

CITY OF WHITEHORSE – STANDING COMMITTEES

Monday, January 9, 2023 – 5:30 p.m.

Council Chambers, City Hall

CALL TO ORDER

ADOPTION OF AGENDA

PROCLAMATIONS

DELEGATIONS Matthew Trickett – Copper Ridge Land Development

COMMUNITY SERVICES COMMITTEE

1. New Business

PUBLIC HEALTH AND SAFETY COMMITTEE

1. New Business

CORPORATE SERVICES COMMITTEE

1. 2022 – 2024 Council Strategic Priorities Update – For Information Only
2. Semi-Annual Procurement Report (July to December) – For Information Only
3. 2022 Umbrella Grant Bylaw
4. Commencement Report – Parks Building Renovation
5. Commencement Report – Snow and Ice Control Equipment
6. Authorize Mayor and Council Travel
7. 2023 Deputy Mayor Appointments
8. New Business

CITY PLANNING COMMITTEE

1. Public Hearing Report – Zoning Amendment – Whistle Bend Phase 10 & 11
2. Public Hearing Report – Zoning Amendment – Whistle Bend Phase 12 & 13
3. Public Hearing Report – Official Community Plan
4. New Business

DEVELOPMENT SERVICES COMMITTEE

1. New Business

CITY OPERATIONS COMMITTEE

1. New Business

CITY OF WHITEHORSE
COMMUNITY SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Michelle Friesen

Vice-Chair: Kirk Cameron

January 9, 2022

Meeting #2023-01

-
1. New Business

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



Chair: Jocelyn Curteanu

Vice-Chair: Mellisa Murray

January 9, 2022

Meeting #2023-01

-
1. New Business

CITY OF WHITEHORSE
CORPORATE SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Kirk Cameron

Vice-Chair: Ted Laking

January 9, 2022

Meeting #2023-01

-
1. 2022-2024 Council Strategic Priorities Update – For Information Only
Presented by City Manager Jeff O’Farrell
 2. Semi-Annual Procurement Report (July – December) – For Information Only
Presented by Manager Svetlana Erickson
 3. 2022 Umbrella Grant Bylaw
Presented by Manager Svetlana Erickson
 4. Commencement Report – Parks Building Renovations
Presented by Manager Peter O’Blenes
 5. Commencement Report – Snow and Ice Control Equipment
Presented by Director Tracy Allen
 6. Authorize Mayor and Council Travel
Presented by Director Valerie Braga
 7. 2023 Deputy Mayor Appointments
Presented by Director Valerie Braga
 8. New Business

ADMINISTRATIVE REPORT

| | |
|--------------|--|
| TO: | Corporate Services Committee |
| FROM: | Administration |
| DATE: | January 9, 2023 |
| RE: | 2022 – 2024 Council Strategic Priorities Update – For Information Only |

ISSUE

Reporting on progress towards Council's Strategic Priorities.

REFERENCE

- [Whitehorse Strategic Priorities 2022 - 2024](#)
- Appendix A 2022 - 2024 Council Strategic Priorities – Tracking & Reporting Compilation (status as at December 2022)

HISTORY

Members of the Whitehorse City Council were elected on October 21st, 2021 and sworn into office on November 1st 2021. After going through orientations and training and becoming familiar with their roles they began discussing strategic priorities for their term of office.

In April 2022, after an intensive development process, Council adopted a set of strategic priorities to guide corporate progress over the term of Council. These priorities focus on Housing & Development, Engagement & Collaboration, Inclusivity, Accessibility & Diversity, Community Safety, Climate Change & Adaptation, and Service Excellence. Within each of these priorities are a number of specific initiatives and deliverables identified to advance the priorities.

ANALYSIS

Immediately after Council adopted its Strategic Priorities, Administration incorporated related initiatives and deliverables into work planning across the corporation. Initial progress towards advancing Council priorities is shown in the spread sheet attached as Appendix A of this Administrative Report.

It should be noted that the content of the attached spread sheet is limited specifically to municipal efforts specific to Council's adopted priorities, and is not meant to capture or reflect on the entirety of City of Whitehorse municipal service delivery.

Subject to Council's 2023 priority review, Administration intends to continue working towards the named priorities and anticipates reporting to Council on a semi-annual basis for the duration of this Council's term of office.

2022-2024 Council Strategic Priorities – Tracking and Reporting Compilation

| Housing and Land Development | | | |
|--|---|--|--|
| Action | Lead/Support | Status as at December 2022 | Next Steps |
| Plan for the next subdivision in Whitehorse | Planning Engineering Fleet and Transportation Water and Waste Fire Parks | Ongoing review and feedback into proposed OCP. The South Growth Area is confirmed as the next subdivision in the proposed OCP. | Confirm Council direction in proposed OCP. Discussions on Planning Contract and multi-government to commence in late 2022. RFP award anticipated Spring 2023. |
| Create the ability for businesses to add staff housing on commercial and industrial lands | Planning Land and Building | Underutilized sites project confirmed in the capital budget. Proposed OCP includes policy for Marwell. | Further options to be explored in Zoning Bylaw update. |
| Evaluate the opportunities for redevelopment of the municipal services building site; and Other sites | Property Management Land and Building | Site development options being explored. | Council and Administration Roundtable in February. |
| Create a Housing Advisory Committee | Legislative Services Land and Building Planning Engineering | Complete. Housing and Land Development Advisory Committee (HLDAC) established August 2022. First meeting held and Chair appointed September 14. Implementation underway. Meeting schedule confirmed. | Workplan for 2022 -2023 to be presented to Council. |
| Host a housing summit | Planning | Explore partnership opportunities for a joint housing summit. | Determine potential dates. |
| Review opportunities to enhance the downtown core reflecting its place as the centre of our Capital City | Planning Parks Fire Engineering Fleet and Transportation Transit Water and Waste | Downtown commons project approved in capital budget. | Budget submission created for public engagement and pilot project to creation of a public commons. Interim temporary pilot projects. Permanent features to be installed. Beautification / Clean-up initiatives. |
| | | | |

2022-2024 Council Strategic Priorities – Tracking and Reporting Compilation

| | | | |
|--|--|---|--|
| Explore new and innovative approaches to land development | Development Services Land and Building Planning Engineering Legislative Services | Participated in review of current process; considered and implemented more “flexible” processes such as issuance of a conditional CCC (construction completion certificate). | Explore and conduct pilot projects to try different approaches to land development. Consider feedback from HLDAC. Review existing Land Development Protocol with YG. |
| Evaluate opportunities to purchase and develop property | Planning Land and Building Engineering | | Can be done in conjunction with project above. Would consider private, federal and YG lands. |
| Streamline building/development permit processing | Land and Building Business and Technology Systems | Exploring potential pilot software applications. Discontinued footing inspections with survey certificate. New exemption for building permits for wood patios (less than 0.6m off the ground). Simple and complex permit streams created to expedite processing. | New permitting software. Consider recommendations from the HLDAC. Ongoing service improvements. Explore YG assuming oil tank permits. |
| Create more opportunities for commercial and industrial land development | Planning Land and Building | Proposed OCP policy changes included in final draft. Background studies being conducted by YG for YG lands. Fast-track Commercial Industrial Land Study (CILS) parcels advancing for disposition in fall. | Advance planning for commercial and industrial lands per CILS. |
| Other Activities to Support or Advance Housing and Land Development Priorities | | | |
| Update Housing Incentive Policy | Land and Building Planning Finance | Early discussions with HLDAC. | To be informed by recommendations of HLDAC. |
| Conduct industry outreach on permitting process | Land and Building | Outreach options under discussion with HLDAC. | Discuss with industry, schedule dates. |
| Update the Zoning Bylaw (following OCP) | Planning Land and Building Engineering | Zoning Bylaw rewrite in approved budget. | Issue RFP following OCP adoption. |
| | | | |

2022-2024 Council Strategic Priorities – Tracking and Reporting Compilation

| Engagement and Collaboration | | | |
|--|---|---|--|
| Action | Lead/Support | Status as at December 2022 | Next Steps |
| Working together to ensure Reconciliation and collaboration with both Ta'an Kwäch'än Council and Kwanlin Dün First Nations is a priority on all levels | City Manager To be determined for specific initiatives. | Ongoing. | Timeline is ongoing across multi-year mandate. |
| Increase our knowledge and recognition of Indigenous culture and history in support of Truth and Reconciliation | People and Culture | Ongoing. IRP training for Managers | Multiple activities across multi-year mandate. Endeavour to update Moving Forward Together. |
| Review the Declaration of Commitment agreement with Kwanlin Dün First Nation and the Ta'an Kwäch'än Council | People and Culture To be determined. | To be discussed as part of intergovernmental work. | Develop project plan. |
| Enhance civic engagement, communication, collaboration and consultations | City Manager Strategic Communications Legislative Services | Engage Whitehorse New Website | Town Hall meetings planned for January, February and March 2023. |
| Other Activities to Support or Advance Engagement and Collaboration Priorities | | | |
| Create a Reconciliation framework with First Nations | People and Culture All Divisions | Existing frameworks under review. Supported in proposed OCP. | Develop project plan. |
| Create a McIntyre Creek Park Management Plan Framework | Planning Legislative Services Parks | Early discussions underway with other governments. | Discussions to advance following approval of proposed OCP. |
| Budget Process | Finance Strategic Communications | Completed 2023 Capital budget engagement. | |
| Youth Chambers sessions | Legislative Services Strategic Communications | Planning underway for Spring 2023 | Scoping of proposed program, student and youth program options. |

2022-2024 Council Strategic Priorities – Tracking and Reporting Compilation

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| Establish Council Advisory Committees and supporting Secretariat | Legislative Services Various Departments | Housing and Land Development Advisory Committee established (August 2022). Schedule established. Secretariat and all committee support under development. Inclusivity Advisory Committee – appointment process for members underway. | HLDAC workplan to be presented to Council. IAC – members to be appointed January 2023, priorities, schedule and workplan to be developed. |
| | | | |

2022-2024 Council Strategic Priorities – Tracking and Reporting Compilation

| Inclusivity, Accessibility and Diversity | | | |
|---|--|---|--|
| Action | Lead/Support | Status as at December 2022 | Next Steps |
| Improve City services to support ageing in place. | City Manager Various Departments | Potential topic for Inclusivity Advisory Committee. | To be determined. |
| Review accessibility policy and standards | Legislative Services Various Departments | Part of ongoing operational work. Engineering has started reviewing policies and upcoming capital projects from an “accessibility” lens – i.e. inclusion of raised markings on para-ramps. | Potential topic for Inclusivity Advisory Committee, potentially related to HLDAC. |
| Increase accessibility for all | City Manager Various Departments | Ongoing as part of operational and infrastructure design. Potential topic for IAC, potentially related to HLDAC recommendations. Engineering has started reviewing policies and upcoming capital projects from an “accessibility” lens – i.e. inclusion of raised markings on para-ramps. Survey in downtown core has commenced to identify areas that are missing/deficient in para-ramps for contiguous accessibility. Snow and Ice Policy updated to focus on improvements for accessibility standards Inclusion of grooves in pararamps and other accessibility considerations are being incorporated into capital project upgrades. | Continue to monitor changes to Snow and Ice Control Policy to ensure objectives to increase accessibility are achieved. Continue to implement accessibility improvements in capital project upgrades. |
| Recommit to the Coalition of Inclusive Municipalities | City Manager Legislative Services | Complete. Letter confirming City of Whitehorse continued membership sent May 19, 2022. | Review of the toolkits for application to City of Whitehorse initiatives (part of IAC mandate to review). |
| Evaluate opportunities for employment diversity within the organization | Human Resources | Complete Employee Engagement Survey. Review City wide policies with EDI lens and recruitment process with EDI lens. | Evaluate results and complete a roadmap for future work. Review results and amend process as necessary. |

2022-2024 Council Strategic Priorities – Tracking and Reporting Compilation

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|---|--|--|--|
| Evaluate opportunities to ensure a respectful Whitehorse community | City Manager Various Departments Legislative Services | Ongoing and potential topic for IAC related to City activities and responsibilities. Investigation of civility standards for Chambers in process. | To be determined. Implementation as determined. |
| Other Activities to Support or Advance Inclusivity, Accessibility, and Diversity Priorities | | | |
| OCP - various policies | Planning | OCP Bylaw process. | To be advanced following adoption of new OCP. |
| Snow and Ice Control Policy | Operations | Policy updates approved. | Monitor and update as required. |
| Create Training Specialist Role | Human Resources | Created and hired new position. | Develop program across organization to deliver and track training. Develop orientation process which includes mandatory EDI training. |
| Develop Budget Submission for Culture Specialist Role | Human Resources | Submitted request for new position. | Advancing staffing and workplanning on approval. |
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2022-2024 Council Strategic Priorities – Tracking and Reporting Compilation

| Community Safety | | | |
|---|---|---|---|
| Action | Lead/Support | Status as at December 2022 | Next Steps |
| Support programming to assist with crime prevention | Bylaw Recreation Parks Planning | Application to BSCF submitted, pending approval. Recreation continues to offer access to the Youth Lounge, and identifies options to engage youth in positive, meaningful ways. | Explore crime prevention programming options. Continue to provide recreation programs and activities for youth. |
| Develop community safety improvements (in conjunction with partner government agencies, where applicable) | Bylaw Planning Engineering | Stakeholder engagement ongoing - on various community initiatives, such as graffiti removal and taxi safety. Bylaw met with Carrier Compliance to develop a joint Taxi Safety initiative. Updates to Maintenance Bylaw – Schedule A Voluntary Fines, enabling more effective enforcement and increased deterrents | Continued work with stakeholders and to identify community safety improvements. Implement changes to the Maintenance Bylaw. |
| Review the Vehicle for Hire Bylaw | Bylaw Legislative Services | Phase 1 underway. Updated Council September 9, 2022. VFH Bylaw amendments – audio recordings are scheduled to come forward in December. Updates to driver training are in development. Phased education campaign (poster/card/media) underway. Phase 2 review planned. | Test and implement revised VFH training. Implementation and continued education campaign on changes to the VFH. Review VFH and bring forward recommendations with stakeholder engagement, including taxi companies and drivers. |
| Review crime prevention strategies | Bylaw Parks | Support graffiti removal through community clean up events, created graffiti kits and provided to the Chamber. Crime prevention strategies explored. Working with partners on CPTED scan. | Spring and fall community clean up events to include graffiti removal. Parks, Recreation, and Bylaw collaborating on graffiti deterring/beautification initiatives. |
| Analyze flood risks and mitigation strategies | Engineering Planning Fire | 2022 resources were diverted to escarpment challenges and flood risk analysis has not progressed. | Prepare a capital business case for 2024 to complete assessment. |

2022-2024 Council Strategic Priorities – Tracking and Reporting Compilation

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|--|---|--|--|
| Review and continue to implement existing wildland fire plan | Leg Services Fire Land and Building Parks | Wildland fire plan reviewed early 2022. Funding application to develop FireSmart coordination program successful, funding secured with agreement. | Resourcing (staffing) and joint planning with Fire and Protective Services. Policy development. |
| | | | |

2022-2024 Council Strategic Priorities – Tracking and Reporting Compilation

| Climate Change and Adaption | | | |
|--|--|---|---|
| Action | Lead/Support | Status as at December 2022 | Next Steps |
| Create and implement strategy to effectively respond and adapt to climate change | Planning Various Departments | Development of climate mitigation and adaption strategy in approved capital budget. | Issue RFP in Spring 2023. |
| Improve active transportation opportunities and infrastructure | Engineering Planning Fleet and Transportation Parks | Ongoing – Transportation Master Plan (TMP) underway; snow and ice policy changes to better support active transport to be presented to Council. Parks Trail Maintenance Crew conducts trail improvements. Parks engages with trail stewards (KSA, CMBC). | Finalize TMP (Spring 2023). Commence corridor study (pending budget approval). |
| Invest in and enhance the transit system | Transit Fleet and Transportation Property Management Engineering | Ongoing. To be considered in project / initiatives. | Budget submissions. Develop new Transit schedule 2.0. Implement Transit Schedule 2.0. |
| Other Activities to Support or Advance Climate Change and Adaption Priorities | | | |
| Investigate sustainable investing | Finance | Preliminary policy review complete. | Revise Investment Policy. |
| Investigate social procurement | Finance | Early research underway. | Preliminary policy review. |
| Monitor e-bus advancements for potential implementation | Transit Property Management Fleet and Transportation | Ongoing. To be considered in project / initiatives. | Assess as part of Fleet Management Study. |
| Facilities energy upgrades and conversion from fossil fuels | Property Management | Ongoing. Whitehorse Operations Building boiler system complete, now operating. Existing facilities planned for review and evaluation for upgrade. All new facilities to include energy standard. | Upcoming initiatives - 139 Tlingit project - Mt. McIntyre energy upgrade |
| | | | |

