

CITY OF WHITEHORSE – STANDING COMMITTEES

Monday, May 1, 2023 – 5:30 p.m.

Council Chambers, City Hall

CALL TO ORDER

ADOPTION OF AGENDA

PROCLAMATIONS Red Dress Day (May 5)
Wildfire Community Preparedness Day (May 6)

DELEGATIONS Yukon Fire Fitness Association – Myron Penner, Anna
Kirkwood

CITY OPERATIONS COMMITTEE

1. New Business

COMMUNITY SERVICES COMMITTEE

1. Graffiti Policy Amendments
2. New Business

PUBLIC HEALTH AND SAFETY COMMITTEE

1. New Business

CORPORATE SERVICES COMMITTEE

1. Budget Amendment – Graffiti Management Program
2. Spring Recreation Grant Allocations
3. Council Donation – Yukon Learn Society
4. New Business

CITY PLANNING COMMITTEE

1. Zoning Amendment – 2 Klondike Road
2. Conditional Use Application – 101 Mount Sima Road
3. New Business

DEVELOPMENT SERVICES COMMITTEE

1. New Business



PROCLAMATION

RED DRESS DAY

May 5, 2023

WHEREAS for over 40 years the Yukon Aboriginal Women's Council has advocated for the rights of aboriginal women, girls and gender diverse people in Yukon and northern BC; and

WHEREAS Red Dress Day highlights the ongoing issue of violence towards Indigenous women, girls and gender diverse people, and also honours victims and families of Missing and Murdered Indigenous Women and Girls and Two-Spirit Plus people; and

WHEREAS the Red Dress Campaign is a public art installation to honour the Missing and Murdered Indigenous Women and Girls by hanging empty red dresses in a range of environments; and

WHEREAS in the Yukon, there are 45 MMIWG2S+, which includes one to signify that Indigenous Women are still targeted today;

NOW THEREFORE, I, Mayor Laura Cabott, do hereby proclaim May 5, 2023 to be **Red Dress Day** in the City of Whitehorse.

Laura Cabott
Mayor



PROCLAMATION

WILDFIRE COMMUNITY PREPAREDNESS DAY

May 6, 2023

WHEREAS Wildfire Community Preparedness Day provides opportunities to raise awareness of wildfire risk, share information and knowledge, and help residents make changes to improve the survival of their homes and neighbourhoods; and

WHEREAS wildfire preparedness is an important way to make sure you and your family are ready in the event of an emergency, and allows first responders to focus on the safety of the community, and those most in need.

WHEREAS holding FireSmart events can create a sense of community and assist the process of proactively addressing wildfire issues at a local level;

NOW THEREFORE I, Mayor Laura Cabott, do hereby proclaim May 6, 2023 to be ***Wildfire Community Preparedness Day*** in the City of Whitehorse.

Laura Cabott
Mayor

CITY OF WHITEHORSE
CITY OPERATIONS COMMITTEE
Council Chambers, City Hall



Chair: Dan Boyd

Vice-Chair:

Jocelyn Curteanu

May 1, 2023

Meeting #2023-09

1. New Business

CITY OF WHITEHORSE
COMMUNITY SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Michelle Friesen

Vice-Chair: Kirk Cameron

May 1, 2023

Meeting #2023-09

-
1. Graffiti Policy Amendments
Presented by Mélodie Simard, Manager, Parks and Community
Development
 2. New Business

ADMINISTRATIVE REPORT

TO: Community Services Committee
FROM: Administration
DATE: May 1, 2023
RE: Graffiti Policy Amendments

ISSUE

Council approval of the amendments to the Graffiti Management Policy are required to implement the planned 2023 Program.

REFERENCE

- [Graffiti Management Policy \(2009\)](#)
- [Maintenance Bylaw 2017-09](#)
- [City of Whitehorse Strategic Priorities 2022-2024](#)

HISTORY

Council's 2022 to 2024 Strategic Priorities include an action for the City to review opportunities to enhance the downtown core. Reducing or eliminating graffiti is one way to enhance the downtown area, and to increase the quality of the urban space.

The City has two legislative tools for graffiti:

- The Graffiti Management Policy outlines the measures to be undertaken to allow, prevent or alleviate graffiti on City owned property and assets; and
- The Maintenance Bylaw prohibits graffiti, unless it is contained within a mural or approved by the City of Whitehorse. The bylaw further requires that property owners remove graffiti within 30 days of discovering it.

Despite these tools, graffiti is present on private and public properties. It is pervasive on various municipal equipment and infrastructure, notably on garbage bins, street signage and on playground equipment. The graffiti that appears to be the most common in Whitehorse is "tagging", where the offender adds their "signature" in various areas.

ALTERNATIVES

1. Amend the Graffiti Management Policy as recommended; or
2. Refer back to Administration for further analysis.

ANALYSIS

Over the course of Summer 2023, the City will accelerate its efforts to clean up graffiti on its infrastructure, and will implement enhanced programs to support the reduction or prevention of graffiti throughout the City.

The City has received funding from Yukon Government's Crime Prevention and Victims Services Trust Fund to hire two staff for June, July and August to support the implementation of a Graffiti Management Program.

Legal Art Program

The Parks and Community Development Department will create and manage a legal art program which will include commissioning graffiti art on City waste receptacles or other assets, and creating murals or spontaneous venues to showcase graffiti art. The objective is that graffiti taggers will utilize these spaces, instead of properties and City assets.

This idea has been tested in other cities, and has been met with mixed reviews. To mitigate risk, Administration will complement the graffiti murals with additional beautification efforts, anti-graffiti messaging, and educational campaigns with businesses and youth organizations.

Parks and Community Development will monitor the panels and remove inappropriate messaging as needed.

Graffiti Management Policy Changes

The City's policy is will be reviewed comprehensively following the 2023 Summer program. At this time, it requires several specific, updates to support the 2023 enhanced summer program, implement of a legal art program, and clarify the City's Exceptions Zones where graffiti is allowed.

"Exception Zones" are meant to encourage graffiti taggers to channel their energies into these areas and thereby reduce graffiti in other areas. The Policy currently includes three exception zones: public notice kiosks, areas not directly visible to the public, and the skateboard park.

The proposed changes would:

- Remove the public notices kiosks and areas not directly visible to the public as permissible graffiti zones; and
- Clarify the skateboard park Exception Zone to specify that graffiti is not allowed on the skateboarding infrastructure (e.g. skateboard bowl). Graffiti can be harmful to skateboard activities as it can create slippery or uneven surfaces.

In addition, Administration recommends:

- Removing the "Ways to Contact the City" subsection of the policy. The Policy delegates incident reporting and tracking responsibility to the Parks and Recreation Department. However, for the 2023 season, Bylaw Services will receive, log and track reported incidents of graffiti. It is recommended to remove this information from the policy so that Administration can adapt its incidence reporting practice without requiring policy changes; and
- Update the Department names referenced in the policy.

Finally, the formatting of the policy will be updated to reflect current City policy document format practice.

Other Graffiti Prevention Measures

Over the course of the summer, Bylaw Services will continue to focus its efforts on reporting, education and compliance. In addition, Parks and Community Development will

continue to provide free graffiti removal kits to those requiring them. Administration is exploring other program options which may be implemented in 2023.

