# CITY OF WHITEHORSE – STANDING COMMITTEES

Monday, October 19, 2026 – 5:30 p.m.

Council Chambers, City Hall

---

**CALL TO ORDER**

**ADOPTION OF AGENDA**

**PROCLAMATIONS** Poverty and Homelessness Action Week (October 19 – 23, 2026)

**DELEGATIONS** Keith Lay, Active Trails Whitehorse Association – Yukon University Trail User Status Concerns

**CITY OPERATIONS COMMITTEE** – *Councillors Morris and Boyd*

1. New Business

**COMMUNITY SERVICES COMMITTEE** – *Councillors Gallina and Melnychuk*

1. Downtown Trail Plan Adoption
2. New Business

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

1. New Business

**CORPORATE SERVICES COMMITTEE** – *Councillors Melnychuk and Middler*

1. 2026 - 2027 Council Appointments
2. Upcoming Procurements (November/December) – For Information Only
3. Budget Amendment – Long-term Water Infrastructure Upgrades
4. New Business

**CITY PLANNING COMMITTEE** – *Councillors Middler and Hamilton*

1. Highland Estates Master Plan
2. Zoning Amendment – Highland Estates
3. Zoning Bylaw Amendment – Short-term Rental Development Permit Grace Period
4. New Business

**DEVELOPMENT SERVICES COMMITTEE** – *Councillors Hamilton and Morris*

1. New Business

# PROCLAMATION

## POVERTY AND HOMELESSNESS ACTION WEEK

## OCTOBER 19 to 23, 2026

**WHEREAS** poverty and homelessness are prevalent in the Yukon, impacting the health and welfare of many people within our community; and

**WHEREAS** all levels of government in conjunction with various not-for-profit and non-governmental organizations, are working to alleviate the causes and symptoms of poverty and homelessness in Yukon; and

**WHEREAS** Poverty and Homelessness Action Week provides opportunities to increase public knowledge about the social and economic impacts of poverty, and increase awareness about measures that can be taken to diminish poverty and homelessness;

**NOW THEREFORE I**, Mayor Kirk Cameron, do hereby proclaim October 19 to 23, 2026, to be Poverty and Homelessness Action Week in the city of Whitehorse.

Kirk Cameron
Mayor

**CITY OF WHITEHORSE**

# CITY OPERATIONS COMMITTEE

**Council Chambers, City Hall**

**Chair**: Lenore Morris **Vice-Chair**: Dan Boyd

October 19, 2026 Meeting #2026-19

---

1. New Business

**CITY OF WHITEHORSE**

# COMMUNITY SERVICES COMMITTEE

**Council Chambers, City Hall**

**Chair**: Paolo Gallina **Vice-Chair**: Eileen Melnychuk

October 19, 2026 Meeting #2026-19

---

1. Downtown Trail Plan Adoption
   Presented by Jocelyn Gray, Manager, Parks

2. New Business

# ADMINISTRATIVE REPORT

| | |
|---|---|
| **TO**: | Community Services Committee |
| **FROM**: | Administration |
| **DATE**: | October 19, 2026 |
| **RE**: | Downtown Trail Plan Adoption |

## ISSUE

Approval of the 2026 Downtown Trail Plan as a guiding document.

## REFERENCE

- Transportation Master Plan (2024)
- City of Whitehorse Trail Plan (2020)
- Downtown Plan (2018)
- Marwell Plan (2018)
- Bicycle Network Plan (2018)
- Robert Service Way Planning Study (2018)
- Downtown South Master Plan (2011)
- Proposed Downtown Trail Plan (Attachment 1)

## HISTORY

Building on the City's 2020 Trail Plan, the 2024 Transportation Master Plan, and other supporting planning documents, Administration has been advancing neighbourhood trail development planning aimed at creating a coherent and sustainable trail network that supports both recreation and active transportation uses. Six area plans have been completed, including Crestview; Porter Creek/Takhini/Whistle Bend/Range Point; Above the Airport; Whitehorse South and North; and East Yukon River.

The neighbourhood-level Downtown Trail Plan (Attachment 1) is the seventh plan that identifies existing and potential trail connections within Downtown and Marwell, and up to the airport, as well as connections to the broader citywide trail network. It also applies trail designations and establishes a framework for future maintenance priorities and a City-designated trail inventory. The purpose of the plan is recreational connectivity, trail planning, long-term management considerations, connectivity with the active transportation routes from the 2024 Transportation Master Plan, and compatibility with the 2018 Marwell Plan and the 2018 Downtown Plan. In coming years, the City, is expected to initiate both a Marwell South Master Plan and Riverfront Plan to create modernized planning frameworks for future use and management of these areas, while integrating existing planning efforts.

Public engagement was completed on the proposed trail plan between January 28 and February 26, 2026, and included an online survey, public open house, and written responses by email. Additionally, consultation took place with three stakeholder groups. Engagement attracted participation from Whitehorse residents, including both downtown

residents (23% of responses) and non-downtown residents (73% of responses), and non-Whitehorse residents (4%). A What We Heard report was published to the Engage Page on August 19, 2026.

## ALTERNATIVES

1. Approve the 2026 Downtown Trail Plan as a guiding document; or
2. Refer the Downtown Trail Plan back to Administration for further consideration.

## ANALYSIS

The Downtown Trail Plan (Appendix 1) establishes a framework for trail management and development, designates existing and planned trails for maintenance and allowable uses, and was informed by personal and non-personal public and stakeholder engagement. Four overarching themes emerged from that engagement:

1. Interest in a Forward-Looking Plan

   Participants emphasized the importance of a long-term vision for downtown trail connectivity and future growth. The most popular trail activities among survey respondents were walking/running (93%) and cycling (65%).

2. New Trail Connections and Improved Connectivity

   The most common feedback related to missing trail links, improved neighborhood connections, and expanded route options between Downtown and surrounding areas. Missing trail connections were identified as the largest issue by survey respondents.

   The most desired new trail connections identified included trails between Downtown and other neighbourhoods (18 comments), continuing the Waterfront Trail north through Marwell and beyond (12 comments), and more east-west active transportation cycling connections across Downtown, especially on Black Street (10 comments).

3. Improvements to Existing Trails

   Respondents highlighted maintenance, accessibility, winter operations, safety improvements, and upgrades to existing infrastructure. Main issues with the existing Downtown trail network included missing trail connections (72%), safety issues (50%) and conflict with other users (30%). The most desired improvements to existing trails included restoring the Airport perimeter trail (14 comments), improved snow clearing on active transportation routes & crossings (5 comments) and Chilkoot Way bike lane safety improvements (5 comments). When prompted to provide any other comments related to the Downtown trails, the most common theme was a desire for strategies to reduce bike and e-bike speeds on shared trails and pathways (4 comments), and strategies to encourage better bike and e-bike etiquette (3 comments).

4. Active Transportation Considerations

   Community members expressed strong interest in safer cycling routes, year-round accessibility, improved crossings, and infrastructure supporting walking and commuting. Engagement also revealed significant interest in broader active

transportation issues including cycling infrastructure, commuting routes, sidewalk gaps, crossing safety, and winter maintenance. These extend beyond the scope of the Downtown Trail Plan and align better with transportation planning, engineering, and capital infrastructure initiatives. Feedback identified potential pressures related to funding, operations, and maintenance.