2022-2024 Council Strategic Priorities – Tracking and Reporting Compilation

| Service Excellence | | | |
|---|--|---|---|
| Action | Lead/Support | Status as at December 2022 | Next Steps |
| Ensure Whitehorse continues to be fiscally responsible | City Manager Finance | Ongoing. | |
| Review Whitehorse's role in tourism advocacy | Planning | Under review. | Confirm Tourism direction. CAR review January 2023. |
| Evaluate traffic congestion along key transportation routes | Engineering | Presented to Council feedback on “what we heard” and complete TMP. Completed capital business case to accelerate preliminary planning. | Finalize TMP (Spring 2023). Commence preliminary planning on Mountainview corridor and Yukon River second bridge crossing study. |
| Conduct a snow and ice management program review, considering alternate delivery methods and accessibility standards. | Fleet and Transportation | Presented and approved by Council. | Monitor updates and adjust as required. |
| Update the Snow and Ice Control policy | Fleet and Transportation | Updated and approved by Council. | Monitor updates and adjust as required. |
| Create a legacy from the 2027 Canada Winter Games (if confirmed) | Community Services Property Management | Planning underway. Comprehensive bid submission complete. Bid Evaluation Committee hosting complete. | Bid Cancelled by YG. |
| Create more recreational programming | Recreation | Additional program planning under way on a quarterly basis. | Identify and implement additional recreational programs. |
| Increase City Programming space | Recreation | Recreation looking to expand program offerings to parks, trails, greenspaces. There may be opportunities through facility retrofits to re-imagine program space. | Explore options. |
| Evaluate options to expand Yukon River crossing infrastructure | Engineering Planning | Capital business case developed to begin option analysis. | Capital budget submission pending. |
| Other Activities to Support or Advance Service Excellence Priorities | | | |

2022-2024 Council Strategic Priorities – Tracking and Reporting Compilation

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|------------------------------------|---|---|----------|
| Modernize supports for Departments | Various Departments Business and Technology Solutions Strategic Communications Legislative Services | City Manager office – tracking and workflow for Mayor and Council public correspondence. Update Google Maps. Council processes /supports (public information, electronic /modernizing chamber systems, public accessibility and interaction with process. | Ongoing. |
| | | | |

ADMINISTRATIVE REPORT

TO: Corporate Services Committee
FROM: Administration
DATE: January 9, 2023
RE: Semi-Annual Procurement Report (July to December) – For Information Only

ISSUE

Semi-annual procurement update.

REFERENCE

- Procurement Policy 2020-03
- Appendix A – 2022 Semi-Annual Procurement Updates (July – December)

HISTORY

In accordance with section 3.5.2 of the Procurement Policy, Administration is required to provide publicly to Council a semi-annual update on procurement projects, including:

- Contract awards with a value of \$100,000 and over;
- Procurements with a value of over \$100,000 that have incorporated requirements related to economic, social and/or environmental sustainability in their solicitation documents;
- Procurements for which authority has been delegated to the City Manager pursuant to section 3.1.2 of this policy;
- Non-Competitive, single source or sole source procurements with a value over \$50,000;
- Emergency procurements, including their value;
- Contract extensions or renewals where the original contract contains no option for renewal, describing how the extension or renewal conforms to the requirements of this policy; and
- Instances of non-compliance with the policy and ensuing actions taken in each instance.

ANALYSIS

Appendix A includes detailed listings of procurements for the second half of 2022 from July 1 to December 31, 2022 as required under the Procurement Policy. There was no procurement with value over \$100,000 that have incorporated requirements related to economic, social and/or environmental sustainability in the solicitation documents, no procurement for which authority had been delegated to the City Manager, and no contract extensions/renewals. There was one instance of non-compliance during this period of time.

APPENDIX A
CITY OF WHITEHORSE
2022 SEMI-ANNUAL PROCUREMENT UPDATES (JULY - DECEMBER)

OPEN-COMPETITIVE PROCUREMENT WITH VALUE OVER \$100,000

| DEPARTMENT | AWARD DATE | AWARDED VENDOR | DESCRIPTION OF ACQUISITION | SOLICITATION DOCUMENT # | CONTRACT AMOUNT |
|---|------------|------------------------------------|---|-------------------------|---------------------|
| Business & Technology | 08/23/22 | Fiber Optic Sales & Construction | Fiber Optic Network Expansion - Selkirk Pumping Station | RFP 2022-035 | \$ 124,800 |
| Business & Technology | 12/12/22 | Total North Communication | Supply and Delivery of Radio Equipment | RFT 2022-070 | 180,947 |
| Engineering Services | 05/02/22 | Copperbelt Contracting Ltd. | Marwell Lift Station Forcemain Replacement | RFT 2022-002 | 324,895 |
| Engineering Services | 07/14/22 | Morrison Hershfield Ltd. | Copper Haul Road Engineering Services | RFP 2022-046 | 136,689 |
| Engineering Services | 09/23/22 | PS Sidhu Trucking | Robert Service Way Berm Clean Up | RFQ 2022-074 | 105,625 |
| Engineering Services | 11/22/22 | Associated Engineering (B.C.) Ltd. | Consulting Services - Takhini Sanitary Trunk | RFP 2022-078 | 162,684 |
| Fleet and Transportation | 07/28/22 | Finning Canada | Supply and Delivery of Two (2) Wheel Loaders | RFT 2022-047 | 1,060,000 |
| Fleet and Transportation | 06/14/22 | Inland Kenworth Ltd. | Supply and Delivery of Two (2) Dump Trucks and One(1) Slip-In Sander | RFT 2022-049 | 626,463 |
| Fleet and Transportation | 10/04/22 | Whitehorse Motors | Supply and Delivery of One (1) One Ton 4x4 Pickup with Service Body | RFT 2022-028 | 145,720 |
| Fleet and Transportation | 08/19/22 | Foreman Equipment Ltd. | Supply and Delivery of One (1) Compost Trommel Screener | RFT 2022-062 | 375,200 |
| Fleet and Transportation | 10/04/22 | Kendrick Equipment | Supply and Delivery of One (1) Multi-Purpose Municipal Sidewalk Tractor | RFT 2022-066 | 234,430 |
| Fleet and Transportation | 10/03/22 | Whitehorse Motors | Supply and Delivery of One (1) Ton HD Truck w Flat Deck and Lift Gate | RFT 2022-067 | 104,408 |
| Fleet and Transportation | 10/28/22 | Finning Canada | Supply and Delivery of Motor Grader with Snow Wing | RFT 2022-079 | 592,615 |
| Property Management | 09/27/22 | KZA Architects | Mount McIntyre Recreation Centre Renovation | RFP 2022-017 | 554,119 |
| Property Management | 06/17/22 | Sands Construction | Compost Processing Facility Spray Foam Insulation Upgrade | RFT 2022-045 | 273,976 |
| Parks | 11/21/22 | Blue Imp | Design, Supply and Install Logan Park Playground | RFP 2022-072 | 147,990 |
| Planning & Sustainability | 08/24/22 | Groundswell Planning | Valleyview South Master Plan | RFP 2022-060 | 187,170 |
| Waste & Waste Services | 08/26/22 | Greenwood Engineering Solutions | Porter Creek Flush Line Repair | RFP 2022-058 | 122,870 |
| TOTAL OPEN-COMPETITIVE PROCUREMENT | | | | | \$ 5,460,600 |

NON-COMPETITIVE PROCUREMENT - SINGLE SOURCE PROCUREMENT

| DEPARTMENT | AWARD DATE | AWARDED VENDOR | DESCRIPTION OF ACQUISITION | JUSTIFICATION | CONTRACT AMOUNT |
|--|------------|-----------------------------|--|--|-------------------|
| Business & Technology | 08/30/22 | Darktrace | Cyber Security Appliance - Security service to audit & manage City system security | The nature of the requirement is such that it would not be in the public interest to solicit competitive bids, as in the case of security or confidentiality matters, specifically for the reason of cyber security. | \$ 111,000 |
| Business & Technology | 09/21/22 | Insight Globe | Annual Licensing - Cyber Security Endpoint Protection & network auditing tool | The nature of the requirement is such that it would not be in the public interest to solicit competitive bids, as in the case of security or confidentiality matters, specifically for the reason of cyber security. | 110,000 |
| Business & Technology | 12/16/22 | Arctic Wolf | Cyber Security System - Endpoint cyber security protection | The nature of the requirement is such that it would not be in the public interest to solicit competitive bids, as in the case of security or confidentiality matters, specifically for the reason of cyber security. | 145,000 |
| Engineering Services | 06/17/22 | Associated Engineering Ltd. | Consulting Services - City of Whitehorse Adaptive Management Plan | An attempt to acquire the required deliverables using a competitive procurement process has been made in good faith, but has failed to identify one willing and compliant supplier. Tender (RFP2022-010) was published with no submission received. | 65,000 |
| Property Management | 06/15/22 | Total North Communications | Design, Supply and Installation of bi-directional radio amplifier in Whitehorse Operations Building | An attempt to acquire the required deliverables using a competitive procurement process has been made in good faith, but has failed to identify one willing and compliant supplier. Tender (RFP2022-051) was published with no submission received. | 75,000 |
| Property Management | 12/16/22 | Streamline Architects | Consulting Services - Design and construction of the biomass heating enclosure at Withehorse Operations Building | An attempt to acquire the required deliverables using a competitive procurement process has been made in good faith, but has failed to identify one willing and compliant supplier. Tender (RFP2022-068) was published with no qualified submission. | 252,000 |
| Recreation | 05/11/22 | Esc Automation Inc. | Replacement of Lighting System at Canada Games Center | The required deliverables need particular Supplier having specialized knowledge, skills, expertise or experience. The vendor has the specified knowledge and products that meet City's requirement. | 100,000 |
| TOTAL SINGLE SOURCE PROCUREMENT | | | | | \$ 858,000 |

APPENDIX A
CITY OF WHITEHORSE
2022 SEMI-ANNUAL PROCUREMENT UPDATES (JULY - DECEMBER)

NON-COMPETITIVE PROCUREMENT - SOLE SOURCE PROCUREMENT

| DEPARTMENT | AWARD DATE | AWARDED VENDOR | DESCRIPTION OF ACQUISITION | JUSTIFICATION | CONTRACT AMOUNT |
|--------------------------------------|------------|-----------------------------|--|---|-------------------|
| Business & Technology | 11/14/22 | Northwestel Inc. | NWTEL Centrex Landline Telephone lines | The deliverables are available from only one supplier by reasons of statutory or market-based monopoly. | \$ 126,000 |
| Fire and Protective Services | 06/10/22 | Fortran Traffic System Ltd. | Traffic Control System | The deliverables are available from only one supplier by reasons of statutory or market-based monopoly. | 54,250 |
| Property Management | 10/17/22 | Colliers Project Leaders | Consulting Services - Transit Hub Study | A competitive procurement process is precluded due to the application of any Act or legislation or because of the existence of patent rights, copyrights, technical secrets or controls of raw material, and no alternative exists. | 52,850 |
| Property Management | 10/17/22 | Colliers Project Leaders | Consulting Services - Detailed Review for City Hall building Envelope and Energy Upgrade | A competitive procurement process is precluded due to the application of any Act or legislation or because of the existence of patent rights, copyrights, technical secrets or controls of raw material, and no alternative exists. | 78,870 |
| TOTAL SOLE SOURCE PROCUREMENT | | | | | \$ 311,970 |

EMERGENCY PROCUREMENT

| DEPARTMENT | AWARD DATE | AWARDED VENDOR | DESCRIPTION OF ACQUISITION | BASIS OF DETERMINATION OF EMERGENCY | CONTRACT AMOUNT |
|------------------------------------|------------|---------------------|--|--|------------------|
| Engineering Services | 09/01/22 | Canadian Dewatering | Supply and Rental of Equipment/supplies for Marwell Lift Station bypass work | Repair of leak on the Marwell Lift Forcemain on August 24, 2022. | \$ 30,997 |
| TOTAL EMERGENCY PROCUREMENT | | | | | \$ 30,997 |

NON-COMPLIANCE PROCUREMENT

| DEPARTMENT | AWARD DATE | AWARDED VENDOR | DESCRIPTION OF ACQUISITION | NON-COMPLAINE DETAILS | ACTION(S) TAKEN | CONTRACT AMOUNT |
|---|------------|----------------|---|---|--|-----------------|
| Fleet and Transportation | 10/28/22 | Finning Canada | Supply and Delivery of One (1) Tandem Drive articulated Motor Grader with snow wing | RFT was initiated before the commencement report was presented to Council. Department requested to proceed with the tender as soon as possible. | Director authorized the procurement process. Procurement is to remind departments of the commencement report requirements. | \$ 592,615 |
| TOTAL NON-COMPLIANCE PROCUREMENT | | | | | \$ 592,615 | |

ADMINISTRATIVE REPORT

| | |
|--------------|------------------------------|
| TO: | Corporate Services Committee |
| FROM: | Administration |
| DATE: | January 9, 2023 |
| RE: | 2022 Umbrella Grants Bylaw |

ISSUE

Authorization of various grants made in 2022.

REFERENCE

- Municipal Act
- Proposed Bylaw 2023-02
- Appendix A – 2022 Umbrella Grants Summary

HISTORY

Section 245 of the *Municipal Act* requires that grants provided to any person, institution, association or group be authorized by bylaw.

The City provides a variety of grants and donations to groups and organizations throughout the year. In 1996 Council adopted a process to facilitate the allocation of grants that allows grant funds to be initially approved by council resolution and subsequently authorized in an umbrella grant bylaw at year-end. This system allows the distribution of funds to qualified and approved applicants in a timely manner without the administrative and time delays that are part of the bylaw process.

ANALYSIS

Attached Appendix A provides a detailed listing of the grants approved according to Council policy and by Council resolution throughout 2022. They include:

- Community Clean-up Grants
- Development Incentive Grants
- Diversion Credit Grants
- Environmental Fund Grants
- Festival and Special Events Grants
- Miscellaneous Donations and Grants
- Recreation Grants
- Sidewalk Café and Pop-up Parking Grants
- Youth Recreation Programming Grants

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2023-02, a bylaw to authorize the allocation of various grants for the year 2022 in the amount of \$1,121,855.56 be brought forward for consideration under the bylaw process.

