

CITY OF WHITEHORSE – STANDING COMMITTEES

Monday, January 23, 2023 – 5:30 p.m.

Council Chambers, City Hall

CALL TO ORDER

ADOPTION OF AGENDA

PROCLAMATIONS Bell Let's Talk Day (January 25)

DELEGATIONS Matthew Trickett – Climate Change
 Sarah Johnson - Raven's Ridge – Hogs/ Hobby Farm
 Kevin Embacher - Raven's Ridge - Hogs/ Hobby Farm

COMMUNITY SERVICES COMMITTEE

1. New Business

PUBLIC HEALTH AND SAFETY COMMITTEE

1. Vehicle for Hire Bylaw Amendments
2. New Business

CORPORATE SERVICES COMMITTEE

1. Housing and Land Development Advisory Committee – Work Plan and Update
2. 2022 Umbrella Budget Amendments (Capital and Operating)
3. Authorization of Tax Lien Summary List
4. Write-Off Uncollectable Accounts
5. Commencement Report and Rebudget – Whitehorse Operations Building Office Expansion
6. New Business

CITY PLANNING COMMITTEE

1. Zoning Amendment – 10 Finch Crescent
2. New Business

DEVELOPMENT SERVICES COMMITTEE

1. New Business

CITY OPERATIONS COMMITTEE

1. New Business



PROCLAMATION

BELL LET'S TALK DAY

WHEREAS ***Bell Let's Talk Day*** is a day of conversation, support and positive change for mental health; and

WHEREAS the City of Whitehorse supports positive mental health for its residents and staff and seeks to improve the lives of all persons who will experience a mental illness or mental health issue in their lifetime; and

WHEREAS the City of Whitehorse recognizes simple actions like learning about ways to support friends or looking for ways to create change in your workplace or community can make a difference; and

WHEREAS the City of Whitehorse will raise a flag to celebrate ***Bell Let's Talk Day*** and encourages all citizens to play a part and help create positive change;

THEREFORE, I, Mayor Laura Cabott, do hereby proclaim Wednesday, January 25, 2023 as ***Bell Let's Talk Day*** in the City of Whitehorse.

Laura Cabott
Mayor

CITY OF WHITEHORSE
COMMUNITY SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Michelle Friesen

Vice-Chair: Kirk Cameron

January 23, 2023

Meeting #2023-02

-
1. New Business

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



Chair: Jocelyn Curteanu

Vice-Chair: Mellisa Murray

January 23, 2023

Meeting #2023-02

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1. Vehicle for Hire Bylaw Amendments
Presented by Kyle Morrison
 2. New Business

ADMINISTRATIVE REPORT

TO:	Public Health and Safety Committee
FROM:	Administration
DATE:	January 23, 2023
RE:	Vehicle for Hire Bylaw Amendments

ISSUE

Amend the Vehicle for Hire Bylaw 2018-26.

REFERENCE

- [Vehicle for Hire Bylaw 2018-26](#)

HISTORY

In December of 2022, Administration presented to Council *Vehicle for Hire* amendments to mandate audio recording in all taxis and update Section “B” Voluntary Fine Schedule to account for the changes. The proposed amendments also include an additional provision to make it an offence for any person to temporarily shut off, delete, or tamper with recordings and for access to security footage to company owners (strictly for the purposes of resolving customer complaints) and to the City (for legal and insurance purposes) were also proposed. The amended bylaw was also updated to reflect the inclusion of audio requirements throughout, for greater clarity. The Public Health and Safety Committee requested that Administration undertake further research into the fee structure and recording retention time.

ALTERNATIVES

1. Bring the proposed amendments to the Vehicle for Hire Bylaw forward under the bylaw process; or
2. Refer the matter back to Administration for further consideration.

ANALYSIS

A review of the *Vehicle for Hire* Schedule “B” Voluntary Fines was conducted to ensure alignment with other municipal standards and that the fine provision reflects the nature of the offence, serving as a sufficient deterrent. Administration reviewed the fine schedules of eight municipalities in Canada with the focus on security camera violations and recording retention time periods. The municipalities of Toronto, Calgary, Regina, Saskatoon, Regional Municipality of Wood Buffalo, Winnipeg, Yellowknife, and Inuvik were included in the analysis.

Camera related fines in these municipalities range from \$200 to \$5000 per violation:

Toronto	\$200
Calgary	\$200 - \$700 depending on the offence
Regional Municipality of Wood Buffalo	\$500
Inuvik	\$500
Winnipeg	\$1000
Saskatoon	1 st Offence - \$1000/driver & \$2000/company 2 nd Offence - \$2500/driver & \$5000/company
Regina	\$2000/driver and \$5000/company

The *Vehicle for Hire Bylaw* currently has a maximum set fine of \$2,500.00 for security camera related offences. Under the *Municipal Act*, Section 343, any person who commits an offence under the bylaw can be subject to a fine not exceeding ten thousand dollars (\$10,000.00). A provision that allows for the request for an increased fine amount outside of the fine schedule, which is made through court application. Other municipal bylaws that were reviewed such as Toronto (*Offences and Guidelines*) had these increased fine options as well.

Authorities under the *Vehicle for Hire Bylaw* also allow the Manager of Bylaw Services to deny, suspend, revoke, or place conditions on a driver's permits if there is reasonable belief that granting a permit poses a danger to the safety, health or welfare of the public.

A review of security camera retention time periods was also reviewed and retention time periods ranged from 3 -14 days. In most municipalities, the footage is retained by the company. Retention data for Toronto was not available, and Yellowknife does not currently require the use of cameras.

- **72 hours** - Inuvik
- **3 - 4 days** – Saskatoon, no requirement but cameras mostly record up to 3-4 days
- **4 days** – Regina
- **5 days** - Calgary
- **14 days** – Winnipeg

The *Vehicle for Hire Bylaw* requires companies to retain images for a period of 168 hours (7 days) which is supportive of law enforcement purposes. In a meeting with the taxi companies, it was noted that increasing the retention period will have an impact on the industry as current systems do not possess capabilities for lengthy retention times. This change will require companies to purchase a new camera system with an anticipated cost of approximately \$600 to \$1000 per camera.

An amendment to the *Vehicle for Hire Schedule "B" Voluntary Fines* to allow for the application of 1st and 2nd offence charges, would increase enforcement options and possibly reduce court time if a higher fine amount is deemed appropriate. The proposed changes will provide better enforcement capabilities and are intended to serve as stronger deterrents.

The following fines have been amended to reflect the proposed changes.

Schedule B – Voluntary Fines

Section	Fine Description	Existing Fine	Proposed Fine
104	New vehicle for hire added to fleet without security camera	\$100	\$500
106(1)	Security camera not approved	\$100	\$500
106(2)(3)	Security camera not properly mounted on vehicle for hire	\$100	\$500
106(4)	Security camera not recording images and audio at all times fare in the vehicle for hire	\$2,500	1 st \$2,500 2 nd \$5,000
106(5)	Security camera not hardwired into a vehicle for hire	\$2,500	1 st \$2,500 2 nd \$5,000
107	Fail to retain or produce security camera images or audio	\$2,500	1 st \$2,500 2 nd \$5,000
110	Fail to capture images or audio with security camera	\$2,500	1 st \$2,500 2 nd \$5,000
111	Fail to record image or audio or remove or delete images or audio with security camera	\$2,500	1 st \$2,500 2 nd \$5,000
112	Provide images or audio from security camera other than to a Designated Officer, for insurance purposes, or as required by law	\$2,500	1 st \$2,500 2 nd \$5,000

Should the proposed amendments not move forward through the Bylaw process, it is recommended that the bylaw be amended to expressly prohibit audio recording in all taxis.

Amendments to the *Vehicle for Hire Bylaw* and Schedule “B” for Voluntary Fines would be accompanied by an educational campaign on passenger and driver rights and obligations to protect the privacy of individuals, as well as implementation of best practices.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2022-47, a bylaw to amend the *Vehicle for Hire Bylaw*, be brought forward for consideration under the bylaw process.

CITY OF WHITEHORSE
BYLAW 2022-47

A bylaw to amend the *Vehicle for Hire Bylaw 2018-26*.

WHEREAS Section 220 of the *Municipal Act* (R.S.Y.) provides that Council may by bylaw amend or vary bylaws;

WHEREAS Section 265(k) of the *Municipal Act* provides that Council may pass bylaws for municipal purposes respecting transport and transportation systems, carriers of persons or personal property including taxi drivers, vehicles and taxi businesses, and other forms of public transport; and

WHEREAS it is deemed desirable that the *Vehicle for Hire Bylaw 2018-26* be amended to have an updated schedule of voluntary fines.

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

1. The Vehicle for Hire Bylaw 2018-26 is hereby amended by replacing Sections 103 - 110 with the following:
 103. All vehicles for hire shall at all times be equipped with a fully operational security camera.
 104. Notwithstanding any other provision of this bylaw, any vehicle for hire that is added to a company fleet shall have an approved security camera installed pursuant to this bylaw.
 105. Except as otherwise provided for under this bylaw, images and audio captured by a security camera shall be accessible only by a Designated Officer, for the purpose of law enforcement, including municipal bylaw enforcement, insurance purposes, or as otherwise determined by the Designated Officer in their sole discretion or as required by law.
 106. Security cameras must be:
 - (1) approved by Bylaw Services in their sole discretion, including as to any type, brand, installation requirement, or other specification directed by Bylaw Services;
 - (2) mounted on the inside of the windshield, or in another approved suitable position in the front of the passenger compartment of the vehicle for hire, facing rearward to clearly capture images and audio of all occupants of the vehicle for hire at all times;
 - (3) incapable of being visually obstructed by a sun visor or any other object, or of having the audio interfered with by any external noise, including any sound system in the vehicle for hire;
 - (4) able to record both images and audio at all times there is a fare in the vehicle for hire; and

- (5) hardwired into the vehicle for hire as to ensure the camera continues to capture images, and the audio recorder captures sound, for at least 30 minutes after the motor of the vehicle for hire has been shut off.
- 107. The owner of a Vehicle for Hire Company shall retain and store all images and audio captured by the security camera for a period of 168 hours, and shall immediately produce any images and audio upon demand of a Designated Officer.
- 108. The security camera must be kept in good working condition at all times by the Vehicle for Hire Company and every vehicle for hire operator and a vehicle for hire shall not be operated when the security camera is not working or is defective in any way.
- 109. Once every six months, and at the request of a Designated Officer, the owner of a Vehicle for Hire Company shall submit security cameras installed in each vehicle for hire for inspection.
- 110. It shall be an offence for a driver to operate a vehicle for hire, or for a Vehicle for Hire Company to permit the operation of a vehicle for hire, that does not have a security camera that clearly captures images and audio for every shift worked by an operator of a vehicle for hire and for the entire duration of each trip taken by the vehicle for hire.
- 2. The *Vehicle for Hire Bylaw* 2018-26 is hereby amended by adding new Sections 111-144 as follows, and renumbering the remaining Sections of the bylaw accordingly:
 - 111. It shall be an offence for any person to remove or temporarily shut off the image capturing or audio recording functions of a security camera during a fare, or to permanently delete or remove any images or audio captured by the security camera except as permitted under this Bylaw.
 - 112. It shall be an offence for any person to provide images and audio captured by the security camera in a vehicle to any person other than a Designated Officer, for insurance purposes, City legal purposes, or as otherwise required by law. Notwithstanding the foregoing, it is not an offence for a Vehicle for Hire Company to review images and audio captured by a security camera in a vehicle for hire for the purpose of responding to a public complaint.
 - 113. Notwithstanding any other provision of this bylaw, any vehicle for hire that is added to a company fleet shall have a global positioning system installed pursuant to this bylaw.
 - 114. The Vehicle for Hire Company owner, and every vehicle for hire operator, shall ensure that the following items are kept on display at all times in every vehicle for hire:
 - (1) a legible placard readable to all passengers in the vehicle for hire, with wording that indicates that a security camera is installed and images and audio of the passengers are being recorded; and
 - (2) a tariff card, visible to all persons sitting in the back seats of the vehicle.

