

CITY OF WHITEHORSE – STANDING COMMITTEES

Monday, October 20, 2025 – 5:30 p.m.

Council Chambers, City Hall

CALL TO ORDER

ADOPTION OF AGENDA

PROCLAMATIONS

DELEGATIONS

Keitha Clark, Yukon Anti-Poverty Coalition – Free Transit Program

Jacob Heigers and Sheelah Tolton, 4th Avenue Alliance - 4210 4th Avenue

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

1. New Business

CORPORATE SERVICES COMMITTEE – *Councillors Boyd and Melnychuk*

1. 2026 Council Meeting Schedule and Council Member Appointments
2. Budget Amendment – Solid Waste Contract Services
3. Budget Amendment – Housing Co-location Framework
4. New Business

CITY PLANNING COMMITTEE – *Councillors Morris and Middler*

1. Zoning Amendment – 25 Rhine Way
2. Public Hearing Report – Zoning Amendment – KDFN Administrative Buildings
3. Supplemental Report – Subdivision Control Bylaw
4. 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. Fall Recreation Grants
2. Festival and Special Event Grants
3. New Business

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



Chair: Anne Middler

Vice-Chair: Dan Boyd

October 20, 2025

Meeting #2025-20

-
1. New Business

CITY OF WHITEHORSE
CORPORATE SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Dan Boyd

Vice-Chair: Eileen Melnychuk

October 20, 2025

Meeting #2025-20

-
1. 2026 Council Meeting Schedule and Council Member Appointments
Presented by Valerie Braga, Director of Corporate Services
 2. Budget Amendment – Solid Waste Contract Services
Presented by Ira Webb, Associate Manager, Solid Waste Services
 3. Budget Amendment – Housing Co-location Framework
Presented by Mathieu Marois, Senior Planner, Planning Services
 4. New Business

ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Administration
DATE:	October 20, 2025
RE:	2026 Council Meeting Schedule and Council Member Appointments

ISSUE

Adoption of the 2026 Council Meeting Schedule and Council Member Appointments.

REFERENCE

- [Council Procedures Bylaw 2021-12](#)
- Proposed 2026 Council Meeting Schedule (Attachment 1)
- Proposed 2025 - 2026 Council Member Appointments (Attachment 2)

HISTORY

Each Fall, Council approves the meeting schedule for the following year, including recesses; this provides certainty for Council, Administration, and the public, while still allowing changes by resolution if needed. At the same time, Council appoints members to Standing Committee Chair and Vice-Chair roles, Deputy Mayor, and Reserve Deputy Mayor, as well as to represent the City at the Association of Yukon Communities.

ALTERNATIVES

1. Approve the 2026 Council Meeting schedule and Council member appointments as proposed; or
2. Refer the matter back to Administration.

ANALYSIS

The 2026 Council Meeting Schedule as proposed in Attachment 1 includes the following:

- One summer recess in July, and one winter recess over the December holiday season;
- When Statutory holidays fall on a weekend or a Monday, the Council or Standing Committee meeting has been rescheduled for the Tuesday;

The proposed 2025 - 2026 Council member appointments are included as Attachment 2.

ADMINISTRATIVE RECOMMENDATION

THAT Council approve the 2026 Council Meeting Schedule as presented; and
THAT Council approve the 2025 - 2026 Council member appointments as presented.

Proposed 2026 Council Meeting Schedule

2026 Council Meeting Schedule			
Date		Meeting Type	
Date		Meeting Type	
January 5		Committee	
January 12		Regular	
January 19		Committee	
January 26		Regular	
February 2		Committee	
February 9		Regular	
February 16		Committee	
February 23		Regular	
March 2		Committee	
March 9		Regular	
March 16		Committee	
March 23		Regular	
April 7 (Tue)		Committee	
April 13		Regular	
April 20		Committee	
April 27		Regular	
May 4		Committee	
May 11		Regular	
May 19 (Tue)		Committee	
May 25		Regular	
June 1		Committee	
June 8		Regular	
June 15		Committee	
June 23 (Tue)		Regular	
June 29		Committee	
July 6		Regular	
		Meetings Cancelled for Summer Recess	
August 3		Committee	
August 10		Regular	
August 18 (Tue)		Committee	
August 24		Regular	
September 8 (Tue)		Committee	
September 14		Regular	
September 21		Committee	
September 28		Regular	
October 5		Committee	
October 13 (Tue)		Regular	
October 19		Committee	
October 26		Regular	
November 2		Committee	
November 9		Regular	
November 16		Committee	
November 23		Regular	
December 7		Committee	
December 14		Regular	
		Meetings Cancelled for Winter Recess	

Proposed Council Member Appointments

November 1, 2025 – October 31, 2026

Standing Committee Appointments

Standing Committee	Chair	Vice-Chair
Corporate Services	Councillor Melnychuk	Councillor Middler
City Planning	Councillor Middler	Councillor Hamilton
Development Services	Councillor Hamilton	Councillor Morris
City Operations	Councillor Morris	Councillor Boyd
Community Services	Councillor Gallina	Councillor Melnychuk
Public Health and Safety	Councillor Boyd	Councillor Gallina

Deputy Mayor Appointments

Councillor Boyd	November 1, 2025 to December 31, 2026
Councillor Morris	January 1, 2026 to February 28, 2026
Councillor Melnychuk	March 1, 2026 to April 30, 2026
Councillor Middler	May 1, 2026 to June 30, 2026
Councillor Gallina	July 1, 2026 to August 31, 2026
Councillor Hamilton	September 1, 2026 to October 31, 2026

Reserve Deputy Mayor Appointments

Councillor Hamilton	November 1, 2025 to April 30, 2026
Councillor Morris	May 1, 2026 to October 31, 2026

Other Committee Appointments

Association of Yukon Communities	Councillor Gallina Councillor Melnychuk
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ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Administration
DATE:	October 20, 2025
RE:	Budget Amendment – Solid Waste Contract Services

ISSUE

Council approval to amend the 2025-2027 Operating Budget to allow for landfill operations contract award.

REFERENCE

- [2025-2027 Operating Budget Bylaw 2025-01](#)

HISTORY

The Solid Waste service area retains various contractors to operate the Waste Management Facility, deliver services and conform to its Waste Management Permit requirements. Several of these contracts were renewed in 2025. In July, the City tendered its landfill operations contract, and a compliant bid was received; however, there is not sufficient provisional budget available for contract services to account for the value of this contract and the value of contracts already awarded.

Services under this contract are scheduled to begin January 1, 2026. In order to proceed with contract award and ensure landfilling operations can continue uninterrupted, increases to the provisional 2026 and 2027 operating budgets are required.

The total annual value of the proposed increase is \$208,681, which will ensure sufficient budget is in place for all required service contracts.

Funding for Solid Waste budgets are guided by the Waste Management Cost Recovery Policy, which requires all waste management costs to be funded via user fees rather than general tax revenue. Based on projected continued growth, this increase does not require any offsetting increase to either landfill tipping fees or residential utility rates.

ALTERNATIVES

1. Amend the 2025-2027 Operating Budget as recommended; or
2. Refer the matter back to Administration for further analysis.

ANALYSIS

The City has already awarded two new contracts for landfill services in 2025, namely Gatekeeping and Transfer Station Operations. The City also renewed its contract for a front-load refuse truck rental to support the commercial organics collection program. All of these contracts included price increases for the service which were within provisional budget limitations.

The implementation of an all-weighted tipping fee structure and current waste volumes are such that revenues are projected to offset the proposed increase without any increase to tipping fees or residential utility rates.

If an increase to the provisional budget is not approved, the City cannot proceed to award its landfill operations contract and will be unable to safely and effectively manage waste in accordance with its Waste Management Permit, resulting in significant operational, environmental and financial impacts.

ADMINISTRATIVE RECOMMENDATION

THAT Council amend the 2025-2027 Operating Budget to increase the solid waste expenditures budget in the amount of \$208,681 for the 2026 and 2027 provisional years, offset by an increase in revenues from user fees.

ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Administration
DATE:	October 20, 2025
RE:	Budget Amendment – Housing Co-location Framework

ISSUE

Budget amendment to fund the development of a housing co-location framework and deliver education sessions.

REFERENCE

- [2025-2028 Strategic Priorities](#)
- [2025-2028 Capital Expenditure Program 2024-50](#)
- [Whitehorse 2040 Official Community Plan](#)
- [HAF Agreement and Action Plan Summary](#)
- [HAF Best Practices](#)
- [National Housing Strategy](#)

HISTORY

The Canadian Mortgage and Housing Corporation (CMHC) developed the Activities for Capacity Building and Transfer of Knowledge (ACT) and the Housing Accelerator Fund (HAF) programs related to the National Housing Strategy. The ACT program aims to enhance capacity and facilitate the dissemination of knowledge pertinent to housing, while the HAF program aims to leverage policy changes to fund affordable housing and housing-related infrastructure.

In February 2024, the City entered into a contribution agreement with CMHC to receive \$11 million in funds from the federal organization's HAF program to support the implementation of five initiatives to create more supply of housing at an accelerated pace and enhance certainty in the approvals and building process, while also supporting affordable, diverse and climate-resilient developments. Council approved the use of approximately \$1.2 million of the received funds for the implementation of the five initiatives in its 2024-2027 Capital Expenditure Program (720c00824 Housing Accelerator Plan), with remaining funds allocated to other permitted expenditures under the funding program.

In December 2024, CMHC notified the City that based on its progress towards achieving its HAF targets, the City was eligible to apply for a new initiative to receive additional funding. CMHC identified the development of a framework for co-locating housing with community facilities as a strategy to explore, among others, to help boost housing supply and affordability.

In February 2025, the City submitted a proposed additional initiative to develop a framework to make municipally owned lands available for developers to provide housing, which was approved by Council in the 2025-2028 Capital Expenditure Program.

The City was not successful in obtaining approval for additional funding under the HAF program but was notified by CMHC that the ACT budget had available funding and could receive proposals for consideration. The proposed additional initiative submitted under HAF was therefore revised to align with ACT fund objectives. Instead of focusing on municipally owned land, the proposal is to develop a framework for co-locating housing with any community-related facility.

In August 2025, CMHC approved \$40,000 the project for funding.

ALTERNATIVES

1. Amend the 2025-2028 Capital Expenditure Plan and approve creation of a new capital project for Housing Co-Location Framework; or
2. Do not amend the Capital Expenditure Plan.

ANALYSIS

The ACT program and proposed Statement of Work align with Council's 2025-2028 Strategic Priority to support housing diversity and community growth and aligns with many OCP housing-related policies.

The City is facing significant challenges when it comes to providing an adequate supply of housing. To accommodate the new dwelling units needed, the Official Community Plan's Residential Growth Strategy seeks to encourage redevelopment and intensification within existing neighbourhoods, supporting the construction of a variety of housing types across Whitehorse that reflect the housing continuum.

The availability of land is a significant barrier to redevelopment and intensification within existing neighbourhoods. To address this challenge, Administration proposes to design a framework consisting of a list of approaches (development, design, financing, partnership opportunities, etc.) for co-locating housing with community facilities, such as institutional services, religious assemblies, emergency and protective services, and public offices.

Co-locating housing with community facilities can help boost the supply of housing through the redevelopment and/or intensification of underutilized sites and help revitalize existing community facilities by allowing for the possibility of blending different funding sources that would otherwise not be available for that purpose.

