

CITY OF WHITEHORSE
REGULAR Council Meeting #2023-12

DATE: Monday June 26, 2023
TIME: 5:30 p.m.

Mayor Laura Cabott
Deputy Mayor Ted Laking
Reserve Deputy Mayor Michelle Friesen

AGENDA

CALL TO ORDER 5:30 p.m.

AGENDA Adoption

PROCLAMATIONS

MINUTES Regular Council meeting dated June 12, 2023

DELEGATIONS Kwanlin Dün First Nation and Yukon Government, Department of Community Services – Range Point Joint Master Plan

PUBLIC HEARING

STANDING COMMITTEE REPORTS

City Operations Committee – *Councillors Boyd and Curteanu*

Community Services Committee – *Councillors Friesen and Cameron*

Public Health and Safety Committee – *Councillors Curteanu and Murray*

Corporate Services Committee – *Councillors Cameron and Laking*

1. Upcoming Procurements (July and August) – *For Information Only*
2. Audited 2022 Financial Statements
3. Commencement Report – Holly Residential Area Plan
4. Commencement Report – Zoning Bylaw Rewrite
5. Budget Amendment – 2023 Emergency Escarpment Response
6. Council Donation – Whitehorse Legion, Canada Day

City Planning Committee – *Councillors Laking and Friesen*

1. Range Point Joint Master Plan

Development Services Committee – *Councillors Murray and Boyd*

NEW AND UNFINISHED BUSINESS

1. Motion – Councillor Friesen – Pride Flag for National Pride Month

BYLAWS

2023-20	Budget Amendment – Emergency Escarpment Response	1 st and 2 nd Reading
2023-18	Fees and Charges Bylaw Amendment (2 nd Quarter)	3 rd Reading
2023-19	Community Grant and Municipal Charges Bylaw	3 rd Reading

ADJOURNMENT

MINUTES of **REGULAR** Meeting #2023-11 of the Council of the City of Whitehorse called for 5:30 p.m. on Monday, June 12, 2023, in Council Chambers, City Hall.

PRESENT: Mayor Laura Cabott
Councillors Dan Boyd
Kirk Cameron
Michelle Friesen
Ted Laking
*Mellisa Murray

ABSENT Jocelyn Curteanu

ALSO PRESENT: City Manager Jeff O'Farrell
Director of Community Services Krista Mroz
Director of Corporate Services Valerie Braga
Director of Development Services Mike Gau
Director of People and Culture Lindsay Schneider
Director of Operations and Infrastructure Tracy Allen
Manager of Legislative Services Wendy Donnithorne

*Indicates electronic participation

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

CALL TO ORDER

2023-11-01

AGENDA

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

Carried Unanimously

2023-11-02

MINUTES

It was duly moved and seconded
THAT the minutes of the Regular Council meeting dated, May 23,
2023 be adopted as presented.

Carried Unanimously

COMMITTEE REPORTS

City Operations Committee

There was no report from the City Operations Committee.

No Report

Community Services Committee

The Committee was provided with an update on the Modernized Transit Route implementation. The update included additional information on timelines for development of new transit stop infrastructure such as shelters and benches, the upcoming study on free transit fares, costs for 2023 and the budget for 2024.

Modernized Transit Route
Implementation Update *For
Information Only*

Councillor Friesen congratulated the 129 First Nation graduates.

New Business
First Nation Graduates
For Information Only

Mayor Cabott proclaimed June 2023 to be National Indigenous History Month.

Proclamation – National
Indigenous History Month
For Information Only

Mayor Cabott proclaimed June 2023 to be Filipino Heritage Month in the City of Whitehorse.

Proclamation – Filipino
Heritage Month
For Information Only

Mayor Cabott proclaimed June 2023 to be National Pride Month in the City of Whitehorse.

Proclamation – National
Pride Month
For Information Only

June 5, 2023 was proclaimed as World Environment Day in the City of Whitehorse.

Proclamation – World
Environment Day (June 5)
For Information Only

Mayor Cabott proclaimed June 10, 2023 to be Motorcycle Ride for Dad Day in the City of Whitehorse.

Proclamation – Motorcycle
Ride for Dad Day (June 10)
For Information Only

Public Health and Safety Committee

A Committee member requested information on the Robert Service Way closure and status of the escarpment. Administration noted the most recent closure was due to accelerated movement in an area of concern and that due to rainy conditions, more assessment was needed before reopening the road.

New Business
Robert Service Way Update
For Information Only

With unprecedented wildfires in other areas of the country, an update was requested on City preparation for the wildfire season. Administration noted the City continues to focus on preparation for potential fire in the City as an urban area and is working with the Yukon Government's Wildland Fire Management, who is the lead response agency. The City is also working on risk-reduction priorities such as developing a fire smart coordination program which is now funded and underway.

New Business
Fire Season Update
For Information Only

Corporate Services Committee

2023-11-03

It was duly moved and seconded
THAT Bylaw 2023-18, a bylaw to amend the Fees and Charges Bylaw in accordance with the second quarter review be brought forward for consideration under the bylaw process, excluding changes to burning permit fees; and
THAT the 2023 to 2025 Operating Budget be increased upon adoption of Bylaw 2023-18 in the amounts of \$15,971 for 2023, \$15,971 for 2024, and \$15,971 for 2025, offset by transfers to the General Reserve for the additional revenue.

Fees and Charges Bylaw
Amendments 2nd Quarter

Carried Unanimously

2023-11-04

It was duly moved and seconded
THAT Council direct that Bylaw 2023-19, a bylaw to authorize Municipal Charges and Community Services Grants in the amount of \$180,000 for the year 2023, be brought forward for consideration under the bylaw process.

Municipal Charges and
Community Services Grant

Carried Unanimously

Committee members that attended the Federation of Canadian Municipalities AGM highlighted the opportunities to network with other municipal members, and to raise City of Whitehorse issues also happening nationwide, such as mental health, the opioid crisis, northern challenges for infrastructure and housing concerns.

New Business
FCM Annual General
Meeting – *For Information
Only*

City Planning Committee

There was no report from the City Planning Committee.

No Report

Development Services Committee

2023-11-05

It was duly moved and seconded
THAT the City make the Yukon Government aware of the Housing and Land Development Advisory Committee Recommendation and of Council's support for the Recommendation in principle, to address concerns raised by industry by changing the conditions of Agreements for Sale and the commencement of title transfer to an earlier stage in the building process.

Housing and Land
Development Advisory
Committee –
Recommendation on Yukon
Government Agreement for
Sale Requirements

Carried Unanimously

2023-11-06

It was duly moved and seconded
THAT Council authorize Administration to submit a Proposal to host the Federation of Canadian Municipalities September 2025 or 2026 Board of Directors meeting.

FCM Hosting Proposal

Carried Unanimously

BYLAWS

2023-11-07

It was duly moved and seconded
THAT Bylaw 2023-18, a bylaw to amend the Fees and Charges Bylaw in accordance with the second quarter review, be given First Reading

BYLAW 2023-18
Budget Amendment – 2023
2nd Quarter
FIRST READING

Carried Unanimously

2023-11-08

It was duly moved and seconded
THAT Bylaw 2023-18 be given Second Reading

BYLAW 2023-18
Budget Amendment – 2023
2nd Quarter
SECOND READING

Carried Unanimously

2023-11-09

It was duly moved and seconded
THAT Bylaw 2023-19, a bylaw to authorize Municipal Charges and Community Services Grants in the amount of \$180,000 for the year 2023, be given First Reading.

BYLAW 2023-19
Municipal Charges and
Community Services Grant
FIRST READING

Carried Unanimously

2023-11-10

It was duly moved and seconded
THAT Bylaw 2023-19 be given Second Reading.

BYLAW 2023-19
Municipal Charges and
Community Services Grant
SECOND READING

Carried Unanimously

There being no further business, the meeting adjourned at 5:49p.m.

ADJOURNMENT

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

ADOPTED by Resolution at Meeting #2023-12



Minutes of the meeting of the City Operations Committee

Date	June 19, 2023	2023-12
Location	Council Chambers, City Hall	
	Councillor Dan Boyd - Chair Mayor Laura Cabott	
Committee Members Present	Councillor Kirk Cameron Councillor Jocelyn Curteanu* Councillor Michelle Friesen Deputy Mayor Ted Laking Councillor Mellisa Murray	
Staff Present	Jeff O'Farrell, City Manager Landon Kulych, A/Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure Wendy Donnithorne, Manager of Legislative Services	

* Indicates electronic participation

Your Worship, there is no report from the City Operations Committee.



Minutes of the meeting of the Community Services Committee

Date	June 19, 2023	2023-12
Location	Council Chambers, City Hall	
	Councillor Michelle Friesen - Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd	
	Councillor Kirk Cameron	
	Councillor Jocelyn Curteanu*	
	Deputy Mayor Ted Laking	
	Councillor Mellisa Murray	
Staff Present	Jeff O'Farrell, City Manager	
	Landon Kulych, A/Director of Community Services	
	Valerie Braga, Director of Corporate Services	
	Lindsay Schneider, Director of People and Culture	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	
	Wendy Donnithorne, Manager of Legislative Services	

* Indicates electronic participation

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

1. **Proclamation – National Indigenous Peoples Day (June 21)**

Mayor Laura Cabott proclaimed June 21, 2023 as National Indigenous Peoples Day in the City of Whitehorse, a day to honour, learn, and celebrate Indigenous cultures across Canada, to recognize the valuable contributions Indigenous Peoples have made to the Whitehorse community, and to pursue meaningful Reconciliation.