3. Schedule B of *Vehicle for Hire Bylaw* 2018-26 is amended by replacing the fines for Sections 104, 106, 107, 110, and adding new Section 111 and 112 according to the following, and renumbering the remaining Sections accordingly:

104	New vehicle for hire added to fleet without security camera	\$500
106(1)	Security camera not approved	\$500
106(2)(3)	Security camera not properly mounted on vehicle for hire	\$500
106(4)	Security camera not recording images and audio at all times fare in the vehicle for hire	1 st Offence \$2,500 2 nd Offence \$5,000
106(5)	Security camera not hardwired into a vehicle for hire	1 st Offence \$2,500 2 nd Offence \$5,000
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112	Provide images or audio from security camera other than to a Designated Officer, for insurance purposes, or as required by law	1 st Offence \$2,500 2 nd Offence \$5,000

**FIRST and SECOND READING:
THIRD READING and ADOPTION:**

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

CITY OF WHITEHORSE
CORPORATE SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Kirk Cameron

Vice-Chair: Ted Laking

January 23, 2023

Meeting #2023-02

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1. Housing and Land Development Advisory Committee – Work Plan and Update
Presented by Director Mike Gau and Bryony McIntyre, Chair of the
Housing and Land Development Advisory Committee
 2. 2022 Umbrella Budget Amendments (Capital and Operating)
Presented by Manager Svetlana Erickson
 3. Authorization of Tax Lien Summary List
Presented by Manager Svetlana Erickson
 4. Write-Off Uncollectable Accounts
Presented by Manager Svetlana Erickson
 5. Commencement Report and Rebudget – Whitehorse Operations Building Office
Expansion
Presented by Manager Peter O'Blenes
 6. New Business

ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Housing and Land Development Committee
DATE:	January 23, 2023
RE:	Housing and Land Development Advisory Committee Work Plan and Update

ISSUE

Council update from the Housing and Land Development Advisory Committee (HLDAC) and presentation of the Work Plan for Council consideration.

REFERENCE

- Bylaw 2022-16 *Advisory Committee Bylaw* Amendment
- Appendix “A” Proposed HLDAC 6 - Month Work Plan

HISTORY

On July 25, 2022 Council adopted Bylaw 2022-16, an amendment to the *Advisory Committee Bylaw* to establish the HLDAC.

Eight members were appointed to HLDAC including one representative from Kwanlin Dūn First Nation and one from Ta’an Kwäch’ān Council. Government of Yukon Government (YG) representatives participate as a non-voting, ex-officio seat on the Committee as dependent on agenda topics.

The *Advisory Committee Bylaw* provides the mandate of the HLDAC which generally is to focus on the elements of the housing development policies and process where the City holds authority such as planning of new development areas, issuance of building permits, development incentives, and key zoning regulations. In addition, the Committee may consider where the City collaborates with YG, First Nations governments and the private sector in making land available for housing development.

ALTERNATIVES

1. That Council approve the Proposed 6-Month HLDAC Work Plan; or
2. Refer the Work Plan back to HLDAC and Administration for further analysis.

ANALYSIS

HLDAC has reviewed Council's mandate for the Committee and developed a proposed Work Plan for the next six months that prioritizes:

- review of applicable zoning provisions related to housing;
- construction standards; and
- permitting processes.

At each HLDAC meeting there has been an identified foundational item which will provide education and context for the topic along with a substantive discussion or working piece where details of the specific topic will be reviewed with a mind to suggested revisions or improvements.

The proposed Work Plan also includes outreach through industry to inform Committee recommendations, which so far includes establishing contractor breakfasts for feedback on identified topics which the Committee will attend. The Committee has also discussed conducting a series of public discussions on related topics prior to bringing recommendations to Council. The Work Plan also contemplates that the Committee could make interim recommendations to Council for some immediate improvements (i.e. low hanging fruit), if appropriate, that the City could explore ahead of more elaborate proposals.

Council's Strategic Priorities identifies that the City host a Housing Summit during its mandate. Administration is in discussions with Yukon Housing Corporation to coordinate with their annual Housing Summit. The Work Plan suggests that the Summit would be in June, with specific dates to be confirmed. Topics for the Summit are identified as possible recommendations from HLDAC.

The *Advisory Committee Bylaw* requires that the Committee meet a minimum of six times a year. The Committee commenced meetings September 14, 2022, held four meetings in 2022, and one so far in 2023. HLDAC is scheduled to meet monthly in 2023 and as needed.

The Committee's mandate and priority focus is as directed by Council; this opportunity is for Council to provide input and approve the Work Plan. This may include HLDAC input on a specific urgent issue which could disrupt the proposed schedule. The proposed Work Plan is to be understood as an indication of what the HLDAC is working on and when, but could evolve as information necessitates and require more meetings and requests for additional information or input.

As the end of six-month timeframe approaches another update and a Work Plan for the following six months will be presented to Council.

ADMINISTRATIVE RECOMMENDATION

THAT Council approve the proposed Work Plan from the Housing and Land Development Advisory Committee.

HLDAC 2023 Work Plan (First Meeting to June 2023)

January 16, 2023

*Subject to change following Council direction and HLDAC Requirements

When	Housing & Land Educational Foundations	Focused Discussion
September 2022	<ul style="list-style-type: none"> Introduction Terms of Reference 	<ul style="list-style-type: none"> Elect chair (complete) Key topics (complete)
October	<ul style="list-style-type: none"> Council Mandate 	<ul style="list-style-type: none"> Draft work plan (complete)
November	<ul style="list-style-type: none"> Affordable and Attainable Housing 	<ul style="list-style-type: none"> Work plan/priority setting (complete)
December	<ul style="list-style-type: none"> Land administration 	<ul style="list-style-type: none"> Finalize priorities approach and Schedule (complete)
January 2023	<ul style="list-style-type: none"> Review of Zoning Bylaw <ul style="list-style-type: none"> Overview of City zones & housing construction requirements OCP vs. Zoning Bylaw 	<ul style="list-style-type: none"> Discuss reasons for requirements Identify topic areas for discussions with Industry Identify information gaps
February	<ul style="list-style-type: none"> Review housing construction standards, permitting process and permit fees 	<ul style="list-style-type: none"> Discuss current for requirements/process and rationale Identify topic areas for discussions with Industry Identify information gaps Confirm agenda and schedule for contractor meetings/other potential outreach
March *Spring Break	<ul style="list-style-type: none"> Overview of CMHC, YHC, and City Housing Incentives Zoning Bylaw Update Project overview Yukon Housing Action Plan, Safe at Home 	<ul style="list-style-type: none"> Identify information gaps Provide input into Zoning Bylaw Update scope Identify topics for Housing Summit Consider interim recommendations to Council
April Host Contractor Breakfasts and Outreach	<ul style="list-style-type: none"> Discuss outreach results from early April 	<ul style="list-style-type: none"> Finalize recommendations for Housing Summit topics Consider interim recommendations to Council
May	<ul style="list-style-type: none"> 2040 OCP Overview Land development process/YG/City Protocol City/YG/FN land disposition 	<ul style="list-style-type: none"> Discuss land development ideas
June	<ul style="list-style-type: none"> Housing Summit (TBC with partners) 	<ul style="list-style-type: none"> Discuss action items from Summit Consider interim recommendations to council.
Other topics	<ul style="list-style-type: none"> Gravel supply strategy Cost of development vs. market price 	

ADMINISTRATIVE REPORT

TO: Corporate Services Committee
FROM: Administration
DATE: January 23, 2022
RE: 2022 Umbrella Budget Amendments

ISSUE

Bylaw authorization of amendments made during 2022 to the Capital Expenditure Program and the Operating Budget.

REFERENCE

- Municipal Act (R.S.Y. 2002)
- Bylaw 2021-41 2022 to 2025 Capital Expenditure Program (Schedule 1 and Appendix A, attached)
- Bylaw 2022-01 2022 to 2024 Operating Budget (Schedule 1 and Appendix A, attached)

HISTORY

Section 239 of the *Municipal Act* provides that Council may establish by bylaw a procedure to authorize expenditures that vary from the annual Capital and Operating Expenditure Programs. In accordance with the provisions of the capital and operating budget bylaws, a number of properly authorized budget amendments occurred throughout 2022. These amendments are now being brought forward under umbrella bylaws for approval as required by the *Municipal Act*.

The approved Capital Expenditure Program for 2022 is as follows:

\$ 9,880,123 – Approved 2022 Expenditures Bylaw 2021-41 Appendix A
\$ 21,994,700 – Projects Added to Appendix A due to confirmation of external funding
\$ 55,812,101 – Capital Projects Re-Budgeted from 2021 (Bylaw 2022-08)
\$ 9,876,048 – Capital Budget Amendments by Council Resolutions
\$ 97,562,972 – Total 2022 Approved Capital Expenditures

The approved Operating Budget for 2022 is as follows:

\$ 93,426,404 – Approved 2022 Bylaw – Appendix A (Bylaw 2022-01)
\$ 112,839 – Administrative and Council Amendments
\$ 93,539,243 – Total 2022 Operating Budget

ANALYSIS

Schedule “1” to each of the bylaws provides a listing of the budget amendments properly approved throughout 2022. Appendix “A” is the final version of the budget as amended.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2023-03, a bylaw to amend the 2022 to 2025 Capital Expenditure Program with respect to budget adjustments made throughout 2022, be brought forward for consideration under the bylaw process; and

THAT Bylaw 2023-04, a bylaw to amend the 2022 to 2024 Operating Budget with respect to budget adjustments made throughout 2022, be brought forward for consideration under the bylaw process.

CITY OF WHITEHORSE

BYLAW 2023-03

A bylaw to amend the 2022 to 2025 Capital Budget to authorize expenditures that vary from the approved Capital Expenditure Program

WHEREAS Section 238 of the *Municipal Act* (R.S.Y. 2002) provides that Council shall by bylaw cause a multi-year Capital Expenditure Program to be prepared and adopted; and;

WHEREAS Section 239 of the *Municipal Act* provides that Council may by bylaw establish a procedure to authorize and verify expenditures that vary from the Capital Expenditure Program; and

WHEREAS a number of budget adjustments made throughout 2022 in accordance with the procedures outlined in Budget Bylaw 2021-41 have resulted in an increase in total expenditures above what was approved in the 2022 to 2025 Capital Expenditure Program;

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

1. Schedule "1", attached hereto and forming part of this bylaw, is hereby adopted as a summary of the amendments totalling \$97,562,972.
Appendix "A" to Bylaw 2020-36, a bylaw to authorize the 2022 to 2025 Capital Expenditure Program, is hereby deleted and replaced by a new Appendix "A" attached hereto and forming part of this bylaw.
3. This bylaw shall come into full force and effect upon the final passing thereof.

FIRST and SECOND READING:

THIRD READING and ADOPTION:

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

**CITY OF WHITEHORSE
2022 CAPITAL BUDGET AMENDMENTS
SCHEDULE 1**

APPROVED CAPITAL EXPENDITURE PROGRAM	BYLAW	AMOUNT
Approved 2022 Capital Expenditure Program (Appendix A)	Bylaw 2021-41	9,880,123
APPROVED CAPITAL EXPENDITURE PROGRAM	\$	9,880,123

2022 REVISIONS

APPENDIX B PROJECTS MOVED TO APPENDIX A	PROJECT	AMOUNT
Fire Hall #1 Access Improvements	240c00122	97,000
Asphalt Paths Rehabilitation	240c00221	100,000
Crestview Water Improvements	240c00222	650,000
Rural Roads Surfacing	240c00309	650,000
Downtown Reconstruction- Wood and Jarvis	240c00321	320,000
Asphalt Surface Overlay Program	240c00410	2,290,000
Range Road and Two Mile Hill Intersection Upgrades: Design	240c00417	200,000
Traffic Signals - Fourth & Main Street	240c00619	282,000
Copper Haul Road Improvements	240c00622	810,000
Hamilton Boulevard & Falcon Drive South Roundabout	240c00720	1,400,000
Hidden Valley Storm Pond Outfall	240c00814	350,000
Chilkoot Way Active Transportation	240c00821	1,350,000
Selkirk Street Active Transportation	240c00822	40,000
Adaptive Management Plan	240c01022	75,000
Robert Service Way Riverbank Protection	240c01109	250,000
Arkell Storm Sewer Outfall Improvements	240c01220	150,000
Lewes Boulevard Bus Lane	240c01421	700,000
Water And Waste Services Computerized Maintenance Management System	300c00221	250,000
Additional Van Building Maintenance FGE	320c00222	85,000
Transit Bus Midlife Refurbishments	320c00319	205,000
Additional Loader Water Waste Services and Transportation	320c00322	415,000
Compost Equipment Replacement	320c00513	370,000
Transit & Parks Building: Tlingit Street Biomass Heating Upgrades	320c00521	600,000
Additional Parks And Trails Equipment FGE	320c00522	182,000
CGC Variable Speed Drive Installation	320c00621	40,000
Frank Slim Building Ventilation Energy Upgrade	320c00721	50,000
Additional Transit Buses	320c00722	1,250,000
Additional 2 Dump Trucks With 1 Sander Transportation FGE	320c00822	610,000
Fleet Management Study	320c00919	50,000
CGC Compressor Replacement	320c01021	200,000
Whitehorse Operations Building Biomass Heating	320c01121	1,750,000
CGC Retile Pool Basin / Deck & Change Rooms	360c00222	500,000
Fire Hall #1 Backup Generator	360c00322	65,000
Compost Building Ventilation Upgrade	360c00622	300,000

