

CITY OF WHITEHORSE – STANDING COMMITTEES

Monday, March 3, 2025 – 5:30 p.m.

Council Chambers, City Hall

CALL TO ORDER

ADOPTION OF AGENDA

PROCLAMATIONS International Women’s Day (March 8, 2025)

DELEGATIONS Scott Kent and Bernie Adilman – Western Hockey League
Yukon Showcase

CORPORATE SERVICES COMMITTEE

1. Commencement Report – Enhanced Water Meter Reading System
2. New Business

CITY PLANNING COMMITTEE

1. Zoning Amendment – 92340 Alaska Highway Lot Expansion
2. New Business

DEVELOPMENT SERVICES COMMITTEE

1. New Business

CITY OPERATIONS COMMITTEE

1. New Business

COMMUNITY SERVICES COMMITTEE

1. New Business

PUBLIC HEALTH AND SAFETY COMMITTEE

1. New Business



PROCLAMATION
INTERNATIONAL WOMEN'S DAY
March 8, 2025

WHEREAS International Women's Day is a global day celebrating the social, economic, cultural and political achievements of women and also marks a call to action for accelerating women's equality; and

WHEREAS, whether deliberate or unconscious, bias makes it difficult for women to move ahead and knowing that bias exists isn't enough – action is needed to level the playing field; and

WHEREAS in 2025, the United Nations theme of International Women's Day is "For ALL women and girls: Rights. Equality. Empowerment.", emphasizing the need for collective action to ensure every woman and girl can fully enjoy their rights and opportunities;

NOW THEREFORE I, Mayor Kirk Cameron, do hereby proclaim March 8, 2025 to be International Women's Day in the City of Whitehorse.

Kirk Cameron
Mayor

CITY OF WHITEHORSE
CORPORATE SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Dan Boyd

Vice-Chair: Eileen Melnychuk

March 3, 2025

Meeting #2025-05

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1. Commencement Report – Enhance Water Meter Reading System
Presented by David Fulgham, Manager, Business and Technology Systems
 2. New Business

ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Administration
DATE:	March 3, 2025
RE:	Commencement Report – Enhanced Water Meter Reading System

ISSUE

Council approval to commence the procurement of Enhanced Water Meter Reading System.

REFERENCE

- [Procurement Policy 2020-03](#)
- [2024-2027 Capital Expenditure Plan 650c00322](#)
- [2025-2028 Capital Expenditure Plan 300c00225](#)

HISTORY

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

The City's existing water meter system comprised of hardware endpoints and reader devices is obsolete and in need of replacement. Further, the existing software is no longer supported, resulting in errors in data collection, processing and billing.

Subject to external funding approval, project 300c00225 "Enhanced Water Meter Reading System – BTS" has a budget of \$790,000 plus a potential re-budget of \$116,000 for a total of \$906,000.

ALTERNATIVES

1. Authorize Administration to commence the procurement for the Enhanced Water Meter Reading System – BTS; or
2. Refer the matter back to Administration.

ANALYSIS

The City of Whitehorse withdraws, treats and supplies drinking water to its population. Commercial, industrial, institutional and multi-residential users have water meters installed, tallying to 934 water metering units, spread over an area approximately 18.89 square kilometers.

This RFP seeks proponents to replace both the hardware and software components, with new endpoints, a reader device, and a software application. Replacement of existing water meters will also be performed based on the age of the current meters, and their compatibility with the proposed new system.

Purchasing

A Request for Procurement (RFP) will be publicly issued, subject to budget, using established City procurement practices. As this project is contingent on a portion of funding that requires re-budgeting, contract award will follow Council's potential re-budget approval.

Procurement Policy Principles

Compliance: The purchase will follow the City's policy and procedures for procurement.

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

Best Value: The solicitation documents will be publicly advertised and awarded to the highest scoring compliant bidder that can meet the specifications set by the City.

Sustainable Procurement: Upgrading water meters can provide several key benefits, improving efficiency, sustainability, and financial management for both the municipality and its residents.