Activities for the framework will include procuring a consultant to review and explore co-location options and case studies, creating an inventory and map of existing and future community facilities, engaging with partners and stakeholders, and preparing a final report.

The City will share the framework with the community and use it to explore policy changes that could enable collocating housing with community facilities. The report will be published and education sessions held for interested organizations in spring 2026. The framework will enable the City and other community organizations to be better informed on how to create more housing efficiently on community lands.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that the 2025-2028 Capital Expenditure Program be amended by adding project Housing Co-location Framework and Education Sessions in the amount of \$40,000, funded from the Canadian Mortgage and Housing Corporation ACT program.

CITY OF WHITEHORSE
CITY PLANNING COMMITTEE
Council Chambers, City Hall



Chair: Lenore Morris

Vice-Chair: Anne Middler

October 20, 2025

Meeting #2025-20

-
1. Zoning Amendment – 25 Rhine Way
Presented by Darcy McCord, A/Manager, Planning Services
 2. Public Hearing Report – Zoning Amendment – KDFN Administrative Buildings
Presented by Darcy McCord, A/Manager, Planning Services
 3. Supplemental Report – Subdivision Control Bylaw
Presented by Kinden Kosick, Land Development Supervisor, Land and Development
 4. New Business

ADMINISTRATIVE REPORT

TO:	City Planning Committee
FROM:	Administration
DATE:	October 20, 2025
RE:	Zoning Amendment – 25 Rhine Way

ISSUE

An application to amend the zoning of 25 Rhine Way and 468 Range Road from RCM2 – Comprehensive Residential Multiple Family 2, and CM1 – Mixed Use Commercial to CM1x(b) – Mixed Use Commercial (Modified), to allow for the extension of a housing development for seniors with related commercial services.

REFERENCE

- [Zoning Bylaw 2012-20](#)
- [Whitehorse 2040 Official Community Plan](#)
- Location Map (Attachment 1)
- Proposed Zoning Amendment Bylaw 2025-41 (Attachment 2)
- Building Heights and Setbacks Map (Attachment 3)

HISTORY

The first phase of the development at 468 Range Road was completed in January 2023 and consists of an 84-unit supportive housing complex. To enable the development, a zoning amendment and boundary realignment was completed in 2020 to rezone a portion of 25 Rhine Way from RCM2 to CM1 and incorporate that portion into 468 Range Road.

The applicant now proposes to construct a new four-storey senior housing complex on 25 Rhine Way, providing 51 beds, and including a physical connection to the existing senior housing complex at 468 Range Road. The connection will allow residents to move between the two buildings and access the range of services offered. The proposed development includes ground-floor space intended for light commercial uses such as a small café and professional service offices (e.g., medical, physiotherapy, optometry) and is designed to complement the existing facility, as well as provide expanded services to residents of both the facility and the surrounding neighbourhood. If the zoning amendment is approved, a lot consolidation of 25 Rhine Way and 468 Range Road would follow.

To allow this development to proceed, an application has been submitted to rezone both 25 Rhine Way and 468 Range Road from RCM2 – Comprehensive Residential Multiple Family 2 and CM1 – Mixed Use Commercial to CM1x – Mixed Use Commercial (Modified). The special modification would allow for the second phase of development, while limiting the building height to 16 m for phase two buildings, limiting the maximum site coverage to 70%, as well as require 3 m site setbacks from the adjacent residential developments to the north, and 1.5 m site setback from the lot line to the west, to ensure a density transition between the Takhini Urban Centre and surrounding residential uses.

On July 23, 2025, the application was reviewed by the Development Review Committee (DRC). DRC requested a Traffic Impact Assessment (TIA) to assess potential traffic implications, primarily focusing on assessing the warrant for a pedestrian crossing on

Range Road, given the presence of seniors and children in the area. The applicant conducted a TIA, concluding that the area requires a pedestrian crossing, recommending a crosswalk north of Dieppe Drive. Engineering has reviewed the TIA and did not raise any concerns with the proposed rezoning, with further details on the design, cost sharing between the benefitting parties, and location of the crosswalk to be addressed during permitting.

The proposed schedule for the Zoning Bylaw amendment is:

Planning Committee:	October 20, 2025
First Reading:	October 27, 2025
Newspaper Ads:	October 31 and November 7, 2025
Public Hearing:	November 24, 2025
Report to Committee:	January 5, 2026 (TBC)
Second and Third Reading:	January 12, 2026 (TBC)

Potential Postal Delivery Disruption

There is a potential that a postal delivery disruption may prevent the delivery of written notification letters to surrounding property owners as required in the Zoning Bylaw. Zoning Bylaw regulation 15.5.1 states however that in the event of a postal delivery disruption, additional methods or alternate notifications may be used, as directed by Council at First Reading. Administration recommends that Council authorize notifications of the public hearing to be advertised on the City's social media platforms if a postal delivery disruption prevents the delivery of mailed notifications.

Zoning Bylaw Rewrite

This proposed amendment, Bylaw 2025-41, if adopted, would amend the current Zoning Bylaw 2012-20, with the intent that the new Zoning Bylaw 2025-37 will be amended to incorporate this change prior to adoption. If the new Zoning Bylaw 2025-37 is adopted first, Bylaw 2025-41 could be changed so that it amends the new Zoning Bylaw instead.

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 0.89 ha and is located in the Takhini neighbourhood at Range Road and Rhine Way. The existing senior housing complex is located on the parcel adjoining Range Road, with government buildings to the east and southeast and a broomball arena to the northwest of the subject site. Residential dwellings are located to the north, west, and south. Apart from the senior housing complex, the remainder of the site is cleared, undeveloped, and currently used for storage, with a few shipping containers, a tent structure, and a materials laydown area present. The site is well-served by public transit, and a paved trail runs along its western boundary. The proposed zoning and associated special modifications are compatible with surrounding land uses, and no conflicts are anticipated.

Official Community Plan

The subject site is designated Residential – Urban / Mixed Use – Neighbourhood in the Official Community Plan (OCP). The Residential – Urban designation supports a wide range of housing forms and compatible uses within the Urban Containment Boundary, while the Mixed Use – Neighbourhood designation accommodates multi-unit housing and small-scale commercial uses that contribute to neighbourhood vitality and the creation of Complete Communities. Complete Communities are neighbourhoods designed to meet residents' basic needs through convenient access to a diverse mix of residential, recreational, community and commercial uses.

The OCP land use designation boundary line runs through 25 Rhine Way. Policy 16.2 states that all boundaries as shown on the mapping in the OCP for land use designations are to be interpreted as generalized, not precise, with consideration given to the policies described in the OCP for their development intent. The site is located on the edge of the Takhini Urban Centre, as identified in OCP Map 2. Policy 8.22 provides that lots in or near Urban Centres shown on Map 2 will be rezoned to allow for commercial and multi-family residential uses. Based on these policies, the proposed CM1 zoning aligns with OCP policy for the area.

The OCP policies on Urban Centres (Policies 8.16 through 8.22) encourage pedestrian-oriented, mixed-use development near transit, with commercial uses at street level and residential above. These policies also emphasize that areas within or adjacent to Urban Centres are preferred locations for higher density residential uses. The special modification addresses policy 8.18 by providing density transitions between Urban Centres and their surrounding residential neighbourhoods to reduce negative impacts on lower density uses. The proposed development is consistent with these policies and with the intent of the Urban Centre.

Zoning Bylaw

25 Rhine Way is currently zoned RCM2 – Comprehensive Residential Multiple Family 2, which is intended to accommodate higher density, more energy efficient urban multiple family housing that is developed as part of a complete neighbourhood. While supportive housing is permitted as a conditional use, commercial uses are not allowed.

468 Range Road is currently zoned CM1 – Mixed Use Commercial, which is intended for a compatible mix of low-intensity commercial and residential uses in transitional areas around the periphery of the downtown commercial core.

The CM1 zone was selected for 25 Rhine Way to match the zoning of 468 Range Road, enabling lot consolidation to support a seamless design and shared infrastructure. A consolidation would allow a building connector between the existing senior living residence and the proposed expansion, enhancing accessibility, service continuity, and aging-in-place supports for senior residents. Rezoning to CM1 also enables ground-floor commercial services within the new development, providing amenities that benefit the facility residents and the surrounding Takhini neighbourhood, consistent with Complete Communities principles.

To ensure the proposed zoning aligns with the surrounding neighbourhood character, while still allowing for future consolidation, special modifications are proposed for the entire subject site, even though they primarily relate to the 25 Rhine Way lot. These modifications

introduce specific limits on building height, site coverage, and setbacks to create an appropriate density transition with adjacent lower-density areas.

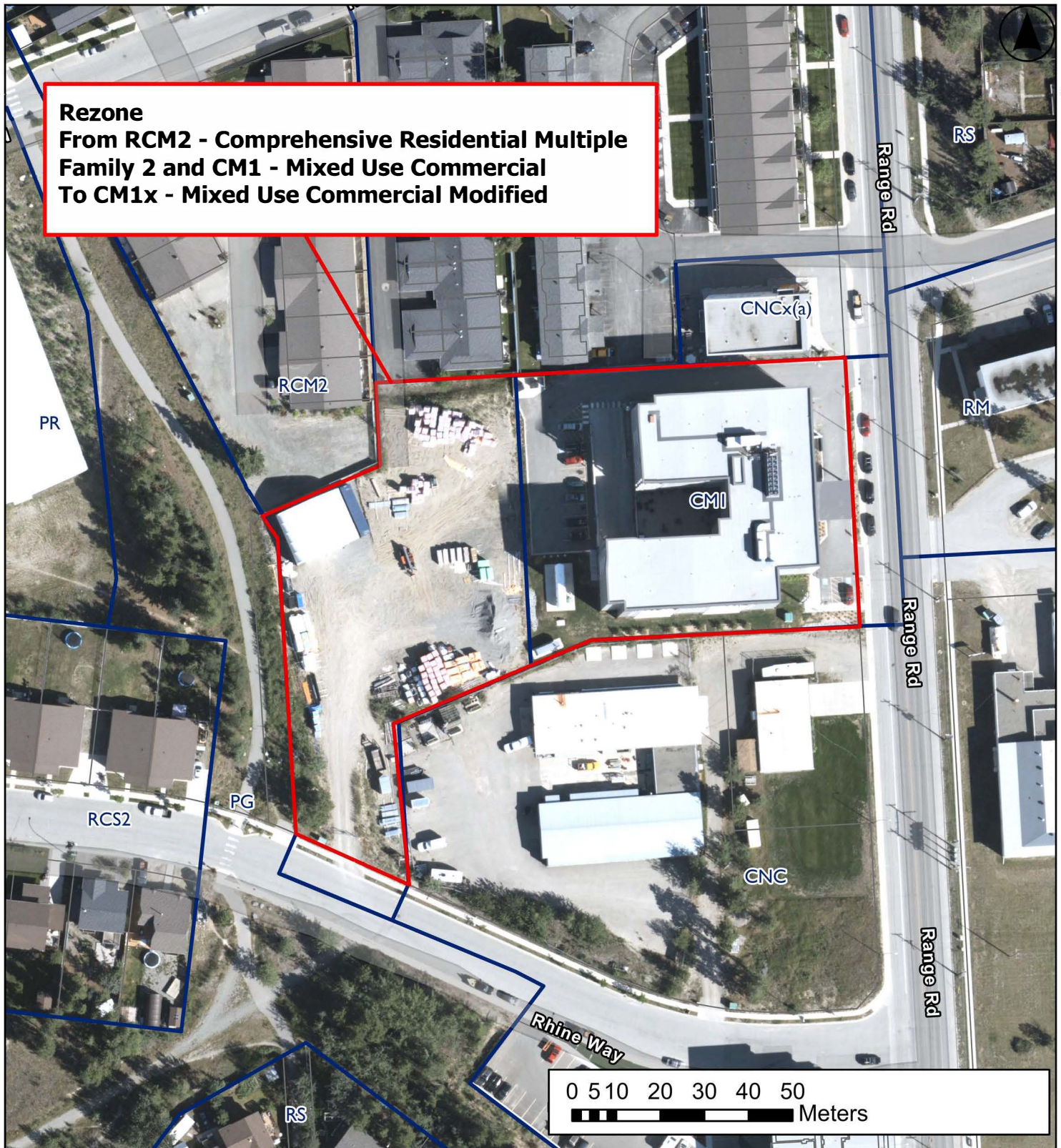
While the CM1 zone permits a maximum height of 20 m, this limit will remain in place only for the existing building on 468 Range Road. For the new development on 25 Rhine Way, the maximum height is proposed to be reduced to 16 m to better integrate with nearby residential uses. To achieve this, the special modification would limit development located more than 74.93 m from the east lot line (the point where 25 Rhine Way begins) to a maximum height of 16 m. Additional modifications include setbacks of 3 m from northern and western boundaries to provide buffers to adjacent properties, with the exception of the western boundary adjoining a City trail and greenspace where the setback is 1.5 m. To further support a gradual transition to higher density, the maximum site coverage across the subject site is proposed to be reduced from 90% to 70%. This reduction does not affect the existing phase one development, which already complies with this limit.