Engagement findings highlighted public expectations that trails serve both as recreational amenities and active transportation corridors. In response, the 2026 Downtown Trail Plan (Appendix 1) incorporates active transportation routes identified in the 2024 Transportation Master Plan and supports broader transportation objectives. Following public engagement, key revisions to the proposed plan include the addition of conceptual non-motorized trail routes, expanded trail designations, and enhanced identification of existing and proposed active transportation infrastructure, including bike lanes, bridges, and highway crossings.

The plan represents a point in time, supports a more connected and serviceable trail network, and provides greater clarity for residents regarding trail use. Opportunities to designate and develop new trails within the planning area may be considered through future amendments to the 2026 Downtown Trail Plan.

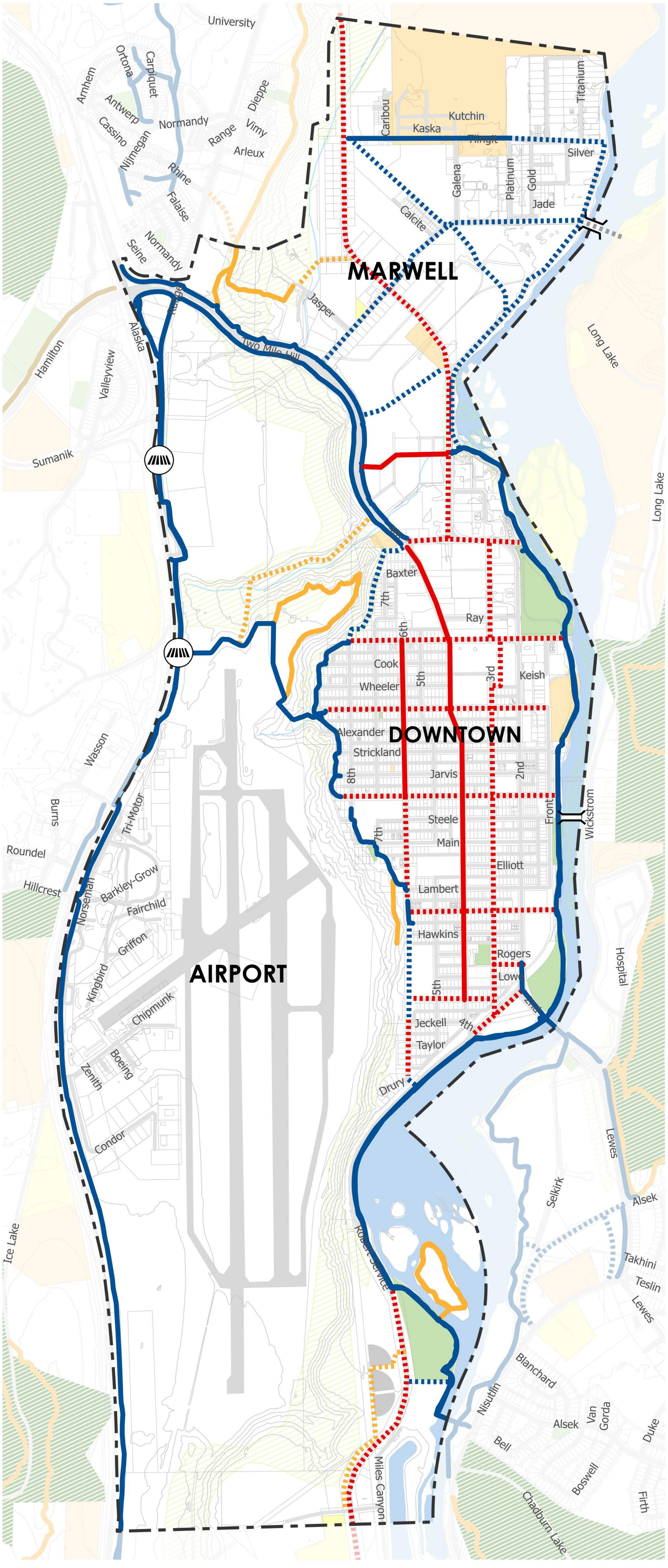
Several trail suggestions received require further review, particularly where proposed routes intersect lands owned by private entities or other governments. Administration can assess the feasibility, timing, and implementation considerations associated with potential trail additions, including the Airport Perimeter Trail, alternative trail access between the upper escarpment and downtown beyond the Black Street Stairs, and future expansion of the Waterfront Trail. Administration can present its findings to Council for consideration as part of a future amendment to the Downtown Trail Plan.

## ADMINISTRATIVE RECOMMENDATION

THAT Council approve the 2026 Downtown Trail Plan as a guiding document.

# WHITEHORSE DOWNTOWN TRAIL PLAN - DRAFT

October 15, 2026




## Legend

### Proposed City Designated Trails

- Non-Motorized Multi-Use (New Construction - Single / Double Track Trail)
- Non-Motorized Multi-Use (New Construction - Paved Trail)
- Non-Motorized Multi-Use (Existing Single / Double Track)
- Non-Motorized Multi-Use (Existing Paved Trail)

### Active Transportation (AT) Network (Source: Transportation Master Plan 2024)

- Proposed AT Route (Bike Lane)
- Existing AT Route (Bike Lane)
- Proposed Multimodal Bridge
- Proposed Active Transportation Bridge
- Potential Hwy Ped/Bike Crossing

### Other Existing Trail / Corridors

- Motorized Multi-Use (Existing Paved Trail)
- Roads

### Environmental

- Rivers
- Streams
- Environmentally Sensitive Areas
- Contours - 5m

### Land Tenure

- City Parks
- Regional Parks
- Parcels
- Plan Area

### Settlement Lands

- Kwanlin Dün First Nation
- Ta'an Kwach'an Council

NOTE: The alignment of proposed new trail construction is conceptual.

0 100 200 400 600 800 1,000 m

LEES + ASSOCIATES

Whitehorse
THE WILDERNESS CITY

**CITY OF WHITEHORSE**

# PUBLIC HEALTH AND SAFETY COMMITTEE

**Council Chambers, City Hall**

**Chair**: Dan Boyd **Vice-Chair**: Paolo Gallina

October 19, 2026 Meeting #2026-19

---

1. New Business

**CITY OF WHITEHORSE**

# CORPORATE SERVICES COMMITTEE

**Council Chambers, City Hall**

**Chair**: Eileen Melnychuk **Vice-Chair**: Anne Middler

October 19, 2026 Meeting #2026-19

---

1. 2026 - 2027 Council Appointments
   Presented by Michael Prowse, Manager, Legislative Services

2. Upcoming Procurements (November/December) – For Information Only
   Presented by Svetlana Erickson, Manager, Financial Services

3. Budget Amendment – Long-term Water Infrastructure Upgrades
   Presented by Gareth Earl, Associate Manager, Engineering Services

4. New Business

# ADMINISTRATIVE REPORT

| | |
|---|---|
| **TO**: | Corporate Services Committee |
| **FROM**: | Administration |
| **DATE**: | October 19, 2026 |
| **RE**: | 2026 - 2027 Council Appointments |

## ISSUE

Adoption of the 2026-2027 Council Appointments.

## REFERENCE

- Council Procedures Bylaw 2021-12
- Proposed 2026 - 2027 Council Member Appointments (Attachment 1)

## HISTORY

Each Fall, Council appoints members to Standing Committee Chair and Vice-Chair roles, Deputy Mayor, and Reserve Deputy Mayor, as well as to represent the City on external committees.

