

CITY OF WHITEHORSE
REGULAR Council Meeting #2020-22

DATE: October 26, 2020
TIME: 5:30 p.m.

Mayor Dan Curtis
Deputy Mayor Jan Stick
Reserve Deputy Mayor Dan Boyd

AGENDA

CALL TO ORDER 5:30 p.m.

AGENDA Adoption

PROCLAMATIONS

MINUTES Regular Council Meeting #2020-21 dated October 13, 2020

DELEGATIONS

PUBLIC HEARING

STANDING COMMITTEE REPORTS

City Planning Committee – *Councillors Stick and Hartland*

OCP Amendments – Whistle Bend Future Area C

City Operations Committee – *Councillors Hartland and Cabott*

Community Services Committee – *Councillors Curteanu and Boyd*

Fall Recreation Grant Allocations

Festival and Special Event Grant Allocations for 2021

Local Content Weighting – Consultant Services, Campground Building Design

Public Health and Safety Committee – *Councillors Roddick and Stick*

Development Services Committee – *Councillors Boyd and Curteanu*

Corporate Services Committee – *Councillors Cabott and Roddick*

Budget Amendment – Emerging Pollutants Wastewater Treatment

Urban Electrification Local Improvement

NEW AND UNFINISHED BUSINESS

Annual Appointment Resolutions for Council and Administration

Annual Meeting Schedule for 2021

BYLAWS

2020-33 – Amend Management and Confidential Exclusion Bylaw 3rd Reading
2020-23 – Urban Electrification (24 Harvey Place, Pineridge) 1st & 2nd Reading
2020-31 – OCP Amendment (Whistle Bend Future Area C) 1st Reading

ADJOURNMENT

MINUTES of **REGULAR** Meeting #2020-21 of the council of the City of Whitehorse called for 5:30 p.m. on Tuesday, October 13, 2020, in Council Chambers, City Hall.

PRESENT: Mayor Dan Curtis
Councillors Dan Boyd – Electronic Participation
Laura Cabott
Jocelyn Curteanu
Samson Hartland
Stephen Roddick
Jan Stick

ALSO PRESENT: City Manager Linda Rapp
Director of Community and Recreation Services Jeff O’Farrell
Director of Corporate Services Valerie Braga
Director of Development Services Mike Gau
Acting Director of Human Resources Lindsay Schneider
Director of Infrastructure and Operations Peter O’Blenes
Manager of Legislative Services Catherine Constable

Mayor Curtis called the meeting to order at 5:30 p.m.

CALL TO ORDER

2020-21-01

It was duly moved and seconded
THAT the agenda be adopted as presented.

AGENDA

Carried Unanimously

2020-21-02

It was duly moved and seconded
THAT the minutes of the regular council meeting dated September 28,
2020 be adopted as presented.

MINUTES

September 28, 2020

Carried Unanimously

COMMITTEE REPORTS

City Planning Committee

In 2016, the City initiated work to develop a Local Food and Urban Agriculture Study with a focus on identifying actions that the City can lead, or support other organizations to implement, for a more food-secure future for Whitehorse. The study is now complete and available on the City website.

LOCAL FOOD & URBAN
AGRICULTURE STUDY

For Information Only

.../continued

Work on the study was carried out primarily by City staff with contributions from consultants. The project team connected with other governments, industry representatives, associations, businesses and gardening groups, as well as residents active and interested in food and agriculture topics. The project team also reviewed policies, regulations, and initiatives that have worked well in other municipalities and have potential for success if implemented in Whitehorse.

The draft study was released for public comment in August and the study was updated to reflect the input received. The study will be used to inform the Official Community Plan review process.

Policies and objectives for the plan are being drafted to reflect the findings of the study. Future implementation work is anticipated to include review and updates of the City's Zoning Bylaw, Animal Control Bylaw, and Business License Bylaw.

If members of the public are interested in taking on project ideas identified in the study, some funding is available through the City's Environmental Grant program.

LOCAL FOOD & URBAN
AGRICULTURE STUDY

For Information Only
(Continued)

City Operations Committee

2020-21-03

It was duly moved and seconded
THAT administration be authorized to award the contract for the supply and delivery of one mobile steamer truck to Inland Kenworth Ltd. for a net cost to the City of \$488,573 plus GST.

CONTRACT AWARD
MOBILE STEAMER
TRUCK

Carried Unanimously

Community Services Committee

A delegate submission from Keith Lay on behalf of Active Trails Whitehorse Association was read into the record. The submission asked council to amend the Snowmobile Bylaw to align with the All-Terrain Vehicle Bylaw and prohibit snowmobile operators from using non-motorized trails, greenbelts, and open spaces. Mr. Lay's submission stated that many trail users are under the mistaken belief that *all* non-motorized trails are free from motorized use in winter, creating confusion and leading to user conflict. Amending the Snowmobile Bylaw as suggested would end the confusion and make the two bylaws consistent, thereby providing clarity for all trail users.

PROPOSED NEW TRAIL
PLAN AND THE
SNOWMOBILE BYLAW

For Information Only

Public Health and Safety Committee

There was no report from the Public Health and Safety Committee.

No Report

Development Services Committee

There was no report from the Development Services Committee.

No Report

Corporate Services Committee

2020-21-04

It was duly moved and seconded
THAT the 2020 to 2023 capital expenditure plan be amended to create a new capital project for Replacement Protective Floor Covering in the amount of \$29,998, funded by the Government of Yukon.