Additional policy and bylaw changes may be required following the 2023 program. This will likely include reducing the required timelines for graffiti removal on private property and undertaking a comprehensive review and update of the Graffiti Management Policy.

ADMINISTRATIVE RECOMMENDATION

THAT Council approve the amendments to the Graffiti Management Policy, as recommended.

CITY OF WHITEHORSE
COUNCIL POLICY

POLICY: **Graffiti Management Policy**

PURPOSE: .

AUTHORITY: Council Resolution # 2023 - , passed _____.

GRAFFITI MANAGEMENT POLICY

POLICY STATEMENT

The increasing presence of graffiti is of ongoing concern both for its adverse impact on the environment and streetscape and for its considerable cost in removal. This policy will outline measures to be undertaken to prevent/alleviate graffiti vandalism on City owned property and assets.

DEFINITIONS

“CITY PROPERTY/ASSETS” means all buildings, street pertinences, property and amenities that the City owns and/or maintains.

“EXEMPTION ZONES” means the areas where graffiti is allowed within the City of Whitehorse boundaries. (Appendix “B”) Graffiti is not removed in these areas.

“GRAFFITI VANDALISM” means any inscription, word, figure or word design that is marked, etched, scratched, drawn, sprayed, painted, pasted, applied or otherwise affixed to or on any surface of any City owned assets, property and buildings without prior approval.

“LEGAL GRAFFITI ART” means approved graffiti commissioned by the City on City owned assets, property or buildings.

“PRIORITY 1 ZONES” means City of Whitehorse owned buildings and vehicles with direct public access or high public visibility (Appendix “A”). Once reported, graffiti will be removed from these areas within one business day.*

“PRIORITY 2 ZONE” means the area within the downtown core between the Robert Campbell Bridge to the south and Industrial Road to the north (Appendix “B”). Once reported, graffiti will be removed from these areas within three business days.*

“PRIORITY 3 ZONE” means all other areas within the City of Whitehorse boundary. (Appendix “C”) Once reported, graffiti will be removed from these areas within five business days.

**Denotes that timeframes may be adjusted due to extreme inclement weather conditions.*

BACKGROUND

The incidence of graffiti in Whitehorse, on assets, both publicly and privately owned, has a negative impact on many aspects of life within the City. From negative attitudes directed towards youth to feelings of insecurity that graffiti may evoke in community members, graffiti affects more than just the immediate victims; it creates the impression that crime exists within the community. Typical amenities that get tagged include but are not limited to: City owned buildings, control boxes, garbage cans, signage, bridges/guardrails, heritage light poles and park amenities.

Over the past two years the Parks and Community Development Department has expanded their community cleanup efforts during the month of May to address graffiti in the City. Graffiti remover has been made available at no cost to businesses and the general public, and brief partnerships set up during the month of May with Yukon Electric, NorthwTel and Canada Post to remove graffiti from their assets. Parks staff is increasingly being called upon to remove graffiti in high visible areas and the cost is considerable.

The Whitehorse Chamber of Commerce, the Department of Justice and the Youth of Today Society partnered during the summer of 2007 for a month long pilot project called "Graffiti Clean Up Project". The youth involved cleaned up more than fifty sites around the City.

The partners in this project considered it a resounding success. Businesses were able to phone in, report and have graffiti cleaned up; many City sites in the downtown core were cleaned up and graffiti started to disappear in Whitehorse.

POLICY

While it is not possible to eliminate graffiti vandalism altogether, the City seeks to lead by example and encourage others to follow with the proposed strategies:

All techniques used by the City for removing graffiti should be handled with ecologically sustainable development principles to minimise harm to the environment and comply with relevant environmental law and policies.

All new City assets within highly tagged areas or areas vulnerable to tagging will endeavour to be provided with surfacing to mitigate the effort in graffiti clean up.

The City of Whitehorse may from time to time entertain a legal graffiti arts program to celebrate young people's talent and sub-culture. For example, graffiti art murals for City waste receptacles could be commissioned to young people.

The City may organize a Graffiti Management Task Force in partnership with the business community and other interested parties to participate in the rapid removal system for their downtown assets.

The City will develop a best practices guide to assist the various departments in the proper removal of graffiti from City property.

PRIORITY 1 ZONE

Priority 1 Zone contains City owned buildings and vehicles that are subjected to public traffic and tend to be the main public destinations in the City or viewed by the public. These buildings and vehicles are classified as ‘hot spots’ as they are subjected to a large amount of public traffic and visibility on a daily basis. Due to their nature, Priority 1 Zones graffiti is removed within 1 business day of identification.

PRIORITY 2 ZONE

Priority 2 Zone contains streets and City owned amenities within the downtown core from the Robert Campbell Bridge in the south to Industrial Road in the North and are subject to high pedestrian traffic or large amounts of graffiti and posters. These areas are also classified as “hot spots” and Priority 2 Zone graffiti is removed within 3 business days of identification.

PRIORITY 3 ZONE

Priority 3 Zone contains all streets and City owned amenities outside the downtown core and within the City of Whitehorse boundaries that may or may not be subject to high pedestrian traffic or large amounts of graffiti and posters. Priority 3 Zone graffiti is removed within 5 business days of identification.

EXEMPTION ZONES

Exemption Zones contain those City owned structures where graffiti is allowed within the City of Whitehorse boundaries. Graffiti is not removed in these areas.

IMPLEMENTATION STRATEGY

The City Graffiti Management Policy will be implemented focusing on the following fundamentals:

Rapid Removal of Graffiti Vandalism

An effective strategy against graffiti vandalism is to remove it as quickly as possible and to persist in removing it as soon as possible because:

- Solvents dissolve paint more easily if it is not completely dried and hardened; and
- The appearance of the property is improved making it a less likely target in future; and
- Graffitiists will be deprived of the reward/satisfaction of recognition.

Incorporate Legal Graffiti Art Program into the Community

Graffiti in many cases expresses an individual character and the diversity/subculture of the community. Graffiti vandalism will be lessened if opportunities are opened up to youth for positive self-expression. This can be achieved through:

- Programs such as commissioning graffiti art on City owned assets;
- Creating spontaneous venues to showcase graffiti art such as installed surfaces at the skateboard park and other areas where youth congregate; and
- Incorporating graffiti as public art on particular amenities such as wind breaks in parks.

ROLES AND RESPONSIBILITIES

The Parks and Community Development ~~Recreation~~ Department will administer the Graffiti Management Policy in co-ordination with other City Departments. Parks and ~~Community Development~~ ~~Recreation~~ will monitor and forward all reports of graffiti to the designated department for clean up: bus shelters (Transit ~~Services~~), pump houses (~~Water and Waste Services~~ ~~Public Works~~), parks and playgrounds (Parks ~~and Community Development~~), City owned buildings (~~Property Management~~ ~~Maintenance and Safety~~). All work to be carried out may be completed by designated departments or under contract.

Parks and ~~Community Development~~ ~~Recreation~~ will review work order status to ensure that clean up is completed within the designated timelines.