Tentative Project Schedule

<u>Item</u>	<u>Proposed date(s)</u>
Issue solicitation document	March 3 rd 2025
Issue Purchase Order/Contract	April 15 th 2025
Start of Project	April 16 th 2025
Substantial Performance	September 30 th 2025
Total Completion	November 30 th 2025

ADMINISTRATIVE RECOMMENDATION

THAT Administration be authorized to commence the procurement of Enhanced Water Meter Reading System – BTS.

CITY OF WHITEHORSE
CITY PLANNING COMMITTEE
Council Chambers, City Hall



Chair: Lenore Morris

Vice-Chair: Anne Middler

March 3, 2025

Meeting #2025-05

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1. Zoning Amendment – 92340 Alaska Highway Lot Expansion
Presented by Mélodie Simard, Manager, Planning Services
 2. New Business

ADMINISTRATIVE REPORT

TO:	City Planning Committee
FROM:	Administration
DATE:	March 3, 2025
RE:	Zoning Amendment – 92340 Alaska Highway Lot Expansion

ISSUE

An application to amend the zoning of a 0.81 ha parcel of Commissioner's land from FP – Future Planning to ISx – Service Industrial (modified), to allow for the expansion of a service industrial use on Lot 1175 Quad 105D/14.

REFERENCE

- [Zoning Bylaw 2012-20](#)
- [Whitehorse 2040 Official Community Plan](#)
- [Land Use Master Plan Policy 2024-04](#)
- Location Map (Attachment 1)
- Proposed Zoning Amendment Bylaw 2025-19 (Attachment 2)

HISTORY

In 2019, the owners of Lot 1175 Quad 105D/14 (92340 Alaska Highway) made a land application to the Government of Yukon (YG) Lands Management Branch to allow for an expansion of their Service Industrial lot from 6.4 hectares to 7.2 hectares.

The Yukon Environmental and Socio-Economic Assessment Board (YESAB) reviewed this application, and a decision document was issued in May 2022. The review by YESAB determined that there would be no significant adverse effects, and no recommendations were attached to the decision. The lot expansion would allow for additional storage of materials and equipment, thereby supporting business expansion.

The applicants are proposing to rezone the land from FP – Future Planning to ISx – Service Industrial (modified), which is a condition of their purchase price agreement with YG. The special modification would be an expansion of the current special modification on 92340 Alaska Highway, which only permits “industrial, general” and “service stations” as principal uses and “accessory building/structure” and “caretaker residence” as secondary uses.

The proposed amendment was reviewed at the Development Review Committee (DRC) on January 15, 2025. The DRC noted that the Alaska Highway corridor landscape buffer should remain, as outlined in OCP policy 13.10.

Proposed Schedule

The proposed schedule for the Zoning Bylaw amendment is:

Planning Committee:	March 3, 2025
First Reading:	March 10, 2025
Newspaper Ads:	March 28 and April 4, 2025
Public Hearing:	April 14, 2025
Report to Committee:	May 5, 2025
Second and Third Reading:	May 12, 2025

ALTERNATIVES

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

ANALYSIS**Site Context**

The 0.81 ha site is located at kilometre 923.4 of the Alaska Highway, approximately one kilometre north of the Crestview subdivision. The site is partially treed with IQ – Quarries zoning to the northwest and FP zoning directly surrounding it. Additional ISx zoning is located across the highway to the southeast.

Although adjacent to the highway, the site is separated by other features in the road right-of-way, such as a motorized trail and power line. A quarry access road runs along the northern boundary, leading to a quarry northwest of the site. The applicant has adjusted the parcel to incorporate a 15-metre buffer from this road.

The area is intended for the expansion of 92340 Alaska Highway, which houses a 10-bay shop and a fleet of equipment and camp materials. While surrounding features such as water bodies, archaeological sites, and a section of the Trans-Canada Trail are present, none are directly affected by the proposed expansion area. The subject area sits at a lower elevation and will require filling to match the level of 92340 Alaska Highway. However, it will remain below the adjacent highway's elevation.

2040 Official Community Plan (OCP)

The subject area is designated as Industrial in the OCP. The Industrial designation is intended to accommodate industrial development at varying scales and intensities. The proposed rezoning to ISx conforms with this designation.

