

CITY OF WHITEHORSE – STANDING COMMITTEES

Monday, November 17, 2025 – 5:30 p.m.

Council Chambers, City Hall

CALL TO ORDER

ADOPTION OF AGENDA

PROCLAMATIONS Transgender Day of Remembrance (November 20, 2025)

DELEGATIONS Leslie van Tongeren – Whitehorse Copper Belt
Pavlina Sudrich, Downtown Residents' Association – Proposal
for Snow Removal
Judy Booth – Snow Clearing and Accessibility Downtown
Florian Boulais – Science of Urban Scaling

COMMUNITY SERVICES COMMITTEE – *Councillors Gallina and Melnychuk*

1. Joint Use Agreement Extension
2. New Business

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

1. New Business

CORPORATE SERVICES COMMITTEE – *Councillors Melnychuk and Middler*

1. Commencement Report – Robert Service Way Escarpment Stabilization Works
Detailed Design
2. New Business

CITY PLANNING COMMITTEE – *Councillors Middler and Hamilton*

1. New Business

DEVELOPMENT SERVICES COMMITTEE – *Councillors Hamilton and Morris*

1. Housing Development Incentive Pre-Payments
2. New Business

CITY OPERATIONS COMMITTEE – *Councillors Morris and Boyd*

1. New Business



PROCLAMATION

TRANSGENDER DAY OF REMEMBRANCE

November 20, 2025

WHEREAS Transgender Day of Remembrance honours the memory of the transgender, two-spirit, and non-binary people whose lives were lost to transphobic violence; and

WHEREAS the City of Whitehorse stands for diversity, inclusion, and respect for all its residents and acknowledges the countless contributions to our community from transgender individuals who deserve a life free from discrimination, violence, and hatred; and

WHEREAS it is necessary we come together as a community to stand in solidarity with our transgender neighbours to create a city that embraces, supports, and protects every resident, regardless of their gender identity;

NOW, THEREFORE I, Mayor Kirk Cameron, do hereby proclaim November 20, 2025, to be Transgender Day of Remembrance in the city of Whitehorse.

Kirk Cameron
Mayor

CITY OF WHITEHORSE
COMMUNITY SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Paolo Gallina

Vice-Chair: Eileen Melnychuk

November 17, 2025

Meeting #2025-22

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

ADMINISTRATIVE REPORT

TO:	Community Services Committee
FROM:	Administration
DATE:	November 17, 2025
RE:	Joint Use Agreement Extension

ISSUE

Extend the current Joint Use Agreement for Public Facilities in Whitehorse to no later than December 31, 2026.

REFERENCE

- [Municipal Act](#)
- [Education Act](#)
- [Joint Use Agreement Bylaw 2021-19](#)
- Proposed Bylaw 2025-39 (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 have been completed. However, additional time is needed for review of the final agreement.

ALTERNATIVES

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

ANALYSIS

Upon further review, the Department of Education has confirmed that Section 7 of the *Education Act* requires an Order in Council to authorize the Minister of Education to enter into this Agreement. Consequently, Cabinet approval is required before the Department can formally proceed. Due to the recent Territorial Election, the necessary Order in Council will be delayed until after the new government is sworn in.

If Council does not approve the extension, community groups would lose access to school facilities, and schools would lose access to City recreational facilities. A revised Joint Use Agreement is expected to be presented to Council for approval within the extension period.

ADMINISTRATIVE RECOMMENDATION

THAT Bylaw 2025-39, 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 no later than December 31, 2026, be brought forward for consideration under the bylaw process.

CITY OF WHITEHORSE

BYLAW 2025-39

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 until no later than December 31, 2026.
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 until no later than December 31, 2026.