BUDGET AMENDMENT
REPLACEMENT FLOOR
COVERING – FLEXI-HALL

Carried Unanimously

2020-21-05

It was duly moved and seconded
THAT administration be authorized to award the contract for the Enterprise Data Storage System project to Insight Canada Inc. for a net cost to the City of \$214,803.69 plus GST.

CONTRACT AWARD
ENTERPRISE DATA
STORAGE SYSTEM

Carried Unanimously

It was noted that the corporate Greenhouse Gas Emissions report is now available on the City’s website. In response to questions raised, administration advised that tracking and reporting is done through the budget process, variance reports, quarterly reports and strategic priorities. Analysis is typically done on a project basis. It was noted that identified targets were not met, and that data analysis is under way to explain some of the results.

GREENHOUSE GAS
EMISSIONS REPORT
For Information Only

NEW AND UNFINISHED BUSINESS

2020-21-06

It was duly moved and seconded
WHEREAS the current Council Remuneration Bylaw provides for an adjustment of the base annual salary for all members of council on January 1, 2021 by the average annual Consumer Price Index for Whitehorse (CPI) for 2019, unless that CPI is a negative amount in which case the rate of adjustment will be zero; and

DECLINE 2021 SALARY
ADJUSTMENT FOR ALL
MEMBERS OF COUNCIL

WHEREAS in this difficult and uncertain time council has an opportunity to lead by example;

BE IT RESOLVED THAT an adjustment to the base annual salary for all members of council scheduled for January 1, 2021 be declined by council.

Carried Unanimously

Councillor Hartland explained that he brought the motion forward as a way for council to keep costs down and show leadership while the business community is suffering due to the COVID-19 pandemic.

Administration confirmed that passing this motion will have no impact on the base annual salary for future councils. The bylaw that will set the remuneration for the next term of council, scheduled to be voted on later in this meeting, sets a new base rate for mayor and council based on the rates established in the current bylaw. This motion does not amend the current bylaw; it merely declines the 2021 adjustment that members of council are entitled to under that bylaw.

Discussion

Members of council spoke to their reasons for supporting the motion, stating their agreement with making a symbolic gesture and leaving it to administration to determine where the money saved will be used.

Some members expressed a desire to put more emphasis on substantive actions that council can do to assist the community in the coming year. One member suggested that council should look at giving direction to administration to move ahead with certain initiatives so that systems are in place to support the business community in time for the start of the summer season next year.

2020-21-07

It was duly moved and seconded
THAT Bylaw 2020-33, a bylaw to amend the Management and Confidential Exclusion Employment Bylaw, be brought forward for consideration under the bylaw process.

BRING FORWARD
AMENDMENT TO
EMPLOYMENT BYLAW
(Management and
Confidential Exclusions)

Carried Unanimously

2020-21-08

It was duly moved and seconded
THAT administration be authorized to award the contract for consulting services for the City-Wide Transportation Study project to Morrison Hershfield Ltd. for a net cost to the City of \$344,550.00 plus GST.

CONTRACT AWARD
CONSULTING SERVICES
TRANSPORTATION STUDY

Carried Unanimously

BYLAWS

2020-21-09

It was duly moved and seconded
THAT Bylaw 2020-27, a bylaw to provide for the types, rates, and conditions of payments for the mayor and councillors for the 2021 to 2024 term of office, having been read a first and second time, now be given third reading.

BYLAW 2020-27
COUNCIL REMUNERATION
2021 TO 2024
THIRD READING

2020-21-10

It was duly moved and seconded
THAT sections 2 and 3 of Council Remuneration Bylaw 2020-27 be deleted and replaced by new sections 2 and 3 as follows:

- “2. Effective from November 1, 2021 to October 31, 2022, the basic annual remuneration for the mayor shall be \$104,552.00 adjusted by the average annual Consumer Price Index for Whitehorse (CPI) for 2020, unless that CPI is a negative amount, in which case the rate of adjustment will be zero.”
- “3. Effective from November 1, 2021 to October 31, 2022, the basic annual remuneration for each councillor shall be \$37,639.02 adjusted by the average annual CPI for 2020, unless that CPI is a negative amount, in which case the rate of adjustment will be zero.”

Amendment #1

Carried Unanimously

2020-21-11

It was duly moved and seconded
THAT sections 5, 6 and 7 of Bylaw 2020-27 be deleted and replaced by new sections 5, 6 as follows, with the remaining sections and cross-references of the bylaw renumbered accordingly:

- “5. Effective November 1, 2022, the basic annual remuneration for all members of council shall be adjusted by the average annual CPI for 2021, unless that CPI is a negative amount, in which case the rate of adjustment will be zero.”
- “6. Effective November 1, 2023, the basic annual remuneration for all members of council shall be adjusted by the average annual CPI for 2022, unless that CPI is a negative amount, in which case the rate of adjustment will be zero.”

Amendment #2

Carried Unanimously

The main motion, being third reading of Council Remuneration Bylaw 2020-27 as amended, was then voted on.

Vote on Main Motion

Carried Unanimously

2020-21-12

It was duly moved and seconded
THAT Bylaw 2020-28, a bylaw to authorize the sale and transfer of a parcel of vacant city land to allow for a lot enlargement at 75 Ortona Avenue, having been read a first and second time, now be given third reading.

BYLAW 2020-28
LAND SALE AND TRANSFER
75 Ortona Avenue
THIRD READING

Carried Unanimously

2020-21-13

It was duly moved and seconded
THAT Bylaw 2020-29, a bylaw to authorize the sale and transfer of lands to allow for the enlargement of three industrial lots on Mount Sima Road, having been read a first and second time, now be given third reading.

