 2020-21, a bylaw to amend the zoning at 604 Black Street by reducing the setbacks to allow for the development of an additional housing unit above an existing garage.

BYLAW 2020-21
ZONING AMENDMENT
604 Black Street

One written submission was received in support of the bylaw.

Submission Received

Mayor Curtis declared the public hearing closed and advised that no further submissions on the issue will be considered by council except the report provided by administration.

Public Hearing Closed

STANDING COMMITTEE REPORTS

City Planning Committee

The entire Tank Farm property is designated as Residential Urban in the Official Community Plan. The owners of the property have applied to change the land use designation of the south-eastern portion of the site to facilitate industrial-commercial development.

In the public hearing process, 69 submissions were received, three in support, eight expressing concerns, and 58 opposed. Concerns raised included the contention that the proposed land use designation is inappropriate, that greenspace, buffers and recreation areas will be impacted, and the impacts of quarrying-type activities.

The subject area is immediately adjacent to development on Burns Road and Wasson Place, that is already designated as Mixed-Use Industrial-Commercial. The designation provides for light commercial/ industrial activity such as storage, light manufacturing and warehousing, which can be largely accommodated within an enclosed building. This means that the proposed designation is appropriate, and a limitation of uses could be applied during the zoning process to mitigate concerns over industrial uses.

PUBLIC HEARING REPORT
O.C.P. AMENDMENT
TANK FARM PHASE 1
For Information Only

Through the subdivision process, ten percent of the subdivision parcel must be dedicated to public use. This will ensure that greenspace, buffers and recreation areas such as trails will be publicly owned. Much of the area that has been impacted is privately owned land designated for future development. Although it may seem like a passive recreation area to the public, it is not designated greenspace.

The majority of the public input submissions were focused around concerns related to quarrying-type activities on the site that would be disruptive to residents in surrounding areas with respect to traffic, noise and dust impacts.

.../continued

The proponent has stated that there will be no quarrying of the site to provide material for other locations but re-grading will be required. The remediation work on the site removed vegetation, topsoil, and underlying material, resulting in the destabilization of the existing slopes. Re-grading the site to an elevation similar to Wasson Place will address these issues and create a stable buffer slope between the subject area and the remainder of the Tank Farm property.

This OCP Amendment is the first piece of the public approval process for the Tank Farm project. If Council agrees that commercial/industrial type uses are acceptable in this location, the details of how this is to be achieved would be implemented through the Zoning Bylaw amendment process and a Development Agreement registered through the subdivision approval process.

Following the public hearing the proponent started hauling granular material from the site without authorization from the City. Administration proposes that until this matter is explored further and addressed, the advancement of the proposed amendment through the bylaw process should be paused. Nevertheless, Administration remains of the view that from a planning perspective the OCP amendment proposal is sound and is the best land use designation for the subject area.

Committee members asked a number of questions regarding the quarrying-type activities on the site. The answers will be provided on the City's website as part of the Council Questions process.

It was duly moved and seconded and carried unanimously:

THAT Bylaw 2020-10, a bylaw to amend the Official Community Plan land use designation of a portion of the Tank Farm site from Residential Urban to Mixed-Use Industrial-Commercial, be referred back to Administration for further review and analysis.

2020-14-03

It was duly moved and seconded
THAT Bylaw 2020-15, a bylaw to amend the zoning of a portion of Lot 29 in the Mt. Sima Industrial Subdivision to allow for potential expansion of existing industrial lots, be brought forward for second and third reading under the bylaw process.

Carried Unanimously

PUBLIC HEARING REPORT
O.C.P. AMENDMENT
TANK FARM PHASE 1
For Information Only
(Continued)

BRING FORWARD
ZONING AMENDMENT
BYLAW 2020-15
(Lot 29 Mount Sima)

City Operations Committee

There was no report from the City Operations Committee.

No Report

Community Services Committee

There was no report from the Community Services Committee.

No Report

Public Health and Safety Committee

Two written submissions were received requesting permission for restaurants to use city-owned spaces for outdoor seating for restaurants. The submissions stated that even though the Chief Medical Officer of Health has allowed restaurants to re-open, the social distancing requirements are too onerous to make it economically feasible for some establishments to do so. The requests are to allow the restaurants to use adjacent spaces or parking spots, or in some locations to allow for street closures so that the roadway can be set up for restaurant patrons.

In response to questions raised, Administration advised that there are many aspects to be considered, including accessibility and liability issues. It was also noted that allowing patio spaces to expand into on-street parking areas is not permitted under the *Motor Vehicles Act*. There is a process in place through the Land and Building Department to allow the use of sidewalk space as long as accessibility issues are addressed, but there is a fee for this as a development officer is required to review the plans, do an on-site visit and prepare a report for the Development Review Committee. Temporary street closures are also allowed for short periods.

REQUESTS TO USE
CITY SPACES FOR
LOCAL BUSINESSES
OPERATIONS
For Information Only

It was noted that there are other businesses affected by the pandemic that do not have the option of moving out onto an adjacent street or sidewalk. Administration will look into the various options available and report back to Council.

A council member commented that administration has taken this issue as a priority and applicants are being assisted. It is anticipated that it will come forward at the next Standing Committee meeting.

Discussion

Development Services Committee

A Committee member suggested that a Council and Administration Roundtable Meeting be scheduled to allow council members an opportunity to examine a range of options to facilitate recovery from the COVID-19 pandemic. It was noted that many communities are putting policies and procedures in place to support citizens and businesses, and while this is not on Council's list of strategic priorities, it will be necessary for Council and Administration to adapt to the current circumstances

FACILITATING RECOVERY
FROM THE PANDEMIC
For Information Only

Corporate Services Committee

2020-14-04

It was duly moved and seconded
THAT administration be authorized to amend the 2020 to 2023 capital expenditure program to fund the 2020 Appendix 'B' project Transit – Alter Existing Route Network and Schedules in the amount of \$50,000 from the capital reserve until an approved Gas Tax Transfer Payment Agreement has been received.

BUDGET AMENDMENT
TRANSIT ROUTE PLAN

Carried Unanimously

2020-14-05

It was duly moved and seconded
THAT the appointment of Councillor Jan Stick as a City representative to the Association of Yukon Communities be rescinded; and
THAT Councillor Jocelyn Curteanu be appointed as a City representative to the Association of Yukon Communities for a term to expire on October 31, 2020.

COUNCIL MEMBER
APPOINTMENTS TO AYC

Carried Unanimously

Some members of the Committee spoke to the issue of racism in the context of the violence occurring in the United States in response to the death of George Floyd and the *Black Lives Matter* protests. They expressed disappointment and sympathy for those impacted by the violence and thanked local leaders who have spoken out against racism.

ISSUES OF RACISM
For Information Only

NEW AND UNFINISHED BUSINESS

2020-14-06

It was duly moved and seconded
THAT Administration be authorized to:

1. Award the contract for the Cook Street Reconstruction Project to P.S. Sidhu Trucking for a net cost to the City of \$5,187,550.00 plus GST; and
2. Award Stage 2 of the contract for consulting services for the Cook Street Reconstruction project to Associated Engineering Ltd. for a net cost to the City of \$444,845.00 plus GST; and
3. Waive the public bidding process and award the contract for the supply and installation of street lights for the Cook Street Reconstruction Project to ATCO Electric Yukon for a cost not to exceed \$61,760.00.

CONTRACT AWARDS
COOK STREET
RECONSTRUCTION
PROJECT

Carried Unanimously

On May 25, 2020 Councillor Cabott gave notice that she would bring forward at the next regular meeting of council on June 15th, 2020 a motion respecting evaluation criteria for local content on all requests for proposals. In accordance with the Procedures Bylaw, the motion is now being brought forward for Council's consideration.

NOTICE OF MOTION
Councillor Cabott

2020-14-07

It was duly moved and seconded

WHEREAS the COVID-19 global pandemic has caused health and safety measures to be put in place which have led to significant negative impacts on Whitehorse businesses; and

WHEREAS Whitehorse businesses need support to manage through this difficult and uncertain time; and

WHEREAS the Consulting Services Selection Procedures Policy adopted July 11, 2011 sets guidelines to be applied by administration on requests for proposals to retain consulting services; and

WHEREAS the said policy specifically provides that in instances where Council has expressed a desire to set the assigned weightings, the department manager will provide a written recommendation to Council regarding the assigned weights;

EVALUATION CRITERIA
FOR LOCAL CONTENT
ON REQUESTS FOR
PROPOSALS

BE IT RESOLVED THAT

1. The weight allocation for the evaluation criteria for local content on all requests for proposals be set at 20 points; and
2. Where a written recommendation is provided to Council for which the local content evaluation is less than 20 points, Council shall consider and then either approve the recommendation or confirm the full 20 points; and
3. This direction shall remain in place until March 31, 2021 or until such earlier time as determined by resolution of Council.