~~Ways to Contact the City:~~

~~Members of the community can report incidences of graffiti to the City via e-mail to graffiti@whitehorse.ca or to the Parks and Recreation Department at 668-8325.~~

~~Incidents reported to either of these contacts will be logged and tracked for completion. Notification back to those that reported the incident will not occur unless requested.~~

~~ENFORCEMENT~~

~~The City of Whitehorse will continue to assist the RCMP to identify persistent graffiti vandals by photographing tags and relaying these to the RCMP to help in the apprehension and prosecution of vandals.~~

~~The City of Whitehorse will act as an advocate for legislative changes to give RCMP greater power to deal effectively with graffiti vandals.~~

~~The City of Whitehorse will act as an advocate for legislative changes to restrict the retail display and sale of spray cans and other graffiti-related materials to persons under 18 years of age.~~

~~Where appropriate, the City of Whitehorse will pursue enforcement action under Council's policies and Bylaws, including the provision to prosecute vandals who are caught applying graffiti to City owned properties and amenities.~~

APPENDIX “A”

Priority 1 Zones:

1. City Hall
2. Municipal Services Building
3. Public Safety Building
4. Canada Games Centre
5. Takhini Arena
6. Mt. McIntyre Recreation Centre
7. Frank Slim Building
8. Sport Yukon Building
9. All City vehicles including buses.

Location outline for each building is included in the attached map.

APPENDIX “B”

Priority 2 Zone:

1. The downtown core area from the Robert Campbell Bridge in the south to Industrial Avenue in the north as outlined in the attached map.

APPENDIX “C”

Priority 3 Zone:

1. All areas outside the downtown core but within the City of Whitehorse boundaries as outlined in the attached map.

Appendix “D”

Exemption Zones:

1. Skateboard Park – graffiti is not permitted on the skateboarding infrastructure (e.g. skateboard bowl, ramps, and rails)



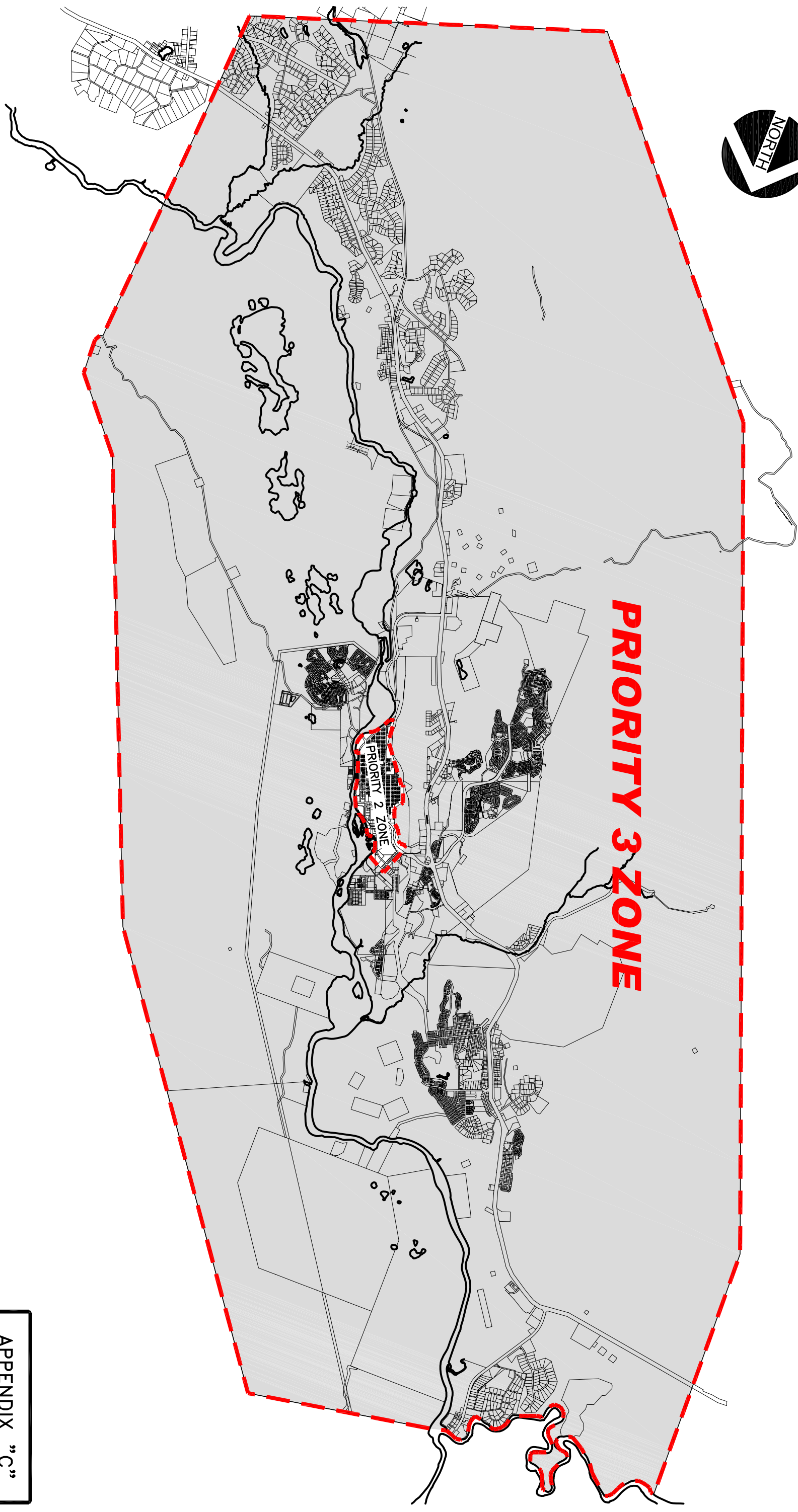
APPENDIX "A"
Priority 1 Zones



PRIORITY 3 ZONE

PRIORITY 2 ZONE

APPENDIX "C"
Priority 3 Zone



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



Chair: Jocelyn Curteanu

Vice-Chair: Mellisa Murray

May 1, 2023

Meeting #2023-09

1. New Business

CITY OF WHITEHORSE
CORPORATE SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Kirk Cameron

Vice-Chair: Ted Laking

May 1, 2023

Meeting #2023-09

-
1. Budget Amendment – Graffiti Management Program
Presented by Mélodie Simard, Manager, Parks and Community Development
 2. Spring Recreation Grant Allocations
Presented by Keri Rutherford, Program Leadhand, Recreation and Facility Services
 3. Council Donation – Yukon Learn Society
Presented by Lindsay Schneider, Director of People and Culture
 4. New Business

ADMINISTRATIVE REPORT

TO: Corporate Services Committee
FROM: Administration
DATE: May 1, 2023
RE: Budget Amendment – Graffiti Management Program

ISSUE

Administration is requesting a budget amendment to the 2023 Operating Budget to accommodate a contribution from the Crime Prevention and Victim Services Trust Fund to support the 2023 Graffiti Management Program.

REFERENCE

- [2023 to 2025 Operating Budget \(Bylaw 2022-42\)](#)

HISTORY

The Crime Prevention and Victim Services Trust Fund provides funding to community-based initiatives aiming to alleviate incidences of criminality. Graffiti is considered vandalism under the Criminal Code of Canada. With limited exceptions as set out in the Graffiti Management Policy, graffiti is prohibited in the City of Whitehorse.

