

CITY OF WHITEHORSE – STANDING COMMITTEES

Tuesday, April 7, 2015 – 5:30 p.m.

Council Chambers, City Hall

CALL TO ORDER

ADOPTION OF AGENDA

PROCLAMATIONS

DELEGATES Rick Griffiths, Vanier Social Justice Club, Keith Lay, Rob McClure
– Millennium Trail Bridge

CORPORATE SERVICES COMMITTEE

1. Re-budgeting Capital Expenditures
2. New Business

CITY PLANNING COMMITTEE

1. Public Hearing Report – Zoning Amendment (Whistle Bend Sports Complex)
2. OCP Amendment – Various Policy and Map Changes
3. Zoning Amendment – Comprehensive Zones
4. New Business

CITY OPERATIONS COMMITTEE

1. New Business

COMMUNITY SERVICES COMMITTEE

1. Rotary Centennial Bridge Gates and Designation
2. Trail and Greenways Advisory Committee Action Plan
3. Festivals and Special Events Grant Fund Recommendations
4. Community Clean-up Litter Program Policy Revisions
5. New Business

PUBLIC HEALTH AND SAFETY COMMITTEE

1. New Business

DEVELOPMENT SERVICES COMMITTEE

1. New Business

CITY OF WHITEHORSE
CORPORATE SERVICES COMMITTEE AGENDA

Date Tuesday, April 7, 2015
Location: Council Chambers, City Hall



Chair: Mike Gladish Vice Chair: Jocelyn Curteanu

Pages

1. Re-budgeting Capital Expenditures 1 - 7
2. New Business

Chairperson shall ask if there is anyone present who wishes to speak to the Committee

ADMINISTRATIVE REPORT

TO: Corporate Services Committee
FROM: Administration
DATE: March 30, 2015
RE: Re-budgeting Capital Expenditures

ISSUE

Re-budget funds in 2015 for Capital projects that were not completed in 2014

REFERENCE

2014 Capital Budget
2015 Capital Re-budget Requests (Appendix A)

HISTORY

As in previous budget cycles, some capital projects budgeted for the 2014 budget cycle fiscal year were not initiated or fully completed. The Management Group was asked to review their outstanding capital projects and identify any that required re-budgeting. The projects were reviewed by Finance and Senior Management, and a list of recommended re-budgets has been prepared and is presented as Appendix A.

Factors used when considering the re-budget recommendations include: reasons for delay; previous re-budgeting history; scope of original approved budget (no re-profiling allowed), as well as verifying that the original budget allocation was not increased without additional funding sources identified; and making sure that the re-budget request was not setting up a contingency situation.

If these projects are to be completed, funds that were set aside in 2014 would have to be re-budgeted into 2015 with a re-vote.

ALTERNATIVES

1. Approve the re-budgeting of funds in 2015
2. Amend the presented list and approve an amended list
3. Refer back to Administration

ANALYSIS

The proposed list of Capital expenditures to be completed in 2015 is attached as Appendix A.

Of the \$22,433,045 budgeted for capital in 2014, \$6,868,139.80 was unspent. Of the unspent balance \$6,321,517 is coming forward at this time as a re-budget request. In comparison, the rebudget amount requested in 2013 was \$8,187,317.

Reasons for projects not being started or completed during the year include:

- Multi-year projects;
- Staff, consultant and contractor availability;

- Delays due to late contract awards, coordination of efforts and external approvals;
- Goods ordered but not received prior to December 31, 2014.

It is anticipated that, if approved, most of the re-budget proposals will be completed in 2015, with three projects extending into 2016.

Of the \$6,321,517 in budget requests, \$4,051,443 are projects that were previously identified as coming from the appropriate City reserves. The balance, \$2,270,074 are projects with funding identified from outside funding sources like Gas Tax and Building Canada.

There are no requests for additional funds.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that the 2015 Capital Budget be amended by re-budgeting 2014 Capital expenditures in the amount of \$6,321,517.

2015 CAPITAL REBUDGET REQUESTS:

Dept.	Project	Comments	2014 Revised Budget	YTD Expenditures	Rebudget Amount Requested
Business & Technology Systems	Software Acquisition	This project was not completed in 2014 due to time limitations. The rebudgeted funds will be spent on the purchase of a reverse proxy and internet traffic management software (single software). This item is required as the current software being used reached the end of life in January 2015 and is no longer supported by the vendor. The project will be completed by the end of the second quarter of 2015.	\$ 90,000	\$46,540	\$43,460
Business & Technology Systems	Security Cameras	This project was not completed in 2014 due to competing priorities. The rebudgeted funds will be spent on the purchase and installation of cameras in the CGC, PSB and Shipyards park. Work has started on the CGC and Shipyards. PSB will start by June 2015. The project will be completed by August 2015.	\$ 29,334	\$0	\$29,334
Business & Technology Systems	ERP Development	This project was not completed in 2014 due to competing priorities which resulted in only minimal training and development work. The rebudgeted funds will be spent on upgrading FMW functionality, adding scheduling functionality and online recruitment capability. The project will be completed by September 2015.	\$ 37,000	\$18,949	\$18,051
Business & Technology Systems	ERP Final Phase	The project was not completed in 2014 due to competing priorities. The rebudgeted funds will be spent on finalizing HRIS implementation and virtual City Hall completion. The project is expected to be completed by October 2015.	\$ 58,600	\$43,857	\$14,743
Business & Technology Systems	Paperless Document Management	No work was done on this project in 2014 due to competing priorities. The rebudgeted funds will be spent on RFP development and purchasing the initial phase of software. The project will be completed by July 2015.	\$ 54,500	\$0	\$54,500
Business & Technology Systems	Bylaw Handheld Ticketing Devices	This project is delayed due to YG passing changes to the Motor Vehicle Act to allow use of tickets generated by these devices. The rebudgeted funds will be spent on purchasing handheld devices and interface to the existing system. The project will be completed late in 2015, pending YG passing legislation.	\$ 70,654	\$17,348	\$53,306
Business & Technology Systems	Radio & Location Equipment	This project was not completed in 2014 as transitioning this project into B&TS in 2014 required a great deal of learning and as a result, planned purchases of equipment were delayed. The rebudgeted funds will be spent on handheld and vehicle radio equipment. The project will be completed by May 2015.	\$ 80,000	\$37,148	\$42,852
Bylaw Services	Parking Meter Installation at 2nd Steele Parkade	Some parkade work was done in 2014, however the project was not completed in 2014 because a Zoning Bylaw amendment was required to allow for micro stalls to be placed in the parkade. Micro stall allotment is identified for parking downtown in the Parking Management Plan. There are 6 micro parking stalls being put into the parkade as outlined in the notation above. The meters are from existing meter stock (reassigned from other spaces), however there is a cost to putting them in the ground. The rebudgeted funds will be spent on labour and supplies to cement the new posts in place and put up signage indicating "micro stalls". The project is scheduled to be done by mid-summer 2015 as line painting usually takes a priority first thing after snow melt and early summer.	\$ 4,966	\$413	\$4,553
Engineering	Selkirk Pump Station	This project was not completed in 2014 due to delays stemming from a the Contractor default in 2013 and issues relating to the Bonding company's completion of the work. The issue is ongoing and before the courts. The rebudgeted funds will be spent on completion of a new Selkirk Pump Station including consultant fees and contractor work (including final progress payments to bonding/general contractor) and decommissioning of the old Selkirk Pumphouse. The project will be completed in the summer of 2015.	\$ 1,114,465	\$971,651	\$142,814
Engineering	Hillcrest Water Supply	This project is complete but one contractor payment was not processed before year end. The rebudgeted funds will be spent on Hillcrest YARC water service install, as committed to the contractor for the work completed in 2014 but not processed until the 2015 fiscal year.	\$ 530,000	\$503,276	\$26,724
Engineering	Norcan Range Road Lift Station	This project was not completed in 2014 as it is awaiting the decision on the new Operations Building location and design needs. The rebudgeted funds will be spent on system upgrades to City standards as per an agreement with private owners and design and servicing changes as required for the new Operations Building construction. The project is to be completed by fall 2015.	\$ 143,276	\$0	\$143,276
Engineering	Porter Creek Lagoon Remediation/Cleanup	This project was not completed in 2014 because YG decisions on regulations for special waste handling are still pending. Subsequent work was delayed pending decisions and additional testing. In addition, there was a lack of consultant and City staff availability. The rebudgeted funds will be spent on soils testing and disposal, remediation and regrading of sides, and modifications of existing storage ponds to be used as a snow dump. The project will be completed by fall 2015.	\$ 288,095	\$12,034	\$276,061
Engineering	Selkirk Well Development	This project is a multi-year project. Contracts for Well 10 and Well 4N bypass were awarded late in the 2014 construction season and the work is ongoing. The rebudgeted funds will be spent on Well 10 well house construction and testing and Well 4N bypass construction. The project is set to be completed in spring 2015.	\$ 2,000,000	\$971,189	\$1,028,811
Engineering	Water Meter Consultation	This project was not completed in 2014 because the pilot project needed to run for a sufficient period to allow meaningful data collection. Data analysis and reporting will be done in-house and is subject to staff availability. The rebudgeted funds will be spent on data analysis and reporting for the residential water meters pilot project. This project will be completed in the spring of 2015.	\$ 20,613	\$12,954	\$7,659