The resulting CM1x(b) zone will continue to support a compatible mix of low-intensity commercial and residential uses, with the special modifications ensuring development that integrates well into the existing neighbourhood.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2025-41, a bylaw to amend the zoning of 25 Rhine Way and 468 Range Road from RCM2 – Comprehensive Residential Multiple Family 2, and CM1 – Mixed Use Commercial to CM1x(b) – Mixed Use Commercial (Modified) be brought forward for consideration under the bylaw process; and

THAT Council authorize the use of alternative notification methods in the event of a postal delivery disruption.



DATE:
8/31/2023 3:29 PM

FILE:
Z-04-2025 - 25 Rhine Way



Subject Site

CITY OF WHITEHORSE - PLANNING AND SUSTAINABILITY SERVICES

Zoning Bylaw Amendment

A proposal to amend the zoning of 25 Rhine Way and 468 Range Road from RCM2 – Comprehensive Residential Multiple Family 2, and CM1 – Mixed Use Commercial to CM1x – Mixed Use Commercial modified



**CITY OF WHITEHORSE
BYLAW 2025-41**

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 development of an expansion to an existing senior living residence on Lot 428, Plan 100041354 LTO, municipally known as 25 Rhine Way; and

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

1. Section 10.5 of Zoning Bylaw 2012-20 is hereby amended by adding a new subsection 10.5.7 b) as follows:
 - “b) Lots 428 and Lot 429, Plan 100041354 LTO YT, located at 25 Rhine Way and 468 Range Road, are designated CM1x(b) with the special modifications being:
 - (1) The maximum site coverage is 70%;
 - (2) The maximum height is 16.0 m for any portion located more than 74.93 m west of the easterly lot line adjoining Range Road; and
 - (3) The minimum yard setback is 3.0 m for lot lines adjoining Lot 1037, Plan 89-39 LTO YT, Condominium 8, Plan CON 8 LTO YT, Condominium 84, Plan CC4 LTO YT, or Condominium 172, Plan CC172 LTO YT, and 1.5 m from all other lot lines not adjoining a street.
2. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of Lot 428, 109445 CLSR, Plan 100041354 LTO from RCM2 – Comprehensive Residential Multiple Family 2 to CM1x(b) – Mixed Use Commercial Modified, and by changing the zoning of Lot 429, 109445 CLSR, Plan 100041354 LTO from CM1 – Mixed Use Commercial to CM1x(b) – Mixed Use Commercial Modified 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:

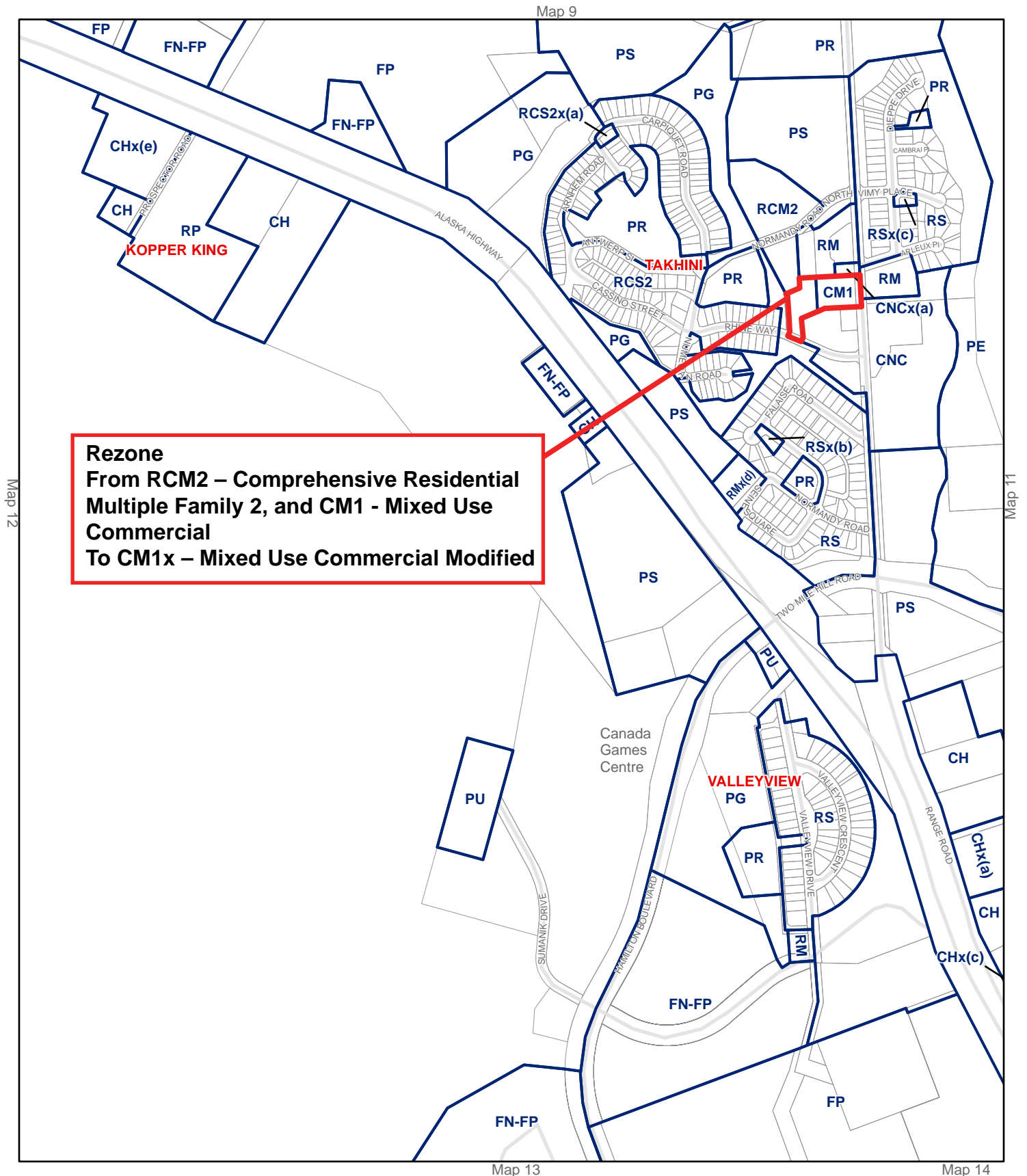
Kirk Cameron, Mayor

Corporate Services

MAP 10

Appendix A, Bylaw Map
Bylaw 2025-41

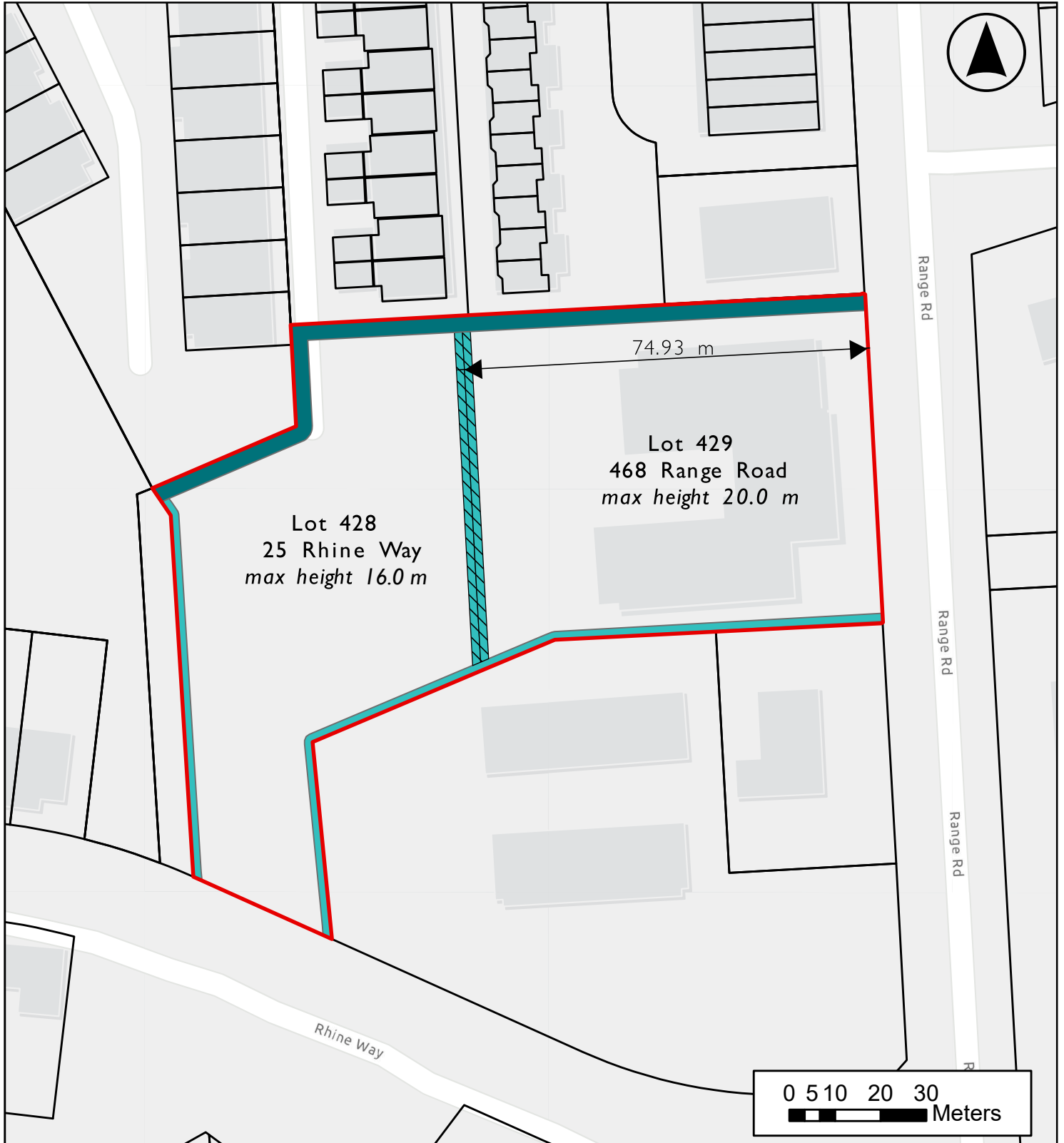
KOPPER KING
TAKHINI, VALLEYVIEW



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.