Policy 13.10 intends to acknowledge the impression conveyed by the overall appearance of the Alaska Highway corridor. New development visible from the Alaska Highway may be required to incorporate aesthetic enhancements such as site design, landscaping, or fencing requirements that visually screen parking and storage from the Alaska Highway. While the subject area will require clearing and levelling with suitable fill material, the applicant intends to landscape the fill slope on the Alaska Highway side of the property with a mix of poplar trees, willow sprigs, and seed to enhance slope stability and align with the objectives of this OCP policy.

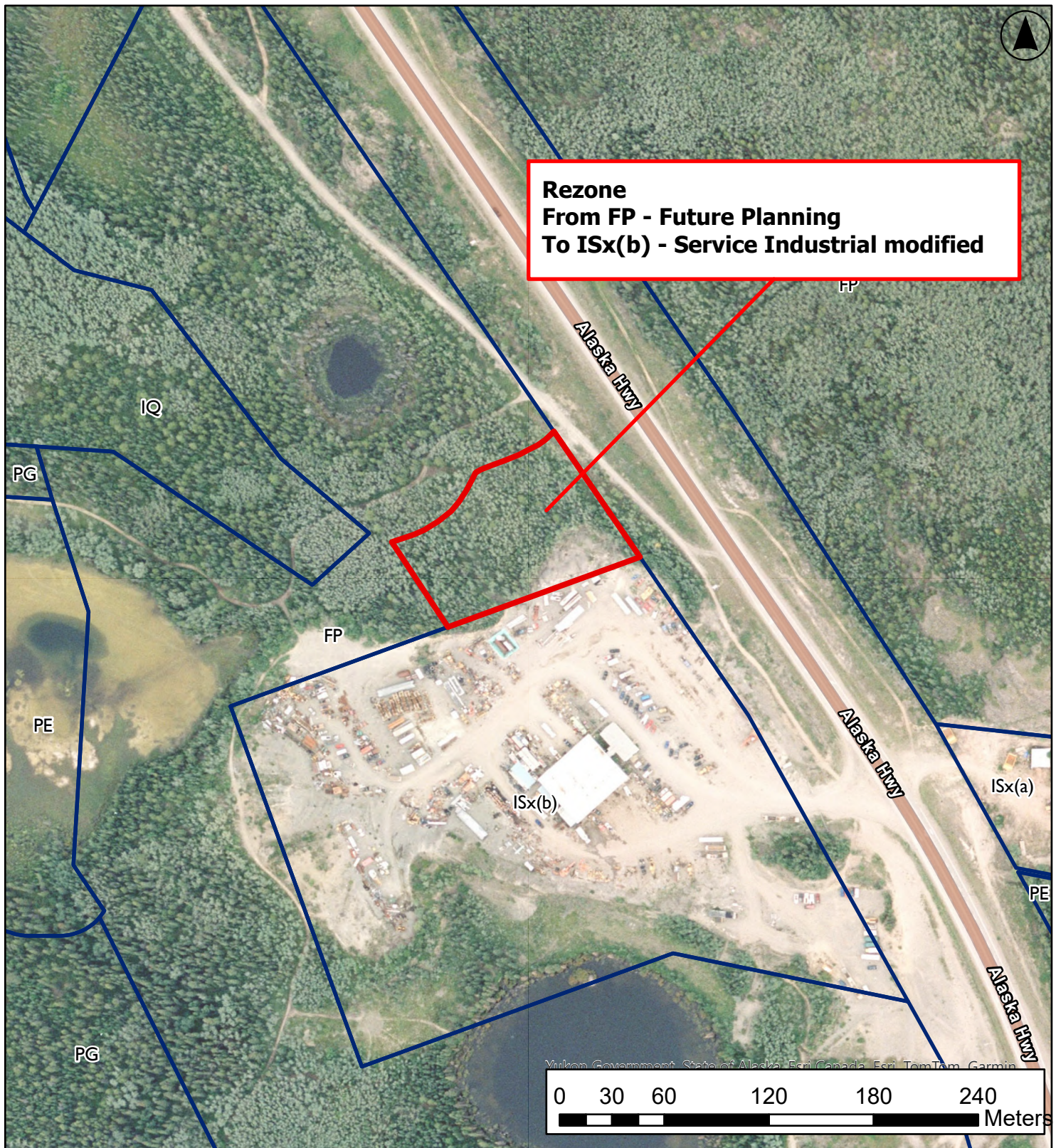
Zoning Bylaw

The current zoning of the subject site is FP – Future Planning, which is intended to protect land with no determined use in a generally undeveloped and natural state until such time as planning has occurred to determine appropriate zoning. The ISx zone was selected to match the zoning of 92340 Alaska Highway and to facilitate the land purchase and lot expansion. It is recognized, considering the size of the proposed expansion area and the surrounding environmental constraints, that extending the IS modified zone to the north is appropriate for the area.

The purpose of the IS zone is to provide a zone for a mix of commercial and industrial uses including manufacturing, processing, assembly, distribution, service or repair, which may carry out a portion of their operation outdoors or require outdoor storage. The special modification would only permit “industrial, general” and “service stations” as principal uses and “accessory building/structure” and “caretaker residence” as secondary uses. The proposed use aligns with this zone and special modification.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2025-19, a bylaw to amend the zoning of a 0.81 ha parcel of Commissioner’s land from FP – Future Planning to ISx – Service Industrial (modified), to allow for the expansion of a service industrial use on 92340 Alaska Highway, be brought forward for consideration under the bylaw process.



