

# **CITY OF WHITEHORSE – STANDING COMMITTEES**

Monday, October 19, 2020 – 5:30 p.m.

Council Chambers, City Hall

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## **CALL TO ORDER**

## **ADOPTION OF AGENDA**

## **PROCLAMATIONS**

## **DELEGATE SUBMISSIONS**

## **CITY PLANNING COMMITTEE**

1. OCP Amendment – Whistle Bend Future Area C
2. New Business

## **CITY OPERATIONS COMMITTEE**

1. New Business

## **COMMUNITY SERVICES COMMITTEE**

1. Fall Recreation Grant Allocations
2. Festival and Special Event Grant Allocations
3. Local Content Weighting – Consultant Services, Campground Building Design
4. New Business

## **PUBLIC HEALTH AND SAFETY COMMITTEE**

1. New Business

## **DEVELOPMENT SERVICES COMMITTEE**

1. New Business

## **CORPORATE SERVICES COMMITTEE**

1. Budget Amendment – Emerging Pollutants Wastewater Treatment
2. Urban Electrification Local Improvement
3. New Business



**CITY OF WHITEHORSE**  
**CITY PLANNING COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Jan Stick

**Vice-Chair:** Samson Hartland

October 19, 2020

Meeting #2020-22

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1. OCP Amendment – Whistle Bend Future Area C  
Presented by Manager Mélodie Simard
  2. New Business



## **ADMINISTRATIVE REPORT**

<b>TO:</b> Planning Committee
<b>FROM:</b> Administration
<b>DATE:</b> October 19, 2020
<b>RE:</b> Official Community Plan Amendments – Whistle Bend, Future Area “C”

### **ISSUE**

Amendments to the 2010 Official Community Plan (OCP) to allow the Whistle Bend Future Area “C” to proceed for zoning and subdivision approvals.

### **REFERENCE**

- *Municipal Act*
- Official Community Plan (2002)
- Official Community Plan (2010)
- Whistle Bend Subdivision Environmental and Socio-Economic Assessment Report (AECOM, 2009)
- Whistle Bend Master Plan (2009)
- Planning & Preliminary Engineering Design Report for Whistle Bend Future Areas & Town Square (WSP, 2020)
- Yukon Environmental and Socio-economic Assessment Act – Decision Document (2020)
- Planning Study Bylaw (2006-11)

### **HISTORY**

Planning for the Whistle Bend neighbourhood began in 2006 and included an extensive public engagement process. This process included the creation of a planning study and greenspace map as required under Planning Study Bylaw 2006-11. In accordance with the bylaw, the greenspace map was submitted to a plebiscite and approved. The approximate boundary of greenspace to development area was later included in the 2010 Official Community Plan (OCP).

Some of the land identified in the greenspace map includes the area known as “Area C”. It was shown as an outdoor recreation space as it was intended to be reserved for the Yukon Horse and Rider Association. The Association and City determined that a dense, urban neighbourhood was not the best fit for its purposes and the Association dropped its interest in this land. The subject land now provides an opportunity for neighbourhood development.

In 2018, the City hired WSP, in association with Associated Engineering, Tetra Tech and John Glynn-Morris, to undertake planning and preliminary engineering work for new residential areas in Whistle Bend. The contents of the resulting Planning and Preliminary Engineering Design Report for Whistle Bend Future Areas and Town Square (WSP

Report) are summarized in Appendix A (attached). This report is available on the City website at <https://www.whitehorse.ca/home/showdocument?id=14243>.

The report addresses three future areas for the neighbourhood (i.e., Areas A, B, and C). Future Areas A and B were included as development areas in the original charrette concept and master planning processes undertaken in 2006, and are designated as Urban Residential in the OCP. For development to occur in Area C amendments to the OCP are required.

## **ALTERNATIVES**

1. Support the proposed OCP amendments and bring them forward through the bylaw amendment process.
2. Refer the report back to Administration for additional information.
3. Do not proceed with the amendments.

## **ANALYSIS**

### ***Planning and Preliminary Engineering Design Report***

The WSP Report shows Area C as the next development area after the completion of the previously planned phases of Whistle Bend (phase 1-7). Priority was given to this area over areas A and B for many reasons, including infrastructure cost and cost recovery potential, complexity of the project and impacts to the neighbourhood.

### ***Timing of Amendments***

Government of Yukon (YG) is the primary land owner and developer in Whistle Bend. YG has confirmed that it wishes to proceed with detailed engineering for Future Area C in early 2021 to ensure there is a continuous supply of available building lots in the coming years. Per Council's 2020 Housing strategic priority, the City has committed to continue to work with YG to help residents attain housing. Whistle Bend remains the City's main growth area. These amendments are proposed in advance of the completion of the OCP review to ensure a yearly lot supply within the City.

### ***OCP Amendments***

Area C is generally flat and consists of 56.3 hectares of gross land area which could be re-purposed for residential uses. The proposed amendment to *Map 1 – Green Space Network Plan* would change the area defined as Area C from areas identified as "Recreation Areas" and "Green 'Connections' Areas" to a "Designated Development Area". Portions of the Environmentally Sensitive Areas along the Yukon River and adjacent to Porter Creek would be maintained.

The proposed amendment to *Map 2 – Area Land Use Designations* would amend the OCP designation of Area C from "Greenspace" to "Residential – Urban" to facilitate the development of Area C as part of the next phase of development for Whistle Bend. A portion of the area within Area C currently designated as "Public Utility" would remain. The "Residential-Urban" designation is consistent with the existing Whistle Bend area.

The proposed amendment to *Map 5 – Urban Residential Growth Plan* would expand the boundary of "Undeveloped Public Land" to include Area C.

The proposed amendments maintain green space along the perimeter of the development area to address environmentally sensitive areas and preserve some of the protected greenspace identified in the 2007 Green Space Map. A 2009 report by AECOM for an environmental and socio-economic analysis of the original Whistle Bend Master Plan area identified areas along the Yukon River and along the slope leading to the Porter Creek area as having areas of High Environmental Sensitivity.

