

CITY OF WHITEHORSE – STANDING COMMITTEES

Tuesday, August 19, 2025 – 5:30 p.m.

Council Chambers, City Hall

CALL TO ORDER

ADOPTION OF AGENDA

PROCLAMATIONS

DELEGATIONS

PUBLIC HEALTH AND SAFETY COMMITTEE – *Councillors Middler and Boyd*

1. New Business

CORPORATE SERVICES COMMITTEE – *Councillors Boyd and Melnychuk*

1. Upcoming Procurements (September/October) – For Information Only
2. New Business

CITY PLANNING COMMITTEE – *Councillors Morris and Middler*

1. Zoning Amendment – KDFN Administrative Buildings
2. New Business

DEVELOPMENT SERVICES COMMITTEE – *Councillors Gallina and Hamilton*

1. New Business

CITY OPERATIONS COMMITTEE – *Councillors Melnychuk and Morris*

1. New Business

COMMUNITY SERVICES COMMITTEE – *Councillors Hamilton and Gallina*

1. Joint Use Agreement Extension
2. New Business

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



Chair: Anne Middler

Vice-Chair: Dan Boyd

August 19, 2025

Meeting #2025-15

1. New Business

CITY OF WHITEHORSE
CORPORATE SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Dan Boyd

Vice-Chair: Eileen Melnychuk

August 19, 2025

Meeting #2025-15

-
1. Upcoming Procurements (September/October) – For Information Only
Presented by Svetlana Erickson, Manager, Financial Services
 2. New Business

ADMINISTRATIVE REPORT

TO: Corporate Services Committee
FROM: Administration
DATE: August 19, 2025
RE: Upcoming Procurements (September/October) – For Information Only

ISSUE

Bi-monthly update on forthcoming procurement projects with an anticipated value greater than \$100,000.

REFERENCE

- [Procurement Policy 2020-03](#)
- Upcoming Procurement Projects Information Report (Attachment 1)

HISTORY

In accordance with the Procurement Policy, a list of forthcoming procurements with an anticipated value greater than \$100,000 must be provided to Council on a bi-monthly basis.

ANALYSIS

Managers have been asked to review their capital projects and operating requirements and to provide information on their anticipated procurements over \$100,000 for the period of September and October 2025. The information as compiled by the Financial Services department is attached as Attachment 1.

Attachment 1
Upcoming Procurement Projects Information Report

Report Number 2025-05

Date of Meeting: August 19, 2025
Subject: Upcoming Procurement Projects
Period: September - October 2025
Purpose: To provide Council with a bi-monthly update on forthcoming procurement projects with an anticipated value greater than \$100,000. All forthcoming procurements are subject to budget and/or rebudget authorization.

No	Department	Project Title	Brief Description	Budget (Operating / Capital)	Commencement Report Required (No/Yes + reason)	Anticipated Procurement Posting Date
1	Parks	Art for WOB and Campground Buildings	Purchase of Art for WOB and Robert Service Campground Buildings	Capital 360c00723 & 320c00420	No, the project value is less than \$500k	September 1, 2025

CITY OF WHITEHORSE
CITY PLANNING COMMITTEE
Council Chambers, City Hall



Chair: Lenore Morris

Vice-Chair: Anne Middler

August 19, 2025

Meeting #2025-15

-
1. Zoning Amendment – KDFN Administrative Buildings
Presented by Mélodie Simard, Manager, Planning and Sustainability Services
 2. New Business

ADMINISTRATIVE REPORT

TO:	City Planning Committee
FROM:	Administration
DATE:	August 19, 2025
RE:	Zoning Amendment – KDFN Administrative Buildings

ISSUE

An application to amend the zoning of 11 lots between McIntyre Drive and Boyd Crescent, from FN-FP – First Nation Future Planning to FN-CIM – Mixed Use Commercial / Industrial (Modified), to enable the development of government buildings.