0 410
Meters
Projection: NAD 1983 UTM Zone 8

Consolidation date:
February 18, 2025



DATE:
10/9/2025 2:47 PM




FILE:
Z-04-2025 - 25 Rhine
Way



Subject Site

CITY OF WHITEHORSE - PLANNING AND SUSTAINABILITY SERVICES

Zoning Bylaw Amendment 2025-41

-  1.5 m setback
-  1.5 m setback (would not apply after consolidation)
-  3.0 m setback



ADMINISTRATIVE REPORT

TO: City Planning Committee
FROM: Administration
DATE: October 20, 2025
RE: Public Hearing Report – 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-CIMx(g) – First Nation Mixed Use Commercial/Industrial (Modified), to enable the development of government buildings.

REFERENCES

- [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 located at the intersection of McIntyre Drive and Boyd Crescent from FN-FP – First Nation Future Planning to FN-CIMx(g) – First Nation Mixed Use Commercial/Industrial (Modified), with the 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. 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 Community Services compound and administrative building on part of the subject site to better accommodate the needs of the community. With the expansion of Kwanlin Dün First Nation's (KDFN) 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.

Bylaw 2025-33 received First Reading on August 25, 2025. Public Hearing notifications were sent out in accordance with the Zoning Bylaw 2012-20, including:

- Newspaper advertisements were posted in the Yukon News on August 29, 2025, and September 5, 2025.
- Email notifications were sent to Kwanlin Dün First Nation, Ta'an Kwäch'än Council, and the Government of Yukon Land Management Branch.
- Mail notifications were sent to 14 property owners within 100 metres of the subject site; and
- A notice sign was placed on the subject site.

A public hearing for this item was held on September 22, 2025. No public input submissions were received and nobody registered for or spoke to the amendment at the public hearing.

ALTERNATIVES

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

ANALYSIS

No issues were raised with this proposed zoning amendment through the public hearing process and no changes to the application were made following the public hearing.

If Council approves this amendment, the proponent can proceed with the City's Development Permit process.

The City is currently undertaking a comprehensive zoning bylaw rewrite. The proposed bylaw (2025-37) was introduced to Council Standing Committee on October 6, 2025. Any zoning amendments in process can be incorporated into new zoning regulations outlined in Bylaw 2025-37 upon adoption. The new zoning bylaw proposes creation of a KDG-KMD McIntyre Development District zone that will apply to the subject site. The KDG-KMD zone permits government buildings as proposed in this application. As a result, changes to text or maps associated with this amendment will not be required if the new zoning bylaw is adopted by Council.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2025-33, a bylaw to amend the zoning of 11 lots between McIntyre Drive and Boyd Crescent, from FN-FP – First Nation Future Planning to FN-CIMx(g) – First Nation Mixed Use Commercial/Industrial (Modified), to enable the development of government buildings, be brought forward at second and third reading 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:

August 25, 2025

PUBLIC NOTICE:

August 29 and September 5, 2025

PUBLIC HEARING:

September 22, 2025

SECOND READING:

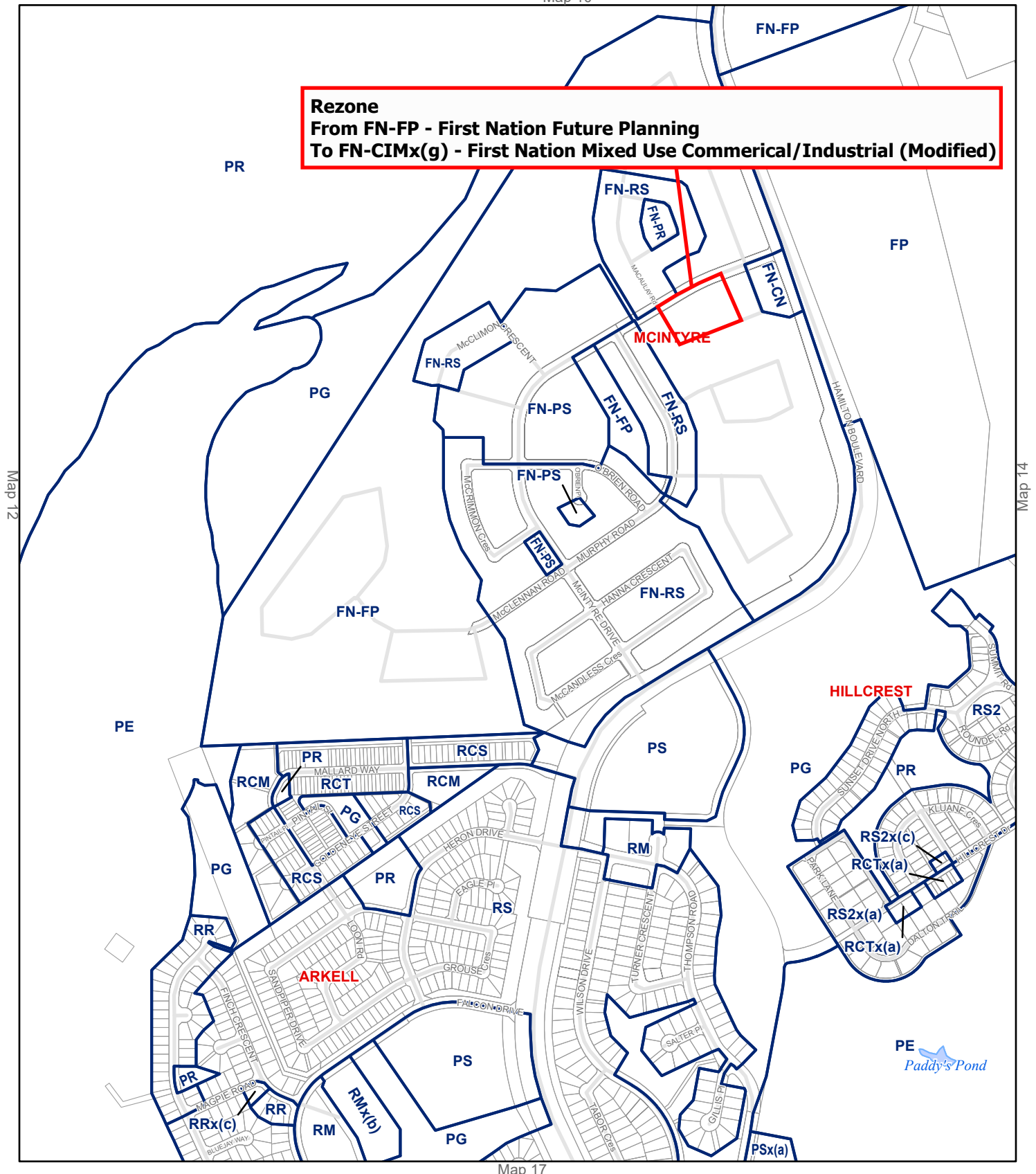
THIRD READING and ADOPTION:

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

ADMINISTRATIVE REPORT

TO: City Planning Committee
FROM: Administration
DATE: October 20, 2025
RE: Supplemental Report – Subdivision Control Bylaw

ISSUE

Updates to the proposed Subdivision Control Bylaw following referral back to Administration by Council.

REFERENCE

- [Municipal Act \(2015\)](#)
- [Condominium Act \(2015\)](#)
- [Subdivision Control Bylaw 2012-16](#)
- [Administrative Report \(September 15, 2025\) – Subdivision Control Bylaw](#)
- Proposed Bylaw 2025-31 (Attachment 1)

HISTORY

The Subdivision Control Bylaw was introduced to Council on September 15, 2025. At that time, Council expressed numerous questions and concerns with the proposed bylaw and referred it back to Administration.

Administration is bringing forward an update to Bylaw 2025-31, which addresses Council concerns, in advance of First Reading.

ALTERNATIVES

1. Bring forward the updated Bylaw 2025-31 for consideration under the bylaw process;
or
2. Refer back to Administration for further consideration.

ANALYSIS

Changes Resulting from New Condominium Regulations

As a result of the Government of Yukon adopting a new *Condominium Act* in 2015 and Converted Building Condominium Regulations in 2022, the City is obligated to make several changes to the condominium approval process.

1. Building Assessment Report Requirements

The existing Subdivision Control Bylaw requires applicants converting existing buildings to condominiums provide a professional review of the building, now referred to as a Building Assessment Report. This also includes the building to be reviewed in relation to the Building Standards Act and the Building and Plumbing Bylaw.

As per the new Converted Building Condominium Regulations, the report is now required to include a survey of building occupants regarding deficiencies they have observed in the building, as well as proper notice and/or conditional offers for sale have been provided at least 6 months prior to submitting and application for condominium conversion.

2. Validity Timeline for Building Assessment Report

The Converted Building Condominium Regulations also require that the Approving Authority must publish rules related to the preparation and submission of Building Assessment Reports, including the timelines and validity period, which should be publicly available on City's website. The proposed bylaw states that the report must be submitted to the City within 12 months of completion to retain validity.

3. Certificate of Approving Authority

The Condominium Act requires that the Approving Authority provide a certificate stating that the condominium has been approved by the Approving Authority. The proposed bylaw states that approval through the online Surveyor General Branch website constitutes this certificate.

Other Changes to the Bylaw

Administration is proposing the following wording changes to Bylaw 2025-31:

- Remove 'sole discretion' language throughout the bylaw;
- Remove reference to building permits in relation to Building Assessment reports; and
- Other items listed in the Administrative Report presented on September 15, 2025.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2025-31, a bylaw to regulate the subdivision process for the City of Whitehorse, be brought forward through the bylaw process.