Policy 1.2 of the OCP relating to steep slopes requires a minimum setback of 15-metre for development near steep slopes. The current plan includes a 30-metre setback to address the steep slope at the western edge of the planning area. The planning of Area C, with setbacks along the western slope and a greenspace separation from the Yukon River shoreline, is intended to protect areas of environmental sensitivity.

### ***Planning Study Bylaw***

Since a Greenspace Map was previously submitted for public review through a plebiscite, the requirements of the Planning Study Bylaw 2006-11 are satisfied. There was also extensive public engagement during the development of the WSP Report. Council may proceed with first reading of the proposed OCP amendments and obtain further comments from the public through the amendment process.

### ***Future Approvals***

Refinement of the land use plan for subdivision and zoning approvals will be subject to policies in the OCP for residential uses. The extension of the Whistle Bend neighbourhood into Area C meets the objectives of the OCP for development that uses existing servicing infrastructure, promotes active transportation and transit use, and includes residential, commercial and institutional uses to create complete communities (Part 2 – Objective 5). Specific to policies for the “Residential-Urban” designation (Section 10.6), Area C will accommodate a variety of residential uses on serviced lots.

### ***Amendments Timeline***

The projected schedule for these OCP amendments is:

Planning Committee:	October 19, 2020
First Reading:	October 26
Public Hearing	November 23
Report to Committee:	November 30
Second Reading:	December 7
Third Reading (assumes full 45-day Ministerial review):	February 8, 2021

### **ADMINISTRATIVE RECOMMENDATION**

THAT Bylaw 2020-31, a bylaw to amend the Official Community Plan to allow for the development of the area known as Whistle Bend Future Area “C”, be brought forward for consideration under the bylaw process.

## Appendix A

### Overview of the Planning & Preliminary Engineering Design Report for Whistle Bend Future Areas & Town Square (as it relates to Area C)

This project was funded through a contribution agreement with Government of Yukon (YG) following the Land Development Protocol, and was approved in the 2017 capital budget. In February 2018, the City hired WSP, in association with Associated Engineering, Tetra Tech and John Glynn-Morris, to complete planning and engineering work for the future phases and town square.

The study area for the future phases is comprised of the remaining unplanned areas in Whistle Bend, including the central core area and town square (Future Area A), Ta'an Kwäch'än parcel C-9B and adjacent areas (Future Area B), and the 'fin' (Future Area C).

Additional planning is required for Future Areas B and C-9B.

#### **Community Engagement**

In 2018, the City and WSP held four different public and stakeholder engagement events, as well as an online survey to gather input on the town square and phasing concepts and have now completed the final concepts for submission to YESAB. The engagement events included:

- Ted'ish' Talk – What Makes a Great Town Square (May 16<sup>th</sup>)
- Government Partners Workshop – Planning and Design (May 17<sup>th</sup>)
- World Café – Town Square Planning (May 17<sup>th</sup>)
- Ta'an Kwäch'än Council Citizen Workshop – C-9B Planning (June 11<sup>th</sup>)
- Pop-Up at the Pond – Evaluating Concepts (July 19<sup>th</sup> and 25<sup>th</sup>)

Engagement and technical analysis resulted in a land use plan including block and road layouts, housing mix and engineering pre-design work.

#### **Future Area C Concept**

The preliminary design for Area C was established in this report. The preliminary design will be used as a basis by YG for detailed engineering work and by the City for subsequent Zoning Bylaw Amendment requests.

The subject area, Area C, is the largest of the three new development areas identified for development in the WSP Report. The preliminary design for Area C shows that the residential unit potential for this area is approximately 825 units and 2,400 residents. Since Area C is located further from public transit (on Casca Boulevard) than Areas A and B, it is designed as a predominantly low-density area with approximately one-third or 19 hectares of the area identified for low-density housing (single-detached and duplex). Medium-density residential development will make up 6.7 hectares or 11.9 per cent of the land area. Roads and Public Utility make up the 15.1 hectares or 26.7 per cent of the area.

A total of 15.5 hectares or 27.6% of the area will be dedicated to park space or greenbelt. For comparison, the *Municipal Act* requires a minimum of 10% of a subdivision area to be reserved for public use.





**Yukon Environmental and Socio-economic Assessment Board (YESAB)**

The Yukon Environmental and Socio-economic Assessment Board (YESAB) has reviewed the proposed future areas including Area C. Subject to conditions requiring a heritage resources impact assessment and requirements to avoid heritage resources present on the site, or establish mitigation options in consultation with the YG Heritage Resources Unit, YESAB has recommended that the project be allowed to proceed (YESAB, Decision Document, May 13, 2020).

**Servicing and Geotechnical Considerations**

The following information gathered from a geotechnical assessment was used to inform land uses, block layout and servicing:

- Area C is generally flat with a steep slope along the western edge of the development area and grade changes close to the Yukon River shoreline.
- Drainage will need to be studied to further understand if ditching is required to direct water away from the area.
- A portion of the land was previously used as a sewage treatment site, the Porter Creek Lagoons. For this reason, documentation that proper decommissioning protocols were followed will be required prior to any development.

- Minimal sand overlays fine-grained soils in the area. Construction of roadways, foundations and buildings will need to include structural fill, perimeter insulation and other measures as required.

***Alaska Highway Connection***

A potential connection between Area C and the Alaska Highway was discussed during workshops and technical meetings with the City and YG. Additional planning and technical analysis are required to understand the feasibility of this connection. This is outside of the scope of these amendments.

***Snow Storage Area***

The City operates an area within Area C as a snow storage area that will need to be relocated prior to the development of residential development. The City is intending to start planning work on new snow storage locations in 2021.

**CITY OF WHITEHORSE**  
**BYLAW 2020-31**

A bylaw to amend the Official Community Plan

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WHEREAS section 289 of the *Municipal Act* provides that a municipality shall by bylaw adopt an official community plan in accordance with Part 7, Division 1 of the Act; and

WHEREAS section 285 of the *Municipal Act* provides for amendment of an official community plan; and

WHEREAS it is deemed desirable and expedient that the 2010 Official Community Plan be amended to allow for development of a 56.3-hectare area known as Area C as part of the Whistle Bend neighbourhood.