DATE:
2/19/2025 10:13 AM

FILE:
Z-18-2024 - Location Map



Subject Site

CITY OF WHITEHORSE - PLANNING AND SUSTAINABILITY SERVICES

Zoning Bylaw Amendment

A proposal to amend the zoning of a 0.8 ha parcel of Commissioner's land adjoining Lot 1175 Quad 105D/14 from FP - Future Planning to ISx - Service Industrial modified



CITY OF WHITEHORSE
BYLAW 2025-19

A bylaw to amend Zoning Bylaw 2012-20

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

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

WHEREAS it is deemed desirable that the City of Whitehorse Zoning Bylaw be amended to allow for the expansion of an industrial development on 0.81 ha of Commissioner's land, adjoining Lot 1175, 72082 CLSR, Plan 89-79 LTO, Quad 105 D/14; and

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

1. Section 11.4.7 of the Zoning Bylaw 2012-20 is hereby amended by modifying subsection b) as follows:
 - b. Lot 1175 Quad D/14 (92340 Alaska Highway) and an adjoining parcel of 0.81 ha of Commissioner's land is designated ISx, the special modification being that only the following uses shall be permitted:
 - 1) Principal uses
 - a. Industrial, general
 - b. Service stations
 - 2) Secondary Uses
 - a. Accessory building/structure
 - b. Caretaker residence
2. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of the parcel of Land comprising 0.81 ha, adjoining Lot 1175, 72082 CLSR, Plan 89-79 LTO, Quad 105 D/14 from FP – Future Planning to ISx(b) as indicated on Appendix “A” attached hereto and forming part of this bylaw.
3. This bylaw shall come into force and effect upon the final passing thereof.

FIRST READING:

PUBLIC NOTICE:

PUBLIC HEARING:

SECOND READING:

THIRD READING and ADOPTION:

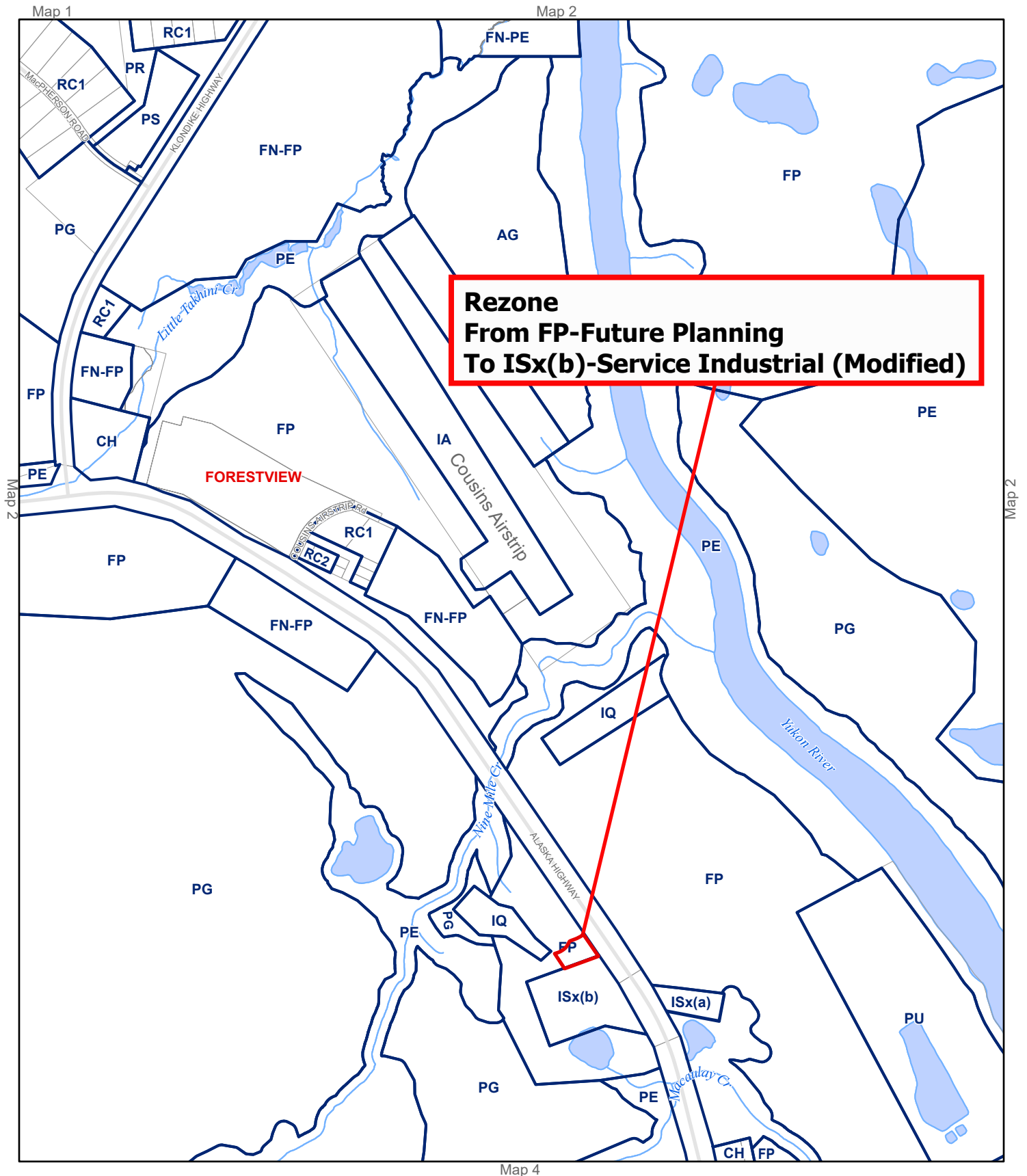
Kirk Cameron Mayor

Corporate Services

MAP 3

Appendix A, Bylaw Map
Bylaw 2025-19

FORESTVIEW



**Rezone
From FP-Future Planning
To ISx(b)-Service Industrial (Modified)**

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



0 680
Meters

Projection: NAD 1983 UTM Zone 8

Consolidation date:
September 13, 2024

CITY OF WHITEHORSE
DEVELOPMENT SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Paolo Gallina

Vice-Chair: Jenny Hamilton

March 3, 2025

Meeting #2025-05

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1. New Business

CITY OF WHITEHORSE
CITY OPERATIONS COMMITTEE
Council Chambers, City Hall



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1. New Business

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COMMUNITY SERVICES COMMITTEE
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1. New Business

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



Chair: Anne Middler

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March 3, 2025

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1. New Business