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

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



Chair: Dan Boyd

Vice-Chair: Paolo Gallina

November 17, 2025

Meeting #2025-22

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1. New Business

CITY OF WHITEHORSE
CORPORATE SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Eileen Melnychuk

Vice-Chair: Anne Middler

November 17, 2025

Meeting #2025-22

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1. Commencement Report - Robert Service Way Escarpment Stabilization Works
Detailed Design
Presented by Robert Dickson, Manager, Engineering Services
 2. New Business

ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Administration
DATE:	November 17, 2025
RE:	Commencement Report - Robert Service Way Escarpment Stabilization Works Detailed Design

ISSUE

Council approval is required to commence the procurement of design services for Project 240c00924 RSW Stabilization Works Detailed Design.

REFERENCE

- [Procurement Policy 2020-03](#)
- [2025-2028 Capital Expenditure Program 240c00924](#)

HISTORY

In accordance with Section 3.1.1 of the Procurement Policy, Council authorization is required prior to the commencement of procurements with an estimated value of \$500,000 or more.

Robert Service Way (RSW) runs along the toe of the Whitehorse Escarpment between the Millennium Trail parking lot and Drury Street. The escarpment in this area has been highly unstable between 2021 and 2023, leading to road restrictions and closures during freshet (April – June) in 2022 and 2023. The most significant closure began on April 30, 2022, when a landslide crossed RSW and ran out into the Yukon River, prompting a complete road closure until a sheet pile wall and berm could be designed and constructed to mitigate the risk to road users. Instabilities in 2023 generated landslides to the north of the sheet pile wall and led to road closures and lane restrictions until the end of freshet.

Work to date has assisted in refining conceptual design options and cost estimates for long term stabilization construction. This work provided for the City to make an application for funding to the federal Disaster and Mitigation Adaptation Fund. This was submitted on July 12, 2023, seeking funding to stabilize the escarpment above RSW totalling \$62,500,000. In May 2024, the Federal Government awarded funding for 75% of the eligible expenses, with the City obligated to pay or find other funding sources for the remaining balance.

The preferred option for landslide mitigation is to reshape and stabilize the escarpment face and retain the existing road and trail alignment. This approach offers potentially significant reductions to the original cost estimate. From a risk management perspective, this option offers protection against future landslide activity for both Robert Service Way and Erik Neilson International Airport infrastructure without impacting downstream fish habitat, nor requiring total road

reconstruction. This option requires coordination within Yukon Government Airports to potentially reshape land within the Erik Neilson International Airport footprint.

Every year that substantive stabilization work is not in place means that the City must retain a geotechnical engineering consultant to monitor escarpment slopes and operate a radar-based slope scanner. The yearly cost for these services is around \$650,000. This increases if the slope is active during freshet, leading to road closures, mitigation or response work or other related restrictions.

Project 240c00924 “Robert Service Way Engineered Slope Repairs – Design & Inspection” has a 2025 Capital budget of \$1,543,899.

ALTERNATIVES

1. Authorize Administration to commence the procurement of Robert Service Way Engineered Slope Repairs Design & Inspection
2. Refer the matter back to Administration.

ANALYSIS

The City has chosen the best option for a solution providing long term stability based on the options analysis and the limitations through the susceptible area. Other alternatives explored had higher costs or were deemed not to mitigate risk sufficiently.

Detailed design will require extensive geotechnical site investigations to understand the subsurface conditions along RSW, the Yukon River, and the escarpment soils to inform the design of the stabilization work required. This project requires consultation with affected First Nations who are rights holders along the Yukon River, environmental monitoring and analysis to define and mitigate any potential impact to fish habitat for a YESAA (Yukon Environmental and Socio-Economic Assessment Act) submission and satisfy the Department of Fisheries and Oceans requirements.

Procurement: Solicitation documents will be publicly issued and the proponent with the highest overall score will be eligible for contract award for design services.

Compliance: The purchase will follow the City’s policy and procedures for procurements.

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

Best Value: The solicitation documents will be publicly advertised and awarded to the best evaluated proponent that can meet the specifications set by the City.

Efficient and Effective Procurement: The procurement of design and construction services for infrastructure projects has been successfully completed numerous times in the past by the City.

Local Procurement: Local engineering expertise is known to exist for this type of work.