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

1. Map 1 of the Official Community Plan Bylaw 2010-01 is hereby amended by changing the 56.3-hectare area known as Future Area C from Recreation Area and Green 'Connections' Area to Designated Development Area as indicated in Appendix "A" forming part of this bylaw.
2. Map 2 of Official Community Plan Bylaw 2010-01 is hereby amended by changing the designation of a 56.3-hectare area known as Future Area C from Greenspace to Residential-Urban as indicated in Appendix "B" forming part of this bylaw.
3. Map 5 of Official Community Plan Bylaw 2010-01 is hereby amended to extend the area identified as Undeveloped Public Land to include the 56.3-hectare area known as Future Area C as indicated in Appendix "C" forming part of this bylaw.
4. This bylaw shall come into force and effect upon the final passing thereof.

**FIRST READING:**

**PUBLIC NOTICE:**

**PUBLIC HEARING:**

**SECOND READING:**

**EXECUTIVE COUNCIL MEMBER APPROVAL:**

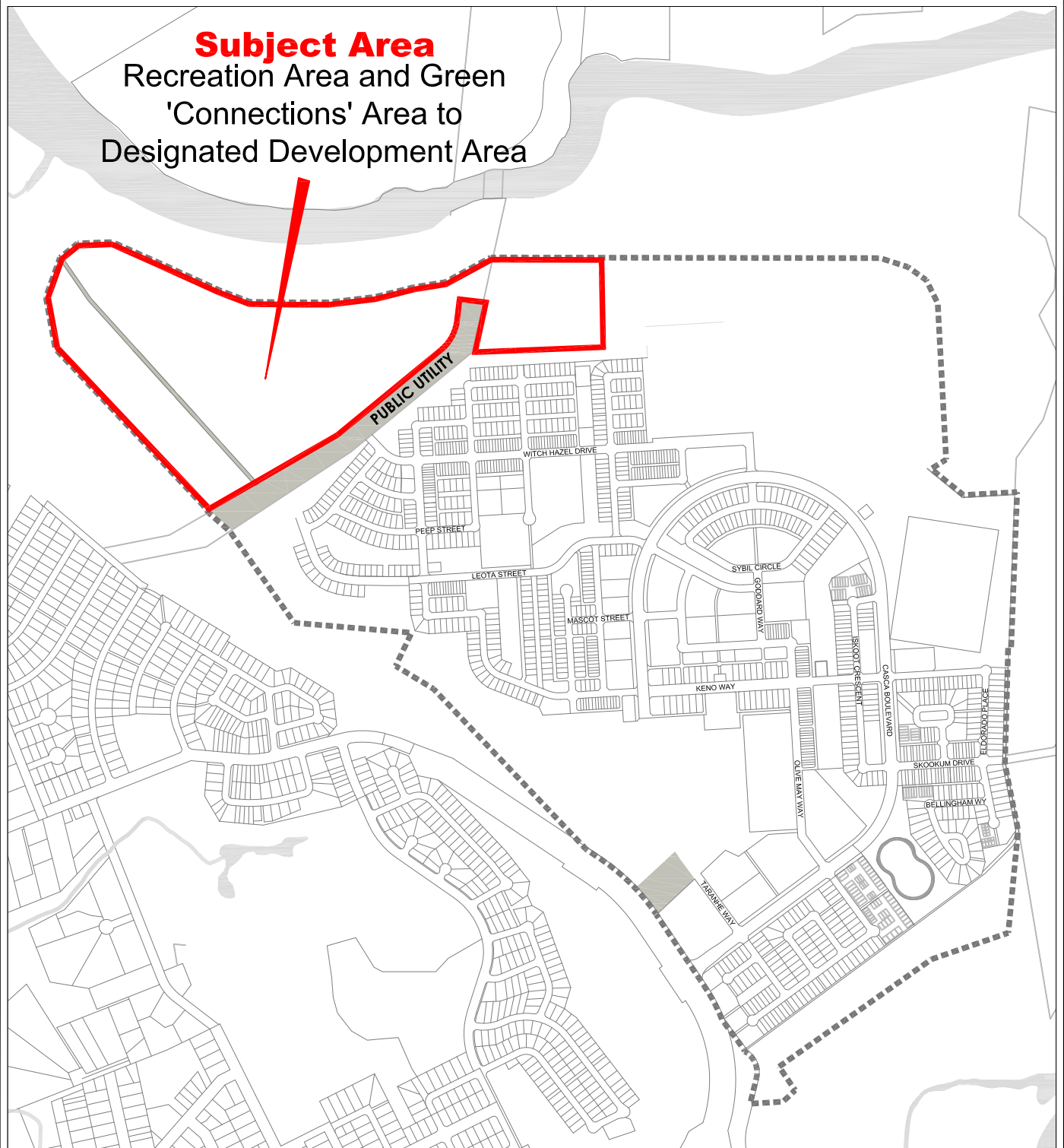
**THIRD READING and ADOPTION:**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Assistant City Clerk




**Subject Area**  
Recreation Area and Green  
'Connections' Area to  
Designated Development Area



BYLAW 2020-31  
A bylaw to amend the Official Community Plan, Map 1 - Green  
Space Network Plan to change an area identified as Recreation  
Area and Green 'Connections' Area to Designated Development  
Area.