2. **New Business – Indigenous Peoples Day Events**

A Committee member highlighted events at the Kwanlin Dün Cultural Centre for Indigenous Peoples Day on June 21 including a sacred fire, cultural performances and arts to celebrate the history, heritage and culture of Indigenous People.

3. New Business – Adäka Cultural Festival

A Committee member noted the Adäka Cultural Festival happening June 29 to July 5 at the Kwanlin Dün Cultural Centre to celebrate First Nations and honour their culture through arts, music, storytelling, language and history.

4. New Business – Notice of Motion – Raising Flag for National Pride Month

Councillor Friesen presented a Notice of Motion to bring forward at the next Regular Council Meeting on June 26, 2023 proposing to raise the Pride Flag for National Pride Month.



Minutes of the meeting of the Public Health and Safety Committee

Date	June 19, 2023	2023-12
Location	Council Chambers, City Hall	
	Councillor Mellisa Murray - Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd	
	Councillor Kirk Cameron	
	Councillor Michelle Friesen	
	Deputy Mayor Ted Laking	
	Councillor Jocelyn Curteanu*	
	Jeff O'Farrell, City Manager	
	Landon Kulych, A/Director of Community Services	
Staff Present	Valerie Braga, Director of Corporate Services	
	Lindsay Schneider, Director of People and Culture	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	
	Wendy Donnithorne, Manager of Legislative Services	

* Indicates electronic participation

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

1. **New Business – Fire North of Airport Runway**

Following the fire in the escarpment area at the North end of the airport, the Committee discussed how fires of a larger scale would be handled, and raised questions about the need for additional FireSmart projects, specifically in and around the escarpment. Administration confirmed that a long-term plan to evaluate areas of concern is under development with the Yukon Government agencies responsible for wildland fire, and that many community organizations are also funded to complete Fire Smart projects. The Committee requested additional information to confirm specific FireSmart projects being considered for the escarpment area.

2. **Delegate Florian Boulais – Communication with the Public Informed by Complexity**

Florian Boulais, a consultant and volunteer firefighter, presented to the Committee on complexity science and public communications.



Minutes of the meeting of the Corporate Services Committee

Date	June 19, 2023	2023-12
Location	Council Chambers, City Hall	
	Councillor Kirk Cameron - Chair Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd Councillor Jocelyn Curteanu* Councillor Michelle Friesen Deputy Mayor Ted Laking Councillor Mellisa Murray	
Staff Present	Jeff O'Farrell, City Manager Landon Kulych, A/Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure Wendy Donnithorne, Manager of Legislative Services	

* Indicates electronic participation

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

1. Upcoming Procurements (July and August) – For Information Only

Council was presented with a bi-monthly update on forthcoming procurement projects with an anticipated value greater than \$100,000. Administration provided additional information about specific projects including the timeline for the Zoning Bylaw Rewrite and the scope of the Climate Change Strategy.

2. Audited 2022 Financial Statements

The Committee was presented with the 2022 Audited Draft Financial Statements as required under the *Municipal Act*. Administration provided clarification on a number of topics including the threshold for liabilities to be reported, and variances due to unexpected issues and events in 2022. Additional information was provided about the structure of reserve funds and how they are reflected and managed.

The Recommendation of the Corporate Services Committee is

THAT Council accept the audited City of Whitehorse 2022 Financial Statements as presented; and

THAT the Water and Sewer Fund deficit of \$259,555 be funded from the Water and Sewer Reserve.

3. Commencement Report – Holly Street Residential Area Master Plan

Administration presented a report regarding project 720c00223 – Holly Residential Area Master Plan and a request for Council approval to commence procurement. In response to questions about the area design and infrastructure, number of expected housing units and potential traffic considerations, Administration noted that the Master Plan is conceptual and that studies, including a traffic impact analysis, will be undertaken which will inform the final design, infrastructure requirements and costs.

The Recommendation of the Corporate Services Committee is

THAT Council authorize Administration to commence the procurement of planning services for Project 720c00223 Holly Residential Area Master Plan.

4. Commencement Report – Zoning Bylaw Rewrite

The Committee was presented with a request for approval to commence procurement of planning services for the Zoning Bylaw Rewrite. In review of the upcoming process, Administration confirmed that there will be ongoing updates to Council, as well as opportunities for public input including the broad community, stakeholder groups and those in the housing development industry. The Housing and Land Development Advisory Committee will have opportunities to provide recommendations to Council as part of the process, and is currently reviewing zoning issues for development of recommendations.

It was also noted that federal funding programs are being explored to support components of the rewrite project, and on which would depend on the project timing.

The Recommendation of the Corporate Services Committee is

THAT Council authorize Administration to commence the procurement of planning services for the Zoning Bylaw Rewrite project.

5. Budget Amendment – 2023 Emergency Escarpment Response

To address costs incurred due to the escarpment slides in 2023, a budget amendment for Project 100c00122 Landslide is required and a report was presented to the Committee. Administration confirmed that the City has indicated interest in additional support from the Yukon Government, however that funding is currently anticipated to remain at a total of \$2,050,000, with \$50,000 meant to directly fund a conceptual plan for a long-term solution.

The Recommendation of the Corporate Services Committee is

THAT Council direct that Bylaw 2023-20, a bylaw to amend the 2023 to 2026 Capital Expenditure Program by increasing the 2023 budget for Project 100c00122 Landslide in the amount of \$2,200,000, funded from the General Reserve, be brought forward under the Bylaw process.

6. Council Donation – Whitehorse Legion, Canada Day

The Committee was presented with a request from the Whitehorse Legion for a Council grant for the coordination of annual Canada Day celebrations, as they had missed the regular grant application deadline this year in error. Additional information was provided on the City's regular grant application process, the value of additional in-kind contributions, and the current amount in the Council Donation fund.

In discussing the options for a special Council grant, Committee members recognized the importance of Canada Day to many, while also noting there are those that may find the day difficult and not a celebration. The importance of fairness and transparency of the grant policy and process for all groups applying for City support was also noted, as was the continued work by Administration to communicate the application process and assist groups in preparing their applications.

The Recommendation of the Corporate Services Committee is

THAT Council approve a grant of \$5,000 to the Whitehorse Legion funded from the Council donation account to support 2023 Canada Day events in the City of Whitehorse.

7. New Business – Advanced Left Turn Signals on Ogilvie and 2nd Ave

A Committee member raised concerns about traffic on 2nd Avenue, specifically around the intersection at Ogilvie Street, and asked whether an advanced left signal could be considered as part of the 2024 budget. Administration confirmed that a site-specific analysis can be done on request, and also considered under the Transportation Master Plan.

8. Delegate Joseph Mewett, CD, Whitehorse Legion – Canada Day Events Grant Request

Delegate Joseph Mewett, President of the Whitehorse Legion Branch, presented the request for a Council Donation made by the Legion to support costs for the annual Canada Day events, including additional information about specific activities such as the parade, and the inclusive approach taken to provide a welcoming program for all community members.



Minutes of the meeting of the City Planning Committee

Date	June 19, 2023	2023-12
Location	Council Chambers, City Hall	
	Deputy Mayor Ted Laking - Chair	
	Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd	
	Councillor Kirk Cameron	
	Councillor Jocelyn Curteanu*	
	Councillor Michelle Friesen	
	Councillor Mellisa Murray	
Staff Present	Jeff O'Farrell, City Manager	
	Landon Kulych, A/Director of Community Services	
	Valerie Braga, Director of Corporate Services	
	Lindsay Schneider, Director of People and Culture	
	Mike Gau, Director of Development Services	
	Tracy Allen, Director of Operations and Infrastructure	
	Wendy Donnithorne, Manager of Legislative Services	

* Indicates electronic participation

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

1. Range Point Joint Master Plan

Administration presented a report on the proposed Range Point Joint Master Plan for Yukon Government Lot 262-6 and Kwanlin Dün First Nation's Settlement Land parcel C-15B. This is being advanced as part of a new approach with Yukon Government and Kwanlin Dün First Nation leading the development of the Master Plan, in support of advancing housing development in the community and to support development of First Nations Settlement Land. Administration clarified the process used in developing the proposed plan and the purpose of the Public Input Session being recommended as part of the Council approval process. While targeted public input had been conducted during the initial planning process, Council may wish to hear from the broader public on the plan now being proposed, prior to approval of the Master Plan.

The Recommendation of the City Planning Committee is

THAT Council direct Administration to schedule a Public Input Session at the Regular Council Meeting of July 10, 2023 to hear from the public on the Range Road Joint Master Plan.