Carried Unanimously

BYLAW 2020-29

LAND SALE AND TRANSFER
Mount Sima Road Lots

THIRD READING

2020-21-14

It was duly moved and seconded
THAT Bylaw 2020-32, a bylaw to amend the Fees and Charges Bylaw in accordance with third quarter changes, having been read a first and second time, now be given third reading.

Carried Unanimously

BYLAW 2020-32

FEES AND CHARGES
BYLAW AMENDMENT
3rd Quarter Review

THIRD READING

2020-21-15

It was duly moved and seconded
THAT Bylaw 2020-33, a bylaw to amend the Management and Confidential Exclusion Employment Bylaw with respect to vacation accruals for the management group, be given first reading.

Carried Unanimously

BYLAW 2020-33

AMEND MANAGEMENT &
CONFIDENTIAL EXCLUSION
EMPLOYMENT BYLAW

FIRST READING

2020-21-16

It was duly moved and seconded
THAT Bylaw 2020-33 be given second reading.

Carried Unanimously

SECOND READING

There being no further business, the meeting adjourned at 6:18 p.m.

ADJOURNMENT

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Minutes of the meeting of the City Planning Committee

Date	October 19, 2020	2020-22
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Jan Stick – Chair Mayor Dan Curtis Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott – Electronic Participation Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland – Electronic Participation Councillor Stephen Roddick	
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Lindsay Schneider, Acting Director of Human Resources Catherine Constable, Manager of Legislative Services Mélodie Simard, Manager of Planning and Sustainability Services	

Your Worship, the City Planning Committee respectfully submits the following report:

1. OCP Amendments – Whistle Bend Future Area C

The Government of Yukon, as the primary land owner and developer in Whistle Bend, has indicated a desire to proceed with detailed engineering for Future Area C in early 2021. This work is required to ensure there is a continuous supply of available building lots in the coming years. Amendments to the Official Community Plan are required before any work can proceed.

The proposed amendments to the Official Community Plan would change the existing land use designations of areas identified as “Recreation” and “Green Connections” to “Designated Development”. Portions of “Environmentally Sensitive” areas along the Yukon River and adjacent to Porter Creek would be maintained.

The extension of the Whistle Bend neighbourhood into Area C meets the objectives of the Official Community Plan for development that uses existing servicing infrastructure, promotes active transportation and transit use, and includes residential, commercial and institutional uses to create complete communities.

The recommendation of the City Planning Committee is

THAT Bylaw 2020-31, a bylaw to amend the Official Community Plan to allow for the development of the area known as Whistle Bend Future Area "C", be brought forward for consideration under the bylaw process.



Minutes of the meeting of the City Operations Committee

Date	October 19, 2020	2020-22
Location	Council Chambers, City Hall	
Committee Members Present	Mayor Dan Curtis – Chair Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott – Electronic Participation Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland – Electronic Participation Councillor Stephen Roddick Councillor Jan Stick	
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Lindsay Schneider, Acting Director of Human Resources Catherine Constable, Manager of Legislative Services	

Your Worship, there is no report from the City Operations Committee



Minutes of the meeting of the Community Services Committee

Date	October 19, 2020	2020-22
Location	Council Chambers, City Hall	
Committee Members Present	Mayor Dan Curtis – Chair Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott – Electronic Participation Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland – Electronic Participation Councillor Stephen Roddick Councillor Jan Stick	
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Lindsay Schneider, Acting Director of Human Resources Catherine Constable, Manager of Legislative Services Landon Kulych, Manager of Parks and Community Development Keri Rutherford, Program Lead Hand	

Your Worship, the Community Services Committee respectfully submits the following report:

1. Fall Recreation Grant Allocations

The Recreation Grant Task Force reviewed 13 applications for fall recreation grants in accordance with the Recreation Grant Policy. Funding provided by Community Lotteries may not be used for operating and maintenance costs, and therefore the grant recommendations do not match the grant requests for some organizations.

The recommendation of the Community Services Committee is

THAT the allocation of \$46,680 for Recreation Grants as recommended by the Recreation Grant Task Force be approved; and

THAT any unexpended recreation grant funds, as well as any refunds received prior to year-end, be authorized for re-budgeting to 2021.

2. Festival and Special Event Grant Allocations for 2021

The Festival and Special Event Grant fund is governed by Council Policy. This year 13 applications were received, of which 11 were determined to be eligible in accordance with established criteria. The evaluation committee reviewed and rated the eligible applications and made recommendations for financial and in-kind support. Full allocation of the funding available was recommended to the eligible groups, including two signature events. In-kind requests were assessed by impacted departments to ensure that they can be accommodated within regular operating hours.

The recommendation of the Community Services Committee is

THAT the recommendations for Festival and Special Event Grant Fund allocations for 2021 be approved as presented, with funding from the 2021 budget.

3. Local Content Weighting – Consultant Services – Campground Building

The City intends to build a new facility at the Robert Service Campground that will serve as the main reception base for the operation of the campground. It will also be used as a community hub that can be accessed year round, with flexible uses such as recreation, community gatherings, and rentable space for other organizations.

Administration is preparing to release a request for proposals for consultant services for the design and construction supervision of the campground building. It is proposed that the local content weighting be set at the maximum, which is 20 points. This rating recognizes that there are many local companies qualified to do this work that also have knowledge of the City and the current construction market.

The recommendation of the Community Services Committee is

THAT administration be authorized to set the weighting for local content at 20 points in the request for proposals to be issued for design and construction services for the Robert Service Campground Building.