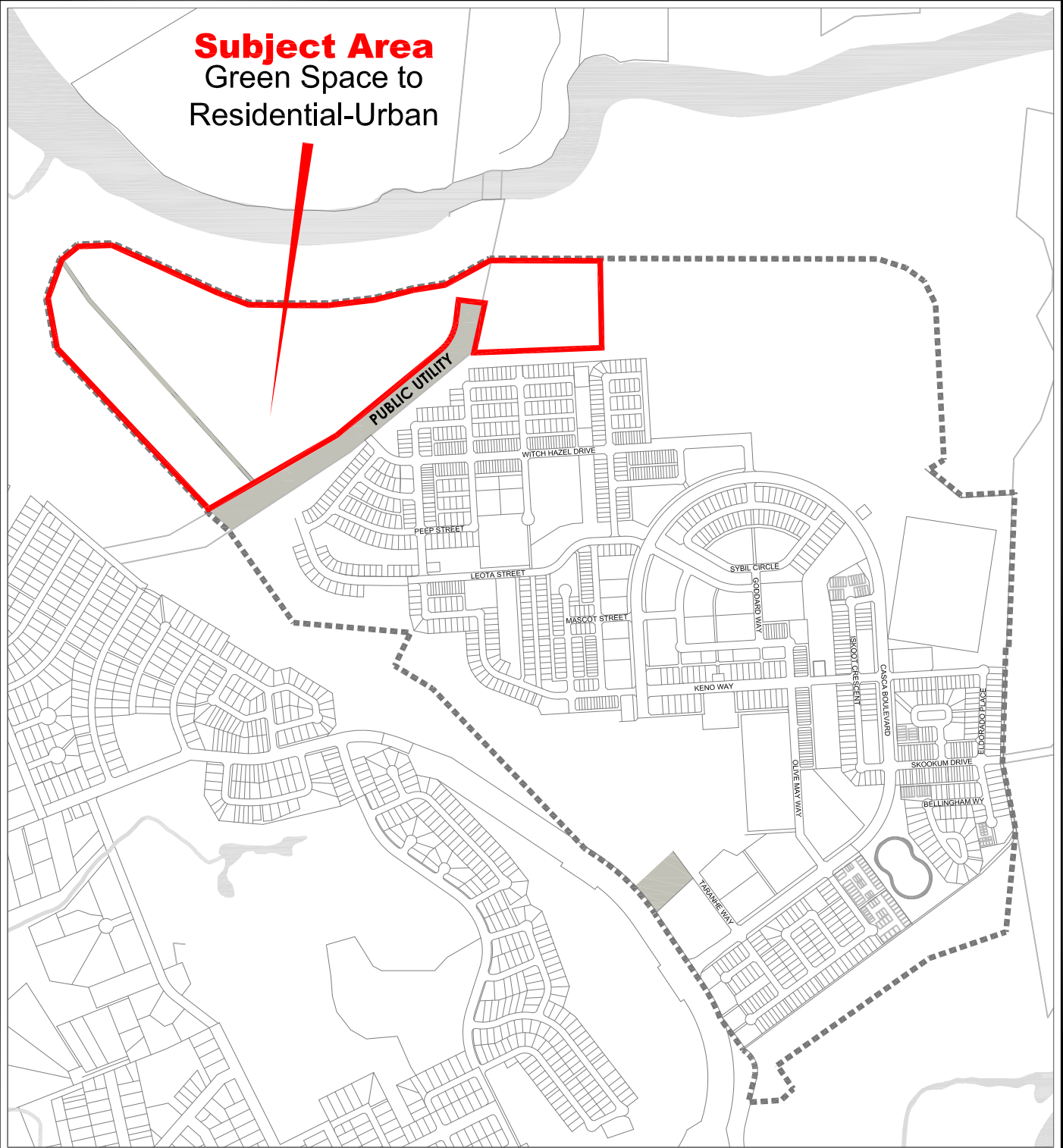
**LEGEND**

 SUBJECT AREA




CITY OF WHITEHORSE  
BYLAW 2020-31  
APPENDIX 'B'

**Subject Area**  
Green Space to  
Residential-Urban



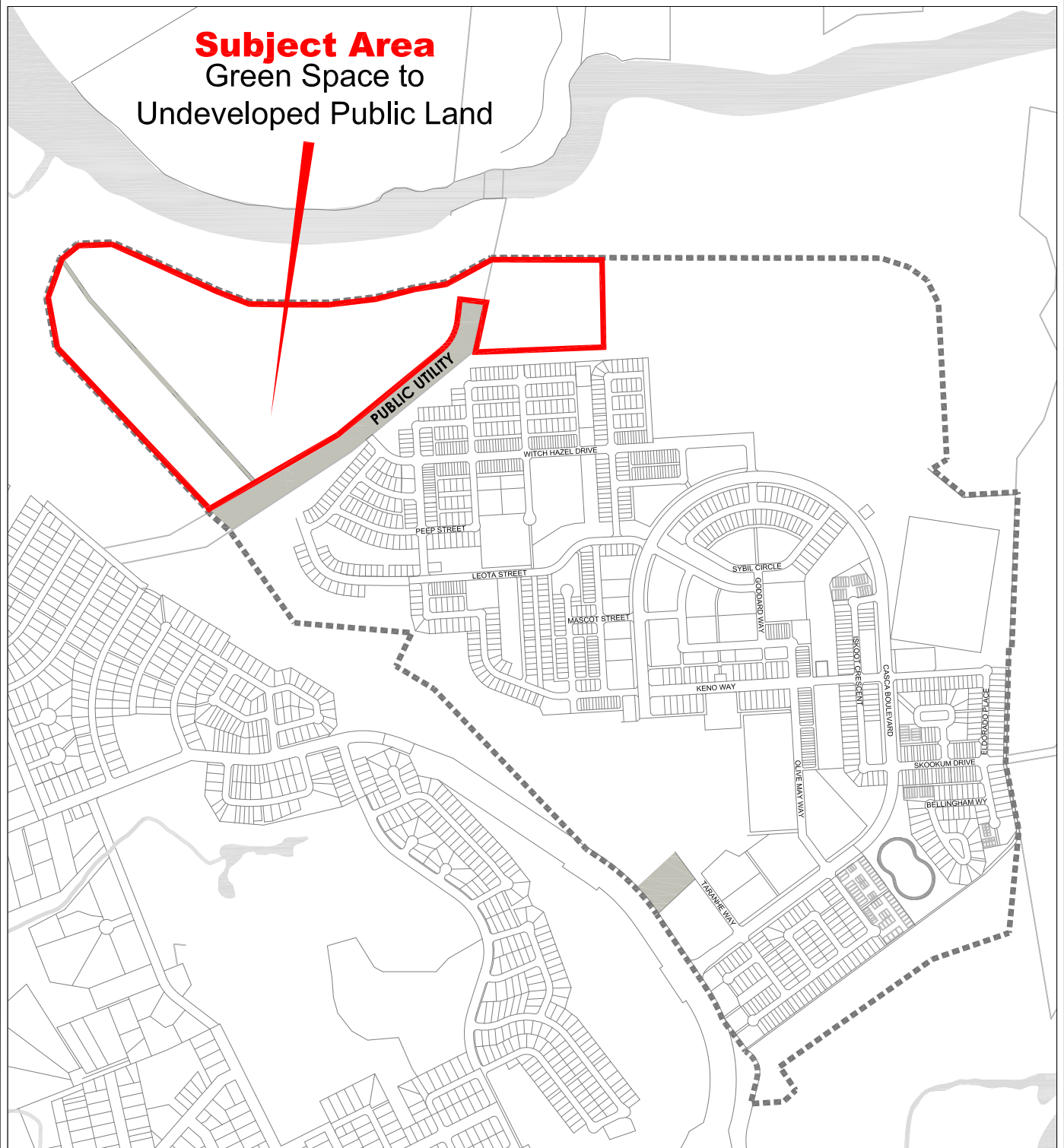
BYLAW 2020-31  
A bylaw to amend the Official Community Plan, Map 2 - Area Land  
Use Designations to change the designation of an area from  
Greenspace to Residential - Urban.