The City has received funding in the amount of \$37,940.00 to hire two staff for June, July and August 2023 to support the implementation of the City's 2023 Graffiti Management Program.

ALTERNATIVES

1. Amend the Operating Budget to allow the City to accept the \$37,940.00 contribution from the Crime Prevention and Victim Services Trust Fund; or
2. Refer the matter back to Administration for further analysis.

ANALYSIS

The funding will help facilitate the removal of graffiti on public and private property within the city, with a focus on the downtown area. Further, the funding will help support other components of the planned 2023 Graffiti Management Program, including working towards the creation of a new "legal art program" promoting graffiti art in key locations.

ADMINISTRATIVE RECOMMENDATION

THAT Council amend the 2023 Operating Budget to receive the \$37,940.00 contribution from the Crime Prevention and Victim Services Trust Fund to support the implementation of the 2023 Graffiti Management Program.

1 **ADMINISTRATIVE REPORT**

2 **TO:** Community Services Committee
3 **FROM:** Administration
4 **DATE:** May 1, 2023
5 **RE:** Spring Recreation Grant Allocations

6 **ISSUE**

7 Approval of the grant recommendations for Spring Recreation Grant allocations

8 **REFERENCE**

- 9 • [Recreation Grant Policy](#)
10 • 2023 Spring Recreation Grants – Appendix A

11 **HISTORY**

12 Council policy governs the allocation of recreation grants. The Recreation Grant
13 Task Force met on April 13, 2023 to discuss and compile recommendations for
14 funding in accordance with the Recreation Grant Policy.

15 A total of \$250,000.00 is available for two granting sessions in 2023. The funding
16 available for this session for all Recreation Grant categories is \$150,000.00 plus
17 any refunds received.

18 The total amount received by the City for 2023 through the Community Lottery
19 Fund was \$197,176.00. The City continues to acknowledge Lotteries support in
20 City advertising.

21 **ALTERNATIVES**

- 22 1. Approve the allocation of the grants as recommended by the Task Force; or
23 2. Refer the matter back to Administration.

24 **ANALYSIS**

25 The Recreation Grant Task Force received and reviewed 34 applications totalling
26 \$163,496.21 in requests. Applications were submitted under the Recreation Grant
27 Policy and the four funding categories: Ongoing Projects and Initiatives, New
28 Projects and Initiatives, Training and Leadership Development, and Operational
29 Support. The evaluation of the applications was conducted using the evaluation
30 matrix and eligibility criteria.

31 Council has the authority to deny any of the recommendations brought forward by
32 the Task Force. The result of denied recommendations is that some projects might
33 not proceed.

34 Per the Community Lotteries guidelines, any requests that are O&M related are
35 ineligible for funding. This means that all of the O&M requests received are funded
36 using the City's contribution of \$52,824.00.

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

40 \$154,296.21 is recommended for allocation by the Recreation Grant Task Force
41 and is within the amount of funding available.
42 Where funding recommendations do not reflect the full amount of funding requests,
43 it is because certain elements of an application may be fundable under another
44 program or only a portion of the application was eligible for consideration.

45 **ADMINISTRATIVE RECOMMENDATION**

46 THAT Council approve the allocation of \$154,296.21 for Recreation Grants as
47 recommended by the Recreation Grant Task Force.

Appendix A Spring 2023 Recreation Grants
2023 Spring Recreation Grants

#	Applicant	Priority/Type	Project	Last Funded Year	Last Funded Amount	Amount Requested	Amount Recommended
1	Alpine Ski Association	Ongoing Projects and Initiatives	Ski Timing Equipment Renewal	Spring 2022	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
2	Alpine Club of Canada-Yukon Chapter	New Projects and Initiatives	ACC Yukon - Ta'an Kwäch'än Council Pilot Summer Camp Rock Climbing Program	N/A	N/A	\$ 2,100.00	\$ 2,100.00
3	Friends of Mount Sima Society	Ongoing Projects and Initiatives	Canoes for Summer Camps	Spring 2022	\$ 6,000.00	\$ 5,040.00	\$ 5,040.00
4	Granger Community Association	Ongoing Projects and Initiatives	HOT DRINKS for SLEDDING PARTY and other Events	Fall 2021	\$ 2,968.00	\$ 1,006.21	\$ 1,006.21
5	Gwaandak Theatre Society	Ongoing Projects and Initiatives	Indigenous Summer Play Readings	Spring 2022	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
6	Jazz Yukon	Ongoing Projects and Initiatives	Jazz in the Hall	Spring 2022	\$ 2,400.00	\$ 2,750.00	\$ 2,750.00
7	Larrikin Entertainment Ensemble	New Projects and Initiatives	Play	Spring 2022	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
8	Music Yukon	Ongoing Projects and Initiatives	Arts in the Park 2023	Spring 2022	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
9	Nakai Theatre Emsemble	Ongoing Projects and Initiatives	Nakai @ Wondercrawl	Spring 2022	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
10	Nlaye Ndasadaye Daycare	New Projects and Initiatives	Music Program	N/A	N/A	\$ 3,900.00	\$ 3,900.00
11	Special Olympics Yukon	Ongoing Projects and Initiatives	Golf Program	Spring 2022	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00
12	The Heart of Riverdale	Ongoing Projects and Initiatives	Summer Arts Camps	Spring 2021	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
13	The Victoria Faulkner Women's Centre	Ongoing Projects and Initiatives	Mom and Kids Summer Recreation Program	N/A	N/A	\$ 7,000.00	\$ 7,000.00

14	Whitehorse Bike Kitchen Taskforce	New Projects and Initiatives	Whitehorse Bike Polo	N/A	N/A	\$ 5,500.00	\$ 5,500.00
15	Whitehorse Concerts	Ongoing Projects and Initiatives	Exploring Classical Music	Spring 2022	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
16	Whitehorse Cross Country Ski Club	New Projects and Initiatives	Fencing	Spring 2022	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
17	Yukon Arts Centre	Ongoing Projects and Initiatives	Youth Arts Education and Transportation Program	Spring 2022	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
18	Yukon Breeze Sailing Society	Ongoing Projects and Initiatives	Outboard Motor	Spring 2015	\$ 4,857.50	\$ 4,500.00	\$ 4,500.00
		Training and Leadership Development	Coach Training				
19	Yukon Canoe and Kayak Club	Ongoing Projects and Initiatives	Equipment	N/A	\$ 7,000.00	\$ 9,500.00	\$ 9,500.00
		Training and Leadership Development	Certifications		\$ 2,500.00		
20	Yukon E-Sports Alliance	New Projects and Initiatives	Support for Events	N/A	N/A	\$ 5,000.00	\$ 5,000.00
21	Yukon Summer Music Camp Society	Ongoing Projects and Initiatives	Yukon Summer Music Camp 2023	Spring 2022	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
				Total Amount Requested:		\$ 108,896.21	
				Total Amount Available-Spring:		\$ 175,000.00	\$ 108,896.21

ADMINISTRATIVE REPORT

TO: Corporate Services Committee
FROM: Administration
DATE: May 1, 2023
RE: Council Donation – Yukon Learn Society - Literacy Fundraiser

ISSUE

Request for a Council donation for the Yukon Learn Society annual golf tournament to raise funds for supporting adult literacy in the Yukon.