## ALTERNATIVES

1. Approve the 2026 - 27 Council appointments as proposed; or
2. Refer the matter back to Administration.

## ANALYSIS

The proposed 2026 - 27 Council member appointments are included as Attachment 1. The proposed appointments generally follow the established practice of Vice-Chairs moving into Chair positions, providing continuity in committee leadership. Vice-Chair appointments have been distributed to provide Councillors with opportunities to serve on different committees.

The proposed appointments also maintain the existing approach to Deputy Mayor rotations and consider appointments to external committees.

## ADMINISTRATIVE RECOMMENDATION

THAT Council approve the 2026 - 2027 Council appointments as presented.

# Proposed Council Member Appointments

**November 1, 2026 – October 31, 2027**

## Standing Committee Appointments

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

---

## Deputy Mayor Appointments

| | |
|---|---|
| Councillor Boyd | November 1, 2026 to December 31, 2026 |
| Councillor Morris | January 1, 2027 to February 28, 2027 |
| Councillor Melnychuk | March 1, 2027 to April 30, 2027 |
| Councillor Middler | May 1, 2027 to June 30, 2027 |
| Councillor Gallina | July 1, 2027 to August 31, 2027 |
| Councillor Hamilton | September 1, 2027 to October 31, 2027 |

## Reserve Deputy Mayor Appointments

| | |
|---|---|
| Councillor Middler | November 1, 2026 to April 30, 2027 |
| Councillor Gallina | May 1, 2027 to October 31, 2027 |

---

## External Committee Appointments

| | |
|---|---|
| Association of Yukon Communities | TBD |
| Whitehorse Chamber of Commerce | TBD |

---

# ADMINISTRATIVE REPORT

| | |
|---|---|
| **TO**: | Corporate Services Committee |
| **FROM**: | Administration |
| **DATE**: | October 19, 2026 |
| **RE**: | Upcoming Procurements (November/December) – For Information Only |

## ISSUE

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

## REFERENCE

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

## HISTORY

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

## ANALYSIS

Managers have been asked to review their capital projects and operating requirements and to provide information on their anticipated procurements over $100,000 for the period of November and December 2026. The information as compiled by the Financial Services department is attached as Attachment 1.

**Attachment 1**
**Upcoming Procurements (November/December) - For Information Only**

**Report Number 2026-06**

**Date of Meeting:** October 19, 2026
**Subject:** Upcoming Procurement Projects
**Period:** November - December 2026
**Purpose:** To provide Council with a bi-monthly update on forthcoming procurement projects with an anticipated value greater than $100,000. All forthcoming procurements are subject to budget and/or rebudget authorization.

| No | Department | Project Title | Brief Description | Budget (Operating / Capital) | Commencement Report Required (No/Yes + reason) | Anticipated Procurement Posting Date |
|---|---|---|---|---|---|---|
| 1 | Property Management | Canada Games Centre Roof Replacement | Roof replacement for the Canada Games Centre | Capital 360c00324 | Yes, project value is more than $500k | November 26, 2026 |
| 2 | Engineering Services | Escarpment Slope Scanner | Supply, installation and operational services for scanning system to monitor and manage slope stability along the escarpment | Capital 100c00122 | No, project value is less than $500k | November 2, 2026 |
| 3 | Engineering Services | Long-Term Water Infrastructure Upgrades | Mechanical and electrical upgrades to groundwater supply wells, including: WW4, WW4N, WW5N, WW6, WW8, WW9 and WW10 | Pending | No, project value is less than $500k | November 2, 2026 |

# ADMINISTRATIVE REPORT

| | |
|---|---|
| **TO**: | Corporate Services Committee |
| **FROM**: | Administration |
| **DATE**: | October 19, 2026 |
| **RE**: | Budget Amendment – Long-Term Water Infrastructure Upgrades |

## ISSUE

A budget amendment is required to create a project for Long-Term Water Infrastructure Upgrades to the 2026-2029 Capital Expenditure Program in the amount of $475,000 in 2026 for rehabilitation work on the City's existing groundwater wells.

## REFERENCE

- 2026-2029 Capital Expenditure Program

## HISTORY

In spring 2025, the City was approved for funding through the Canada Housing Infrastructure Fund (CHIF) for design and construction of a large-scale water treatment facility, originally identified as the Selkirk Water Treatment Plant. The approved funding provides up to 75% of eligible project costs.

Following initial funding approval, Administration completed a technical review of the project. Through this work, the original concept for the treatment plant was scaled-back to align with a groundwater-only fed system based on updated water quality and quantity data. Administration subsequently developed a revised approach that would address a broader range of priority drinking water and wastewater infrastructure needs.

The project was rescoped as the Whitehorse Long-Term Water Infrastructure Upgrades, and a revised CHIF contribution agreement was signed in September 2026. The overall project funding remains approximately $58.93 million, with CHIF contributing up to $44.20 million, or 75% of eligible costs. Rather than directing most of the funding to a single treatment facility, the revised scope allows the City to invest in several priority projects that collectively improve system capacity, reliability, resilience, and support future growth.

The work will be phased over several years. Administration is proposing to begin in fall 2026 with rehabilitation of existing groundwater wells, including priority work at Well 5N because of its deteriorating condition. The requested budget amendment would allow $475,000 of this work to proceed in 2026, funded 75% through CHIF and 25% from City reserves.

Planned 2027 capital submissions will support continued well rehabilitation, development of new groundwater wells, Alsek Road water main upgrades, Livingstone Trail Lagoon influent chamber upgrades, and sanitary lift station improvements. Design and construction of the water treatment plant upgrades are anticipated to commence in 2028 and 2029, respectively.

## ALTERNATIVES

1. Amend the 2026-2029 Capital Expenditure Program as recommended; or

2. Refer the matter back to Administration

## ANALYSIS

The first phase of the Long-Term Water Infrastructure Upgrades will rehabilitate the City's existing groundwater wells, beginning with Well 5N, which is in deteriorating condition. Starting this work in 2026 will allow the City to address the most immediate risks to the reliability of the groundwater supply system. Delaying the work could lead to further deterioration, increased repair costs, or the well having to be taken offline.

The proposed 2026 budget is $475,000. CHIF will fund up to $356,250, representing 75% of eligible costs, and the remaining $118,750 will be funded from City reserves. This work forms part of the broader $58.93 million long-term infrastructure program and does not increase the overall funding approved under the revised CHIF contribution agreement.

The balance of the well rehabilitation work and the other projects included in the revised scope will be brought forward through future capital budgets in accordance with the planned implementation schedule. Approving the amendment will allow the City to begin urgent work in 2026 while maintaining the phased delivery of the broader program.

## ADMINISTRATIVE RECOMMENDATION

THAT Council amend the 2026-2029 Capital Expenditure Program to create a new project for Long-Term Water Infrastructure Upgrades in the amount of $475,000 in 2026, funded by $356,250 from the Canada Housing Infrastructure Fund and $118,750 from City reserves.