Council members discussed the proposed motion in the context that it is applying a policy that is already available to council. It was suggested that the motion could reflect examining the criteria on a project basis rather than an overall change to the existing policy.

Many members noted that the 2019 figures indicate that local firms were awarded jobs in all consulting services procurements, and suggested that council's focus should be on the Procurement Policy in conjunction with the Whitehorse Chamber of Commerce.

Discussion

The suggestion was made that the motion be postponed to allow time to consider language and what this change would mean administratively.

2020-14-08

It was duly moved and seconded
THAT Councillor Cabott's motion with respect to evaluation criteria for local content on requests for proposals be referred to committee for further discussion and review.

Refer to Committee

Carried (4 – 2)

IN FAVOUR Councillors Boyd, Cabott, Hartland and Stick
OPPOSED Mayor Curtis, Councillor Curteanu

Recorded Vote

BYLAWS

2020-14-09

It was duly moved and seconded
THAT Bylaw 2020-15, a bylaw to amend the zoning of a portion of Lot 29 in the Mt. Sima Industrial Subdivision to allow for the potential expansion of existing industrial lots, be given second reading.

BYLAW 2020-15

ZONING AMENDMENT
Lot 29 Mount Sima
SECOND READING

Carried Unanimously

2020-14-10

It was duly moved and seconded
THAT Bylaw 2020-15, a bylaw to amend the zoning of a portion of Lot 29 in the Mt. Sima Industrial Subdivision to allow for the potential expansion of existing industrial lots, having been read a first and second time, now be given third reading.

BYLAW 2020-15

ZONING AMENDMENT
Lot 29 Mount Sima
THIRD READING

Carried Unanimously

There being no further business, the meeting adjourned at 6:45 p.m.

ADJOURNMENT



Minutes of the meeting of the City Planning Committee

Date	June 23, 2020	2020-15
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Jan Stick – Chair Councillor Samson Hartland – Vice Chair Deputy Mayor Laura Cabott Councillor Dan Boyd Councillor Jocelyn Curteanu – Electronic Participation Councillor Stephen Roddick	
Absent	Mayor Dan Curtis	
Staff Present	Valerie Braga, Acting City Manager Doug Spencer, Acting Director of Community and Recreation Services Lindsay Schneider, Acting Director of Human Resources Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Mike Ellis, Senior Planner	

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

1. Public Hearing Report – Zoning Amendment – 5th and Rogers Parcel

The 5th and Rogers parcel consists of undeveloped land owned by the Government of Yukon. The Master Plan for the site builds on the high-density, mixed-use vision for the area set out in the Official Community Plan and the City’s 2011 Downtown South Master Plan. To ensure conformance between the Official Community Plan and the Zoning Bylaw, the proposed zoning amendment would remove single detached and duplex housing as principal uses on the site.

No submissions were received for the public hearing and no issues were raised.

The recommendation of the City Planning Committee is

THAT Bylaw 2020-18, a bylaw to amend the zoning of a portion of the parcel at 5048 5th Avenue to remove single detached and duplex housing as principal uses on the site, be brought forward for second and third reading under the bylaw process.

2. Public Hearing Report – Zoning Amendment – 604 Black Street

The owner of the property at 604 Black Street has applied to amend the zoning by reducing the rear yard setback and one of the side yard setbacks to allow for the construction of a suite above an existing garage. The Residential Downtown zone allows for a maximum of four dwelling units per lot. The suite above the garage would be the fourth unit on the property. The only submission received for the public hearing was from the proponent, explaining the need for the amendment due to the existing placement of the garage. No issues were raised.

The recommendation of the City Planning Committee is

THAT Bylaw 2020-21, a bylaw to amend the zoning of 604 Black Street to allow for the development of a living suite above an existing garage, be brought forward for second and third reading under the bylaw process.

3. Zoning Amendment – Heavy Industrial Lot – Whitehorse Copper Area

The owners of a large lot in the Whitehorse Copper area have applied to change the zoning from Heavy Industrial to Service Industrial to allow for the construction of an office building, shop and wash bay, and the consolidation of all their holdings at one location. Offices are not a permitted use under the current zoning.

The property's eastern boundary is shared with land zoned Country Residential 1, and its western boundary is approximately 50 metres from another area zoned for country residential use. Given the residential use of surrounding properties, the utility of this parcel being zoned for heavy industrial uses is diminished due to regulations that prohibit noxious uses from occurring in close proximity to residential uses.

The requested downzoning of industrial intensity of the property is not anticipated to result in any significant adverse impacts, since uses are generally already limited to intensities shared with the Service Industrial zone. The requested zoning change for the access right-of-way is also not anticipated to have significant adverse impacts.

Issues with respect to highway access, the volumes of water drawn and waste water discharged, and the ability to provide an adequate fire suppression system for the proposed office building would be addressed through the Development Permit process if this zoning amendment is approved.

The recommendation of the City Planning Committee is

THAT Bylaw 2020-26, a bylaw to change the zoning of Lot 287 (REM), Group 804 and a portion of the access road to the property in the Whitehorse Copper area, from Heavy Industrial and Greenbelt to Service Industrial, be brought forward for consideration under the bylaw process.

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Minutes of the meeting of the City Operations Committee

Date	June 23, 2020	2020-15
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Samson Hartland – Chair Deputy Mayor Laura Cabott Councillor Dan Boyd Councillor Jocelyn Curteanu – Electronic Participation Councillor Stephen Roddick Councillor Jan Stick	
Absent	Mayor Dan Curtis	
Staff Present	Valerie Braga, Acting City Manager Doug Spencer, Acting Director of Community and Recreation Services Lindsay Schneider, Acting Director of Human Resources Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Richard Graham, Manager of Operations	

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

1. Contract Award – Wheeled Front End Loader

The 2020 capital budget includes funds for the purchase of a wheeled front end loader to replace an aging piece of the City’s fleet. Two compliant bids were received in response to the tender issued.

Based on the total cost of ownership calculations, the highest ranked bidder has the knowledge and experience to complete the work successfully and the price submitted is reasonable and within budget.

The recommendation of the City Operations Committee is

THAT administration be authorized to award the contract for the supply of one wheeled front end loader to Finning Canada for a net cost to the City of \$ 301,500.13, plus GST.

2. Contract Award – Handy Bus

The 2020 capital budget includes funds for the purchase of a handy bus to replace an aging piece of the City's fleet. One compliant bid was received in response to the tender issued. The bidder has the knowledge and experience to complete the work successfully and the price submitted is reasonable and within budget.

In response to questions raised, administration advised that if another delivery model is adopted for Handy Bus services, these vehicles will be used for other purposes in accordance with the Transit Master Plan. The model being purchased is the same type as the vehicle being replaced, with the only modification being options for driver protection.

The recommendation of the City Operations Committee is

THAT administration be authorized to award the contract for the supply of one handy bus to Dynamic Specialty Vehicles for a net cost to the City of \$229,809.00, plus GST



Minutes of the meeting of the Community Services Committee

Date	June 23, 2020	2020-15
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Dan Boyd – Chair Deputy Mayor Laura Cabott Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland Councillor Stephen Roddick Councillor Jan Stick	
Absent	Mayor Dan Curtis	
Staff Present	Valerie Braga, Acting City Manager Doug Spencer, Acting Director of Community and Recreation Services Lindsay Schneider, Acting Director of Human Resources Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services	

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

1. Request for Support – Community Service Provider – For Information Only

A written submission was received requesting storage space and the waiver of landfill fees on behalf of the Cod Father Family Support Society. The writer explained that he provides support to vulnerable people in the City, assisting them with projects that help them get back on their feet and feel good about themselves. He asked that landfill fees be waived for the people he assists as they cannot afford the fees. He also asked if the City can provide storage space for the supplies he needs to provide the assistance required.

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Minutes of the meeting of the Public Health and Safety Committee

Date	June 23, 2020	2020-15
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Stephen Roddick – Chair Councillor Jan Stick – Vice Chair Deputy Mayor Laura Cabott Councillor Dan Boyd Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland	
Absent	Mayor Dan Curtis	
Staff Present	Valerie Braga, Acting City Manager Doug Spencer, Acting Director of Community and Recreation Services Lindsay Schneider, Acting Director of Human Resources Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Jason Everitt, Fire Chief Chris Green, Deputy Fire Chief	

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

1. Public Safety Protection Plan – For Information Only

The City worked collaboratively with Government of Yukon partners to design a city evacuation plan that could be utilized in the event of a significant threat such as wildfire. The public safety actions available to emergency managers encompass more options than just evacuation, and therefore the plan was developed to best support all options for protective actions, including shelter-in-place.

The options and guidelines included in the Public Safety Protection Plan will provide emergency managers with the proper tools to make informed decisions on the actions best required in the specific circumstances of an emergency. The plan also includes the logistics of executing each action. This plan is intended to be a living document that will be reviewed and refreshed on an annual basis.

In response to questions raised, administration advised that in addition to distribution via social media, other distribution and communication methods are still in development to ensure residents receive the information they need in the event of an emergency.