APPENDIX A
2022 UMBRELLA GRANTS SUMMARY

COMMUNITY CLEAN-UP GRANTS

Per provisions of the Community Clean-up Grant Policy

| DESCRIPTION | RESOLUTION # | IN KIND | AMOUNT |
|--|--------------|----------------|------------------|
| Various Community Clean up Grants, not exceeding \$300 allocation amount | n/a | - | 20,700.00 |
| TOTAL COMMUNITY CLEAN UP GRANTS | | \$ - \$ | 20,700.00 |

DEVELOPMENT INCENTIVE GRANTS

Per provisions of the Housing Development Incentive Policy

| DESCRIPTION | RESOLUTION # | IN KIND | AMOUNT |
|---|--------------|----------------|-------------------|
| 32125 Yukon Inc. | n/a | - | 19,429.43 |
| 40782 Yukon Inc | n/a | - | 4,904.59 |
| 45358 Yukon Inc | n/a | - | 32,207.18 |
| 535756 Yukon Inc. | n/a | - | 62,107.97 |
| 536261 Yukon Inc | n/a | - | 7,816.11 |
| 536754 Yukon Inc | n/a | - | 32,506.52 |
| 650139 NB Inc. | n/a | - | 13,834.07 |
| Albisser, David & Clohosey, Shannon | n/a | - | 2,067.51 |
| Blood Ties Four Directions Centre Society | n/a | - | 1,123.99 |
| Burke, Ryan | n/a | - | 1,273.78 |
| Buurman, Michael & Naoko | n/a | - | 486.70 |
| Da Daghay Development Corp | n/a | - | 101,979.35 |
| Gilday Holdings Limited | n/a | - | 8,478.14 |
| Grey Mountain Housing Society | n/a | - | 2,684.46 |
| Harms, Kathryn | n/a | - | 6,443.95 |
| Hatton, Barret & Janes, Joelle | n/a | - | 2,772.02 |
| Javed, Muhammad and Rashida | n/a | - | 10,291.43 |
| Lars Roy Hartling & Roy Neil Alexander Hartling | n/a | - | 13,719.34 |
| Northern Vision Development Ltd. | n/a | - | 114,840.78 |
| Solberg, Jon and Eng Khoon Chua | n/a | - | 5,596.49 |
| Zhen, Yong Hua | n/a | - | 3,406.74 |
| TOTAL DEVELOPMENT INCENTIVE GRANTS | | \$ - \$ | 447,970.54 |

DIVERSION CREDIT GRANTS

Per provisions of the Solid Waste Diversion Credit Policy

| DESCRIPTION | RESOLUTION # | IN KIND | AMOUNT |
|--------------------------------------|--------------|----------------|-------------------|
| P&M Recycling (per estimate) | n/a | - | 8,171.10 |
| Raven Recycling (per estimate) | n/a | - | 141,828.90 |
| TOTAL DIVERSION CREDIT GRANTS | | \$ - \$ | 150,000.00 |

ENVIRONMENTAL GRANTS

Per Council resolutions and provisions of the Environmental Grant Policy

| DESCRIPTION | RESOLUTION # | IN KIND | AMOUNT |
|---|--------------|----------------|------------------|
| Whitehorse Bike Kitchen Task Force | 2022-25-05 | - | 7,925.00 |
| Heart of Riverdale Community Centre | 2022-25-05 | - | 2,082.00 |
| Raven Recycling Society | 2022-25-05 | - | 14,033.00 |
| Various Minor Grants (less or equal to \$1,000) | n/a | - | 960.00 |
| TOTAL ENVIRONMENTAL GRANTS | | \$ - \$ | 25,000.00 |

APPENDIX A
2022 UMBRELLA GRANTS SUMMARY

FESTIVAL AND SPECIAL EVENTS GRANTS

| Per Council resolutions | | | |
|---|--------------|---------------------|---------------------|
| DESCRIPTION | RESOLUTION # | IN KIND | AMOUNT |
| All-City Band Society | 2022-23-06 | - | 1,000.00 |
| Association Franco-Yukonnaise | 2022-23-06 | - | 3,000.00 |
| Gwaandak Theatre Society | 2022-23-06 | - | 3,000.00 |
| The Heart of Riverdale Community Centre | 2022-23-06 | - | 7,000.00 |
| Kwanlin Dun Cultural Society | 2022-23-06 | - | 5,000.00 |
| Nakai Theatre Ensemble | 2022-23-06 | - | 5,000.00 |
| Society of Something Shows | 2022-23-06 | - | 2,000.00 |
| Yukon Film Society | 2022-23-06 | 3,975.00 | 7,500.00 |
| Yukon First Nations Culture and Tourism Association | 2022-23-06 | 7,280.42 | 7,500.00 |
| Yukon Quest International Association (Canada) | 2022-23-06 | 6,656.56 | 3,000.00 |
| Yukon Sourdough Rendezvous Society | 2022-23-06 | 22,531.53 | 6,000.00 |
| TOTAL FESTIVAL AND SPECIAL EVENTS GRANTS | | \$ 40,443.51 | \$ 50,000.00 |

MISCELLANEOUS DONATIONS AND GRANTS

| Per Council resolutions, provisions of the City Grant-Making Policy and City Operating Budget | | | |
|---|--------------|--------------------|---------------------|
| DESCRIPTION | RESOLUTION # | IN KIND | AMOUNT |
| Blood Ties Four Direction | 2022-05-09 | - | 2,000.00 |
| Yukon Cares | 2022-18-03 | - | 1,709.00 |
| Food for Fines Program | 2022-25-07 | 2,820.00 | 9,240.00 |
| Yukon Anti-Poverty Coalition | n/a | - | 10,000.00 |
| Softball Yukon (per Memorandum of Understanding) | n/a | - | 11,927.12 |
| TOTAL MISCELLANEOUS DONATIONS AND GRANTS | | \$ 2,820.00 | \$ 34,876.12 |

RECREATION GRANTS

| Per Council resolutions | | | |
|---------------------------------------|------------------------|---------|-----------|
| DESCRIPTION | RESOLUTION # | IN KIND | AMOUNT |
| Alpine Ski Association | 2022-08-07 | - | 7,000.00 |
| Arctic Edge Skating Club | 2022-23-05 | - | 6,570.00 |
| Biathlon Yukon | 2022-08-07 | - | 4,000.00 |
| Boreal Adventure Running | 2022-08-07 | - | 750.00 |
| Climb Yukon Association (Yukon Climb) | 2022-08-07 | - | 4,000.00 |
| Community Choir of Whitehorse Society | 2022-23-05 | - | 5,200.00 |
| Freedom Trails | 2022-08-07 | - | 4,000.00 |
| Friends of Mount Sima | 2022-08-07 | - | 10,000.00 |
| Golden Age Society | 2022-08-07 | - | 4,000.00 |
| Gwaandak Theatre Society | 2022-08-07, 2022-23-05 | - | 14,000.00 |
| Jazz Yukon | 2022-08-07 | - | 2,400.00 |
| Larrikin Entertainment Ensemble | 2022-08-07 | - | 7,000.00 |
| Mountain View Golf Course | 2022-08-07 | - | 4,000.00 |
| Music Yukon | 2022-08-07 | - | 7,000.00 |
| Nakai Theatre Ensemble | 2022-08-07 | - | 4,000.00 |
| Special Olympics Yukon | 2022-08-07 | - | 3,000.00 |
| The Guild Society | 2022-08-07 | - | 4,000.00 |
| The Heart of Riverdale | 2022-08-07 | - | 11,000.00 |

**APPENDIX A
2022 UMBRELLA GRANTS SUMMARY**

RECREATION GRANTS (CONTINUED)

| DESCRIPTION | RESOLUTION # | IN KIND | AMOUNT |
|--|------------------------|-------------|----------------------|
| Whitehorse Concerts | 2022-08-07 | - | 2,500.00 |
| Whitehorse Cross Country Ski Club | 2022-08-07 | - | 5,000.00 |
| Whitehorse Curling Club | 2022-08-07, 2022-23-05 | - | 5,300.00 |
| Yukon Art Society | 2022-23-05 | - | 8,000.00 |
| Yukon Arts Centre Corporation | 2022-08-07 | - | 7,000.00 |
| Yukon Church Heritage Society | 2022-08-07 | - | 4,000.00 |
| Yukon Conservation Society | 2022-08-07 | - | 5,350.00 |
| Yukon Disc-Versity Guild | 2022-08-07 | - | 4,000.00 |
| Yukon Film Society | 2022-23-05 | - | 7,000.00 |
| Yukon Invasive Species Council | 2022-08-07 | - | 7,000.00 |
| Yukon Music Camp | 2022-08-07 | - | 11,000.00 |
| Yukon Theatre For Young People Society | 2022-23-05 | - | 7,900.00 |
| Yukon Transportation Museum Society | 2022-08-07 | - | 11,000.00 |
| 2022 RECREATION GRANT TOTAL | | \$ - | \$ 186,970.00 |

SIDEWALK CAFÉ AND POP-UP PARKING GRANTS

Per provisions of the program parameters as presented to council on May 9,2022

| DESCRIPTION | RESOLUTION # | IN KIND | AMOUNT |
|--|--------------|-------------|----------------------|
| Miners Daughter/Dirty Northern | n/a | - | 20,000.00 |
| The Kind Café | n/a | - | 5,511.75 |
| Java Connection 1998 Ltd. | n/a | - | 9,070.73 |
| The Coffee Shop | n/a | - | 18,096.88 |
| Belly of the Bison | n/a | - | 20,000.00 |
| Baked Café | n/a | - | 18,695.68 |
| Woodcutters's Blanket | n/a | - | 19,700.35 |
| TOTAL SIDEWALK CAFÉ AND POP-UP PARKING GRANTS | | \$ - | \$ 111,075.39 |

YOUTH RECREATION PROGRAMMING GRANTS

Per provisions of the City Grant-Making Policy and City Operating Budget

| DESCRIPTION | RESOLUTION # | IN KIND | AMOUNT |
|--|--------------|-------------|---------------------|
| Kids Recreation Fund | n/a | - | 12,000.00 |
| Boys and Girls Club | n/a | - | 20,000.00 |
| Youth of Today Society | n/a | - | 20,000.00 |
| TOTAL YOUTH RECREATION PROGRAMMING GRANTS | | \$ - | \$ 52,000.00 |

| | | | | |
|---|-----------|------------------|-----------|---------------------|
| TOTAL 2022 UMBRELLA GRANTS BYLAW 2023-02 | \$ | 43,263.51 | \$ | 1,078,592.05 |
|---|-----------|------------------|-----------|---------------------|

ADMINISTRATIVE REPORT

| | |
|--------------|---|
| TO: | Corporate Service Committee |
| FROM: | Administration |
| DATE: | January 9, 2023 |
| RE: | Commencement Report – Parks Building Renovation |

ISSUE

Council approval is required to commence the procurement of construction services for energy upgrades to 139 Tlingit Street. (Parks Building).

REFERENCE

- [Procurement Policy 2020-03](#)
- 2021-2024 Capital Expenditure Program 320c01217 139 Tlingit Street Energy Upgrades
- [Council Strategic Priorities](#)

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 2021 a design consultant was contracted to complete detailed plans and specifications for construction of energy conservation measures as well as a biomass heating system for the Parks Building at 139 Tlingit Street. The design for energy upgrades is now complete and ready for construction tender. However, a review of the cost estimate for the biomass heating system has resulted in delaying that part of the planned upgrade with the intention to further refine and resubmit to the 2024 capital budget cycle with an increased budget.

Funding for this part of the project is included in the approved 2021-2024 Capital Expenditure Program and will be coming forward for rebudget consideration later in 2023. The Canada Community-Building Fund (CCBF), formerly known as Gas Tax, has been secured and a Transfer Payment Agreement is in place.

ALTERNATIVES

1. Authorize Administration to commence the procurement for construction of energy upgrades to 139 Tlingit Street.; or
2. Refer the proposed procurement back to Administration for further analysis.

ANALYSIS

The proposed energy upgrade construction will reduce energy consumption and maintenance costs in the building while improving occupant comfort and functional operations. This building has not seen a substantial reinvestment since purchased and customized by the City for its use in the late 1980's.

Potential energy upgrades include: additional insulation, exterior doors, windows, LED lighting, building controls and other measures that will significantly reduce the energy consumption required to operate the facility.

During the conceptual design, options with cost estimates were generated to allow selection of energy improvements to maximize the return on investment and keep the project within budget. With development of the final design and specification, a Class “A” estimate was prepared. The estimate indicated that, like other recent projects due to an active construction market, the total cost could exceed the City’s budget. Therefore, if approved, Administration would proceed with identifying the highest priority tasks and only completing those that give the City the best means to reduce energy consumption.

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

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

Best Value: The RFT 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.

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

Sustainable Procurement: This project promotes economic and environmental sustainability by reducing energy consumption and green house gas emissions as well as improving operational efficiencies.

Tentative Project Schedule

| <u>Item</u> | <u>Proposed date(s)</u> |
|-------------------------------|-------------------------|
| Issue solicitation document | February 2022 |
| Issue Purchase Order/Contract | April 2022 |
| Start of Project | May 2022 |
| Substantial Performance | November 2023 |
| Total Completion | February 2024 |

ADMINISTRATIVE RECOMMENDATION

THAT Council authorize Administration to commence the procurement for the 139 Tlingit Street Energy Upgrades project.

ADMINISTRATIVE REPORT

| | |
|--------------|--|
| TO: | Corporate Services Committee |
| FROM: | Administration |
| DATE: | January 9, 2023 |
| RE: | Commencement Report – Snow and Ice Control Equipment |

ISSUE

Council approval to commence the procurement of Additional Equipment – Snow and Ice Control.

REFERENCE

- [Procurement Policy 2020-03](#)
- 2023-2026 Capital Expenditure Plan project 500c00623

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.

Funding for Additional Equipment – Snow and Ice Control is included in the approved 2023 Capital Expenditure Plan. There are 8 separate procurements planned for this project, 3 of which have an estimated value greater than \$500,000.

ALTERNATIVES

1. Authorize Administration to commence 3 procurements related to the Additional Equipment – Snow and Ice Control project; or
2. Refer the matter back to Administration.

ANALYSIS

The 2023 Capital Expenditure Plan (project 500c00623) includes funding for several pieces of additional equipment directly related to snow and ice control within the City.

There are 3 separate procurements planned to be released within this project with an estimated value greater than \$500,000;

These pieces of equipment are integral to the City's snow and ice control and road maintenance programs.

These 2023 procurements are being advanced without delay due to current long lead times for equipment, industry supply issues, and volatility in equipment pricing. Based on the latest industry feedback, it is anticipated that the lead time for this equipment may be approximately 12 months from date of order.

Purchasing

A Request for Tender (RFT) will be publicly issued and the lowest compliant bid will be eligible for contract award. Purchase approval will be obtained in accordance with the Procurement Policy.

Procurement Policy Principles

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

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

Best Value: The RFT 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 fleet equipment has been successfully completed numerous times by the City.

Local Procurement: Local expertise is known to exist to supply this type of equipment.

Tentative Project Schedule

| <u>Item</u> | <u>Proposed date(s)</u> |
|-------------------------------|-------------------------|
| Issue solicitation document | January 2023 |
| Issue Purchase Order/Contract | March 2023 |
| Total Completion | February 2024 |

ADMINISTRATIVE RECOMMENDATION

THAT Council authorize Administration to commence 3 procurements related to 2023 project 500c00623 Additional Equipment – Snow and Ice Control.

ADMINISTRATIVE REPORT

| | |
|--------------|------------------------------------|
| TO: | Corporate Services Committee |
| FROM: | Administration |
| DATE: | January 9, 2023 |
| RE: | Authorize Mayor and Council Travel |

ISSUE

Authorization of travel expenses for Mayor Cabott and Councillor Curteanu.

REFERENCE

- Council Remuneration Bylaw
- Travel Administrative Directive 2012-02
- Council Expense Policy

HISTORY

Council's Expense Policy and Remuneration Bylaw requires prior approval by Council Resolution for all requests for funding or reimbursement of expenses incurred in conjunction with travel by the Mayor and members of Council outside the City of Whitehorse.

ALTERNATIVES

1. Authorize the requests for travel expenses; or
2. Deny the requests for travel expenses

ANALYSIS

The Federation of Canadian Municipalities is hosting the Sustainable Communities Conference 2023 in Ottawa, Ontario and online from February 7th to 10th, 2023. Mayor Cabott and Councillor Curteanu have expressed interest to attend in person.

In addition, Mayor Cabott will have the opportunity to meet with federal elected officials in Ottawa on behalf of the City following the conference.

The travel expenses for the conference and intergovernmental meetings are anticipated to be well within Council's 2023 travel budget allocation.

ADMINISTRATIVE RECOMMENDATION

THAT travel expenses be authorized for Mayor Cabott and Councillor Curteanu to attend the Sustainable Communities Conference 2023 being held in Ottawa, Ontario and for Mayor Cabott to attend additional intergovernmental meetings.

ADMINISTRATIVE REPORT

| | |
|--------------|--------------------------------|
| TO: | Corporate Services Committee |
| FROM: | Administration |
| DATE: | January 9, 2023 |
| RE: | 2023 Deputy Mayor Appointments |

ISSUE

Adjustment of Deputy Mayor appointments for 2023 to address a scheduling conflict.

REFERENCE

- Council Procedures Bylaw 2021-12

HISTORY

Each calendar year in the fall, Council approves the appointment of Council members to Standing Committee Chair positions, Deputy Mayor, Reserve Deputy Mayor, various ad hoc committees, and confirms the appointment of Council members to special committees for the upcoming year.

In October 2022, Councillor Boyd was appointed as Deputy Mayor for the period from January 1, 2023 to February 28, 2023 and Councillor Curteanu was appointed for the period from September 1, 2023 to October 31, 2023. Councillor Boyd was also appointed as Reserve Deputy Mayor for the period of November 1, 2022 to April 30, 2023. Shortly thereafter, it was found that Councillor Boyd's appointments for Deputy Mayor and Reserve Deputy Mayor overlapped.

ANALYSIS

In order to address the existing situation where the Deputy and Reserve Deputy Mayor for January and February 2023 are the same person, Councillor Boyd and Councillor Curteanu will switch their existing Deputy Mayor appointment periods beginning January 1, 2023 and September 1, 2023 respectively. These adjusted appointments will not affect any other Council appointments.