**CITY OF WHITEHORSE**

# CITY PLANNING COMMITTEE

**Council Chambers, City Hall**

**Chair**: Anne Middler **Vice-Chair**: Jenny Hamilton

October 19, 2026 Meeting #2026-19

---

1. Highland Estates Master Plan
   Presented by Mathieu Marois, Senior Planner, Planning Services

2. Zoning Amendment – Highland Estates
   Presented by Mathieu Marois, Senior Planner, Planning Services

3. Zoning Bylaw Amendment – Short-term Rental Development Permit Grace Period
   Presented by Darcy McCord, Senior Planner, Planning Services

4. New Business

# ADMINISTRATIVE REPORT

| | |
|---|---|
| **TO**: | City Planning Committee |
| **FROM**: | Administration |
| **DATE**: | October 19, 2026 |
| **RE**: | Highland Estates Master Plan |

## ISSUE

Advancing the Highland Estates Master Plan for Council consideration.

## REFERENCES

- 2040 Official Community Plan
- Zoning Bylaw 2025-37
- Land Use Master Plan Policy
- Southern Containment Boundary Prefeasibility Study: Final Report
- Subdivision Control Bylaw 2025-31
- Building and Plumbing Bylaw 99-50
- City of Whitehorse Strategic Priorities 2025-2028
- 2026 Whitehorse Housing Needs Assessment
- Highland Estates Master Plan
- Location Map (Attachment 1)
- Highland Estates Master Plan Excerpt (Attachment 2)

## HISTORY

The owner of Lot 1207 Quad 105D/11 prepared a land use master plan (the Plan) to develop a portion of the lot as a country residential development to be known as the Highland Estates.

Highland Estates is located west of the existing Lobird Mobile Home Park (Attachment 1). The overall goal of Highland Estates is to provide 16 new minimum 0.5 ha country residential units. The units are expected to be privately serviced with water cisterns and either septic fields or pump-out tanks.

In late 2023, Administration received an Official Community Plan (OCP) amendment application to redesignate a portion of 200 Lobird Road from Residential – Urban to Residential – Country. The application proceeded through the Council process and was adopted by Council through Bylaw 2024-20 on July 11, 2024.

Following the OCP land use redesignation of the subject area to Residential – Country, a master plan for the subject area was required per the Land Use Master Plan Policy.

The Plan proposal was discussed at a Development Review Committee meeting on February 26, 2025. Concerns were raised about the proposed 0.5 ha lot sizes. There were also concerns about the proposed road and it was noted that the road should be built to City standards. It was also noted that new country residential developments must comply with section 85 of the Building and Plumbing Bylaw regarding forest fuel modifications.

On April 28, 2025, a proposal was accepted for a Tier Three Master Plan and the proponent began the master planning work.

A Master Plan Review Group with representatives from the City and the Government of Yukon (YG) Environmental Health Services was assembled to advise on the development of the Highland Estates Master Plan (the Plan). The Review Group worked through multiple iterations of the Plan and provided comments and feedback.

A previous version of the Plan was presented to the Planning Committee on August 18, 2026. The Plan was subsequently referred back to Administration on August 31, 2026 to request that the applicant make the following modifications to the Plan:

1. Commit to designing and constructing a road to City standards and transferred to the City;
2. Develop fee simple lots with Residential – Country 2 (RC2) zoning; and
3. For lots proposed to be less than 1 ha, a parcel-by-parcel geotechnical assessment by a relevant designated professional be conducted to confirm that each proposed lot less than 1 ha in size can provide long-term on-site servicing.

The applicant has modified the Plan in accordance with the first two requests. They have agreed to construct the proposed road to City standards and transfer it to the City as well as develop fee simple lots with RC2 zoning.

The third request, that a parcel-by-parcel geotechnical assessment be conducted for lots proposed to be less than 1.0 ha in size to confirm that long-term on-site servicing can be provided, has not yet been completed. The applicant would like to defer the requirement to the subdivision application stage.

**Background Studies**

The Plan was informed by other plans and studies including:

- Heritage Resources Overview Assessment (HROA);
- Southern Containment Boundary Prefeasibility Study: Final Report
- Tetra Tech Geotechnical Assessment (November 2, 2023);
- Environmental Site Assessment (ESA) Phase 1; and
- Whitehorse 2040 Official Community Plan.

No heritage resources were identified in the subject area during the HROA or in the Southern Containment Boundary Prefeasibility Study. Therefore, further heritage assessment work was not deemed necessary and confirmed by YG's Heritage Unit.

The geotechnical investigation found gentle slopes throughout the central and north end of the site and a very steep backslope on the east edge of the site. Near surface bedrock was found throughout the north half of the site which is expected to constrain roadway construction, foundation design, and on-site sewage disposal system design and installation. The potential for water wells to provide adequate supply was tested previously and there is potential for water wells on the subject site. The investigation concluded that the proposed 0.5 ha minimum lot sizes are considered acceptable.

The ESA Phase 1 did not identify any areas of potential environmental concern (APECs) within the development area. It did however identify three APECs on the broader site but

outside of the development area. Since no APECs were identified in the development area, no further investigation is recommended.

### Engagement

Per the Land Use Master Plan Policy, Tier Three Master Plans require three types of public engagement: initial engagement, concept engagement, and plan engagement.

Initial engagement on the Plan area was undertaken on May 7, 2025. An open house was held to share information about the proposed development and gather feedback. Four people attended the open house and expressed support of country residential lots and concerns about construction noise, dust, and hours of construction.

The concept engagement was held on May 26, 2026. An open house was held to share the draft development concept. Nine people attended the open house and expressed concerns with trail access, slopes in the area, the future development of the South Growth Area, the condition of the existing road through Lobird Mobile Home Park, and water delivery. There was a suggestion to keep a treed buffer between the proposed development and Lobird Mobile Home Park. There was also support for country residential lots and more housing.

The plan engagement was held on August 6, 2026. An open house was held to share information on the draft Plan and gather feedback. Four people attended the open house and expressed a mix of support and concerns for the development. Concerns related to development constraints in the area due to bedrock.

Additionally, the proponent reached out to Kwanlin Dün First Nation (KDFN), Ta'an Kwäch'än Council (TKC), and the YG Land Development Branch during each of the three engagement phases.

1. KDFN provided general comments on matters the master plan should consider and received a completed version of the Plan on August 10, 2026. KDFN sought clarification on the HROA completed by the applicant and raised concerns with septic system suitability on the proposed lot sizes and increased trail usage in the area.
2. TKC noted that they did not have any issues with the proposed development.
3. YG expressed that feasibility work for the South Growth Area (SGA) is underway and provision for future potential roadway connections to areas within the SGA is generally supported. YG also noted the Plan would benefit from the inclusion of dedicated greenspace trail connections to convey mixed-use trail users to and from Adit Lane in the Copper Ridge neighbourhood.

## ALTERNATIVES

1. Approve the Plan; or
2. Deny the Plan.

## ANALYSIS

### Site Context

The planning area is approximately 14.8 ha consisting of three parts: the development parcel (9.88 ha), the proposed public road through Lobird Mobile Home Park (1.02 ha),

and the Public Land Use Dedication (3.9 ha). The subject site is located west of Lobird Mobile Home Park.

The subject site is currently designated as Residential – Country in the OCP and is within the South Growth Area. The South Growth Area is undergoing feasibility studies and is anticipated to be the next large-scale neighbourhood in the city. The subject site is currently zoned Residential – Mobile Home (RMB) with a special modification. The special modification is related to a specific mobile home site located outside of the planning area.

**Plan Vision and Goals**

The vision for the site is to offer 16 new country residential lots with private servicing, a public road, and open space. The goal is to provide an alternative housing form in the city with potential connections to future developments in the South Growth Area.