2022 REVISIONS (CONTINUED)

APPENDIX B PROJECTS WITH FUNDING AGREEMENTS	PROJECT	AMOUNT
Para Ramp Infills	500c00409	80,000
Modernized Transit Route Implementation	580c00122	125,000
Waste Management Facility Electric Fence & Stormwater Management	650c00122	100,000
Porter Creek Flush Line Repair Vactor1	650c00222	1,000,000
Emerging Pollutants: Wastewater Treatment	650c00320	65,000
Livingstone Lagoon Desludging	650c00321	900,000
Enhanced Water Meter Reading System	650c00322	160,000
Selkirk Ph Second Barrier Treatment	650c00421	1,000,000
Sanitary Sewer Grit Assessment & Upgrades	650c00422	150,000
Waste Management Facility Monitoring Wells Repairs	650c00521	150,000
Takhini Storm Upgrades	650c00622	150,000
Utility Stations Scada Upgrades	650c00822	290,000
Marwell Lift Station Diesel Pumps Upgrade	650c00922	550,000
Economic Development Strategy	700c00120	75,000
Copper Ridge New Development Area	720c00222	51,700
Rotary Beach Volleyball Court Upgrade	740c00122	42,000
Winze Park Pump Track	740c00322	240,000
Lighting Control System Upgrade CGC	750c00122	100,000
Arena Swing Gate Replacements - Takhini Arena	750c00322	30,000
Accessible Playground-CGC Additional Rubber Surface	750c01022	100,000
TOTAL APPENDIX B PROJECTS WITH FUNDING AGREEMENTS		\$ 21,994,700

APPROVED RE-BUDGETS	BYLAW	AMOUNT
Capital Projects from 2021 approved for re-budget to 2022	Bylaw 2022-08	55,812,101
TOTAL APPROVED RE-BUDGETS		\$ 55,812,101

BUDGET AMENDMENTS: COUNCIL REVISIONS	PROJECT	RESOLUTION	AMOUNT
Re-budget 2021 unspent budget amount and increase 2022 budget for Range Road South Lift Station funded from Water and Sewer Reserve.	240c00311	2022-03-03	2,814,249
Amend 2022-2025 capital budget to include a new project: Snow and Ice Control Policy Review funded from the General Reserve.	500c00222	2022-03-04	100,000
Increase 2022 capital budget for Lewes Boulevard Bus Lane project funded from the Capital Reserve.	240c01421	2022-07-04	400,000
Increase 2022 budget for the Marwell Lift Station Forcemain Repair Project funded from Capital Reserve.	240c00119	2022-08-04	115,000
Decrease 2022 budget for the Arkell Storm Sewer Project funded from Canada Community Building Fund.	240c01220	2022-08-04	(150,000)
Increase 2022 budget for the Robert Service Campground Building funded from General Reserve.	320c00420	2022-08-05	750,000
Amend 2022-2025 capital budget by moving Appendix B Residential/Commercial Organics & Waste Carts project to Appendix A.	650c01118	2022-12-04	95,000

2022 REVISIONS (CONTINUED)

Increase 2022 budget for the Range Road Lift Station Project funded from Capital Reserve.	240c00311	2022-12-05	1,500,000
Increase 2022 budget for the Additional Loader-Transportation funded from Capital Reserve.	320c00322	2022-16-04	120,000
Amend 2022-2025 capital budget to include a new project: 2022 Cross Town Water Main funded from the General Reserve.	240c01222	2022-17-03	500,000
Amend 2022-2025 capital budget to include a new project: Takhini Sanitary Trunk Replacement funded from the General Reserve.	240c01120	2022-17-04	350,000
Amend 2022-2025 capital budget to include a new project: 2022 Escarpment Slide response funded from the General Reserve.	100c00122	2022-17-05	2,300,000
Amend capital budget by moving Skid Steer Loader Replacement project from 2023 to 2022 and increase the budget funded by Equipment Reserve.	320c02410	2022-17-06	90,000
Amend capital budget by moving the Loader Replacement project from 2023 to 2022 and increase the budget funded by Equipment reserve.	320c03110	2022-17-06	535,000
Amend capital budget by moving Additional Grader-Transportation project from 2023 to 2022 and increase the budget funded by Capital reserve.	320c01022	2022-17-06	630,000
Reduce 2022 budget per 2nd Quarter Capital Variance- Garbage/ Compost Packer Replacement	320c00317	2022-19-03	(7,037)
Reduce 2022 budget per 2nd Quarter Capital Variance- Additional Van Operations Building Maintenance	320c00421	2022-19-03	(731)
Reduce 2022 budget per 2nd Quarter Capital Variance- Replacement Transit Buses	320c01016	2022-19-03	(60,686)
Reduce 2022 budget per 2nd Quarter Capital Variance- WhistleBend Tree Replacement	740c00220	2022-19-03	(938)
Reduce 2022 budget per 2nd Quarter Capital Variance- City of Whitehorse Public Art Collection	740c00121	2022-19-03	(40,000)
Reduce 2022 budget per 3rd Quarter Capital Variance- Ice Resurfacer Replacement	320c00215	2022-26-04	(88)
Reduce 2022 budget per 3rd Quarter Capital Variance- Floor Machine for Arenas	750c01122	2022-26-04	(3,816)
Reduce 2022 budget per 3rd Quarter Capital Variance- IT Strategy for the City of Whitehorse	300c00420	2022-26-04	(9,905)
Reduce 2022 budget per 3rd Quarter Capital Variance- Fleet Management Study	320c00919	2022-26-04	(50,000)
Reduce 2022 budget per 3rd Quarter Capital Variance- Accessible Playground- CGC Rubber Surface	750c01022	2022-26-04	(100,000)
TOTAL BUDGET AMENDMENTS: COUNCIL REVISIONS			\$ 9,876,048

TOTAL 2022 CAPITAL EXPENDITURE PROGRAM AS AT DECEMBER 31, 2022 **\$ 97,562,972**

CITY OF WHITEHORSE
2022-2025 CAPITAL EXPENDITURE PROGRAM
APPENDIX A: APPROVED

	2022 Capital Budget	2022 Re-budgets & Amendments	2022 Total Revised Budget	2023 Capital Budget	2024 Capital Budget	2025 Capital Budget	Total All Years
City Manager							
100C00122 2022 Landslide		2,300,000	2,300,000				2,300,000
Total City Manager	\$ -	\$ 2,300,000	\$ 2,300,000	\$ -	\$ -	\$ -	\$ 2,300,000
Director, Operations							
120C00115 Asset Management		678,582	678,582	380,000	380,000	380,000	1,818,582
Total Director, Operations	\$ -	\$ 678,582	\$ 678,582	\$ 380,000	\$ 380,000	\$ 380,000	\$ 1,818,582
Strategic Communications							
201C00121 City Of Whitehorse Website Redesign Project - Phase 2		95,660	95,660				95,660
Total Strategic Communications	\$ -	\$ 95,660	\$ 95,660	\$ -	\$ -	\$ -	\$ 95,660
Legislative Services							
220C00116 Records Management		494,417	494,417				494,417
220C00121 2021 Municipal Election Pilot Project	35,000	50,000	85,000				85,000
220C00220 Policy Development	254,073	206,657	460,730	170,000			630,730
Total Legislative Services	\$ 289,073	\$ 751,074	\$ 1,040,147	\$ 170,000	\$ -	\$ -	\$ 1,210,147
Engineering Services							
240C00114 Bridge Deck Repairs		192,938	192,938				192,938
240C00119 Marwell Lift Sanitary Forcemain Repair		346,071	346,071				346,071
240C00121 Galena Water Main Improvements				450,000			450,000
240C00122 Fire Hall #1 Access Improvements	97,000		97,000				97,000
240C00209 Hillcrest Reconstruction		849,868	849,868				849,868
240C00219 Well 6 Improvements		275,763	275,763				275,763
240C00220 School Zone Improvements		314,942	314,942	300,000			614,942
240C00221 Asphalt Paths Rehabilitation	100,000		100,000		100,000		200,000
240C00222 Crestview Water Improvements	650,000		650,000				650,000
240C00309 Rural Roads Surfacing	650,000	36,059	686,059				686,059
240C00311 Range Road South Lift Station		4,314,249	4,314,249				4,314,249
240C00312 Bridge Inspections				75,000			75,000
240C00317 Downtown Reconstruction - Alexander Street East (2-4th)		175,209	175,209				175,209
240C00320 Utility Stations And Force Main Condition Assessment		215,005	215,005				215,005
240C00321 Downtown Reconstruction: Wood & Jarvis	320,000		320,000				320,000
240C00410 Asphalt Surface Overlay Program	2,290,000	1,561,080	3,851,080				3,851,080
240C00413 Downtown South Reconstruction - Preliminary Engineering						30,000	30,000
240C00417 Range Road and Two Mile Hill Intersection Upgrades: Design	200,000		200,000				200,000
240C00418 Downtown Reconstruction: Cook St West (4th to Escarpment)		5,286,289	5,286,289				5,286,289
240C00513 Marwell East - Tlingit Street		555,863	555,863				555,863
240C00619 Traffic Signals - Fourth & Main Street	282,000	309,457	591,457				591,457
240C00621 McIntyre Drive Traffic Calming		154,139	154,139				154,139
240C00622 Copper Haul Road Improvements	810,000		810,000				810,000
240C00720 Hamilton Boulevard & Falcon Drive South Roundabout	1,400,000	48,138	1,448,138				1,448,138

CITY OF WHITEHORSE
2022-2025 CAPITAL EXPENDITURE PROGRAM
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	2022 Capital Budget	2022 Re-budgets & Total Amendments	2022 Revised Budget	2023 Capital Budget	2024 Capital Budget	2025 Capital Budget	Total All Years
240C00814 Hidden Valley Storm Pond Outfall	350,000		350,000				350,000
240C00820 Hamilton Boulevard & Heron Drive Roundabout						500,000	500,000
240C00821 Chilkoot Way Active Transportation Improvements	1,350,000		1,350,000				1,350,000
240C00822 Selkirk Street Active Transportation	40,000		40,000				40,000
240C00921 Range Road South Asphalt Path Extension		318,757	318,757				318,757
240C00922 Escarpment Geohazard Risk Mitigation	100,000		100,000				100,000
240C01022 Adaptive Management Plan	75,000		75,000				75,000
240C01109 Robert Service Way Riverbank Protection	250,000		250,000				250,000
240C01116 Water & Sewer Study (City Wide)		442,239	442,239				442,239
240C01120 Takhini Sanitary Trunk Main		350,000	350,000	75,000			425,000
240C01216 Transportation Study (City Wide)		294,853	294,853				294,853
240C01219 Asphalt Path Crossing Improvements		118,392	118,392				118,392
240C01220 Arkell Storm Sewer Outfall Improvements	150,000	(150,000)					
240C01222 Crosstown Watermain		500,000	500,000				500,000
240C01316 Groundwater Protection Planning & Implementation	50,000	445,223	495,223				495,223
240C01410 Storm Sewer Upgrades	80,000	20,000	100,000				100,000
240C01420 Schwatka Lake West Shore Area Improvements	200,000		200,000				200,000
240C01421 Lewes Boulevard Bus Lane	700,000	421,380	1,121,380				1,121,380
240C01520 Main Street Escarpment Geohazard Mitigation		126,826	126,826				126,826
240C01621 Snow Dump Management Plan		58,614	58,614				58,614
240C01721 Groundwater Monitoring Well Installations		254,460	254,460				254,460
240C01821 Utility Bylaws Update		199,915	199,915				199,915
240C02021 Downtown Fire Hydrant Replacement		60,000	60,000				60,000
240C02609 Supervisory Control and Data Acquisition (SCADA) Program		143,220	143,220				143,220
740C00609 Grey Mountain Cemetery Expansion		476,000	476,000				476,000
Total Engineering Services	\$ 10,144,000	\$ 18,714,949	\$ 28,858,949	\$ 900,000	\$ 100,000	\$ 530,000	\$ 30,388,949
Financial Services							
260C00109 Office Furniture	50,000	29,877	79,877	50,000	50,000	50,000	229,877
260C00120 Implementation Of Asset Retirement Obligations Standard	50,000	49,606	99,606				99,606
Total Financial Services	\$ 100,000	\$ 79,483	\$ 179,483	\$ 50,000	\$ 50,000	\$ 50,000	\$ 329,483
Human Resources							
280C00122 Job Evaluation System Review	150,000		150,000				150,000
280C00221 Human Resource Management System & Employee Satisfaction Surve		49,950	49,950				49,950
Total Human Resources	\$ 150,000	\$ 49,950	\$ 199,950	\$ -	\$ -	\$ -	\$ 199,950
Business & Technology Systems							
300C00109 Computer Infrastructure		167,214	167,214				167,214
300C00110 Software Acquisition	152,700	105,154	257,854	36,800	37,900	12,400	344,954
300C00111 Software Licensing Renewals	691,915	51,610	743,525	799,900	745,300	770,500	3,059,225
300C00112 Security Cameras	24,500	126,917	151,417	28,300	45,200	42,300	267,217