A committee member requested that measure be put in place to require the plan to be brought forward annually for review.

2. Race Relations – For Information Only

A Committee member commented on racism issues within law enforcement and commended the Bylaw Services department for working with the Kwanlin Dün First Nation Community Safety Officer program. An update on the City's collaboration with the First Nation and a quarterly meeting with the RCMP were requested.



Minutes of the meeting of the Development Services Committee

Date	June 23, 2020	2020-15
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Dan Boyd – Chair Deputy Mayor Laura Cabott Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland Councillor Stephen Roddick Councillor Jan Stick	
Absent	Mayor Dan Curtis	
Staff Present	Valerie Braga, Acting City Manager Doug Spencer, Acting Director of Community and Recreation Services Lindsay Schneider, Acting Director of Human Resources Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Greg Stone, Economic Development Coordinator	

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

1. Support for Local Businesses Impacted by COVID-19 – For Information Only

The City is continuing to explore opportunities and resources to support local businesses negatively impacted by the COVID-19 pandemic and subsequent measures imposed by the Government of Yukon for public safety.

While the full impact of the pandemic is unknown at this time, it is expected that some businesses may face hardship in both the short and medium to long term. To that end, Administration has identified measures to empower both short-term adaptations for 2020 and medium to long term adaptations for 2021 and beyond. Council direction would be required to pursue these measures.

When this report was prepared the City had not received specific recommendations or requests from the Whitehorse Chamber of Commerce.

Administration advised that community impacts must be considered before actions are taken to address specific requests. There are pressure points across all sectors, and

information from the broad business community needs to be considered before recommendations are made.

A committee member asked if other measures have been considered in addition to those listed in the report, and requested that a complete list of options be provided.

2. Development Permit Process – For Information Only

In response to concerns raised about delays in getting a development permit approved, administration advised that despite the pandemic, the Land and Building department is on pace to issue as many development permits as they did in 2019, and that was a record-breaking year.

Applications for large projects are tracking on time, but single-family applications are being delayed by about two weeks due to staffing levels and responsiveness to applicants. It was confirmed that a faulty application does not automatically bump the applicant to the back of the line as staff work with each applicant to assist them in meeting the requirements.

Administration advised that most sites available for single-family dwellings are in comprehensive zones that require more oversight and review, and issues arise particularly with respect to the drainage plan requirements. There is educational material available on the City's website to assist people in preparing their applications.

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Minutes of the meeting of the Corporate Services Committee

Date	June 23, 2020	2020-15
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Stephen Roddick – Chair Deputy Mayor Laura Cabott Councillor Dan Boyd Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland Councillor Jan Stick	
Absent	Mayor Dan Curtis	
Staff Present	Valerie Braga, Acting City Manager Doug Spencer, Acting Director of Community and Recreation Services Lindsay Schneider, Acting Director of Human Resources Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Norma Felker, Acting Manager of Legislative Services Brittany Dixon, Manager of Financial Services	

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

1. Evaluation Criteria on Local Content for Requests for Proposals

At the regular council meeting on June 15, 2020 Councillor Cabott moved a motion respecting evaluation criteria for local content on all requests for proposals. Council’s decision at that time was to refer the matter to Standing Committee with a request to administration for more information.

In early June administration met with representatives of the Whitehorse Chamber of Commerce to receive input on issues related to the proposed Procurement Policy. This meeting was a follow-up to Council’s referral of the draft policy back to administration in February 2020 that had been delayed because of COVID-19. Discussion at the meeting illuminated the challenges in defining a “local business” and how local preference might operate. The other issue discussed concerned the suggestion for a “commencement” process that would advise Council of forthcoming procurements and give Council an opportunity to provide input regarding matters such as local

procurement, sustainability, best value and other principles guiding the City's procurement process. The Chamber agreed to consider these issues and provide input.

While local purchasing is desirable in principle, there are instances where the consulting expertise needed by the City requires a broader scope and experience than would be available locally. Prioritizing local businesses may not serve the City's needs in those cases. The Consulting Services Selection Procedures Policy is intended to weight the selection criteria according to the needs of the individual procurement.

In 2019 the City released eight requests for proposals. Although the weighting varied per project, the evaluation criteria required local familiarity. All eight proposals were awarded to local companies. Given that, it does not appear that the proposed changes to the policy would be of significant benefit to the local business community.

The motion to be considered is:

WHEREAS the COVID-19 global pandemic has caused health and safety measures to be put in place which have led to significant negative impacts on Whitehorse businesses; and

WHEREAS Whitehorse businesses need support to manage through this difficult and uncertain time; and

WHEREAS the Consulting Services Selection Procedures Policy adopted July 11, 2011 sets guidelines to be applied by administration on requests for proposals to retain consulting services; and

WHEREAS the said policy specifically provides that in instances where Council has expressed a desire to set the assigned weightings, the department manager will provide a written recommendation to Council regarding the assigned weights;

BE IT RESOLVED THAT

1. The weight allocation for the evaluation criteria for local content on all requests for proposals be set at 20 points; and
2. Where a written recommendation is provided to Council for which the local content evaluation is less than 20 points, Council shall consider and then either approve the recommendation or confirm the full 20 points; and
3. This direction shall remain in place until March 31, 2021 or until such earlier time as determined by resolution of Council.

2. 2019 Audited Financial Statements

The City's Auditors have completed a review of the 2019 financial statements, schedules, and notes. They confirm that these statements present fairly the financial position of the City of Whitehorse as at December 31, 2019. At the end of 2019 the City's overall financial position has improved.

The City's water and sewer services are operated as a separate utility, making it necessary to break out the operating costs. In order to maintain the separation between

taxpayer-funded activities and the operations of the utility, the surplus must be transferred to the Water and Sewer Reserve.

During discussion, a Committee member suggested that administration investigate paying down the City's debt, and questions were raised about lessons learned from the Operations Building Project.

The recommendation of the Corporate Services Committee is

THAT the audited City of Whitehorse 2019 Financial Statements be approved as presented, and

THAT the Water and Sewer Fund surplus of \$347,154 be transferred to the Water and Sewer Reserve.

3. Fees and Charges Bylaw Amendment – 2nd Quarter Changes

As part of the quarterly review process, the Financial Services Department compiles a list of suggested changes to the City's fees and charges as submitted by the management group. Second quarter changes include the deletion of redundant fees and the addition of a new fee for parkade rentals that will provide a more flexible payment option for long-term users.

The recommendation of the Corporate Services Committee is

THAT Bylaw 2020-22, a bylaw to amend the Fees and Charges Bylaw in accordance with second quarter changes, be brought forward for consideration under the bylaw process

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ADMINISTRATIVE REPORT

TO: Mayor and Council
FROM: Administration
DATE: June 29, 2020
RE: Budget Amendment and Contract Award – Landfill Operations

ISSUE

Contract award for the Landfill Operations Contract

REFERENCE

RFT 2020-036 Landfill Operations
Waste Management Cost Recovery Policy

Council Policy: Purchasing and Sales
2020 – 2022 Operating Budget

HISTORY

The City's Son of War Eagle Waste Management Facility (WMF) is the solid waste disposal site for more than 80% of the residential and commercial waste generated in the Territory.

A request for tender (RFT) was prepared to seek a contractor to supply staff and equipment to fulfill the duties required for the daily operations of the landfill and stockpile areas at the Waste Management Facility. The daily operation duties include: burial, compaction and cover of solid waste, maintaining stockpiles, burial of dangerous waste, construction of service roads and tipping pads, litter cleaning, snow clearing and removal.

The scope of work was for the supply of labour and equipment necessary to complete the Waste Management Facility Landfill Operations contract. The RFT 2020-036 Landfill Operations was advertised on the City's website and in local newspapers. The RFT documents were made available via the City's e-procurement platform www.whitehorse.bonfirehub.ca.

The tender opened on May 12, 2020 and closed on June 8, 2020 and two compliant submissions were received:

ALTERNATIVES

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

ANALYSIS

The review of the bids by an internal review committee composed of personnel from Financial Services and Water and Waste Services included checking for completeness, mathematical errors, and proper tender security.

The review committee agreed that the low bidder is familiar with the scope of work, has the knowledge and experience to complete the work successfully, and the prices submitted are reasonable.

The low bidder was Norcope Construction Group, with a bid of \$814,149.00 per year not including GST.

The contract will be awarded as per the following schedule:

Year	Schedule	Amount
2020	July 1 to December 31, 2020	\$ 407,074
2021	January 1 to December 31, 2021	\$ 814,149
2022	January 1 to December 31, 2022	\$ 814,149
2023	January 1 to December 31, 2023	\$ 814,149
2024	January 1 to December 31, 2024	\$ 814,149
2025	January 1 to June 30, 2025	\$ 407,074
	Subtotal, without GST	\$ 4,070,074

All solid waste management in the City is subject to the Waste Management Cost Recovery Policy, which stipulates that the fees for service and disposal must equal the cost of the work and that general tax revenue will not be used for solid waste.