**LEGEND**

 SUBJECT AREA




**Subject Area**  
Green Space to  
Undeveloped Public Land



BYLAW 2020-31  
A bylaw to amend the Official Community Plan, Map 5 - Urban Residential Growth Plan to identify an area as Undeveloped Public Land.

**LEGEND**

 SUBJECT AREA

**CITY OF WHITEHORSE**  
**CITY OPERATIONS COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Samson Hartland

**Vice-Chair:** Laura Cabott

October 19, 2020

Meeting #2020-22

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1. New Business





**CITY OF WHITEHORSE**  
**COMMUNITY SERVICES COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Jocelyn Curteanu      **Vice-Chair:** Dan Boyd

October 19, 2020

Meeting #2020-22

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1. 2020 Fall Recreation Grant Allocations  
Presented by Program Leadhand Keri Rutherford
2. Festival and Special Event Grant Allocations  
Presented by Manager Landon Kulych
3. Local Content Weighting – Consultant Services, Campground Building Design  
Presented by Director Peter O’Blenes
4. New Business



## ADMINISTRATIVE REPORT

<b>TO:</b> Community Services Committee
<b>FROM:</b> Administration
<b>DATE:</b> October 19, 2020
<b>RE:</b> 2020 Fall Recreation Grant Allocations

### ISSUE

Approval of the grant recommendations for fall Recreation Grant allocations

### REFERENCE

Recreation Grant Policy  
Recreation Grant Appendix A

### HISTORY

Council policy governs the allocation of recreation grants. The Recreation Grant Task Force met on October 6, 2020 to discuss and compile recommendations for funding in accordance with the Recreation Grant Policy.

A total of \$295,450.90 was available for two granting sessions in 2020. The funding available for this session is \$71,135.26 plus any refunds received for all Recreation Grant categories.

The total amount received by the City for 2020 through the Community Lottery Fund was \$197,176.00. The City continues to acknowledge Lotteries support in City advertising.

### ALTERNATIVES

1. Approve the allocation of the grants as recommended
2. Refer the matter back to Administration

### ANALYSIS

The Recreation Grant Task Force received and reviewed 13 applications totalling \$62,644.75 in requests. Applications were submitted under the new Recreation Grant Policy and the four new funding categories: Ongoing Projects and Initiatives, New Projects and Initiatives, Training and Leadership Development, and Operational Support. The evaluation of the applications was conducted using the new matrix and eligibility criteria. Council has the authority to deny any of the recommendations brought forward by the Task Force. The result of denied recommendations is that some projects might not proceed.

Per the Community Lotteries guidelines, any requests that are O&M related are ineligible for funding. This means that all of the O&M requests received are funded using the City's contribution of \$52,824. The majority of the funding was allocated in the spring granting session due to the large amount of O&M requests.

The applications received, together with the recommendations of the Task Force, and any applicable conditions, are listed in the attached summary sheet identified as Appendix A.

\$46,680.00 is recommended for allocation by the Recreation Grant Task Force and is within the amount of funding available. Where funding recommendations do not reflect the full amount of funding requests, it is because certain elements of an application may be fundable under another program, condition of the application, and the Task Force's anticipation of the need for unallocated O&M funding in the 2021 spring Recreation Grant intake where demand is typically much higher.

**ADMINISTRATIVE RECOMMENDATION**

THAT Council approve the allocation of \$46,680 for Recreation Grants as recommended by the Recreation Grant Task Force; and

THAT any unexpended recreation grant funds, as well as any refunds received prior to year-end, be authorized for re-budgeting to 2021.