REFERENCE

- [2023 to 2025 Operating Budget \(Bylaw 2022-42\)](#)

HISTORY

Yukon Learn Society is a volunteer-driven organization that delivers targeted adult literacy programming in Whitehorse and Yukon communities.

The vision of the Society is “a Yukon where every adult with literacy challenges is inspired and empowered to continue their journey of lifelong learning and achieve their life goals and aspiration”.

On June 3, 2023, Yukon Learn Society will be hosting the 29th Annual Play Golf Invitational Tournament to raise funds for literacy programming in the Yukon and has invited the City to support the event and the cause.

ALTERNATIVES

1. Approve a Council donation in the form of a grant valued at \$1,000.00 for support of the annual tournament; or
2. Do not approve the grant.

ANALYSIS

Council has supported the annual fundraiser in the past, and there are sufficient funds available in the Council donations account.

ADMINISTRATIVE RECOMMENDATION

THAT Council approve a grant of \$1,000.00 funded from the Council donation account.

CITY OF WHITEHORSE
CITY PLANNING COMMITTEE
Council Chambers, City Hall



Chair: Ted Laking

Vice-Chair: Michelle Friesen

May 1, 2023

Meeting #2023-09

-
1. Zoning Amendment – 2 Klondike Road
Presented by Mathieu Marois, Senior Planner, Planning and Sustainability Services
 2. Conditional Use Application – 101 Mount Sima Road
Presented by Cathy Dyson, Land Development Supervisor, Land and Building Services
 3. New Business

ADMINISTRATIVE REPORT

TO: Planning Committee
FROM: Administration
DATE: May 1, 2023
RE: Supplemental Administrative Report – Zoning Amendment - 2 Klondike Road

ISSUE

Administrative Report to provide additional information in response to Council’s request on a bylaw to amend the zoning of 2 Klondike Road.

REFERENCE

- [2040 Official Community Plan](#)
- [Zoning Bylaw 2012-20](#)
- Location Map (Attachment 1)
- Proposed Zoning Amendment Bylaw 2022-49 – Alternative Wording (Attachment 2)

HISTORY

The applicant has applied to rezone five lots, known municipally as 2 Klondike Road, and a portion of Lot 309, Plan 21330 LTO from PS – Public Service and PG – Greenbelt to CNCx – Comprehensive Neighbourhood Commercial (modified) to allow for a boundary realignment and consolidation of five lots.

The subject site was the former location of the Macaulay Lodge which was an extended care facility. The building has been demolished and the lot is now vacant. The applicant intends to sell the subject site through a public process following the zoning and lot consolidation processes.

The application was received on August 8, 2022 and passed first reading on November 28, 2022. A Public Hearing was held on January 16, 2023 after which changes to the proposed bylaw triggered a second Public Hearing that was held on March 13, 2023. At the Regular Council Meeting on April 11, 2023, Council referred the application back to Administration to receive further information and clarity on the proposed Zoning Amendment Bylaw, prior to proceeding to Second and Third Readings in the bylaw process.

ALTERNATIVES

1. Amend the proposed Zoning Amendment Bylaw as recommended in Attachment 2 and proceed to Second and Third Readings under the bylaw process; or
2. Do not proceed to Second and Third Readings under the bylaw process.

ANALYSIS

Questions were raised on the following issues at the April 11, 2023 Regular Council Meeting:

- Greenbelt zoned area exclusion;
- Stand-alone residential use;
- Residential use requirement; and
- Traffic impact assessment requirements.

Greenbelt Area Exclusion

Questions were raised about whether removing the area currently zoned as PG (Greenbelt) from the subject site would have impacts on its development feasibility. The subject site is approximately 4,500 m² (0.45 ha), of which approximately 575 m² (0.06 ha), or 12.8 percent, of the site is currently zoned PG.

The PG zoned area of the subject site forms a small portion of the overall site being consolidated for development, is not a designated City park, and was previously developed as part of the old building site.

Including the PG-zoned area in the rezoning application as a continued site for development would maximize the overall lot size and therefore the number of units that could be developed on the site. If this area were removed, it would reduce the developable area and in turn reduce the number of units that could be provided.

Administration consulted with the applicant following the April 11, 2023 Council meeting, who advised that while they prefer to maximize the development potential of the site, they do not wish to delay the bylaw process further should Council decide otherwise. It was noted that should this small portion of the site be excluded from the rezoning, there were no plans to improve this portion of land in the future.

Stand-alone Residential Use

It was suggested that the site should potentially permit only residential uses, given the housing needs in the community. The site is designated as Mixed-Use – Neighbourhoods in the new Official Community Plan (OCP). The area also falls within the Urban Centre of the Riverdale neighbourhood. OCP Policy 15.10.1 states “*new residential uses within Urban Centres, must be located in mixed-use buildings.*” Therefore, a Zoning Bylaw amendment that proposes solely residential uses on the subject site would conflict with the OCP and require an OCP amendment prior to proceeding with a zoning amendment.

Residential Use Requirement

Questions were raised about whether the proposed Zoning Amendment Bylaw, as reviewed following the second Public Hearing, would require both commercial and residential uses on the site or if it could be developed solely for commercial use, and whether a residential use could be required in any proposed development.

As currently proposed, Bylaw 2022-49 would require that a mixed-use building include commercial uses and allow residential uses, with commercial uses on the ground floor and residential on upper floors. It would not prevent a standalone commercial use, a single storey building with multiple commercial uses, or a multi-storey building with a single commercial use, from being developed on the site.

To prevent a multi-storey building with a single commercial use from being developed, the proposed zoning bylaw amendment could be revised to restrict commercial uses only to the first storey, except for home-based businesses in residential uses. This revision would not prevent a single-storey commercial building without any residential use.

Administration is recommending that alternatively, to ensure that both residential and commercial uses are developed on the subject site, Bylaw 2022-49 can be amended to require any commercial use be accompanied with the development of an allowable residential use (Attachment 2 - Proposed Zoning Amendment Bylaw 2022-49 Alternative Wording). This would be in addition to restricting commercial uses to the first storey as noted above. Requiring a residential component in this mixed-use development, would be consistent with the provisions of the new OCP, along with Council's Strategic Priorities to address housing needs in the community.

Administration consulted with the applicant following the April 11, 2023 Regular Council meeting, and they confirmed support for the approach included in Attachment 2.

Traffic Impact Assessment

Council raised questions about potential impacts a development on the site may have on traffic in the area. Section 15.3.2 d) of the Zoning Bylaw requires traffic impacts to be considered as part of the review process for a Zoning Bylaw amendment. A Traffic Impact Assessment (TIA) is prepared to identify issues and opportunities such as pedestrian crossing connectivity, location of access, or other upgrades.

A single lot the size of the site would not typically trigger a broad neighbourhood TIA. It would only address egress (in / out) from the site, and the impact that the development would have on nearby intersections. A broad TIA is only typically required for major new developments, such as a new phase of Whistle Bend. The Transportation Master Plan, currently being developed, is a long-term plan that will assess and address the larger transportation network, including Riverdale.