CITY OF WHITEHORSE

BYLAW 2025-31

A bylaw to control and regulate the Subdivision of land in the City of Whitehorse

WHEREAS section 311 of the *Municipal Act, 2002* provides that Council may, by bylaw, act as Approving Authority and control the Subdivision of land within the Municipality; and

WHEREAS sections 6 to 9 of the *Condominium Act, 2015* provide the requirements for a Condominium plan and Application to be approved by the Approving Authority; and

WHEREAS sections 179 and 312 of the *Municipal Act, 2002* provide that Council may, by bylaw, delegate and of its powers, duties, or functions under the Act, specifically its power as Approving Authority, from Council to the chief administrative officer or a designated municipal officer; and

WHEREAS section 315 of the *Municipal Act, 2002* provides that every Applicant who applies for Subdivision of land shall make provision for the dedication to the Public Use, in addition to streets and lanes, of ten percent of the land to be subdivided, except under certain conditions identified in this section; and

WHEREAS section 316 of the *Municipal Act, 2002 provides* that if the dedication of land to the Public Use under section 315(1) would, in the opinion of the Approving Authority, serve no practical purpose or for any other reason would be unnecessary or undesirable, the Approving Authority may direct that the dedication of land to the Public Use in respect of the proposed Subdivision could be deferred or waived in whole or in part;

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

SHORT TITLE

1. This bylaw may be cited as the “**Subdivision Control Bylaw**”.

SCOPE

2. Council hereby delegates its power as the Subdivision Approving Authority to the Subdivision Approving Officer, subject to the provisions of this Bylaw, including that the Subdivision Approving Officer, as approving authority, may refer Applications to Council for decision. The following positions at the City are appointed as Subdivision Approving Officers:
 - (a) City Manager
 - (b) Director of Development Services
 - (c) Land Development Supervisor
 - (d) Manager of Land and Development Services
 - (e) Subdivision and Lands Coordinator
3. This Subdivision control bylaw shall apply to all land within the boundary of the City of Whitehorse as defined in the *Municipal Act, 2002*. Such boundary may change from time to time, subject to the amendment of the *Municipal Act, 2002*.

Subdivision Control Bylaw 2025-31

DEFINITIONS

4. For the purposes of this bylaw, unless the context otherwise requires, certain terms and words are hereby defined as follows:

“APPLICANT” means a person applying for approval of a proposed Subdivision, Consolidation, or Condominium, whether as owner of land or the owner’s authorized agent;

“APPLICATION” means an Application for approval of a proposed Subdivision, Consolidation or Condominium;

“APPROVING AUTHORITY” means, as applicable,

(a) a Subdivision Approving Officer, as appointed pursuant to this bylaw; or

(b) Council, in the case where a Subdivision Approving Officer has referred an Application for approval to Council;

“BUILDING ASSESSMENT REPORT” means a report provided as part of an Application for a Condominium for a converted building that meets the requirements set out in Section 3 of the Converted Building Condominium Regulation under the *Condominium Act, 2015*;

“CANADA LANDS SURVEYOR” means a licenced Canada Lands Surveyor as that term is defined in the *Canada Lands Surveyors Act*, as amended from time to time;

“CITY” means the corporation of the City of Whitehorse;

“CONDOMINIUM” means a Condominium plan, as that term is defined in the *Condominium Act, 2015*;

“CONDOMINIUM CONVERSION” means the conversion of an existing residential structure or structures to create units of separate ownership, pursuant to the *Condominium Act, 2015*;

“CONSOLIDATION” means combining two or more contiguous Lots to form one Lot;

“COUNCIL” means the Council of the City of Whitehorse;

“DEVELOPMENT” means the carrying out of any activity involving a material change to any use on, over or under the land or buildings on the land that results, or is likely to result, in a change of use or intensity of use and includes site clearing or excavation, dumping or filling, mining and related activities, remediation of contaminated material, construction, renovation or demolition, or the introduction of new or revised property lines;

“DEVELOPMENT AGREEMENT” means a binding agreement between the owner of the land that is the subject of an Application for Subdivision and the Approving Authority with respect to the requirements or limitations of the conditional approval and said agreements may be registered in the Land Titles Office and shall have the force and effect of a restrictive covenant running with the land;

Subdivision Control Bylaw 2025-31

“SUBDIVISION APPROVING OFFICER” means a City official appointed by Council to interpret, administer, and enforce the provisions of the City of Whitehorse Subdivision Control Bylaw 2025-31, as amended or replaced;

“DEVELOPMENT REVIEW COMMITTEE” means a committee for the comprehensive technical review of Development proposals in the City of Whitehorse, comprised of various City of Whitehorse employees, as well as relevant outside organizations, as appropriate;

“DIRECTOR OF DEVELOPMENT SERVICES” means a director for the corporation of the City of Whitehorse;

“FIRST NATION” means any Yukon First Nation;

“HIGHWAY ACCESS” means a street or road right-of-way that may be required pursuant to the *Municipal Act, 2002* ;

“LOT” means a Parcel of land or an area of vacant Commissioner’s land, which is legally defined either by registered plan or description in the registry of the Land Titles Office or Settlement Land which is legally defined either by registered plan or description in the registry of the Land Titles Office or official plan under the *Canada Lands Surveys Act*;

“LOT, PANHANDLE” means a Lot consisting of a narrow driveway strip to provide access to a wider portion of the Lot;

“MUNICIPAL UTILITIES” means a system or facility that is used to provide any of the following things for the public: water, sewage treatment and disposal, storm water conveyance, public transportation, heat, waste heat, and waste management; and a service or product provided for public consumption, benefit, convenience, or use;

“MUNICIPALITY” means the City of Whitehorse;

“PARCEL” means the aggregate of one or more areas of land described in a certificate of title or described in a certificate of title by reference to a plan registered in the Land Titles Office;

“PLAN OF SUBDIVISION” means a plan of survey capable of being registered in the Land Titles Office for the purpose of subdividing a Parcel of land;

“PRELIMINARY PLAN” means a plan of survey capable of being registered in the Land Titles Office for the purpose of effecting a Subdivision, Consolidation, or Condominium;

“PUBLIC USE” means land which is to be operated as a public benefit, such as but not limited to, a public park, utility corridor, or greenbelt;

“PUBLIC USE LAND DEDICATION” means land, or payment in lieu of land, dedicated to the City of Whitehorse during the Subdivision of land in accordance with section 315 of the *Municipal Act, 2002*;

“SETTLEMENT LAND” means land which has been identified to be Category A, Category B or Fee Simple Settlement Land in the applicable First Nation’s Final Agreement and is located within the municipal boundary of the City of Whitehorse;

Subdivision Control Bylaw 2025-31

“SKETCH PLAN” means a sketch, prepared by a Canada Lands Surveyor, of the proposed Subdivision, Consolidation or Condominium to be submitted with the Application and that meets the requirements set forth in this bylaw;

“SUBDIVISION” means, as applicable:

- (a) the adjusting or realigning of an existing property line;
- (b) a division of a Parcel or Lot by means of a Plan of Subdivision, a plan of survey, a plan made pursuant to section 6 of the *Condominium Act, 2015*, an agreement or any instrument, including a caveat, transferring or creating an estate or interest in part of the Parcel;
- (c) the creation of a new Parcel from existing Parcels of land; or
- (d) for the purposes of this bylaw, a division of a Lot or Parcel by an instrument; the creation of a new Parcel or Lot from previously un-subdivided land (e.g. new surveys of vacant Commissioner’s land or Settlement Land); and adjusting or realigning an existing property line;

“SUBDIVISION APPROVAL” means the signing of a Sketch Plan of Subdivision by the Approving Authority;

“TAXES” means Taxes imposed pursuant to the *Municipal Act, 2002* and the *Assessment and Taxation Act* and include any interest or penalties payable in respect of unpaid Taxes and also include any service charges imposed in respect of local improvements on property by the *Municipal Act, 2002* or the *Assessment and Taxation Act* and any interest on penalties payable in respect of them.

SUBDIVISION

FEES

5. The Applicant shall pay a non-refundable Application fee as prescribed in Appendix A of the City of Whitehorse Fees and Charges Bylaw, as amended or replaced.

APPLICATION REQUIREMENTS

6. On receipt of an Application for Subdivision Approval, the Approving Authority shall give public notice of the Application by a method determined appropriate by the Approving Authority.
7. Every Subdivision and Consolidation of land within the boundaries of the City of Whitehorse shall be made in accordance with the *Municipal Act, 2002*, the Official Community Plan, the Zoning Bylaw, the City Servicing Standards Manual, and this or any other applicable bylaw or regulation, all as amended or replaced.
8. The Application, together with all required information and fees, shall be submitted to the Subdivision Approving Officer and signed by the registered owner, or be accompanied by a letter appointing an agent and authorizing the agent to sign on the owner’s behalf.

Subdivision Control Bylaw 2025-31

9. Every Application shall be made in writing using the prescribed form provided by the Subdivision Approving Officer, and shall be accompanied by:
- (a) a current copy of the certificate of title for the subject Parcel of the Application and copies of documents for any registered charges that may limit or restrict the use of the subject lands;
 - (b) digital PDF and AutoCAD/Shape File copies of the Sketch Plan prepared by a Canada Lands Surveyor, which shall show at a suitable scale:
 - i. a bold line indicating the boundaries of the subject Parcel(s) and the area(s) thereof;
 - ii. the location, boundaries and dimensions of all proposed Lots;
 - iii. the location, width and names of all highways on which the proposed Subdivision area abuts;
 - iv. the location and dimensions of all registered easements or rights-of-ways that adjoin or cross the Subdivision area;
 - v. the location, width and names of proposed roads within the proposed Subdivision area;
 - vi. the location and dimensions of all Public Use Land Dedication Lots as required by the *Municipal Act, 2002* and in accordance with this bylaw;
 - vii. all buffer strips as may be required;
 - viii. all surface water bodies and riparian areas within the proposed Subdivision area;
 - ix. the locations and dimensions of all proposed easements, walkways, buffers, parks, and public utility Lots to be created within the proposed Subdivision area;
 - x. the locations and dimensions of all existing improvements that are located in proximity to existing or proposed Lot boundaries within the Subdivision area;
 - xi. a minimum of 1-metre contour information, along with any relevant topographical details such as the top-of-slope;
 - xii. a symbol indicating north;
 - xiii. the scale of the plan; and
 - xiv. such other information required by the Subdivision Approving Officer;
 - (c) such other information as may be considered necessary by the Subdivision Approving Officer to determine the suitability of the land for the proposed Subdivision, which, without limiting the generality of the foregoing, may include:
 - i. a geotechnical assessment report;
 - ii. a hydro-geological assessment and/or hydrology report;

Subdivision Control Bylaw 2025-31

- iii. a drainage plan, as per the City Servicing Standards Manual;
 - iv. the nature and availability of public utilities;
 - v. a servicing plan as per the City Servicing Standards Manual; and
 - vi. a topographic survey;
- (d) a survey certificate showing the location and dimensions of all improvements on the Parcel;
- (e) a receipt showing that all current Taxes on the land have been paid;
- (f) a non-refundable Application fee, as prescribed by the Fees and Charges Bylaw;
- (g) any additional applicable fees, as prescribed by the Fees and Charges Bylaw; and
- (h) in the case of Applications for proposed Condominium Subdivisions, an approved development permit and addressing plan.
10. An Application shall not be considered complete until the Applicant has submitted all information and fees required pursuant to sections 8 and 9 of this bylaw.
11. Notwithstanding section 10 of this bylaw, the Subdivision Approving Officer may consider an Application complete if, in the Subdivision Approving Officer's opinion, the Application is of such a nature as to enable a decision to be made on the Application without all of the information required in sections 8 and 9 of this bylaw.
12. The Subdivision Approving Officer may determine that economic, social, and/or environmental impact assessments are required to be completed at the Applicant's expense prior to the Application being deemed complete.
13. Upon submission of an Application, the Subdivision Approving Officer will undertake an initial review to determine whether further information is required for approval as per sections 8 and 9 of this bylaw, and may request such further information from the Applicant. Additional City departments and outside organizations, through the Development Review Committee, may be included in the initial review process.
14. If an Applicant does not provide further information upon request by a Subdivision Approving Officer within 12 months of the Application date, the Application will be considered void, and the Applicant may submit a new Application in accordance with this Bylaw.
15. The Subdivision Approving Officer shall notify the Applicant in writing upon receipt and determination of a complete Application.