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2022-2025 CAPITAL EXPENDITURE PROGRAM
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	2022 Capital Budget	2022 Re-budgets & Amendments	2022 Total Revised Budget	2023 Capital Budget	2024 Capital Budget	2025 Capital Budget	Total All Years
300C00113 Enterprise Resource Planning (ERP) Development	110,000	191,098	301,098	40,000	40,000	40,000	421,098
300C00117 Land And Building Services Records Digitization		20,000	20,000				20,000
300C00118 Radio And Location Equipment	38,500	24,893	63,393	139,800	41,100	42,400	286,693
300C00119 Transit Real-time Passenger Info and Electronic Payments	21,900	45,460	67,360	21,900	21,900	21,900	133,060
300C00120 Computer Infrastructure - Network and Communication Links	466,000	440,585	906,585	342,400	579,600	534,000	2,362,585
300C00121 Fire Department Radio Upgrades	135,000	51,208	186,208	210,000			396,208
300C00122 Learning Management System (LMS)	60,000		60,000				60,000
300C00218 Bylaw Incident Reporting Software		4,425	4,425				4,425
300C00220 Computer Infrastructure - Servers And Storage	54,400	61,995	116,395	374,300	163,100	351,100	1,004,895
300C00221 Water & Waste Computerized Maintenance Management System	250,000	49,909	299,909				299,909
300C00320 Computer Infrastructure - User Devices And Support	123,200	280,673	403,873	153,700	348,900	488,400	1,394,873
300C00322 Parking Mobile App	130,000		130,000	50,000	50,000	50,000	280,000
300C00422 Council Chambers IT Renewal				276,000	26,000	26,000	328,000
300C00522 Software For Development Approvals Process	100,000		100,000				100,000
300C00620 Group Portal Consultation		19,946	19,946				19,946
Total Business & Technology Systems	\$ 2,358,115	\$ 1,641,087	\$ 3,999,202	\$ 2,473,100	\$ 2,099,000	\$ 2,379,000	\$ 10,950,302
Fire							
440C00118 Fuel Abatement		284,000	284,000				284,000
440C00122 Confined Space Communications Kit	30,000		30,000				30,000
440C00209 SCBA Air Management Replacement/Upgrade	50,000	4,314	54,314				54,314
440C00210 Technical Rescue	25,000	7,203	32,203	25,000	25,000	25,000	107,203
440C00309 Turnout Gear Replacement	46,935	8,287	55,222				55,222
440C00414 Urban Interface Structural Protection Equipment		4,486	4,486				4,486
440C00419 Hazmat Equipment Purchase		37,236	37,236				37,236
Total Fire	\$ 151,935	\$ 345,526	\$ 497,461	\$ 25,000	\$ 25,000	\$ 25,000	\$ 572,461
Fleet & Transportation Maintenance							
320C00110 One Ton Truck Replacement	110,000	108,940	218,940	90,000	100,000	110,000	518,940
320C00111 Major Bus Repairs	50,000		50,000	50,000	60,000	60,000	220,000
320C00120 Additional Pickup - Utility Stations Lead hand		44,331	44,331				44,331
320C00121 Replacement Heavy Trailer	80,000		80,000				80,000
320C00122 Additional Vehicle Water And Waste FGE					55,000		55,000
320C00215 Ice Resurfacer Replacement		423,906	423,906				423,906
320C00221 Replacement Municipal Use Heavy Duty Tractor	210,000	36,000	246,000				246,000
320C00222 Additional Van Building Maintenance FGE	85,000	12,000	97,000				97,000
320C00317 Garbage/Compost Packer Replacement		326,374	326,374				326,374
320C00319 Transit Bus Midlife Refurbishments	205,000		205,000	210,000			415,000
320C00321 Electric Forklift - Operations & Water And Waste Services		114,824	114,824				114,824
320C00322 Additional Loader WWS and Transportation	415,000	120,000	535,000				535,000

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	2022 Capital Budget	2022 Re-budgets & Amendments	2022 Total Revised Budget	2023 Capital Budget	2024 Capital Budget	2025 Capital Budget	Total All Years
320C00421 Additional Van - Operations Building Maintenance		73,984	73,984				73,984
320C00513 Compost Equipment Replacement	370,000	6,200	376,200				376,200
320C00522 Additional Parks and Trails Equipment FGE	182,000	35,000	217,000				217,000
320C00610 Major Equipment Repairs	100,000		100,000	105,000	110,000	110,000	425,000
320C00613 Five Ton Truck Replacement				200,000			200,000
320C00622 Replacement Animal Control Vehicle - Bylaw				66,000			66,000
320C00713 Additional Ride-On Sweeper					115,000		115,000
320C00722 Additional Transit Buses	1,250,000		1,250,000				1,250,000
320C00822 Additional 2 Dump Trucks With 1 Sander FGE - Transportation	610,000	20,000	630,000				630,000
320C00919 Fleet Management Study	50,000	(50,000)					
320C00922 Additional Street Sweeper - Transportation FGE					345,000		345,000
320C01016 Replacement Transit Buses		1,139,758	1,139,758				1,139,758
320C01022 Additional Grader- Transportation FGE		595,000	595,000				595,000
320C01122 Additional Single Axle Water Truck- Transportation FGE					224,000		224,000
320C01209 Mobile Sweeper Replacement				375,000			375,000
320C01622 Additional Small Long Line Painter	50,000	(15,855)	34,145				34,145
320C01709 Pickup Truck Replacement	260,000	223,948	483,948	375,000	345,000	275,000	1,478,948
320C02109 Van Replacement	130,000	85,540	215,540	130,000	134,000	134,000	613,540
320C02410 Skid Steer Loader Replacement		90,000	90,000				90,000
320C02809 Heavy Truck Replacement		289,961	289,961			315,000	604,961
320C03110 Loader Replacement		535,000	535,000				535,000
500C00109 Traffic Signals/Controls Minor Upgrades	75,000	(7,609)	67,391	50,000	50,000	50,000	217,391
500C00110 Small Equipment Replacement	55,000	30,000	85,000	60,000	50,000	60,000	255,000
500C00116 Major Sidewalk Repairs	50,000		50,000		50,000		100,000
500C00222 Snow And Ice Control Policy Review		120,000	120,000				120,000
500C00409 Para Ramp Infills	80,000		80,000				80,000
500C00609 Guide Rail & Jersey Barrier Replacement		32,075	32,075	65,000		70,000	167,075
500C00709 Unpaved Road Maintenance	80,000		80,000		80,000		160,000
Total Fleet & Transportation Maintenance	\$ 4,497,000	\$ 4,389,377	\$ 8,886,377	\$ 1,776,000	\$ 1,718,000	\$ 1,184,000	\$ 13,564,377
Transit Services							
580C00122 Modernized Transit Route Implementation	125,000		125,000				125,000
Total Transit Services	\$ 125,000	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ 125,000
Water And Waste Services							
500C00209 Landfill Upgrades		93,425	93,425				93,425
650C00119 Reservoir Cleaning		87,332	87,332				87,332
650C00121 2023-2033 Solid Waste Management Plan		270,289	270,289				270,289
650C00122 Waste Maintenance Facility: Electric Fence & Stormwater Management	100,000		100,000				100,000
650C00221 Wastewater Lagoon Repairs		144,696	144,696				144,696

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	2022 Capital Budget	2022 Re-budgets & Total Amendments	2022 Revised Budget	2023 Capital Budget	2024 Capital Budget	2025 Capital Budget	Total All Years
650C00222 Porter Creek Flush Line Repair Vactor1	1,000,000		1,000,000				1,000,000
650C00320 Emerging Pollutants: Wastewater Treatment	65,000		65,000	250,000			315,000
650C00321 Livingstone Lagoon Desludging	900,000	(1,375)	898,625				898,625
650C00322 Enhanced Water Meter Reading System - Hardware Purchase	160,000		160,000				160,000
650C00421 Selkirk Pumphouse Second Barrier Treatment	1,000,000	159,673	1,159,673	2,000,000			3,159,673
650C00422 Sanitary Sewer Grit Assessment & Upgrades	150,000		150,000				150,000
650C00521 Waste Management Facility Monitoring Wells Repairs	150,000	31,058	181,058				181,058
650C00522 Utility Stations Critical Spares	414,000		414,000				414,000
650C00618 Pot Hole Lake Service Upgrade		395,055	395,055				395,055
650C00622 Takhini Storm Upgrades	150,000		150,000				150,000
650C00818 Whistle Bend Lift Station Standby Pump		50,000	50,000				50,000
650C00819 Transfer Station Upgrades		752,071	752,071				752,071
650C00822 Utility Stations Scada Upgrades	290,000		290,000				290,000
650C00918 Livingstone Trail Environmental Control Facility Site Upgrade		181,699	181,699				181,699
650C00921 Pump Replacement For The Lift Station#1		89,925	89,925				89,925
650C00922 Marwell Lift Station Diesel Pumps Upgrade	550,000		550,000				550,000
650C01019 Metal Pile - One Year		337,074	337,074				337,074
650C01118 Residential/Commercial Organics & Waste Carts		95,000	95,000				95,000
650C01217 Commercial Water Meter Replacements		104,152	104,152				104,152
650C01409 Hydrant Infill	50,000	55,000	105,000	50,000	50,000	50,000	255,000
650C02118 Compost Facility Expansion		1,037,531	1,037,531				1,037,531
650C02219 Riverdale Aquifer Sewer Camera Inspections		96,881	96,881				96,881
Total Water And Waste Services	\$ 4,979,000	\$ 3,979,486	\$ 8,958,486	\$ 2,300,000	\$ 50,000	\$ 50,000	\$ 11,358,486
Planning & Sustainability Services							
700C00120 Economic Development Strategy	75,000		75,000				75,000
720C00120 Whistle Bend Town Square Detailed Design		53,303	53,303				53,303
720C00216 6th Ave Contamination Remediation		525,002	525,002				525,002
720C00220 Tank Farm Master Plan		194,501	194,501				194,501
720C00221 Land Acquisition – 7220 7th Avenue		380,000	380,000				380,000
720C00222 Copper Ridge New Development Area	51,700		51,700				51,700
720C00322 Site Feasibility & Design: City Mixed-Use Commercial Industrial Lands	120,000		120,000				120,000
720C00422 Zoning Bylaw Rewrite	25,000		25,000				25,000
720C00815 Official Community Plan Review - 2018		211,535	211,535				211,535
Total Planning & Sustainability Services	\$ 271,700	\$ 1,364,341	\$ 1,636,041	\$ -	\$ -	\$ -	\$ 1,636,041
Parks							
740C00122 Rotary Beach Volleyball Court Upgrade	42,000		42,000				42,000
740C00220 Whistle Bend Tree Replacement		18,750	18,750				18,750
740C00221 Whistle Bend Phase 3 Playground		349,966	349,966				349,966
740C00309 Playground Equipment Replacement	85,000	63,937	148,937	85,000	85,000	85,000	403,937