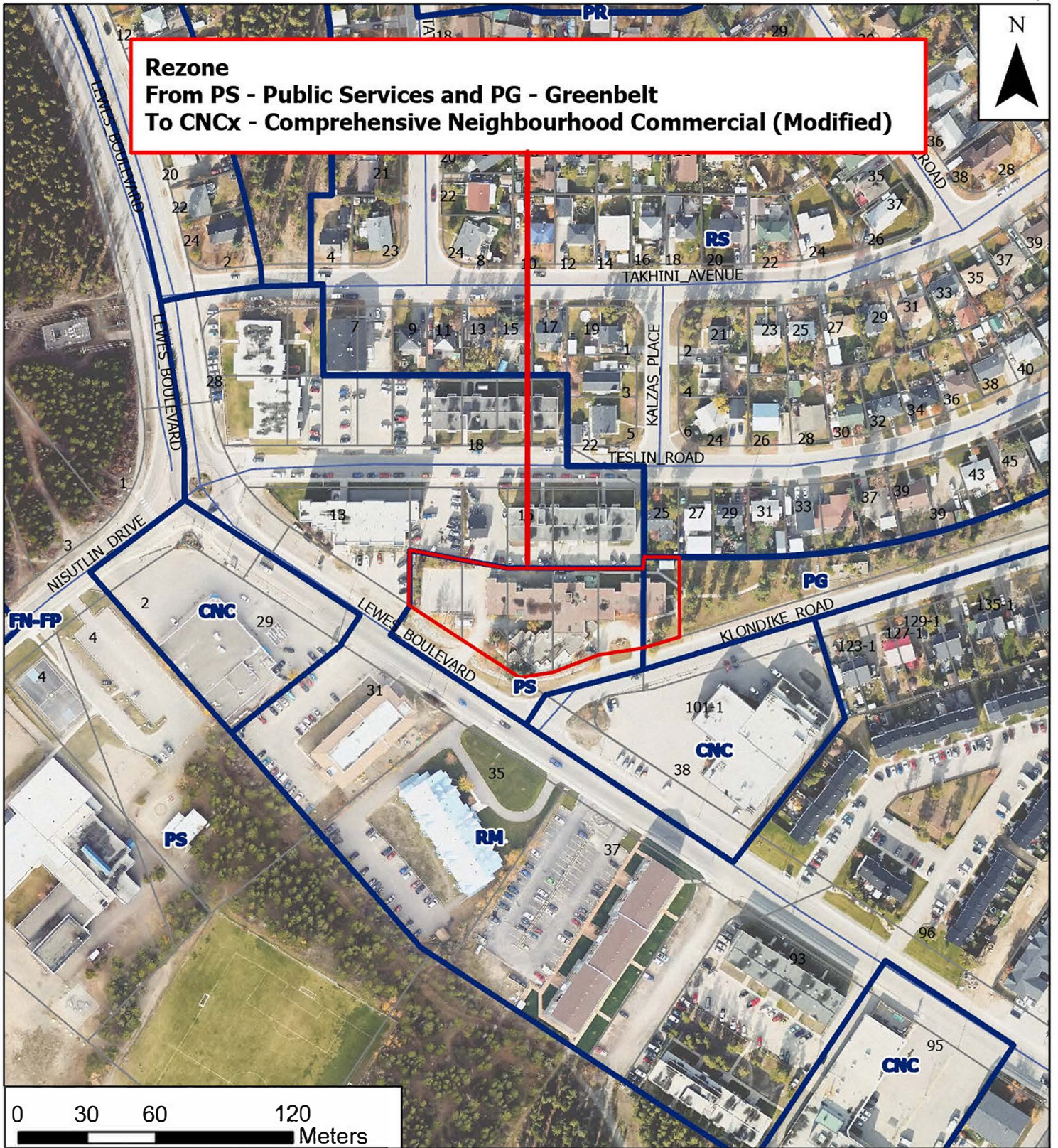
Given the range and scale of uses permitted in the proposed zoning, it is recommended that a Traffic Impact Assessment is considered as part of the Development Permit stage if necessary. At that stage, specific uses and their intensity will be proposed which allows the Development Officer to better assess whether or not a TIA is considered necessary.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2022-49, a bylaw to amend the zoning of 2 Klondike Road to allow for a boundary realignment and consolidation of five lots, be further amended to clarify that:

- (3) "Commercial uses are not permitted above the first storey, except for home-based businesses in residential uses; and
- (4) Any commercial use must be accompanied with the development of an allowable residential use"; and

THAT Council direct that Bylaw 2022-49, a bylaw to amend the zoning of 2 Klondike Road, be brought forward for Second and Third reading under the bylaw process.



Rezone
From PS - Public Services and PG - Greenbelt
To CNCx - Comprehensive Neighbourhood Commercial (Modified)

DATE:
 October 10, 2022

FILE NO:
 Z-21-2022

 Subject Site

CITY OF WHITEHORSE - PLANNING AND SUSTAINABILITY SERVICES

Bylaw 2022-49

A Bylaw to amend the zoning of 2 Klondike Road and a portion of Lot 309, Plan 21330 LTO from PS - Public Services and PG - Greenbelt to CNCx - Comprehensive Neighbourhood Commercial (Modified).



CITY OF WHITEHORSE
BYLAW 2022-49

A bylaw to amend Zoning Bylaw 2012-20

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

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

WHEREAS it is deemed desirable that the Whitehorse Zoning Bylaw be amended to allow for a boundary realignment and consolidation of five lots to be sold by the Government of Yukon for commercial and residential uses.

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

1. Section 10.9 of Zoning Bylaw 2012-20 is hereby amended by adding a new subsection 10.9.7 c) as follows:

“c) Lots 19-23, Plan 29528 LTO, and a portion of Lot 309, Plan 21330 LTO, located at 2 Klondike Road in the Riverdale area, is designated CNCx(c) with the special modifications being:

- (1) Gas bars are not permitted;
- (2) Housing: supportive is permitted as a secondary use;
- (3) Commercial uses are not permitted above the first storey, except for home-based businesses in residential uses; and
- (4) Any commercial use must be accompanied with the development of an allowable residential use.”

2. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of a portion of Lot 309, Plan 21330 LTO from PG-Greenbelt to CNCx(c)-Comprehensive Neighbourhood Commercial, and Lots 19-23, Plan 29528 LTO from PS-Public Services to CNCx(c)-Comprehensive Neighbourhood Commercial, modified as indicated on Appendix A and forming part of this bylaw.