The proposed Plan provides the locations and configurations of 16 country residential lots that are 0.5 ha in size. Should lot-specific feasibility studies show that any of the proposed 0.5 ha lots are insufficient in size to provide onsite water and sanitary services, those lots will need to be increased in size. The Plan proposes Residential-Country 2 (RC2) zoning. Each lot is expected to be serviced via water cisterns and either a private septic system or a pump-out sewage tank.

Prior to the subdivision of the proposed lots, the developer is required to consolidate Lot 1206, QUAD 105D/11 and Lot 1207, QUAD 105D/11. As such a Public Land Use Dedication (PULD) of 10 per cent of the entirety of these two lots is required which equates to 3.9 ha. The allocation and location of PULD will be confirmed at the subdivision application stage.

The proposed lots do not currently have direct access to a public road. A road is proposed that goes through the middle of the Mobile Home Park veering west after the Radar Apartment to the subject lots. More detailed design work is required to determine the exact location of the road but it will be built to City standards, subdivided, and transferred to the City.

It is acknowledged that the proposed access would go through the Lobird Mobile Home Park, essentially dividing the existing residential development in half and directing additional traffic through a highly used area by local residents. Through detailed design, the applicant will need to clearly delineate the new public road from adjacent private properties and ensure it does not negatively affect the existing Lobird Mobile Home Park.

**Official Community Plan, Strategic Priorities, and Housing Needs Assessment**

The Plan aligns with OCP policy 9.1 to encourage the construction of a variety of housing types that reflect the housing continuum. It also generally aligns with the Residential – Country OCP land use designation which is primarily intended to provide single-detached housing on large lots that are privately serviced. The Plan also aligns with the City Strategic Priority to support growth and new land development.

The 2026 Whitehorse Housing Needs Assessment (HNA) estimates that Whitehorse has an existing housing deficit of 2,800 dwelling units. In addition, 6,915 are needed to

accommodate growth to 2040, based on the HNA's medium growth scenario, for a total of 9,225 units. The Plan will help address this need by proposing 16 new country residential units.

**Concerns with the Plan**

There are two aspects of the Plan that raise concerns, namely the size of the proposed lots and the grade of the proposed road.

Lot Sizes

The Plan proposes minimum 0.5 ha lots and RC2 zoning. Policy 15.15.4 in the OCP states that in order "to ensure adequate lot area for onsite sewage disposal, the minimum size for lots located in Residential – Country areas is 1.0 hectare." The policy also states that "new residential development may occur with lot sizes below 1.0 hectares to a minimum of 0.5 hectares so long as the applicant is able to adequately demonstrate the site and aquifer area has the capacity to accommodate long-term on-site servicing." The applicant has committed to providing this information at the subdivision stage.

While the minimum lot size in the RC2 zone is a minimum and lots could be larger, the applicant has not provided a parcel-by-parcel geotechnical study to demonstrate that each of the proposed 0.5 ha lots can adequately accommodate on-site servicing. If the studies show that some, or all of, the lots need to increase in size to provide on-site servicing, the layout of the Plan may require adjustments. Without a parcel-by-parcel geotechnical assessment confirming the suitability of 0.5 ha lots in this location, Council could be approving a master plan that cannot be developed as shown.

On August 31, 2026, Council referred a previous version of the Plan back to Administration to request that the applicant provide a parcel-by-parcel geotechnical study at the master planning stage, in addition to constructing a road to City standards and developing fee simple lots. As the applicant has fulfilled two of these requests and committed to providing the geotechnical study at a subsequent regulatory approval step, Administration recommends Council accept the deferral of that item at the master plan stage, with the understanding that Administration will be requesting the geotechnical study at rezoning not at subdivision in order to recommend supporting any amendment to Residential – Country type zoning.

Road Grade

The grade of the proposed road in the Plan is 12 per cent, which may present challenges for structural fire suppression efforts as well as for winter road maintenance and safety. For comparison purposes, a portion of Two Mile Hill has a grade of approximately 10 per cent. Through detailed design of the road, the grade may need to be reduced. This could require an amendment to the Plan if the reduced grade requires an alternate road location or layout of the proposed lots.

**Next Steps**

If the Plan is approved by Council, Administration will work with the applicant on the required rezoning, subdivision, and development and building permit applications, subject to assessment and regulatory approvals, and review them for alignment with the approved Plan and other applicable City plans and policies.

The applicant has agreed to provide the parcel-by-parcel geotechnical studies as part of the subdivision application. If the studies show that some or all of the proposed 0.5 ha lots are infeasible, or if the proposed road cannot be developed as shown, amendments to the Master Plan and zoning may be required.

## ADMINISTRATIVE RECOMMENDATION

THAT Council approve the Highland Estates Master Plan.

Updated 25/08/20, 9:28 AM;By: SSTAFFORD




NOT TO SCALE

December 10, 2025

Figure 1

# Location Plan

Highland Estates

Stantec

C:\USERS\SSTAFFORD\STANTEC\BC 1449 - 144903382_LOBIRD_PLANNING\PLANNING\CONCEPT PLAN\WHITEHORSE_MF.DWG

# Highland Estates

Excerpt Only

Master Plan

V8

Prepared for:
City of Whitehorse

Prepared by:
Stantec Consulting

October 7, 2026

Project/File:
115825012



Stantec Consulting Ltd.

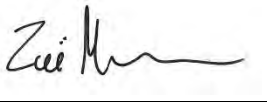
# Disclaimer

The conclusions in the Report titled Highland Estates are Stantec's professional opinion, as of the time of the Report, and concerning the scope described in the Report. The opinions in the document are based on conditions and information existing at the time the scope of work was conducted and do not take into account any subsequent changes. The Report relates solely to the specific project for which Stantec was retained and the stated purpose for which the Report was prepared. The Report is not to be used or relied on for any variation or extension of the project, or for any other project or purpose, and any unauthorized use or reliance is at the recipient's own risk.

Stantec has assumed all information received from City of Whitehorse (the "Client") and third parties in the preparation of the Report to be correct. While Stantec has exercised a customary level of judgment or due diligence in the use of such information, Stantec assumes no responsibility for the consequences of any error or omission contained therein.

This Report is intended solely for use by the Client in accordance with Stantec's contract with the Client. While the Report may be provided by the Client to applicable authorities having jurisdiction and to other third parties in connection with the project, Stantec disclaims any legal duty based upon warranty, reliance or any other theory to any third party, and will not be liable to such third party for any damages or losses of any kind that may result.