2015 CAPITAL REBUDGET REQUESTS:

Dept.		Project	Comments	2014 Revised Budget	YTD Expenditures	Rebudget Amount Requested
Engineering	Downtown Reconstruction - Ogilvie Street (4-8)	This project was not completed in 2014 as the landscaping and finishing work of the reconstructed road could not be finished before winter. The rebudgeted funds will be spent on landscaping and adjacent surface works along Ogilvie and Fourth Ave. The project will be completed in the summer of 2015.	\$ 4,138,437	\$3,906,807	\$231,630	
Engineering	Manwell (East) - New Infrastructure	This project was not completed in 2014 as the contract for recirculation improvements was not awarded until fall 2014. Poor weather conditions did not allow for completion before winter. The rebudgeted funds will be spent on recirculation improvements for the Manwell area, as approved by BCF. The project is set to be completed by the end of summer 2015.	\$ 366,655	\$179,455	\$187,200	
Engineering	Range Road North Reconstruction	This project was not completed in 2014 as the landscaping and finishing work of the reconstructed road could not be finished before winter. The rebudgeted funds will be spent on landscaping and irrigation of the reconstructed area. This project is set to be completed in summer 2015.	\$ 873,770	\$676,972	\$196,798	
Engineering	Downtown Reconstruction - 6th Ave	This project was not completed in 2014 due to lack of engineering staff availability. The rebudgeted funds will be spent on design of the proposed 6th Avenue reconstruction which is provisionally approved for 2017. The design will be completed late in 2015.	\$ 55,000	\$15,450	\$39,550	
Engineering	Lift Station Wet Well Upgrades (Clyde Wann Lift)	This project is mostly complete with some finishing and consulting work yet to be done. The rebudgeted funds will be spent on post-construction consulting, reporting and as-built drawings. The project will be complete in spring 2015.	\$ 122,848	\$118,799	\$4,049	
Engineering	SCADA Program	This is a multi-year project with multiple components. Tower communications and radio upgrades were completed in 2014. The rebudgeted funds will be spent on SCADA Master Plan update, RTU upgrades and training, new radio connections for McIntyre Creek pump house and other stations pending completion of updated Master Plan recommendations. This project is ongoing with provisional approval through 2018.	\$ 268,154	\$68,645	\$199,509	
Engineering	Waste Oil Reclamation	This project was not completed in 2014 as the City is still awaiting decisions from YG on regulations for Special Waste Handling. The rebudgeted funds will be spent on a plan of restoration for the site including soil remediation, testing, site preparation for a possible new treatment cell and consultant work pending approval from Environment Yukon. The project is set to be completed in 2015.	\$ 65,611	\$15,534	\$50,077	
Engineering	Sidewalk Upgrades	Two sidewalk segments were completed in 2014 but the 3rd could not be completed until Ogilvie Street reconstruction was complete. Poor fall weather conditions prevented the work from being done. The rebudgeted funds will be spent on Construction of the third segment of sidewalk at Fourth & Ogilvie (West Side). The project will be complete in Summer 2015.	\$ 112,525	\$82,560	\$29,965	
Environmental Sustainability	SWAP Implementation	This project was not completed in 2014 because other projects that were not anticipated took priority and educational efforts slowed. The rebudgeted funds will be spent on education and promotion of SWAP requirements and Waste Management Bylaw requirements to the business community. This project has been approved by City Council to extend into 2016. It is anticipated that this project will be completed by December 2016.	\$ 272,950	\$220,873	\$52,077	
Environmental Sustainability	Recycling Program Design	This project was initiated in fall 2014. The rebudgeted funds will be spent on the completion of the recycling program design work with Morrison Hershfield. The project will be completed in June 2015.	\$ 100,000	\$29,773	\$70,227	
Environmental Sustainability	Sustainability Plan Review	This project was not completed in 2014 as there were delays in starting the project and a requirement to allow sufficient time for public consultation. The rebudgeted funds will be spent on the second (and final) round of public consultation and completing the final Sustainability Plan for adoption. The project will be completed by May 2015.	\$ 60,000	\$43,394	\$16,606	
Environmental Sustainability	Commercial Organics Collection	This project was initiated late in 2014 to cover revenue shortfalls of the commercial organics collection pilot. This pilot is ongoing through 2015 and the rebudgeted funds will continue to cover revenue shortfalls until the project's revenues will cover its shortfalls in late 2015 or 2016.	\$ 16,000	\$2,913	\$13,087	
Environmental Sustainability	ICI Organics Collection Bins - SWAP	This project was not completed in 2014 because it took longer than anticipated to determine the type and quantity of the bins required. The rebudgeted funds will be spent on organics collection bins for the commercial sector. The project will be complete by December 2015.	\$ 130,000	\$23,983	\$106,017	
Environmental Sustainability	Country Residential Organics Collection	This project was not completed in 2014 because other competing projects took precedence and required that administration change plans on this project. Administration has begun exploring alternative options. The rebudgeted funds will be spent on infrastructure for collection of recycling and organics from country residential neighbourhoods. The project will be completed by August 2015.	\$ 50,000	\$0	\$50,000	
Financial Services	Office Furniture	This project is an ongoing fund to purchase office furniture. Included in the 2014 budget was \$30,000 to replace and install modular furniture in the CSR area of City Hall. Due to the planned building consolidation project and the new service building which will change the use of this space, these funds were not spent and are being released at this time. The rebudgeted funds will be spent on Office Furniture requests throughout the corporation.	\$ 117,282	\$50,178	\$37,104	
Financial Services	PSAB Compliance	Work is still in process to finalize compliance for the 2014 year end. The rebudgeted funds will be spent on finalizing work by the consultant and implementing PSAB 31260 which calls for the recording of potential liabilities for contaminated sites.	\$ 80,000	\$53,172	\$26,828	

2015 CAPITAL REBUDGET REQUESTS:

Dept.	Project	Comments	2014 Revised Budget	YTD Expenditures	Rebudget Amount Requested
Fire & Emergency Services	Pumper Replacement - Second Unit	The project was not completed during 2014 because the pumper was not completed at the factory until January 2015. The rebudgeted funds will be spent on the final invoice for the completed pumper. The project will be completed early 2015.	\$ 740,000	\$311,172	\$428,828
Fire & Emergency Services	SCBA Replacement	This project was not completed in 2014 due to a malfunctioning part in the current SCBA Model that is sensitive to the cold. The problem needs to be rectified before more SCBA are purchased. If the problem can be rectified, the rebudgeted funds will be used to maintain the SCBA program. If the problem cannot be rectified the funds will be spent on a different brand as this is a safety issue for the firefighters. This project is ongoing.	\$ 70,535	\$0	\$70,535
Fire & Emergency Services	Technical Rope Rescue	This is an ongoing project. The funds are used to maintain and replace/upgrade our technical equipment as per the NFPA Standard and manufacturers recommendations. The rebudgeted funds will be spent on equipment upgrading and replacement.	\$ 24,642	\$19,172	\$5,000
Fire & Emergency Services	Turnout Gear Replacement	This project is an ongoing project as PPE/turnout gear has a manufacturers recommended retirement date. The rebudgeted funds will be spent on Personal Protective Equipment and turnout gear.	\$ 42,669	\$30,570	\$10,000
Fire & Emergency Services	Pumper Replacement	This project was not completed in 2014 because not all the equipment for the pumper was able to be purchased. The rebudgeted funds will be spent on an electric positive pressure fan. The project will be completed in April 2015.	\$ 377,865	\$364,550	\$5,000
Fire & Emergency Services	Training Centre Improvements	This project was not completed in 2014 because it began too late in the fall to install the fencing. The rebudgeted funds will be spent on fencing to enclose the training area. The project will be completed in spring 2015.	\$ 25,000	\$11,160	\$13,840
Fire & Emergency Services	Hose Replacement	This is an ongoing project for the maintenance and replacement of our hose and hose appliances as per the NFPA Standard and manufacturers recommendations. The rebudgeted funds will be spent on the new hose and associated appliance, testing and the repair of the current inventory of hose.	\$ 11,000	\$8,488	\$2,512
Operations	Vactor - Whistle Bend	This unit was ordered in 2014 but the City did not receive the unit until January 2015. The rebudgeted funds will be used to pay the invoice in the first quarter of 2015.	\$ 510,000	\$181	\$509,819
Operations	Waste Heat Recovery	This project was not complete in 2014 because CIMCO Refrigeration was unable to finish conducting its assessment in 2014. The work could not start until the assessment was complete. The rebudgeted funds will be spent on engineering for tender of MAU #1 fresh air make up unit at the CGC. The project will be completed by fall 2015.	\$ 14,649	\$0	\$14,649
Operations	Mt. McIntyre Heat Plants	This project was not completed in 2014 as the engineering report was needed to determine what was causing the poor air quality in the building related to the heating plant. The report concluded that chimneys and re-ducting the air intake system were required. Further engineering of the air intake system was required and resulted in delays in project completion. The rebudgeted funds will be spent on replacement of the chimneys and re-ducting of the air intake system as per the engineering report. The project will be completed in the fall of 2015.	\$ 90,000	\$25,675	\$64,325
Operations	Pool Side Structure Upgrades	This project was not completed during 2014 due to time constraints hindering the coordination of the project. The preliminary engineering report is now complete and detailed design/tender options are being considered. The rebudgeted funds will be spent on a detailed design, engineering and tender documents. The project design and engineering will be completed at the end of 2015. The construction completion is unknown at this time.	\$ 137,106	\$626	\$136,480
Operations	Traffic Control Cabinets	The work on this project was completed in 2014 but invoices were not received or processed until 2015. The rebudgeted funds will be used to pay the invoices received in the first quarter of 2015.	\$ 60,000	\$36,560	\$23,439
Operations	Snow Dump Development	This is a multi-year project. Phase 1 of the environmental testing was complete in 2014. The rebudgeted funds will be spent on Phase 2: environmental testing. The project will be completed in the spring of 2015.	\$ 53,193	\$19,090	\$34,103
Operations	Mt. McIntyre Upgrades	This project was partially completed in 2014 but was not fully completed due to competing priorities. The rebudgeted funds will be spent on completion of the project including upgrading the flooring and stairway down to the ski area. The project will be completed by fall of 2015.	\$ 25,000	\$5,163	\$19,837
Operations	Fuel Tank Removal	This project is awaiting the pumphouse crew to complete the internal work prior to the change over to day tank. The rebudgeted funds will be spent on the removal of the underground tank. The project will be completed in the fall of 2015.	\$ 25,000	\$0	\$25,000
Operations	Environmental Assessments - Surplus Prop	This project is connected to the Building Consolidation project. BCP was approved late in 2014 as part of the 2015 Capital Budget. Some assessments were able to go ahead prior to BCP approval but others needed to wait. The rebudgeted funds will be spent on assessing the remaining properties. The project will be completed by fall 2015.	\$ 210,000	\$23,649	\$186,351
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2015 CAPITAL REBUDGET REQUESTS:

Dept.	Project	Comments	2014 Revised Budget	YTD Expenditures	Rebudget Amount Requested
Parks & Community Development	Railing along waterfront - Shipyards Park	This project was not completed in 2014 because the tender process took longer than expected with regards to finding a suitable design and contractor. Discussions on safety protocols and industry standards took up the bulk of the time prior to the tendering process. The rebudgeted funds will be spent on the supply and installation of the bench at Shipyards Park which has been awarded. The fence will be installed by May 30, 2015.	\$ 35,000	\$399	\$34,601
Parks & Community Development	Playground Equipment Replacement	This equipment has been ordered for this project with delivery set for spring 2015. The rebudgeted funds will be required to pay for the equipment invoice once delivered. The project will be complete by April 30, 2015.	\$ 65,895	\$22,178	\$43,717
Parks & Community Development	Erosion Control	The project was not completed in 2014 as poor weather conditions in October didn't allow the contractor to complete the final portion of the project. The rebudgeted funds will be spent on purchasing and planting Willow specimens along the side slope, adjacent to the tennis courts at Mt. Mac. This project will be completed by May 30, 2015	\$ 28,850	\$25,427	\$3,423
Parks & Community Development	Trail Plan Implementation	This project was not completed in 2014 because the final sum of funds available has been reserved for the trail signage as part of the EYR trail planning process. The organization providing the signage was unable to complete the inventory prior to year end. The rebudgeted funds will be spent on trail signage and installation. The project will be completed by May 30, 2015.	\$ 65,000	\$62,867	\$2,133
Parks & Community Development	Parks Maintenance Equipment	This project was not completed in 2014 because sources for equipment related to Riverfront trail clearing were pending approval by City Council. The rebudgeted funds will be spent on trail maintenance equipment including a bobcat sander. The project will be completed by May 30, 2015	\$ 37,828	\$34,474	\$3,354
Parks & Community Development	Downtown Street Upgrades	This project was not completed in 2014 because of the planning period took longer than anticipated and there were several competing projects. The rebudgeted funds will be spent on the repair of the sidewalk bricks, installation of benches, replacement of decorative street lights and an upgrade to electrical supply stations to accommodate decorative light fixtures. The project will be completed in October 2015.	\$ 51,639	\$27,563	\$24,076
Parks & Community Development	Greenbelt Barricades	The project was not completed in 2014 because consultations with other City departments to identify key locations took longer than anticipated given a cleanup season in the fall. The rebudgeted funds will be spent on steel, concrete blocks and timbers along with installation of gates along various trail ways. The project will be completed by July 30, 2015.	\$ 16,346	\$11,408	\$4,938
Parks & Community Development	Tree Grates	This project was not completed in 2014 because the delivery of the tree grates from an outside source came much later than expected. The rebudgeted funds will be spent on the purchase and installation of angle iron steel to fit the new tree grates and provide additional support to avoid tripping hazards along pedestrian walkways in the downtown core. The project will be completed by June 30, 2015	\$ 25,000	\$15,350	\$9,650
Planning Services	Takhini North Remainder Surveys	This project is a multi-year project set to be completed in 2015. The rebudgeted funds will be spent on onsite surveying and drafting of the various plans, which is currently in process, with final approvals and registration at Land Titles Office to follow.	\$ 45,000	\$14,750	\$30,250
Planning Services	Quarry Inventory and Future Use Planning	This project was not completed in 2014 because the project was started late in the year due to a delay in purchasing LIDAR and imagery data sets for background. The rebudgeted funds will be spent on consultant contracts (EBA and Inukshuk) to complete the assessment of remaining quarry life in the Mclean Lake area. The project is expected to be completed in 2015.	\$ 75,000	\$21,613	\$53,387
Planning Services	Housing and Downtown Initiatives	This project was not completed in 2015 because this project includes several components (accessible housing, suite promotion, downtown incentives) and portions of this project were delayed at the request of Senior Management during the budget approval process. The rebudgeted funds will be spent on consultant contracts and advertising through various mediums. The project includes an advertising campaign for the City's work on Accessible Housing and an assessment of potential downtown development incentives. The project will be completed in June 2015.	\$ 80,000	\$19,698	\$60,302
Planning Services	Long Term Land Planning	The project was not completed during 2014 because Council elected to delay the next phase until winter 2015/2016. The rebudgeted funds will be spent on consultant contracts for feasibility assessment. Determining the major onsite and offsite implications of land development in the UCB expansion areas. Funds are recoverable through a contribution agreement with YG. The project will be completed late 2016.	\$ 510,182	\$131,618	\$378,564
Planning Services	Downtown South 5th and Rogers Planning	This project is waiting on a land transfer from YG. The rebudgeted funds will be spent on master planning work for 5th and Rogers area. The date the project will be complete is unknown.			
Planning Services	Hillcrest Reconstruction Project Planning	The project was not completed in 2014 because consultation for the Hillcrest Local Improvement did not advance in 2014 due to department priority changes and staff capacity issues. The rebudgeted funds will be spent on public consultation for the pre-design report of the Hillcrest Local Improvement Project. This may include paying for facility rentals, catering, supplies, advertising etc. The consultation for the pre-design phase of the project is expected to be completed in fall 2015.	\$ 200,000	\$0	\$200,000
			\$ 4,758	\$0	\$4,758