HIGHWAY ACCESS

16. Every Applicant who applies for the Subdivision of land shall provide, to each Lot created by the Subdivision, direct access to a highway satisfactory to the Approving Authority.
17. Newly created Lots may provide Highway Access through a Panhandle Lot design. Where it is not practical to create Highway Access through a Panhandle Lot, the Approving Authority may consider an access easement or similar agreement on a case-by-case basis.

Subdivision Control Bylaw 2025-31

18. The Applicant shall bear any costs incurred from providing access to a highway from a subdivided Lot as per the requirements of this bylaw.
19. Highway Access is not required for land intended for use as:
 - (a) a railway;
 - (b) a right-of-way for a ditch, irrigation canal, pipeline, telecommunication cable, or power transmission line; or
 - (c) public infrastructure, as defined in the Zoning Bylaw.
20. The Approving Authority may waive the requirement in section 16 of this bylaw if strict compliance is considered by the Approving Authority to be impractical or undesirable for any reason.

UTILITY SUBDIVISIONS

21. Where a Subdivision of land creates a Parcel of land necessary for the use of a utility, the Parcel may be of the shape and size required and shall be used exclusively for the utility, and shall vest in the Municipality, other governments or private utility companies as considered appropriate in the circumstances. Parcels on First Nation Settlement Land shall be secured through either lease, encroachment, or similar agreement.

SUBDIVISION BY LEASE OR ENCUMBRANCE

22. Where an instrument granting a lease of only part of a Parcel of land, or charging, mortgaging, or otherwise encumbering only a part of a Parcel of land, has the effect, or may have the effect of subdividing the Parcel, the Land Titles Registrar may reject the instrument for registration until it is approved in accordance with the *Municipal Act, 2002* and the regulations.
23. Where a Parcel of land is separated into two or more areas by a registered plan for a road or right-of-way under a Plan of Subdivision, or by a natural boundary, the separated areas shall be deemed to be one Parcel for the purposes of this section as per the *Municipal Act, 2002*.
24. The City will be granted authority to access, operate, and/or maintain all proposed streets, lanes, utility corridors, infrastructure, buffers, public utility Lots, and walkways, through either a lease or other formal agreement, without compensation to the Applicant.

CONDOMINIUM CONVERSIONS

25. As part of the Application to undertake a Condominium Conversion, the Applicant shall provide:
 - (a) a declaration that any residential units within the subject building have not been rented or occupied; or
 - (b) confirmation that proper notice and conditional offers for sale (if necessary) have been given to the tenants at least 6 months prior to submitting an Application; and

Subdivision Control Bylaw 2025-31

- (c) A Building Assessment Report, containing, without limitation, an identification of any deficiencies in reference to the applicable requirements in the *Building Standards Act, 2002* and the City's Building and Plumbing Bylaw, all as amended or replaced.
26. The Building Assessment Report required under section 25(c) of this bylaw must be submitted as part of a complete Application for Condominium Conversion within one year of completion of the report, otherwise it is no longer valid.

BOUNDARY REALIGNMENT OR LOT ENLARGEMENT

27. Subject to the requirements of this bylaw, the Approving Authority may approve Applications that result in one or more Lots that do not meet the minimum Lot area specified in the Zoning Bylaw, where it is necessary for the purposes of realigning a property boundary or enlarges an existing Lot where there is more than one owner.
28. Where an approval will result in Lots that do not meet the minimum Lot size specified in the Zoning Bylaw, Applications for Subdivision must include both a Plan of Subdivision and plan of Consolidation that will be approved in conjunction by the Approving Authority.
29. Where the Approving Authority approves both a Plan of Subdivision and Consolidation per section 28 of this bylaw, both plans must be registered simultaneously at the Land Titles Office.

ADMINISTRATIVE REVIEW

30. The Subdivision Approving Officer shall forward copies of the Application to the appropriate departments of the City for review and comment.
31. The Subdivision Approving Officer shall refer the Application to the Development Review Committee for review.
32. The Subdivision Approving Officer may refer the Application to any Government of Yukon or Government of Canada Departments or First Nations that may be interested in matters related to the land.
33. The Subdivision Approving Officer may refer Subdivisions that have not received master plan or zoning approval and require new street names to Council for approval. The Subdivision Approving Officer shall review the Application and make recommendations on Subdivisions referred to Council in the form of an administrative report.
34. An Application for Subdivision of land shall be considered approved if a decision has not been made by the Approving Authority within 90 days of the submission of the complete Application, as per sections 8 to 15 of this bylaw.

SUBDIVISION DECISION PROCESS

35. In making a decision on an Application, the Approving Authority may consider any matter or factor deemed relevant to the Application, including, but not limited to the following:
- (a) the reports submitted pursuant to this bylaw;

Subdivision Control Bylaw 2025-31

- (b) the Official Community Plan, the Zoning Bylaw, any other applicable bylaw or regulation, all as amended or replaced;
 - (c) a complete or in progress Master Plan;
 - (d) the recommendations and policies set forth in the Truth and Reconciliation Calls to Action; and
 - (e) the suitability of the land for the proposed Subdivision, having due regard for:
 - i. the proposed use;
 - ii. the existing and proposed uses of land in the vicinity of the proposed Subdivision;
 - iii. the topography of the Parcel(s);
 - iv. the characteristics of the soil;
 - v. the nature of surface and subsurface drainage;
 - vi. any potential hazard from flooding, unstable slopes, erosion and subsidence;
 - vii. any potential contamination of air, water, or soil;
 - viii. provision of Highway Access;
 - ix. the manner of laying out of streets, lanes and lighting;
 - x. the design and orientation of the Subdivision, including the size and shape of Lots;
 - xi. the need, location and suitability of public reserve, parks, school sites and recreation facilities;
 - xii. the availability, adequacy, and location of postal, electricity, telephone, cable/internet and Municipal Utilities or on-site sewer and water systems;
 - xiii. the proposed storage or use of flammable, explosive or radio-active material;
 - xiv. protection and enhancement of sensitive steep slopes, environmental areas and critical wildlife habitat;
 - xv. protection of significant natural, historical and heritage features;
 - xvi. wildfire risk and fire management plans; and
 - xvii. reports prepared pursuant to any impact assessments carried out under section 12 of this bylaw.
36. In no case will Subdivision Approval be provided unless it is in accordance with the Official Community Plan and the Zoning Bylaw. In addition, conditions may be attached to the Subdivision to ensure Parcels newly created are serviced to municipal standards.

Subdivision Control Bylaw 2025-31

37. The Approving Authority may place any conditions on the approval of the Application that the Approving Authority deems necessary to meet the requirements of the *Municipal Act, 2002*, the Official Community Plan, the Zoning Bylaw, the City Servicing Standards Manual and this or any other applicable bylaw or regulation, as amended from time to time.
38. The Approving Authority may, as a condition of approval of the Application, require the registered owner of the subject land to enter into a Development Agreement with the Municipality with respect to that land, pursuant to the *Municipal Act, 2002* and the Development Agreement Regulations Bylaw. The Subdivision Approving Officer may require a finalized Development prior to approval of the Subdivision.
39. The Approving Authority may, as a condition of approval of the Application, levy a development cost charge on the owner of the land pursuant to the *Municipal Act, 2002* and in accordance with the Residential Development Cost Charges Bylaw.
40. The Approving Authority may, as a condition of approval of the Application, require a Public Use Land Dedication pursuant to the *Municipal Act, 2002* and in accordance with this bylaw.
41. Where, in the opinion of the Approving Authority, compliance with a requirement of any applicable regulation or bylaw is impractical or undesirable because of circumstances peculiar to a proposed Subdivision, the Approving Authority may relieve the Applicant in whole or in part from compliance with the requirement unless relief is contrary to the provisions of the *Municipal Act, 2002*, the Official Community Plan or the Zoning Bylaw.

SUBDIVISION APPROVAL

42. A Subdivision Approving Officer shall approve, conditionally approve, or refuse Subdivision Applications, realignment of existing Lot lines, Consolidations, and all Condominium Subdivisions (including bare land type Condominium units).
43. Council shall by resolution approve, conditionally approve, or refuse Subdivision Applications that have been referred to Council pursuant to section 35 of this bylaw.
44. An Approving Authority shall not approve an Application for a Condominium Subdivision where there would be less than three (3) Condominium units being created.
45. Approval of a final Plan of Subdivision by the Approving Authority, through the process set out by the Surveyor General Branch of Yukon, is deemed to be a certificate of an Approving Authority, as required under section 7(c) of the *Condominium Act, 2015*.

APPROVAL TIMELINE

46. An Application for Subdivision shall be considered approved if the Approving Authority has not made a decision within 90 days of the City receiving a completed Application, unless the Applicant's consent has been given in writing for a time extension.
47. Approval of an Application shall be valid for a period of 12 months, after which approval will be deemed to have lapsed if the Preliminary Plan has not been registered with the Land Titles Office within this period.

Subdivision Control Bylaw 2025-31

48. The Approving Authority may renew an approval of an Application for one period of 12 months, commencing from the end of the first approval period. New administrative fees will apply, as per the City's Fees and Charges Bylaw.
49. The Applicant shall provide proof of registration at the Land Titles Office to the City prior to expiry of approval or extension. The City may withhold other related permits or approvals until proof of registration has been provided.

PROCESS FOLLOWING APPROVAL

50. Where an Application is approved:
 - (a) The Subdivision Approving Officer shall notify the Applicant of the decision, along with any conditions of approval, in writing and advise the Applicant of their right of appeal if the Application was approved conditionally.
 - (b) The Subdivision Approving Officer shall have the Sketch Plan signed by the appropriate Approving Authority and return a digital copy of the signed Sketch Plan with the approval decision letter to the Applicant as the Subdivision Approval notification.
 - (c) The Applicant shall thereafter contract a Canada Lands Surveyor to produce a Preliminary Plan of survey drawn in conformity with the approved Sketch Plan.
 - (d) The Canada Lands Surveyor shall submit copies of the Preliminary Plan to the Subdivision Approving Officer for review of its conformance to the Sketch Plan.
 - (e) If the Subdivision Approving Officer is satisfied that the Preliminary Plan has been prepared in conformance to the Sketch Plan, and that all applicable conditions of the Subdivision Approval have been satisfied, the Preliminary Plan shall be signed by the Approving Authority and notification sent to the Canada Lands Surveyor.

PROCESS FOLLOWING REFUSAL

51. Where the Approving Authority refuses to approve the Application, the Approving Authority shall state the reason or reasons for refusal and the Subdivision Approving Officer shall notify the Applicant in writing and advise the Applicant of their right to appeal.
52. Following the refusal of an Application, no subsequent unaltered Application for the same use of land shall be made within six months of the date of the refusal.