ADMINISTRATIVE RECOMMENDATION

THAT Deputy Mayor appointments be adjusted and approved as follows:

Deputy Mayor

| | |
|------------------------------------|--|
| Councillor Mellisa Murray | November 1, 2022 to December 31, 2022 |
| <i>Councillor Jocelyn Curteanu</i> | <i>January 1, 2023 to February 28, 2023</i> |
| Councillor Michelle Friesen | March 1, 2023 to April 30, 2023 |
| Councillor Ted Laking | May 1, 2023 to June 30, 2023 |
| Councillor Kirk Cameron | July 1, 2023 to August 31, 2023 |
| <i>Councillor Dan Boyd</i> | <i>September 1, 2023 to October 31, 2023</i> |

CITY OF WHITEHORSE
CITY PLANNING COMMITTEE
Council Chambers, City Hall



Chair: Ted Laking

Vice-Chair: Michelle Friesen

January 9, 2022

Meeting #2023-01

-
1. Public Hearing Report – Zoning Amendment – Whistle Bend Phase 10 & 11
Presented by Senior Planner Mathieu Marois
 2. Public Hearing Report – Zoning Amendment – Whistle Bend Phase 12 & 13
Presented by Senior Planner Mathieu Marois
 3. Public Hearing Report – Official Community Plan
Presented by Manager Mélodie Simard
 4. New Business

ADMINISTRATIVE REPORT

| |
|---|
| TO: Planning Committee |
| FROM: Administration |
| DATE: January 9, 2023 |
| RE: Public Hearing Report – Zoning Amendment - Whistle Bend Phases 10 and 11 |

ISSUE

Public Hearing Report on a bylaw to amend the zoning of 25.8 hectares of vacant Commissioner's land comprising Phases 10 and 11 of Whistle Bend, from FP – Future Planning to public and residential zones.

REFERENCES

- [2009 AECOM Whistle Bend Transportation Network Impact Study](#)
- [2009 Whistle Bend Master Plan](#)
- [2015 AE Whistle Bend Phase 3-7 Traffic Impact Assessment Update](#)
- [2020 WSP Planning & Preliminary Engineering Design Report for Whistle Bend Future Areas & Town Square](#)
- [Zoning Bylaw 2012-20](#)
- [2022 Second Quarter Yukon Bureau of Statistics Population Report](#)
- 2022 AE Whistle Bend Update Phase 8-16 - Traffic Impact Assessment Update (Draft)
- Proposed Zoning Amendment Bylaw 2022-32

HISTORY

The proposed rezoning for Phases 10 and 11 of Whistle Bend from FP – Future Planning to public and residential zones received First Reading on September 26, 2022. Phase 10 will tentatively provide 117 lots for single-family homes or duplexes and 10 multi-family lots in addition to one greenbelt lot, one parks and recreation lot, and one public service lot. Phase 11 will tentatively provide 93 single-family lots and four multi-family lots.

Public Hearing notifications were sent out in accordance with the Zoning Bylaw 2012-20, including:

- Newspaper advertisements were posted in the Whitehorse Star and Yukon News on September 30, 2022 and October 7, 2022;
- Email notifications were sent to the Government of Yukon (YG) Land Management Branch, Kwanlin Dün First Nation, and Ta'an Kwäch'än Council; and
- Mail notifications were sent to property owners within 100 m of the subject site.

A Public Hearing for this item was held on October 24, 2022. One written submission was received with concerns. Nobody registered for, or spoke to the item at the public hearing.

ALTERNATIVES

1. Proceed with the second and third readings under the bylaw process; or
2. Do not proceed with the second and third readings.

ANALYSIS

The following matter was raised in the public input submission:

- Transportation impacts in Whistle Bend

The respondent noted there are transportation issues in Whistle Bend that should be addressed prior to approving additional phases. The respondent questioned how nine Whistle Bend phases could have already been approved without addressing the transportation issues created by the development. The respondent also noted the planning documents for Whistle Bend assumed that residents in the neighbourhood would rely more on transit and active transportation but from their observations, that is not the case.

Planning for the Whistle Bend neighbourhood began in 2006 and included an extensive community engagement process. This process culminated in the creation of the Whistle Bend Master Plan in 2009 (phases 1 to 7).

A Whistle Bend Transportation Network Impact Study was also completed in 2009 (2009 Study) to examine impacts on the wider transportation network and help inform the design of Whistle Bend. The Study provided recommendations for four horizons: short-term; medium-term, 50% Whistle Bend build-out, and 100% Whistle Bend build-out. The Transportation Master Plan (TMP) currently being developed will determine if these recommendations are still valid or will recommend alternative options.

Many improvements recommended in the short and medium-term have since been implemented such as the Whistle Bend connector between Mountain View Drive and Casca Boulevard, signal optimizations, signal installations, and transit service enhancements to Whistle Bend. Further transit enhancements are under design and may be in place in 2023 subject to council approval.

Longer-term recommendations that have not been implemented include an Alaska Highway Connector, College access road extension, and 4-lane widening of the Whistle Bend Connector.

In addition, a Traffic Impact Assessment (TIA) was completed in 2010 and updated in 2012 and 2015 as the neighbourhood design began evolving and construction of additional phases began.

In 2020, the Planning & Preliminary Engineering Design Report for Whistle Bend Future Areas & Town Square (2020 Whistle Bend Report) was completed and the vision for the planning, design, and engineering servicing of three future areas was proposed (phases 8 to 16). The 2020 Whistle Bend Report indicated that Future Areas A and B trips could be accommodated with existing internal roads and that there may be some capacity for the Casca Boulevard intersections to accommodate some or all of the Future Area C trips.

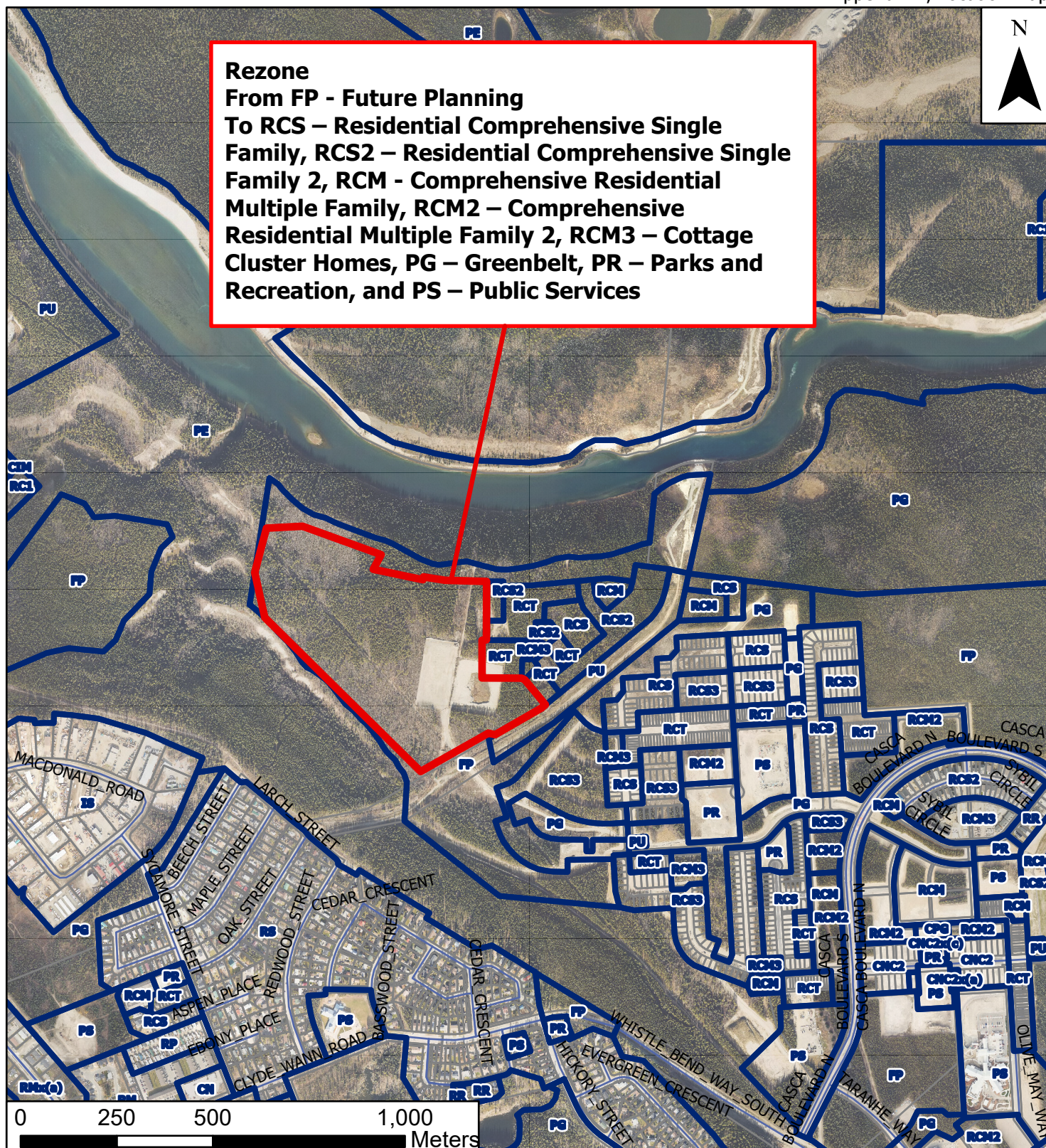
Notwithstanding the above, both the 2015 TIA and the 2020 Whistle Bend Report recommended that another TIA update be completed in order to confirm the traffic impacts of Future Area C. As recommended, a draft TIA (2022 TIA) was recently completed for the internal road network of Whistle Bend phases 8 to 16. Although it is a draft, the preliminary results indicate the conclusions are unlikely to change significantly. It confirmed that the traffic generated by the upcoming future phases is expected to be accommodated by the planned intersections along Casca Boulevard. It does however suggest that signalization should be considered at two intersections (Casca Boulevard at Tarahne Way and Casca Boulevard at Keno Way) at full buildout.

Furthermore, the results of the draft 2022 TIA update, as well as the rezoning of Whistle Bend phases, will inform the TMP currently being developed. While the 2022 TIA update examined the traffic impacts on the internal Whistle Bend roads, the TMP is a broader city-wide plan. The TMP will address traffic impacts in Whistle Bend, as well as Mountain View Drive and examine the public transit and active transportation mode shares. It will address any long-term transportation issues, both current and anticipated, across the City, including those within, around, and as a result of the Whistle Bend neighbourhood.

In summary, several Whistle Bend traffic impact assessments have been completed throughout the design and construction of Whistle Bend. The City is committed to providing additional housing opportunities while understanding that transportation infrastructure may need to be upgraded in order to accommodate the growth. Many of the recommendations from the 2009 Study have been implemented and it is expected that the TMP will provide further recommendations in regards to those that have yet to be implemented.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2022-32, a bylaw to amend the zoning of 25.8 hectares of vacant Commissioner's land comprising Phases 10 and 11 of Whistle Bend, from FP – Future Planning to public and residential zones, be brought forward for second and third reading under the bylaw process.



DATE:
September 19, 2022

FILE NO:
Z-19-2022

 Subject Site

CITY OF WHITEHORSE - PLANNING AND SUSTAINABILITY SERVICES

Bylaw 2022-32

A Bylaw to amend the zoning of vacant Commissioner's land comprising Phases 10 and 11 of Whistle Bend.



CITY OF WHITEHORSE

BYLAW 2022-32

A bylaw to amend Zoning Bylaw 2012-20

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

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

WHEREAS it is deemed desirable that the City of Whitehorse Zoning Bylaw be amended to establish zoning for the area known as Whistle Bend Phase 10 and Phase 11; and

WHEREAS Phase 10 and Phase 11 of Whistle Bend are vacant and all properties are owned by the Government of Yukon, thus minimizing the impact of zoning changes at this time;

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

1. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of approximately 15.76 hectares of vacant Commissioner's land, known as Whistle Bend Phase 10, from FP – Future Planning to RCS – Residential Comprehensive Single Family, RCS2 – Residential Comprehensive Single Family 2, RCM - Comprehensive Residential Multiple Family, RCM2 – Comprehensive Residential Multiple Family 2, RCM3 – Cottage Cluster Homes, PG – Greenbelt, PR – Parks and Recreation, and PS – Public Services as well as approximately 10.04 hectares of vacant Commissioner's Land, known as Whistle Bend Phase 11, from FP – Future Planning to RCS – Residential Comprehensive Single Family, RCM - Comprehensive Residential Multiple Family, and RCM2 – Comprehensive Residential Multiple Family 2 as indicated on Appendix "A" attached hereto and forming part of this bylaw.
2. This bylaw shall come into force and effect upon the final passing thereof.

FIRST READING:

September 26, 2022

PUBLIC NOTICE:

September 30, 2022 and October 7, 2022

PUBLIC HEARING:

SECOND READING:

THIRD READING and ADOPTION:

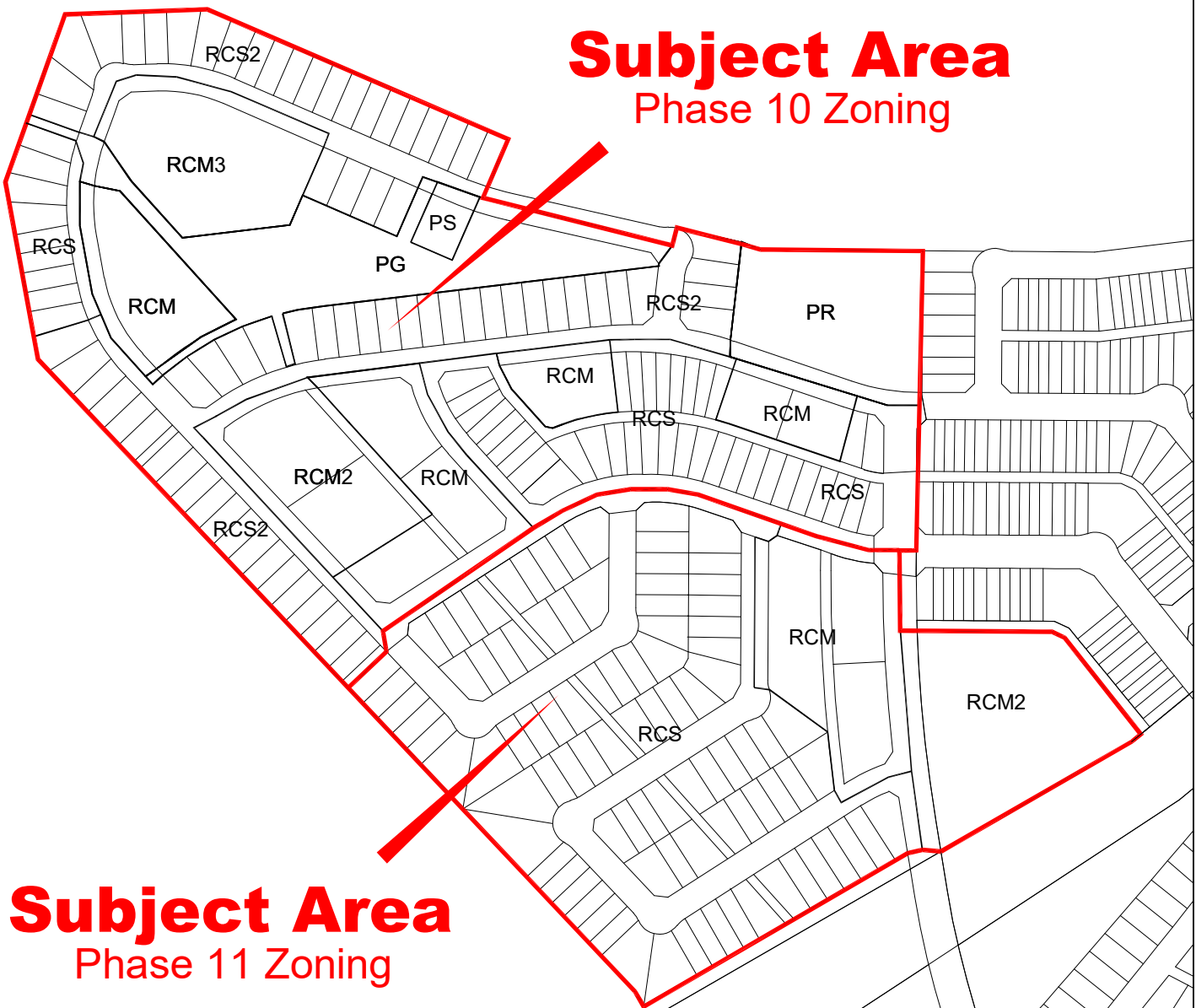
Laura Cabott, Mayor

Wendy Donnithorne, City Clerk



Yukon River

Subject Area Phase 10 Zoning




Subject Area Phase 11 Zoning

Bylaw 2022-32

A bylaw to implement the zoning for Whistle Bend Phases 10 & 11.