2015 CAPITAL REBUDGET REQUESTS:

Dept.	Project	Comments	2014	YTD	Rebudget
			Revised Budget	Expenditures	Amount Requested
Planning Services	Downtown South Planning and Engineering	The project was not completed in 2014 because two elements of this project are still ongoing: the environmental assessment and park design. It was expected that the project would extend into 2015. The rebudgeted funds will be spent on a Phase II Environmental Site Assessment for land in the Drury Street area and park upgrades being designed for Eagle Park. Completion of both project elements is expected in the spring of 2015.	\$ 70,907	\$57,745	\$13,162
Recreation & Facility Services	Blinds for Concourse Windows	This project was not completed during 2014 due to time constraints and competing priorities. The rebudgeted funds will be spent on installing proper blinds for the second floor concourse of the Canada Games Centre to eliminate existing paper window coverings. The project will be complete by the end of 2015.	\$ 21,126	\$1,284	\$19,842
Recreation & Facility Services	CGC Arena Railing Retrofit	This project was not completed during 2014 due to time constraints. Plans are now ready for RFQ. The rebudgeted funds will be spent on changing lexan railing coverings to proper, permanent safety glass at the Canada Games Centre.	\$ 34,381	\$626	\$33,755
Recreation & Facility Services	Chlorine Generation System - CGC Aquatic Centre	This project was not completed in 2014 as it is awaiting completion of the Selkirk Pumphouse to review the operation and then look at options for chlorine generation for the Canada Games Centre. Rebudgeted funds will be spent on reviewing and analysing options to move chlorine generation. The project will be completed at the end of 2015.	\$ 30,000	\$626	\$29,374
Recreation & Facility Services	Pool Pump Replacement	This project was not completed in 2014 because, although pumps have been ordered, they are set to be delivered in 2015. The rebudgeted funds will be spent on replacement pumps for various areas of the recreation facilities. The project will be completed by mid-year 2015.	\$ 80,052	\$21,101	\$58,951
Water & Waste Services	Landfill Upgrades	This project was not completed in 2014 due to a number of factors: The metals area clean-up was delayed due to the delayed arrival of the metals recycler, the grubbing and stripping area was not fully cleared due to operational issues with the horizontal grinder, and the litter fence was delayed due to Yukon Electric delays in moving the site electrical service, which was the location of the proposed litter fence. Most signage upgrades were completed in 2014, however YG permission for installing a new front entrance sign is delaying this portion of the project. The rebudgeted funds will be spent on completing aforementioned aspects of this project. The project is to be completed in October 2015.	\$ 102,547	\$20,742	\$81,805
Water & Waste Services	Safety Improvements at Landfill Transfer Station	This project was not completed in 2014 as competing priorities were deemed more critical including implementing and staffing of Compost Operations, WMF Emergency Response Plans, Safe Job Procedures and Hazard Assessments for the Waste Management Facility. The rebudgeted funds will be spent on safety improvements at the landfill. The project is set to be completed in 2015.	\$ 25,000	\$390	\$20,610
Water & Waste Services	Porter Creek Flush Tank Valves, Batteries and Inverter	This project was not completed in 2014 as requests for quotations from suppliers were not received until late in the season. The project is underway. Valves and batteries have been received while the inverter and control panel are in transit. The rebudgeted funds will be spent on PC flush tank valves, batteries, inverter, and the control panel and assembling these items as planned. The project will be completed by fall 2015.	\$ 141,166	\$23,156	\$118,010
Water & Waste Services	Pumphouse and Recirculation	This project was not completed in 2014 due to capacity constraints within the department due to the Selkirk upgrade delays and start-up issues and several unexpected failures and Whistler Bend infrastructure take-over issues. The rebudgeted funds will be spent on Copper Ridge control upgrades. The project will be completed by December 2015.	\$ 159,241	\$10,465	\$148,776
Water & Waste Services	Compost Operation Improvements - SWAP	This project was not completed in 2014 as poor weather conditions prevented the completion of the compost pad. The water supply system and water storage facility could not be completed due to high water levels in the water storage pond. The rebudgeted funds will be spent on the final compaction of the compost pad, completion of aeration piping and controls system as well as the water storage pond expansion and purchase and installation of the water supply system. The project will be complete in July 2015.	\$ 250,000	\$142,681	\$107,319
Water & Waste Services	Small Lift Station Upgrades	This project was not completed in 2014 due to the length of time required to obtain proper and complete quotations and the long lead times on delivery of the electrical control system cabinets. The rebudgeted funds will be spent on finishing Crow Street station controls installation as planned. The project will be complete in fall 2015.	\$ 130,000	\$69,880	\$60,120
Water & Waste Services	Water Well Rehab	The consultant was unable to complete the project in 2014. The rebudgeted funds will be spent on Well #6 rehabilitation. The project will be completed in September 2015.	\$ 32,205	\$2,151	\$30,054
Total			\$ 16,084,517	\$9,718,115	\$6,321,517

**CITY OF WHITEHORSE
CITY PLANNING COMMITTEE AGENDA**

Date Tuesday, April 7, 2015
Location: Council Chambers, City Hall



Chair: Dave Stockdale

	Pages
1. Public Hearing Report - Zoning Amendment (Whistle Bend Sports Complex)	1 - 4
2. OCP Amendment - Various Policy and Map Changes	5 - 16
3. Zoning Amendment - Comprehensive Zones	17 - 20
4. New Business	

ADMINISTRATIVE REPORT

TO: Planning Committee
FROM: Administration
DATE: April 7, 2015
RE: Public Hearing Report – Zoning Amendment (Whistle Bend Sports Complex)

ISSUE

Public Hearing Report for an application to amend a 7.17 ha parcel of Vacant Commissioner's and City owned Land to allow for the development of an Outdoor Sports Complex in Whistle Bend.

REFERENCE

- *Municipal Act* (2002)
- Zoning Bylaw 2012-20
- Bylaw 2015-08
- Official Community Plan (2010)
- Appendix A

HISTORY

In September 2014, the Yukon Government approached the City to explore the potential for an outdoor sports facility, mainly intended for soccer pitches. Through discussion with the City, it was determined that Whistle Bend would be a suitable location for a facility of this nature. At full build-out, the facility would include 2 artificial turf soccer pitches, a rubberized running track, and storage and changing room buildings, and other track and field athletic facilities.

Associated Engineering, acting as the agent for the Yukon Government, is now applying to amend the zoning in Whistle Bend to allow for the construction of an Outdoor Sports Complex. It is the intention of the Yukon Government to construct and lease this facility to the Yukon Outdoor Sports Complex Association (YOSCA). It is expected that construction of the facility could begin in 2015 and it could be in use by 2016.

The application is to rezone approximately 7.17 ha of vacant Commissioner's Land and City of Whitehorse owned land from RCS3-Comprehensive Residential Single Family 3, RCT-Comprehensive Residential Townhouses, RCT2-Courtyard Townhouses, and PE-Environmental Protection to PS-Public Service and PR-Parks and Recreation.

Bylaw 2015-08 received 1st Reading on February 23, 2015. Notices were published in the newspapers on February 27 and March 7, 2015. A total of 52 letters were sent to all property owners within the Whistle Bend neighbourhood. Yukon Government Lands Department, Kwanlin Dün First Nation, and Ta'an Kwäch'an Council were also notified by mail.

A Public Hearing was held on March 23, 2015. Nine people appeared at the Public Hearing and 37 written submissions were received (34 in support; 2 in opposition; 1 with concerns). A letter dated March 9, 2015 from the Minister of Community Services was also submitted as part of the public hearing process. This letter addressed questions relating to the purpose of the proposed facility, the rationale for the need for a facility of this type, public access to the facility, future school use and possible summer games use of the facility.

Items noted in the public submissions are categorized into three main topics:

- Yukon Horse & Rider Association (YHRA) was recently relocated to allow for residential development
- Location is inappropriate for city-wide facility
- Support for amendment

ALTERNATIVES

Option 1: Proceed with 2nd and 3rd Reading under the Bylaw process.

Option 2: Do not proceed with 2nd and 3rd Reading.

ANALYSIS

Location is inappropriate for city-wide facility

A concern was raised that Whistle Bend is not an appropriate location for the proposed Sport Complex as it is not near the Downtown area. It was suggested that the City owned land near Robert Service Way would be a more appropriate location.

Upon completion, Whistle Bend is expected to be the densest neighbourhood in Whitehorse, with a population of approximately 8,000 residents. It is also expected to have a high level of transit service and three potential school locations. While the proposed location is not adjacent to the Downtown area, it would be within a five minute walk for most residents of Whistle Bend.

The proposed location for the Sport Complex is appropriate for a city-wide recreational facility as it is located adjacent to the major roadways Casca Boulevard and Whistle Bend Way. Locating this facility near a school may allow students to access the site by walking instead of busing. Also, the proposed Sports Complex would be located near the future town square and commercial centre of Whistle Bend. This would allow spectators or other facility users to access these nearby amenities.

Currently, the Yukon Government Education fields are located at different schools throughout the City. The proposed complex would provide a single location for three fields.

Locating the proposed Sports Complex on Robert Service Way would reduce the likelihood of any users walking to the facility. The nearest Riverdale residents would need to walk over a kilometre to access the facility. It is important to note that there are no sidewalks along Robert Service Way making it less safe for pedestrians.

Other sites were explored as part of the review by the Yukon Outdoor Soccer Complex. They chose Whistle Bend as their preferred site as there would be transit service available, amenities nearby, favourable topography, and appropriate site servicing.

YHRA was recently relocated to allow for residential development

There was a concern raised that the Yukon Horse and Rider Association (YHRA) was recently relocated from this area to allow for residential and school development, but now a recreational facility is being proposed.

The proposed site for the Sports Complex includes a portion of the lease area previously occupied by the YHRA. The charrette concept, master plan, and phase 3-7 design all show a combination of residential development and a potential school site in this area.

The original charrette concept for Whistle Bend included a large area designated for recreation in the north-west corner of the Whistle Bend area (also known as the “fin”). This area, approximately 30 ha in size, was to accommodate the YHRA, as well as a wider variety of recreational activities, such dog clubs, community gardens, and other outdoor recreational pursuits. As such, a facility similar to the Sports Complex was contemplated as part of Whistle Bend, but in an alternate location.

After further analysis of the “fin” area, it was determined that this site was not suitable for the YHRA as it would require large horse trailers to navigate through the densely populated neighbourhood. This would create unnecessary traffic issues on narrower neighbourhood streets. The “fin” is currently zoned as future planning and the use of this area will be explored further as the neighbourhood builds out. Given the density and urban nature of Whistle Bend, it is considered to be an inappropriate location for the YHRA. This land use is generally low intensity and consists of riding arenas, barns, open space.

The City and Yukon Government have been working with the YHRA over the last number of years to try and find a new site for their show grounds and both governments are committed to continuing these efforts on behalf of the YHRA and its membership.