**Appendix A Fall 2020 Recreation Grants**

#	Applicant	Priority/Type	Project	Subtotals	Amount Requested	Last Funded	Accountability Received	Amount Recommended	Notes
1	Arctic Edge Skating Club	Ongoing Projects and Initiatives	Yukon Gold Nugget Championships		\$ 5,000.00	Fall 2019 \$3500.00	Yes	\$ 4,000.00	<i>Suggested funding for travel through YRAC</i>
2	Canadian - Filipino Sports Association of Yukon	O&M	Winter Sports Tournament-wages		\$ 3,700.00	Fall 2017 \$1000.00	Yes	\$ 700.00	<i>Remainder of the O&amp;M from the Spring</i>
3	Chickadees Playschool Association	Ongoing Projects and Initiatives	Programming for Chickadees Playschool participants		\$ 2,040.00	Fall 2019 \$2040.00	Yes	\$ 2,040.00	<i>For programming</i>
4	Fetal Alcohol Syndrome Society Yukon	Ongoing Projects and Initiatives	Out and About Program		\$ 7,000.00	Spring 2019 \$5000.00	Yes	\$ 6,000.00	
5	Golden Age Society	O&M/Ongoing Projects and Initiatives	Off set O&M costs/program supplies	\$5000.00 \$2304.75	\$ 7,304.75	Spring 2020 \$8000.00	Yes	\$ 2,340.00	<i>Funding to go towards programming supplies</i>
6	Gwaandak Theatre Society	New Projects and Initiatives	Winter Cultural Variety Nights		\$ 7,000.00	Spring 2020 \$3000.00	Yes	\$ 6,000.00	<i>New initiative. Also received funding in the Spring session.</i>
7	Inclusion Yukon	Ongoing Projects and Initiatives	Inclusive Recreation		\$ 5,000.00	Spring 2019 \$2800.00	Yes	\$ 5,000.00	
8	Japanese Canadian Association of the Yukon	O&M	Practice and Storage Space		\$ 3,000.00	N/A	N/A	\$ -	<i>Encouraged to apply in Spring session for O&amp;M</i>
9	Learning Disabilities of the Yukon (LDAY)	Ongoing Projects and Initiatives	Camp Raven		\$ 7,000.00	Fall 2019 \$6000.00	Yes	\$ 6,000.00	
10	Mental Health Associaton of the Yukon	Training and Leadership Development	Living Life to the Full Facilitator		\$ 2,100.00	Fall 2019 \$2000.00	Yes	\$ 2,100.00	
11	Whitehorse Curling Club	Ongoing Projects and Initiatives	Curling Programs		\$ 1,500.00	Fall 2019 \$5000.00	Yes	\$ 1,500.00	
12	Yukon Arts Society	Ongoing Projects and Initiatives	Art and Craft Programs		\$ 7,000.00	Fall 2019 \$7500.00	Yes	\$ 6,000.00	
13	Yukon Film Society	Ongoing Projects and Initiatives	Whitehorse Recreation Through Film and Art		\$ 5,000.00	Fall 2019 \$7500.00	Yes	\$ 5,000.00	
<b>Total: 13 Applications</b>					<b>Total Amount Requested:</b>	<b>\$ 62,644.75</b>			
					<b>Total Amount Available:</b>	<b>\$ 71,135.26</b>		<b>\$ 46,680.00</b>	



## ADMINISTRATIVE REPORT

<b>TO:</b> Community Services Committee
<b>FROM:</b> Administration
<b>DATE:</b> October 19 <sup>th</sup> , 2020
<b>RE:</b> Festival and Special Event Grant Fund Recommendations

### ISSUE

Approval of Festival and Special Event Grant Fund allocations

### REFERENCE

Festival and Special Event Grant Policy  
Appendix A

### HISTORY

The Festival and Special Event Grant Fund is governed by Council policy, which has been regularly reviewed by Council since its inception in fall 2008. In January 2014 Council approved the category of “signature events” to address concerns raised by various organizations related to the amount of funding being allocated under this process and their desire for a multi-year funding commitment. On May 24, 2016 Council approved changes to the Festival and Special Event Grant Policy adopting August 31 as the annual deadline date for all applications.

The City of Whitehorse is committed to the development and support of special community events and festival celebrations in Whitehorse that provide vibrant and diverse community experiences for both residents and visitors.

### ALTERNATIVES

1. Approve the recommendations as presented.
2. Do not approve the recommendations.

### ANALYSIS

A multi-department committee reviewed the Festival and Special Event Grant Fund applications for projects occurring in 2021. Cash available to support applications is \$50,000.00.

A total of 13 applications were received, of which 11 were eligible to be rated by the review committee using the established criteria. Recommendations were made for both financial and in-kind support.

Approved applicants are notified in a letter that the City of Whitehorse will release grant cheques in January of each year. Funding and in-kind support is being recommended to 11 groups, including two signature events.

In-kind requests have been carefully reviewed by impacted departments to ensure they can be accommodated within the regular operating budget of the affected departments.

**Festival and Special Event Recommended Grant Allocations:**

All-City Band Society	
• Music for a Winter’s Eve	\$800.00
Nakai Theatre Ensemble	
• Pivot Festival	\$5,000.00
Queer Yukon Society	
• Yukon Pride 2020	\$5,000.00
Royal Canadian Legion Branch 254	
• Canada Day Celebrations	\$5,000.00
• In-Kind	\$2,736.50
Teenage Life & Young Adults International Society	
• Yukon African Musical Festival	\$2,500.00
The Heart of Riverdale Community Centre	
• CypherFest Street Dance & Music Festival	\$7,000.00
Yukon Arts Centre	
• Midnight Sun Moppets Children’s Festival	\$2,500.00
Yukon Film Society	
• Available Light Film Festival	\$5,000.00
• In-Kind	\$630.00
Yukon First Nations Culture and Tourism Association ( <i>Signature Event</i> )	
• Adaka Cultural Festival	\$7,500.00
• In-Kind	\$6,252.30
Yukon Literacy Coalition	
• Family Literacy Day	\$1,200.00
• In-Kind	\$150.00
Yukon Sourdough Rendezvous Society ( <i>Signature Event</i> )	
• Yukon Sourdough Rendezvous Festival	\$8,500.00
• In-Kind	<u>\$20,586.75</u>
	<b>Total Cash:</b>
	<b>\$50,000.00</b>
	<b>Total In-kind:</b>
	<b>\$30,355.55</b>

**ADMINISTRATIVE RECOMMENDATION**

That Council approve the recommendations for the Festival and Special Event Grant Fund allocations for 2021 as presented, with funding from the 2021 budget.



## Festivals and Special Event Fund Appendix A - August 2020 Intake

#	Name of Organization	Project	Amount Cash Request	In-Kind Request	Amount Funded in 2020	Amount Recommended Cash	Amount Recommended In-Kind
1	All-City Band Society	Music for a Winter's Eve December 14 & 15, 2021	\$800.00 Total Budget: \$30,426.00	No	\$800.00 Cash	\$800.00	
2	Canadian Mental Health Association	Burning Away the Winter Blues March 20, 2021	\$4,250.00 Total Budget: \$4,950.00	Yes	First Time Applicant*	\$0.00	
3	Nakai Theatre Ensemble	Nakai Theater Pivot Festival January 19 - 31, 2021	\$5,000.00 Total Budget: \$48,400.00	No	\$2,500.00 Cash	\$5,000.00	
4	Queer Yukon Society	Yukon Pride Festival June 19, 2021	\$5,000.00 Total Budget: \$29,400.00	No	\$3,200.00 Cash	\$5,000.00	
5	Royal Canadian Legion Branch 254	Canada Day Celebration July 1, 2021	\$5,000.00 Total Budget: \$43,000.00	Yes	\$5,000.00 Cash \$3,071.00 In-kind	\$5,000.00	\$2,736.50
6	Teenage Life & Young Adults International Society	Yukon African Music Festival February 19 & 20, 2021	\$13,744.00 Total Budget: \$100,419.00	No	\$1,000.00 Cash	\$2,500.00	
7	The Heart of Riverdale Community Centre	CypherFest Street Dance and Music Festival July 22 - 26, 2021	\$9,000.00 Total Budget: \$81,972.00	No	\$6,000.00 Cash \$623.30 In-kind	\$7,000.00	