Minutes of the meeting of the Public Health and Safety Committee

Date	October 19, 2020	2020-22
Location	Council Chambers, City Hall	
Committee Members Present	Councillor Stephen Roddick – Chair Councillor Jan Stick – Vice Chair Mayor Dan Curtis Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott – Electronic Participation Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland – Electronic Participation	
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Lindsay Schneider, Acting Director of Human Resources Catherine Constable, Manager of Legislative Services	

Your Worship, the Public Health and Safety Committee respectfully submits the following report:

1. Flu Clinic – For Information Only

The public was reminded that the annual flu clinic is operating this year only at the Convention Centre. The hours are 9:00 a.m. to 7:00 p.m. and this week is for persons in the high-risk category. Flu shots for the general population will begin the following week.

2. Poverty and Homelessness Action Week – For Information Only

A Committee member advised that this is Poverty and Homelessness Action Week in Whitehorse, and encouraged people to participate in various activities and events planned to bring awareness to the issue.



Minutes of the meeting of the Development Services Committee

Date	October 19, 2020	2020-22
Location	Council Chambers, City Hall	
Committee Members Present	Mayor Dan Curtis – Chair Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott – Electronic Participation Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland – Electronic Participation Councillor Stephen Roddick Councillor Jan Stick	
Staff Present	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Lindsay Schneider, Acting Director of Human Resources Catherine Constable, Manager of Legislative Services	

Your Worship, there is no report from the Development Services Committee.



Minutes of the meeting of the Corporate Services Committee

Date	October 19, 2020	2020-22
Location	Council Chambers, City Hall	
Committee Members Present	Mayor Dan Curtis – Chair Councillor Dan Boyd – Electronic Participation Councillor Laura Cabott – Electronic Participation Councillor Jocelyn Curteanu – Electronic Participation Councillor Samson Hartland – Electronic Participation Councillor Stephen Roddick Councillor Jan Stick	
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Lindsay Schneider, Acting Director of Human Resources Brittany Dixon, Acting Manager of Financial Services Catherine Constable, Manager of Legislative Services Arcadio Rodriguez, Acting Manager of Water and Waste Services	

Your Worship, the Corporate Services Committee respectfully submits the following report:

1. Budget Amendment – Emerging Pollutants Wastewater Treatment

Wastewater treatment science is evolving to address the treatment of emerging contaminants such as pharmaceuticals, personal care products, hydrocarbons and micro-plastics. Systematic testing has not been done to quantify contaminants in our wastewater system, and our primary sewage treatment facility is not designed to treat them.

Although regulations are not currently in place, a capital project was established to sample and assess contaminants in 2020, prepare a conceptual design of a treatment system in 2021, and implement a treatment pilot project in 2023. Gas Tax funding was obtained, but quotes obtained for these services came in at a much higher cost than anticipated. An amended Gas Tax agreement has been approved to cover the additional costs, but a budget amendment is required.

The recommendation of the Corporate Services Committee is

THAT the 2020 to 2023 capital expenditure plan be amended by increasing the Emerging Pollutants Wastewater Treatment project to \$70,000 for 2020, funded by Gas Tax.

2. Urban Electrification Program

In 1989 the City began assisting with the cost of electrifying urban property by financing the work and charging the cost back to the property as a local improvement charge. In order to have an application approved the applicant must have title to the property, current taxes must be paid in full, and the cost of the work must not exceed 75% of the assessed value of the property. The owners of the property located at 24 Harvey Place in the Pineridge subdivision have met all the conditions of the urban electrification program. A bylaw is required to provide for a work of local improvement.

The recommendation of the Corporate Services Committee is

THAT the application under the urban electrification program for Lot 57 in the Pineridge Subdivision, Whitehorse Plan No.93-134, be accepted; and

THAT Bylaw 2020-23, a bylaw to authorize a local improvement charge for urban electrification at Lot 57, Pineridge Subdivision, be brought forward for consideration under the bylaw process.

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Resolution #1

I MOVE THAT Deputy Mayor appointments be approved as follows:

Councillor Boyd	November 1 to December 31, 2020
Councillor Roddick	January 1 to February 28, 2021
Councillor Stick	March 1 to April 30, 2021
Councillor Cabott	May 1 to June 30, 2021
Councillor Hartland	July 1 to August 31, 2021
Councillor Curteanu	September 1 to October 31, 2021

Resolution #2

I MOVE THAT Reserve Deputy Mayor appointments be approved as follows:

Councillor Curteanu	November 1, 2020 to April 30, 2021
Councillor Roddick	May 1 to October 31, 2021

Resolution #3

I MOVE THAT Chair and Vice-Chair appointments for Standing Committees be approved as follows for the period from November 1, 2020 to October 31, 2021:

City Operations	Chair	Councillor Cabott
	Vice-Chair	Councillor Hartland
City Planning Committee	Chair	Councillor Hartland
	Vice-Chair	Councillor Cabott
Community Services	Chair	Councillor Boyd
	Vice-Chair	Councillor Stick
Corporate Services Committee	Chair	Councillor Roddick
	Vice-Chair	Councillor Curteanu
Development Services	Chair	Councillor Curteanu
	Vice-Chair	Councillor Roddick
Public Health and Safety	Chair	Councillor Stick
	Vice-Chair	Councillor Boyd

Resolution #4

I MOVE THAT Council member appointments to ad hoc committees be approved as follows for the period from November 1, 2020 to October 31, 2021:

Association of Yukon Communities	Councillor Curteanu Councillor Roddick
Crime Stoppers	Councillor Cabott
Whitehorse Chamber of Commerce	Councillor Boyd

Resolution #5

I MOVE THAT Special Committee appointments be approved as follows for the period from November 1, 2020 to October 31, 2021:

City Budget Committee	Mayor and all Council
City Manager's Evaluation Committee	Mayor and all Council
Emergency Measures Commission	Mayor and current Deputy Mayor

Resolution #6

I MOVE THAT administrative appointments to various committees be approved as follows for the period from November 1, 2020 to October 31, 2021:

Community Advisory Board – Safe at Home:
 Director, Development Services

Reciprocal Insurance Exchange:
 Director, Corporate Services
 Manager, Financial Services

Yukon Housing Action Plan Implementation Committee:
 Manager, Planning and Sustainability Services

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Council Meeting Date: **October 26, 2020**

Topic: **Adoption of the 2021 Meeting Schedule**

SUGGESTED WORDING FOR RESOLUTION

I MOVE THAT the 2021 meeting schedule for Regular Council and Standing Committee meetings be adopted as presented; and

THAT the second meeting cycle in August be cancelled to accommodate a summer recess; and

THAT the second meeting cycle in October be cancelled to accommodate the municipal election; and

THAT a special meeting be scheduled for November 1st for the swearing-in of the new council; and

THAT the first meeting cycle in November be rescheduled to the 8th and 15th respectively, and the second meeting cycle be rescheduled to November 22nd and 29th respectively; and

THAT the second meeting cycle in December 2021 be cancelled to accommodate a winter recess.

TO MAYOR AND COUNCIL:

This suggested wording has been prepared as a guide to assist you. It may not reflect Council members' opinion on this matter.

2021 Council and Standing Committee Meeting Schedule

Includes a summer recess in August and a winter recess in December

No rescheduling to accommodate the FCM Conference in June

Date	Meeting Type	Date	Meeting Type
January 4	Committee	July 5	Committee
January 11	Regular	July 12	Regular
January 18	Committee	July 19	Committee
January 25	Regular	July 26	Regular
February 1	Committee	August 2	Committee
February 8	Regular	August 9	Regular
February 15	Committee	Meetings cancelled for a summer recess	
February 22	Regular		
March 1	Committee	September 7 (Tuesday)	Committee
March 8	Regular	September 13	Regular
March 15	Committee	September 20	Committee
March 22	Regular	September 27	Regular
April 6 (Tuesday)	Committee	October 4	Committee
April 12	Regular	October 12 (Tuesday)	Regular
April 19	Committee	Meetings cancelled for municipal election	
April 26	Regular		
May 3	Committee	November 1	Special
May 10	Regular	November 8	Committee
May 17	Committee	November 15	Regular
May 25 (Tuesday)	Regular	November 22	Committee
June 7	Committee	November 29	Regular
June 14	Regular		
June 22 (Tuesday)	Committee	December 6	Committee
June 28	Regular	December 13	Regular
Meetings cancelled for a Christmas recess			

Spring Break – March 15 to 26 inclusive

Easter – Good Friday is April 2 and Easter Monday is April 5

The FCM Annual Conference is scheduled for June 3 to 6 inclusive in Montreal

Municipal election day is Thursday, October 21

The newly elected council will be sworn in on November 1

CITY OF WHITEHORSE
BYLAW 2020-33

A bylaw to amend the Management and Confidential Exclusion employment bylaw.

WHEREAS the council of the City of Whitehorse adopted a bylaw that sets out the terms and conditions of employment for management and confidential exclusion employees; and

WHEREAS section 220 of the *Municipal Act* provides that council may by bylaw amend or vary bylaws; and

WHEREAS an error with respect to vacation leave accruals for the management group needs to be corrected;

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

1. Management and Confidential Exclusion Bylaw 2020-30 is hereby amended by deleting existing sections 45 and 46 and substituting therefore new sections 45 and 46 as follows:

“45. Employees with a continuous service date before October 1, 2016 and who receive pay for at least ten days in a calendar month are entitled to vacation leave in accordance with the following schedule:

For Employees with a Continuous Service Date Before October 1, 2016	
Years of Service	Monthly Accrual
1 year and less than 2 years	12.50 hours
2 years and less than 5 years	15.62 hours
5 years and less than 10 years	18.75 hours
10 years and less than 20 years	21.87 hours
20 years and over	25.00 hours

“46. Employees hired on October 1, 2016 or later and who receive pay for at least ten days in a calendar month are entitled to vacation leave in accordance with the following schedule:

For Employees with a Continuous Service Date of October 1, 2016 or later	
Years of Service	Monthly Accrual
1 year and less than 3 years	12.50 hours
3 years and less than 10 years	15.62 hours
10 years and less than 20 years	18.75 hours
20 years and over	21.87 hours

Bylaw 2020-33 – Amending Employment Bylaw 2020-30

2. This bylaw shall be deemed to have been in full force and effect on and from the 28th day of September, 2020.

FIRST and SECOND READING: October 13, 2020

THIRD READING and ADOPTION:

Mayor

Assistant City Clerk

CITY OF WHITEHORSE
BYLAW 2020-23

A bylaw to authorize a local improvement charge for urban electrification

WHEREAS in 1989 council approved the concept of assisting taxpayers to bring electrical service to their property via the imposition of a local improvement charge; and

WHEREAS the owners of the property located at Lot 57, Pineridge Subdivision, Whitehorse YT, have applied under the Urban Electrification Program for a local improvement to assist them in providing power to the property; and