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	2022 Capital Budget	2022 Re-budgets & Amendments	2022 Total Revised Budget	2023 Capital Budget	2024 Capital Budget	2025 Capital Budget	Total All Years
740C00320 Long Lake Improvements		69,299	69,299				69,299
740C00322 Winze Park Pump Track	240,000		240,000				240,000
740C00409 Trail Plan Implementation	100,000	43,506	143,506	100,000	100,000	100,000	443,506
740C01115 Replace Irrigation System at Rotary Park		181,714	181,714				181,714
740C05310 Downtown Street Upgrades - Parks		9,240	9,240				9,240
Total Parks	\$ 467,000	\$ 736,412	\$ 1,203,412	\$ 185,000	\$ 185,000	\$ 185,000	\$ 1,758,412
Recreation							
750C00122 Lighting Control System Upgrade - CGC	100,000		100,000				100,000
750C00221 Canada Games Centre Parking Lot Upgrades		70,973	70,973				70,973
750C00322 Arena Swing Gate Replacements - Takhini Arena	30,000		30,000				30,000
750C00422 Sound System Replacement - Takhini Arena					35,000		35,000
750C00522 Score Clock - Takhini Arena					50,000		50,000
750C00811 Wellness Centre Equipment	25,000	10,567	35,567	40,000	25,000	40,000	140,567
750c01022 Accessible Playground - CGC - Additional Rubber Surface	100,000	(100,000)					
750C01122 Floor Machine For Arenas	25,000	(3,816)	21,184				21,184
750C01322 Pylon Sign Replacement - CGC			0	100,000			100,000
Total Recreation	\$ 280,000	\$ (22,276)	\$ 257,724	\$ 140,000	\$ 110,000	\$ 40,000	\$ 547,724
Property Management							
320C00114 Pump House Buildings Repairs	50,000		50,000				50,000
320C00318 Building Consolidation Plan - Municipal Services Building Demolition		498,150	498,150	2,250,000			2,748,150
320C00420 Robert Service Campground Building		3,672,610	3,672,610				3,672,610
320C00521 Transit & Parks Building Tlingit Street Biomass Heating Upgrades	600,000	(20,000)	580,000				580,000
320C00621 CGC Variable Speed Drives And Controls Energy Upgrade	40,000		40,000				40,000
320C00717 Condenser/Water Tower Replacement		113,220	113,220				113,220
320C00721 Frank Slim Building Ventilation Energy Upgrade	50,000		50,000				50,000
320C00811 Fuel Tank Removal/Replacement	25,000		25,000	25,000	25,000		75,000
320C00821 Takhini Arena Air Sealing Energy Upgrade		12,900	12,900				12,900
320C00910 Waste Heat Recovery - CGC		100,000	100,000				100,000
320C01021 CGC Compressor Replacement	200,000		200,000				200,000
320C01117 Building Consolidation Plan - Services Building	4,210,000	20,541,498	24,751,498				24,751,498
320C01119 Mt. McIntyre Upgraded - Construction		700,000	700,000				700,000
320C01121 Building Consolidation Plan - Water & Waste Cold Storage Warehouse	1,750,000		1,750,000				1,750,000
320C01217 Building Consolidation Plan - Transit/Parks Building Renovations		805,402	805,402				805,402
320C01311 Aquatic Centre Maintenance	75,000	48,296	123,296	75,000	75,000	75,000	348,296
320C01317 Building Consolidation Plan - Office Alternative	197,000	36,551	233,551	197,000	197,000		627,551
320C01712 Environmental Assessments - Surplus Properties		34,896	34,896				34,896
320C01716 Building Consolidation Plan - Fire Hall #1 Building		119,195	119,195				119,195
320C01810 Building Consolidation Plan - Operations Building		3,544,212	3,544,212				3,544,212
320C02016 Heritage Building Roof Replacement		333,050	333,050				333,050

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	2022 Capital Budget	2022 Re-budgets & Amendments	2022 Total Revised Budget	2023 Capital Budget	2024 Capital Budget	2025 Capital Budget	Total All Years
360C00222 CGC Retile Pool Basin / Deck & Change Rooms	500,000		500,000				500,000
360C00322 Fire Hall #1 Backup Generator	65,000		65,000				65,000
360C00422 Whitehorse Operations Building Lower Escarpment Development					825,000		825,000
360C00622 Compost Building Ventilation Upgrade	300,000		300,000				300,000
750C01411 Flooring Repairs - Facilities		44,518	44,518	75,000		75,000	194,518
Total Property Management	\$ 8,062,000	\$ 30,584,498	\$ 38,646,498	\$ 2,622,000	\$ 1,122,000	\$ 150,000	\$ 42,540,498
Total All Jobs	\$ 31,874,823	\$ 65,688,149	\$ 97,562,972	\$ 11,021,100	\$ 5,839,000	\$ 4,973,000	\$ 119,396,072

CITY OF WHITEHORSE

BYLAW 2023-04

A bylaw to amend the 2022 to 2024 Operating Budget to authorize expenditures that varied from the approved Operating Budget Program

WHEREAS Section 239 of the *Municipal Act* (R.S.Y. 2002) provides that Council may establish by bylaw a procedure to authorize and verify expenditures that vary from the annual operating budget program; and

WHEREAS a number of budget adjustments made throughout 2022 in accordance with the procedures outlined in Budget Bylaw 2022-01 have resulted in an increase in total expenditures greater than what was approved in the 2022 Operating Budget;

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

1. Schedule “1”, attached hereto and forming part of this bylaw, is hereby adopted as a summary of the amendments totalling \$112,839 made to the 2022 Operating Budget throughout 2022.
2. Appendix “A” to Bylaw 2022-01, the 2022 to 2024 Operating Budget, is hereby deleted and replaced by a new Appendix “A” attached hereto and forming part of this bylaw.
3. This bylaw shall come into full force and effect upon the final passing thereof.

FIRST and SECOND READING:

THIRD READING and ADOPTION:

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

**CITY OF WHITEHORSE
2022 OPERATING BUDGET AMENDMENTS
SCHEDULE 1**

AMENDMENT	BYLAW / RESOLUTION NUMBER	REVENUE	EXPENSES
APPROVED BUDGET	Bylaw 2022-01	\$ 93,426,404	\$ 93,426,404
BUDGET AMENDMENTS			
Fees and Charges (2nd Quarter changes)	Bylaw 2022-19	2,500	2,500
Fees and Charges (3rd Quarter changes)	Bylaw 2022-33	33,250	33,250
2022-2024 Operating Impact for Fleet Vehicles - Garage Charge Recovery	ADM-1	77,089	77,089
SUMMARY OF AMENDMENTS		\$ 112,839	\$ 112,839
REVISED BUDGET AS AT DECEMBER 31, 2022		\$ 93,539,243	\$ 93,539,243

CITY OF WHITEHORSE
2022-2024 OPERATING BUDGET
APPENDIX A: APPROVED (EXPENSES)

	2022 Approved Budget	2022 Revised Budget	2023 Provisional	2024 Provisional
01 General Government				
100 City Manager	406,441	406,441	407,742	409,069
140 Community Services	288,537	288,537	292,928	295,430
160 People and Culture	288,537	288,537	292,928	295,430
110 Corporate Services	285,966	285,966	289,399	292,859
120 Infrastructure and Operations	285,419	285,419	288,852	292,312
130 Development Services	294,781	294,781	298,214	301,674
300 Business & Information Technology Services	1,879,316	1,879,316	1,902,265	1,929,012
240 Engineering Services	1,639,449	1,639,449	1,686,223	1,708,134
260 Financial Services	12,941,261	12,833,172	12,889,172	13,178,013
280 Human Resources	2,429,312	2,429,312	2,228,641	2,248,285
220 Legislative & Administrative Services	1,305,200	1,305,200	1,323,336	1,331,545
360 Property Management	2,657,234	2,802,440	2,882,442	3,165,111
460 Safety Services	121,393			
200 Strategic Communications	511,992	511,992	517,584	523,225
580 Transit Services	739,730			
650 Water & Waste Services	15,000			
Total Expenses	\$ 26,089,568	\$ 25,250,562	\$ 25,299,726	\$ 25,970,099
02 Protective Services				
400 Bylaw Services	2,027,184	2,027,184	2,060,758	2,083,400
440 Fire & Emergency Services	6,866,837	6,866,837	7,423,729	8,004,146
721 Land & Building Services	704,237	704,237	762,934	772,504
360 Property Management	1,267,679	1,267,679	1,167,776	1,079,069
460 Safety Services	180,738	302,131	397,141	401,081
Total Expenses	\$ 11,046,675	\$ 11,168,068	\$ 11,812,338	\$ 12,340,200
03 Transportation Services				
500 Fleet and Transportation Maintenance	16,421,296	16,476,467	17,104,607	17,485,213
360 Property Management	279,448	279,448	279,999	280,558
580 Transit Services	4,895,838	5,638,068	5,820,804	5,973,628
Total Expenses	\$ 21,596,582	\$ 22,393,983	\$ 23,205,410	\$ 23,739,399
04 Environmental Services				
740 Parks & Community Development	56,930	56,930	57,274	57,625
720 Planning & Sustainability	321,026	321,026	324,662	328,344
360 Property Management	331,185	331,185	332,288	333,407
650 Water & Waste Services	15,715,279	15,735,268	16,121,187	16,283,873
Total Expenses	\$ 16,424,420	\$ 16,444,409	\$ 16,835,411	\$ 17,003,249

APPENDIX A 2022-2024 OPERATING BUDGET EXPENSES (CONTINUED)

	2022 Approved Budget	2022 Revised Budget	2023 Provisional	2024 Provisional
05 Public Health Services				
740 Parks & Community Development	254,312	254,312	247,053	259,833
360 Property Management	1,099	1,099	1,099	1,099
Total Expenses	\$ 255,411	\$ 255,411	\$ 248,152	\$ 260,932
06 Community Development Services				
721 Land & Building Services	2,925,401	2,925,401	2,997,338	3,015,878
720 Planning & Sustainability	964,011	964,011	976,041	987,640
Total Expenses	\$ 3,889,412	\$ 3,889,412	\$ 3,973,379	\$ 4,003,518
07 Recreation & Cultural Services				
740 Parks & Community Development	3,433,362	3,446,424	3,497,764	3,619,518
360 Property Management	1,129,000	1,129,000	1,137,274	1,142,126
750 Recreation & Facility Services	9,561,974	9,561,974	9,650,521	9,739,056
Total Expenses	\$ 14,124,336	\$ 14,137,398	\$ 14,285,559	\$ 14,500,700
Total	\$ 93,426,404	\$ 93,539,243	\$ 95,659,975	\$ 97,818,097

CITY OF WHITEHORSE
2022-2024 OPERATING BUDGET
APPENDIX A: APPROVED (REVENUES)

	2022 Approved Budget	2022 Revised Budget	2023 Provisional	2024 Provisional
01 General Government				
300 Business & Information Technology Services	136,000	251,000	251,000	251,000
240 Engineering Services	374,710	374,710	371,922	371,922
260 Financial Services	59,866,179	59,943,268	62,221,378	64,212,341
280 Human Resources	285,000	285,000		
220 Legislative & Administrative Services	20,500	20,500	500	500
360 Property Management		135,195	135,195	135,195
580 Transit Services	180,000			
Total Revenues	\$ 60,862,389	\$ 61,009,673	\$ 62,979,995	\$ 64,970,958
02 Protective Services				
400 Bylaw Services	1,327,750	1,327,750	1,317,750	1,317,750
260 Financial Services	25,000	25,000	25,000	25,000
440 Fire & Emergency Services	14,000	14,000	14,000	14,000
721 Land & Building Services	1,964,362	1,964,362	1,905,862	1,905,862
460 Safety Services	20,000	20,000	20,000	20,000
Total Revenues	\$ 3,351,112	\$ 3,351,112	\$ 3,282,612	\$ 3,282,612
03 Transportation Services				
260 Financial Services	5,173,529	5,173,529	5,183,694	5,183,694
500 Fleet and Transportation Maintenance	617,331	515,386	552,037	552,037
580 Transit Services	1,538,167	1,605,667	1,398,167	1,403,167
Total Revenues	\$ 7,329,027	\$ 7,294,582	\$ 7,133,898	\$ 7,138,898
04 Environmental Services				
260 Financial Services	62,000	62,000	62,000	62,000
720 Planning & Sustainability	25,000	25,000	25,000	25,000
360 Property Management	26,925	26,925	26,925	26,925
650 Water & Waste Services	16,156,905	16,156,905	16,536,162	16,698,293
Total Revenues	\$ 16,270,830	\$ 16,270,830	\$ 16,650,087	\$ 16,812,218
05 Public Health Services				
740 Parks & Community Development	61,449	61,449	61,463	61,463
Total Revenues	\$ 61,449	\$ 61,449	\$ 61,463	\$ 61,463
06 Community Development Services				
721 Land & Building Services	1,233,078	1,233,078	1,233,078	1,233,078
720 Planning & Sustainability	77,000	77,000	77,000	77,000
Total Revenues	\$ 1,310,078	\$ 1,310,078	\$ 1,310,078	\$ 1,310,078
07 Recreation & Cultural Services				
740 Parks & Community Development	95,978	95,978	96,031	96,059
750 Recreation & Facility Services	4,145,541	4,145,541	4,145,811	4,145,811
Total Revenues	\$ 4,241,519	\$ 4,241,519	\$ 4,241,842	\$ 4,241,870
Total	\$ 93,426,404	\$ 93,539,243	\$ 95,659,975	\$ 97,818,097

ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Administration
DATE:	January 23, 2023
RE:	Authorization of Tax Lien Summary List

ISSUE

Authentication of the Tax Lien Summary List for the 2022 tax year.