Support for Amendment

Numerous letter of support were submitted by the public regarding this amendment. The following reasons for support were given:

- A facility of this type will help attract residents to Whistle Bend;
- Soccer is inexpensive to play and one of the fastest growing sports in North America;
- This facility would provide benefits similar to the baseball complex in Takhini and the cross-country ski facility at Mount Mac;
- A facility of this type will attract national level tournaments and allow for national teams to train in Whitehorse;
- Hosting high level tournaments will provide an economic benefit to the City and commercial developments in Whistle Bend;
- There are currently no facilities available for high performance athletic training for Yukon athletes;
- Yukon athletes will have access to better training opportunities and will be better prepared to compete on similar facilities outside of the Territory;
- The facility would allow for training opportunities for athletes with disabilities;
- The existing soccer fields in Whitehorse are in poor condition and numerous injuries have resulted from playing on them;
- There is difficulty booking soccer facilities in Whitehorse;
- The Sports Complex would promote active healthy living;
- Constant use of existing fields is leading to degradation and poor quality, especially in the early season;

- This facility would allow for an extended playing season and allow for use during inclement weather; and
- The proposed facility is comparable to other jurisdictions across Canada.

Public Submissions after the Public Hearing date

It is noted that 7 additional written submissions were received after the public hearing date. Administration has reviewed the submissions and has determined that no new information is contained in these submissions that has not been previously identified and addressed in the public hearing report. Therefore, there is no need for a second public hearing process.

Summary

In considering the merits of this zoning amendment, Administration has examined the relationship of the proposed development to the City's OCP and the Whistle Bend Master Plan. The compatibility of the proposed facility with the surrounding area has also been examined along with land use function and scale of development. The necessity of the proposed development as stated by the proponents has also been considered along with the understanding that the project is being funded for construction by the Yukon Government. No significant concerns or impacts have been identified through this public hearing review that would result in a recommendation to not proceed with bylaw process.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct Bylaw 2015-08, a bylaw to amend a 7.17 ha parcel of vacant Commissioner's and City owned Land to allow for the development of an Outdoor Sports Complex in Whistle Bend, be brought forward for 2nd and 3rd Reading under the bylaw process.

File #: OCP-01-2015 Various Amendments

ADMINISTRATIVE REPORT

TO: Planning Committee
FROM: Administration
DATE: April 7, 2015
RE: OCP Amendment – Various Policy and Map Changes

ISSUE

Policy and mapping amendments to the 2010 Official Community Plan (OCP) regarding Schwatka Lake Float Plane Base, Parks, Universal Design, Haeckel Hill Quarry, and Main Street West Development.

REFERENCE

- *Municipal Act* (2002)
- Official Community Plan (2010)
- Zoning Bylaw 2012-20
- Regional Parks Plan (2014)
- Schwatka Lake Area Plan (2015)
- Schwatka Lake Waterfront Policy (1999)
- Reserve Land - Chadburn Lake Park, IOC 1970/304
- Bylaw 2015-14
- Appendix A
- Appendix B
- EBA Terrain Stability Assessment (2013)
- 2014 Castle Rock Geotechnical Investigation Results

HISTORY

The 2010 Official Community Plan (OCP) was adopted by Council on October 12, 2010. The OCP provides high level direction on land use policies within the city. The maps and policies within the document are meant to reflect broad land use objectives to help guide development decisions, assess compatibility of intended uses, and determine potential impacts to the surrounding area.

Section 285 of the *Municipal Act* enables the City to amend the OCP, as it is recognized that specific initiatives or projects may arise following the adoption of the Plan. The OCP is not meant as a static document and should adapt to changing circumstances including population growth, development needs and requirements, and new information. The OCP was last amended in 2013.

The Plan is now roughly within the mid-point of its expected lifespan with a new OCP process expected to begin in 2017 or 2018. Administration has developed a list of various amendments to the Plan, both policy and mapping related, and is now bringing forward these amendments for Council's consideration and potential adoption. The amendments are:

Amend Section 15.3 of the OCP – Schwatka Lake Float Plane Base – by amending the introduction and land use policies to reflect the recommendations of the recently adopted Schwatka Lake Area Plan (March 2015).

1. Amend Section 18.1 of the OCP – Parks – by amending the land use policies to reflect the removal of the Chadburn Lake Order in Council and the adoption of the Regional Parks Plan (July 2014).
2. Amend Section 20.1 of the OCP – Universal Design – by amending the introduction and land use policies to provide additional support for the construction of visitable, adaptable, and accessible housing.
3. Amend Map 2 of the OCP – Area Land Use Designations – by changing the land use designation of a parcel of land near Haeckel Hill from Future Planning to Natural Resource to facilitate a potential future quarry (*refer to Appendix A for the location*).
4. Amend Map 3 of the OCP – Downtown Area Land Use Designations – by changing the land use designation of a parcel of land at the west end of Main Street from Public Service to Mixed-Use – Residential/Commercial to allow for potential future development (*refer to Appendix B for the location*).

The amendment schedule is proposed as follows:

Planning Committee:	April 7, 2015
1 st Reading:	April 13
Public Notice Served:	April 17 and 24
Public Hearing:	May 25
Report to Committee:	June 1
2 nd Reading:	June 15
Ministerial Review:	June 16 to August 7
3 rd Reading:	August 31 (assumes full 45 day Ministerial review)

ALTERNATIVES

- Option 1 Proceed with the OCP amendments under the bylaw process
- Option 2 Direct administration to amend the proposed bylaw
- Option 3 Do not proceed with the OCP amendments

ANALYSIS

The first three amendments are policy related and are in response to specific initiatives and plans that have been developed since the OCP was adopted in 2010.

Amendment 1: Schwatka Lake Float Plan Base (*policy edits*)

The administrative proposal is to amend Section 15.3 to reflect the recommendations of the Schwatka Lake Area Plan that was adopted by Council on March 9, 2015.

The proposed amendments are specific recommendation items out of the area plan, which underwent a comprehensive planning and public consultation process. The OCP amendments are the first step in the implementation schedule of the area plan. More

detailed amendments and revisions will occur to other documents including the Zoning Bylaw and Schwatka Lake Waterfront Policy.

The amendments include: amending the preamble text to reflect the findings of the Schwatka Lake Area Plan; recognizing that excellent hiking and walking opportunities exist on the west shore of the lake; recognizing the area's potential as a tourist destination; allowing the development of additional dock sites; removing the reference to the possibility of a future marina; and adding a new policy that states that bylaws, policies, and improvements shall be guided by the adopted Schwatka Lake Area Plan.

Amendment 2: Parks Amendments (*policy edits*)

The administrative proposal is to amend the policies of Section 18.1 to reflect two recent events: the 2014 removal of the Order in Council (OIC) of the Chadburn Lake Park Reserve and the adoption of the Regional Parks Plan in July 2014.

OCP Policy 18.1.2 speaks to an OIC for the Chadburn Lake area that was created by the Yukon Government (YG) in 1970 with the purpose of preventing land dispositions in the area. In 2014, the OIC was removed in part because the OCP now identifies the area for park preservation. The Chadburn Lake Park covers twice the area of the former OIC. The OCP park designation enables the City to manage the area through its *Municipal Act* and OCP authorities. The majority of the OIC area is now included in the park boundary. Administration is proposing to remove Policy 18.1.2, as it is no longer applicable.

The second initiative is to amend Policy 18.1.3 which currently speaks to the creation of a park management plan for the Chadburn Lake area. Since the OCP was adopted, a Regional Parks Plan was developed and adopted by Council in 2014. Administration is proposing to amend the existing policy to state that park management plans should be developed for all five regional park areas identified in the OCP, as recommended in the Regional Parks Plan. The new policy would also state that the recommendations of the Regional Parks Plan be considered when completing each of the park management plans. The five regional parks are: Chadburn Lake Park; McIntyre Creek Park; Paddy's Pond/Ice Lake Park; McLean Lake Park; and Wolf Creek Park.

Amendment 3: Universal Design Amendments (*policy edits*)

The administrative proposal is to amend Section 20.1 to provide further support for the exploration of accessibility features in homes.

The amendments are in line with administration's recent work on accessible housing. By providing new housing stock that is accessible, or adaptable, it allows people to stay in their homes longer and to "age in place".

Administration is proposing to add a new policy which speaks to promoting the construction of new housing units with three levels of accessibility – visitable, adaptable, and accessible. The new policy would provide support for further initiatives which may include changes to existing regulations or creation of a new accessibility bylaw. The policy would also state that any future initiatives be done in cooperation with other stakeholders, such as the Persons with Disabilities Advisory Committee (PDAC).

Administration will be meeting with PDAC in April to confirm final bylaw wording on the proposal. This will occur prior to the Public Hearing, and administration can include PDAC's feedback in the event that the bylaw wording needs to be revised.

The final two amendments are mapping related and are in response to recent development initiatives.

Amendment 4: Haeckel Hill Quarry (*mapping edit*)

Amend Map 2 – Area Land Use Designations – by changing the land use designation of a parcel of land near Haeckel Hill from Future Planning to Natural Resource to facilitate a potential future quarry. The area is shown on Appendix A.

The subject area is vacant Commissioner's Land and is approximately 40 hectares in size. Any future quarry enterprise in this location would need to go through a rezoning process and secure a quarry lease with YG.

The subject area is directly adjacent to two existing quarries: the Castle Rock Enterprises quarry at Haeckel Hill and the YG Highways and Public Works quarry on the Alaska Highway. The proposed quarry area would be accessed from Haeckel Ski Road.

Castle Rock Enterprises has expressed an interest in this parcel due to their geotechnical investigations in this area and the close proximity of this site to their existing quarry. In early 2015, Castle Rock applied for a land use permit for this parcel from YG. As the landowner, it will be the responsibility of YG to determine who secures the quarry lease for this area.

The area's current OCP designation is Future Planning, which identifies areas that need further planning beyond the life of the OCP to determine the most suitable uses. The OCP outlines that if studies suggest that an area with a Future Planning designation can accommodate a broader range of uses, the area may be re-designated through Plan amendment.

Administration considers it appropriate for this area to have a Natural Resource designation due to its demonstrated resource potential. Several studies and exploration activities have occurred in this particular area. In 2014 Castle Rock Enterprises completed a geotechnical investigation, which included 14 test pits. The investigation yielded positive results for granular material including sand and gravel. The results of the investigation have been confirmed by the Yukon Geological Survey, which has stated that the area has very good potential for aggregate resource extraction.

Administration considers quarries to be a good interim use prior to future decisions on more established uses. With the 2013 cancellation of the nearby Stevens Quarry project, there is a need for additional quarries in the northern portion of the city to help reduce hauling costs to construction sites (i.e. Whistle Bend). Locating quarries within city limits is good practice in order to prevent the disturbance of wilderness areas and to provide critical materials that are used in road and highway development, building foundations, and other forms of construction.

If a quarry is approved in this area, there are several OCP policies that govern the development and operation of quarries including maintaining treed buffers, restricting hours of operation, and requiring a plan of restoration following quarrying activities.

The subject area is excluded from the OCP's Green Space Network Plan as it was not identified as an environmentally sensitive or valued recreational area within the city. Little Takhini Creek is located approximately 200 m from the nearest point of the subject area, which is beyond the required 30 m riparian setback specified in the OCP. Environment Yukon has indicated there are no Wildlife Key Areas within the subject area. The development and operation of a future quarry would also trigger a Yukon Socio-Economic Assessment Board (YESAB) evaluation. This process would include a complete review of the effects of the proposed quarry on the local environment and surrounding area.

The OCP requires a minimum 300 m separation between natural resource extraction areas and residential designations. The nearest residential property is located approximately 340 m east of the subject area on Kwanlin Dün First Nation (KDFN) land. This resident is closer to the existing YG quarry than the proposed new quarry. The nearest subdivisions are MacPherson (approximately 1.5 km away); Crestview (approximately 3.5 km away); and the Hamlet of Ibex Valley (outside City limits but approximately 1.8 km away). The area already features two existing quarries, so residents are aware of the effects (if any) of quarries.

Administration contacted KDFN staff regarding the proposal and provided information regarding the location, rationale, and amendment process.