LEGEND

 SUBJECT AREA

ADMINISTRATIVE REPORT

| |
|---|
| TO: Planning Committee FROM: Administration DATE: January 9, 2023 RE: Public Hearing Report – Zoning Amendment - Whistle Bend Phases 12 and 13 |
|---|

ISSUE

Public Hearing Report on a bylaw to amend the zoning of 16.2 hectares of vacant Commissioner's land comprising Phases 12 and 13 of Whistle Bend, from FP - Future Planning, residential, and public zones to residential, mixed-use, and public zones.

REFERENCES

- [2020 WSP Planning & Preliminary Engineering Design Report for Whistle Bend Future Areas & Town Square](#)
- [Zoning Bylaw 2012-20](#)
- Proposed Zoning Amendment Bylaw 2022-43

HISTORY

The proposed rezoning for Phases 12 and 13 of Whistle Bend from FP - Future Planning, residential, and public zones to residential, mixed-use, and public zones received First Reading on October 24, 2022. It is estimated that the area will accommodate approximately 350 units or 850 people.

Public Hearing notifications were sent out in accordance with the Zoning Bylaw 2012-20, including:

- Newspaper advertisements were posted in the Whitehorse Star and Yukon News on October 28, 2022 and November 4, 2022;
- Email notifications were sent to the Government of Yukon Land Management Branch, Kwanlin Dün First Nation, and Ta'an Kwäch'än Council; and
- Mail notifications were sent to property owners within 100 m of the subject site.

A public hearing for this item was held on November 28, 2022. One written submission was received with concerns. Nobody registered for, or spoke to, the item at the public hearing.

ALTERNATIVES

1. Proceed with the second and third readings under the bylaw process; or
2. Do not proceed with the second and third readings.

ANALYSIS

The following matter was raised in the public input submission:

- Path behind Whistle Bend Place.

The submitter requested that the walking path behind Whistle Bend Place remain as the residents of the continuing care facility regularly use and enjoy it. They also requested a treed green belt area between Whistle Bend Place and the proposed housing.

The proposed Zoning Bylaw amendment includes an approximately 8m wide PG – Greenbelt zone to buffer the continuing care facility from future development. The zoning amendment also aligns with the Whistle Bend Future Areas & Town Square report land use plan for Area A which includes a trail where the current trail exists and a park space. The zoning amendment will therefore allow a trail to remain in the vicinity of Whistle Bend Place for the enjoyment of the residents of the continuing care facility and future residents of new developments in Phase 12 and 13.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2022-43, a bylaw to amend the zoning of 16.2 hectares of vacant Commissioner's land comprising Phases 12 and 13 of Whistle Bend, from FP – Future Planning, residential, and public zones to residential, mixed-use, and public zones, be brought forward for second and third reading under the bylaw process.

From FP – Future Planning, RCT – Comprehensive Residential Townhouses, RCM2 - Comprehensive Residential Multiple Family 2, PG – Greenbelt, PE – Environmental Protection and PS – Public Service to RCM – Comprehensive Residential Multiple Family, RCM2 – Comprehensive Residential Multiple Family 2, CM2x – Mixed Use Commercial 2 (Modified), PU – Public Utilities, PG – Greenbelt and PS – Public Services.

Keno Way

Continuing Care



Future
School
Site

Whistle Bend Way

600

Porter Creek

DATE:
October 17, 2022

FILE NO:
Z-22-2022

Whistle Bend Phases
12 & 13

CITY OF WHITEHORSE - PLANNING AND SUSTAINABILITY SERVICES

Bylaw 2022-43

A Bylaw to amend the zoning of vacant Commissioner's land comprising Phases 12 and 13 of Whistle Bend.



CITY OF WHITEHORSE

BYLAW 2022-43

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 the zoning for Phases 12 and 13 of the Whistle Bend Subdivision was established as part of the future planning work for multiple phases, and detailed planning has indicated that certain changes are desirable with respect to various zones and zone boundaries; and

WHEREAS Phases 12 and 13 of Whistle Bend is vacant and all properties are owned by the Government of Yukon, thus minimizing the impact of zoning changes at this time; and

WHEREAS it is deemed desirable that the City of Whitehorse Zoning Bylaw be amended to establish new zoning for the area known as Whistle Bend Phases 12 and 13;

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

1. Section 10.6 of Zoning Bylaw 2012-20 is hereby amended by adding a new subsection 10.6.7 i) as follows:
 - “i) The 2.2-hectare area located south of Lots 542-548, Plan 2019-0003 LTO YT in the Whistle Bend area, is designated CM2x(i) with the special modification being that density for residential developments is limited to 30 units per hectare, applied per lot.”
2. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by deleting the existing zoning for Whistle Bend Phases 12 and 13, located in the area adjacent to Casca Boulevard, and substituting therefore new zoning as indicated on Attachment “1” attached hereto and forming part of this bylaw.
3. For the purposes of clarity, a sketch showing the existing zoning for the Whistle Bend Phases 12 and 13 areas is attached hereto as Attachment “2” and forms 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:
THIRD READING and ADOPTION:

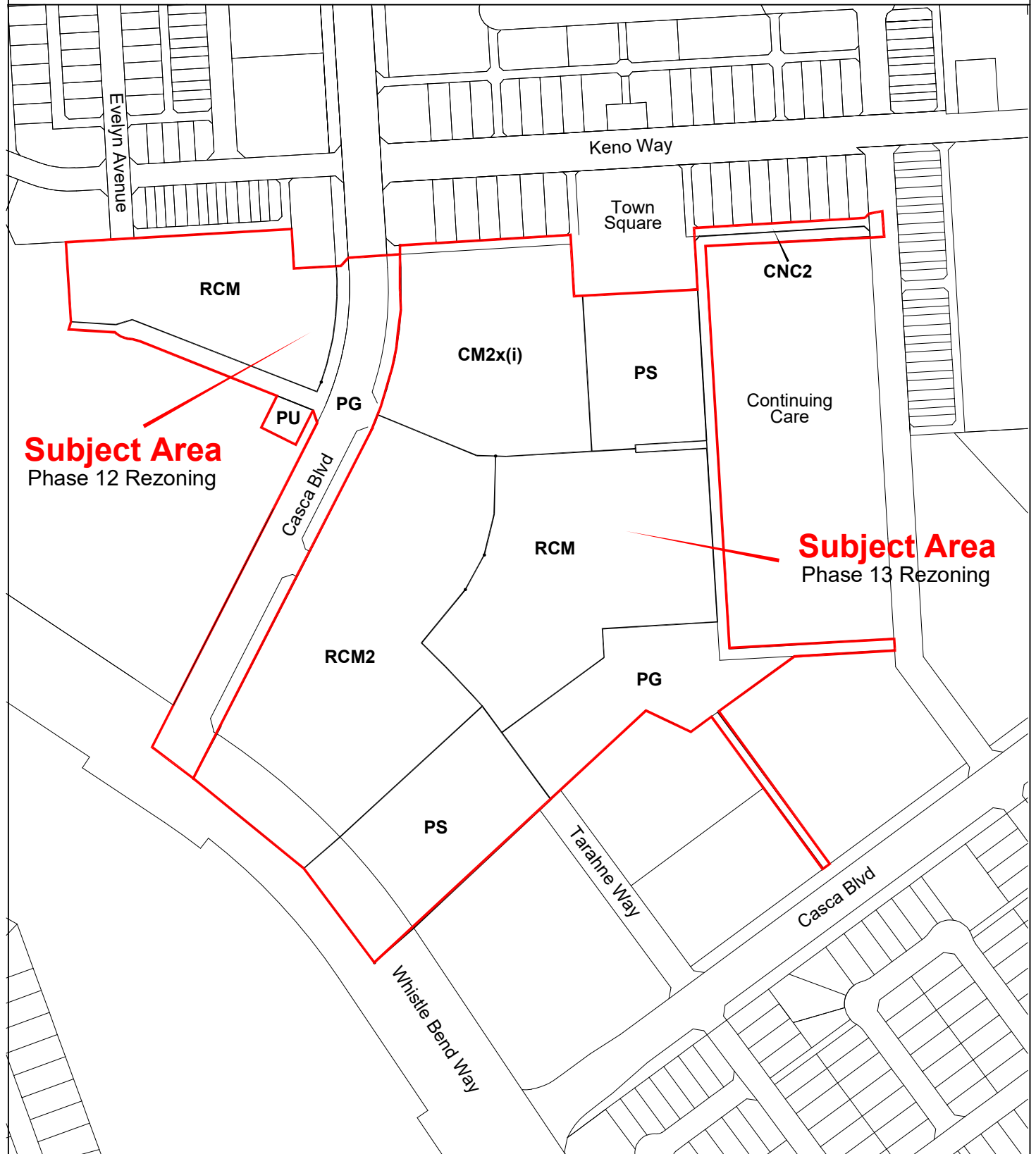
October 24, 2022
October 28, 2022 and November 4, 2022

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk




CITY OF WHITEHORSE
BYLAW 2022-43
ATTACHMENT 1



Bylaw 2022-43

A bylaw to implement the zoning for Whistle Bend Phases 12 & 13.

LEGEND

 SUBJECT AREA

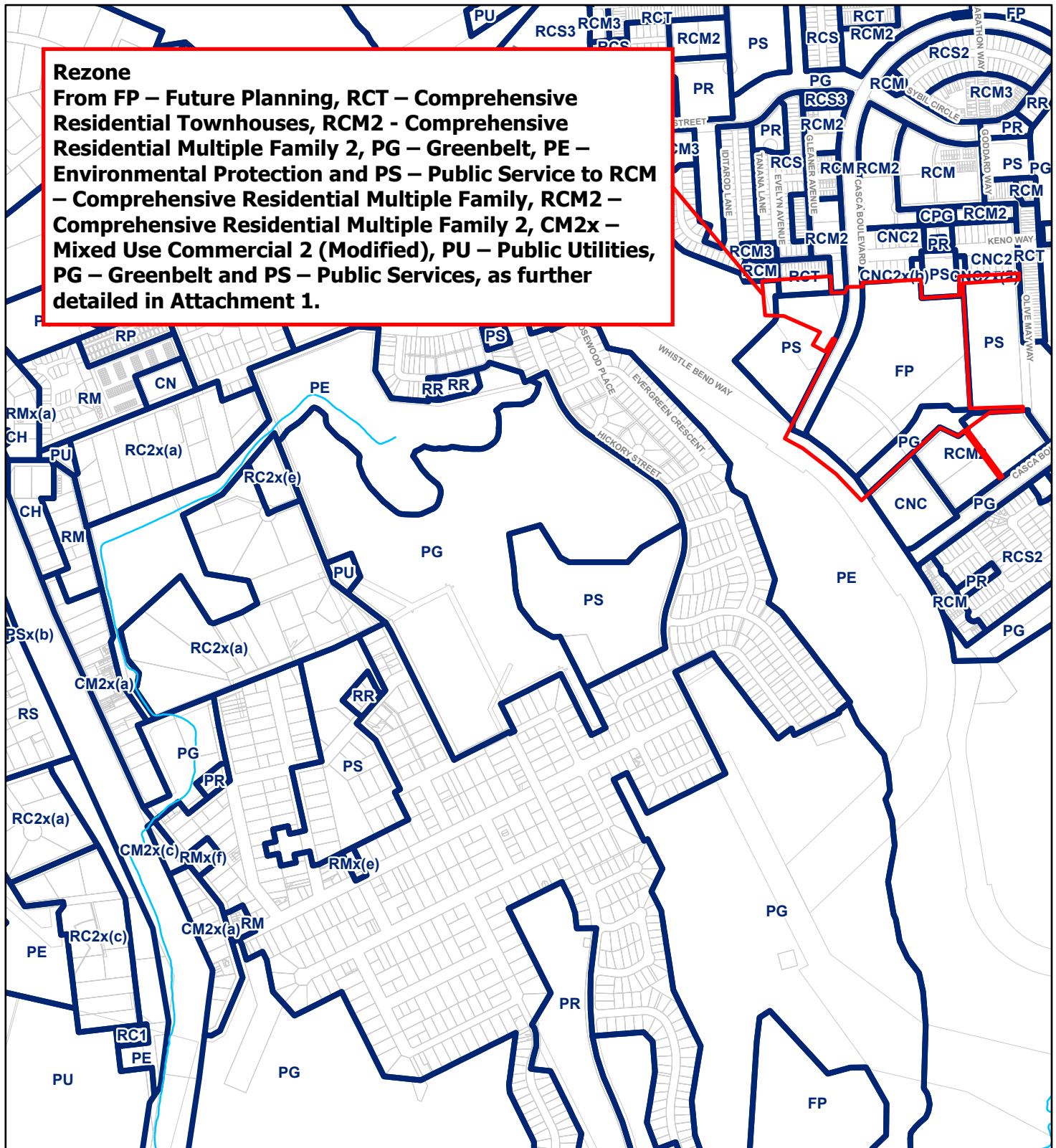
MAP 5

PORTER CREEK

BYLAW 2022-43
ATTACHMENT 2

Rezone

From FP – Future Planning, RCT – Comprehensive Residential Townhouses, RCM2 - Comprehensive Residential Multiple Family 2, PG – Greenbelt, PE – Environmental Protection and PS – Public Service to RCM – Comprehensive Residential Multiple Family, RCM2 – Comprehensive Residential Multiple Family 2, CM2x – Mixed Use Commercial 2 (Modified), PU – Public Utilities, PG – Greenbelt and PS – Public Services, as further detailed in Attachment 1.



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



0 340 680
Meters

Consolidation Date:
October 6, 2020

Map scale and location is not identical to Map 6 in the October 6, 2020 Office Consolidation

ADMINISTRATIVE REPORT

| |
|---|
| TO: Planning Committee |
| FROM: Administration |
| DATE: January 9, 2023 |
| RE: Second Public Hearing Report – Proposed Official Community Plan: Whitehorse 2040 |

ISSUE

Second Public Hearing report for the proposed Official Community Plan: Whitehorse 2040.

REFERENCES

- [Whitehorse 2040 – Proposed Official Community Plan \(November 2022\)](#)
- [Proposed Official Community Plan Adopting Bylaw 2022-40](#)
- [2010 Official Community Plan](#)
- [Municipal Act](#)
- [Residential Landlord and Tenant Act](#)
- [Downtown Escarpment Land Use Policy](#)
- [1981-2010 Climate Normals & Averages \(Government of Canada, Environment and Natural Resources\)](#)
- [2021 Accommodating Future Residential Demand in Whitehorse](#)
- [2021 Yukon Bureau of Statistics Population and Dwellings](#)
- [2022 Whitehorse North Trail Plan Map](#)
- 2011 EDI McIntyre Creek Wildlife Corridor Assessment
- McLean Lake Quarry Assessment, June 2015, Inukshuk Planning
- 2017 Southern Urban Containment Boundary Pre-Feasibility Study Final Report
- Stevens Lake Commercial Aggregate Quarry Decision Document (YESAB file number 2020-0124) and supporting documents
- Stevens Quarry Development Decision Document (YESAB file number 2012-0124) and supporting documents
- 2020 Groundwell Planning Review of Municipal Quarrying Policy and Practices
- 2020 Groundwell Planning Commercial and Industrial Land Study

HISTORY

The Official Community Plan (OCP) guides decision-making for the City by setting the long-term vision, guiding principles, and supporting policies for City growth and services. The OCP is adopted by Council through a bylaw process, following robust public engagement. Prior to Third Reading of the OCP bylaw, the Minister of Community Services is sent the proposed OCP for approval.

Bylaw 2022-40, the Official Community Plan Adopting Bylaw received its First Reading on August 8, 2022. In conformance with the requirements of Section 281(1) of the *Municipal Act*, a Public Hearing was held on September 12, 2022. Following the Public Hearing, changes to the proposed OCP were made and Council directed a second Public Hearing to

be held. Notifications for the second Public Hearing were sent out in accordance with the *Municipal Act*. Notifications included:

- Newspaper advertisements posted in the Whitehorse Star and the Yukon News on November 11, 2022, November 18, 2022, and November 25, 2022; and
- Email notifications were sent to the Government of Yukon (YG) Land Management Branch, Kwanlin Dün First Nation (KDFN), Ta'an Kwäch'än Council (TKC), community associations, and the OCP email distribution list.

A Public Hearing was held on November 28, 2022. Forty-six (46) written submissions were received and 12 people spoke at the Public Hearing.

ALTERNATIVES

1. Amend the proposed Whitehorse 2040 OCP as recommended and proceed under the bylaw process; or
2. Refer the proposed Whitehorse 2040 OCP back to Administration.

ANALYSIS

The analysis of issues below considers all input received as part of the Public Hearing process. Matters raised have been sorted into four groups:

1. Support;
2. Change recommended;
3. No change recommended;
4. Recommended minor text improvements; and

A general comment was received that the OCP was difficult to read and understand. It was requested that the OCP use plain language and define terms so that it is clear what the City is proposing. The recommended changes in this Administrative Report aim to improve legibility and policy clarity.