## Festivals and Special Event Fund Appendix A - August 2020 Intake

<b>8</b>	Yukon Arts Centre	Midnight Sun Moppets Children's Festival May 22, 2021	\$5,000.00 Total Budget: \$28,997.50	No	\$2,000.00 Cash	\$2,500.00	
<b>9</b>	Yukon Film Society	Available Light Film Festival February 5 - 14, 2021	\$5,000.00 Total Budget: \$188,480.00	Yes	\$5,000.00 Cash \$1,260.00 In-kind	\$5,000.00	\$630.00
<b>10</b>	Yukon First Nations Culture and Tourism Association <i>Signature Event</i>	Adaka Cultural Festival June 24 - July 2, 2021	\$7,500.00 Total Budget: \$445,600.00	Yes	\$5,000.00 Cash \$5,339.30 In-kind	\$7,500.00	\$6,252.30
<b>11</b>	Yukon Literacy Coalition	Family Literacy Day January 24, 2021	\$1,500.00 Total Budget: \$3,481.20	Yes	\$1,000.00 Cash \$140.40 In-kind	\$1,200.00	\$150.00
<b>12</b>	Yukon Sourdough Rendezvous Society <i>Signature Event</i>	Yukon Sourdough Rendezvous Festival February 12 - 28, 2021	\$11,940.00 Total Budget: \$467,473.00	Yes	\$6,000.00 Cash \$11,782.45 In-kind	\$8,500.00	\$20,586.75
<b>13</b>	Yukon Women in Mining	Winterval Christmas Parade December 4, 2021	\$2,000.00 Total Budget: \$7,500.00	Yes	First Time Applicant*	\$0.00	

Total of 13 Applicants

\$75,734.00

**\$50,000.00**    **\$30,355.55**

\* In the past both *Unlikely Events Yukon* and *Yukon Educational Theatre Society* have applied on this event's behalf

## ADMINISTRATIVE REPORT

**TO:** Community Services Committee  
**FROM:** Administration  
**DATE:** October 19, 2020  
**RE:** Local Content Weighting – Consultant Services, Campground Building Design

### ISSUE

Local content weighting for request for proposals (RFP) for Design and Construction Services for the Robert Service Campground Building

### REFERENCE

Consulting Services Selection Procedures Policy  
Council Resolution 2020-15-08 as amended by 2020-15-09

### HISTORY

On June 29<sup>th</sup>, 2020, Council adopted the following resolutions related to the Consulting Services Selection Procedures Policy:

1. The weight allocation for the evaluation criteria for local content on requests for proposals under this policy shall be set by council on a case by case basis and shall range from zero to 20 points; and
2. This direction shall remain in place until March 31, 2021 or until such earlier time as determined by resolution of council.

Administration is preparing to release a request for proposals (RFP) to which the Consulting Services Selection Policy applies. The RFP is for the design and construction services for the Robert Service Campground Building.

The City intends to build a new facility at the Robert Service Campground that will serve as the main reception / base for the operation of the campground. It will also be used as a community hub that can be accessed year round, with flexible uses such as recreation, community gatherings, and rentable space for other organizations.

The procurement process for the design of the building is scheduled to begin in the 2020 calendar year. The RFP for this work will be released near the beginning of November.

### ALTERNATIVES

1. Authorize Administration to set the weighting for local content in the RFP as recommended.
2. Direct Administration to set an alternative weighting for local content.

### ANALYSIS

Under the Consulting Services Selection Procedures Policy, evaluation of proposals is a two-step process where all proposals are first evaluated on the first four technical

criteria, i.e., the project team, proposed methodology and approach, past relevant experience and performance, and the proposed project schedule.

Proposals that score at least 80% on these criteria move on to the second stage of evaluation. The latter stage evaluates the final two criteria (local content and fees) which are scored based on a set formula established in the Consulting Services Selection Policy.

Administration's proposal that the weighting for local content be set at 20 points is based on the following rationale:

- It is believed that there are many companies in Whitehorse that would be qualified and interested in doing this work.
- This weighting, at the highest end of the 1-20 range, has been selected to reflect the desire to reward partnerships with local firms who have knowledge of our City and the intricacies of the current construction market.

#### **ADMINISTRATIVE RECOMMENDATION**

THAT Council authorize Administration to set the weighting for local content at 20 points in the RFP for Design and Construction Services for the Robert Service Campground Building.

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



**Chair:** Stephen Roddick      **Vice-Chair:** Jan Stick

October 19, 2020

Meeting #2020-22

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1. New Business



**CITY OF WHITEHORSE**  
**DEVELOPMENT SERVICES COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Dan Boyd

**Vice-Chair:** Jocelyn Curteanu

October 19, 2020

Meeting #2020-22

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1. New Business





**CITY OF WHITEHORSE**  
**CORPORATE SERVICES COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Laura Cabott

**Vice-Chair:** Stephen Roddick

October 19, 2020

Meeting #2020-22

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1. Budget Amendment – Emerging Pollutants Wastewater Treatment  
Presented by Acting Manager Arcadio Rodriguez
  2. Urban Electrification Local Improvement  
Presented by Acting Manager Brittany Dixon
  3. New Business



## **ADMINISTRATIVE REPORT**

<b>TO:</b> Corporate Services Committee
<b>FROM:</b> Administration
<b>DATE:</b> October 19, 2020
<b>RE:</b> Budget Amendment – Emerging Pollutants Wastewater Treatment

### **ISSUE**

Budget amendment for the Emerging Pollutants Wastewater Treatment project.

### **REFERENCE**

2020-2023 Capital Expenditure Program, Appendix B, 650c00320 Emerging Pollutants Wastewater Treatment.