WHEREAS sections 267 to 271 of the *Municipal Act* require that a bylaw to provide for and authorize a local improvement will contain specific information pertaining to the local improvement and the procedures to be followed in passing the bylaw; and

WHEREAS the actual cost of the said construction is estimated to be \$4,305.00 of which \$4,305.00 will be raised by way of a special tax assessment, and

WHEREAS in order to construct and complete the project it will be necessary to fund up to the sum of \$4,305.00 from the City; and

WHEREAS the estimated life of the project exceeds ten years;

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

1. A work of local improvement, being the electrification of the property described as Lot 57, Plan No.93-134, Pineridge Subdivision, Whitehorse YT Roll #3500005700, property class RSC, located at 24 Harvey Place, is hereby authorized.
2. The parcel of land benefiting from this work of local improvement is as set out in section 1 of this bylaw.
3. The total cost of the local improvement has been determined by ATCO Electric Yukon.
4. The cost of the work is to be paid for by way of a special assessment to be levied on the parcel described in section 1 of this bylaw.
5. For the purposes aforesaid, the sum of up to \$4,305.00 is to be funded by the City.
6. The sum of \$4,305.00 is to be collected by way of a special assessment as provided in section 7 of this bylaw.
7. There is hereby imposed on the land described in section 1 of this bylaw a special assessment under the *Assessment and Taxation Act*. This equates to an annual fee in the amount of \$490.61 for each of ten years. This sum is the amount

Local Improvement for Urban Electrification Bylaw 2020-33

necessary to pay the annual amount of interest and principal falling due in each year, computed at the prime business rate of 2.45% as at October 06, 2020. The said special assessment shall be in addition to all other rates and taxes.

- (1) The property owners have the option of paying the total property charge prior to its due date, or of paying the equal annual instalments each of ten years, commencing on July 2, 2021.
 - (2) The property owners may reduce the balance owing on the total property charge by making a lump sum payment in any year during the life of the bylaw. Such lump sum payments shall be accepted only in the month of January each year.
 - (3) The property owners may also pay off the balance owing at any point during the ten-year life of the bylaw.
8. The provisions of this bylaw shall come into full force and effect upon final passage thereof.

NOTICE GIVEN:

FIRST and SECOND READING:

THIRD READING and ADOPTION:

Mayor

Assistant City Clerk

CITY OF WHITEHORSE
BYLAW 2020-31

A bylaw to amend the Official Community Plan

WHEREAS section 289 of the *Municipal Act* provides that a municipality shall by bylaw adopt an official community plan in accordance with Part 7, Division 1 of the Act; and

WHEREAS section 285 of the *Municipal Act* provides for amendment of an official community plan; and

WHEREAS it is deemed desirable and expedient that the 2010 Official Community Plan be amended to allow for development of a 56.3-hectare area known as Area C as part of the Whistle Bend neighbourhood.

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

1. Map 1 of the Official Community Plan Bylaw 2010-01 is hereby amended by changing the 56.3-hectare area known as Future Area C from Recreation Area and Green 'Connections' Area to Designated Development Area as indicated in Appendix "A" forming part of this bylaw.
2. Map 2 of Official Community Plan Bylaw 2010-01 is hereby amended by changing the designation of a 56.3-hectare area known as Future Area C from Greenspace to Residential-Urban as indicated in Appendix "B" forming part of this bylaw.
3. Map 5 of Official Community Plan Bylaw 2010-01 is hereby amended to extend the area identified as Undeveloped Public Land to include the 56.3-hectare area known as Future Area C as indicated in Appendix "C" forming part of this bylaw.
4. This bylaw shall come into force and effect upon the final passing thereof.

FIRST READING:

PUBLIC NOTICE:

PUBLIC HEARING:

SECOND READING:

EXECUTIVE COUNCIL MEMBER APPROVAL:

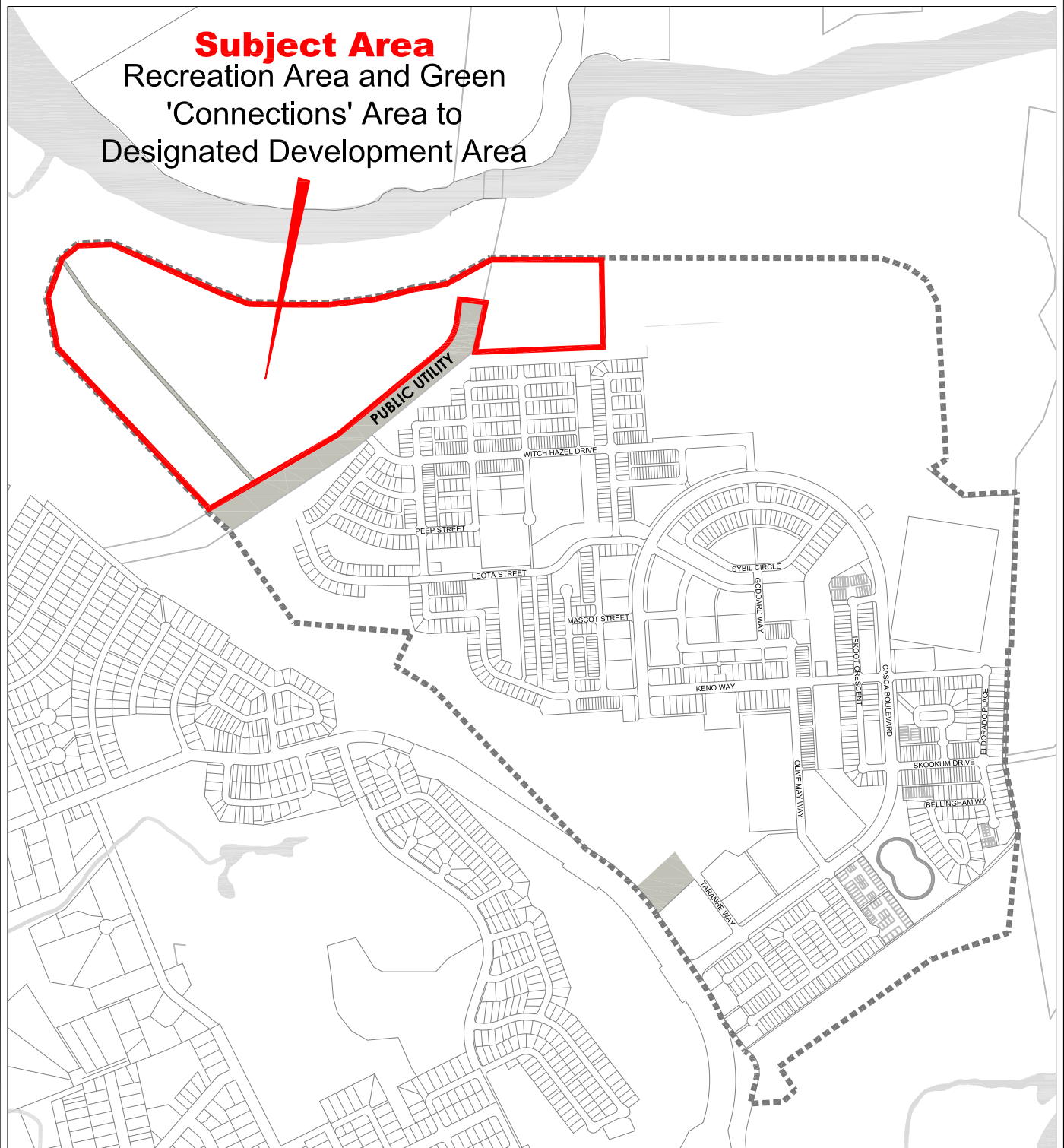
THIRD READING and ADOPTION:

Mayor

Assistant City Clerk




Subject Area
Recreation Area and Green
'Connections' Area to
Designated Development Area



BYLAW 2020-31
A bylaw to amend the Official Community Plan, Map 1 - Green
Space Network Plan to change an area identified as Recreation
Area and Green 'Connections' Area to Designated Development
Area.