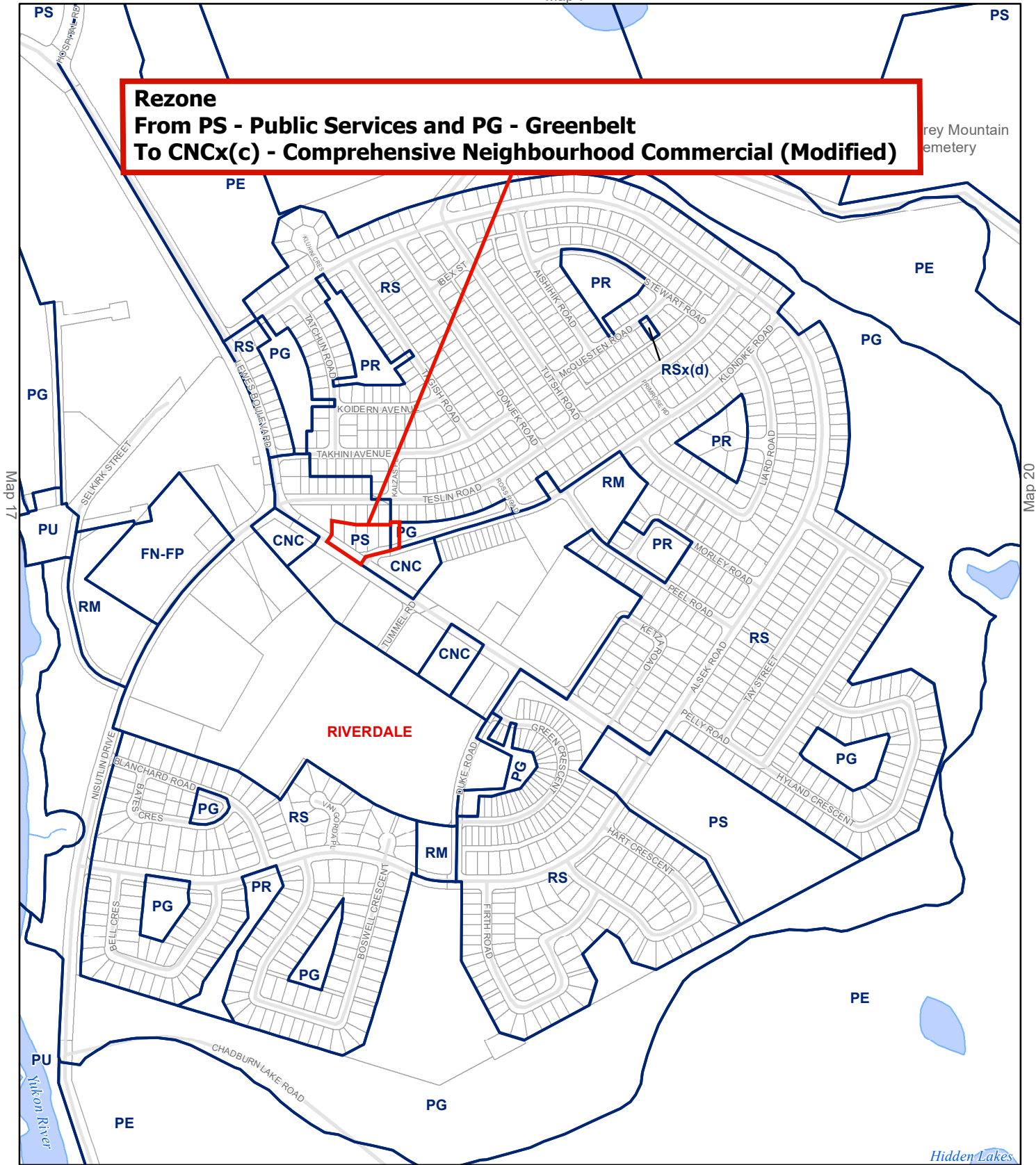
3. This bylaw shall come into force and effect upon the final passing thereof.

FIRST READING:	November 28, 2022
PUBLIC NOTICES:	December 2, and December 9, 2022 February 24, and March 3, 2023
PUBLIC HEARINGS:	January 16, 2023 March 13, 2023
SECOND READING:	
THIRD READING and ADOPTION:	

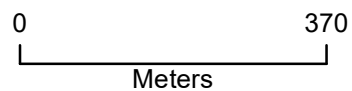
Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

Map 7



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.



Consolidation date:
December 17, 2021

Projection: NAD 1983 UTM Zone 8

ADMINISTRATIVE REPORT

TO: Planning Committee
FROM: Administration
DATE: May 1, 2023
RE: Conditional Use Application – 101 Mount Sima Road – For Information Only

ISSUE

Application for Conditional Use approval to allow an eating and drinking establishment located at 101 Mount Sima Road (Lot 3-1 2014-0041 LTO YT).

REFERENCE

- [Zoning Bylaw 2012-20](#)
- Location sketch and Proposed Seating Floor Plan (Attachment 1)

HISTORY

The Landed Bakehouse is currently manufacturing food items at 101 Mount Sima Road. Their products are sold at various locations around Whitehorse. An application has been received to allow for a ten seat eating and drinking establishment to be developed within the existing building.

Eating and drinking establishments are listed as a Conditional Use in the IS-Service Industrial zone, requiring approval by City Council.

The proposed schedule for consideration of the Conditional Use application is:

Letter Notification	April 21, 2023
Newspaper Ad	April 21, 2023
Planning Committee	May 1, 2023
Public Input Session	May 8, 2023
Report to Committee	June 5, 2023
Council Decision	June 12, 2023

ANALYSIS

Zoning Bylaw

The current zoning for the subject property is IS-Service Industrial. The purpose of the IS zone is to provide a mix of commercial and industrial uses. In the IS zone manufacturing is an allowable principal use, while eating and drinking establishments are permitted as a conditional use, subject to the approval of Council.

Section 4.9.5 of the Zoning Bylaw provides criteria for Council to consider when evaluating a conditional use application. These criteria include:

Design and Character – the building design and function of the lot is not out of character from this industrial neighbourhood from a building aesthetic.

Parking and traffic: The building is set back from Mt. Sima Road providing adequate parking on-site. The proposed conditional use will not generate traffic outside the normal expectations of the neighbourhood.

Impact on neighbouring properties: As this is an industrial area, it is not expected that the introduction of an eating and drinking establishment would have an impact on neighbouring properties by way of noise, odor, smoke, light, or vibration. Council previously approved an eating and drinking establishment at the neighbouring property

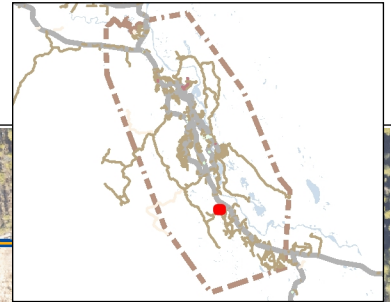
PUBLIC INPUT SESSION SCHEDULED

In accordance with section 4.8 of Zoning Bylaw 2012-20, a Public Input Session has been scheduled for the Regular Council meeting on May 8, 2023. Government of Yukon, Kwanlin Dün First Nation and the Ta'an Kwäch'än Council were notified by mail and email. A notice of the proposed development was placed in local newspapers on April 21, 2023.




101 Mount Sima Road

Generated:
4/25/2023



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

1: 2,000 

Notes
Conditional use application for an eating and drinking establishment in the IS zone.

30th March 30, 2023

To whom it may concern,

This a proposal for a development permit for the conditional usage of an eating and drinking establishment at 101 Mt Sima Road, Whitehorse, Y1A 0A8.

Landed Bakehouse has been operating since October 1st 2022 primarily as a wholesale bakery and opening for retail options on Saturday's. We plan to increase our retail hours in the coming months and would like to include a seating option and non-alcoholic beverage service for our customers.

Our Intended service and hours would be Thursday through Saturday 8am–4pm. Having Winterlong Brewing next door and parking lot in front of our building provides an enormous amount of appropriate parking as well as a complementary use of the lot and area.