### **HISTORY**

The City's primary sewage treatment system, the Livingstone Trail Environmental Control Facility (LTECF) receives and treats 98% of the City's wastewater. The level of treatment provided by the facility meets the limits established in the City's water license.

Wastewater treatment science is evolving to address treatment of emerging contaminants such as pharmaceuticals, personal care products, hydrocarbons and micro-plastics. Emerging contaminants are understood to be present in the City's wastewater, but systematic testing has not been done to quantify them, and the LTECF is not designed to treat them. Regulations are not currently in place, but are expected to be brought forward, starting at the federal level, within ten years.

The project was planned to be performed in the following phases:

- (a) emerging contaminants sampling and assessment in 2020 and 2021
- (b) conceptual design of a treatment system for emerging pollutants in 2022, and
- (c) implementation of a treatment pilot in 2023.

The City submitted the capital project at \$15,000 for each of 2020 and 2021, and the project was approved funded by external sources. A Gas Tax Transfer Payment Agreement was obtained in January 2020.

However, quotes obtained for these services amounted to \$35,000/year, therefore a Gas Tax amendment was submitted to fund the project in the amount of \$70,000 over the next 2 years, which was approved in September 2020.

### **ALTERNATIVES**

1. Amend the capital budget as recommended
2. Refer the proposed budget amendment back to Administration for further analysis

### **ANALYSIS**

A Gas Tax amendment was obtained to fund the Emerging Pollutants Wastewater Treatment project for \$70,000 to cover the sampling and assessments for 2020 and 2021. A budget amendment is required.

**ADMINISTRATIVE RECOMMENDATION**

THAT the 2020 to 2023 Capital Expenditure Plan be amended by increasing the Emerging Pollutants Wastewater Treatment project to \$70,000 for 2020 funded by Gas Tax.

## **ADMINISTRATIVE REPORT**

<b>TO:</b> Corporate Services Committee
<b>FROM:</b> Administration
<b>DATE:</b> October 19, 2020
<b>RE:</b> Urban Electrification Local Improvement

### **ISSUE**

Authorization of a local improvement charge for urban electrical services

### **REFERENCE**

Urban Electrification Program Policy  
Proposed Bylaw 2020-33, attached

### **HISTORY**

In 1989, the City of Whitehorse began assisting with the cost of electrifying urban property by financing the work and charging the cost back to the property as a local improvement charge. In order to have an application approved the applicant must have title to the property, current taxes must be paid in full, and the cost of the work must not exceed 75% of the assessed value of the property. Since the inception of the program, the City has processed a total of 11 urban electrification applications.

The owners of Lot 57 in the Pineridge Subdivision have applied under the Urban Electrification Program Policy for a local improvement that will provide electrical service necessary for the development of additional suite and garage.

### **ALTERNATIVES**

1. Approve the application and bring forward a local improvement charge bylaw.
2. Do not approve the application.

### **ANALYSIS**

The property owners have met all the conditions of the Urban Electrification Program Policy. A bylaw to provide for a local improvement charge is required.

### **ADMINISTRATIVE RECOMMENDATION**

THAT council direct that the application under the urban electrification program for Lot 57 in the Pineridge Subdivision, Whitehorse Plan No.93-134, be accepted; and

THAT Bylaw 2020-23, a bylaw to authorize a local improvement charge for urban electrification at Lot 57, Pineridge Subdivision, be brought forward for consideration under the bylaw process.

**CITY OF WHITEHORSE**  
**BYLAW 2020-23**

A bylaw to authorize a local improvement charge for urban electrification

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WHEREAS in 1989 council approved the concept of assisting taxpayers to bring electrical service to their property via the imposition of a local improvement charge; and

WHEREAS the owners of the property located at Lot 57, Pineridge Subdivision, Whitehorse YT, have applied under the Urban Electrification Program for a local improvement to assist them in providing power to the property; and

WHEREAS sections 267 to 271 of the *Municipal Act* require that a bylaw to provide for and authorize a local improvement will contain specific information pertaining to the local improvement and the procedures to be followed in passing the bylaw; and

WHEREAS the actual cost of the said construction is estimated to be \$4,305.00 of which \$4,305.00 will be raised by way of a special tax assessment, and

WHEREAS in order to construct and complete the project it will be necessary to fund up to the sum of \$4,305.00 from the City; and

WHEREAS the estimated life of the project exceeds ten years;

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

1. A work of local improvement, being the electrification of the property described as Lot 57, Plan No.93-134, Pineridge Subdivision, Whitehorse YT Roll #3500005700, property class RSC, located at 24 Harvey Place, is hereby authorized.
2. The parcel of land benefiting from this work of local improvement is as set out in section 1 of this bylaw.
3. The total cost of the local improvement has been determined by ATCO Electric Yukon.
4. The cost of the work is to be paid for by way of a special assessment to be levied on the parcel described in section 1 of this bylaw.
5. For the purposes aforesaid, the sum of up to \$4,305.00 is to be funded by the City.
6. The sum of \$4,305.00 is to be collected by way of a special assessment as provided in section 7 of this bylaw.
7. There is hereby imposed on the land described in section 1 of this bylaw a special assessment under the *Assessment and Taxation Act*. This equates to an annual fee in the amount of \$490.61 for each of ten years. This sum is the amount

## **Local Improvement for Urban Electrification Bylaw 2020-33**

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necessary to pay the annual amount of interest and principal falling due in each year, computed at the prime business rate of 2.45% as at October 06, 2020. The said special assessment shall be in addition to all other rates and taxes.

- (1) The property owners have the option of paying the total property charge prior to its due date, or of paying the equal annual instalments each of ten years, commencing on July 2, 2021.
  - (2) The property owners may reduce the balance owing on the total property charge by making a lump sum payment in any year during the life of the bylaw. Such lump sum payments shall be accepted only in the month of January each year.
  - (3) The property owners may also pay off the balance owing at any point during the ten-year life of the bylaw.
8. The provisions of this bylaw shall come into full force and effect upon final passage thereof.

**NOTICE GIVEN:**

**FIRST and SECOND READING:**

**THIRD READING and ADOPTION:**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Assistant City Clerk