APPEALS

53. Where the Application is refused or conditionally approved, or if a Plan of Subdivision is refused, the Subdivision Approving Officer shall notify the Applicant of the decision, along with the reasons for refusal, and shall advise the Applicant of the right to appeal and the time within which an appeal may be made.
54. Where the Application is refused or conditionally approved, the Applicant may appeal in writing to the appeal board, which will consist of:

Subdivision Control Bylaw 2025-31

- (1) Council, if the Subdivision was considered by a Subdivision Approving Officer;
or
 - (2) the Yukon Municipal Board, if the Subdivision was considered by Council.
55. An appeal to Council or the Yukon Municipal Board shall be made in writing within 30 days after the date on which the Applicant is served with notice of refusal or conditional approval or the date the notice was mailed to the Applicant.
56. Where an appeal is received within 30 days of refusal or conditional approval, a hearing must be held within 90 of receiving notice of the appeal and must:
- (a) Ensure that reasonable notice of the hearing is given to the Applicant and all affected persons; and
 - (b) Consider the appeal having regard to the purpose, scope, and intent of the Official Community Plan, the Master Plan Policy, the Zoning Bylaw or any other applicable bylaw or regulation and to the Development and use of the land that may result from the proposed Subdivision of land.
57. At the appeal hearing, the Applicant and any person who has an interest in or might be affected by the Subdivision of land that is the subject of the hearing must be heard by the appeal board.
58. In determining an appeal, the appeal board may confirm, reverse, or vary the decision of the Approving Authority and may impose further conditions that it considers appropriate.
59. The appeal board shall provide a decision in writing within 60 days after the date of the hearing, which will be in force for 12 months from the date on which it was issued.

PUBLIC USE LAND DEDICATION

APPLICATION OF PUBLIC USE LAND DEDICATION

60. The City shall require a ten percent Public Use Land Dedication, or payment in lieu thereof, for each Subdivision Application received by an Applicant.
61. Notwithstanding section 60, the City of Whitehorse shall not require dedication of a ten percent Public Use Land Dedication, or payment in lieu thereof, in respect of First Nation Subdivision Applications that comprise Settlement Land. Through the Subdivision Application process, the First Nation shall identify ten percent of lands to be set aside by the First Nation for Public Use in each Subdivision Application, subject to approval of the land by the City, and the First Nation shall secure such Public Use through agreement where applicable.

PROCEDURE FOR PUBLIC USE LAND DEDICATION

62. Each Applicant proposing a Subdivision of land for any use is required to dedicate ten percent of the total land to be subdivided for Public Use. The calculation to determine the ten percent shall not include land to be dedicated for buffers, streets and lanes.

Subdivision Control Bylaw 2025-31

- 63. The location and dimension of all Lots dedicated for Public Use lands must be shown in the Sketch Plan of the proposed Subdivision.
- 64. The location and suitability of land within the proposed Subdivision to be dedicated to the Public Use is subject to the approval of the Approving Authority.

LANDS THAT MUST BE TRANSFERRED TO THE CITY

- 65. In addition to the ten percent land dedication, the following lands must be transferred to the City as a condition of Subdivision Approval and without any compensation to the Applicant:
 - (a) all proposed streets, and lanes; and
 - (b) buffer areas that have been required in a Subdivision of land proposed for residential uses.
- 66. The Director of Development Services, or their designate, is granted the authority to approve leases, easements, or other similar agreements, for Settlement Land with First Nations in lieu of transfer for all highways, public utility Lots, parks, buffers, walkways, or similar, and other Public Use Land Dedication areas. Once approved by the Director of Development Services, three copies will be forwarded for execution by the Mayor and Corporate Services, under City seal.

LANDS THE CITY MAY REQUIRE TO BE INCLUDED

- 67. The City may require that the following lands be included in the ten percent land Public Use Land Dedication:
 - (a) Any Parcel of land as deemed appropriate by the Approving Authority; and
 - (b) Where land adjacent to surface water, or any other body of water, is to be subdivided for other than public recreational uses, the following dedication of land to the Public Use may be required:
 - i. A Parcel of land, of such width as may be determined by the Approving Authority, lying between the bank of the land containing water and the land to be retained by the owner, for the preservation of the bank and the protection of the land retained by the owner against flooding and to provide public access to the water; and
 - ii. Land to provide access to the shoreline of the land containing water, to serve the proposed Subdivision, and not exceeding ten percent of the area of the land to be subdivided.

ADDITIONAL LANDS THAT MAY BE TAKEN

- 68. If the land to be subdivided contains ravines, swamps, natural drainage courses, or other areas that, in the opinion of the Approving Authority, are unsuitable for building sites or other private uses, the Approving Authority may require that those areas be dedicated to the Public Use in addition, or in part contribution, to the required ten percent Public Use Land Dedication.

Subdivision Control Bylaw 2025-31

EXEMPTIONS

69. The Public Use Land Dedication requirements identified in section 315 and 316 of the *Municipal Act, 2002* and this bylaw shall not apply to Subdivision Applications where:
- (a) the land is intended for:
 - i. a railway station grounds or railway right-of-way;
 - ii. a right-of-way for a ditch or irrigation canal;
 - iii. a pipeline;
 - iv. telecommunication cable or power transmission line; or
 - v. a reservoir or sewage lagoon;
 - (b) the land is to be re-subdivided for the purpose of correcting or re-arranging boundaries of land previously included in an area subject to the requirements of the Subdivision section of the *Municipal Act, 2002*;
 - (c) the land is to be subdivided into Lots twenty hectares or larger in area, unless the Approving Authority directs otherwise;
 - (d) a dedication of ten percent for Public Use was made in addition to the dedication for streets and lanes in a previous Subdivision of the land;
 - (e) another government authority has exercised reversionary rights on the land proposed for Subdivision;
 - (f) the land being subdivided exists as public land and is intended to stay in the public domain after Subdivision; or
 - (g) the land to be subdivided is from vacant Commissioner's Land and is being consolidated with an existing surveyed Lot as a Lot enlargement.

CASH-IN-LIEU OF LAND DEDICATION

70. In cases where the identified dedications of land do not total ten percent of the Subdivision land area, the remaining difference shall be required in a cash-in-lieu payment to the Municipality. The cash-in-lieu of dedication shall be provided at a rate equivalent to the fair market value of the land.
71. The Approving Authority may consider a combination of land transfer and cash-in-lieu, but in no case shall the total value be equal to less than ten percent of land value of the subdivided land.
72. The value of the land shall be determined on the basis of the value of the land immediately after the Subdivision of the land and shall be established under the *Assessment and Taxation Act*.
73. All cash-in-lieu of dedication proposals shall be reviewed by the Subdivision Approving Officer to ensure the correct value has been provided based on the Application and forwarded to the Director of Development Services for approval.
74. In the event that the Director of Development Services is unable to make a decision on whether or not to accept cash-in-lieu of dedication, they may refer the decision to Council, and Council may by resolution approve or refuse cash-in-lieu of dedication.

Subdivision Control Bylaw 2025-31

75. Cash-in-lieu payments shall be deposited in a reserve account and shall be used only for the purchase or Development of Public Use land.

PUBLIC USE RESERVES DEFERRED OR WAIVED

76. If the dedication of land to the Public Use would, in the opinion of the Approving Authority, serve no practical purpose or for any other reason would be unnecessary or undesirable, the Approving Authority may direct that the dedication of land to the Public Use in respect of the proposed Subdivision be deferred in whole or in part until a further Subdivision is made or may be waived in whole or in part.

GENERAL INTERPRETATION

BYLAW SHALL PREVAIL

77. Where the provisions of this bylaw conflict or overlap with the provisions of any other bylaw of the City, the bylaw with the more stringent provisions shall prevail.

OFFENCE

78. Any person who contravenes the provisions of this bylaw is guilty of an offence and is liable to a fine where proceedings are commenced pursuant to the summary conviction provisions of the *Criminal Code*.

79. Each day that a violation of the provisions of this bylaw exists shall constitute a separate offence.

SEVERABILITY

80. The invalidity of any section, clause, sentence or provision of this bylaw shall not affect the validity of any other part of this bylaw that can be given effect without such invalid part or parts.

REPEAL

81. Bylaw 2012-16, including all amendments thereto, is hereby repealed.

COMING INTO FORCE

82. This bylaw shall come into full force and effect upon the final passing hereof.

FIRST and SECOND READING:
THIRD READING and ADOPTION:

Kirk Cameron, Mayor

Corporate Services

CITY OF WHITEHORSE
DEVELOPMENT SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Paolo Gallina

Vice-Chair: Jenny Hamilton

October 20, 2025

Meeting #2025-20

1. New Business

CITY OF WHITEHORSE
CITY OPERATIONS COMMITTEE
Council Chambers, City Hall



Chair: Eileen Melnychuk

Vice-Chair: Lenore Morris

October 20, 2025

Meeting #2025-20

1. New Business

CITY OF WHITEHORSE
COMMUNITY SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Jenny Hamilton

Vice-Chair: Paolo Gallina

October 20, 2025

Meeting #2025-20

-
1. Fall Recreation Grants
Presented by Keri Rutherford, Manager, Recreation Services
 2. Festival and Special Event Grants
Presented by Nicole Tattam, Supervisor, Parks
 3. New Business

ADMINISTRATIVE REPORT

TO:	Community Services Committee
FROM:	Administration
DATE:	October 20, 2025
RE:	Fall Recreation Grants

ISSUE

Approval of the grant recommendations for Fall Recreation Grant allocations.

REFERENCE

- [Recreation Grant Policy](#)
- 2025 Fall Recreation Grants – Grant Summary (Attachment 1)
- 2025 Fall Recreation Grants – Operational Support Summary (Attachment 2)

HISTORY

Council policy governs the allocation of recreation grants. The Recreation Grant Task Force met on October 8, 2025, to discuss and compile recommendations for funding in accordance with the Recreation Grant Policy.

A total of \$272,824 is available for two granting sessions in 2025. The funding available for this session for all Recreation Grant categories is \$85,000 plus any funds returned from previous sessions.

The total amount received by the City for our Recreation Grant Program in 2025 through the Community Lottery Fund was \$220,000. The City continues to acknowledge Lotteries support through City advertising.

ALTERNATIVES

1. Approve the recommended Recreation Grants allocations; or
2. Refer the matter back to Administration.

ANALYSIS

The Recreation Grant Task Force received and reviewed 23 applications totalling \$122,553 in requests, with 21 deemed eligible for funding. Applications were submitted under the Recreation Grant Policy and the four funding categories: Ongoing Projects and Initiatives, New Projects and Initiatives, Training and Leadership Development, and Operational Support. The evaluation of the applications was conducted using the evaluation matrix and eligibility criteria.

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

Per the Community Lotteries guidelines, any requests that are O&M related are ineligible for funding. This means that any of the eligible and recommended O&M requests received would be funded using the City's contribution of \$52,824.

The applications received, together with the recommendations of the Task Force and any applicable conditions, are listed in the attachments.

Where funding recommendations do not reflect the full amount of funding requests, it is because certain elements of an application may be fundable under another program or only a portion of the application was eligible for consideration. Administration also works to spread the funding across as many applicants as possible.

\$84,964 is recommended for allocation by the Recreation Grant Task Force and is within the amount of funding available.

ADMINISTRATIVE RECOMMENDATION

THAT Council approve the allocation of \$84,964 for Recreation Grants as recommended by the Recreation Grant Task Force.