It is noted that any reference in this report to the 2040 OCP, or a policy, section, goal, or map within the 2040 OCP, references a proposed OCP, policy, section, goal, or map, until such a time that Council adopts the OCP.

1. Support

The following support was received for the 2040 OCP:

- Support for the removal of the Natural Resource Extraction designation for the Stevens area;
- Support for the Chasàn Chuà / McIntyre Creek Park and the removal of policies about the potential future transportation corridor through the area;
- Support for the City's goal of maintaining an adequate supply of commercial and industrial land to support economic opportunities;
- Support for the Whitehorse North Transportation Study;
- Support for sports and recreation opportunities provided by the City;
- Support for the City's commitment to working with First Nations; and
- Support for the City's commitment to climate action.

For some of the topics listed above, the City also heard concerns and requests for policy changes. These comments are further described and analyzed in the text that follows.

2. Change recommended

Administration is recommending changes to six topic areas, following the Public Hearing. The administrative recommendation is provided in a grey box, following the analysis of each issue.

Issue 1: Section 4 – Equity and Inclusion goals

Public input suggested that Section 4 – Equity and Inclusion should provide clearer direction.

Analysis

Administration has reviewed this Section and recommends reducing the number of goals so that clearer OCP direction can be provided.

Administrative Recommendation

- Delete goals 4.(e) and 4.(i) as they are captured under goal 4.(a).
- Delete goal 4.(c) as it is captured through goals 4.(a), 4.(d), and 4.(j).

Issue 2: Environmentally sensitive areas

TKC staff comments requested that the City commit to completing ongoing monitoring of environmentally sensitive areas and to consider alternative site locations prior to allowing development in environmentally sensitive areas.

Analysis

Policy 7.1.4 already requires implementation of mitigation measures when developing in environmentally sensitive areas. The City does not have the capacity to monitor environmentally sensitive areas. As with other bylaws, infractions are managed on a complaint basis. Additional clarity could however be provided to the OCP policies confirming that limited development would be permitted in environmentally sensitive areas.

Administrative Recommendation

- Update policy 7.1.3 to add a new sentence at the beginning of the policy:
 - ***Limited development will be allowed in environmentally sensitive areas. Exceptions may be considered for uses that are shown as needing to cross an environmentally sensitive area or be in an environmentally sensitive area because they cannot occur elsewhere. These exceptions will be based on the findings of professionally prepared studies or reports.***

Issue 3: Accessible transportation network

TKC staff comments requested that the City update the transportation and mobility goals in Section 11 to include accessibility.

Analysis

Increasing accessibility for all is a 2022-2024 Strategic Priority. Additional clarity could be provided in the Section 11 goals confirming that an accessible transportation network is desired.

Administrative Recommendation

- Update goal 11.(a) as follows:
 - *The City's transportation network is **accessible**, safe, equitable, and sustainable.*

Issue 4: Building heights in the Downtown

Public input called for updates to policies related to Downtown building heights. Table 1 compares the building height limits in the 2010 OCP and the 2040 OCP for different areas within the Downtown.

Table 1. Comparison of maximum building height limitations

| | 2010 OCP | 2040 OCP |
|----------------------|--------------------|---|
| Downtown Core | 25 m | 25 m however up to 30 m will be considered |
| Main Street | 20 m | 20 m east of 4 th Avenue and 30 m west of 4 th Avenue |
| Old Town | No specific height | 10 m |
| Riverfront | No specific height | No specific height |

It is noted that the OCP specifies some building height maximums. The building height allowances could be reduced in certain zones through the Zoning Bylaw when it is rewritten. For example, Council may choose to reduce building heights next to playgrounds to reduce or eliminate shadow impacts on these public spaces.

Specific comments are included in the analysis below as well as a response from Administration.

Analysis

Comment

Various Downtown building heights were suggested, including:

- 10 m (three storeys) in all of the Downtown;
- 15 m (four storeys) maximum in all of the Downtown;
- Seven storeys (~25 m) maximum in all of the Downtown;
- Maximum of four storeys (~15 m) north of Main Street and three storeys (~10 m) south of Main Street; and
- Maximum of three storeys (~10 m) west of 4th Avenue and four storeys (~15 m) east of 4th Avenue.

Response

The suggested building heights would reduce the development yield within the Downtown and may compromise the City's ability to meet its redevelopment targets in the Urban Core. The 2040 OCP building height allowances generally support the OCP vision, principles and goals. They support climate action by allowing for the location of more residents and services close to each other, reducing commuting times and by extension the community's greenhouse gas outputs. Further, they assist the City to provide cost-effective services to its residents by limiting the need to create new infrastructure and services outside of the Downtown.

Comment

- Concerns that increased building heights will negatively impact (i.e. block) views from the surrounding landscape;
- Consider a view corridor policy that preserves views of certain landmarks and mountains from select points;
- The wording in policies dealing with building heights along the riverfront is too vague (i.e. policies 15.9.13 and 15.12.4). Comments suggest a 15 metre or four storey building height limit as the land values and development costs do not make small scale or ten metre tall developments viable; and
- Concerns that taller buildings will cast shadows on the riverfront trail.

Response

The Chu Niikwän / Yukon River clay cliff and the Downtown escarpments are understood to be the main landscapes where views could be protected. The T'si Ma (Golden Horn Mountain) is also visible from the Downtown and increasing building heights is not expected to impact views of this mountain.

There are various policies supporting additional planning and / or protection of the lands facing the Chu Niikwän / Yukon River (the River) clay cliff. Policy 5.8 states that planning efforts along the riverfront will be coordinated to recognize the River's special importance. The lands along the River are designated as Mixed-Use – Riverfront. Policy 15.12.4 speaks to the importance of protecting views along the River. Policy 15.12.6 also prohibits the development of buildings between the riverfront walkway and the River. The proposed designation approach is similar to the 2010 OCP approach where the Zoning Bylaw is to provide further details on requirements related to building heights, setbacks, and massing for lands within the Mixed-Use Riverfront designation.

Most of the land along the Downtown escarpment is located within the Geo-Hazard Area defined in the Downtown Escarpment Land Use Policy which includes restrictions to development.

Comment

- Concerns that taller buildings may have greater shadow impacts; and
- Consider a shadow and natural light policy that ensures Downtown residents have sufficient natural light.

Response

Administration completed a sun-shadow analysis on Main Street to better understand the shadow impacts that different building heights would have on the streetscape. Taller buildings create longer shadows by blocking incoming light from the sun on sunny days in the fall and winter months. This is due to the low location of the sun in the sky. As such, the main impact of shadows is from the side of buildings fronting towards the north, along east to west streets, such as Main Street.

Administration's sun-shadow analysis concluded that there was a negligible difference on the shadows between building heights of 18 m and 30 m. It also concluded that the existing buildings on Main Street already cast shadows on the south side of the street and that at least one building casts shadows on both sides of the street during the fall or the winter.

Federal climate data shows that for the months of October, February and March there is bright sunshine on most days. However, for the months of November, December, and January, approximately half of the days on average do not have any measurable amount of sunshine in Whitehorse due to prevalent overcast conditions. There is an average of 40 hours of sunshine in November, 27 hours in December, and 44 hours in January.

While taller buildings will impact natural light in the Downtown, those buildings also allow for intensification of land use, consistent with many goals in the OCP. With respect to Main Street, the OCP provides a number of policies that provide direction to the development of the City's most important pedestrian-oriented retail and eating and drinking establishment corridor. Policies 15.9.10 and 15.9.12 specify that development along Main Street will complement the existing development pattern and that the character of the street will be retained through building size, height, and setback limitations.

Increased shadows may impact pedestrian comfort. Additionally, it may impact the character of Main Street. Since Main Street is a unique street in Whitehorse, Administration recommends that Council amend the OCP at second reading to add a new policy to address massing and building height provisions through the Zoning Bylaw. This will address how taller developments along Main Street will have height impacts mitigated and support the pedestrian-oriented environment.

Comment

- Policies 8.26 through to 8.31 as well as policy 8.34 conflict with policies in Section 15.12 Mixed-Use – Riverfront.

Response

Policies 8.26 through to 8.31 and 8.34 provide high-level policy direction for the Downtown area, whereas Section 15.12 provides more specific direction for the lands along the riverfront in the Downtown. Along both the riverfront and within the rest of the Downtown, the OCP promotes a broad range of uses and densities. Taller buildings are promoted in selected areas. Along the riverfront, however, the buildings are expected to be small scale per policy 15.12.4. Taller buildings may however be considered to

promote the concentration of culture and tourism uses along the riverfront. Building heights will be confirmed through the upcoming Zoning Bylaw update.

Comment

- Concerns that taller buildings may have greater traffic impacts and generate parking issues.

Response

Taller buildings may have impacts to traffic and parking. Additional analysis is required to better understand the potential traffic and parking impacts of taller buildings in the Downtown as well as on major corridor routes. On a project by project basis Traffic Impact Analyses are required for large developments which will help address impacts to existing infrastructure and identify required upgrades. Further examination on parking standards will be done as part of the Zoning Bylaw rewrite.

Comment

- Concerns that taller buildings may have greater permafrost impacts.

Response

There is no known permafrost in the Downtown.

Comment

- Building taller is not necessary as there is a lot of land to build elsewhere.

Response

Although Whitehorse has a lot of available land, the 2010 OCP and the 2040 OCP prioritize compact development to ensure services are used efficiently, transportation impacts are minimized, greenhouse gas outputs are limited, and wilderness spaces are preserved for as long as possible. The OCP has several policies that support intensification.

Comment

- Consider the impact taller buildings will have on birds.

Response

Impacts to birds can be mitigated through building design elements. This may be further reviewed through the Zoning Bylaw rewrite.

Comment

- Consider referencing storeys instead of metres when discussing building heights.

Response

Administration recommends adding a reference to number of storeys in addition to the building height metric.

Additional change recommended by Administration

Policy 15.9.7 references building heights of up to 25 metres and 30 metres. Administration recommends that Council update the language of this policy to increase clarity, whereas the maximum building allowance in the Downtown (excluding the portion of Main Street east of Fourth Avenue) is 30 metres. Also Section 15.9.14 is redundant because it is the same height limitation already applied to Main Street on the west side of 4th Avenue on Main Street in policy 15.9.8.

Administrative Recommendation

- Update Section 15.9 - Mixed-Use - Downtown Core to add clarification that 20 m is equivalent to 5-6 storeys, 25 m is equivalent to 7-8 storeys, and 30 m is equivalent to 8-10 storeys.
- Update policy 15.9.7 as follows:
 - '15.9.7 To promote the concentration of commercial and higher-density residential uses within the Downtown, the maximum building height allowed in the Mixed-Use – Downtown Core designation will be 25 metres.'
- Add a new policy and renumber Section 15 accordingly:
 - '15.9.8 *Notwithstanding Policy 15.9.7, buildings up to 30 metres in height may be considered within this designation subject to additional massing and building height provisions developed through the Zoning Bylaw.*
- Update policy 15.9.13 as follows:
 - '**Notwithstanding Policy 15.9.7**, Buildings fronting on Main Street, east of Fourth Avenue, will be no more than 20 metres in height, with heights decreasing toward the riverfront. More information about development along the riverfront is provided in Section 15.13 Mixed-Use – Riverfront.'
- Delete Section 15.9.14

Issue 5: Stevens area

The Stevens area has been identified in the City's OCP as a future resource extraction area since 1994 and was planned to be the City's main new gravel resource. Public input is included in the analysis as well as a response from Administration.

It is noted that the City received an online petition against the development of a quarry at Stevens area. This petition garnered approximately 9,000 signatures. Administration cannot independently verify the signatories. However, it is understood that many signatures do not come from Whitehorse residents.

Analysis

Comment

- Support for the removal of the Natural Resources designation for the Stevens area due to the dust, noise, air pollution, loss of property value, and loss of agriculture that a quarry may cause.

Response

The proposal to exclude the Natural Resources designation from the Stevens area received significant support. Many of those who spoke in support of this proposal at the Public Hearing identified as residents living in proximity to the potential quarry, either within the municipal boundary or in the Takhini Valley, north of the river with the same name.

YG applied to the Yukon Environmental and Socio-economic Assessment Board (YESAB) in 2012 and another proponent applied in 2020 to enable a quarry at the Stevens area. Both applications received a favorable recommendation along with mitigation measures, however, the projects were not approved by the Government of Yukon. In both cases, YESAB determined that significant negative effects to air and acoustic quality were unlikely. YESAB also determined that there is ample undeveloped land in the surrounding area that can be used for recreational opportunities and adverse impacts to the sedimentation or erosion of the Takhini River could not be identified. Since the impacts of a quarry in the Stevens area are expected to be largely mitigated, impacts on property values on property values are not expected.

Comment

- Gravel extraction is incompatible with trails and greenspace uses in the area.

Response

Many trails within the city coexist with other adjacent land uses, including trails close the quarries in the McLean Lake area. Administration is not aware of any aggregate resource within city limits that is not located in proximity to greenspace and / or trails. It is noted that aggregate resources include a 300 metre buffer requirement from residential designations, which would inherently include greenspace and therefore protect trail uses.

Comment

- A representative from the Board of the Yukon Contractor's Association (YCA) who was joined and supported by both the Whitehorse and Yukon Chamber of Commerce stated support for including the Natural Resources designation for Stevens Quarry. They stated that another significant source of gravel needs to be identified as most of the current quarries are coming to the end of their life expectancies; and
- A member of the public stated that Council has a responsibility to the residents of the City to make decisions for the benefit of all residents. This includes ensuring that an adequate supply of aggregate resources is available.

Response

Gravel is a fundamental element of city development. Gravel is required for all road infrastructure and land development projects. As a growing city, Whitehorse must balance the need to accommodate new growth with respecting existing land uses to avoid negative socio-economic impacts.

Removing the opportunity for future quarrying in the Stevens area may have significant impacts to the economy, the ability to pursue projects, and may increase project costs. However, there are some information gaps related to gravel extraction in the city, including:

- Unknown quantity of granular material remaining at McLean Lake, the city's main active gravel resource extraction area as well as in other smaller extraction sites. A 2015 report showed that the area may have approximately 4.3 million cubic metres of aggregate material and an additional 2.6 million cubic metres of unproven reserves;
- Lack of information regarding alternative new granular resource extraction options within the city and the approximate lifespan and quantity of granular material available at these potential future quarries;
- Number of different aggregate sources required during the life of the OCP to accommodate the City's diverse needs; and
- The quantity of granular material required for major projects anticipated in the future. In 2015, it was estimated that 250,000 cubic metres of aggregate resources would be required per year by 2025.

Comment

- The YCA and a representative from KDFN's development corporation, Chu Niikwän LP (CNLP), stated that mitigation measures can be implemented to address the concerns of nearby residents.

Response

Policy 15.13.2 lists several conditions required for new quarries in order to mitigate impacts to nearby residences. Additionally, development requirements will be applied to mitigate nuisance factors as per policy 15.13.3. A quarry would also be subject to a new YESAB review. YESAB has the authority to make recommendations for additional terms and conditions.

Natural Resource areas in the city are required to maintain a 300 m buffer from residential uses as per policy 15.13.4 as a way to mitigate the impact of quarries on adjacent residential uses. In 2020, the City commissioned a cross-jurisdictional review of municipal quarrying policy and practices which found that this buffer is generally in the range of buffers applied by municipalities in other parts of Canada. Notably, Ontario and Alberta planning documents seem to focus on protecting aggregate resources for extraction uses from existing or future development, rather than vice versa. This perspective emphasizes the critical role of gravel in development projects. The OCP's 300 m buffer also exceeds Yukon's requirements, which is a minimum of 100 metre buffer from residentially zoned land.

The distance from the Stevens area to residential areas exceeds the 300 m buffer required in the OCP. The Stevens area identified in Figure 1 is approximately:

- 1.5 km from the MacPherson neighbourhood; and
- 2.2 km from the Hidden Valley neighbourhood.

In addition, the Stevens area is 0.5 km from the Takhini River.