**Minutes of the meeting of the
Development Services Committee**

Date	June 19, 2023	2023-12
Location	Council Chambers, City Hall	
	Councillor Mellisa Murray - Chair Mayor Laura Cabott	
Committee Members Present	Councillor Dan Boyd Councillor Kirk Cameron Councillor Jocelyn Curteanu* Councillor Michelle Friesen Deputy Mayor Ted Laking	
Staff Present	Jeff O'Farrell, City Manager Landon Kulych, A/Director of Community Services Valerie Braga, Director of Corporate Services Lindsay Schneider, Director of People and Culture Mike Gau, Director of Development Services Tracy Allen, Director of Operations and Infrastructure Wendy Donnithorne, Manager of Legislative Services	

* Indicates electronic participation

Your Worship, there is no report from the Development Services Committee.

There being no further business the meeting adjourned at 8:46 P.M.

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

MOTION

Monday, June 26, 2023

TAKE NOTICE THAT I, Councillor Michelle Friesen, having given notice at the Standing Committee meeting on June 19, 2023, now Move as follows:

WHEREAS this Council's priorities include inclusivity and ensuring those in our community feel welcomed and respected; and

WHEREAS we recognize the month of June as National Pride Month and also recognize local Pride events in August;

THEREFORE, BE IT RESOLVED that the City of Whitehorse amend the Flag Protocol Policy to reflect that the Pride Flag be raised annually for the month of June as well as during the local celebration in August.

CITY OF WHITEHORSE

BYLAW 2023-20

A bylaw to amend the 2023 to 2026 Capital Expenditure Program Bylaw 2022-41

WHEREAS Section 238 of the *Municipal Act* (R.S.Y. 2002) provides that Council shall by bylaw adopt an Annual Operating Budget and a multi-year Capital Expenditure Program; and

WHEREAS Section 241 of the *Municipal Act* provides that no expenditure shall be made which increases total expenditures above what was approved in the Annual Operating Budget or the Capital Budget unless such expenditure is approved by bylaw; and

WHEREAS it has become necessary to increase the 2023 Capital Budget to provide for funding approved associated with the 2023 Emergency Escarpment Response;

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

1. The 2023 to 2026 Capital Expenditure Program is hereby amended by increasing the 2023 Capital Budget in the amount of \$2,200,000, funded from the General Reserve.
2. This bylaw shall come into full force and effect upon final passing thereof.

FIRST and SECOND READING:

June 26, 2023

THIRD READING and ADOPTION:

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

CITY OF WHITEHORSE
BYLAW 2023-18

A Bylaw to amend Fees and Charges Bylaw 2014-36

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

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

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

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

1. The Fee Schedule attached to and forming part of Fees and Charges Bylaw 2014-36 is hereby amended by repealing existing Schedules 4, 5, 6 and 10 and substituting therefore new Schedules 4, 5, 6 and 10, attached hereto as Appendix "A" and forming part of this bylaw.
2. This Bylaw shall come into full force and effect on and from final passage thereof.

FIRST and SECOND READING: June 12, 2023

THIRD READING and ADOPTION: June 26, 2023

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

CITY OF WHITEHORSE BYLAW 2023-18

Explanatory Notes:

The attached bylaw amends the Fees and Charges Bylaw to reflect changes required per a quarterly operational review. The changes include new fees, fee increases, deletion of redundant fees, and amendments to fee descriptions to provide clarity. The changes are highlighted and are detailed as follows:

Schedule 4

- Reinstatement charge for Pneumatic Tapping Tool. The charge was removed in error but this equipment is in use and actively charged out.

Schedule 5

- Add a new fee for Kiosk Space rental for For-Profit organizations, effective September 1, 2023. Currently, the non-profit rate is used for all organizations so the intent of this fee is to distinguish between those.
- Add a new fee for Static Display Rental for For-Profit organizations, effective September 1, 2023. Currently, the non-profit rate is used for all organizations so the intent of this fee is to distinguish between those.

Schedule 6

- Increase the fee for the Fireworks permit relating to non-City organized events. This is to account for increased administration costs for processing such permits.
- Increase the Load Occupancy fee. Occupancy loads can be requested by any business, and are time-consuming to calculate. Depending on several factors like the size of the space, number of exits, and dimensions of furniture, each query can take a couple of hours /days to gather all the required information. The increase is to recover the administrative costs associated with such requests.
- Increase the fee for second and third responses to a false alarm within 12 months. The increase is to improve customer compliance and enhance cost recovery while covering administrative costs.
- Increase the fee for field search/ letter to reflect the increased cost of time, resources and internal costs to search and produce the files. File searches are often requested from outside organizations and are generally produced from archived files which are time consuming to research.
- Increase inspection fees to improve cost recovery due to increases in wages, time and travel costs when executing inspections and compiling reports. The change is to better reflect the resources required, type of inspection, and time to complete an inspection.

Schedule 10

- Remove the fee for Utility Service Tie-ins as this service is no longer provided.
- Increase the fee for hydrant meter and backflow assembly setup. Rates have been increased to reflect the actual time, labour and material costs to do the work.
- Amend the description for Sewer and Water fees relating to shut off and turn on as well as turn on for reinstatement to increase the minimum from 2-hour to 4-hour callout. The fees will also be changing to better reflect and recover costs.
- Remove the key deposit fee for bulk water as keys are no longer used at the coin-operated dispenser.

Fees & Charges Manual

Bylaw 2014-36 - Appendix "A"

Consolidated to Bylaw 2023-18

Schedules included herein are an excerpt from the actual Bylaw including
only schedules with rate changes