I have contacted and have confirmation via email that Environmental Health would have no objection to this addition with the current facilities.

Please find attached to this application a site plan with parking plan, existing and proposed indoor floor plans.

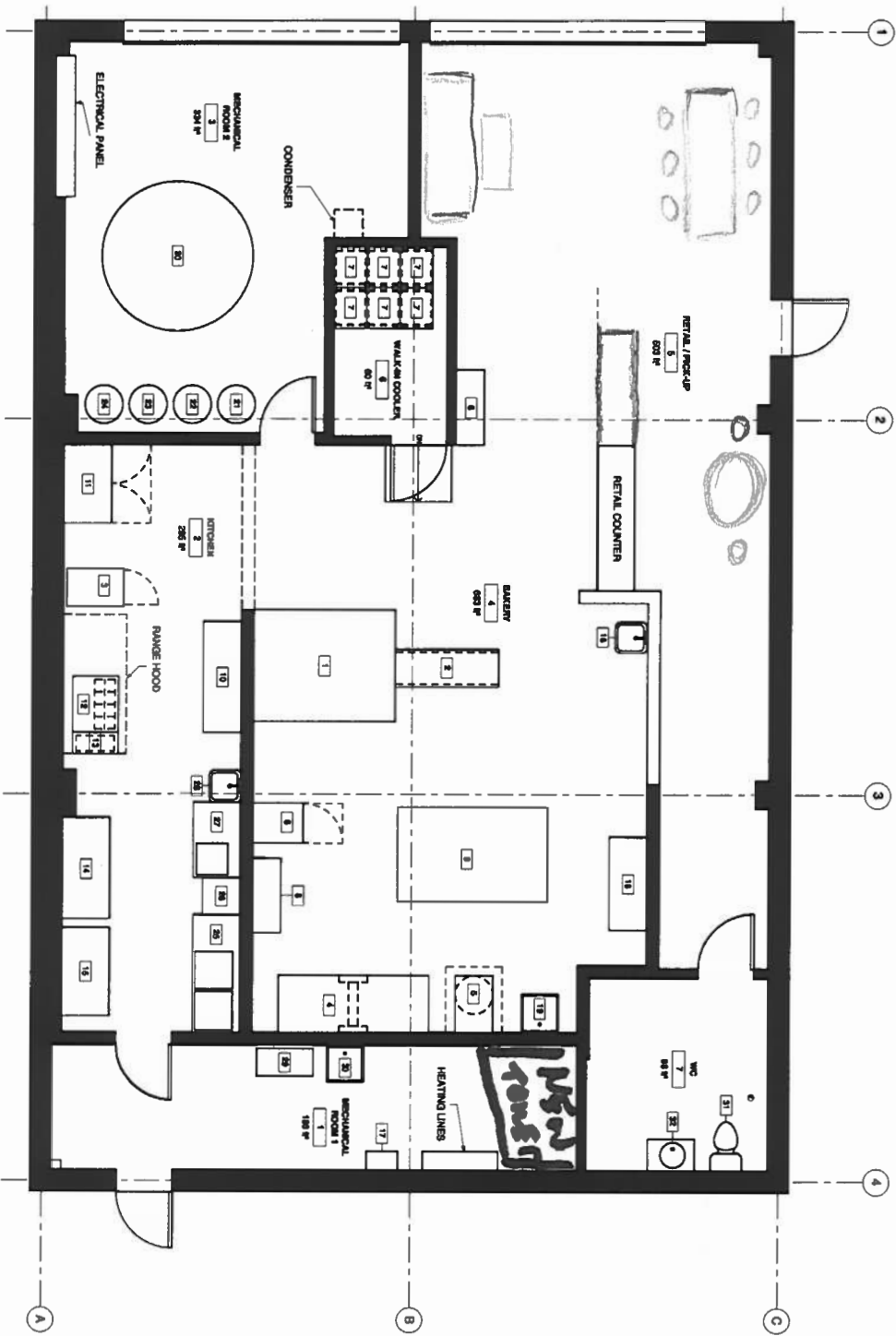
Sincerely
Michael Roberts

PROPOSED SEATING FLOOR PLAN

Item	Type	W.D. x H.
18	Refrigerated Case	7'0" x 11'0" x 4'0"
19	Refrigerated Case	5'0" x 11'0" x 4'0"
20	Refrigerated Case	5'0" x 11'0" x 4'0"
21	Refrigerated Case	7'0" x 7'0" x 4'0"
22	Refrigerated Case	7'0" x 7'0" x 4'0"
23	Refrigerated Case	7'0" x 7'0" x 4'0"
24	Refrigerated Case	7'0" x 7'0" x 4'0"
25	Refrigerated Case	7'0" x 7'0" x 4'0"
26	Refrigerated Case	7'0" x 7'0" x 4'0"
27	Refrigerated Case	7'0" x 7'0" x 4'0"
28	Refrigerated Case	7'0" x 7'0" x 4'0"
29	Refrigerated Case	7'0" x 7'0" x 4'0"
30	Refrigerated Case	7'0" x 7'0" x 4'0"
31	Refrigerated Case	7'0" x 7'0" x 4'0"
32	Refrigerated Case	7'0" x 7'0" x 4'0"

Item	Type	W.D. x H.
1	Refrigerated Case	7'0" x 7'0"
2	Refrigerated Case	7'0" x 7'0"
3	Refrigerated Case	7'0" x 7'0"
4	Refrigerated Case	7'0" x 7'0"
5	Refrigerated Case	7'0" x 7'0"
6	Refrigerated Case	7'0" x 7'0"
7	Refrigerated Case	7'0" x 7'0"
8	Refrigerated Case	7'0" x 7'0"
9	Refrigerated Case	7'0" x 7'0"
10	Refrigerated Case	7'0" x 7'0"
11	Refrigerated Case	7'0" x 7'0"
12	Refrigerated Case	7'0" x 7'0"
13	Refrigerated Case	7'0" x 7'0"
14	Refrigerated Case	7'0" x 7'0"
15	Refrigerated Case	7'0" x 7'0"
16	Refrigerated Case	7'0" x 7'0"
17	Refrigerated Case	7'0" x 7'0"

LEVEL 1
30' x 110'



DATE	11/11/2011	SHEET NO.	A2.0
PROJECT	BAKERY FIT-UP	CLIENT	MICHAEL ROBERTS LANDED BAKEHOUSE
DESIGNER	NORTHERN FRONT STUDIO	ARCHITECT	NORTHERN FRONT STUDIO

NORTHERN FRONT STUDIO
Architecture • Interiors • Design

10-2737 2nd Ave Whitehorse • 1 Y1A 0K2 (867) 393-3048
info@northernfront.ca • northernfront.ca

BAKERY FIT-UP

Michael Roberts Landed Bakehouse
101 Mount Sima Rd

NO.	REVISION	DATE
1	ISSUED FOR PERMIT	11/11/2011
2	ISSUED FOR CONSTRUCTION	11/11/2011
3	ISSUED FOR CONSTRUCTION	11/11/2011

CITY OF WHITEHORSE
DEVELOPMENT SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Mellisa Murray

Vice-Chair: Dan Boyd

May 1, 2023

Meeting #2023-09

-
1. New Business