Sustainable Procurement: This project will contribute to environmental sustainability as it will reduce risk of future harm to people, ecosystems, and infrastructure adjacent to the escarpment. Furthermore, this long-term solution will enhance economic sustainability by reducing economic disruptions through damage and closure of RSW as well as reduced emergency spending on the current mitigation measures in place.

Tentative Project Schedule	
Item	Proposed date(s)
Issue solicitation document	January 2026
Issue Purchase Order/Contract	February 2026
Start of Project	March 2026
Detailed Design Completion	February 2027
Permitting Approvals	June 2027

ADMINISTRATIVE RECOMMENDATION

THAT Administration be authorized to commence the procurement of Robert Service Way Engineered Slope Repairs – Design & Inspection.

CITY OF WHITEHORSE
CITY PLANNING COMMITTEE
Council Chambers, City Hall



Chair: Anne Middler

Vice-Chair: Jenny Hamilton

November 17, 2025

Meeting #2025-22

1. New Business

CITY OF WHITEHORSE
DEVELOPMENT SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Jenny Hamilton

Vice-Chair: Lenore Morris

November 17, 2025

Meeting #2025-22

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1. Housing Development Incentive Pre-Payments
Presented by Kinden Kosick, Land Development Supervisor, Land
Development
 2. New Business

ADMINISTRATIVE REPORT

TO:	Development Services Committee
FROM:	Administration
DATE:	November 17, 2025
RE:	Housing Development Incentive Pre-Payments

ISSUE

Approval of change in payment schedule for existing incentive grants.

REFERENCE

- [Housing Development Incentives Policy](#)

HISTORY

In response to Council's strategic priorities on housing, the policy is aimed at providing assistance to rental and supportive housing projects, as well as developments undertaken by non-government or non-profit organizations.

The Policy states that funding under the incentives program will be allocated on a first come, first served basis. When budget is exhausted, no new grants will be available until the following year. Currently, there is a projected budget shortfall for the 2027 fiscal year, which restricts approval of new applications, despite budget available in other fiscal years.

Administration is proposing that excess budgeting in 2025 be used to 'prepay' three incentive grants to create budget space in 2027.

ALTERNATIVES

1. Approve amended payment schedules for 11 Tarahne Way, 35 Tarhane Way and 603 Alexander Street
2. Refer the application back to Administration.

ANALYSIS

Currently, the approved annual budget for the development incentive program is \$650,000. However, the expected expenditures exceed the budget in 2027. This is due to the unexpected improvement value of an incentive approved under a previous version of the Policy. The updated Policy now provides a flat rate per unit which allows for more predictable budget forecasting. The following table forecasts program expenditures:

Year	2025	2026	2027	2028	2029
Currently Approved	\$411,686	\$615,771	\$687,175	\$573,521	\$555,825

To address the budget exceedance in 2027, Administration is proposing that prepayments for three incentives be made in 2025, as there is approximately \$210,000 in funding available. The proposed prepayments are proposed as follows:

- 11 Tarahne Way – payment 2026 grant payment - \$101,207
- 35 Tarahne Way – payment of 2026 & 2027 grant payments - \$76,900
- 603 Alexander Street – payment of 2026 & 2027 grant payments - \$1,206

The additional payments would be \$179,313, resulting in a total incentive expense of \$590,999 in 2025. These prepayments would impact future expenditures as follows:

Year	2025	2026	2027	2028	2029
Currently Approved	\$590,999	\$546,446	\$577,589	\$573,521	\$555,825

As the original incentives were approved by Council, amendments to the development incentive agreements require approval by Council.

ADMINISTRATIVE RECOMMENDATION

THAT Council approve the amended payment schedules for Housing Development Incentive grants for 11 Tarahne Way, 35 Tarahne Way, and 603 Alexander Street.

CITY OF WHITEHORSE
CITY OPERATIONS COMMITTEE
Council Chambers, City Hall



Chair: Lenore Morris

Vice-Chair: Dan Boyd

November 17, 2025

Meeting #2025-22

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1. New Business