**City of Whitehorse
Fees and Charges Manual**

**Bylaw 2014-36 Appendix A
Schedule 4 (Equipment)**

DEPARTMENT	FEE TYPE	DESCRIPTION	ADDITIONAL DETAILS	UNIT	BYLAW 2023-05	EFFECTIVE DATE	FEE IF GST APPLICABLE	BYLAW 2023-18	NEW EFFECTIVE DATE	NEW FEE IF GST APPLICABLE
Fleet and Transportation Maintenance	Equipment Charge	Tandem Dump & Tractor	Charge out rate for Tandem Dump Truck & Tractor	per hour	\$ 82.00	1-Apr-23	\$ 86.10	\$ 82.00	1-Apr-23	\$ 86.10
Water & Waste Services	Equipment Charge	Eductors - Vactors	Charge out rate for Eductor - Vactors	per hour	\$ 170.00	1-May-15	\$ 178.50	\$ 170.00	1-May-15	\$ 178.50
Water & Waste Services	Equipment Charge	Pneumatic Tapping Tool		per hour			\$ 50.00	\$ 50.00	1-Jul-23	\$ 52.50
Fleet and Transportation Maintenance	Equipment Charge	Road Grader	Charge out rate for Road Grader	per hour	\$ 113.00	1-Apr-23	\$ 118.65	\$ 113.00	1-Apr-23	\$ 118.65
Fleet and Transportation Maintenance	Equipment Charge	Pickups	Charge out rate for Pickups	per hour	\$ 50.00	1-Apr-23	\$ 52.50	\$ 50.00	1-Apr-23	\$ 52.50
Fleet and Transportation Maintenance	Equipment Charge	One Tons	Charge out rate for One Tons	per hour	\$ 75.00	1-Apr-23	\$ 78.75	\$ 75.00	1-Apr-23	\$ 78.75
Fleet and Transportation Maintenance	Equipment Charge	Loaders	Charge out rate for Loaders	per hour	\$ 116.00	1-Apr-23	\$ 121.80	\$ 116.00	1-Apr-23	\$ 121.80
Fleet and Transportation Maintenance	Equipment Charge	Single Axle 5 Ton	Charge out rate for Single Axle 5 Ton	per hour	\$ 82.00	1-Apr-23	\$ 86.10	\$ 82.00	1-Apr-23	\$ 86.10
Fleet and Transportation Maintenance	Equipment Charge	Track Hoe	Charge out rate for Track Hoe	per hour	\$ 130.00	1-Apr-23	\$ 136.50	\$ 130.00	1-Apr-23	\$ 136.50
Fleet and Transportation Maintenance	Equipment Charge	Street Sweepers	Charge out rate for Street Sweepers	per hour	\$ 185.00	1-Apr-23	\$ 194.25	\$ 185.00	1-Apr-23	\$ 194.25
Fleet and Transportation Maintenance	Equipment Charge	Skid Steer	Charge out rate for Skid Steer	per hour	\$ 50.00	1-Jan-11	\$ 52.50	\$ 50.00	1-Jan-11	\$ 52.50
Water & Waste Services	Equipment Charge	Steamer Truck	Charge out rate for Steamer Truck	per hour	\$ 192.00	1-Jan-11	\$ 201.60	\$ 192.00	1-Jan-11	\$ 201.60
Fleet and Transportation Maintenance	Equipment Charge	Bucket Truck	Charge out rate for Bucket Truck	per hour	\$ 150.00	1-Jan-11	\$ 157.50	\$ 150.00	1-Jan-11	\$ 157.50
Fleet and Transportation Maintenance	Equipment Charge	Vibrator Roller	Charge out rate for Vibrator Roller	per hour	\$ 50.00	1-Jan-11	\$ 52.50	\$ 50.00	1-Jan-11	\$ 52.50
Fleet and Transportation Maintenance	Equipment Charge	Paver	Charge out rate for Paver	per hour	\$ 100.00	1-Jan-11	\$ 105.00	\$ 100.00	1-Jan-11	\$ 105.00
Fleet and Transportation Maintenance	Equipment Charge	Pothole Patcher	Pothole Patcher with 2 Operators	per hour	\$ 600.00	1-Jan-11	\$ 630.00	\$ 600.00	1-Jan-11	\$ 630.00
Fleet and Transportation Maintenance	Equipment Charge	Compressor	Charge out rate for Compressor	per hour	\$ 50.00	1-Jan-11	\$ 52.50	\$ 50.00	1-Jan-11	\$ 52.50
Water & Waste Services	Equipment Charge	Camera	Charge out rate for Camera	per hour	\$ 40.00	1-Jan-11	\$ 42.00	\$ 40.00	1-Jan-11	\$ 42.00
Fleet and Transportation Maintenance	Equipment Charge	Brush Chipper		per hour	\$ 50.00	1-Jan-11	\$ 52.50	\$ 50.00	1-Jan-11	\$ 52.50
Water & Waste Services	Equipment Charge	Water Service Freeze Machine	Charge out rate for Water Service Freeze Machine	per hour	\$ 20.00	1-Jul-13	\$ 21.00	\$ 20.00	1-Jul-13	\$ 21.00
Water & Waste Services	Equipment Charge	Sewer Router	Charge out rate for Sewer Router	per hour	\$ 20.00	1-Jul-13	\$ 21.00	\$ 20.00	1-Jul-13	\$ 21.00
Water & Waste Services	Equipment Charge	Water Service Thaw Machine	Charge out rate for Water Service Thaw Machine	per hour	\$ 20.00	1-Jul-13	\$ 21.00	\$ 20.00	1-Jul-13	\$ 21.00
Water & Waste Services	Equipment Charge	Sewer Camera -Large diameter pipe		per hour	\$ 50.00	1-May-15	\$ 52.50	\$ 50.00	1-May-15	\$ 52.50
Water & Waste Services	Labor Charge	Water & Waste Personnel	Charge out rate for an operator regular weekdays from 7am to 5:30pm, Yukon Local Time, or when scheduled shifts are in place.	per person- per hour	\$ 75.00	1-Apr-23	\$ 78.75	\$ 75.00	1-Apr-23	\$ 78.75
Water & Waste Services	Labor Charge	Water & Waste Personnel	Charge out rate for an operator outside of regular shifts - minimum 4 hours, plus each additional after first 4 hours	per person- per hour	\$ 150.00	1-Apr-23	\$ 157.50	\$ 150.00	1-Apr-23	\$ 157.50
Fleet and Transportation Maintenance	Labor Charge	FTM Personnel Regular Hours	Charge out rate for a FTM personnel regular weekdays from 7am to 5:30pm, Yukon Local Time, or when scheduled shifts are in place.	per person- per hour	\$ 75.00	1-Apr-23	\$ 78.75	\$ 75.00	1-Apr-23	\$ 78.75
Fleet and Transportation Maintenance	Labor Charge	FTM Personnel Outside Regular Hours	Charge out rate for a FTM personnel outside of regular shifts - minimum 4 hours, plus each additional after first 4 hours	per person- per hour	\$ 150.00	1-Apr-23	\$ 157.50	\$ 150.00	1-Apr-23	\$ 157.50
Fleet & Transportation Maintenance	Equipment Charge	Highway Tractor & Trailer	Charge out rate for a Highway Tractor & Trailer, plus Operator	per hour	\$ 164.00	1-Apr-23	\$ 172.20	\$ 164.00	1-Apr-23	\$ 172.20
Water & Waste Services	Equipment Charge	Water/Sewer Pumps	Charge out rates for Water/Sewer Pumps, plus Operator, plus vehicle	per hour	\$ 50.00	1-Apr-23	\$ 52.50	\$ 50.00	1-Apr-23	\$ 52.50
Parks	Equipment Charge	Water Truck	1 Operator & Truck	per Hour	\$ 147.19	1-Jan-20	\$ 154.55	\$ 147.19	1-Jan-20	\$ 154.55

City of Whitehorse
Fees and Charges Manual

Bylaw 2014-36 Appendix A
Schedule 5 (Recreation)

DEPARTMENT	FEE TYPE	DESCRIPTION	ADDITIONAL DETAILS	UNIT	BYLAW 2022-19	EFFECTIVE DATE	FEE IF GST APPLICABLE	BYLAW 2023-18	NEW EFFECTIVE DATE	NEW FEE IF GST APPLICABLE
Recreation Services	Administration	Withdrawal/Change	All Programs	each	\$ 25.00	1-Jul-13	no gst	\$ 30.00	1-Sep-23	no gst
Recreation Services		***non-profit groups charging admission pay the regular rate - this will apply to all non-profit rates ***for profit groups minimum full cost recovery plus negotiated terms by the Department Manager or designate			\$ -	23-Feb-09	no gst	\$ -	23-Feb-09	no gst
Recreation Services					\$ -	1-Mar-11	no gst	\$ -	1-Mar-11	no gst
Recreation Services	Rental, Leisure Ice	Dry-Floor Leisure Ice	1/3 of Dry floor arena rates	1/2 day	\$ -	1-Jan-11	no gst	\$ -	1-Jan-11	no gst
Recreation Services	Damage Deposit	Dry floor rentals or any rentals where liquor is served or consumed-\$500 per booking		per booking	\$ 500.00	1-Jan-10	no gst	\$ 500.00	1-Jan-10	no gst
Recreation Services	Dry Floor (Arenas)	Regular Rate + cost of staff	Plus cost of staff	hour	\$ 172.48	1-Sep-22	\$ 181.10	\$ 177.65	1-Sep-23	\$ 186.55
Recreation Services	Dry Floor (Arenas)	Y/S/D Non-Profit Discount	Plus cost of staff	hour	\$ 79.38	1-Sep-22	\$ 83.35	\$ 81.76	1-Sep-23	\$ 85.85
Recreation Services	Dry Floor (Arenas)	Adult Non-Profit Discount	Plus cost of staff	hour	\$ 118.95	1-Sep-22	\$ 124.90	\$ 122.52	1-Sep-23	\$ 128.65
Recreation Services	Rental, Fieldhouses	Y/S/D Non-profit Discount	Non-Prime Time 6am-3pm Mon-Fri & all summer	hour	\$ 59.52	1-Sep-22	\$ 62.50	\$ 61.31	1-Sep-23	\$ 64.35
Recreation Services	Rental, Fieldhouses	Adult Non-profit Discount	Non-Prime Time 6am-3pm Mon-Fri & all summer	hour	\$ 89.24	1-Sep-22	\$ 93.70	\$ 91.92	1-Sep-23	\$ 96.50
Recreation Services	Rental, Takhini Arena	Mezzanine	Summer(minimum 3 hour Rental)	hour	\$ 66.67	1-Sep-20	\$ 70.00	\$ 68.67	1-Sep-23	\$ 72.10
Recreation Services	Rental, Outdoor Training Field (Takhini Arena)	April 1 - Sept 30 (based on field condition)		each	actual cost	23-Feb-09	actual cost plus GST	actual cost	23-Feb-09	actual cost plus GST
Recreation Services	Rental, Snowball	Maximum 1.5 hours operation	With Leisure Ice rental	each 15 min	\$ 47.62	1-Sep-22	\$ 50.00	\$ 49.05	1-Sep-23	\$ 51.50
Recreation Services	Rental, Parking Lot	Regular Rate	Valid April 1-Sept 30, outside regular season	hour	\$ 44.81	1-Sep-22	\$ 47.05	\$ 46.15	1-Sep-23	\$ 48.45
Recreation Services	Rental, Winter Ice	Adult Discount	Non-Prime Time 6am-3pm Mon-Fri	hour	\$ 131.48	1-Sep-22	\$ 138.05	\$ 135.42	1-Sep-23	\$ 142.20
Recreation Services	Rental, Winter Ice	Y/S/D Discount	Non-Prime Time 6am-3pm Mon-Fri	hour	\$ 83.43	1-Sep-22	\$ 87.60	\$ 85.93	1-Sep-23	\$ 90.25
Recreation Services	Rental, Winter Ice	Adult Non-Profit Discount	Sept -April	hour	\$ 175.43	1-Sep-22	\$ 184.20	\$ 180.69	1-Sep-23	\$ 189.75
Recreation Services	Rental, Winter Ice	Y/S/D Non-Profit Discount	Sept-April	hour	\$ 111.24	1-Sep-22	\$ 116.80	\$ 114.58	1-Sep-23	\$ 120.30
Recreation Services	Rental Ice	Regular rate	January 1-December 31	hour	\$ 224.62	1-Sep-22	\$ 235.85	\$ 231.36	1-Sep-23	\$ 242.95
Recreation Services	Rental, Ice Summer	Non-Profit Discount	May - August	hour	\$ 170.14	1-Sep-22	\$ 178.65	\$ 175.24	1-Sep-23	\$ 184.00
Recreation Services	Storage/Exclusive Use Space	Storage Locker	Less Than 100 Cubic Feet	year	\$ 127.99	1-Sep-21	\$ 134.40	\$ 131.83	1-Sep-23	\$ 138.40
Recreation Services	Storage/Exclusive Use Space	Small areas	100-299 cu ft.	year	\$ 510.87	1-Sep-21	\$ 536.40	\$ 526.20	1-Sep-23	\$ 552.50
Recreation Services	Storage/Exclusive Use Space	Medium areas	300-699 cu ft.	year	\$ 765.97	1-Sep-21	\$ 804.25	\$ 788.95	1-Sep-23	\$ 828.40
Recreation Services	Storage/Exclusive Use Space	Large areas	700-1000 cu ft.	year	\$ 1,019.95	1-Sep-21	\$ 1,070.95	\$ 1,050.55	1-Sep-23	\$ 1,103.10
Recreation Services	Storage/Exclusive Use Space	Other areas	Over 1000 Cubic Feet or has specialized services	year	\$ 1,276.31	1-Sep-21	\$ 1,340.15	\$ 1,314.60	1-Sep-23	\$ 1,380.35
Recreation Services	Office Space	Office space rental		monthly	\$ 230.96	1-Sep-21	\$ 242.50	\$ 237.89	1-Sep-23	\$ 249.80
Recreation Services	Rental	Kiosk Space	Non-Profit	day	\$ 30.95	1-Sep-22	\$ 32.50	\$ 31.88	1-Sep-23	\$ 33.45
Recreation Services	Rental	Kiosk Space	For-Profit	day				\$ 63.76	1-Sep-23	\$ 66.95
Recreation Services	Booking Amendment Fee	Request for changes to their rentals after being firmed up		day	\$ 5.00	1-Sep-15	no gst	\$ 10.00	1-Sep-23	no gst
Recreation Services	Rental	Static Display Space	Non-Profit with written approval by Manager	day	\$ 12.14	1-Sep-22	\$ 12.75	\$ 12.50	1-Sep-23	\$ 13.15
Recreation Services	Rental	Static Display Space	For-Profit with written approval by Manager	day				\$ 25.00	1-Sep-23	\$ 26.25
Recreation Services	Rental	Additional Staff	Extra rec staff required for rental or event support	hour	hourly rate + staff	1-Sep-15	hourly rate + staff	hourly rate + staff	1-Sep-15	hourly rate + staff
Recreation Services	Rental, Meeting Space	Large meeting area	Grey Mountain Room, Wellness Studio, Literacy Centre, Mezzanine	hour	\$ 47.62	1-Sep-20	\$ 50.00	\$ 49.05	1-Sep-23	\$ 51.50
Recreation Services	Rental, Meeting Space	Large meeting area-per day (10-24 hour)	Grey Mountain Room, Wellness Studio, Literacy Centre, Mezzanine	day	\$ 476.19	1-Jan-21	\$ 500.00	\$ 490.48	1-Sep-23	\$ 515.00
Recreation Services	Rental, Meeting Space	Small meeting area	Meeting rooms, Kitchen and portion of Concourse	hour	\$ 23.81	1-Sep-20	\$ 25.00	\$ 24.52	1-Sep-23	\$ 25.75
Recreation Services	Rental, Pool	Regular Rate	2 Lifeguards for up to 50 people	hour	\$ 340.95	1-Sep-22	\$ 358.00	\$ 351.18	1-Sep-23	\$ 368.75
Recreation Services	Rental, Pool	Pool-Adult Non-Profit Discount	2 Lifeguards for up to 50 people	hour	\$ 255.71	1-Sep-22	\$ 268.50	\$ 263.38	1-Sep-23	\$ 276.55
Recreation Services	Rental, Pool	Pool - Youth/Senior/Disabled Non-Profit Discount	2 Lifeguards for up to 50 people	hour	\$ 170.48	1-Sep-22	\$ 179.00	\$ 175.59	1-Sep-23	\$ 184.35
Recreation Services	Rental, Pool Lane	Pool Lane	1/8 of Pool Rental Rates	hour	\$ -	1-Jan-11	no gst	\$ -	1-Jan-11	no gst