If this OCP Amendment is approved, the next steps would include (in order): a review by YESAB for a quarry; a zoning amendment to rezone the subject area from FP – Future Planning to IQ – Quarries; and a land use authorization and lease between YG and the quarry operator. Any operator will also be subject to the City permitting process.

Amendment 5: Main Street West (*mapping edit*)

Amend Map 3 – Downtown Area Land Use Designations – by changing the land use designation of a parcel of land at the west end of Main Street from Public Service to Mixed-Use – Residential/Commercial to facilitate a potential future development site. The area is shown on Appendix B.

The subject area is located at the west end of Main Street, adjacent to both Teegatha 'Oh Zehh Park and the Pioneer Cemetery. The area is owned by the City and is approximately 1800 m² in size.

The area's current OCP designation is Public Service, reflecting its proximity to the Pioneer Cemetery. However, it is not part of the cemetery grounds and is excluded from the cemetery's perimeter fence (a development setback would be maintained from the fence). There are also no plans to expand the cemetery beyond the existing borders.

The site is currently treed with minor local trails dissecting it. The new paved lower escarpment trail runs near the western boundary of the development site, which would be a recreational amenity to potential future residents. Other existing amenities and

services that would be a draw for residents include the Main Street commercial area, Teegatha 'Oh Zheh Park, and the Canine Bluffs Off-Leash Park.

The purpose of the Mixed-Use – Residential/Commercial designation is to promote a mix and integration of multi-family residential and commercial uses, which is prevalent along this portion of Main Street. The proposed development of this site would fulfill numerous OCP objectives including:

- encouraging the development of vacant and under-utilized sites in the Downtown area;
- increasing the vitality of the Downtown by facilitating new development and increasing density;
- promoting a compact development pattern by focusing development within the Urban Containment Boundary; and
- ensuring infrastructure and services are used most efficiently by connecting to already existing utilities and road networks.

Other benefits associated with the development of this specific site include providing opportunities for people to live, work, shop and play downtown; reducing unwanted activities at Teegatha 'Oh Zheh Park by providing “eyes and ears” into this area from potential future residents; and improving and constructing more sustainable water and sewer infrastructure by looping utilities in the area.

YG Health and Social Services is also planning and designing a new Sarah Steele Building, which will be located behind the existing Sarah Steele building. The City and YG would extend Seventh Avenue to connect Steele and Main Streets and loop the utilities for greater efficiency. If the proposed development at the west end of Main Street is approved, vehicle access would be from the new Seventh Avenue roadway. City Engineering has a capital budget for this specific road and servicing project.

A site-specific Terrain Stability Assessment was completed by EBA Engineering to determine the feasibility of development on the site. The EBA report includes several recommendations for upgrades to the existing berm and reservoirs to reduce the hazard from the escarpment. These will need to be in place in advance of development.

Due to the subject area's proximity to Pioneer Cemetery, YG Heritage Resources Unit was contacted regarding the potential for impacting unidentified burial sites in the subject area. In preparation for the new Sarah Steele Building project, 23 test locations were excavated and no burials were encountered in the course of testing. The Heritage Resources Unit has no concerns with the proposed development, but mentioned that a monitoring program could be in place during construction on the site.

In March, administration met with several interest groups to present the proposal. This included the Downtown Residents Association, the Escarpment Parks Society, the Royal Canadian Legion, and the owner of the nearby apartment building at 606 Main Street. Some of the comments and concerns heard during these meetings include:

- Support for the development

- The development would fulfill several objectives including increasing downtown density; enabling people to live and work Downtown; reducing people's reliance on automobiles; and reducing unwanted activities along the escarpment
- Opposed to the proposed development. Concern that it will impact adjacent properties
- Concerns that the development would create traffic and parking issues, will result in the loss of privacy for neighbouring developments, and will result in the loss of nearby natural areas
- Concerns over the height of a future building in the area
- General concerns over the loss of greenspace in the Downtown area
- Ensure development respects nearby trails in the area
- Consider design criteria for this site to limit building height, screen parking, enable a higher quality building, encourage an appropriate building frontage onto Teegatha 'Oh Zheh Park
- Encourage a development that fulfills a community purpose such as senior's housing, a café, and child care centre
- Consider a Request for Proposals process when selling the lot in order to incorporate specific design and planning objectives into the evaluation process

If this OCP amendment is approved, next steps would include a zoning amendment process to bring the property into conformity with the new land designation (i.e. rezone from PS – Public Services to CM2 – Mixed Use Commercial 2), a subdivision bylaw, and a land disposition bylaw to facilitate the release of the property. At the same time, City Engineering would proceed with the Seventh Avenue improvement project, which would occur regardless of the development site due to the benefits of looping the utilities.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2015-14, a bylaw to amend the 2010 Official Community Plan with respect to various policy and mapping amendments, be brought forward for due consideration under the bylaw process.

CITY OF WHITEHORSE

BYLAW 2015-14

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, in accordance with the same approvals as established in Division 1 for the preparation and adoption of an official community plan; and

WHEREAS it is deemed desirable and expedient to amend the 2010 Official Community Plan and to undertake several policy and mapping changes to reflect new initiatives and planning documents;

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

1. The Official Community Plan is hereby amended by deleting the existing pre-policy text in Section 15.3 and adding new pre-policy text as follows:

“Schwatka Lake, which is located south of Downtown and east of Robert Service Way, is a multiuse water body created by a hydro-electric dam. The lake plays a key role in power generation, back-up drinking water source, air transportation, wildlife habitat, tourism, and community recreation. As the primary base for float plane activity within Whitehorse, the lake provides an important link in the northern transportation network. Land uses related to aviation should continue to be supported along the west shore. Future development could include improvements to parking areas, further land leases for float plane operators, reorganization of dock locations to better meet the needs of the industry, and addition of new dock spaces. Consideration should be given for improving the services available to local and itinerant pilots, and promoting the area as a tourist destination.

Recreation uses that are compatible with float plane operations should be supported on the west shore. The area provides excellent hiking, walking, and wildlife viewing opportunities. Trail work should focus on enhancing existing trails and improving connections to other trail areas. A limited amount of boating activity should also be supported, though it should be recognized that the east shore of the lake is better suited for this use, where a boat launch and day use area are located.

Improvements to recreation activities should be well-planned and managed to limit their impact on float plane and energy operations. As the back-up drinking water source for the City, water quality needs to be protected. Wildlife habitat protection and shore stabilization are also priorities for this area.”

OCP Amending Bylaw 2015-14

2. The Official Community Plan is hereby amended by deleting the existing Section 15.3.1 and adding a new Section 15.3.1 as follows:

“15.3.1 Schwatka Lake is the primary base for float plane activity. New dock permit locations may be identified where shore erosion can be controlled and where parking facilities can be created to facilitate this use.”
3. The Official Community Plan is hereby amended by adding a new Section 15.3.3 as follows:

“15.3.3 Improvements to recreational amenities on the west shore shall be well-planned and managed to limit their impact on float plane and energy operations.”
4. The Official Community Plan is hereby amended by adding a new Section 15.3.4 as follows:

“15.3.4 Future bylaws, policies, and improvements shall be guided by the recommendations featured in the Schwatka Lake Area Plan.”
5. The Official Community Plan is hereby amended by deleting the existing Section 18.1.2 and renumbering the remaining sections accordingly.
6. The Official Community Plan is hereby amended by deleting the existing Section 18.1.3 and adding a new Section 18.1.3 as follows:

“18.1.3 Comprehensive new park management plans may be developed for the five park areas identified on Map 6 that would emphasize protection of these areas and the integrity of natural and heritage features. The recommendations of the 2014 Regional Parks Plan should be considered when completing each of the park management plans.”
7. The Official Community Plan is hereby amended by deleting the existing pre-policy text in Section 20.1 and adding new pre-policy text as follows:

“The intent of universal design is to simplify life for everyone by making products, communications, and the built environment easily usable by as many people as possible at little or no extra cost. Universal design benefits people of all ages and abilities, focussing on principles such as equitable use, flexibility in use, intuitive use, tolerance for error, and low physical effort. In partnership with the Persons with Disabilities Advisory Committee, the City is ensuring all municipal buildings with public access are fully accessible to all members of the public.

Many municipalities are now beginning to implement regulations for accessibility features in new homes. In many cases, simple changes, at no additional construction cost, can make a big difference for people with mobility challenges or other issues. Also, creating regulations that are implemented during the construction, such as

OCP Amending Bylaw 2015-14

lower plumbing fixtures or turning radii for wheelchairs, makes homes much easier and cost-effective to renovate if needed.”

8. The Official Community Plan is hereby amended by adding a new Section 20.1.2 as follows:
“20.1.2 The City recognizes the importance of providing housing stock for people with mobility challenges. As such, the City should promote the construction of more accessible, adaptable, and visitable housing types. This may be done through changes to existing regulations or the creation of a new bylaw. Any new regulations should be developed through cooperation with the appropriate stakeholders, such as the Persons with Disabilities Advisory Committee.”
9. Map 2 of the Official Community Plan Bylaw is hereby amended by changing the designation of a 40 hectare area of vacant commissioner’s land located near the existing Castle Rock Enterprises quarry operation at Haeckel Hill from Future Planning to Natural Resource, as shown on Appendix “A”.
10. Map 3 of the Official Community Plan Bylaw is hereby amended by changing the designation of a 1800 m² area of City of Whitehorse land located at the west end of Main Street from Public Service to Mixed-Use – Residential/Commercial, as shown on Appendix “B”.
11. This bylaw shall come into force and effect upon the final passing thereof.

FIRST READING:

PUBLIC NOTICE:

PUBLIC HEARING:

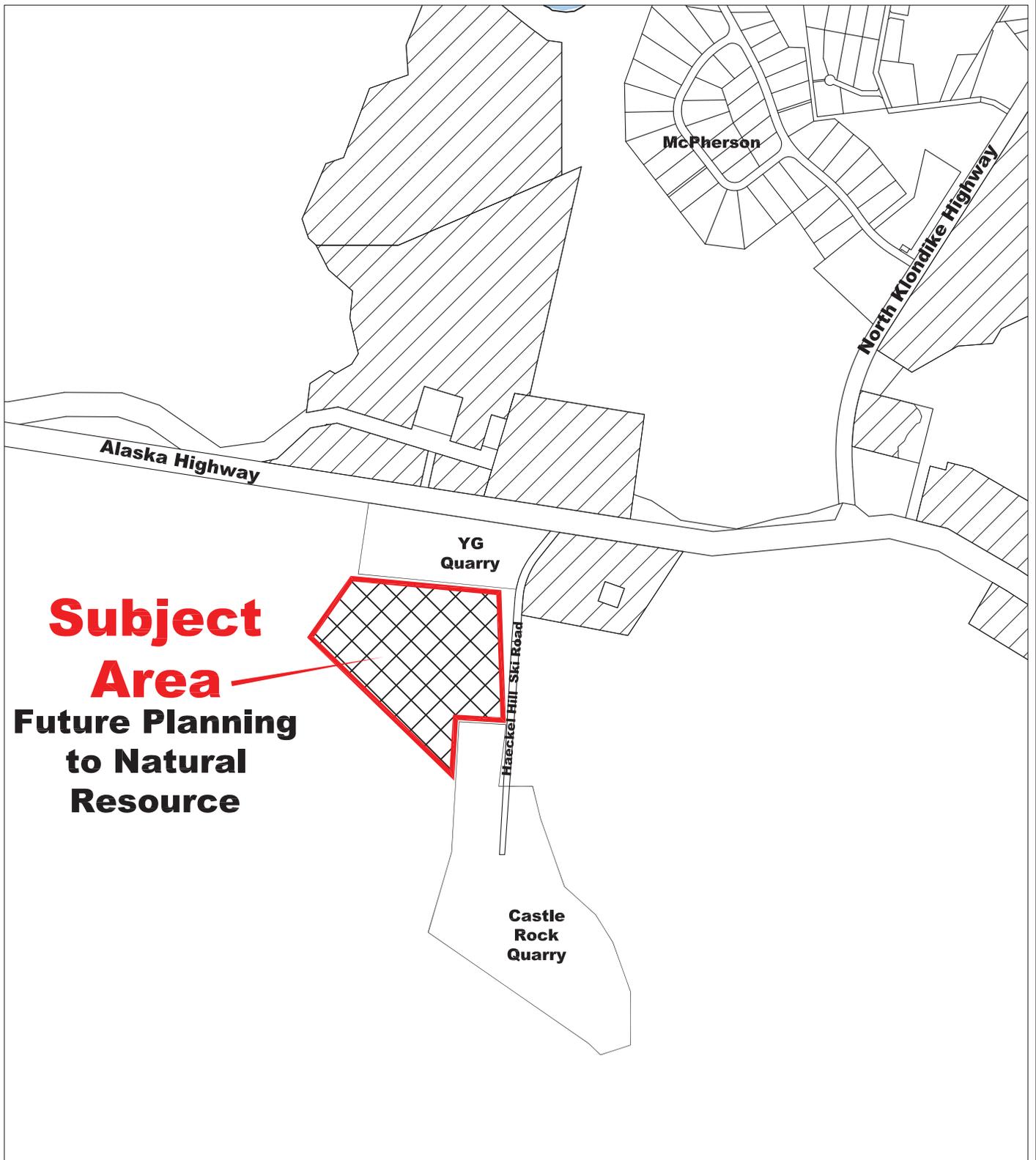
SECOND READING:

EXECUTIVE COUNCIL MEMBER APPROVAL:

THIRD READING and ADOPTION:

Mayor

City Clerk



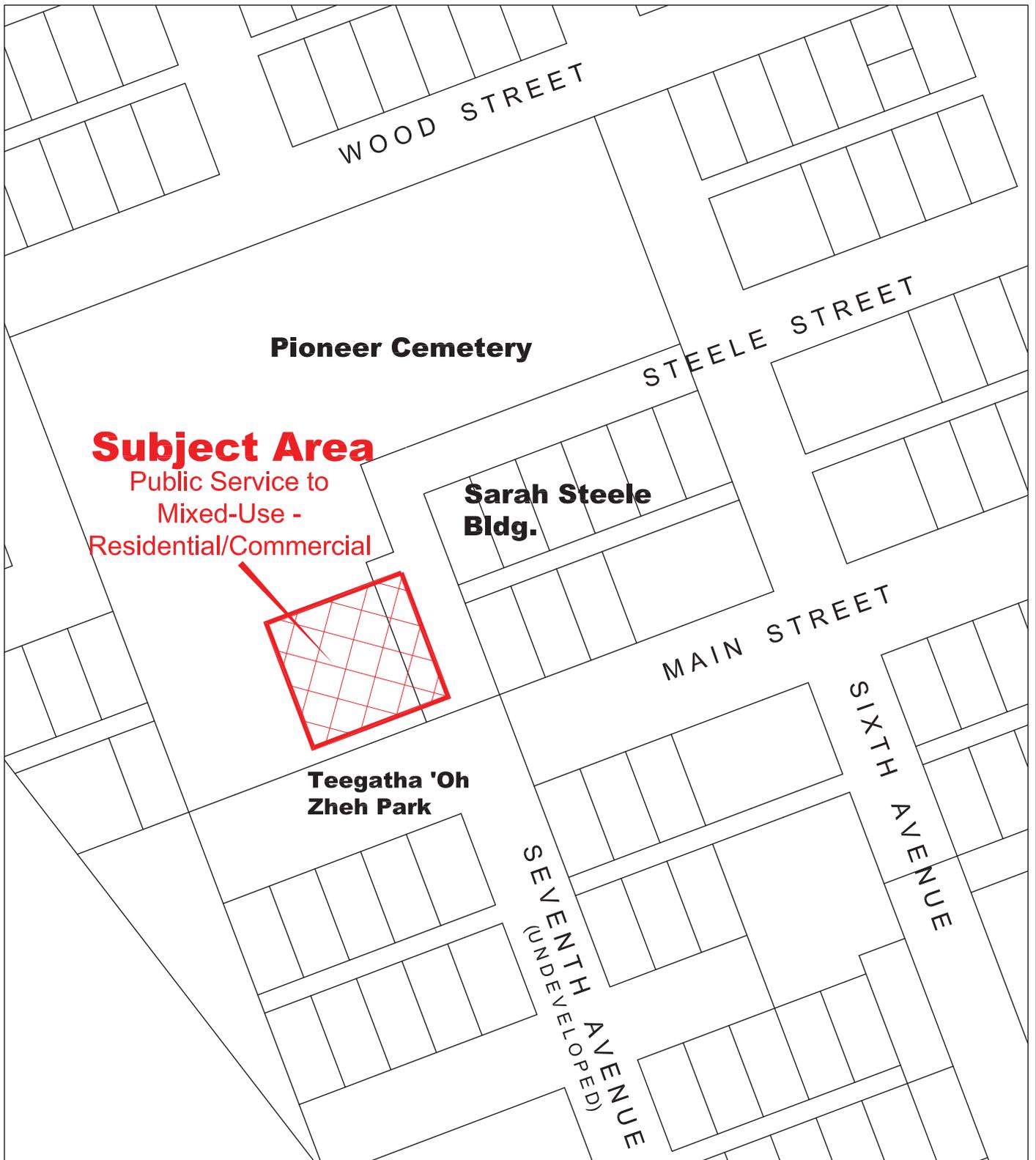
Subject Area
Future Planning to Natural Resource

BYLAW 2015-14

A Bylaw to amend the Official Community Plan to change the designation of an area, located near Haeckel Hill, to Natural Resource to facilitate a potential future quarry.

LEGEND

-  SUBJECT AREA
-  FIRST NATION LANDS



BYLAW 2015-14

A Bylaw to amend the Official Community Plan to change Map 3 to show an approximately 1800 square metre site at the west end of Main Street as Mixed-Use - Residential/Commercial.

LEGEND

 SUBJECT AREA

ADMINISTRATIVE REPORT

TO: Planning Committee
FROM: Administration
DATE: April 7, 2015
RE: Zoning Amendment – Comprehensive Zones

ISSUE

A bylaw to amend Zoning Bylaw 2012-20 to amend the regulations in Comprehensive Development zones and to amend the definition of ‘mixed use development’.

REFERENCE

- *Municipal Act* (2002)
- Zoning Bylaw 2012-20
- Bylaw 2015-13
- Official Community Plan (2010)

HISTORY

Two amendments to Zoning Bylaw 2012-20 are proposed in Bylaw 2015-13. The first is changes to the regulations in Comprehensive Development zones to allow for more design options for buildings in those zones.

Comprehensive Development zones were introduced to Zoning Bylaw in 2007. The purpose was to introduce more specific provisions that would lead to more attractive developments, with porches for architectural interest, variations in colour and material for visual interest, and pedestrian-oriented site design. The zones were introduced as a result of public comment on the Copper Ridge development. Administration saw the need for more comprehensive development regulations to ensure that denser developments are functional and attractive.

The second is an amendment of the definition of ‘mixed use development’ to more accurately reflect how the terms ‘mixed use’ and ‘mix of uses’ are used in the Zoning Bylaw.

The proposed schedule for the amendment is as follows:

Planning Committee	April 7, 2015
1 st Reading	April 13
Newspaper Ads	April 17 & 24
Public Hearing	May 11
Report to Committee	May 19
2 nd and 3 rd Reading	May 25

ALTERNATIVES

- Option 1: Proceed with the zoning amendment under the bylaw process.
- Option 2: Do not proceed with the zoning amendment.

ANALYSIS

Amendments to Comprehensive Development zones

The Zoning Bylaw permits front yard garages in Comprehensive Development zones only when there is no lane access to a lot. In such cases, garages are not currently permitted to protrude from the front face of the building. The purpose is to encourage pedestrian-oriented rather than vehicle-oriented building design. However, given that lots are generally more compact in the Comprehensive zones, this regulation limits the design possibilities. Developers have commented that they would like more flexibility within the regulations. Many of the new developments in Whistle Bend are being designed without lanes, therefore it is important to review the regulations to ensure that front yard garages allow the needed flexibility while not detracting from the pedestrian-oriented design.

The proposed bylaw would allow garages to protrude up to 50% of the garage's depth from the front face of the building's first storey, and an additional 2.0 m for single storey construction. The purpose of this amendment is to allow more design options with simpler roof designs, while maintaining the intended pedestrian-friendly building frontage.

The proposed amendment would also require changes to the regulations for porches. Currently, porches are required, and they must occupy at least 40% of the front width of a building. Porches, as well as patios, decks, or covered entries, are desired in the comprehensive zones because they provide a functional human entry point, as well as architectural interest. The amendment would allow patios, decks, and covered entries in addition to porches. Further, it would allow all such entries to be reduced to 25% of the building frontage.

In the case of single storey building with a garage protruding more than 50% from the front face of the building, the porch, patio, deck, or covered entry must extend across the full front of the building that is not garage.

The required depth would remain the same at 2.0 m.

Definition of 'mixed use development'

'Mixed use development' is currently defined in the Zoning Bylaw as a mix of commercial and residential uses on a lot. However, there are discrepancies throughout the Bylaw where the term 'mixed use' is used in contradiction with the definition.

For example, CIM – Mixed Use Commercial/Industrial zone is clearly describing a mix of commercial and industrial uses, and does not permit residential uses (other than caretaker suites). Also, other zones state their purpose is "to provide for a mix of uses," but again, residential is not necessarily required or permitted in those zones.

The proposal to remove specific uses from the definition would allow for more clarity that 'mixed use development' simply means more than one permitted use on a lot or within a building.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct Bylaw 2015-13, a bylaw to amend regulations in Comprehensive Development zones, and to amend the definition of 'mixed use development', be brought forward for due consideration under the bylaw process.

CITY OF WHITEHORSE

BYLAW 2015-13

A bylaw to amend Zoning Bylaw 2012-20

WHEREAS section 289 of the *Municipal Act* provides that a zoning bylaw may prohibit, regulate and control the use and development of land and buildings in a municipality; and

WHEREAS section 294 of the *Municipal Act* provides for amendment of the Zoning Bylaw; and

WHEREAS it is deemed desirable to amend City of Whitehorse Zoning Bylaw 2012-20;

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 2012-20 is hereby amended by deleting the existing definition for mixed use development and substituting new definition as follows:

“MIXED USE DEVELOPMENT means one or more buildings on a lot containing different permitted uses and amenities associated with such uses.”

2. Zoning Bylaw 2012-20 is hereby amended by deleting the existing section 6.4.1 and substituting a new section 6.4.1 as follows:

“6.4.1 Access

- a) Where a residential development abuts a lane, there shall be no vehicle access permitted from the front of the lot and no parking or vehicle storage in the front yard.
- b) Where there is no lane access, front yard garages are permitted, provided that no more than 50% of the interior depth of the garage, and/or any portion of the building above, protrude from the front face of the building’s first storey.
- c) For single storey construction, the garage may protrude an additional 2.0 m beyond 50% of the interior depth.
- d) For multiple housing, the lot shall be accessed by internal roads and parking will be located at the side or rear of the lot and screened from view by fencing, buildings, or vegetation.
- e) For multiple family lots under 1700 m², where the front lot line is narrower than the rear lot line, parking may be located elsewhere on the lot, but screening is still required.”

3. Zoning Bylaw 2012-20 is hereby amended by deleting section 6.4.2 and renumbering the remaining sections accordingly.

4. Zoning Bylaw 2012-20 is hereby amended by deleting the existing section 6.4.5 and substituting a new section 6.4.5 as follows:

“6.4.5 Porches

- a) A porch, patio, deck, or covered entry shall occupy no less than 25% of the front width of a building. The building front is defined as that portion of the building fronting onto a public street or open space. For lots flanking on a side street, 20% of each frontage or 25% of one frontage face shall be front porch or covered entry.
- b) Where a single storey house with a protruding garage, as per section 6.4.1 c), the porch, patio, deck, or covered entry must extend across the full front of the building that is not garage.
- c) Porches, patios, decks, or covered entries required by this section are to extend a minimum 2.0 m from the adjacent front building facade. Refer also to General Development Regulations, section 5.6.6, Projections in to Yards."