The previous contract was in place since 2015, with a value of \$467,928 per year, and the 2020 Operating Budget and fees were forecasted on that basis plus an estimation of the new tender price. For the remainder of 2020 the new contract is anticipated to exceed the established budget by \$107,074.

In comparison to 2015, additional items were added in the new contract to better manage the landfill operations. Most of the new items are provisional, which means they may not be exercised, or exercised in a partial way. The comparison is as follows:

	2015 contract	New 2020 contract
Core scope	\$467,928	\$587,414
New expanded scope	-	\$814,149

Administration recommends that reserves be used to accommodate the increased costs for the remainder of 2020 and that an adjustment of the general residual waste tipping fee be brought forward as a 2021 budgetary fees and charges submission.

RECOMMENDATION

THAT the 2020 – 2022 operating budget be increased in the amounts of \$107,074 for 2020, \$346,221 for 2021 and \$346,221 for 2022, funded from reserves; and

THAT Administration be authorized to award the 2020–2025 Landfill Operations Contract to Norcope Construction Group for a net cost to the City of \$4,070,074 plus GST, for the five-year term of this contract.

CITY OF WHITEHORSE

BYLAW 2020-18

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 address an issue of non-conformance between the Official Community Plan and the Zoning Bylaw with respect to the property located at 5048 Fifth Avenue in the Downtown area;

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

1. Section 10.5 of Zoning Bylaw 2012-20 is hereby amended by adding a new subsection, 10.5.7 Special Modifications, as follows:

“10.5.7 Special Modifications

- a) Block 340, Plan 2016-0051 LTO, located at 5048 Fifth Avenue, is designated CM1x(a) with the special modification being that single family housing and duplex housing are not allowed as principal uses in this zone.”

2. This bylaw shall come into force and effect upon the final passing thereof.

FIRST READING: May 25, 2020

PUBLIC NOTICE: May 29 and June 5, 2020

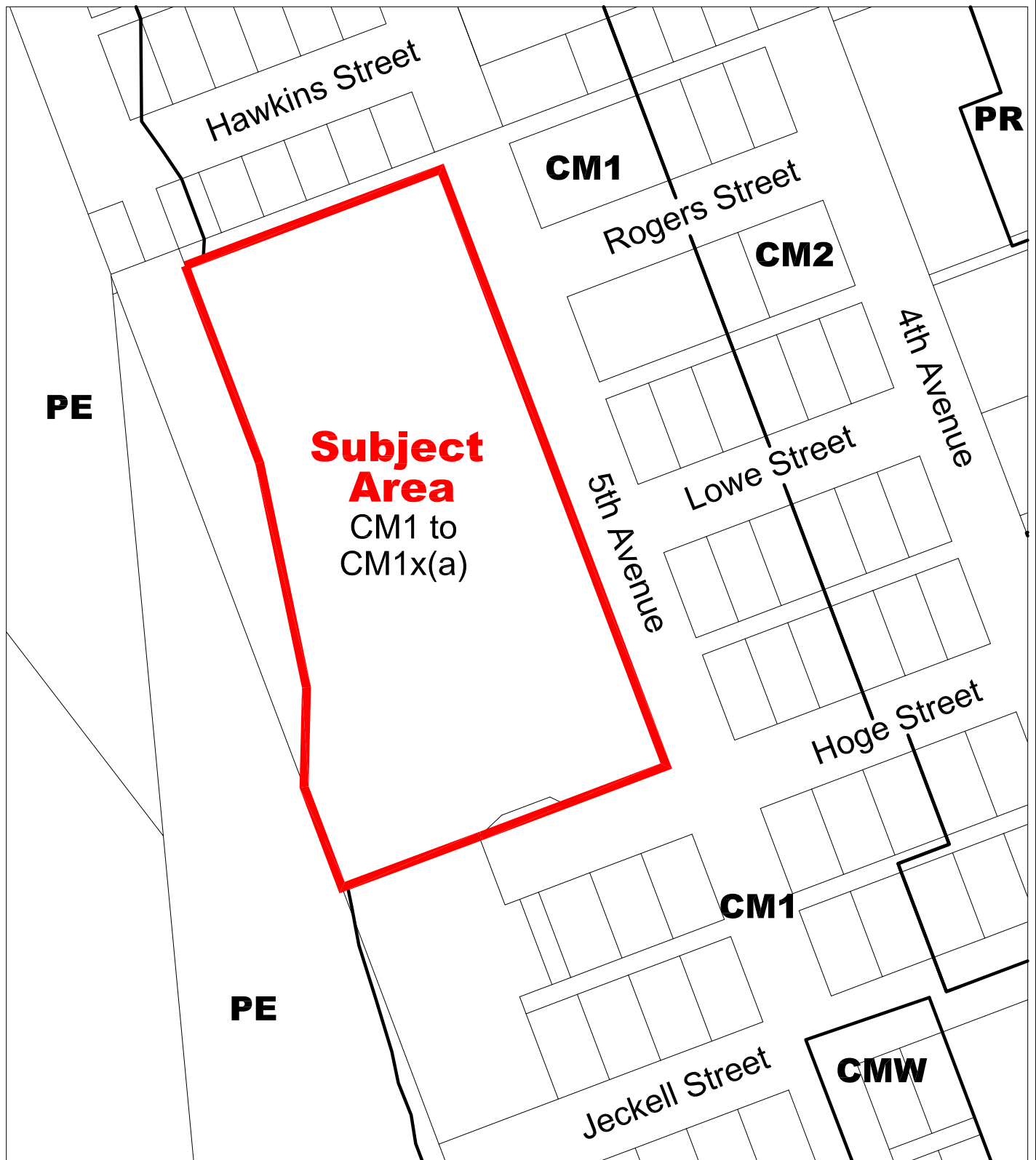
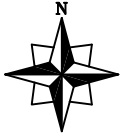
PUBLIC HEARING: June 15, 2020

SECOND READING:

THIRD READING and ADOPTION:

Mayor


Assistant City Clerk



Bylaw 2020-18

A bylaw to amend the zoning of 5048-5th Avenue from CM1-Mixed Use Commercial to CM1x(a)-Mixed Use Commercial (modified) to prohibit single family/duplex housing, and apply a minimum density.

LEGEND

 SUBJECT AREA

CITY OF WHITEHORSE
BYLAW 2020-21

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 an additional housing unit in an existing structure at 604 Black Street in the Downtown area;

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

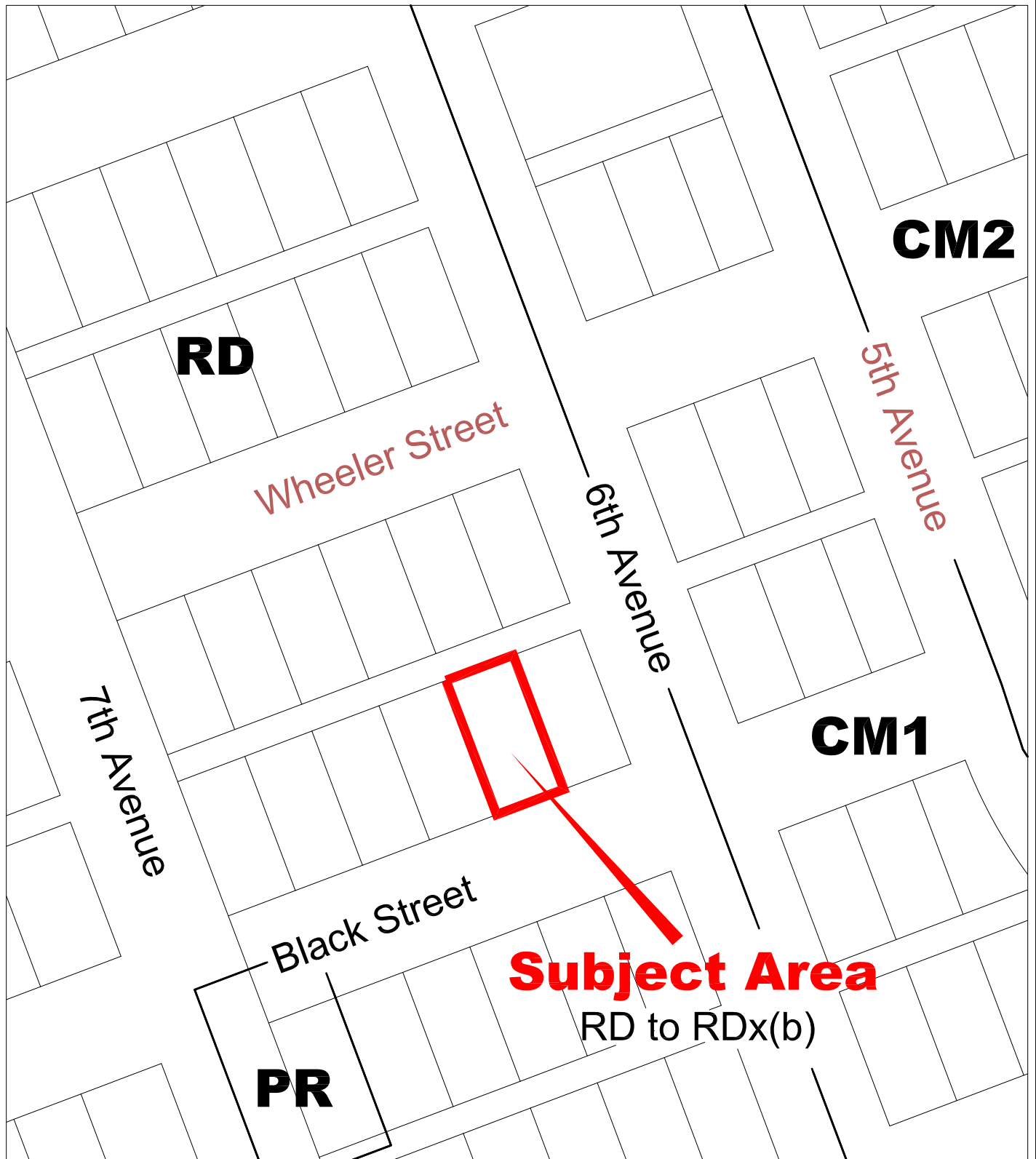
1. Section 9.11.7 of Zoning Bylaw 2012-20 is hereby amended by adding a new subsection 9.11.7 b) as follows:

“9.11.7 b) Lot 2, Block 131, located at 604 Black Street, is designated RDx(b) with the special modification being that the minimum south-west side yard setback is 1.2 m and the minimum rear yard setback is 2.0 m.”
2. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of Lot 2, Plan 131, located at 604 Black Street, from RD–Residential Downtown to RDx(b)–Residential Downtown modified, as indicated on the sketch attached hereto as Appendix “A” and forming part of this bylaw.
3. This bylaw shall come into force and effect upon the final passing thereof.

FIRST READING: May 11, 2020
PUBLIC NOTICE: May 15 and May 22, 2020
PUBLIC HEARING: June 15, 2020
SECOND READING:
THIRD READING and ADOPTION:

Mayor


Assistant City Clerk



BYLAW 2020-21

A bylaw to amend the zoning of Lot 2, Block 131 (604 Black Street) to reduce one side yard setback to 1.2 m and the rear yard setback to 2.0 m to allow for an additional dwelling unit.

LEGEND

 SUBJECT AREA

CITY OF WHITEHORSE

BYLAW 2020-22

A bylaw to amend Fees and Charges Bylaw 2014-36

WHEREAS section 220 of the *Municipal Act* provides that council may by bylaw amend or vary bylaws; and

WHEREAS all City of Whitehorse municipal fees and charges are consolidated into one bylaw; and

WHEREAS it is deemed desirable that the Fees and Charges Bylaw be amended to reflect changes required as a result of a quarterly review;

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

1. The fee schedule attached to and forming part of Fees and Charges Bylaw 2014-36 is hereby amended by repealing existing Schedules 2 and 5, and substituting therefore new Schedules 2 and 5, attached hereto as Appendix "A" and forming part of this bylaw.
2. This bylaw shall come into full force and effect on and from final passage thereof.

FIRST and SECOND READING:

THIRD READING and ADOPTION:

Mayor

Assistant City Clerk

CITY OF WHITEHORSE BYLAW 2020-22

Explanatory Notes:

The attached bylaw amends the Fees and Charges Bylaw to reflect changes required per a quarterly operational review.

The proposed changes are highlighted and include new and amended fees.

- Add a new fee for Parkade Rental at 6th and Main Street to provide an option for monthly rental, limited to ten of the 40 spaces available. Driven by customer demand; the new fee will provide a more flexible payment option for long term users with minimal impact on revenue collection
- Delete inoperative fee for Parkade Rental at 2nd and Black Street. Analysis revealed that this fee never took effect after it was approved. Removing this fee will provide clarity to the current fees and charges schedule for the Bylaw Department with no impact on revenue
- Delete the fee for Party Package set up + 10 people in the Recreational Facilities Fees adopted in Bylaw 2019-28, which was intended to be removed at that time

Fees and Charges
 Schedule 1 Proposed Changes
 Bylaw 2020-22

DEPARTMENT	FEE NAME	TYPE	DESCRIPTION	PREVIOUS FEE	PROPOSED FEE	UNIT
NEW FEES						
BYLAW	Parkade Rental	6th & Main Parkade	Monday to Friday - Monthly Rent per Parking Stall		\$ 98.10	month
DELETED FEES						
BYLAW	Parkade Rental	Second Black Parkade	Monday to Friday	\$ 50.00		month
REC FACILITIES	Party Package	Party Setup + 10 people		\$ 9.54		per unit

FEE DESCRIPTION				Bylaw 2020-22		Final Fee if	
				Approved	Date Fee	GST Applicable	
				Fee	Effective	+ 5% GST	UNITS
ATV Bylaw	Impound Fee	Impounded		150.00	1-Oct-12		each
ATV Bylaw	special permit	Special events permit	request to use ATV in prohibited area	50.00	1-Oct-12		each
ATV Bylaw	Site inspection charge	Site Inspection for special events permit	request to use ATV in prohibited area	110.00	1-Oct-12		each
animal, other	pound fee	impounded	actual cost of seizure & impoundment	cost +	23-Feb-09		each
animal, other	pound fee	feed & care daily	in addition to actual costs of seizure	25.00	2-Jan-02	26.25	each
cat	pound fee	cat feed & care daily	daily except weekends & stat. holidays	5.50	23-Feb-09	5.80	each
cat or dog	license (Lifetime) tag	neutered cat or dog	lifetime fee	27.50	23-Feb-09		each
cat or dog	license administrative fee	to change from un-neutered to neutered classification		11.00	23-Feb-09		each
cat or dog	license tag	un-neutered cat or dog	annual fee	50.00	1-Jan-11		each
cat or dog	license tag	replacement tag		2.75	23-Feb-09		each
cat or dog	application for special permit for 3 dogs/cats			100.00	10-Jan-05		each
dog	pound fee	dog feed & care daily	daily except weekends & stat. holidays	15.00	2-Jan-02	15.75	each
dog	Dangerous Dog Fees	Licensing Fee	city limits	250.00	23-Feb-09		Yearly
cat or dog	pound fee	no tag	1st impoundment in 12 months	60.00	2-Jan-02		each
cat or dog	pound fee	no tag	2nd impoundment	150.00	2-Jan-02		each
cat or dog	pound fee	no tag	3rd + impoundment	250.00	22-Jun-98		each
cat or dog	pound fee	with current tag	1st impoundment in 12 months	40.00	2-Jan-02		each
cat or dog	pound fee	with current tag	2nd impoundment in 12 months	135.00	2-Jan-02		each
cat or dog	pound fee	with current tag	3rd + impoundment in 12 months	200.00	22-Jun-98		each
cat or dog	sale of cat or dog		pound fee + feed & care costs	varies	22-Jun-98		each
dog team	special permit	dog team within City limits	annual fee	120.00	29-Jan-07		each
cat or dog	animal trap rental	rental of animal trap for 10 days		25.00	1-Jan-12	26.25	each
Business License	each business for twelve (12) consecutive months from date of purchase, plus surcharge if applicable			160.00	1-Jan-14		each
Business License	Door to Door Salesperson, Non Resident Business			Surcharge	846.00	1-Jul-13	each +
Business License	Door to Door Salesperson, Resident Business			Surcharge	186.00	1-Jul-13	each +