REFERENCE.

Section 83 of the *Assessment and Taxation Act* (R.S.Y. 2002, c. 13)

HISTORY

Each year the City is required to prepare a list of properties with outstanding taxes from the previous year. The list addresses tax arrears on titled properties only. Arrears on mobile homes, which are not titled properties, are managed through a separate distress process as outlined in the *Assessment and Taxation Act*. Section 83 (5) of the *Act* requires the annual tax lien list to be authenticated by affixing the corporate seal following Council review and then published as required.

ANALYSIS

Each property on this list will be levied an administration fee and be subject to further collection procedures if the account is not paid within 60 days. Those steps include the initial application for title to the property after 12 months and the final application for title to the Mediation Board after a further six months. If the taxes remain outstanding, the title to the property is transferred to the City, and assuming the City has no use for the property, it is disposed of at fair market value.

At the time of preparation, the 2022 list included 112 properties with a total outstanding tax, penalty, and interest balance of \$318,223.80. In comparison, the 2021 list included 84 properties with a total of \$220,050.47 outstanding.

This list will be updated until the time of publishing to avoid having citizens listed who have recently paid.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that the City Seal be affixed to the 2022 Tax Lien Summary List to authenticate the list.

Roll #	Title Holder	Location	Certificate of Title	Legal Description			Tax	Penalty	Interest	Balance
				LOT	BLK	PLAN				
3010161004	BELANGER, JONATHAN LEWIS & LOUISE FAITH MARGARE	WHITEHORSE	CC161-091	UNIT 4		100038709	1,269.44	126.94	10.50	1,406.88
3010220400	DENSMORE, PETER	WHITEHORSE	100179783	4	22	3807	2,462.16	212.17	20.04	2,694.37
3010239001	535756 YUKON INC	WHITEHORSE	CC239-002	UNIT 1		100035807	450.00	45.00	3.72	498.72
3010280401	JUMBO CONSULTING & MANAGEMENT	WHITEHORSE	CC29-006	UNIT 1		100039519	4,496.18	449.62	37.08	4,982.88
3010321311	BRINK, DAVID & DACKO-BRINK, REBECCA	WHITEHORSE	100245451	UNIT 11		100038361	2,718.27	271.83	22.44	3,012.54
3010690700	HOSNI, CLEO MARIA	WHITEHORSE	2018Y0212	7	69	17459	2,098.90	156.85	16.11	2,271.86
3010700350	VAAQS, ANDREA	WHITEHORSE	100113703	W40'3	70	17459	450.00	45.00	3.72	498.72
3011000600	HOLLOWAY, JORDAN VAUGHAN	WHITEHORSE	2011Y1344	6	100	18415	7,152.09	715.21	58.98	7,926.28
3011330700	SIDAWAY-WOLF, ASTRID	WHITEHORSE	100209035	7	133	18415	2,411.38	241.14	19.92	2,672.44
3013140000	NORTHERN INDUSTRIAL SALES	WHITEHORSE	100281451		314	88-62	5,828.98	582.90	48.06	6,459.94
3015060110	SAFE AT HOME SOCIETY	WHITEHORSE	100199268	1	F	95-14	69,212.82	6,921.28	571.02	76,705.12
3015080500	STEELE, JONATHAN DAVID	WHITEHORSE	2019Y1083	5	H	28781	1,646.91	164.69	13.56	1,825.16
3022030700	SHRIANSON, SUSAN DARLENE	WHITEHORSE	2007Y1437	7	203	21312	3,213.63	183.04	25.50	3,422.17
3022061700	SAYNEY, ELAYNE HANNAH	WHITEHORSE	100177253	17	206	24797	2,756.16	230.04	25.29	3,011.49
3022130600	KELLY, MARK	WHITEHORSE	100086038	6	213	26173	2,466.25	90.18	19.77	2,576.20
3022241700	835692 YUKON INC	WHITEHORSE	100199044	17	224	32574	166.71	16.67	1.38	184.76
3022241800	835692 YUKON INC	WHITEHORSE	100198773	18	224	32574	759.34	75.93	6.24	841.51
3022452300	MINGUITO, JEAUV & HERNELYN SAJO	WHITEHORSE	100098097	UNIT 23		100038136	1,143.70	114.37	9.42	1,267.49
3022454100	LAURETTA, LEE	WHITEHORSE	100223738	UNIT 41		100038136	858.80	85.88	7.08	951.76
3022565100	SHIMOON, CRYSTAL ARMEN	WHITEHORSE	2017Y0305	51	256	43515	1,428.17	142.82	11.76	1,582.75
3022740800	LEBARGE, LYNN MARIE	WHITEHORSE	100173192	8	274	48405	2,096.30	209.63	17.28	2,323.21
3022760300	JOHNSON, RICHARD & JOHNSON-SEQUEIRA, ANDREE	WHITEHORSE	2019Y1446	3	276	48405	3,624.09	225.66	28.86	3,878.61
3022773300	CRIPPS, NIGEL TOWNSEND	WHITEHORSE	2019Y1290	33	277	48405	2,575.34	257.53	21.24	2,854.11
3022791100	JAMIESON, FAE ELIZABETH & TUTON, GERALDINE	WHITEHORSE	2015Y0913	11	279	48405	3,033.19	236.73	24.54	3,294.46
3022812000	CROWTHER, LAWRENCE FREEMAN	WHITEHORSE	2012Y0400	20	281	4805	500.00	50.00	4.14	554.14
3040004200	MUNDESSA DEVELOPMENT CORPORATION	WHITEHORSE	2002Y0318	42		93-03	982.33	98.23	8.10	1,088.66
3040007100	MUNDESSA DEVELOPMENT CORPORATION	WHITEHORSE	2002Y0320	71		93-03	856.90	85.69	7.08	949.67
3040007700	MUNDESSA DEVELOPMENT CORPORATION	WHITEHORSE	2002Y0321	77		93-03	856.90	85.69	7.08	949.67
3040007800	MUNDESSA DEVELOPMENT CORPORATION	WHITEHORSE	2002Y0322	78		93-03	1,070.86	107.09	8.82	1,186.77
3040008100	MUNDESSA DEVELOPMENT CORPORATION	WHITEHORSE	2002Y0323	81		93-03	1,067.70	106.77	8.82	1,183.29
3040008500	MUNDESSA DEVELOPMENT CORPORATION	WHITEHORSE	2002Y0324	85		93-03	841.62	84.16	6.96	932.74
3040010200	ST. DENIS, KRISTA & RICHARD	WHITEHORSE	2000Y0399	102		93-03	1,299.74	129.97	10.74	1,440.45
3050002300	BROCKHURST, CHRISTOPHER J R	WHITEHORSE	100154113	23		94-26	1,387.91	138.79	11.46	1,538.16
3050002500	CARTER, PAKORN	WHITEHORSE	2005Y0571	25		94-26	2,455.09	108.50	19.20	2,582.79
3050004000	TREMBLAY, DANA & YAKLIN, LANE	WHITEHORSE	100105164	40		94-26	2,141.51	119.33	16.98	2,277.82
3050004600	HUNTER, TYLER NEIL	WHITEHORSE	2015Y0570	46		94-26	1,810.35	131.23	16.47	1,958.05
3050009000	WALLY, GORDON GERALD	WHITEHORSE	2013Y0435	90		94-26	735.79	240.89	62.26	1,038.94
3050011900	GRANT, MICHELLE & GRANT-TURNER RYLEIGH	WHITEHORSE	100044717	119		92-114	1,215.47	121.55	10.63	1,347.65
3050018300	PARK, TESSA & BUFORD, ALEX	WHITEHORSE	100250200	183		92-114	1,181.01	118.10	9.72	1,308.83
3050018800	KUIPER, CATHERINE	WHITEHORSE	100133761	188		92-114	739.44	0.00	5.52	744.96
3050020100	CARLUCK, ALLAN	WHITEHORSE	2015Y1127	201		92-114	2,074.13	135.57	16.56	2,226.26
3060040100	BURTON, LANCELOT DEAN & SHEPPARD, BRENDA MICHELLE	WHITEHORSE	2005Y1046	1	4	21992	450.00	45.00	3.72	498.72
3060092100	HOULE, JOHN ROBERT & THOMPSON, CHERYL MICHELE	WHITEHORSE	2014Y0128	21	9	53422	4,113.73	274.29	32.88	4,420.90
3060114000	LACHAPELLE, JAMES RUSSELL & BARBARA ANN	WHITEHORSE	100147867	40	11	53422	1,349.54	134.95	11.16	1,495.65
3060194102	835692 YUKON INC	WHITEHORSE	100198043	UNIT 102		100039069	1,426.43	142.64	11.76	1,580.83
3060194103	835692 YUKON INC	WHITEHORSE	100198054	UNIT 103		100039069	1,424.32	142.43	11.76	1,578.51
3060194104	835692 YUKON INC	WHITEHORSE	100198065	UNIT 104		100039069	1,424.32	142.43	11.76	1,578.51
3060194105	835692 YUKON INC	WHITEHORSE	100198076	UNIT 105		100039069	1,424.32	142.43	11.76	1,578.51
3060194106	835692 YUKON INC	WHITEHORSE	100198087	UNIT 106		100039069	1,424.32	142.43	11.76	1,578.51
3060194107	835692 YUKON INC	WHITEHORSE	100198098	UNIT 107		100039069	1,424.32	142.43	11.76	1,578.51
3060194108	835692 YUKON INC	WHITEHORSE	100198100	UNIT 108		100039069	1,424.32	142.43	12.76	1,579.51
3060194109	835692 YUKON INC	WHITEHORSE	100198111	UNIT 109		100039069	1,426.43	142.64	11.76	1,580.83
3090099300	WHITEHORSE HOUSING CO-OPERATIVE ASSOCIATION	WHITEHORSE	100211117	993		58904	2,253.77	225.38	18.60	2,497.75
3090099400	WHITEHORSE HOUSING CO-OPERATIVE ASSOCIATION	WHITEHORSE	100211050	994		58904	2,297.93	229.79	18.96	2,546.68
3090099500	WHITEHORSE HOUSING CO-OPERATIVE ASSOCIATION	WHITEHORSE	100211061	995		58904	2,279.28	227.93	18.78	2,525.99
3090099600	WHITEHORSE HOUSING CO-OPERATIVE ASSOCIATION	WHITEHORSE	100211072	996		58904	2,340.30	234.03	19.32	2,593.65
3090099700	WHITEHORSE HOUSING CO-OPERATIVE ASSOCIATION	WHITEHORSE	100211083	997		58904	2,256.19	225.62	18.60	2,500.41
3090099800	WHITEHORSE HOUSING CO-OPERATIVE ASSOCIATION	WHITEHORSE	100211094	998		58904	2,390.16	239.02	19.74	2,648.92
3090099900	WHITEHORSE HOUSING CO-OPERATIVE ASSOCIATION	WHITEHORSE	100211106	999		58904	2,318.27	231.83	19.14	2,569.24
3090100500	WHITEHORSE HOUSING CO-OPERATIVE ASSOCIATION	WHITEHORSE	100211005	1005		58904	2,361.70	236.17	19.50	2,617.37
3090100600	WHITEHORSE HOUSING CO-OPERATIVE ASSOCIATION	WHITEHORSE	100211016	1006		58904	2,395.00	239.50	19.74	2,654.24
3090100700	WHITEHORSE HOUSING CO-OPERATIVE ASSOCIATION	WHITEHORSE	100211027	1007		58904	2,263.47	226.35	18.66	2,508.48
3090100800	WHITEHORSE HOUSING CO-OPERATIVE ASSOCIATION	WHITEHORSE	100211038	1008		58904	1,802.02	180.20	14.88	1,997.10
3090100900	WHITEHORSE HOUSING CO-OPERATIVE ASSOCIATION	WHITEHORSE	100211049	1009		58904	1,802.02	180.20	14.88	1,997.10
3100002181	ARNTZEN, CAROL BILLIE RAE	WHITEHORSE	100141524	UNIT 1		100039294	1,277.87	270.57	17.28	1,565.72
3100005710	TAILOR CONSTRUCTION LTD	WHITEHORSE	2017Y0589	57-1		2012-0053	2,550.33	255.03	21.06	2,826.42
3100054920	DAIGNEAULT, ERIC & KRAHN, JOSEPHINE	WHITEHORSE	100221028	549-2		2005-0094	4,261.96	289.19	34.14	4,585.29
3100057200	KNUTSON, AURORA & RUTH, DUSTYN	WHITEHORSE	100199077	572		32022	1,423.10	142.31	11.76	1,577.17
3100069400	BEAUCHAMP, JASON	WHITEHORSE	2019Y160	694		32022	910.29	17.88	6.96	935.13
3100087000	FREEMAN, MATHEW ROBERT MICHAEL	WHITEHORSE	2016Y0201	870		41316	1,764.15	109.41	15.84	1,889.40
3100088100	SHELDON, DANIELLE	WHITEHORSE	2010Y0230	881		41316	1,239.21	110.22	10.14	1,359.57
3100103900	SCHILLE, KRISTOPHER	WHITEHORSE	100164035	1039		52035	3,603.22	223.57	28.68	3,855.47
3100132600	MUNDESSA DEVELOPMENT CORPORATION	WHITEHORSE	2003Y0367	1326		57388	933.92	99.39	68.22	1,101.53
3100135100	MUNDESSA DEVELOPMENT CORPORATION	WHITEHORSE	2003Y0369	1351		57388	1,013.95	101.40	8.34	1,123.69
3100147300	MUNDESSA DEVELOPMENT CORPORATION	WHITEHORSE	2003Y0370	1473		57388	999.19	99.92	8.22	1,107.33
3100150320	LOPUSHINSKY, RANDI-LEIGH & LOPUSHINSKY, JAMES	WHITEHORSE	100171572	1503-2		2006-0067	4,596.97	459.70	37.92	5,094.59
3100160500	ARMSTRONG, LYLE & ARMSTRONG, BEVERLY	WHITEHORSE	2017Y0226	1605		2000-2011	450.00	45.00	3.72	498.72
3100199011	WINTERMUTE, IAN & WINTERMUTE, MICHAEL	WHITEHORSE	100160299	UNIT 11		100039115	540.18	54.02	4.44	598.64
3100291009	PARKER, COLLEEN & PARKER, DAVID ALLAN & PARKER, CHRISTINE	WHITEHORSE	100193925	UNIT 9		100043020	612.58	61.26	5.04	678.88
3100291011	IUAN MANUEL GUEVARA CAMACHO & MATEO GUEVARA CAMACHO & CASSY	WHITEHORSE	100220993	UNIT 11		10043020	591.08	59.11	4.86	655.05
3101410302	BURNETT, STEWART JAMES	WHITEHORSE	CC141-038	UNIT 302		100038484	1,344.06	134.41	11.10	1,489.57
3113008400	WILKINSON, JANE	WHITEHORSE	100092800	84		95-17	1,384.64	138.46	11.40	1,534.50
3114042300	PARKER, ELIZABETH & PARKER, IAN G	WHITEHORSE	2018Y0210	423		2017-0048	1,384.64	138.46	11.40	1,534.50
3114172008	POPYK, ERICA	WHITEHORSE	CC172-023	UNIT 8		100038822	2,197.80	219.78	18.12	2,435.70
3121001102	MOSTYN, PETER L & MOSTYN, STEPHANIE ANN	WHITEHORSE	100100596	UNIT B		100038260	1,227.59	122.76	10.14	1,360.49
3130014300	HEGEL, TROY & MARAJ, RAMONA	WHITEHORSE	100041815	143		95-47	1,657.31	193.13	14.37	1,864.81
3130023700	CAIRNS, JAMES & PENNINGTON, STACEY	WHITEHORSE	2017Y0575	237		95-78	4,657.33	328.99	37.38	5,023.70
3130030800	AILIE MCKENNA	WHITEHORSE	2018Y0622	308		97-93	1,425.09	180.08	12.53	1,617.70
3130046800	BURRAGE, ADAM & BURRAGE, DONALD & MURPHY, DANIELLE ANNETTE	WHITEHORSE	2019Y0641	468		98-142	2,688.14	229.65	21.90	2,939.69
3130061200	SCOTT ZACCARELLI	WHITEHORSE	2005Y0016	612		2003-0187	3,457.15	280.90	28.02	3,766.07
3130062700	ROBERTS, LINDSAY	WHITEHORSE	2011Y0290	627		2003-0187	3,208.35	256.78	25.98	3,491.11
3130073600	CLUNIES-ROSS, NORMAN & CLUNIES-ROSS, SANDRA	WHITEHORSE	1001840600	736		2004-0087	2,956.05	295.61	24.36	3,276.02
3130077700	DOLAN, MICHAEL & MACDONALD FELICIA	WHITEHORSE	100146552	777		2004-0087	4,607.24		17.28	4,624.52
3130148002	MACDONALD, MARJORIE	WHITEHORSE	100188873	UNIT B		100038552	1,090.95	271.60	16.26	1,378.81