**City of Whitehorse
Fees and Charges Manual**

DEPARTMENT	FEE TYPE	DESCRIPTION	ADDITIONAL DETAILS	UNIT	BYLAW 2022-19	EFFECTIVE DATE	FEE IF GST APPLICABLE	BYLAW 2023-18	NEW EFFECTIVE DATE	NEW FEE IF GST APPLICABLE
Recreation Services	Daily Single Admission	Adult	19 - 59 years	each	\$ 8.10	1-Sep-22	\$ 8.50	\$ 8.34	1-Sep-23	\$ 8.75
Recreation Services	Daily Single Admission	Senior/Student	60 yrs. or older, or proof of current post-secondary enrollment	each	\$ 6.57	1-Sep-22	\$ 6.90	\$ 6.77	1-Sep-23	\$ 7.10
Recreation Services	Daily Single Admission	Youth or Disabled	2 to 18 years or permanent disability	each	\$ 4.19	1-Sep-22	\$ 4.40	\$ 4.32	1-Sep-23	\$ 4.55
Recreation Services	Daily Single Admission	Family	2 guardians with up to 5 dependents 18 and under, at the same address	each	\$ 18.67	1-Sep-22	\$ 19.65	\$ 19.23	1-Sep-23	\$ 20.20
Recreation Services	Daily Single Admission	Small Child	Under 2	each	no charge	15-Oct-05	no charge	no charge	15-Oct-05	no charge
Recreation Services	6 Month Membership	Adult	19 - 59 years	per 6 Months	\$ 301.24	1-Sep-22	\$ 316.30	\$ 310.28	1-Sep-23	\$ 325.80
Recreation Services	6 Month Membership	Senior/Student	60 yrs. or older, or proof of current post-secondary enrollment	per 6 Months	\$ 247.71	1-Sep-22	\$ 260.10	\$ 255.14	1-Sep-23	\$ 267.90
Recreation Services	6 Month Membership	Youth or Disabled	2 to 18 years or permanent disability	per 6 Months	\$ 150.62	1-Sep-22	\$ 158.15	\$ 155.14	1-Sep-23	\$ 162.90
Recreation Services	6 Month Membership	1 Adult Family	1 guardian with up to 5 dependents 18 and under, at the same address	per 6 Months	\$ 386.43	1-Sep-22	\$ 405.75	\$ 398.02	1-Sep-23	\$ 417.90
Recreation Services	6 Month Membership	2 Adult Family	2 guardians with up to 5 dependents 18 and under, at the same address	per 6 Months	\$ 657.95	1-Sep-22	\$ 690.85	\$ 677.69	1-Sep-23	\$ 711.55
Recreation Services	1 year Membership	Adult	19 - 59 years	annual	\$ 543.00	1-Sep-22	\$ 570.15	\$ 559.29	1-Sep-23	\$ 587.25
Recreation Services	1 year Membership	Senior/Student	60 yrs. or older, or proof of current post-secondary enrollment	annual	\$ 446.86	1-Sep-22	\$ 469.20	\$ 460.27	1-Sep-23	\$ 483.30
Recreation Services	1 year Membership	Youth or Disabled	2 to 18 years or permanent disability	annual	\$ 277.43	1-Sep-22	\$ 291.30	\$ 285.75	1-Sep-23	\$ 300.05
Recreation Services	1 year Membership	1 Adult Family	1 guardian with up to 5 dependents 18 and under, at the same address	annual	\$ 699.52	1-Sep-22	\$ 734.50	\$ 720.51	1-Sep-23	\$ 756.55
Recreation Services	1 year Membership	2 Adult Family	2 guardians with up to 5 dependents 18 and under, at the same address	annual	\$ 1,194.95	1-Sep-22	\$ 1,254.70	\$ 1,230.80	1-Sep-23	\$ 1,292.35
Recreation Services	30 Day Pass	Adult	19 - 59 years	each	\$ 55.48	1-Sep-22	\$ 58.25	\$ 57.14	1-Sep-23	\$ 60.00
Recreation Services	30 Day Pass	Senior/Student	60 yrs. or older, or proof of current post-secondary enrollment	each	\$ 45.57	1-Sep-22	\$ 47.85	\$ 46.94	1-Sep-23	\$ 49.30
Recreation Services	30 Day Pass	Youth or Disabled	2 to 18 years or permanent disability	each	\$ 27.76	1-Sep-22	\$ 29.15	\$ 28.59	1-Sep-23	\$ 30.00
Recreation Services	30 Day Pass	1 Adult Family	1 guardian with up to 5 dependents 18 and under, at the same address	each	\$ 71.33	1-Sep-22	\$ 74.90	\$ 73.47	1-Sep-23	\$ 77.15
Recreation Services	30 Day Pass	2 Adult Family	2 guardians with up to 5 dependents 18 and under, at the same address	each	\$ 121.86	1-Sep-22	\$ 127.95	\$ 125.52	1-Sep-23	\$ 131.80
Recreation Services	Group Membership	On 6 Month & 1 Year Memberships	10 or more people in a group will receive 10% off individual memberships		\$ -	1-Sep-20	no gst	\$ -	1-Sep-20	no gst
Recreation Services	Adult Programming	Minimum 100% recoverable	Including all partnership Programs	each	See Leisure Guide	1-Jan-10	See Active Living Guide	See Leisure Guide	1-Jan-10	See Leisure Guide
Recreation Services	Children/Youth/Senior/Disabled Programming	Minimum 50% recoverable	Not including day camp	each	See Leisure Guide	1-Jan-10	See Active Living Guide	See Leisure Guide	1-Jan-10	See Leisure Guide
Recreation Services	Day-camp Programming	Minimum 60% recoverable		each	See Leisure Guide	1-Mar-11	See Active Living Guide	See Leisure Guide	1-Mar-11	See Leisure Guide
Recreation Services	10-Day Flex Pass (max 2 year)	Adult	19 - 59 years and it expires in 2 years from the date of purchase	each	\$ 71.33	1-Sep-22	\$ 74.90	\$ 73.47	1-Sep-23	\$ 77.15
Recreation Services	10-Day Flex Pass (max 2 year)	Senior/Student	60 years or older, or proof of current post-secondary enrollment and expires in 2 years from the date of purchase	each	\$ 57.48	1-Sep-22	\$ 60.35	\$ 59.20	1-Sep-23	\$ 62.15
Recreation Services	10-Day Flex Pass (max 2 year)	Child/Youth or Disabled	2 to 18 years or permanent disability and it expires in 2 years from the date of purchase	each	\$ 36.67	1-Sep-22	\$ 38.50	\$ 37.77	1-Sep-23	\$ 39.65
Recreation Services	10-Day Flex Pass (max 2 year)	Family	2 guardians with up to 5 dependents 18 and under, at the same address and it expires in 2 years from the date of purchase	each	\$ 168.43	1-Sep-22	\$ 176.85	\$ 173.48	1-Sep-23	\$ 182.15
Recreation Services	Rental, set up	1/2 of regular rental rate		per booking	1/2 of regular rental rate	1-Jan-10	1/2 of regular rental rate	1/2 of regular rental rate	1-Jan-10	1/2 of regular rental rate
Recreation Services	Rental, Fieldhouses	Y/S/D Non-Profit Discount	Flexihall or Fieldhouse	hour	\$ 79.38	1-Sep-22	\$ 83.35	\$ 81.76	1-Sep-23	\$ 85.85
Recreation Services	Rental, Fieldhouses	Adult Non-Profit Discount	Flexihall or Fieldhouse	hour	\$ 118.95	1-Sep-22	\$ 124.90	\$ 122.52	1-Sep-23	\$ 128.65
Recreation Services	Rental, Fieldhouses	Regular Rate	Flexihall or Fieldhouse	hour	\$ 158.67	1-Sep-22	\$ 166.60	\$ 163.43	1-Sep-23	\$ 171.60
Recreation Services	Rental Sports Equipment	Skate rentals/badminton racquets		per unit	\$ 3.81	1-Sep-22	\$ 4.00	\$ 3.92	1-Sep-23	\$ 4.10