REFERENCE

- [2005 Kwanlin Dün First Nation Self-Government Agreement \(SGA\)](#)
- [2018 Joint Declaration of Commitment](#)
- [Zoning Bylaw 2012-20](#)
- [Whitehorse 2040 Official Community Plan](#)
- [2020 Kwanlin Dün First Nation Community Lands Plan](#)
- Location Map (Attachment 1)
- Proposed Zoning Amendment Bylaw 2025-33 (Attachment 2)

HISTORY

An application was received to rezone the subject site at the intersection of McIntyre Drive and Boyd Crescent from FN-FP – First Nation Future Planning to FN-CIM – Mixed Use Commercial / Industrial. In addition to rezoning, a request for special modification to permit office uses on the ground floor and on more than 50 per cent of the gross floor area of the building has been applied for. The subject site consists of the following lots:

- 6, 8, 10, and 12 McIntyre Crescent;
- 7 (lot 439), 23, 25, 33, 35, and 37 Boyd Crescent; and
- Portion of Lot 440, Plan 66606 CLSR YT.

The applicant intends to develop a new Kwanlin Dün First Nation Community Services compound and administrative building on part of the subject site to better accommodate the needs of the community. With the expansion of KDFN's population and infrastructure, the current Community Services location at 77 McClennan Road is no longer adequate to meet community need. Site area not immediately developed will accommodate future establishment of KDFN government service uses.

On June 11, 2025, the subject zoning amendment application was reviewed by the Development Review Committee (DRC). DRC noted servicing constraints that require further review and resolution to enable the proposed development. Separate meetings between the applicant, the City Water and Waste Services department, and the City Land and Development department are ongoing to determine adequate solutions. The rezoning application can proceed in the meantime to enable project planning to continue.

The proposed schedule for the Zoning Bylaw amendment is:

Planning Committee:	August 19, 2025
First Reading:	August 25, 2025
Newspaper Ads:	August 29 and September 5, 2025
Public Hearing:	September 22, 2025
Report to Committee:	October 20, 2025
Second and Third Reading:	October 27, 2025

ALTERNATIVES

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

ANALYSIS

Site Context

The subject site is approximately 1.0 ha and is located on KDFN Settlement Land parcel C-41B in the McIntyre neighbourhood. The site is located on McIntyre Drive, in close proximity to Hamilton Boulevard. It is near other KDFN government buildings on McIntyre Drive such as the Kashgêk' community hub, Natsékhi Kù Health Centre, and the Nàkwät'à Kù Potlatch House. The subject site is cleared of trees and undeveloped. In addition to nearby government buildings, this neighbourhood contains existing residential dwellings to the north and west. Adjacent lots on the south and west side of Boyd Crescent remain covered in trees and are listed as undeveloped in the KDFN Community Lands Plan. Land uses for these lots have not been identified at this time.

KDFN Self-Government Agreement (SGA) and Community Lands Plan

The subject site, located within parcel C-41B, is identified as Type 1 land in the KDFN Self Government Agreement (SGA) and KDFN Community Lands Plan. As outlined in the SGA, KDFN can exercise its self-government powers related to planning, zoning, and land development on Type 1 lands. KDFN has however chosen to adopt the City's Zoning Bylaw at this time rather than duplicating an existing regulatory regime with its own zoning bylaw.

Table 7 in the KDFN Community Lands Plan identifies Settlement Land parcel C-41B as suitable for residential development, public services infrastructure, and revenue generation.

The proposed development of a community services compound and administrative building is consistent with establishment of public service infrastructure as outlined in the KDFN Community Lands Plan.

Joint Declaration of Commitment

The Joint Declaration of Commitment signed by the City, KDFN, and Ta'an Kwäch'än Council in 2018 affirmed these three parties would be respectful and supportive as neighbours and friends and collaborate on outstanding issues, with future generations in mind, to their mutual benefit. This zoning amendment process provides opportunity to demonstrate this commitment.