Prepared by:



Signature

Zoë Morrison

Reviewed by:



Signature

Gord Lau

# Master Plan – Table of Contents

**Disclaimer** ..... **ii**
**1 Introduction** ..... **1**
1.1 Purpose ..... 1
1.2 Master Plan Area ..... 1
1.3 Plan Interpretation ..... 1
1.4 Land Ownership and History ..... 2

**2 Existing Site Conditions** ..... **5**
2.1 Surrounding Land Uses ..... 5
2.2 Site Description ..... 5
2.3 Heritage ..... 6
2.4 Geotechnical Assessment ..... 6
2.5 Environmental Site Assessment Phase 1 ..... 7

**3 Planning Context** ..... **9**
3.1 Official Community Plan ..... 9
3.2 South Growth Area ..... 11
3.3 Planning Process to Date ..... 12
3.4 Community and Stakeholder Engagement ..... 12

**4 Development Plan** ..... **13**
4.1 Concept Plan ..... 13
4.2 Topography ..... 14
4.3 Future development and connections ..... 14
4.4 Zoning ..... 15

**5 Open Spaces and Community Amenities** ..... **19**
5.1 Existing Open Space ..... 19
5.2 Public Use Dedication ..... 19

**6 Transportation Network** ..... **21**
6.1 Roadway ..... 21
6.2 Roadway Considerations ..... 22

**7 Servicing** ..... **25**
7.1 Water ..... 25
7.2 Sanitary Services ..... 26
7.3 Stormwater ..... 29
7.4 Fire Protection ..... 29
7.5 Parcel Grading ..... 29
7.6 Electrical and Telecommunications Utilities ..... 30

**8 Implementation and Phasing** ..... **34**
8.1 Phasing ..... 34
8.2 Next Steps ..... 34

**Appendix A Proof of Title** ..... **1**
**Appendix B Permission to Act for Landowner** ..... **2**
**Appendix C Letter of Permission for a Site Visit** ..... **3**

**Appendix D Heritage Resources Overview Assessment ..... 4**
**Appendix E Geotechnical Assessment ..... 5**
**Appendix F Environmental Site Assessment ..... 6**
**Appendix G Engagement Overview ..... 7**
**Appendix H What We Heard Report ..... 11**

Full plan can be found here:

https://www.whitehorse.ca/wp-content/uploads/2026/10/PENDING-Highland-Estates-Master-Plan-V8-Electronic-Upload.pdf

# ADMINISTRATIVE REPORT

| | |
|---|---|
| **TO**: | City Planning Committee |
| **FROM**: | Administration |
| **DATE**: | October 19, 2026 |
| **RE**: | Zoning Amendment – Highland Estates |

## ISSUE

An application to amend the zoning of a portion of Lot 1207, Quad 105D/11, from Residential - Mobile Home Modified (RMBx(a)) and Residential - Multi-Unit Medium Density (RMM) to Residential - Country 2 (RC2), to allow for a country residential development in alignment with the Highland Estates Master Plan.

## REFERENCE

- Zoning Bylaw 2025-37
- Whitehorse 2040 Official Community Plan
- City of Whitehorse Strategic Priorities 2025-2028
- 2026 Whitehorse Housing Needs Assessment
- Highland Estates Master Plan
- Location Map (Attachment 1)
- Proposed Bylaw 2026-30 (Attachment 2)

## HISTORY

An application was received to rezone a portion of the subject site from Residential - Mobile Home Modified (RMBx(a)) and Residential - Multi-Unit Medium Density (RMM) to Residential - Country 2 (RC2) and Parks – Greenbelt Recreation (PGR).

On July 11, 2024, Bylaw 2024-20 was adopted by Council that amended the Official Community Plan (OCP) land use designation of the subject area from Residential – Urban to Residential – Country. Following the OCP amendment, the proposed Highland Estates Master Plan (the Master Plan) was developed.

The Master Plan proposes 16 new minimum 0.5 ha country residential lots that are expected to be privately serviced with water cisterns and either septic fields or pump-out tanks. A previous version of the Plan was presented to Council and referred back to Administration on August 31, 2026 to request that the applicant provide a parcel-by-parcel geotechnical study to confirm the feasibility of providing on-site servicing on 0.5 ha lots, develop fee simple lots, and commit to constructing a road to City standards. The applicant fulfilled two of these requests and committed to providing the geotechnical study at the subdivision stage. A Council decision on the Master Plan is tentatively scheduled for October 26, 2026. If the Master Plan is approved, the subject zoning bylaw amendment can proceed with 1st Reading on the same date.

### Development Review Committee

On September 16, 2026, the subject zoning amendment application was reviewed by the Development Review Committee (DRC). DRC noted the following:

- The proposed PGR zoning should be deferred until a later time once Public Use Land Dedication requirements have been discussed with the Land Development department as part of a subdivision application;
- The Residential – Country 1 (RC1) zone, requiring a minimum lot size of 1.0 ha, may be more suitable;
- Wildfire risk in the Lobird area is considered high and that fire smarting requirements for the area may be challenging to achieve in conjunction with the proposed development.

Following DRC, the applicant agreed to defer the PGR zoning until a later date however they would like to rezone to RC2 and defer the parcel-by-parcel geotechnical study until the future subdivision application. In addition, section 7.4 of the Master Plan notes that fire smarting will be required in accordance with City guidelines and Bylaws.

### Timeline

The proposed schedule for the Zoning Bylaw amendment is:

| | |
|---|---|
| Planning Committee: | October 19, 2026 |
| First Reading: | October 26, 2026 |
| Newspaper Ads: | October 30 and November 6, 2026 |
| Public Hearing: | November 23, 2026 |
| Report to Committee: | January 4, 2027* |
| Second and Third Reading: | January 11, 2027* |

**Committee and Regular Council meeting schedule for 2027 is still to be confirmed.*

## 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 currently undeveloped and approximately 9.6 ha in area. It is located west of the Lobird Mobile Home Park. The subject site does not currently have direct access to a public road. The Master Plan proposes a road going through the middle of Lobird Mobile Home Park veering west after the Radar Apartment to the subject site. More detailed design work is required to determine the exact location of the road but it will be built to City standards, subdivided, and transferred to the City.

### Official Community Plan, Strategic Priorities, and Housing Needs Assessment

The subject site is currently designated as Residential – Country in the OCP and is within the South Growth Area. The South Growth Area is undergoing feasibility studies and is anticipated to be the next large-scale neighbourhood in the city.

The proposed zoning bylaw amendment generally aligns with the Residential – Country OCP land use designation which is primarily intended to provide single-detached housing on large lots that are privately serviced. It also aligns with OCP policy 9.1 to encourage the construction of a variety of housing types that reflect the housing continuum.

The proposed zoning bylaw amendment also aligns with the City Strategic Priority to support growth and new land development. The 2026 Whitehorse Housing Needs Assessment (HNA) also estimates that the city has an existing housing deficit of 2,800 dwelling units. In addition, 6,915 units are needed to accommodate growth to 2040, based on the HNA's medium growth scenario, for a total of 9,225 units. The proposed zoning bylaw amendment will help address this need by enabling 16 new country residential units. Nevertheless, OCP policy 15.15.4 states that in order "to ensure adequate lot area for onsite sewage disposal, the minimum size for lots located in Residential – Country areas is 1.0 hectare." The policy also states that "new residential development may occur with lot sizes below 1.0 hectares to a minimum of 0.5 hectares so long as the applicant is able to adequately demonstrate the site and aquifer area has the capacity to accommodate long-term on-site servicing."

### Zoning Bylaw

The current zoning of the subject site is RMBx(a) and RMM. The subject site has split zoning to accommodate the Radar Apartment (RMM) and the Lobird Mobile Home Park (RMBx(a)) on the same lot.

The proposed zoning for the subject site is RC2 which provides for single detached housing on smaller rural lots. The zone allows one principal dwelling and one suite with a minimum lot area of 0.5 ha. While the applicant has not yet provided the parcel-by-parcel geotechnical studies to demonstrate that each of the proposed 0.5 ha lots are feasible, the required lot size in the RC2 zone is a minimum and lots could be larger if the geotechnical studies determine that larger lots are required to accommodate on-site servicing.