5. 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:

Mayor

City Clerk

CITY OF WHITEHORSE
CITY OPERATIONS COMMITTEE AGENDA

Date Tuesday, April 7, 2015
Location: Council Chambers, City Hall

Chair: Betty Irwin Vice Chair: Mike Gladish



Pages

1. New Business

**CITY OF WHITEHORSE
COMMUNITY SERVICES COMMITTEE**

Date **Tuesday, April 7, 2015**
Location: **Council Chambers, City Hall**

Chair: John Streicker **Vice Chair:** Betty Irwin



Pages

- | | |
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| 2. Trail and Greenways Advisory Committee Action Plan | 7 - 10 |
| 3. Festival and Special Events Grant Fund Recommendations | 11 - 18 |
| 4. Community Clean-up Litter Program Policy Revisions | 19 - 22 |
| 5. New Business | |

ADMINISTRATIVE REPORT

TO: Community Services Committee
FROM: Administration
DATE: April 07, 2015
RE: Rotary Centennial Bridge Gates and Designation

ISSUE

Direction for the Rotary Centennial Bridge (RCB) related to motorized access by Off Road Vehicles (ORV).

REFERENCE

The Whitehorse Trail & Greenways Committee (WTGC) Recommendations
The Persons with Disability Advisory Committee (PDAC) Recommendations
Unsolicited Public & stakeholder Input

HISTORY

Use of the RCB is a highly polarized issue, with both motorized users and non - motorized users at times expressing frustration that the City is not responsive enough to their perspective(s). The RCB is currently designated as non-motorized, but motorized users would like to see shared use of the bridge to allow motorized trail users to access motorized multiple use (MMU) trails on the west side of the Yukon River. The desire of motorized users for RCB access came on the heels of the completion of East Side Yukon River (EYR) MMU planning exercise and the feeling that the resulting recreational opportunities were significantly more restricted than those on the west side of the Yukon River. Hence, the desire by MMU trail users to connect the two networks at the only crossing that has been determined to be feasible for doing so. Currently, there is adequate signage both on the Millennium Trail and the approach to the RCB to advise trail users of the designated uses and clear signage to denote that ORV traffic is not permitted.

The Parks and Community Development Department received a formal request in writing on May 21, 2013 from concerned Whitehorse residents pertaining to the misuse of the RCB by ORVs. The bridge is designated as non-motorized but misuse was evident based on complaints received by Bylaw Services and by Parks and Community Development.

This request was forwarded to and reviewed by the City's Trails and Greenways Committee (WTGC) at their June 2013 meeting and they suggested that the next step should include the installation of a prototype gate system for testing with the results to be reviewed upon completion of a term on the RCB.

Temporary gates were fabricated, installed on August 13, 2013 and tested by the City on the RCB to restrict ORVs without inconveniencing the majority of approved trail users. A follow up testing period of 2 weeks was arranged and advertised to allow the general public to further test the gates on the bridge and provide feedback to the City via email for final consideration.

The City received a large amount of feedback from the public who use the trail to provide information on the gates both for and against.

At a subsequent WTGC meeting held on September 19, 2013. The committee reviewed the results of the City testing and though were not unanimous in their decision, most members indicated that the bridge gates were not successful as a deterrent for ORVs and that public education by the City was a better form of reducing the number of infractions.

The City consulted with motorized user groups to identify a solution to the conflict and were advised that the best solution would be to re-designate the bridge for MMU use to allow ORVs to cross the river and access trails on the west side of the Yukon River.

A follow up briefing note prepared by administration was presented to Council on December 05, 2013 outlining the status of the project at which time administration was directed to prepare a Council Direction Request (CDR) and present it at a Council and Senior Management Meeting (CASM) on January 07, 2014. Direction received at that meeting was for administration to go back to the WTGC and PDAC and consult with members of both advisory committees to prepare recommendations for Council's consideration.

The WTGC met on several occasions in early 2014 and discussed and reviewed this matter within the WTGC meetings and with their respective associations and provided administration with recommendations for Council consideration at the June 19, 2014 meeting. There was no clear consensus among the WTGC members on this matter related to one solution.

The PDAC met in early 2014 and discussed and reviewed this matter within their membership and provided administration with a formal recommendation. There was consensus among the PDAC members on their recommended solution not to support any kind of gating and that they would support motorized multi-use of the RCB.

The WTGC met on January 22, 2015 and the group was given the direction to try to find some concrete options. At this meeting, 7 ideas were proposed by the group and members were asked to go back to their respective associations to discuss these options and get some direction for the following meeting.

The WTGC met again on February 19, 2015 and the meeting facilitator led the group through an exercise to examine the underlying needs, wants, concerns and fears of

members from both sides of the issue while informing the “limited access” position of the ORV users.

Throughout this entire process the City had been collecting unsolicited feedback from the public and various stakeholder groups, including those represented at the WTGC. The City has heard from 152 residents who are in favour of maintaining the bridge as non-motorized, and 67 who would like to see the bridge available for MMU trail users. This feedback does not necessarily reflect the perspective of all citizens. The citizen responses along with all other information gathered is presented for Council's consideration.

ALTERNATIVES

1. Maintain the current Rotary Centennial Bridge status and designation and direct administration to improve public education related to trail use on the east side of the Yukon River.
2. Maintain the current Rotary Centennial Bridge status and designation and request that administration do additional work on the option of gates installed on the bridge with an improved design and additional constrictions on either end of the Rotary Centennial Bridge and increase enforcement on the bridge.
3. Request that administration implement a temporary motorized multiple use designation period for the Rotary Centennial Bridge to observe public reaction and collect opinions.
4. Request that administration do additional work on the option of re-designation of the Rotary Centennial Bridge to motorized multiple use.

ANALYSIS

As requested by Council in January 2015, administration worked with the WTGC members to provide Council with a recommendation for consideration to deal with the issue of ORV traffic on the RCB in Whitehorse.

The following table outlines the opinions of each perspective in respect to the different interests.

INTERESTS	LIMITED/RESTRICTED ACCESS (Non-Motorized Only)	UNRESTRICTED ACCESS (MMU Designation)
<i>Needs</i>	<ul style="list-style-type: none"> • Access to the other side of river • Complete the loop • Recreation (close & accessible) • Safety 	<ul style="list-style-type: none"> • Access to the other side of river • Access to recreation opportunities • Safety

Wants	<ul style="list-style-type: none"> • Quiet • Peaceful enjoyment • Clean air 	<ul style="list-style-type: none"> • Equal treatment
Concerns	<ul style="list-style-type: none"> • Safety • Environmental degradation • Impacts to lifestyle • Supporting/condoning “unhealthy” choices 	<ul style="list-style-type: none"> • Discrimination • Restricted/limited MMU opportunities on east side have left them few options • “Death by a thousand cuts” – increasing regulation and decreasing opportunity • Costs of trailering not possible for some
Fears	<ul style="list-style-type: none"> • Collision and injury • Erosion of Father Mouchet’s dream • A “loss” of a treasured resource • Designation will signal a “caving in” to non-compliant users/offenders • Changing the intent of Rotary Club’s vision and contribution • Precedent setting leading to increased motorized access • “Creep”: first snowmobiles and quads, then larger vehicles in the future? 	<ul style="list-style-type: none"> • Lack of access • Lack of respect from others in community • Legal and financial consequences (fines, impoundment, etc.) • Precedent setting leading to decreased motorized access
Hopes	<ul style="list-style-type: none"> • Motorized users will recreate elsewhere • Millennium Trail will remain a wonderful community asset • Peace, enjoyment, solitude • Motorized users will “see the light” 	<ul style="list-style-type: none"> • Everyone can learn to play well together • A MMU designation can be safely and successfully achieved • All users can adhere to a Code of Conduct and learn mutual respect

The group turned to the seven options that they had previously presented to Council and quickly eliminated the least possible ones. The remainder were streamlined into two final recommendations.

1) No MMU Designation with Considerations

- Block YEC trail
- Expanded MMU route designation for the east side of Yukon River
- Identify long-term infrastructure need for a motorized crossing

- Increased enforcement (at least initially)
- Increased education to motorized users
- No re-installation of barricades or gates

2) MMU Designation with Considerations

- Traffic calming and control measures
- MMU zone beyond bridge minimized i.e., route vehicles off trail as soon as possible on west side
- Develop/implement Code of Conduct
- Signage and education (sharing, “active” living, etc.)
- Increased Bylaw presence to educate/enforce Code of Conduct
- Ensure that non-motorized users have information they need to recreate and avoid the bridge if they so desire
- Promote togetherness

With the installation of constrictive gates permanently on the RCB, this would satisfy a few residents opposed to any ORV traffic on the bridge, however approved trail users will be inconvenienced and ORV infractions will still exist. Trail users could respond negatively to the approved changes. Non-compliance by motorized users could result in user conflict, safety issues, and increased demands on Bylaw Services.

Other options explored included the installation of cameras on the RCB at both ends of the bridge that would enable the City to monitor the use of ORVs on the bridge and perhaps use the information for enforcement. This could provide an alternate solution that may achieve the desired result but additional costs to the City would be incurred to maintain the equipment and monitor the data obtained.

Consideration may be given to designate the RCB as an MMU approved crossing to enable ORVs to access the MMU trails on the west side of the Yukon River. This could include the installation of lights on the RCB to control access and notify trail users of any oncoming ORVs on the bridge. Trail users could respond negatively to the approved changes. Additional costs to the City would be incurred to maintain the equipment required for traffic control on the RCB.

The City also consulted with the engineering firm regarding the design of the RCB and they offered the following observations on capacity for MMU use:

- Live load shouldn't be a problem if the City limits to normal use (i.e. The City should avoid open ended loading) 50 snowmobilers on the bridge all at once might be a problem for a pedestrian bridge.
- Consideration must be given to protect the timber deck of the bridge from wear and tear.
- Dynamic load effects are not a problem as long as speed is kept to a reasonable value.

- The railings are designed for pedestrians, and are not designed for impact from snowmobiles. Existing railings are okay if snowmobiles are kept to one row and speed is kept to something reasonable. Otherwise protection guardrails might need to be added to the railing. However the guardrail wouldn't be popular with the disabled users due to further restricted views from the bridge.

Based on all the information gathered by members of the WTGC and the collection of submissions received at the City by the public and stakeholder groups, the issue is a divisive one, and administration's observation is that there is a full spectrum of opinions. At each end are the extreme users who are either completely against motorized use, or who find it unfair that this bridge has been non-motorized for so long. In the middle, there seems to be many who would be able to live with a shared use. Based on principles in the 2007 Trail Plan and administration's professional perspective is that shared use is always the most cost effective and inclusive way forward. However at this time, it does not appear that there is strong enough community support to consider changing the bridge designation to accommodate MMU use and public education is considered an effective tool in broadening the community's perspectives.

Finally with 2015 being the 10th anniversary of the opening of the Rotary Centennial Bridge there needs to be a consideration of the desires of the original supporters of the Rotary Centennial Bridge project: The 3 Whitehorse Rotary Clubs, Yukon Energy Corporation, Riverdale Community Association and Father Mouchet's vision. At the time of development the task force working on the bridge project were all in favour of pedestrian designation to coincide with the designation of the previously established Millennium Trail.

ADMINISTRATIVE RECOMMENDATION

THAT Council maintain the current status and designation of the Rotary Centennial Bridge and direct administration to improve public education related to proper use of trails on the east side of the Yukon River.

ADMINISTRATIVE REPORT

TO: Community Services Committee
FROM: Administration
DATE: April 07, 2015
RE: Trail and Greenways Advisory Committee Action Plan

ISSUE

Approval of the Whitehorse Trail and Greenways (WTG) Advisory Committee Action Plan

REFERENCE

2015 WTG Advisory Committee Action Plan – Attached

HISTORY

The WTG Committee was identified as an action item pursuant to the 2007 Trail Plan. The WTG is an advisory committee of the City of Whitehorse and comprises of City representatives, stakeholders and users of the Whitehorse trail system. The Committee meets on a regular basis to discuss and make recommendations based on the 2007 Trail Plan's guiding principles, with particular focus on stewardship, public education, and respectful use of Whitehorse trails.