Roll #	Title Holder	Location	Certificate of Title	Legal Description			Tax	Penalty	Interest	Balance
				LOT	BLK	PLAN				
3140019002	COUCH, ERICA & SAWATSKY, CRYSTAL	WHITEHORSE	100231748	UNIT 23		100069025	273.51	169.50	10.46	453.47
3150014100	LOPUSHINSKY, RANDI-LEIGH & LOPUSHINSKY, JAMES	WHITEHORSE	100162909	141		2014-0002	4,772.54	404.85	38.82	5,216.21
3150026416	LEONARD, GLEN & PREETE, TANNIS	WHITEHORSE	100066182	UNIT 16		100036044	3,000.72	315.07	25.41	3,341.20
3150026500	ARCHIBALD, THOMAS DAVID & HUTCHINGS-ARCHIBALD, REBECCA AI	WHITEHORSE	100170144	265		2013-0068	3,531.43	353.14	29.16	3,913.73
3150040000	DAVIS, DEBORAH TURNER	WHITEHORSE	2019Y0438	400		2016-0090	459.76	45.98	3.78	509.52
3150058600	SHARMA, RASMI & SINGH, MRITYUNJAY	WHITEHORSE	100198559	586		2019-0025	4,572.88	457.29	37.74	5,067.91
3150074000	HODINSKI, COLE	WHITEHORSE	100235573	740		2019-0025	2,082.39	208.24	17.16	2,307.79
3160001300	ANNIE LAKE TRUCKING	WHITEHORSE	100157329	1300		2017-0032	2,235.55	223.56	18.42	2,477.53
3400000110	E & E YUKON HOLDINGS LTD	WHITEHORSE	100149612	EL A-1-2 & A-1-1		40914	2,071.09	201.87	17.10	2,290.06
3450001500	DAVIDSON, LAURA & DAVIDSON, JENNIFER	WHITEHORSE	100163461	15		21976	133.01	137.41	7.09	277.51
3450001700	DAVIDSON, LAURA	WHITEHORSE	100154595	17		21976	148.43	37.14	2.33	187.90
3460153104	LEIGH LAWRENCE FOODS LTD	WHITEHORSE	100248588	170		100038619	687.05	68.71	5.64	761.40
3470012000	PHILIPSEN, CHRISTINA PAMELA	WHITEHORSE	2016Y0661	120		53574	2,261.23	276.12	19.02	2,556.37
3530001300	BLCK GOLD PAVE & SEL INC	WHITEHORSE	2018Y1361	13		2022-061	7,447.02	744.70	61.44	8,253.16
3560009200	BLACK, DAVID D & ONIONS, CYNTHIA M	WHITEHORSE	2009Y0881	92		2009-0094	450.00	45.00	3.72	498.72
3701111532	HUNZIKER, BUD (ANNIE LAKE TRUCKING)	WHITEHORSE	305	1153-3 PTN		2014-0097	3,029.96	303.00	25.02	3,357.98
3701411630	BIENSCH, JASON A & PIGEAU, KENDALL	WHITEHORSE	2015Y0662	1163		91-35	948.90	344.89	12.84	1,306.63
3714015630	KOSTELNIK, CHRISTOPHER & LIEBAU, PAOLA	WHITEHORSE	2018Y1138	1563		2015-0040	450.00	45.00	3.72	498.72
							\$ 288,217.53	\$ 27,502.85	\$ 2,503.42	\$ 318,223.80

Dated this 20th day of January, 2023

ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Administration
DATE:	January 23, 2023
RE:	Write-off Uncollectible Accounts

ISSUE

The cancellation of uncollectible accounts receivable.

REFERENCE

Section 233 of the Municipal Act (R.S.Y. 2002)

HISTORY

The City follows the Generally Accepted Accounting Principles (GAAP) established by the Public Sector Accounting Board. On occasion, fees and charges are levied and recorded that cannot subsequently be collected. GAAP requires that the unrealizable amounts be written off against existing allowances to accurately record the reduced likelihood of collection.

ANALYSIS

In all cases listed in the proposed bylaw, in-house collection procedures have been exhausted, and it has been determined that there is little chance of recovery.

In order to be compliant with GAAP and write-off the amounts, Section 233(3) of the *Municipal Act* requires that Council cancel the amounts via bylaw.

There is a slight possibility that some collection may occur after the write-off. In that event, the collection will be properly recognized in the City's financial records.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2023-09, a bylaw to authorize the write-off of uncollectible accounts, be brought forward for consideration under the bylaw process.

CITY OF WHITEHORSE

BYLAW 2023-09

A bylaw to authorize the write off of uncollectible accounts

WHEREAS Section 233 of the *Municipal Act* (R.S.Y. 2002) provides for the cancellation of tax arrears where such taxes are not secured against land in the municipality and arrears of fees, penalties, municipal charges or interest charges; and

WHEREAS Section 60 of the *Assessment and Taxation Act* provides for the discharge of certain taxes; and

WHEREAS it has been determined that certain debts outstanding to the account of the City of Whitehorse are uncollectible;

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

1. The debts hereinafter described are written off:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
2021	Non-Yukon Parking Fines	\$ 14,975.00
2014	Uncollectible Bylaw Fines	<u>\$ 76,810.00</u>
	Total	<u>\$ 91,785.00</u>

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

FIRST and SECOND READING:

THIRD READING and ADOPTION:

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

Write Off Uncollectible Accounts Bylaw 2023-09

Explanatory Notes:

A bylaw is required to write off uncollectible accounts. The accounts outlined in this bylaw are deemed uncollectible for the following reasons:

Non-Yukon Parking Fines

The City does not receive information for vehicles not licensed in the Yukon therefore, there is no recourse to collect these fines. Currently, parking fines issued to non-Yukon license plates have an approximate 45% collection rate. The fines included in this Bylaw were issued in 2021.

Uncollectible Bylaw Fines

Collection agencies have restrictions on debt collection they will take on, and as such, we are not able to pursue collection action on many of these fines. Yukon Motor Vehicles assists the City with the collection of parking fines by refusing renewal of registration and licensing for owners with more than \$100.00 in fines.

ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Administration
DATE:	January 23, 2023
RE:	Commencement Report and Rebudget– Whitehorse Operations Building Office Expansion

ISSUE

Council re-budget approval and commencement of the procurement for design and construction of the Whitehorse Operations Building (WOB) Office Expansion.

REFERENCE

- Procurement Policy 2020-03
- 2022-2025 Capital Expenditure Program 320c01117 Building Consolidation Plan – Services Building

HISTORY

In accordance with Section 3.1.1 of the Procurement Policy, Council authorization is required prior to the commencement of procurements with an estimated value of \$500,000 or more and of procurements less than \$500,000 that are deemed to be of significant risk, involve security concerns or may be of significant community interest. This procurement is anticipated to be over \$500,000.

In early 2022, Administration released a Request for Tender (RFT) for the construction of the all-in-one administration building at City Hall. The City received only three bids with the lowest bid approximately \$10M over the December 2021 amended (Class A) budget of \$26.2M. The City subsequently cancelled the project as it was 35% over the approved budget.

Throughout the remainder of 2022 Administration worked through 11 potential options to alleviate the City's office space constraints and update the City's facilities. The process culminated in late fall when Administration settled on the option of expanding the existing administrative offices at the WOB and updating the structural issues and energy efficiency of the existing City Hall building. The expansion will accommodate approximately 60 City of Whitehorse office staff who are temporarily located in leased facilities or City buildings that are nearing the end of their life cycle.

Funding for the project is included in the approved 2022-2025 Capital Expenditure Program. Small Communities Funds (SCF) is secured and a Transfer Payment Agreement is in place for this portion of the project with the remainder budgeted to come from City reserves.

ALTERNATIVES

1. Rebudget the remaining budget for project 320c01117 into three separate projects, WOB expansion, City Hall energy efficiencies, and Transit Hub, and authorize administration to commence the procurement for the WOB Expansion; or
2. Refer project consideration back to Administration for further analysis.

ANALYSIS

Administration proposes to procure the expanded office facility that will ensure that City administrative staff have the adequate conditions to perform their operations. This expanded facility will enable those office staff situated in various locations throughout the city to be located with other City departments that they interact / consult with on a regular basis.

WOB, which opened in 2020, was designed to allow for future expansion. At the time of construction, capacity was built into the mechanical and electrical infrastructure plus existing washrooms and lunchroom were appropriately sized and located.