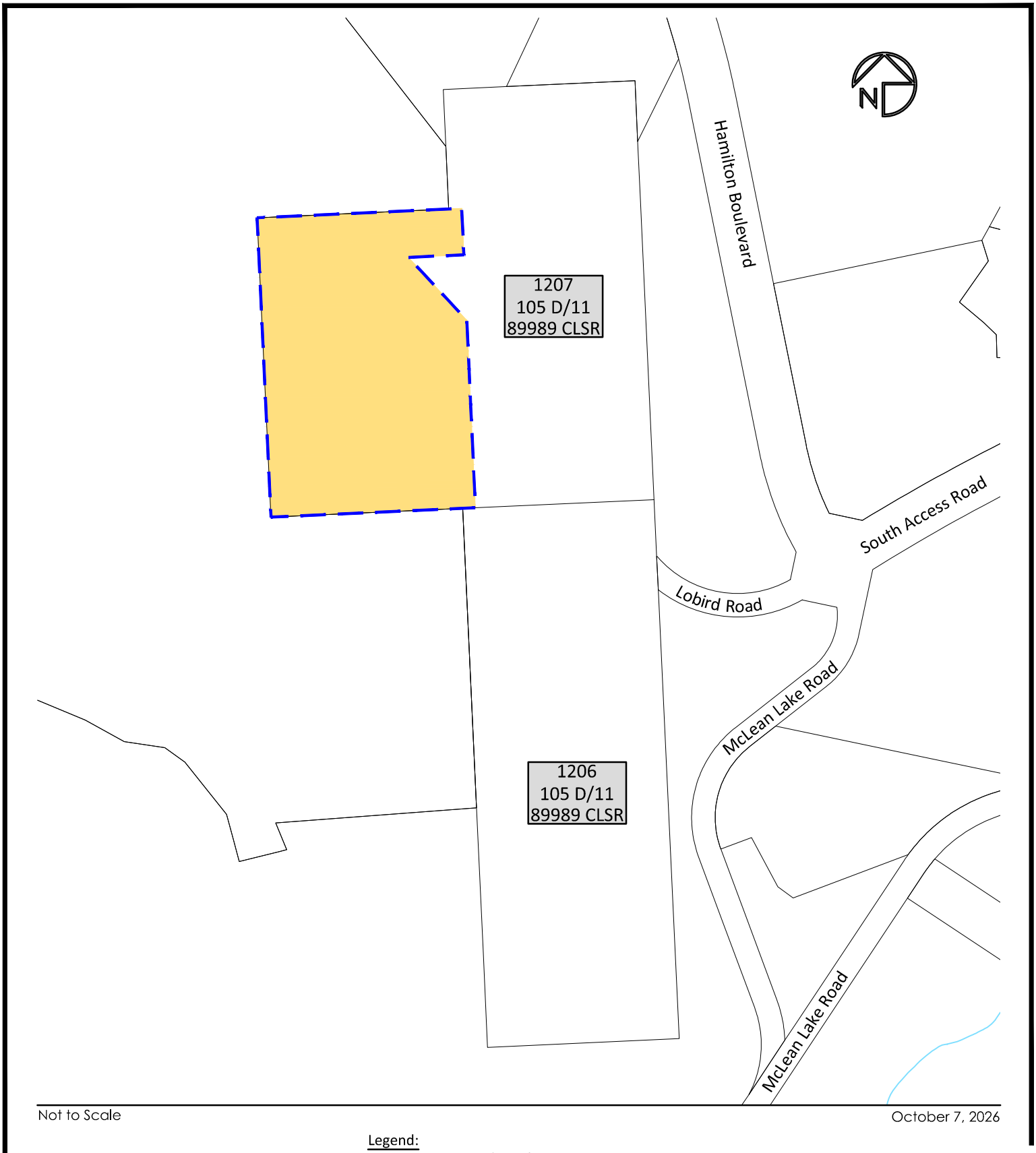
There are two residential zones that are appropriate in the Residential – Country OCP land use designation: RC1 and RC2. The applicant has indicated that they are willing to proceed with the RC2 zone knowing the risk that they may have to amend the Master Plan and rezone to RC1 in the future if the geotechnical study does not demonstrate that the proposed 0.5 ha lots are feasible. However, Administration would not be able to enforce this requirement as, if the zoning amendment is approved, the City has no mechanisms to require the applicant to re-amend the zoning if the geotechnical study requires a minimum lot area of 1.0 ha. The study may also demonstrate that subdivision is not feasible under RC1 zoning either.

As such, Administration does not support rezoning the subject site to RC2 as the applicant has not demonstrated that the area is able to accommodate long-term on-site servicing for sixteen 0.5 ha lots.

## ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2026-30, a bylaw to amend the zoning of a portion of Lot 1207, Quad 105D/11, from Residential - Mobile Home Modified (RMBx(a)) and Residential - Multi-Unit Medium Density (RMM) to Residential - Country 2 (RC2), be brought forward for First Reading and defeated.

# Attachment 1




Updated 26/10/07, 10:31 AM:By: SSTAFFORD

C:\USERS\SSTAFFORD\STANTEC\TRANSPORTATION - BRITISH COLUMBIA - PROJECT WORKSPACE\144903382_LOBIRD_PLANNING\PLANNING\CONCEPT PLAN\WHITEHORSE_LW.DWG

Stantec

## Zoning Bylaw Amendment

Highland Estates

Attachment 2

# CITY OF WHITEHORSE

## BYLAW 2026-30

A bylaw to amend Zoning Bylaw 2025-37

---

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 implement the Highland Estates Master Plan;

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

1. The zoning maps attached to and forming part of Zoning Bylaw 2025-37 are hereby amended by changing the zoning of a portion of Lot 1207, Quad 105D/11, 89989 CLSR, from Residential-Mobile Home Modified (RMBx(a)) and Residential - Multi-Unit Medium Density (RMM) to Residential-Country 2 (RC2) as indicated on Appendix “A” attached hereto and forming part of this bylaw.
2. 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