Official Community Plan

This site is designated as First Nation Development Land in the Official Community Plan. First Nation Development Lands are areas where First Nations may develop lands consistent with SGA's and land planning documents completed by the First Nation, to guide development.

The KDFN Community Lands Plan is in alignment with OCP policies which empower First Nations to guide development of their lands in accordance with land planning policies completed by the First Nation.

Rezoning the subject site to accommodate proposed public service uses is consistent with policies and land uses identified in the OCP and KDFN Community Lands Plan

Zoning Bylaw

The current zoning of the subject site is FN-FP. This zone is intended to protect land until such a time that planning has occurred to determine appropriate zoning.

The FN-CIM (modified) zone is proposed to facilitate the development of a Community Services compound and administrative building on site with the potential to develop additional government buildings in the future. The FN-CIM zone permits fleet services, office uses, and other community service-related functions proposed by the applicant. Administration believes the FN-CIM (modified) zone is appropriate for this location as it is fronting on McIntyre Drive, which is the subdivision's collector road.

The applicant has also proposed a special modification to permit office uses on the ground floor and in excess of 50 per cent of the gross floor area of a building. These changes would enable greater development flexibility, better accommodating the applicants land use needs.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2025-33, a bylaw to amend the zoning of 11 lots between McIntyre Drive and Boyd Crescent, to allow for the development of government buildings, be brought forward for consideration under the bylaw process.



SCALE:


1:2,257

DATE:

August 19, 2025

FILE:

Z-03-2025

 Subject Area

CITY OF WHITEHORSE - PLANNING & SUSTAINABILITY SERVICES

Proposed Bylaw 2025-33

A bylaw to amend the zoning of the subject area, from FN-FP – First Nation Future Planning to FN-CIMx(g) (Modified)



CITY OF WHITEHORSE
BYLAW 2025-33

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 Zoning Bylaw be amended to allow for the development of government buildings at Lots 434, 435, 436, 437, 438, 439, 441, 442, 443, 444, and a portion of Lot 440, Plan 66606 CLSR YT, Hillcrest Subdivision (McIntyre), municipally known as 6, 8, 10, and 12 McIntyre Crescent and 7 (lot 439), 23, 25, 33, 35, and 37 Boyd Crescent; and

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

1. Section 10.4 of Zoning Bylaw 2012-20 is hereby amended by adding a new subsection 10.4.8 g) as follows:
 - g) Lots 434, 435, 436, 437, 438, 439, 441, 442, 443, 444, and a portion of Lot 440, Plan 66606 CLSR YT, Hillcrest Subdivision (McIntyre), located at 6, 8, 10, and 12 McIntyre Crescent and 7 (lot 439), 23, 25, 33, 35, and 37 Boyd Crescent, is designated FN-CIMx(g) with the special modification being that offices are permitted on the ground floor and offices are permitted on more than 50% of the gross floor area of the building.
2. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of 6, 8, 10, and 12 McIntyre Crescent and 7, 23, 25, 33, 35, and 37 Boyd Crescent from FN-FP to FN-CIMx(g) (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:

PUBLIC NOTICE:

PUBLIC HEARING:

SECOND READING:

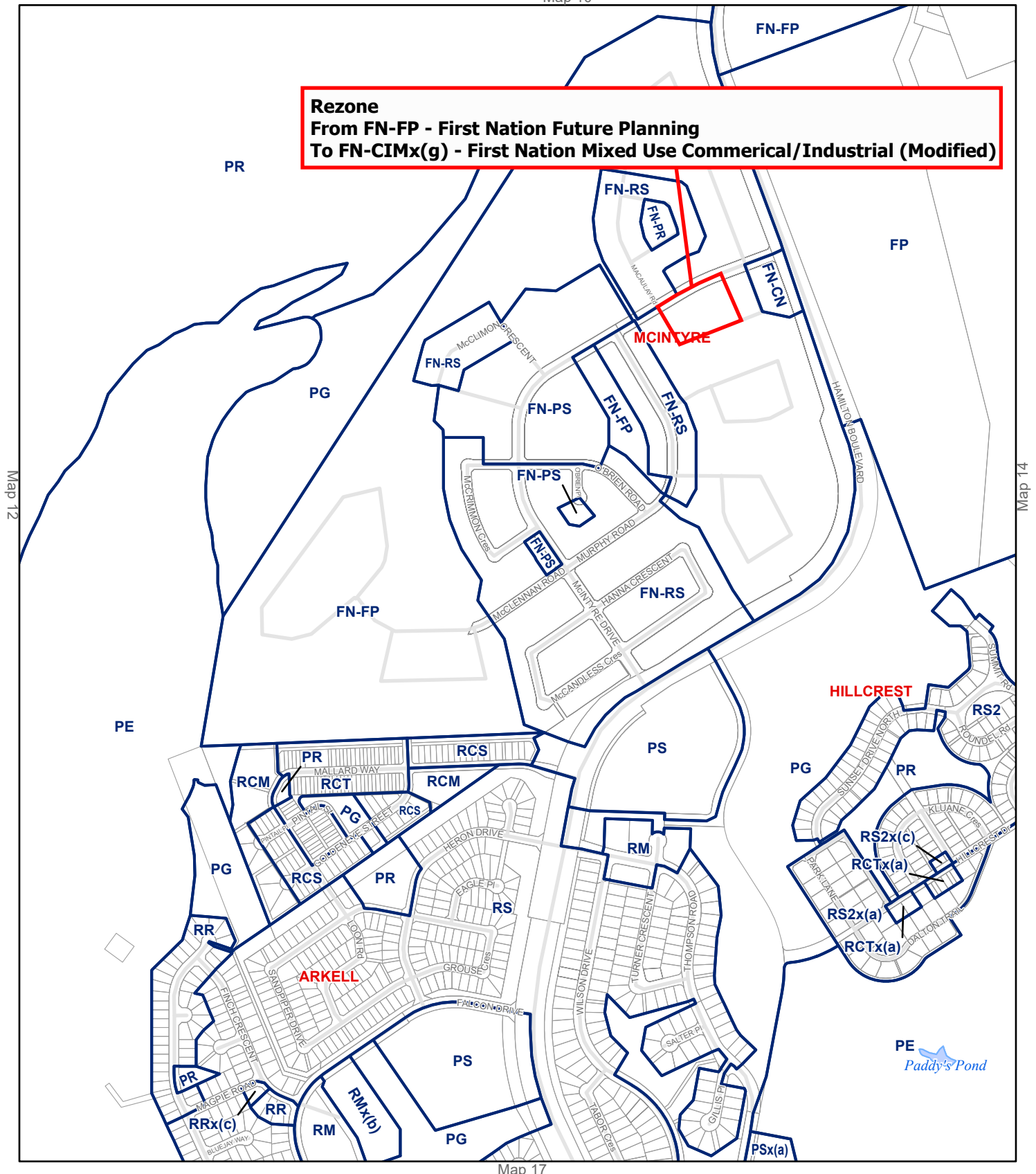
THIRD READING and ADOPTION:

Kirk Cameron, Mayor

Corporate Services

Map 10

**Rezone
From FN-FP - First Nation Future Planning
To FN-CIMx(g) - First Nation Mixed Use Commerical/Industrial (Modified)**



Map 17

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

0 430
Meters

Projection: NAD 1983 UTM Zone 8

Consolidation date:
February 18, 2025

PE
Paddy's Pond

CITY OF WHITEHORSE
DEVELOPMENT SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Paolo Gallina