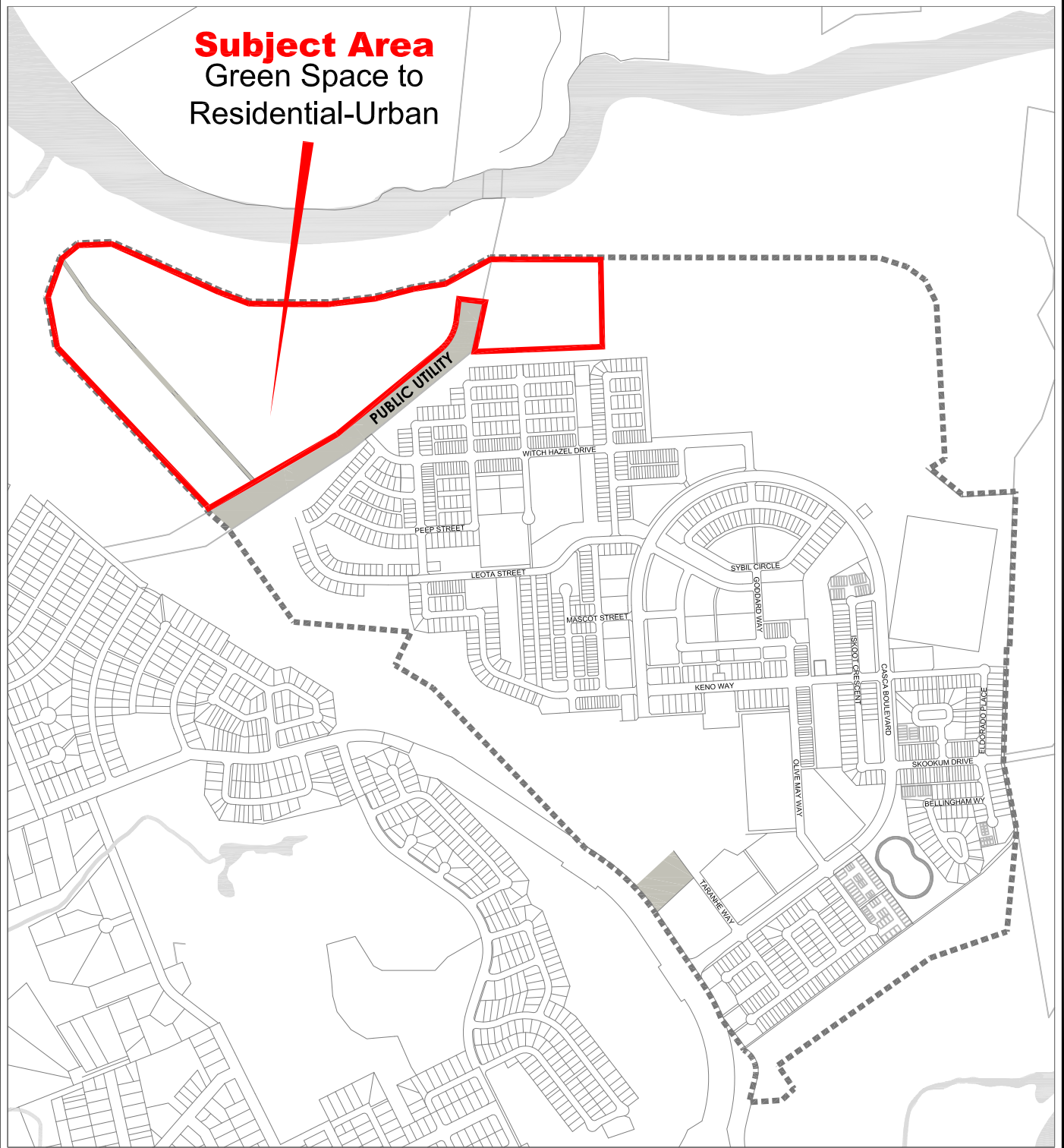
LEGEND

 SUBJECT AREA




CITY OF WHITEHORSE
BYLAW 2020-31
APPENDIX 'B'

Subject Area
Green Space to
Residential-Urban



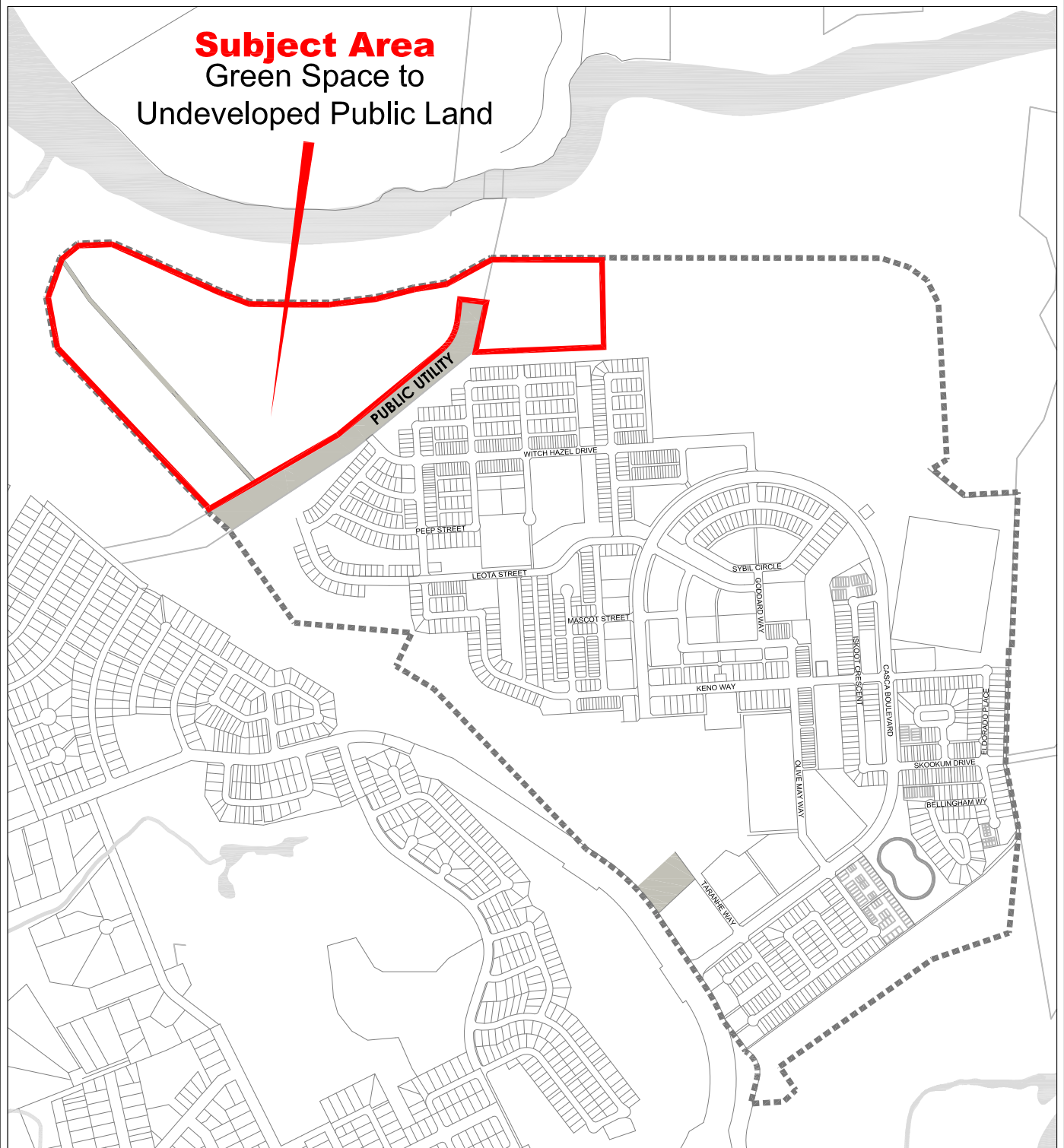
BYLAW 2020-31
A bylaw to amend the Official Community Plan, Map 2 - Area Land
Use Designations to change the designation of an area from
Greenspace to Residential - Urban.

LEGEND

 SUBJECT AREA




Subject Area
Green Space to
Undeveloped Public Land



BYLAW 2020-31
A bylaw to amend the Official Community Plan, Map 5 - Urban Residential Growth Plan to identify an area as Undeveloped Public Land.

LEGEND

 SUBJECT AREA