City of Whitehorse
Fees and Charges Manual

Bylaw 2014-36 Appendix A
Schedule 5 (Recreation)

DEPARTMENT	FEE TYPE	DESCRIPTION	ADDITIONAL DETAILS	UNIT	BYLAW 2022-19	EFFECTIVE DATE	FEE IF GST APPLICABLE	BYLAW 2023-18	NEW EFFECTIVE DATE	NEW FEE IF GST APPLICABLE
Recreation Services	Rental	Portable Bleachers	Staff costs	each	actual cost	1-Sep-20	actual cost	actual cost	1-Sep-20	actual cost
Recreation Services	Rental	Mobile Electric Cart	240 Volts	each	\$ 104.24	1-Sep-22	\$ 109.45	\$ 107.37	1-Sep-23	\$ 112.75
Recreation Services	Rental	Basic Equipment	Table, Podium	each	\$ 12.14	1-Sep-21	\$ 12.75	\$ 12.50	1-Sep-23	\$ 13.15
Recreation Services	Rental	Minor Equipment	AV Equipment, Projector, Activity Bag	each	\$ 24.29	1-Sep-21	\$ 25.50	\$ 25.01	1-Sep-23	\$ 26.25
Recreation Services	Rental	Major Equipment	Fitness, High Value or Set of Equipment	each	\$ 72.86	1-Sep-21	\$ 76.50	\$ 75.04	1-Sep-23	\$ 78.80
Recreation Services	Rental	Chairs		each	\$ 2.43	1-Sep-21	\$ 2.55	\$ 2.50	1-Sep-23	\$ 2.65
Recreation Services	Rental	Outside Hours Operation	Charges at Regular Rental Rate, Non-profit discounts do not apply	each	per rental type	1-Sep-20	per rental type	per rental type	1-Sep-20	per rental type
Recreation Services	Floor covering installation	Staff Costs	Full Flexi is 8 hours	actual cost	actual cost	1-Sep-20	actual cost plus GST	actual cost	1-Sep-20	actual cost
Recreation Services	Stage (4' X 8' Risers)	Staff Costs	One Section is one Hour	each	actual cost	1-Sep-20	actual cost plus GST	actual cost	1-Sep-20	actual cost
Recreation Services	Advertising	Board Advertising - CGC	Board advertising for arenas and fieldhouses	annual	\$ 864.76	1-Jan-20	\$ 908.00	\$ 890.70	1-Sep-23	\$ 935.25
Recreation Services	Advertising	Poster Ads	Poster Ads up to 11x17	monthly	\$ 26.67	1-Jan-20	\$ 28.00	\$ 27.47	1-Sep-23	\$ 28.85
Recreation Services	Advertising	4x8 Sign - CGC	4x8 Sign Advertising	annual	\$ 570.48	1-Jan-20	\$ 599.00	\$ 587.59	1-Sep-23	\$ 616.95
Recreation Services	Advertising	Takhini Arena	65% of CGC Advertising rates	annual	65% of CGC rates	1-Jan-20	65% of CGC rates	65% of CGC rates	1-Jan-20	65% of CGC rates
Recreation Services	Advertising	Resurfacer - CGC	1 Side	annual	\$ 1,100.00	1-Jan-20	\$ 1,155.00	\$ 1,133.00	1-Sep-23	\$ 1,189.65
Recreation Services	Advertising	Resurfacer - CGC	2 Sides	annual	\$ 1,650.48	1-Jan-20	\$ 1,733.00	\$ 1,699.99	1-Sep-23	\$ 1,785.00
Recreation Services	Advertising	Resurfacer - CGC	Top	annual	\$ 824.76	1-Jan-20	\$ 866.00	\$ 849.50	1-Sep-23	\$ 892.00
Recreation Services	Advertising	Resurfacer - CGC	Front	annual	\$ 550.48	1-Jan-20	\$ 578.00	\$ 566.99	1-Sep-23	\$ 595.35
Recreation Services	Advertising	Resurfacer - CGC	Rear	annual	\$ 275.24	1-Jan-20	\$ 289.00	\$ 283.50	1-Sep-23	\$ 297.65
Recreation Services	Advertising	Resurfacer - CGC	Entire Machine	annual	\$ 2,200.00	1-Jan-20	\$ 2,310.00	\$ 2,266.00	1-Sep-23	\$ 2,379.30
Recreation Services	Advertising	Ice Logo - CGC	1/2 Centre Ice	annual	\$ 1,650.48	1-Jan-20	\$ 1,733.00	\$ 1,699.99	1-Sep-23	\$ 1,785.00
Recreation Services	Advertising	Ice Logo - CGC	Full Centre Ice	annual	\$ 2,200.00	1-Jan-20	\$ 2,310.00	\$ 2,266.00	1-Sep-23	\$ 2,379.30
Recreation Services	Advertising	Ice Logo - CGC	Neutral Zone, End Zone, Blue Line	annual	\$ 1,100.00	1-Jan-20	\$ 1,155.00	\$ 1,133.00	1-Sep-23	\$ 1,189.65
Recreation Services	Advertising	Ice Logo - CGC	Face Off Dots	annual	\$ 275.24	1-Jan-20	\$ 289.00	\$ 283.50	1-Sep-23	\$ 297.65
Recreation Services	Advertising	Hallway Beams	Takhini Arena Only	annual	\$ 82.86	1-Jan-20	\$ 87.00	\$ 85.35	1-Sep-23	\$ 89.60
Recreation Services	Advertising	Active Living Guide-Non-Profit Organizations	Half Page	each	\$ 87.62	1-Sep-20	\$ 92.00	\$ 90.25	1-Sep-23	\$ 94.75
Recreation Services	Advertising	Active Living Guide-Non-Profit Organizations	Full page	each	\$ 145.71	1-Sep-20	\$ 153.00	\$ 150.08	1-Sep-23	\$ 157.60
Recreation Services	Advertising	Active Living Guide - Profit Organizations	Half Page	each	\$ 145.71	1-Sep-20	\$ 153.00	\$ 150.08	1-Sep-23	\$ 157.60
Recreation Services	Advertising	Active Living Guide - Profit Organizations	Full Page	each	\$ 259.05	1-Sep-20	\$ 272.00	\$ 266.82	1-Sep-23	\$ 280.15
Recreation Services	Advertising	Active Living Guide - Cover Pages	10% off 2 editions, 15% off 3 editions	each	\$ 1,566.24	1-Jan-14	\$ 1,644.55	\$ 1,613.23	1-Sep-23	\$ 1,693.90
Recreation Services	Keys Deposit	All facilities	All facilities	each	\$ 50.00	1-Jan-10	no gst	\$ 50.00	1-Jan-10	no gst
Recreation Services	Wellness Service	Basic Body Comp or Program Design	Individual Member	each	\$ 61.90	1-Sep-21	\$ 65.00	\$ 63.76	1-Sep-23	\$ 66.95
Recreation Services	Wellness Service	Basic Body Comp or Program Design	Individual Non-member	each	\$ 71.43	1-Sep-21	\$ 75.00	\$ 73.57	1-Sep-23	\$ 77.25
Recreation Services	Bag of Pins	Whitehorse Pins	Bag of 25	bag of 25	\$ 9.52	1-Jan-15	\$ 10.00	\$ 9.52	1-Jan-15	\$ 10.00