Vice-Chair: Jenny Hamilton

August 19, 2025

Meeting #2025-15

1. New Business

CITY OF WHITEHORSE
CITY OPERATIONS COMMITTEE
Council Chambers, City Hall



Chair: Eileen Melnychuk

Vice-Chair: Lenore Morris

August 19, 2025

Meeting #2025-15

1. New Business

CITY OF WHITEHORSE
COMMUNITY SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Jenny Hamilton

Vice-Chair: Paolo Gallina

August 19, 2025

Meeting #2025-15

-
1. Joint Use Agreement Extension
Presented by Keri Rutherford, Manager, Recreation
 2. New Business

ADMINISTRATIVE REPORT

TO:	Community Services Committee
FROM:	Administration
DATE:	August 19, 2025
RE:	Joint Use Agreement Extension

ISSUE

Extend the current Joint Use Agreement for Public Facilities in Whitehorse until December 31, 2025.

REFERENCE

- [Municipal Act](#)
- [Joint Use Agreement Bylaw 2021-19](#)
- Proposed Bylaw 2025-34 (Attachment 1)

HISTORY

The Joint Use Agreement (JUA) establishes a framework for community use of selected school buildings and City public facilities beyond core school and recreation activities. It ensures fair, equitable allocation of space based on community benefits, prioritizing youth activities. A comprehensive review of the agreement was completed in December 2024 with input from the Department of Education, Commission scolaire francophone du Yukon, City of Whitehorse, and current user groups.

Following the initial one-year extension to August 31, 2025 for review, negotiations for the renewal and updates to the Joint Use Agreement are well underway. However, additional time is needed to complete the outstanding work. The parties agree that an extension to December 31, 2025 should be brought forward for consideration to allow the work to be finalized.

ALTERNATIVES

1. Extend the Joint Use Agreement Bylaw under the bylaw process; or
2. Refer the matter back to Administration for further consideration.

ANALYSIS

Delays in renewing the agreement on time stem from several factors, including analyzing and incorporating recommendations from the December 2024 review—some of which required broad stakeholder consultation—as well as efforts to include the First Nations School Board (FNSB) as a signatory for the first time.

Consultations with stakeholder groups are complete and proposed amendments to the primary agreement as well as appendices are currently underway, however further work is needed to incorporate the changes affecting the appendices, including proposed fees, language, timelines, and communication processes. The proposed updates aim to resolve known issues within the current agreement.

If Council does not approve the extension, community groups would lose access to school facilities, and schools would lose use of City recreational facilities.

A revised Joint Use Agreement is expected to come forward to Council for approval within the extension period.

ADMINISTRATIVE RECOMMENDATION

THAT Bylaw 2025-34, a bylaw to extend the Joint Use Agreement with the Government of Yukon to maximize the use of public facilities in the City of Whitehorse to December 31, 2025, be brought forward for consideration under the bylaw process.

CITY OF WHITEHORSE

BYLAW 2025-34

A bylaw to amend Joint Use Agreement Bylaw 2021-19.

WHEREAS section 265 of the *Municipal Act* provides that council may pass bylaws for municipal purposes respecting the acquisition, sale, management, mortgaging, construction, leasing, renting, or any other dealings with any real or personal property, or any interest in land, buildings or other improvements on land or personal property; and

WHEREAS the Agreement may be extended, cancelled, or revised at any time upon mutual consent by the parties; and

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

1. The preamble of Bylaw 2021-19 is hereby amended to read as follows:
 - a. WHEREAS the City, the Government of Yukon and the Commission scolaire francophone du Yukon have negotiated an agreement to maximize the use of public facilities in Whitehorse for the period September 1, 2021 through December 31, 2025.
2. Section 2.1 of Bylaw 2021-19 is hereby amended to read as follows:
 - a. 2.1 This Agreement shall endure from September 1, 2021 through December 31, 2025.

This bylaw shall come into full force and effect upon final passage thereof.

FIRST and SECOND READING:

THIRD READING and ADOPTION:

Kirk Cameron, Mayor

Corporate Services