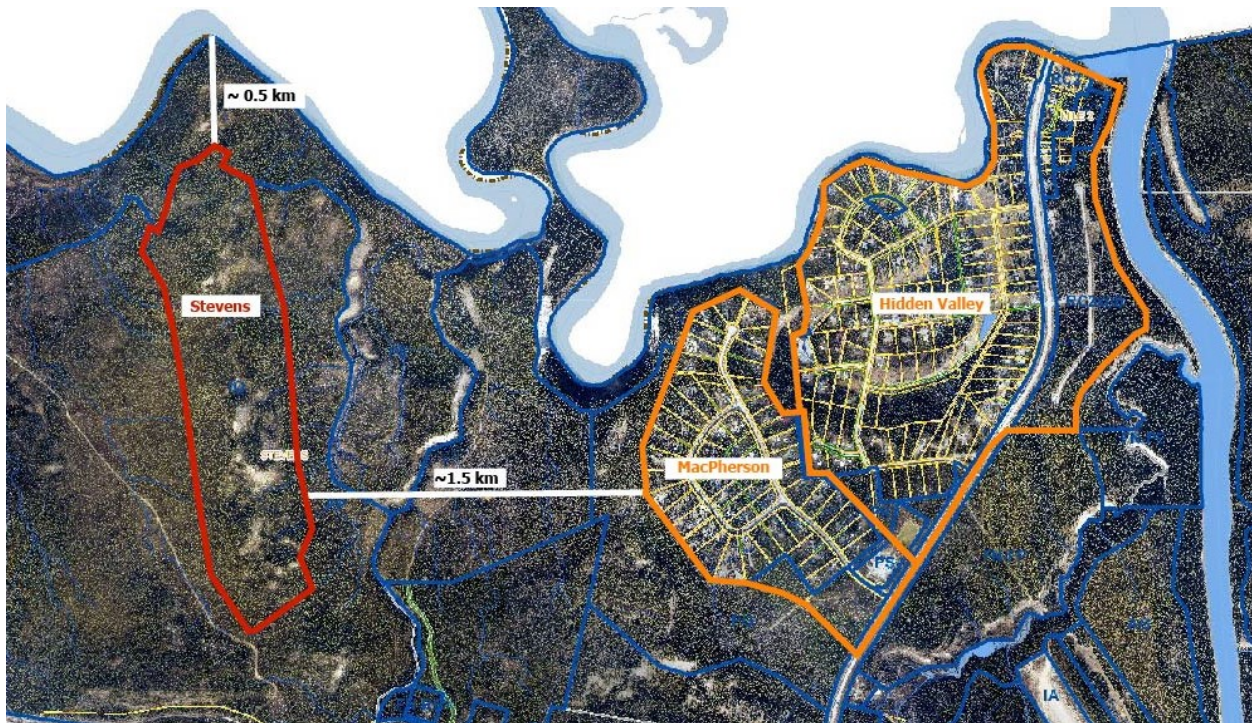


Figure 1. Stevens area

Comment

- The CNLP representative also stated that the only known alternative area to McLean Lake quarries with sufficient supplies of gravel is 2 km from the Carcross cut-off. This location is twice the distance from large development projects, such as Whistle Bend, as Stevens Quarry would be. With many projects slated for the coming years, the longer distance between gravel sources and areas of development needlessly increases carbon emissions, cost of gravel, and the overall cost of projects.

Response

Gravel resources will be required in the north of the city for several years in order to support the development of Whistle Bend as well as other projects such as the Holly Street and Hemlock Street residential projects, and the Alaska Highway expansion project. There remains a minimum of seven construction seasons before infrastructure is anticipated to be completed in Whistle Bend. The Stevens area is closer in proximity to projects in the north of the city than current supplies in the south. Supplying granular resources from the Stevens area would likely reduce infrastructure costs. It is noted that gravel resources may become available close to Whistle Bend through the development of a new residential area at Whistle Bend Way and Mountain View Drive. This area would require significant planning prior to proceeding, including considerations to limit impacts on the adjacent community as the site is located in an urban setting.

Comment

- The CNLP representative stated that KDFN has a parcel adjacent to Stevens Quarry intended for gravel extraction in the future.

Response

All KDFN settlement land parcels within the OCP are designated as First Nation Development Land. Policy 15.3.2 states that a master plan will be required for developments on lots greater than 1.5 hectares to confirm the land use. The City has not received a master plan from KDFN for a proposed quarry adjacent to the Stevens area and as such, plans and timing for the gravel extraction has not been confirmed.

Administrative Recommendation

Administration recommends adding a new Idea for Action which would call for additional work to be completed to gain a better understanding of the information gaps noted above. Administration also recommends a middle ground, where a portion of the Stevens area would be designated as Natural Resource Extraction and the remaining portion would remain as Future Planning. Administration's proposal is shown in the Appendix. The proposed area generally coincides with the area shown in the most recent YESAB application, completed in 2020. This area would notably be approximately 1.5 km from the Takhini River. In 2020, it was estimated that natural resource extraction would last for up to ten years.

Update Map 5 as follows:

- *Designate a portion of land in the Stevens area as Natural Resource Extraction in order to provide granular resources as shown in the Appendix.*

Add a new Idea for Action 76:

- *Initiate a study to determine the approximate lifespan and amount of granular resources remaining at current quarries within the city as well as identify potential future sources of granular resources.*

Issue 6: Notification area for OCP amendments

Public input called for updates to Policy 16.6 to expand the notification area for OCP amendments in rural areas.

Analysis

Policy 16.6 includes a requirement to notify properties within 100 m of a proposed OCP designation change prior to a Public Hearing. The OCP could be updated to be consistent with Zoning Bylaw Amendment notification requirements. It is noted that notification letters are only mailed to properties within the municipal boundary.

Administrative Recommendation

Update policy 16.6 as follows:

- *All amendments to the OCP will be circulated to adjacent properties ~~within 100 metres from the lands subject to the amendment~~ **located within the municipal boundary and within the following distance from the subject property or area:**
 - i. For areas within the Urban Containment Boundary, 100 m; and**
 - ii. For areas outside the Urban Containment Boundary, 1 km.***

Issue 7: Commitments to collaborate with TKC, KDFN and community groups in various policy areas

TKC staff requested that the City add a commitment to collaborate with TKC and KDFN, as well as with community groups to implement various policy initiatives.

Analysis

The OCP includes a commitment to strive to increase and strengthen partnerships with TKC, KDFN, and community groups (policies 16.9 and 16.10). In addition, policy 4.9 commits the City to work with TKC and KDFN to renew the 2018 *Declaration of Commitment*. With respect to land management, Idea for Action 72 suggests that the City investigate opportunities for joint land planning with both First Nations. This may include developing procedures for collaborating on joint planning initiatives.

Since the OCP already commits the City to collaborating with TKC, KDFN, and user groups, Administration does not recommend revisiting the OCP to add collaboration requirements in individual policies. However, Administration recommends clarifying under Section 1.1.5 – Plan Framework that the City may leverage partnerships to implement the OCP.

Administrative Recommendation

Update the first sentence of the second paragraph of policy 1.1.5 as follows:

- *It is the intent of the City that OCP goals will be advanced through **partnerships**, additional plans and strategies (...).*

3. No change recommended

Administration recommends no changes to the OCP for the following matters raised in the Public Hearing submissions. Administration's response is provided in italic, following the public input comment:

1. Comment called for Figure 1 to show the population increase from immigrants and people from other provinces or territories. *Figure 1 was provided by the Yukon Bureau of Statistics. The purpose of Figure 1 is to simply illustrate the increase in population over the years in Whitehorse and the rest of the Yukon, not where new residents originated from;*

2. Public input suggested that the City should stop encouraging population growth and that the public should be polled as to whether they support it or not. Additionally, it was noted that the Whitehorse power grid cannot support this growth. *The Yukon Bureau of Statistics provides population forecasts and the City plans ahead for the anticipated growth. The City does not control growth, but rather, the City's role is to determine where and how to accommodate it. The City did however ask residents where they would like growth to occur in the city, which is summarized in the 2021 Accommodating Future Residential Demand in Whitehorse report;*
3. Public input called for updates to Section 4 – Equity and Inclusion to allow permanent residents to vote after they have lived in the territory for a minimum of four years. *Section 48 of the Municipal Act specifies who is entitled to vote in an election and therefore the OCP cannot include such a policy;*
4. Request to align greenhouse gas emission reduction targets to international, federal, and territorial targets. *Policy 6.2 commits the City to developing and maintaining a strategy that addresses climate change. This may include aligning greenhouse gas emission targets with other governments;*
5. Request for updates to local food production policies and ideas for actions:
 - Request that the OCP provide opportunities to incorporate the use of green space for food production and rooftop gardens for bees in new development. *Policy 6.6 says that the City will encourage local food production and Idea for Action 28 addresses honey beekeeping. This issue may be further reviewed through the Zoning Bylaw update;*
 - Request to move ideas for action related to the food system into the Agriculture designation Section. *The OCP already includes a policy regarding food systems (policy 6.6). Administration recommends under Minor Text Improvements later in this report, to move policy 6.6 to Section 7 Environmental Stewardship;*
6. Comment to consider an electric or hydrogen fuelled transit system. *While the OCP is not an operational plan, it provides, through policy 6.7, broad support to advancing the transition of the community to sustainable, low-carbon means of transportation through investments in shared and active modes of transportation;*
7. Comments raised concerns with urban sprawl and noted that the OCP policy on compact development (policy 8.1) contradicts the City's goal to limit urban sprawl (goal 8.(a)). *The OCP includes policy direction to encourage development within existing neighbourhoods as well as the planning of the South Growth Area, as the City's next large scale greenfield neighbourhood. While the proposed OCP provides many opportunities to grow from within, planning of the South Growth Area is needed to ensure that residential supply does not fall behind demand. As part of the Master Planning process, additional discussions are expected to occur with the landowners (YG, KDFN and TKC) to establish timelines for the construction of this neighbourhood;*
8. Opposition to goal 8.(b) which aims to focus higher density residential and commercial developments in the Urban Core and in Urban Centres, as well as opposition to densification. Comments suggested doing a survey to understand the

public's view on the matter. *Extensive public engagement was conducted throughout the development of the OCP and densification was supported. Densification allows for compact development which contributes to combating climate change by promoting efficient use of services, limiting transportation impacts, and preserving wilderness spaces. It also supports the transition towards complete communities, as described in policies 8.4 through to 8.7;*

9. Concerns over a lack of affordable housing and a request for rent caps. *This is a YG responsibility through the Residential Landlord and Tenant Act. Policy 9.4 does however suggest that opportunities for affordable housing should be integrated into all neighbourhoods;*
10. Comments were received that short-term rentals are needed in the rental housing market and that any study under policy 9.7 should include local industry experts as they have data and statistics. *The City is committed to looking further into the impacts of short-term rentals and the specific details of the study will be determined in the future;*
11. Suggestion to consider age friendly communities initiatives and principles in the OCP. *This is already considered in the OCP, notably in policies 9.9, 9.10, and 12.17;*
12. Comments that the old housing stock should be replaced as it is energy inefficient and that every house should have solar panels. *Policy 9.11 supports the redevelopment of aging housing stock. Goal 6.(b) and policy 6.13 encourage greenhouse gas emission reduction efforts;*
13. Request to remove “residential” from goal 10.(d), which aims to maintain an adequate supply of residential, commercial, and industrial land to support local growth and diverse economic opportunities. *An adequate supply of residential land is needed to avoid negative socio-economic impacts;*
14. Comment asked clarification on the future plans of the Ear Lake quarries. *There is one active quarry under lease and is designated for industrial use, whereas the former lease area that is adjacent is designated as Future Planning and Industrial/Commercial;*
15. Suggestion that the City provide more commercial and industrial land and additional support for new and existing businesses. *A Commercial and Industrial Land Study was completed in 2020 and estimated that over the next 20 years, Whitehorse will need approximately 32 ha of Industrial/Commercial land and 87 ha of Industrial land. The OCP designations for these land uses exceed the recommendations from the study. It is noted that the release of land is assisted by support from the OCP, but ultimately the decision to release land for commercial and industrial use is up to landowners and not something the OCP can control. However, policy 10.15 states the City will work cooperatively with YG to advance the development of commercial and industrial land. A Minor Text Improvement is recommended later in the report to add a commitment to collaborate with TKC and KDFN as well, as per existing practices;*
16. Opposition to attracting visitors and encouraging tourism. *Tourism is one of the largest industries in the Yukon and is vital to the economy;*

17. Request for a policy to create safe active transportation routes along major transportation corridors, namely the Alaska Highway, to connect the north and south ends of the city to the Downtown. *The OCP provides the policy framework for active transportation, including safety, through policies 11.9 and 11.14 through to 11.21. The policies may be further explored through subsequent planning exercises such as the 2023 Transportation Master Plan;*
18. Comments were received around providing increased parking in the Downtown and in residential areas. *Policies 11.28, 15.11.2, 15.18.3, and 15.18.5 address parking. On-site parking requirements will be further reviewed in the Zoning Bylaw update, following the adoption of the OCP;*
19. Request for a tunnel connecting the Airport to Main Street. *A tunnel connecting the Airport to Main Street would go through the Moderate Geo-Hazard Area defined in the Downtown Escarpment Land Use Policy. This proposal is not viable, both from an environmental and an economical perspective;*
20. Opposition to policy 11.16 regarding the Whitehorse North Transportation Corridor upgrades. *Since the initial planning of the Whistle Bend neighbourhood in 2009, it was understood that upgrades to the north transportation corridor would be required in order to accommodate the growth in the area. The 2023 Transportation Master Plan will provide more details on the scope of any proposed changes to the City's transportation network;*
21. Public input requested that the OCP create more greenspace and parks for residents of Forestview, Hidden Valley, and MacPherson. *The Whitehorse North Trail Plan Map was approved in 2022 which provides a blue print for greenspace trails for northern Whitehorse neighbourhoods;*
22. Request that the City clarify how it will create a safe community through effective fire smarting and disaster preparedness. *Policies 12.2 to 12.5 provides policy direction regarding emergency management planning and wildfire risk reduction. This includes delivering a "four pillars of safety" approach to disaster and crisis management;*
23. Requests that the City consider:
 - Providing recycling facilities;
 - Providing waste collection in rural areas as rural residents must drive their waste to the City's waste management facility which causes increased transportation emission; and
 - Adding a goal in Section 12 – Municipal Services and Assets to promote producers of waste to take it back south with them on empty trucks.*These comments will be considered in the update to the Solid Waste Action Plan update underway.*
24. Request for a pedestrian bridge to the hospital and a second vehicle bridge over the River. *Idea for Action 60 and policy 15.4.8 address these requests. The 2023-2026 Capital Budget includes a project which will explore options for a new River crossing;*
25. Suggestion to provide better policies for glazing (windows) on the ground floor of buildings in the Downtown so they are more inviting and vibrant. *Policies 15.9.1,*

15.9.3, and 15.9.9 speak to enhancing the overall streetscape and experience for pedestrians. Glazing requirements will be further considered through in the Zoning Bylaw review;

26. Suggestion that the City work towards the development of a designated entertainment district where local establishments with live music, bars, and night activities are better suited. *Policy 15.9.8 encourages major tourism facilities, including eating and drinking establishments and art and culture facilities, to locate in the Mixed-Use - Downtown Core, and near Main Street and the riverfront. There are many OCP policies that aim to make Main Street a pedestrian-oriented corridor that can support these types of activities;*
27. Suggestion to standardize the minimum lot size for country residential in policy 15.16.4 i. to 0.5 ha for both new and existing lots. *The policy states that new residential development may occur on a lot that is a minimum of 0.5 ha in area so long as the applicant is able to appropriately demonstrate that the site and aquifer area has the capacity to accommodate long-term on-site servicing. The policy does not differentiate between new and existing lots;*
28. Opposition to the Porter Creek D replacement growth area (i.e. policy 15.18.9). Input raised the following concerns:
 - Housing development in that area would not yield a large number of lots. *The number of housing units the area could accommodate would be confirmed through master planning;*
 - Development along Whistle Bend Way and Mountain View Drive would increase traffic congestion issues. *The subject site is located along the Whitehorse North Transportation Corridor. As per policy 11.16, the City will prioritize the planning and implementation of upgrades along this corridor. The planning for any proposed changes will be further explored through the 2023 Transportation Master Plan as well as separate corridor and secondary bridge feasibility studies; and*
 - Development in that area would hinder the movement of wildlife through the Chasàn Chuà / McIntyre Creek Park. *Comments noted that there is already a lot of development around the creek which is negatively impacting wildlife. In 2011, a McIntyre Creek Wildlife Corridor Assessment was completed to assess whether a potential housing development and transportation linkage in the McIntyre Creek area would impact wildlife. The assessment concluded that, provided mitigation measures are in place, wildlife would not be negatively impacted;*
29. Suggestion to add a policy to develop an emergency snow clearing crew. *Per policy 12.22, the City will maintain a Snow and Ice Control Policy to guide snow and ice control efforts;*
30. Request to provide municipal water and sewer service to the Lobird area in order to support affordable housing. *The Southern Urban Containment Boundary (UCB) Pre-Feasibility Study recommended that Lobird sewage collection should be considered*

for incorporation into a future Southern UCB system. This issue will be further reviewed through upcoming South Growth Area feasibility studies;