Attachment 1 - 2025 Fall Recreation Grants

#	Applicant	Priority/Type	Project	Last Funded Year	Last Funded Amount	Amount Requested	Amount Recommended
1	Arctic Edge Skating Club	Ongoing Projects and Initiatives	Gold Nugget Championships and Arctic Winter Games Trials	2024 Fall	\$ 4,000.00	\$ 6,625.00	\$ 5,000.00
2	Beyond Borders Youth Network	New Projects and Initiatives	BBYN Holiday Break Youth Connect	NEW	NEW	\$ 5,500.00	\$ 5,000.00
3	Gwaandak Theatre Society	New Projects and Initiatives	2026 Indigenous Winter Play Readings	2025 Spring	\$ 7,000.00	\$ 7,000.00	\$ 5,000.00
4	Larrikin Entertainment Ensemble	New Projects and Initiatives	An adaptation of Romeo & Juliet by Isabelle James Walker and Jedrek Dendys	2025 Fall	\$ 5,000.00	\$ 7,000.00	\$ 5,000.00
5	Longest Night Society	Ongoing Projects and Initiatives	Funding for for Problematic Orchestra’s 10th Annual Solstice Concert	2024 Fall	\$ 4,000.00	\$ 7,000.00	\$ 5,000.00
6	Northern Lights School of Dance	Ongoing Projects and Initiatives	Equipment Rehabilitation	NEW	NEW	\$ 5,000.00	\$ 5,000.00
7	String Ensemble Society	New Projects and Initiatives	Whitehorse Chamber Orchestra Spring 2026 Concert	2025 Fall	\$ 2,500.00	\$ 3,100.00	\$ 3,100.00
8	Whitehorse Women's Hockey Association	Ongoing Projects and Initiatives	Development Ice Program & Ref	2024 Fall	\$ 4,000.00	\$ 2,600.00	\$ 2,600.00
9	Yukon Art Society	New Projects and Initiatives	Teens in the studio	2024 Spring	\$ 7,000.00	\$ 7,000.00	\$ 5,000.00
10	Yukon Community Choirs Society	Ongoing Projects and Initiatives	Coral program and performances	2024 Fall	\$ 10,000.00	\$ 7,000.00	\$ 5,000.00
11	Yukon Cricket Association	Ongoing Projects and Initiatives	Growing the sport of cricket	2024 Fall	\$ 5,000.00	\$ 7,000.00	\$ 4,000.00
12	Yukon Early Music Guild	New Projects and Initiatives	Baroque Music Festival (Bachfest)	NEW	NEW	\$ 7,000.00	\$ 5,000.00
13	Yukon Film Society	Ongoing Projects and Initiatives New Projects and Initiatives	Celluloid Saturdays and Cabin Fever Screenings	2024 Fall	\$ 5,000.00	\$ 7,000.00	\$ 5,000.00
14	Yukon Pinoy Canadian Basketball Association	Ongoing Projects and Initiatives	YPCBA Whitehorse Winter Basketball Tournament 2025-2026	NEW	NEW	\$ 1,264.00	\$ 1,264.00
15	Yukon Theatre for Young People Society	New Projects and Initiatives	YTOP presents Wizard of Oz	2024 Fall	\$ 6,050.05	\$ 7,000.00	\$ 7,000.00
16	Yukon Transportation Museum Society	Ongoing Projects and Initiatives	YTM Interpretive Update and Expansion	2022 Spring	\$ 12,000.00	\$ 7,000.00	\$ 7,000.00
			Total Amount Requested:			\$ 94,089.00	
			Total Amount Available-Fall:			\$ 75,000.00	\$ 74,964.00

Attachment 2 - Operational Support Summary
(2025 Fall Recreation Grants)

#	Applicant	Priority/Type	Project	Last funded Year	Last funded Amount	Amount Requested	Amount Recommended
1	String Ensemble Society	Operational Support	Whitehorse Chamber Orchestra Spring 2026 Concert	2025 Fall	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00
2	Whitehorse Women's Hockey Association	Operational Support	Timekeeper Support	2024 Fall	\$ 4,000.00	\$ 5,000.00	\$ 3,000.00
3	Yukon Pinoy Canadian Basketball Association	Operational Support	YPCBA Whitehorse Winter Basketball Tournament 2025-2026	2025 Spring	\$ 4,500.00	\$ 4,464.00	\$ 3,000.00
4	Yukon Soccer Association	Operational Support	Yukon Soccer Critical Operational Support	2016 Spring	\$ 30,000.00	\$ 5,000.00	\$ 2,000.00
5	Yukon Theatre for Young People Society	Operational Support	Operating - 2025 26	2024 Fall	N/A	\$ 1,000.00	\$ 1,000.00
					Total Amount Requested:	\$ 16,464.00	
					Total Amount Availablefor Spring and Fall:	\$ 10,000.00	\$ 10,000.00

ADMINISTRATIVE REPORT

TO:	Community Services Committee
FROM:	Administration
DATE:	October 20, 2025
RE:	Festival and Special Event Grants

ISSUE

Approval of the Festival and Special Event Grant allocations.

REFERENCE

- [Festival & Special Event Grant Policy](#)
- Festival and Special Event Grant Summary (Attachment 1)

HISTORY

The Festival and Special Event Grant is governed by Council's Festival and Special Event Grant Policy (the Policy). The City of Whitehorse is committed to the development and support of special community events and festival celebrations in Whitehorse that provide vibrant and diverse community experiences for both residents and visitors.

The Festival and Special Event Grant provides funds up to \$50,000 in grants annually to registered non-profit societies or community organizations wishing to hold a festival or special event within the City of Whitehorse.

The grant program also provides opportunities for City in-kind support such as snow clearing, road closures, and other City services.

The application deadline is August 31, 2025 for projects occurring from January 1 to December 31, 2026.

ALTERNATIVES

1. Approve the recommended Festival and Special Event Grant allocations; or
2. Refer the matter back to Administration.

ANALYSIS

A multi-departmental committee met to review and evaluate 17 eligible applications, representing a total of \$103,140 in grant requests and \$43,728 for in-kind service requests. All applications were assessed and confirmed to meet the eligibility and evaluation criteria outlined in the Policy.

Eligibility requirements include that the applicant be a nonprofit society in good standing, that the festival or event be held within Whitehorse, that no other municipal funding be provided, and that the event aligns with the City's mandate. Evaluation criteria consider factors such as demonstrated community support through volunteer participation, confirmed external funding, engagement of community partners, event uniqueness, and the extent of community outreach. In-kind service requests were reviewed by the relevant departments to confirm that they could be accommodated within existing operating budgets.

Funding and in-kind support is being recommended for all 17 applications with details provided in the Festival and Special Event Grants Summary included as Attachment 1. Council has the authority to deny any of the recommendations brought forward by the committee. If funding is not approved, some projects may be reduced in scope or may not proceed.

ADMINISTRATIVE RECOMMENDATION

That Council approve the Festival and Special Event Grant allocations in the amount of \$50,000.

Attachment 1 - Grant Summary
2025 Festival and Special Event Grants

#	Applicant	Event name	Event Date	Total Budget 2025	Total Cash Request 2025	Total In-Kind Request	Funded Amount 2025	Amount Recommended Cash 2025	Amount Recommended In-Kind
1	Association franco-yukonnaise	Solstice Saint-Jean Event	June 23, 2026	\$ 30,950.00	\$ 10,000.00	\$ -	\$ 5,285.20	\$ 4,907.65	\$ -
2	All-City Band Society	Music for a Winter's Eve	December 7, 2026	\$ 5,250.00	\$ 2,000.00	\$ -	Did not apply	\$ 907.65	\$ -
3	chiMOchiMO experiences society	Yukon Fringe Festival	October 1 - 4, 2026	\$ 51,845.00	\$ 5,000.00	\$ -	Did not apply	\$ 2,407.65	\$ -
4	Fiddleheads Yukon Organization	Fiddleheads Community Barn Dance	May 2, 2026	\$ 11,300.00	\$ 4,000.00	\$ -	Did not apply	\$ 1,907.65	\$ -
5	Gwaandak Theatre Society	Awaken Festival 2026	April 13 - 26, 2026	\$ 85,856.00	\$ 10,000.00	\$ 728.00	\$ 5,285.20	\$ 4,907.65	\$ 728.00
6	Kwanlin Dun Cultural Society	National Indigenous People's Day 2025	June 20 - 21, 2026	\$ 97,500.00	\$ 7,500.00	\$ 1,328.05	\$ 4,035.30	\$ 3,657.65	\$ 1,328.05
7	Nakai Theatre Ensemble	Pivot Festival	January 5 – 25, 2026	\$ 81,703.00	\$ 7,000.00	\$ 6,615.00	\$3,785.20 and \$5,670.00 inkind	\$ 3,407.65	\$ 6,615.00
8	Sport Yukon	Klondike Road Relay	September 11 – 12, 2026	\$ 272,000.00	\$ 2,000.00	\$ 2,815.80	\$1,000.00 and \$1,826.19 inkind	\$ 907.65	\$ 2,815.80
9	The Heart of Riverdale Community Centre	Cypherfest Street Dance and Music Festival	August 5 - 19, 2026	\$ 145,689.00	\$ 11,040.00	\$ -	\$ 5,285.20	\$ 5,427.60	\$ -
10	The Whitehorse Chamber of Commerce	Yukon Appreciation Week	October 19 - 24, 2026	\$ 109,500.00	\$ 5,000.00	\$ 1,807.50	Did not apply	\$ 2,407.65	\$ 1,807.50
11	Whitehorse Legion (Royal Canadian Legion Branch 254)	Canada Day	July 1, 2026	\$ 36,000.00	\$ 5,000.00	\$ 2,226.06	\$2,785.20 and \$1,289.50 inkind	\$ 2,407.65	\$ 2,226.06
12	Whitehorse Nordic Ski Society	Whitehorse Nordic Festival	March 22, 2026	\$ 7,700.00	\$ 4,400.00	\$ -	Did not apply	\$ 2,107.65	\$ -
13	Yukon Anti-Poverty Coalition	Whitehorse Connects	January 27, 2026	\$ 9,100.00	\$ 5,000.00	\$ -	Did not apply	\$ 2,407.65	\$ -
14	Yukon Arts Centre	Midnight Sun Moppets Children's Festival	June 7, 2026	\$ 19,489.42	\$ 5,000.00	\$ 630.00	\$2,785.20 and \$440.00 inkind	\$ 2,407.65	\$ 630.00
15	Yukon Film Society	Available Light Film Festival	February 6 – 15, 2026	\$ 440,350.00	\$ 10,000.00	\$ 7,627.14	\$5,285.20 and \$3,465.00 inkind	\$ 4,907.65	\$ 7,627.14
16	Yukon Sourdough Rendezvous Society	Yukon Rendezvous Festival	February 6 - 22, 2026	\$ 685,479.33	\$ 8,700.00	\$ 17,838.38	\$2,852.70 and \$18,674.93 inkind	\$ 4,257.65	\$ 17,838.38
17	Yukonstruct Society	Maker Faire Yukon	August 29 - 30, 2026	\$ 78,166.00	\$ 1,500.00	\$ 2,112.44	Did not apply	\$ 657.65	\$ 2,112.44
					\$ 103,140.00	\$ 43,728.37	Total Cash Recommended	\$ 50,000.00	\$ 43,728.37
							Total Amount Available	\$ 50,000.00	