FEE DESCRIPTION			Bylaw 2020-22		Final Fee if	
			Approved	Date Fee	GST Applicable	
			Fee	Effective	+ 5% GST	UNITS
Business License	Licensed premises (liquor) above 70 square meters	Surcharge	2.11	23-Feb-09		per sq mtr+
Business License	Accommodation surcharge (rental housing; hotel/motel) above 5 units or rooms	Surcharge	7.92	1-Jul-13		per room +
Business License	Mobile Home Park over 5 spaces	Surcharge	7.92	23-Feb-09		per space+
Business License	Minor Business Category	Characterized by minimal operations and revenue (e.g. Special Event Artists, Party Plan Activity)	100.00	1-Jul-13		each +
Business License	Retail sales/Wholesale outlets over 220 square meters		0.66	23-Feb-09		per sq mtr +
Business License	Retail sales/Wholesale outlets over 220 square meters	Surcharge	100.00	1-Jul-13		each +
Business License	Retail Cannabis Business	maximum of 12 consecutive months per year, plus surcharge if applicable	2,000.00	1-Jul-18		each
Business License	Seasonal Business License	maximum of 6 consecutive months per year, plus surcharge if applicable	100.00	1-Jul-13		each +
Business License	Transfer Fee	to transfer the place of business to a new owner	26.40	23-Feb-09		each
Business License	Transfer Fee	to change the name of the business	26.40	23-Feb-09		each
Business License	Re-application Fee	10% late penalty if renewed after business license expiration date from day 1 -30. \$50 penalty from day 31 - 365	10%	1-Jan-14		each
Business License	Re-application Fee	\$50 reapplication fee after the 30 day period of non-renewal	50.00	1-Jan-14		each
Bagged Meters	Construction	A maximum of 2 meter heads - after 30 consecutive days at regular rates	15.00	8-Oct-13	15.75	Meter/day
Bagged Meters	Funeral		-	8-Oct-13	0.00	First 5 meters
Bagged Meters	\$25.00 per metered parking space per day		25.00	29-Jan-07	26.25	meter/day
Central Business District	Permit	Loading Zone Day				Day Permit
			10.00	1-Mar-15		day
Central Business District	Permit	Loading Zone Week				Week Permit
			25.00	1-Mar-15		week
Central Business District	Permit	Loading Zone Year				Year Permit
			50.00	1-Mar-15		year
Parking	Kiosk Fee		0.47	4-Jun-17	0.50	per hour
Parking Meter	Parking Meter Fee		0.24	8-Oct-13	0.25	15 Mins
Noise Variance Letters	Administration Fees	To extend hours	50.00	23-Feb-09		each
Parking Permit	Commercial Accessible Parking Permit	Commercial	35.00	1-Jan-14		each
Parking Permit	Temporary Accessible Parking Permit	Temporary	25.00	1-Jan-14		each
Parking Permit	Replacement Accessible Parking Permit	Replacement	25.00	1-Jan-14		each
Parking Permit	Permanent Accessible Parking Permit		25.00	1-Jan-12		each

FEE DESCRIPTION				Bylaw 2020-22		Final Fee if	
				Approved	Date Fee	GST Applicable	
				Fee	Effective	+ 5% GST	UNITS
Parking Permit	Fee for Service Vehicles	issued on or before June 30 in any year		350.00	1-Jan-12		each
Parking Permit	Fee for Service Vehicles	issued after June 30 in any year		175.00	1-Jan-12		each
Parkade Rental	Main Steele Parkade	Monday to Friday		173.33	1-Jan-11	182.00	month
Parkade Rental	Main Steele Parkade	Weekly (weekdays)	Weekly rental	45.00	1-Mar-15	47.25	week
Parkade Rental	Second Steele Parkade	Monday to Friday		173.33	1-Jan-11	182.00	month
Parkade Rental	Second Steele Parkade	Daily (weekdays)	Daily rental	10.00	1-Mar-15	10.50	day
Parkade Rental	Second Black Parkade	Monday to Friday		50.00	24-Aug-10	52.50	month
Parkade Rental	6th & Main Parkade	Monday to Friday	Monthly Rent per parking stall	98.10	1-Jul-20	103.00	month
Residential Parking Permit	First Permit - 1 Per Year	Residential Parking Permit Program for persons residing adjacent to 2 hour zones outside of the Central Business D		50.00	1-Jan-14	52.50	each
Residential Parking Permit	Second Permit - 1 Per Year	Residential Parking Permit Program for persons residing adjacent to 2 hour zones outside of the Central Business D		350.00	1-Jan-14	367.50	each
Residential Parking Permit	Visitor -2 Maximum per Year	Residential Parking Permit Program for persons residing adjacent to 2 hour zones outside of the Central Business D		25.00	1-Jan-14	26.25	each
Residential Parking Permit	Replacement - as needed	Residential Parking Permit Program for persons residing adjacent to 2 hour zones outside of the Central Business D		50.00	1-Jan-14	52.50	each
Road Closure Applications	Full Day	Up to a maximum of 2 blocks		250.00	23-Feb-09	262.50	each
Road Closure Applications	1/2 Day	Up to a maximum of 2 blocks		125.00	23-Feb-09	131.25	each
Road Closure Applications	Full Day	For each additional block		125.00	23-Feb-09	131.25	each
Street Occupancy Permit	Less than 1 week			35.00	1-Jan-14		each
Street Occupancy Permit	Up to 1 Month			50.00	1-Jan-14		each
Street Occupancy Permit	More than 1 Month			100.00	1-Jan-14		each
Road Closure Applications	1/2 Day	For each additional block		75.00	23-Feb-09	78.75	each
Road Closure Applications	Administration Costs	To process the Application		50.00	23-Feb-09		each
Parade/Road Closure	Traffic Control	For each intersection	fee for each intersection Bylaw mar	25.00	1-Jan-11	26.25	each
Safe Snowmobile Card	Fee paid by there person receiving the card after passing a snowmobile safety course exam online			34.95	1-Oct-12	36.70	each
Snowmobile Bylaw	Impound Fee	Impounded		150.00	1-Oct-12		each
Snowmobile Bylaw	Special Permit	Special events permit	Request to use Snowmobile in a pro	50.00	1-Oct-12		each
Snowmobile Bylaw	Site Inspection Charge	Special events site inspection	Request to use Snowmobile in a pro	110.00	1-Oct-12		each

FEE DESCRIPTION				Bylaw 2020-22		Final Fee if	
				Approved	Date Fee	GST Applicable	
				Fee	Effective	+ 5% GST	UNITS
Vehicle for hire	driver permit and vehicle license	new, renewal	description as per Vehicle for Hire B	75.00	1-Jan-12		each
Vehicle for hire	driver permit and vehicle license	replacement	description as per Vehicle for Hire B	25.00	1-Jan-12		each
Vehicle for hire	inspection outside of scheduled dates			100.00	1-Jan-12		each

FEE DESCRIPTION				Bylaw 2020-22		Final Fee 5% GST Inc	UNITS
				Approved Base Fee	Date Fee Effective		
Rec Facilities	Administration	Withdrawal/Change	All Programs	25.00	1-Jul-13		Each
Rec Facilities	***non-profit groups charging admission pay the regular rate				23-Feb-09		
Rec Facilities	***for profit groups minimum full cost recovery plus				1-Mar-11		
Rec Facilities	Rental, Leisure Ice	Dry-Floor Leisure Ice	1/3 of Dry floor arena rates	0.00	1-Jan-11	0.00	1/2 day
Rec Facilities	Damage Deposit	Dry floor rentals or any rentals where liquor is served or consumed-\$500 per booking		500.00	1-Jan-10	no gst	per booking
Rec Facilities	Dry Floor (Arenas)	Regular Rate + cost of staff	plus cost of staff	165.76	1-Sep-20	174.05	hour
Rec Facilities	Dry Floor (Arenas)	Y/S/D Non-Profit Discount	plus cost of staff	76.29	1-Sep-20	80.10	hour
Rec Facilities	Dry Floor (Arenas)	Adult Non-Profit Discount	plus cost of staff	114.33	1-Sep-20	120.05	hour
Rec Facilities	Rental, Fieldhouses	Y/S/D Non-profit Discount	Non-Prime Time 6am-3pm Mon-Fri & all summer	57.19	1-Sep-20	60.05	hour
Rec Facilities	Rental, Fieldhouses	Adult Non-profit Discount	Non-Prime Time 6am-3pm Mon-Fri & all summer	85.76	1-Sep-20	90.05	hour
Rec Facilities	Rental, Takhini Arena	Mezzanine	Summer(minimum 3 hr Rental)	66.67	1-Sep-20	70.00	hour
Rec Facilities	Rental, Outdoor Training Field (Takhini Arena)	April 1 - Sept 30 (based on field condition)		Actual Cost	23-Feb-09	Actual Cost Plus GST	each
Rec Facilities	Rental, Snowball	Maximum 1.5 hours operation	With Leisure Ice rental	52.62	1-Sep-20	55.25	each 15 min
Rec Facilities	Rental, Parking Lot	Regular Rate	valid April 1-Sept 30, outside regular season	43.05	1-Sep-20	45.20	hour
Rec Facilities	Rental, Winter Ice	Adult Discount	Non-Prime Time 6am-3pm Mon-Fri	126.38	1-Sep-20	132.70	hour
Rec Facilities	Rental, Winter Ice	Y/S/D Discount	Non-Prime Time 6am-3pm Mon-Fri	80.19	1-Sep-20	84.20	hour
Rec Facilities	Rental, Winter Ice	Adult Non-Profit Discount	Sept -April	168.62	1-Sep-20	177.05	hour
Rec Facilities	Rental, Winter Ice	Y/S/D Non-Profit Discount	Sept-April	106.90	1-Sep-20	112.25	hour
Rec Facilities	Rental Ice	Regular rate	January 1-December 31	215.90	1-Sep-20	226.70	hour
Rec Facilities	Rental, Ice Summer	Non-Profit Discount	May - August	163.52	1-Sep-20	171.70	hour
Rec Facilities	Storage/Exclusive Use Space	Storage Locker	Less Than 100 Cu Ft	125.48	1-Sep-20	131.75	year
Rec Facilities	Storage/Exclusive Use Space	Small areas	100-299 cu ft.	500.86	1-Sep-20	525.90	year
Rec Facilities	Storage/Exclusive Use Space	Medium areas	300-699 cu ft.	750.95	1-Sep-20	788.50	year
Rec Facilities	Storage/Exclusive Use Space	Large areas	700-1000 cu ft.	999.95	1-Sep-20	1049.95	year
Rec Facilities	Storage/Exclusive Use Space	Other areas	Over 1000 Cu Ft. or has specialized services	1251.29	1-Sep-20	1313.85	year
Rec Facilities	Office Space	office space rental		226.43	1-Sep-20	237.75	Monthly
Rec Facilities	Rental	Kiosk Space	Non-Profit	29.76	1-Sep-20	31.25	Day
Rec Facilities	Booking Amendment Fee	Request for changes to their rentals after being firmed up		5.00	1-Sep-15	No GST	Day
Rec Facilities	Rental	Static Display Space	with written approval by Manager	11.67	1-Sep-20	12.25	Day