The WOB location is centrally located in Whitehorse with easy access and parking for the public. Having various departments at the same location reduces unnecessary travel to multiple city sites.

The total approved budget for project 320c01117 is \$24,544,000; based on an estimated 1,505 square meters and including fit out, allowances for temporary staff relocations and landscaping, total cost for the WOB expansion is not anticipated to exceed \$15,254,000. This leaves \$8,390,000 for City Hall energy efficiencies and \$900,000 for Transit Hub. If accepted by Council, both the City Hall and the Transit Hub portions of the project are not scheduled to proceed until March 2023 and will come forward as separate commencement reports prior to this time.

Compliance: The RFP will follow City policy and procedures for procurements.

Supplier Access, Transparency, and Fairness: The RFP will be publicly available on the City's e-procurement platform, www.whitehorse.bonfirehub.ca

Best Value: The RFP will be publicly advertised and awarded to the lowest compliant bidder that can meet the specifications set by the City.

Efficient and Effective Procurement: The procurement of construction services for vertical infrastructure has been successfully completed numerous times by the City. Administration intends to proceed with this portion of the procurement via a design-build process and will be working with legal to develop procurement and contract documents.

Local Procurement: Local contracting expertise is known to exist for this type of work.

Sustainable Procurement: While the new building does have a heating system it will also be highly energy efficient with a significant amount of passive solar heating coming from the design and location of the front entrance.

Tentative Project Schedule	
Item	Proposed date(s)
Issue solicitation document	March 2023
Issue Purchase Order/Contract	May 2023
Start of Project Construction	April 2024
Substantial Performance	December 2025
Total Completion	November 2026

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that the remaining funds from the 2022 Capital Budget for Project 320c01117 Service Building be re-budgeted to 2023 into three separate projects, WOB expansion for \$15,254,000, City Hall energy efficiencies for \$8,390,000 and Transit Hub for \$900,000; and

THAT Administration be authorized to commence the procurement for the Whitehorse Operations Building (WOB) Office Expansion.

CITY OF WHITEHORSE
CITY PLANNING COMMITTEE
Council Chambers, City Hall



Chair: Ted Laking

Vice-Chair: Michelle Friesen

January 23, 2023

Meeting #2023-02

-
1. Zoning Amendment – 10 Finch Crescent
Presented by Manager Mélodie Simard
 2. New Business

ADMINISTRATIVE REPORT

TO: Planning Committee
FROM: Administration
DATE: January 23, 2023
RE: Zoning Amendment – 10 Finch Crescent

ISSUE

An application to amend the zoning at 10 Finch Crescent from RR – Restricted Residential Detached to RRx – Restricted Residential Detached (Modified) to allow for a one storey ground level living suite as a secondary use and increase the maximum site coverage from 35 per cent to 40 per cent.

REFERENCES

- [2010 Official Community Plan](#)
- [2040 Proposed Official Community Plan \(November 2022\)](#)
- [2022-2024 Strategic Priorities](#)
- [Zoning Bylaw 2012-20](#)
- Zoning Bylaw Amendment 2017-29
- Zoning Bylaw Amendment 2018-13
- Zoning Bylaw Amendment 2020-25
- Zoning Bylaw Amendment 2022-12
- Location Map (Appendix A)
- Proposed Zoning Bylaw Amendment 2023-01

HISTORY

The owners of 10 Finch Crescent have applied to rezone their lot from RR to RRx (Modified) to allow a living suite as a secondary use and increase the maximum site coverage from 35 per cent to 40 per cent. The increased site coverage will support the construction of a one storey ground level living suite. A living suite is a separate, self-contained dwelling unit within a house. The current RR zone does not permit living suites.

Several standalone RR-zoned properties have been successfully rezoned since then to allow secondary suites (Zoning Amendment Bylaws 2018-13, 2020-25, 2022-12, and 2022-37).

On May 4, 2022, the Development Review Committee reviewed the proposal and recommended special modifications to the RR zone as opposed to rezoning to the RS – Residential Single Detached zone. Administration continued discussion with the applicant to develop the proposed zoning amendment.

The proposed schedule for the Zoning Bylaw amendment is:

Planning Committee:	January 23, 2023
First Reading:	January 30, 2023
Newspaper Ads:	February 3 and February 10, 2023
Public Hearing:	February 27, 2023
Report to Committee:	March 20, 2023
Second and Third Reading:	March 27, 2023

ALTERNATIVES

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

ANALYSIS

Site Context

The subject lot is on the corner of Finch Crescent and Magpie Road and is currently undeveloped (Appendix A). Properties to the west along Magpie Road, to the north along Finch Crescent, and across the street are zoned RS. Living suites are permitted in the RS zone and the maximum site coverage is 40 per cent as opposed to a maximum site coverage of 35 per cent in the RR zone. On the subject lot, increasing the maximum site coverage to 40 per cent would allow for up to approximately 48 m² of additional site coverage. Rezoning the subject lot to RR with special modifications to allow a one storey ground level living suite and to increase the maximum site coverage to 40 percent would therefore fit with the surrounding area.

2010 Official Community Plan and Proposed Official Community Plan (November 2022)

The subject lot is designated as Residential – Urban in the 2010 Official Community Plan (OCP), as well as in the proposed 2040 OCP, which allows for a variety of residential development in close proximity to services and amenities. The rezoning will align with the intent of the OCP policies which promote a compact development pattern city-wide to ensure existing infrastructure is used most efficiently. The rezoning also aligns with policies supporting the creation of inclusive neighbourhoods by providing a diversity of housing types that may be accessible to a wide range of people.

The owners require a larger building footprint in order to construct a ground level living suite with no stairs in order to facilitate aging in place. The proposed OCP supports the consideration of the needs of residents at different life stages and circumstances and facilitating aging in place.

Zoning Bylaw

The purpose of the RR zone is to provide single-detached housing on larger lots with a restricted range of housing forms and uses. It only permits single-detached housing and parks as principal uses. Accessory buildings and minor home based businesses are permitted as secondary uses.

The RR zone has been in place since 1991 and places emphasis on larger, more exclusive use lots. It was created before the promotion of dense and compact development became a planning best practice. Dwellings in the RR zone are required to be 6.0 m in width, requiring them to be larger, so they typically have sufficient area to support a living suite.

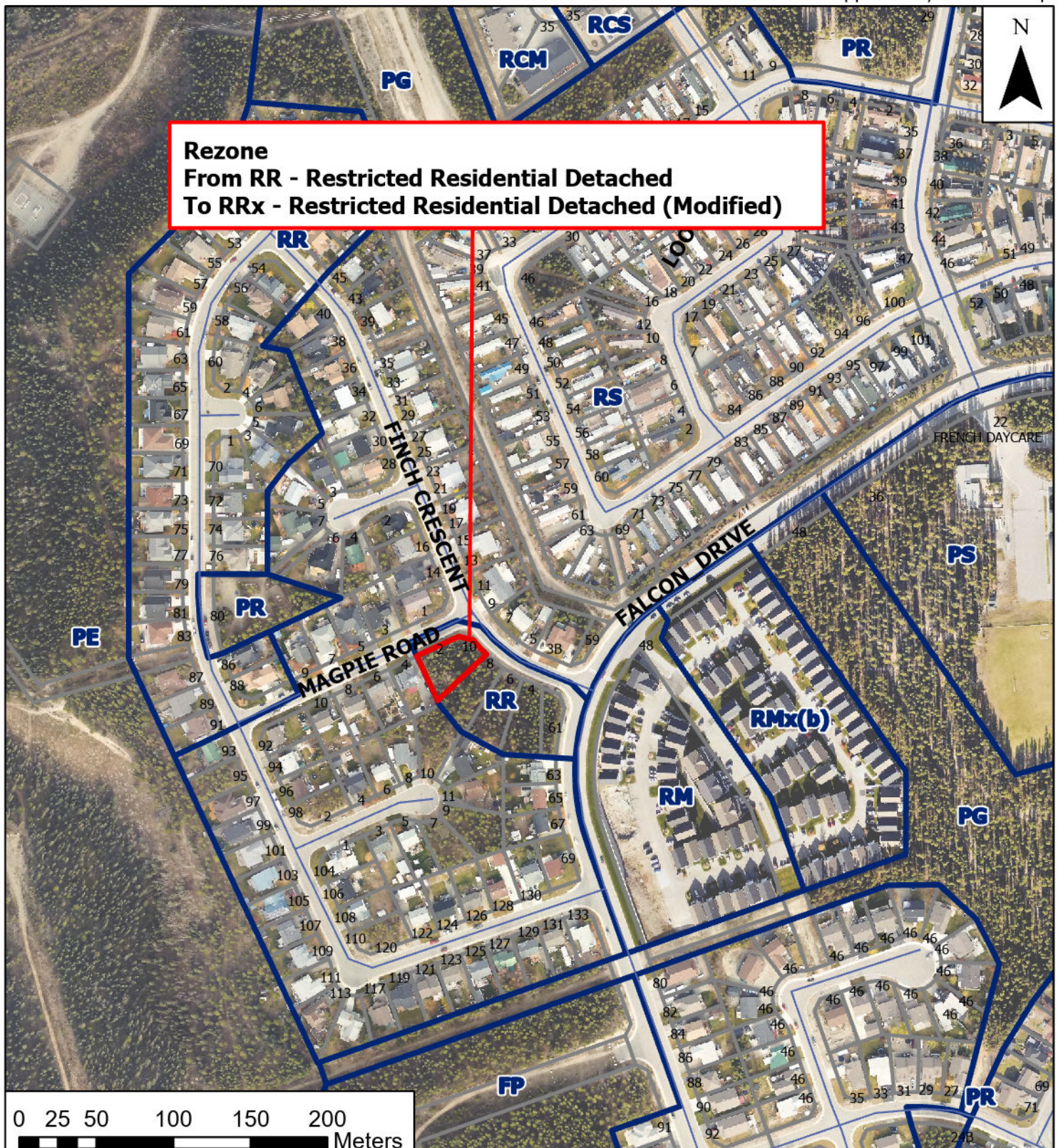
The Zoning Bylaw provisions ensure living suites remain secondary to the principal residence and have a low impact to the surrounding neighbourhood. A living suite on the subject lot would likely have minimal impact to the surrounding neighbourhood from a traffic, parking, or privacy perspective.

In addition, by only allowing special modifications for a one storey ground level living suite and increase to the maximum site coverage, the intent of the RR zone to restrict a range of permitted residential housing forms and associated uses will be maintained in this location.

Zoning provisions regarding living suites will be a topic of discussion of the Housing and Land Advisory Committee in 2023 as well as the Zoning Bylaw rewrite in 2023/2024.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2023-01, a bylaw to amend the zoning of 10 Finch Crescent from RR – Restricted Residential Detached to RRx – Restricted Residential Detached (Modified), be brought forward for consideration under the bylaw process.



DATE:

December 6, 2022

FILE NO:

Z-07-2022



Subject Site

CITY OF WHITEHORSE - PLANNING AND SUSTAINABILITY SERVICES

Bylaw 2023-01

A proposal to amend the zoning of 10 Finch Crescent from RR - Restricted Residential Detached to RRx - Restricted Residential Detached (Modified).



CITY OF WHITEHORSE

BYLAW 2023-01

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 Whitehorse Zoning Bylaw be amended to allow for the development of a living suite at Lot 141, Plan 109380 CLSR YT, Logan Subdivision, municipally known as 10 Finch Crescent;

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

1. Section 9.14 of Zoning Bylaw 2012-20 is hereby amended by adding a new subsection 9.14.6 c) as follows:

“c) Lot 141, Plan 109380 CLSR YT, located at 10 Finch Crescent in the Logan Subdivision, is designated RRx(c) with the special modifications being:

- (1) A living suite is allowed as a secondary use; and
- (2) A living suite must be one storey and located on the ground level; and

Notwithstanding Section 9.14.4 c) of this bylaw, the following provision applies:

- (3) The maximum site coverage is 40%.”

2. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of 10 Finch Crescent from RR–Restricted Residential Detached to RRx(c)–Restricted Residential Detached (Modified), as indicated on Attachment 1 and forming part of this bylaw.
3. 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:

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

CITY OF WHITEHORSE
DEVELOPMENT SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Mellisa Murray

Vice-Chair: Dan Boyd

January 23, 2023

Meeting #2023-02

1. New Business

CITY OF WHITEHORSE
CITY OPERATIONS COMMITTEE
Council Chambers, City Hall



Chair: Dan Boyd

Vice-Chair: Jocelyn Curteanu

January 23, 2023

Meeting #2023-02

1. New Business