**City of Whitehorse
Fees and Charges Manual**

**Bylaw 2014-36 Appendix A
Schedule 6 (Fire)**

DEPARTMENT	FEE TYPE	DESCRIPTION	ADDITIONAL DETAILS	UNIT	BYLAW 2022-19	EFFECTIVE DATE	FEE IF GST APPLICABLE	BYLAW 2023-18	NEW EFFECTIVE DATE	NEW FEE IF GST APPLICABLE
Fire	Burning	Burning	Open burning for land clearing purposes	per day	\$ 110.00	23-Feb-09	no gst	\$ 110.00	23-Feb-09	no gst
Fire	Burning	Burning-open burning for other than land	1 week (7 day) permit	each	\$ 22.00	23-Feb-09	no gst	\$ 22.00	23-Feb-09	no gst
Fire	Burning	Burning-open burning for other than land clearing purposes-seasonal permit	Season is October 1 to March 31	per season	\$ 110.00	23-Feb-09	no gst	\$ 110.00	23-Feb-09	no gst
Fire	Confined Space	Confined Space Rescues	Standard 3rd (third) party billing rates for staff & equipment plus \$500.00 for materials used	each event	actual + \$500.00	27-Jan-03	no gst	actual + \$500.00	27-Jan-03	no gst
Fire	Explosives	Explosives Storage for construction purposes		each	\$ 100.00	28-Jan-02	\$ 105.00	\$ 100.00	28-Jan-02	\$ 105.00
Fire	High Hazard Fireworks Display	Fireworks Permit	For non-City organized events fee	each	\$ 250.00	1-Jan-12	no gst	\$ 275.00	1-Jul-23	no gst
Fire	Occupancy Load	Determine Occupancy Load	Determine the occupancy load for any space	each	\$150.00 + \$100.00/hr. after the first 2 hours	1-Apr-20	+ gst	\$250.00 + \$100.00/hr. after the first 2 hours	1-Jul-23	+ gst
Fire	Safety Plan	Review of New Fire Safety Plan	Fee includes cost recovery for applicable wages and benefits	each	actual + \$100.00	1-Jul-18	+ gst	actual + \$100.00	7-Jan-18	+ gst
Fire	Safety Plan	Update of Fire Safety Plan	Review of an updated fire safety plan		\$ 50.00	1-Jan-12	\$ 52.50	\$ 50.00	1-Jan-12	\$ 52.50
Fire	False Alarm	1st Response within 12 months	False alarms due to vandalism, defective alarm systems or equipment, or negligence of building owner, tenant or contractor	each	no charge	1-Oct-20	no gst	no charge	1-Oct-20	no gst
Fire	False Alarm	2nd Response within 12 months	False alarms due to vandalism, defective alarm systems or equipment, or negligence of building owner, tenant or contractor	each	\$ 200.00	1-Oct-20	no gst	\$ 250.00	1-Jul-23	no gst
Fire	False Alarm	3rd and Subsequent Responses within 12 months	False alarms due to vandalism, defective alarm systems or equipment, or negligence of building owner, tenant or contractor	each	\$ 500.00	1-Oct-20	no gst	\$ 550.00	1-Jul-23	no gst
Fire	File search/Letter	Administration Costs	Information request including inspection or investigation reports provided to any person, insurance company or government agency required to prepare by the Fire Department based on the approval of the Fire Chief, Deputy Fire Chief, or Prevention Officer	per request	\$5.00 per page+ \$100.00	1-Apr-20	+ gst	\$350.00 +postage	1-Jul-23	+ gst
Fire	Response	Per Unit responding plus actual cost of incident mitigation, disposal and lost or damage to equipment		unit/hour+	actual + 250.00	1-Jul-18	no gst	actual + \$250.00	1-Jul-18	no gst
Fire	Investigation	Fire or Incident Investigation	Investigation into fire or accident causation factors or any investigation where public safety from fire or accident needs to be determined. Fees will also be levied where ancillary agents are used for investigation purposes including towing, security, storage, specialized photographic or other evidentiary services. travel, accommodation, and other required services	each	actual + \$100.00	1-Jul-18	no gst	actual + \$100.00	1-Jul-18	no gst
Fire	Inspection Fee	Compliance Re-inspection Fee		each	\$ 200.00	1-Jan-12	no gst	\$ 200.00	1-Jan-12	no gst
Fire	Inspections	Inspection Fees for licensing and permitting	Day Home or child centre	each	\$ 50.00	1-Jul-18	no gst	\$ 60.00	1-Jul-23	no gst
Fire	Inspections	Licensing Inspection	Inspecting a premise for purpose of obtaining a liquor license	each	\$ 100.00	1-Jan-12	no gst	\$ 200.00	1-Jul-23	no gst
Fire	Inspections	Special Event Inspections	If no occupancy load calculation is required	each	\$ 100.00	1-Jan-12	no gst	\$ 200.00	1-Jul-23	no gst
Fire	Stand-By	Confined Space	On Site Stand-By. Fee includes cost recovery for applicable wages, benefits and lost or damaged equipment	each	actual + \$500.00	1-Jul-18	no gst	actual + \$500	1-Jul-18	no gst
Fire	Technical Rescue	Technical Rescue response beyond City of Whitehorse limits	Cost recovery for wages, benefits and any loss or damage to fire department equipment	each	actual cost	1-Jul-13	no gst	actual cost	1-Jul-13	no gst
Fire	Property Securement	Securing an abandoned or Vacant property against unauthorized entry	Utilization of a 3rd party contractor to secure a building which is vacant, abandoned or damaged and where normal means of securement (locking doors / windows) has proven to be inadequate to prevent unauthorized entry	each event	actual + \$250.00	1-Jul-22	no gst	actual + \$250.00	1-Jul-22	no gst

City of Whitehorse
Fees and Charges Manual

Bylaw 2014-36 Appendix A
Schedule 10 (Water and Sewer)