FEE DESCRIPTION				Bylaw 2020-22		Final Fee 5% GST Inc	UNITS
				Approved Base Fee	Date Fee Effective		
Rec Facilities	Rental	Additional Staff	Extra rec staff required for rental or event support	hourly rate + staff	1-Sep-15	hourly rate + staff	hour
Rec Facilities	Rental, Meeting Space	Large meeting area	Grey Mountain Room, Wellness Studio, Literacy Centre, Mezzanine	47.62	1-Sep-20	50.00	hour
Rec Facilities	Rental, Meeting Space	Small meeting area	Meeting rooms, Kitchen and portion of Concourse	23.81	1-Sep-20	25.00	hour
Rec Facilities	Rental, Pool	Regular Rate	2 Lifeguards for up to 50 people	327.71	1-Sep-20	344.10	hour
Rec Facilities	Rental, Pool	Pool-Adult Non-Profit Discount	2 Lifeguards for up to 50 people	245.76	1-Sep-20	258.05	hour
Rec Facilities	Rental, Pool	Pool - Youth/Senior/Disabled Non-Profit Discount	2 Lifeguards for up to 50 people	163.86	1-Sep-20	172.05	hour
Rec Facilities	Rental, Pool Lane	Pool Lane	1/8 of Pool Rental Rates	0.00	1-Jan-11	0.00	hour
Rec Facilities	Daily Single Admission	Adult	19 - 59 years	7.76	1-Sep-20	8.15	each
Rec Facilities	Daily Single Admission	Senior/Student	60 yrs. or older, or proof of current post-secondary enrollment	6.33	1-Sep-20	6.65	each
Rec Facilities	Daily Single Admission	Youth or Disabled	2 to 18 years or permanent disability	4.05	1-Sep-20	4.25	each
Rec Facilities	Daily Single Admission	Family	2 guardians with up to 5 dependents 18 and under, at the same address	17.95	1-Sep-20	18.85	each
Rec Facilities	Daily Single Admission	Small Child	Under 2	No Charge	15-Oct-05	No Charge	each
Rec Facilities	6 Month Membership	Adult	19 - 59 years	289.52	1-Sep-20	304.00	per 6 Months
Rec Facilities	6 Month Membership	Senior/Student	60 yrs. or older, or proof of current post-secondary enrollment	238.10	1-Sep-20	250.00	per 6 Months
Rec Facilities	6 Month Membership	Youth or Disabled	2 to 18 years or permanent disability	144.76	1-Sep-20	152.00	per 6 Months
Rec Facilities	6 Month Membership	1 Adult Family	1 guardian with up to 5 dependents 18 and under, at the same address	371.43	1-Sep-20	390.00	per 6 Months
Rec Facilities	6 Month Membership	2 Adult Family	2 guardians with up to 5 dependents 18 and under, at the same address	632.38	1-Sep-20	664.00	per 6 Months
Rec Facilities	1 year Membership	Adult	19 - 59 years	521.90	1-Sep-20	548.00	annual
Rec Facilities	1 year Membership	Senior/Student	60 yrs. or older, or proof of current post-secondary enrollment	429.52	1-Sep-20	451.00	annual
Rec Facilities	1 year Membership	Youth or Disabled	2 to 18 years or permanent disability	266.67	1-Sep-20	280.00	annual
Rec Facilities	1 year Membership	1 Adult Family	1 guardian with up to 5 dependents 18 and under, at the same address	672.38	1-Sep-20	706.00	annual
Rec Facilities	1 year Membership	2 Adult Family	2 guardians with up to 5 dependents 18 and under, at the same address	1148.57	1-Sep-20	1206.00	annual
Rec Facilities	30 Day Pass	Adult	19 - 59 years	53.33	1-Sep-20	56.00	each
Rec Facilities	30 Day Pass	Senior/Student	60 yrs. or older, or proof of current post-secondary enrollment	43.81	1-Sep-20	46.00	each
Rec Facilities	30 Day Pass	Youth or Disabled	2 to 18 years or permanent disability	26.67	1-Sep-20	28.00	each
Rec Facilities	30 Day Pass	1 Adult Family	1 guardian with up to 5 dependents 18 and under, at the same address	68.57	1-Sep-20	72.00	each
Rec Facilities	30 Day Pass	2 Adult Family	2 guardians with up to 5 dependents 18 and under, at the same address	117.14	1-Sep-20	123.00	each
Rec Facilities	Group Membership	On 6 Month & 1 Year Memberships	10 or more people in a group will receive 10% off individual memberships	0.00	1-Sep-20	0.00	
Rec Facilities	Adult Programming	min. 100% recoverable	Including all partnership Programs	See Leisure Guide	1-Jan-10	See Active Living Guide	each

FEE DESCRIPTION				Bylaw 2020-22		Final Fee 5% GST Inc	UNITS
				Approved Base Fee	Date Fee Effective		
Rec Facilities	Children/Youth/Senior/Disabled Programming	min. 50% recoverable	not including day camp	See Leisure Guide	1-Jan-10	See Active Living Guide	each
Rec Facilities	Day-camp Programming	min. 60% recoverable		See Leisure Guide	1-Mar-11	See Active Living Guide	each
Rec Facilities	10-Day Flex Pass (max 2 year)	Adult	19 - 59 years and it expires in 2 years from the date of purchase	68.57	1-Sep-20	72.00	each
Rec Facilities	10-Day Flex Pass (max 2 year)	Senior/Student	60 yrs. or older, or proof of current post-secondary enrollment and expires in 2 years from the date of purchase	55.24	1-Sep-20	58.00	each
Rec Facilities	10-Day Flex Pass (max 2 year)	Child/Youth or Disabled	2 to 18 years or permanent disability and it expires in 2 years from the date of purchase	35.24	1-Sep-20	37.00	each
Rec Facilities	10-Day Flex Pass (max 2 year)	Family	2 guardians with up to 5 dependents 18 and under, at the same address and it expires in 2 years from the date of purchase	161.90	1-Sep-20	170.00	each
Rec Facilities	Rental, set up	1/2 of regular rental rate	1/2 of regular rental rate		1-Jan-10	1/2 of regular rental rate	per booking
Rec Facilities	Rental, Fieldhouses	Y/S/D Non-Profit Discount	Flexihall or Fieldhouse	76.29	1-Sep-20	80.10	hour
Rec Facilities	Rental, Fieldhouses	Adult Non-Profit Discount	Flexihall or Fieldhouse	114.33	1-Sep-20	120.05	hour
Rec Facilities	Rental, Fieldhouses	Regular Rate	Flexihall or Fieldhouse	152.52	1-Sep-20	160.15	hour
Rec Facilities	Rental Sports Equipment	skate rentals/badminton racquets		3.71	1-Sep-20	3.90	per unit
Rec Facilities	Rental	Portable Bleachers	Staff costs	Actual Cost	1-Sep-20	Actual Cost	each
Rec Facilities	Rental	Mobile Electric Cart	240 Volts	100.19	1-Sep-20	105.20	each
Rec Facilities	Rental	AV Equipment	TV/VCR/Overhead Projector				each
Rec Facilities	Rental	LCD Projector and screen					each
Rec Facilities	Rental	Fitness/Party Equipment	DDR/Treadmills etc.				each
Rec Facilities	Rental	Activity Bag	Includes variety of equipment, activities, games and facilitation booklet				each
Rec Facilities	Rental	Podium					each
Rec Facilities	Rental	Basic Equipment	Table, Podium	11.90	1-Sep-20	12.50	each
Rec Facilities	Rental	Minor Equipment	AV Equipment, Projector, Activity Bag	23.81	1-Sep-20	25.00	each
Rec Facilities	Rental	Major Equipment	Fitness, High Value or Set of Equipment	71.43	1-Sep-20	75.00	each
Rec Facilities	Rental	Table					each
Rec Facilities	Rental	Chairs		2.38	1-Sep-20	2.50	each
Rec Facilities	Rental	Outside Hours Operation	Charges at Regular Rental Rate, Non-profit discounts do not apply	Per Rental Type	1-Sep-20	Per Rental Type	each
Rec Facilities	Floor covering installation	Staff Costs	Full Flexi is 8 hours	Actual Cost	1-Sep-20	Actual Cost Plus GST	actual cost
Rec Facilities	Stage (4' X 8' Risers)	Staff Costs	One Section is one Hour	Actual Cost	1-Sep-20	Actual Cost Plus GST	each
Party Package	Party set up + 10 people			9.54	1-Sep-17	10.00	per unit