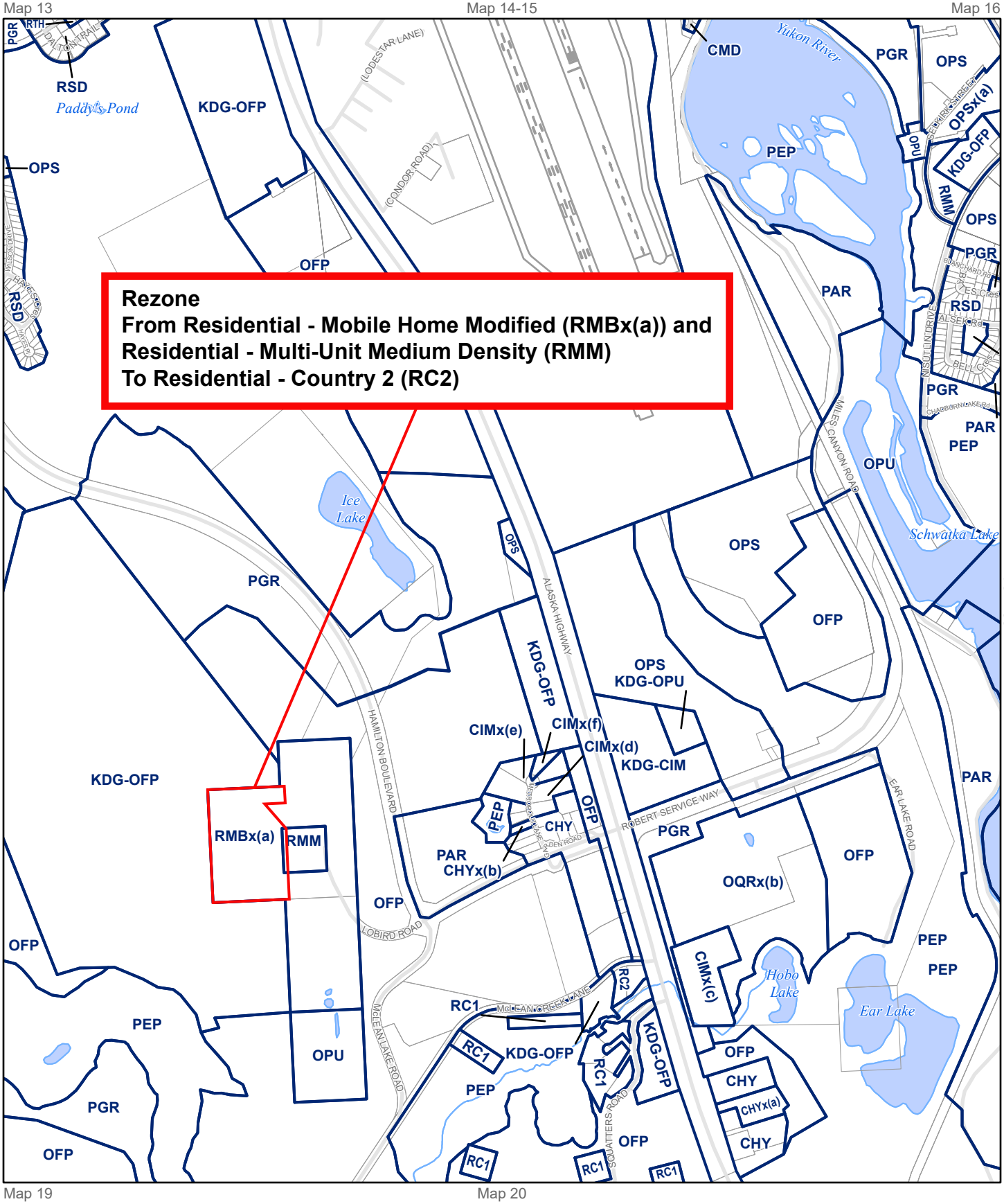
# MAP 18

Bylaw 2026-30, Appendix A

AIRPORT, LOBIRD

ROBERT SERVICE WAY

Map 13 | Map 14-15 | Map 16




Map 17 | Map 21

Map 19 | Map 20

Schedule A - Zoning Maps
Zoning Bylaw 2025-37

0 720
Meters

Consolidation date:
n/a

# ADMINISTRATIVE REPORT

| | |
|---|---|
| **TO**: | City Planning Committee |
| **FROM**: | Administration |
| **DATE**: | October 19, 2026 |
| **RE**: | Zoning Bylaw Amendment – Short-Term Rental Development Permit Grace Period |

## ISSUE

Amendment to the Zoning Bylaw to implement a Development Permit grace period for short-term rentals.

## REFERENCE

- Whitehorse 2040 Official Community Plan
- Zoning Bylaw 2025-37
- Short-Term Rental Compliance Grace Period Policy (Council Policy #2026-01)
- Proposed Zoning Bylaw Redline
- Proposed Amending Bylaw 2026-35 (Attachment 1)

## HISTORY

Zoning Bylaw 2025-37 (Zoning Bylaw) was adopted by Council on May 11, 2026. It includes definitions and regulations for short-term rentals, which came into force on October 1, 2026. The delay in coming into force was intended to provide time to bring forward related changes to the Business License Bylaw, the Fees and Charges Bylaw, and the Housing Development Incentives Policy to fully implement the new short-term rental program.

Requiring short-term rental operators to obtain a Development Permit and Business License immediately upon the regulations coming into force would have placed existing operators in non-compliance with municipal requirements until the necessary approvals were obtained. This period of non-compliance could increase costs for short-term rental operators by limiting the expenses they could claim as deductions on their income tax returns.

Council amended the Business License Bylaw at third reading to establish a grace period, until April 1, 2027, on the requirement to obtain a Business License. Council also adopted the Short-Term Rental Compliance Grace Period Policy, which temporarily paused the Development Permit requirement, and directed Administration to bring forward an amendment to the Zoning Bylaw to defer that requirement until April 1, 2027.

The proposed schedule for the Zoning Bylaw amendment is:

| | |
|---|---|
| Planning Committee: | October 19, 2026 |
| First Reading: | October 26, 2026 |
| Newspaper Ads: | October 30 and November 6, 2026 |
| Public Hearing: | November 23, 2026 |

| | |
|---|---|
| Report to Committee: | January 4, 2027* |
| Second and Third Reading: | January 11, 2027* |

**Committee and Regular Council meeting schedule for 2027 is still to be confirmed*

## ALTERNATIVES

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

## ANALYSIS

The Zoning Bylaw requires Development Permits for most forms of development, including short-term rentals. The Short-Term Rental Compliance Grace Period Policy provides that short-term rentals may operate without a Development Permit until April 1, 2027. As the Zoning Bylaw continues to require a Development Permit, an amendment is needed to align the bylaw with Council's direction and provide certainty that short-term rentals may operate without a Development Permit until April 1, 2027.

The proposed amendment establishes a temporary grace period rather than an exemption from the Development Permit requirement. Accordingly, all short-term rentals, including those established before April 1, 2027, must obtain a Development Permit by that date to remain in compliance with the Zoning Bylaw. The amendment also allows the Development Officer to issue Development Permits during the grace period, enabling operators to obtain approvals before the deadline.

The proposed amendment would be backdated to October 1, 2026, to coincide with the date the short-term rental regulations came into force and provide clarity regarding the period during which the grace period applies.

## ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2026-35, a bylaw to amend the Zoning Bylaw to implement a Development Permit grace period for short-term rentals, be brought forward for consideration under the bylaw process.

# CITY OF WHITEHORSE

## BYLAW 2026-35

A bylaw to amend Zoning Bylaw 2025-37

---

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 implement a Development Permit grace period for short-term rentals;

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

1. Section 2.2 of Zoning Bylaw 2025-37 is hereby amended by adding a new subsection 2.2(2) as follows:

   "(2) Until April 1, 2027, a short-term rental may operate without a development permit. After April 1, 2027, a development permit is required for all short-term rentals, including short-term rentals established before April 1, 2027. The Development Officer may issue a development permit before April 1, 2027, for a short-term rental that complies with all other applicable provisions of this bylaw."

2. This bylaw is deemed to have come into force and effect on October 1, 2026.

**FIRST READING**:
**PUBLIC NOTICE**:
**PUBLIC HEARING**:
**SECOND READING**:
**THIRD READING** and **ADOPTION**:

_____
Kirk Cameron, Mayor

_____
Corporate Services

**CITY OF WHITEHORSE**

# DEVELOPMENT SERVICES COMMITTEE

**Council Chambers, City Hall**

**Chair**: Jenny Hamilton **Vice-Chair**: Lenore Morris

October 19, 2026 Meeting #2026-19

---

1. New Business