DEPARTMENT	FEE TYPE	DESCRIPTION	ADDITIONAL DETAILS	UNIT	BYLAW 2023-05	EFFECTIVE DATE	FEE IF GST APPLICABLE	BYLAW 2023-18	NEW EFFECTIVE DATE	NEW FEE IF GST APPLICABLE
Water and Waste Services	Private Fire Hydrant Servicing	Annual flush, mechanical check, and winterize		each	\$ 180.00	1-Apr-23	no gst	\$ 180.00	1-Apr-23	no gst
Water and Waste Services	Utility Service Tie-Ins	Regular hours - fee + materials + 35% administration fee		per hour	\$ 225.00	1-Jan-12	no gst		REMOVE FEE	
Water and Waste Services	Utility Service Tie-Ins	After hours - fee + materials + 35% administration fee		per hour	\$ 450.00	1-Jan-12	no gst		REMOVE FEE	
Water and Waste Services	Sewer	Flat rate/month	Dwelling: single, multiple, duplex or semi-detached for each unit	month	\$ 18.46	1-Apr-23	no gst	\$ 18.46	1-Apr-23	no gst
Water and Waste Services	Sewer & Water	Flat rate/month - Single family dwelling	Dwelling: single, multiple, duplex or semi-detached for each unit	month	\$ 88.73	1-Apr-23	no gst	\$ 88.73	1-Apr-23	no gst
Water and Waste Services	Sewer & Water	Flat rate/month - Plus 1 suite		month	\$ 133.11	1-Apr-23	no gst	\$ 133.11	1-Apr-23	no gst
Water and Waste Services	Sewer & Water	Flat rate/month - Plus 2 suites		month	\$ 177.40	1-Apr-23	no gst	\$ 177.40	1-Apr-23	no gst
Water and Waste Services	Sewer & Water	Flat rate/month - Plus 3 suites		month	\$ 221.76	1-Apr-23	no gst	\$ 221.76	1-Apr-23	no gst
Water and Waste Services	Sewer & Water	Flat rate/month - Plus 4 suites		month	\$ 354.87	1-Apr-23	no gst	\$ 354.87	1-Apr-23	no gst
Water and Waste Services	Sewer & Water	Flat rate/month - Duplex Dwelling		month	\$ 177.40	1-Apr-23	no gst	\$ 177.40	1-Apr-23	no gst
Water and Waste Services	Sewer & Water	Metered rate - each additional 1000 gallons over minimum	Per 1,000 gallons	1000 gallons	\$ 9.94	1-Apr-23	no gst	\$ 9.94	1-Apr-23	no gst
Water and Waste Services	Sewer & Water	Metered rate - based on 8500 gallons	Minimum charge	month	\$ 88.73	1-Apr-23	no gst	\$ 88.73	1-Apr-23	no gst
Water and Waste Services	Sewer & Water	Metered rate - minimum based on 38.64 cubic meters		month	\$ 88.73	1-Apr-23	no gst	\$ 88.73	1-Apr-23	no gst
Water and Waste Services	Sewer & Water	Metered rate - each additional 1 cubic meter over minimum		cubic meter	\$ 2.35	1-Apr-23	no gst	\$ 2.35	1-Apr-23	no gst
Water and Waste Services	Sewer & Water	Installation, Inspection Fee during regular hours		each	\$ 750.00	23-Feb-09	no gst	\$ 750.00	23-Feb-09	no gst
Water and Waste Services	Sewer & Water	Installation, Inspection Fee after hours and weekends		each	\$ 1,125.00	1-Jan-12	no gst	\$ 1,125.00	1-Jan-12	no gst
Water and Waste Services	Sewer & Water	Installation, Inspection Fee - No Shows (Contractor not ready; cancellations require 24 hours notice)		each	\$ 250.00	1-Jan-12	no gst	\$ 250.00	1-Jan-12	no gst
Water and Waste Services	Sewer & Water	Freeze Protection Testing Fee		each	\$ 250.00	23-Feb-09	no gst	\$ 250.00	23-Feb-09	no gst
Water and Waste Services	Sewer & Water	Install by City; actual cost of installation as determined by the application of third party rates for labour & equipment, plus the full cost of all materials used together with a handling charge of 15%		each	varies	22-Jun-98	no gst	varies	22-Jun-98	no gst
Water and Waste Services	Sewer & Water	Service call not specified		each	actual	1-Apr-23	no gst	actual	1-Apr-23	no gst
Water and Waste Services	Sewer & Water	Hydrant Meter & Backflow assembly set up		per hour	\$ 50.00	1-Jan-17	no gst	\$ 150.00	1-Jul-23	no gst
Water and Waste Services	Sewer & Water	Greasing or removing grease from lines		each	actual	27-Jan-03	no gst	actual	27-Jan-03	no gst
Water and Waste Services	Sewer & Water	Permanent disconnection of service at the main plus restoration		each	actual	22-Jun-98	no gst	actual	22-Jun-98	no gst
Water and Waste Services	Sewer & Water	Shut off & turn on for benefit of customer (other than initial turn on) after normal business hours (minimum of 4 hour callout as per Operator Outside regular hours)		each	actual	22-Jun-98	no gst	actual	22-Jun-98	no gst
Water and Waste Services	Sewer & Water	Shut off & turn on for benefit of customer (other than initial turn on) during normal business hours		each	\$ 120.00	1-Apr-23	no gst	\$ 120.00	1-Apr-23	no gst
Water and Waste Services	Sewer & Water	Thawing or clearing private service		each	actual	22-Jun-98	no gst	actual	22-Jun-98	no gst
Water and Waste Services	Sewer & Water	Turn on for reinstatement (other than initial torn on) after normal business hours (minimum of 4-hour callout as per Operator outside regular hours)		each	\$ 120.00	1-Apr-23	no gst	actual	1-Jul-23	no gst
Water and Waste Services	Sewer & Water	Turn on for reinstatement after shut-off for non-payment during normal business hours		each	\$ 80.00	1-Mar-11	no gst	\$ 120.00	1-Jul-23	no gst
Water and Waste Services	Sewerage Dumping	Flat rate for each truck load dumped	Annual permit must be purchased	each load	\$ 50.00	1-Jan-12	no gst	\$ 50.00	1-Jan-12	no gst
Water and Waste Services	Sewerage Dumping	Airport Sewage Dump Station Fee-discharging sewage from aircraft	Monthly Fee	month	\$ 200.00	1-Apr-15	no gst	\$ 200.00	1-Apr-15	no gst
Water and Waste Services	Sewerage Dumping	Discharge Permit	Annual fee	per year	\$ 100.00	1-Jan-12	no gst	\$ 100.00	1-Jan-12	no gst
Water and Waste Services	Water Bulk	Key Deposit		each	\$ 200.00	23-Feb-04	no gst		REMOVE FEE	
Water and Waste Services	Water Bulk	Coin operated bulk water station	Per 1,000 litres	1000 litres	\$ 2.00	1-Jan-11	no gst	\$ 2.00	1-Jan-11	no gst
Water and Waste Services	Service Cards	Prepare and provide accurate service cards for new privately developed services			\$ 250.00	23-Feb-09	no gst	\$ 250.00	23-Feb-09	no gst
Water and Waste Services	Water meter	Water meter & remote test, repair, supply, or installation		actual	actual	22-Jun-98	no gst	actual	22-Jun-98	no gst
Water and Waste Services	Water meter reading	Special		each	\$ 100.00	1-Apr-23	no gst	\$ 100.00	1-Apr-23	no gst
Water and Waste Services	Water only	Flat rate/month - Single family dwelling, Commercial & Bulk Water-based on 17000 gallons	Dwelling, duplex or semi-detached for each unit	month	\$ 70.27	1-Apr-23	no gst	\$ 70.27	1-Apr-23	no gst
Water and Waste Services	Water only	Metered rate/bulk rate - each additional 1000 gallons over minimum	Per 1,000 gallons	1000 gallons	\$ 8.67	1-Apr-23	no gst	\$ 8.67	1-Apr-23	no gst

CITY OF WHITEHORSE

BYLAW 2023-19

A Bylaw to provide for community service grants and grants for property taxes and other municipal charges for the year 2023

WHEREAS section 245 of the *Municipal Act* (R.S.Y. 2002) provides that Council may by bylaw make grants to any person or association of persons; and

WHEREAS Council adopted a Policy to provide grants with respect to municipal taxes or rent paid in lieu of taxes to charitable, non-profit, recreational and religious Whitehorse organizations that are primarily concerned with providing services to disadvantaged members of the community; and

WHEREAS the Policy also provides for grants with respect to municipal taxes or rent paid in lieu of taxes to eligible Whitehorse organizations that provide general services to the community, including but not limited to animal shelter facilities, museums, and organizations that lease municipally-owned property; and

WHEREAS council has established a policy of granting other specific municipal charges to non-profit charitable and recreational organizations that lease municipally-owned property;

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

1. Grants for property taxes and other municipal charges of \$180,000 are hereby authorized as detailed in Appendix "A" attached hereto and forming part of this Bylaw.
2. This Bylaw shall come into full force and effect upon the final passing thereof.

FIRST and SECOND READING: June 12, 2023

THIRD READING and ADOPTION: June 26, 2023

Laura Cabott, Mayor

Wendy Donnithorne, City Clerk

Community Service & Municipal Charges Grants Bylaw 2023-19
Appendix "A"

Roll Number	Applicant	Eligible Grant	Recommended Grant
3701011150	Biathlon Yukon	\$ 4,062.50	\$ 3,509.45
3011351100	Canadian Mental Health Association, Yukon Division	3,520.25	3,041.00
3011450400	Downtown Urban Gardens Society (DUGS)	490.10	423.35
3011000300	Food Bank Society of Whitehorse	5,184.25	4,478.50
3015060202	Golden Age Society	5,235.15	4,522.45
3100169300	Guild Society	18,681.95	16,138.70
3010380800	Hospice Yukon Society	1,892.85	1,635.15
3460007600	Humane Society Yukon	6,744.30	5,826.15
3015051300	Kaushee's Place Housing Society	13,537.15	11,694.30
3460007500	Learning Disabilities Association Yukon	1,932.85	1,669.70
3010071800	MacBride Museum Society	45,098.45	38,959.10
3011230200	Maryhouse	2,702.80	2,334.85
3010461100	Royal Canadian Legion	10,154.00	8,771.70
3010301400	Société des Immeubles Franco Yukonnais	27,187.90	23,486.75
3110110800	Softball Yukon	25,165.30	25,165.30
3180523100	Softball Yukon: Ball Diamond Robert Service	751.30	751.30
3901174000	Tennis Yukon	207.55	179.25
3010421100	The Victoria Faulkner Women's Center	1,489.55	1,286.75
3900010090	Valleyview Community Association	100.00	86.90
3013050700	Whitehorse Aboriginal Women's Circle	6,145.85	5,309.20
3701011140	Whitehorse Rifle and Pistol Club	5,829.85	5,036.20
3010270700	Yukon Artist at Work Society	4,273.20	3,691.45
3114041200	Yukon Broomball Association	4,790.35	4,138.20
3908000000	Yukon Film Society	308.10	266.15
3015050600	Yukon Women's Transition Home Society	8,795.50	7,598.15
		\$ 204,281.05	\$ 180,000.00