31. Request to remove the term ‘Stevens Quarry’ from the OCP as it is not a quarry. *The term is not used in the OCP;*
32. Comments regarding engineering and business courses offerings and type of professionals needed in Whitehorse. *This is not a City responsibility and therefore the OCP does not provide any direction on this topic area. However, various policies and Ideas for Action note that the City will collaborate and support Yukon University, where appropriate;*
33. Comment to prioritize nuclear energy. *The City does not control power production; and*
34. Request to limit aircraft hours to allow eight hours of sleep. *The management and operation of public airports in the Yukon is not the City’s jurisdiction.*

4. Recommended minor text improvements

The following table contains recommended minor text improvements. Bolded text shows the proposed additions to the OCP.

| Change | | Type of Change |
|--------|--|-------------------------------------|
| 1 | Table of Contents <ul style="list-style-type: none"> Update to reflect changes. | Document Update |
| 2 | Update Section and policy cross-references to reflect document updates. | Document Update |
| 3 | Update policy 7.9 as follows: <ul style="list-style-type: none"> “The City will engage with the Government of Yukon, affected First Nations, Ta’an Kwäch’än Council, Kwanlin Dün First Nation, and Yukon University to establish Chasàn Chùà / McIntyre Creek Park.” | Correction |
| 4 | Update policy 8.9 as follows: <ul style="list-style-type: none"> “The City will collaborate with the Government of Yukon, Ta’an Kwäch’än Council, and Kwanlin Dün First Nation to identify suitable locations for future schools.” | Alignment with Strategic Priorities |
| 5 | Update policy 12.4 as follows: <ul style="list-style-type: none"> “Opportunities to collaborate with territorial, and federal, and First Nation partners will be maintained to promote and strengthen coordinated disaster and crisis management.” | Alignment with Strategic Priorities |
| 6 | Update Section 15.1 Agriculture as follows: <ul style="list-style-type: none"> “The Agriculture land use designation is intended to support local food production by accommodating agriculture and associated uses. While Whitehorse does not have the climatic conditions or industries to support a complete reliance on locally produced food, urban agriculture can bring many benefits to the community, including strengthening the local economy; advancing | Clarity |

| | | |
|----|---|---|
| | education about food systems; encouraging entrepreneurship; enhancing connectivity to the land and culture; and increasing sustainability. By providing space for community gardens or greenhouses, and allowing other non-soil based agriculture such as backyard chickens or apiaries, residents can offset the cost of importing the majority of their food base. (...). | |
| 7 | <p>Policies 15.4.6 and 15.18.11</p> <ul style="list-style-type: none"> Add a reference to Ta'an Kwäch'än Council lands in both policies to reflect that both TKC and KDFN have important lands in the area. | Alignment with Strategic Priorities |
| 8 | <p>Update policy 15.2.3 as follows:</p> <ul style="list-style-type: none"> "Commercial – Service areas along the Alaska Highway are generally expected to be of a larger of a scale, whereas scalessmaller-scale retail should locate in neighbourhoods and the Downtown." | Clarity - Typo |
| 9 | <p>Update policy 15.13.1 as follows:</p> <ul style="list-style-type: none"> "Uses that may be suitable for inclusion in the Natural Resource Extraction areasdesignation include quarry operations gravel extraction which is recognized as fundamental to the local economy as it supplies raw materials for new construction." | Alignment with Yukon Quarry Regulations |
| 10 | <p>Add the following sentence to policy 16.11:</p> <ul style="list-style-type: none"> "This may be done through intergovernmental engagement, working groups, and shared work plans that foster collaboration and knowledge sharing." | Clarity |
| 11 | <p>Section 2 Community Context</p> <ul style="list-style-type: none"> Move "Ta'an Kwäch'än Council Settlement Lands" header and associated text from Section 14 to new Section 2.2. Move "Kwanlin Dün First Nation Community Lands" header to "Type 3 Lands" header and associated text from Section 14 to new Section 2.3. <p>Section 5 Heritage, Arts, and Culture</p> <ul style="list-style-type: none"> Move policy 15.12.2 to Section 5 as new policy 5.9. <p>Section 7 Environmental Stewardship</p> <ul style="list-style-type: none"> Move policy 6.6 to Section 7 after the Air Quality, Noise and Light Pollution policies under a new subsection titled Local Food. <p>Section 13 Land Management</p> <ul style="list-style-type: none"> Move Section 14 - "First Nations Settlement Lands" to policy 14.1 and move "Historical Submissions" to policy 14. following policy 13.6. <p>Section 14</p> <ul style="list-style-type: none"> Remove Section 14 First Nation Settlement Lands as policies are now captured elsewhere in the document. | Document Structure Improvements / Alignment with Strategic Priorities |

| | | |
|----|--|-------------------------------------|
| | <ul style="list-style-type: none"> Create a new Section (Regional Parks) and move policies 7.7 to 7.9 and 16.14 to this new Section. Section 15 Land Use <ul style="list-style-type: none"> Move Kwanlin Dün McIntyre Subdivision and Crow and Swan Streets policy 14.3 so that it follows policy 15.18.9. | |
| 12 | Map 5: Land Use Designations <ul style="list-style-type: none"> Change the Commercial - Service designation in Takhini North to Mixed-use – Neighbourhoods (See Appendix). Remove the South Growth Area hatching from the Industrial/Commercial designation along the Alaska Highway (See Appendix). Update map 5 to show TKC lands with hatching. Since a designation has been assigned to TKC lands, these lands will not be subject to the First Nations Development Lands policies (Section 15.3). Mixed-Use – Live/Work designation: Change colour in legend so that it is consistent with map. | Correction |
| 13 | Idea for Action 65 <ul style="list-style-type: none"> Add "Strategy or Program" as the action type. | Clarity |
| 14 | Chu Nìikwän <ul style="list-style-type: none"> Add this term throughout the document, where the term "Yukon River" is used. | Alignment with Strategic Priorities |
| 15 | Elder <ul style="list-style-type: none"> Add this term throughout the document, where the term "senior" is used. | Alignment with Strategic Priorities |
| 16 | Throughout the document: <ul style="list-style-type: none"> Standardize formats, style, fonts, punctuation, and formal terminology, i.e. reference to proper government names, and add missing words across all sections. | Corrections and Clarity |

Third Public Hearing

Council has held two Public Hearings on the proposed Whitehorse 2040 OCP. Through the Public Hearing processes policy adjustments can be made to address comments heard at the hearing. Council has the authority to direct a third Public Hearing. In Administration's opinion the recommended changes in this report do not merit a third Public Hearing as changes address feedback heard at the hearing and either clarify or mitigate concerns heard, or provide an alternative solution to achieve the proposed Plan's policy direction.

ADMINISTRATIVE RECOMMENDATION

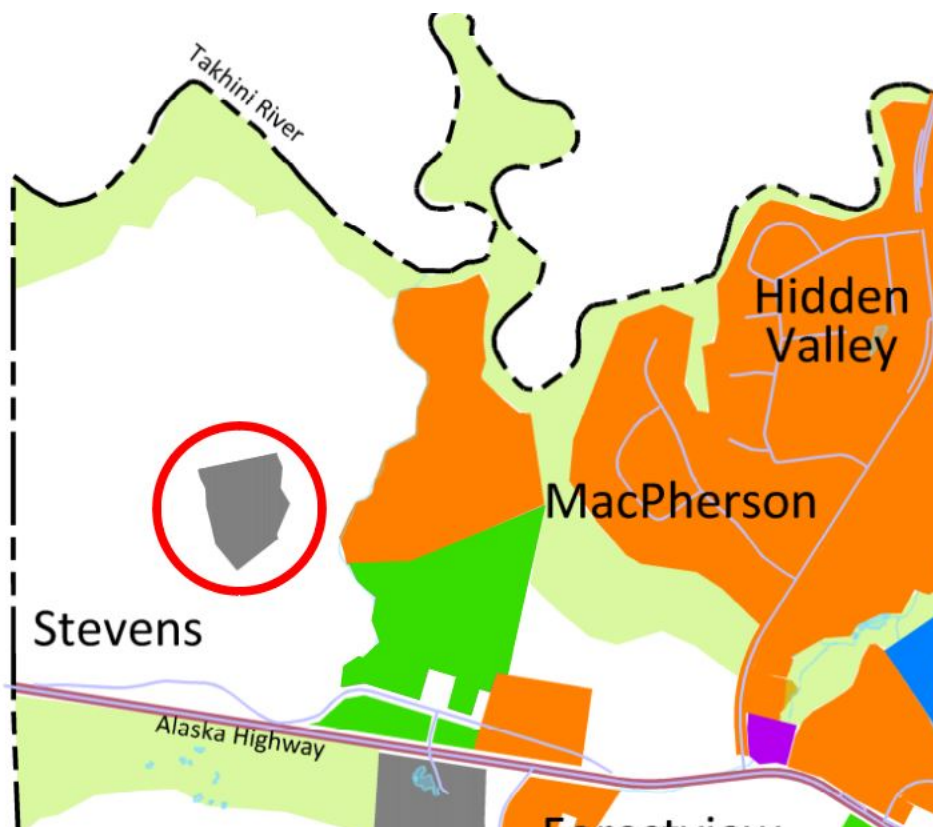
THAT Council directs that the proposed “Whitehorse 2040: Official Community Plan” be amended in accordance with the Administrative Recommendations detailed in the Administrative Report dated January 9, 2023; and

THAT Council directs that Bylaw 2022-40, a Bylaw to adopt the 2022 Official Community Plan, “Whitehorse 2040” be brought forward for Second Reading under the bylaw process.

Appendix: Changes to Maps

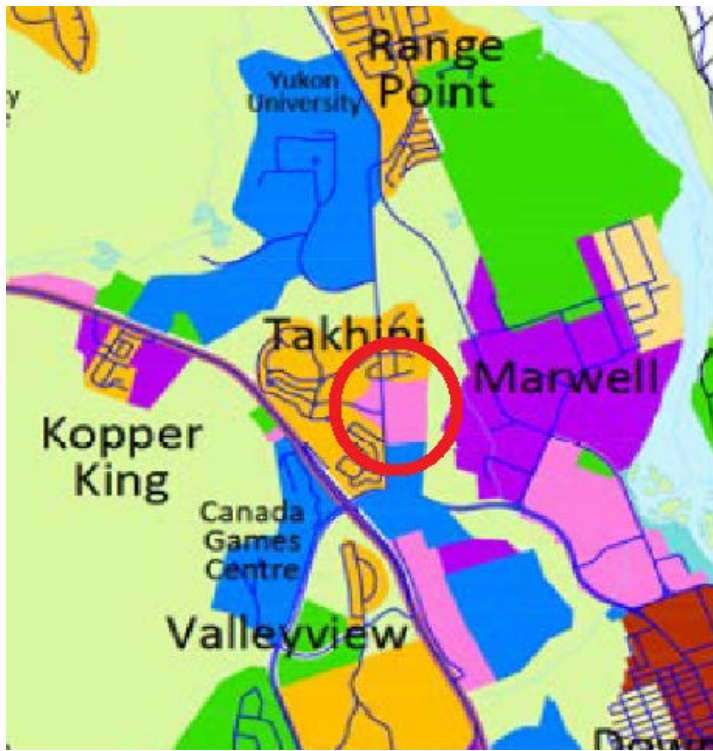
Map 5: Land Use Designations

- *Designate a portion of the land in the Stevens area as Natural Resource Extraction in order to provide granular resources for development projects in the north of the city as shown in the appendix.*



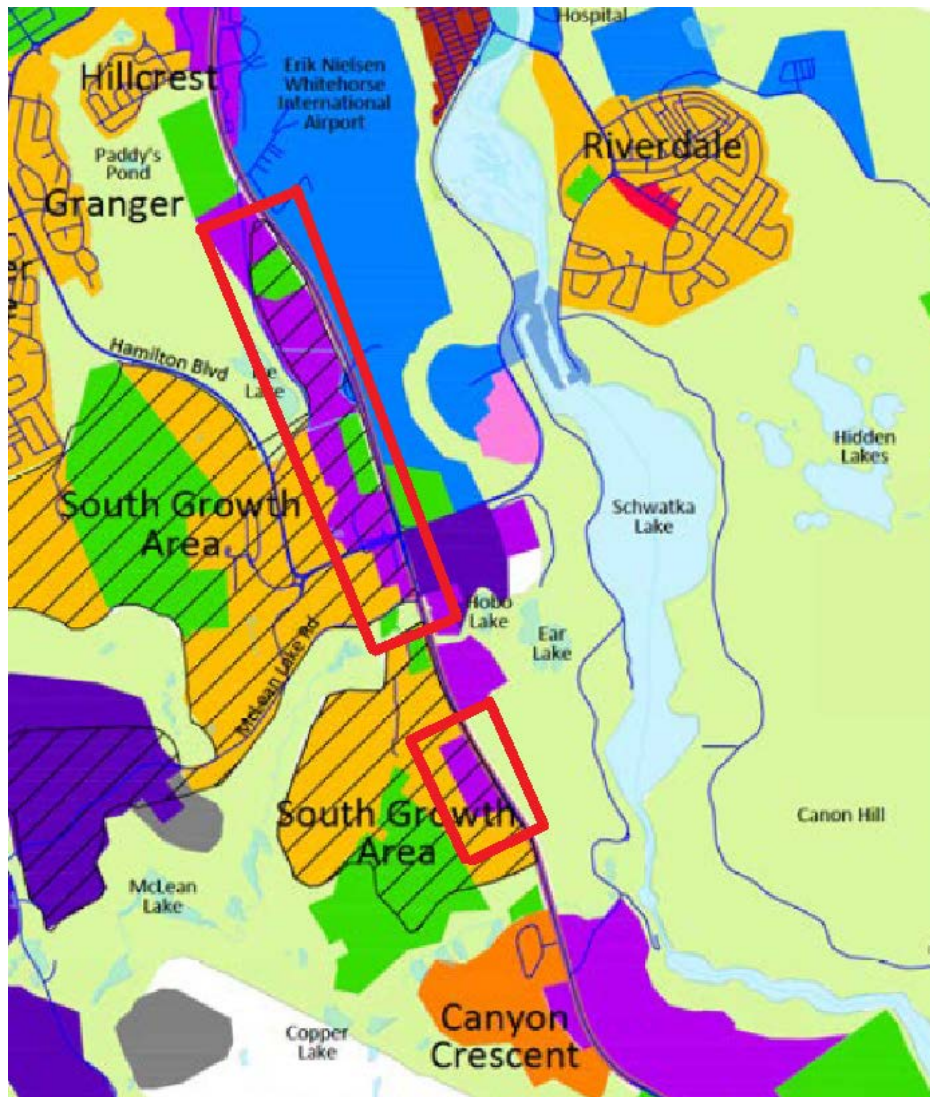
Map 5: Land Use Designations

- *Change the Commercial - Service designation in Takhini North to Mixed-use – Neighbourhoods.*



Map 5: Land Use Designations

- Remove the South Growth Area hatching from the Industrial/Commercial designation along the Alaska Highway.



CITY OF WHITEHORSE

BYLAW 2022-40

A bylaw to adopt a new Official Community Plan

WHEREAS Section 278 of the *Municipal Act* (SY 2016, c.8) 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 279 of the *Municipal Act* provides that an Official Community Plan shall address the future development and use of land, the provision of municipal services and facilities, environmental matters, the development of utility and transportation systems, provisions for the regular review of the Official Community Plan and the Zoning Bylaw, and any other matter the Council considers necessary; and

WHEREAS The City of Whitehorse has completed a comprehensive review and rewrite of the 2010 Official Community Plan;

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

1. This bylaw shall be cited as “The Official Community Plan Adopting Bylaw”.
2. The Official Community Plan, named Whitehorse 2040, policy document and its appendices, attached here as Appendix “A”, is hereby adopted by this bylaw.
3. The 2010 Official Community Plan, including all of its amendments, is hereby repealed by this bylaw.
4. The Official Community Plan shall be adopted as at the date that this bylaw comes into full force and effect upon its final passing.

FIRST READING:

August 8, 2022

PUBLIC NOTICE:

August 12, 2022 and August 19, 2022

PUBLIC HEARING:

September 12, 2022

SECOND PUBLIC HEARING

November 28, 2022

SECOND READING:

EXECUTIVE COUNCIL MEMBER APPROVAL:

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 9, 2022

Meeting #2023-01

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1. New Business

CITY OF WHITEHORSE
CITY OPERATIONS COMMITTEE
Council Chambers, City Hall



Chair: Dan Boyd

Vice-Chair: Jocelyn Curteanu

January 9, 2022

Meeting #2023-01

1. New Business