FEE DESCRIPTION				Bylaw 2020-22		Final Fee 5% GST Inc	UNITS
				Approved Base Fee	Date Fee Effective		
Rec Facilities	Advertising	Board Advertising - CGC	Board advertising for arenas and fieldhouses	864.76	1-Jan-20	908.00	annual
Rec Facilities	Advertising	Poster Ads	Poster Ads up to 11x17	26.67	1-Jan-20	28.00	Monthly
Rec Facilities	Advertising	4x8 Sign - CGC	4x8 Sign Advertising	570.48	1-Jan-20	599.00	annual
Rec Facilities	Advertising	Takhini Arena	65% of CGC Advertising rates	65% of CGC rates	1-Jan-20	65% of CGC rates	annual
Rec Facilities	Advertising	Resurfacer - CGC	1 Side	1100.00	1-Jan-20	1155.00	annual
Rec Facilities	Advertising	Resurfacer - CGC	2 Sides	1650.48	1-Jan-20	1733.00	annual
Rec Facilities	Advertising	Resurfacer - CGC	Top	824.76	1-Jan-20	866.00	annual
Rec Facilities	Advertising	Resurfacer - CGC	Front	550.48	1-Jan-20	578.00	annual
Rec Facilities	Advertising	Resurfacer - CGC	Rear	275.24	1-Jan-20	289.00	annual
Rec Facilities	Advertising	Resurfacer - CGC	Entire Machine	2200.00	1-Jan-20	2310.00	annual
Rec Facilities	Advertising	Ice Logo - CGC	1/2 Centre Ice	1650.48	1-Jan-20	1733.00	annual
Rec Facilities	Advertising	Ice Logo - CGC	Full Centre Ice	2200.00	1-Jan-20	2310.00	annual
Rec Facilities	Advertising	Ice Logo - CGC	Neutral Zone, End Zone, Blue Line	1100.00	1-Jan-20	1155.00	annual
Rec Facilities	Advertising	Ice Logo - CGC	Face Off Dots	275.24	1-Jan-20	289.00	annual
Rec Facilities	Advertising	Hallway Beams	Takhini Arena Only	82.86	1-Jan-20	87.00	annual
Rec Facilities	Advertising	Active Living Guide-Non-Profit Organizations	HALF PAGE	87.62	1-Sep-20	92.00	each
Rec Facilities	Advertising	Active Living Guide-Non-Profit Organizations	FULL PAGE	145.71	1-Sep-20	153.00	each
Rec Facilities	Advertising	Active Living Guide - Profit Organizations	HALF PAGE	145.71	1-Sep-20	153.00	each
Rec Facilities	Advertising	Active Living Guide - Profit Organizations	FULL PAGE	259.05	1-Sep-20	272.00	each
Rec Facilities	Advertising	Active Living Guide - Cover Pages	10% off 2 editions, 15% off 3 editions	1566.24	1-Jan-14	1644.55	each
Rec Facilities	Keys Deposit	all facilities	all facilities	50.00	1-Jan-10	no gst	each
Rec Facilities	Wellness Service	Basic Body Comp or Program Design	Individual Member	23.82	1-Sep-20	25.00	each
Rec Facilities	Wellness Service	Basic Body Comp or Program Design	Individual Non-member	47.62	1-Sep-20	50.00	each
Rec Facilities	Bag of Pins	Whitehorse Pins	Bag of 25	9.52	1-Jan-15	10.00	bag of 25

CITY OF WHITEHORSE
BYLAW 2020-26

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 that the City of Whitehorse Zoning Bylaw be amended to allow for the development of an office building on an industrial-zoned lot in the Whitehorse Copper area;

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 287 (REM), Group 804, Plan 41918 CLSR, 22000 LTO, from IH–Heavy Industrial to IS--Service Industrial, and a 0.3-hectare portion of Access Road (Plan 43240 CLSR, 22593 LTO), 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:

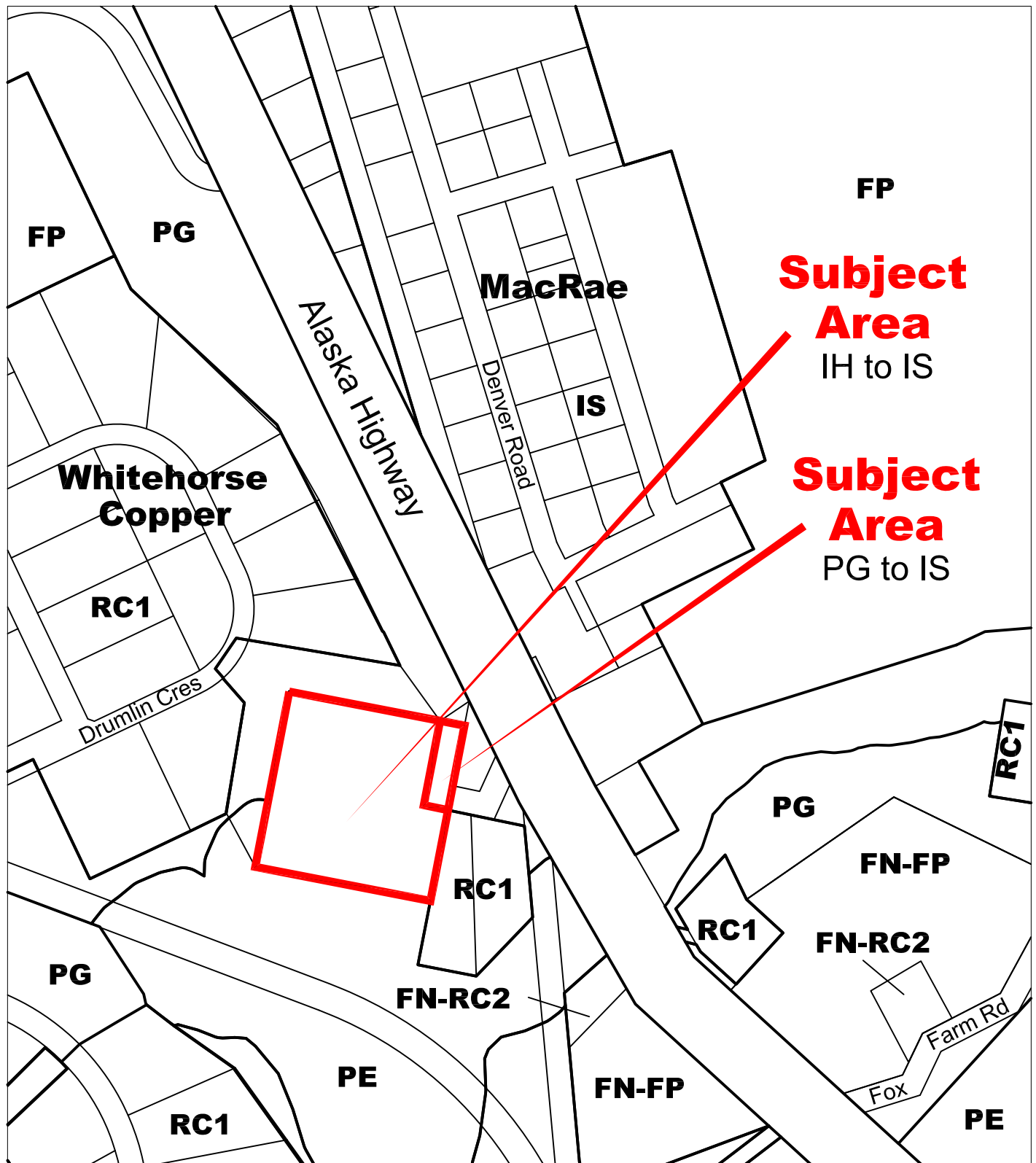
PUBLIC HEARING:

SECOND READING:

THIRD READING and ADOPTION:

Mayor


Assistant City Clerk



BYLAW 2020-26

A bylaw to amend the zoning of Lot 287 (REM), Group 804, Plan 41918 CLSR, 22000 LTO, from IH-Heavy Industrial to IS-Service Industrial, and a portion of Access Road on Plan 43240 CLSR, 22593 LTO, from PG-Greenbelt to IS-Service Industrial.

LEGEND

 SUBJECT AREA