Community response to a recruitment process for committee members was very positive, and sufficient applications were received to create a 12 member committee with an 8-person community representation. Council appointed the initial committee members early in 2013 and approved the Terms of Reference (TOR) to guide the committee. In the fall of 2014 Council adopted a revised TOR for the WTG Advisory Committee and appointed new members for a two-year term.

Over the last number of months the committee members have discussed their priorities and developed a draft Action Plan for 2015 for Council's approval.

ALTERNATIVES

1. Approve the WTG Advisory Committee 2015 Action Plan
2. Amend the WTG Advisory Committee 2015 Action Plan
3. Refer the Action Plan back to the Committee for further work

ANALYSIS

Under the Terms of Reference adopted for the WTG Advisory Committee, the purpose of the Committee is to provide advice to City Council and administration related to the development, maintenance, promotion and encouragement of a sustainable, inclusive, diverse and accessible Whitehorse trail network for all trail users, stakeholders and stewards.

The Terms of Reference specify that this shall be done by:

- Acting as an advisory committee to Community and Recreation Services staff with the implementation of the 2007 Trail Plan, focusing specifically on stewardship, the identification of City-wide issues, user education, trails promotion, and conflict resolution.
- Providing a forum in which trail related matters and/or conflicts may be brought forward by community members and/or interested parties and discussed.
- Ensuring the development and maintenance of a City of Whitehorse trail network that achieves the 2007 Trail Plan principles of sustainability, inclusiveness, accessibility, and diversity.
- Promoting safety awareness and ongoing safety education for all Whitehorse trail users.
- Promoting wellness, active living, and the use of trails for commuting purposes.
- Working to support any neighbourhood-level trail planning, development and/or maintenance initiatives to achieve the Trail Plan objectives.

ADMINISTRATIVE RECOMMENDATION

THAT Council approve the 2015 Whitehorse Trail and Greenways Advisory Committee Action Plan as presented.

DRAFT 2015 WORK PLAN –Page 1 of 2 WTGC
***Guiding Principles as outlined in the WTGC TOR:**
ST – Stewardship
PE – Public Education
PR – Promotion of the Trail Network
RU – Respectful use of the Whitehorse Trails

OBJECTIVES (Description of the item)	*PRINCIPLES ST, PE, PR, RU	PRIORITY High, Medium, Low	ACTION (Description)	PRODUCT	TIMELINE (start-finish)	STATUS (Comp. / Incomp.)	NOTES
Respect for the trail development process	ST, PE,	Low	-promote the process -costs will come from City to implement -resources from other sources -rogue trail development (plan to address)	Pamphlet, PSA, Media ads, Outreach to stakeholders, Web presence.			Suggest forming a task force to work on this in between meeting dates.
Trail Use Etiquette	RU, PE, ST, PR	High	-review existing rules, regulations and accepted practices and come up with an agreed upon City endorsed set of rules & regulations. (respect for the environment) -develop a public reporting mechanism so public can describe and locate trail issues. -trail management (use of trails in appropriate conditions, etc.) Feedback from the public to the City.	New Code of Trail Conduct and adequate outreach. Website that accepts lat/long, or online GIS. Notices advertising service.	June 2015 – Tentative		Examine partnerships. Develop a task force to review this objective.
Trail condition monitoring (safety, sustainability)	RU, PE, ST	Medium					Groups to assist the City with monitoring of the trails and providing feedback to the City. Work with various App providers to allow the public to communicate with the City on trail status/conditions.
Slow the spread of invasive weeds on trails	ST, PE	Low	-have a representative of Yukon Invasive Species Council (YISC) present (or provide a presentation) to the WTGC and others on the spread of invasive weeds. -discuss ways to minimize the spread of invasive weeds on trails.	Invasive weeds action plan			City works with Yukon Invasive Species Council to assist with the promotion.
Implementation of Trail Plan.	ST, PE, PR, RU	Medium	-yearly updates on implementation -assessing the trail plan implementation and tracking of implementation process. -success indicators -regular monitoring, tracking of trail conditions	Discussion of how to improve current and/or future trail plans			Annual report to Council and the public on progress of the implementation.

DRAFT 2015 WORK PLAN –Page 2 of 2 WTGC
***Guiding Principles as outlined in the WTGC TOR:**
ST – Stewardship
PE – Public Education
PR – Promotion of the Trail Network
RU – Respectful use of the Whitehorse Trails

First emergency response on trails	ST, PE	Low	-EMS will not respond off road, ability for the community to raise awareness and provide a lobby to allow for this service.		Clear understand by trail users and public education piece and first responders.		Work with EMS.
Trail Mapping	PE, PR, RU	High	-to develop a map available to the public via linkages to existing apps and data. -platform varied -usable by all -EMS accessibility -consistent data information -one stop shop		Maps available to the public	April 2015	City GIS specialist to provide data.
Public Education	PE, RU	High	-outreach with the community -work bees and celebrate trail day 2 times per year -get people out and using the trails -celebrating the positive aspects of the work that is currently being done by trail stewards.		Tool - TBD	May 2015 - Tentative	Stewardship opportunities.
Trail Network Costs	ST,	Low	-maintenance, capital and public education (signage/mapping) -user fees for services (annual or daily) -marketing tool (funds coming from other sources) -considerations for updated trail plan in 2017 such as (user pay) -assess what is currently occurring within the trail network and what are various groups doing to interact with the trail network. -who is paying; and who is using the trail network. (maintenance and capital)		Sustainable trail network		Financial plans once the implementation process is complete by the City.

File #: 3660-01

ADMINISTRATIVE REPORT

TO: Community Services Committee
FROM: Administration
DATE: April 7, 2015
RE: Festivals and Special Events Grant Fund Recommendations

ISSUE

Approval of Festivals and Special Events Grants

REFERENCE

Attachment – Summary Chart

HISTORY

The Festivals and Special Events Grant Fund is governed by Council Policy and has been regularly reviewed by Council since its inception in fall 2008. In January 2014 Council approved the category of “signature events” to address organizations concerns related to the amount of funding being allocated under this process and their desire for a multi-year funding commitment.

ALTERNATIVES

1. Approve recommendations for Festivals and Special Events Grant Fund applications.
2. Do not approve recommendations for Festivals and Special Events Grant Fund applications.

ANALYSIS

The Internal Committee met on Thursday, February 12, 2015 to review the Festivals and Special Events Grant Fund applications under the funding deadline of January 30, 2015, for projects occurring from July to December of 2015.

Cash available to support applications in this funding intake is up to \$25,000. Eight (8) applications were received and rated by the Committee using the criteria rating sheet. Recommendations were made for financial and in-kind support.

The full amount of funding available was not allocated in this intake to allow the committee to carry over \$5,200.00 to the Fall 2015 intake anticipating a minimum of three (3) signature events that may come forward for consideration under this granting process at that time.

In-kind requests have been looked at critically by impacted Departments to ensure they can be accommodated within regular operating hours of the affected Departments.

The following groups are recommended for funding:

Festivals and Special Events Groups:

All-City Band Society	
• Music for a Winter's Eve	\$600.00
Breakdancing Yukon Society	
• CypherFest International Streetdance Festival	\$5,000.00
Plein Air Collective	
• Plein Air Festival	
• In-kind	\$1,160.00
Royal Canadian Legion, Branch 254	
• Canada Day 2015	\$4,000.00
• In-kind	\$4,674.17
Teenage Life and Young Adults International Society	
• Yukon African Music Festival	\$2,200.00
Yukon Art Society	
• Arts Up Front	\$2,500.00
• In-kind	\$3,655.00
Yukon Comic Culture Society	
• YukomiCon	\$3,000.00
• In-kind	\$250.00
Yukon Educational Theatre Society	
• Winterval Santa Parade	\$2,500.00
• In-kind	\$1,693.82
	Total Funds:
	\$19,800.00
	Total In-kind:
	\$11,432.99

ADMINISTRATIVE RECOMMENDATION

That Council approve recommendations for the Festivals and Special Events Grant Fund applications with funding from the 2015 budget.

Name of Event: Canada Day – July 1st, 2015

Department	In-Kind Request	Recommended <input checked="" type="checkbox"/>	In-Kind Recommended
Parks	Shipyards Park from 6 pm, June 30 th to 10 am July 2 nd	Not Eligible Under the Park Use Policy	
	5 Bleachers close to main stage		\$900.00
	10 Additional picnic tables around the gazebo and various locations		\$1,920.00
	20' x 20' City of Whitehorse tent with logo by Frank Slim Building		\$960.00
	Additional recycling and garbage containers		\$250.00
	Maintenance person from 9 am - 7:00 pm July 1 st	Included with Park Rental	
	Have a key available to Red Grossinger for the Flag Raising Ceremony		\$50.00
Bylaw	Control of traffic lights along the Parade Route (Main Street - 2 nd Avenue) Entry and Exist of Main Street for 6 th to 4 th Avenue for Parade form up and 6 th Avenue as an approach to the Parade form up area		<i>Traffic Control</i> 5 intersections at \$26.25 per intersection. 5 officers for intersections at \$34.93 per hour Total \$305.90 <i>Office to Process</i> 4 hours at \$47.13 Total \$188.52 <i>Vehicle Use</i> 5 vehicles at \$19.95 per hour Total \$99.75 \$594.22
		Total:	\$4,674.17

Name of Event: Winterval Santa Parade – December 5, 2015

Department	In-Kind Request	Recommended <input checked="" type="checkbox"/>	In-Kind Total Recommended
YG	Clearing of snow and ice along the waterfront path between the Old Fire Hall and Roundhouse	Contact Yukon Government Property Management	Government Property Management
YG	Decorating trees with Christmas lights along waterfront path	Contact Yukon Government Property Management	Government Property Management
Parks	Coordinating the decoration of the Christmas tree at 1 st and Main in conjunction with Winterval	N/C	N/C
	2 Firepits and wood for keeping attendees warm		\$450.00
	2 Waste/recycling/compost stations		\$250.00
	Technical equipment for Mayor speech (PA system, mic, speaker, speaker stand, cords and podium)	N/C	N/C
Public Works	Signage for slippery areas	The City does not supply signage but if slippery Public Works will sand	Labor - \$64.05 Equipment - \$79.80 \$143.85
	6 barricades for road closure at Front/Main Street intersection	No charge if group picks up from Public Works – just a damage deposit required and refunded when returned	
Bylaw	Traffic control and road blocks for the parade	4 intersections at \$26.25 per intersection, 4 officers at	Traffic Control

Festivals and Special Event Fund In-Kind Support Chart – January 2015 Intake

		intersections at \$34.93 per hour Total \$244.72 <i>Office to Process</i> 4 hours at \$47.13 Total \$188.52 <i>Vehicle Use</i> 4 vehicles at \$19.95 per hour Total <u>\$79.80</u> \$513.04
	Closure of 1 st and Main St intersection during the Tree Lighting Ceremony	<i>Road Closure</i> Half day Total \$131.25 <i>Office to Process</i> 4 hours at \$47.13 Total \$188.52 <i>Vehicle Use</i> 4 vehicles at \$19.95 per hour Total <u>\$79.80</u> \$258.18
	3 Blocked off parking meters for event coordinators on the day of (in front of Old Fire Hall)	<i>Parking Meters</i> Parking stall rental \$26.25 per day 3 parking spots for 1 day Total \$78.75
		Total: \$1,693.82

Name of Event: Arts Up Front – July 15 – 19, 2015

Department	In-Kind Request	Recommended	In-Kind Recommended
Parks	12 Picnic tables	<input checked="" type="checkbox"/>	\$1,920.00
	20' x 20' City of Whitehorse tent		\$960.00
	3 – 4 Sets of garbage/recycling/compost bins		\$250.00
Bylaw	4 Free parking spots in front of/as close as possible to Warf for duration of festival (July 15 – 16 10 am – 8 pm; July 17 – 18 10 am – 9 pm; July 19 10 am – 7 pm) designated for use by festival participants	Parking stall rental \$26.25 per day 4 parking spots for 5 days	<i>Parking Meters</i> Total \$525.00
		Total:	\$3,655.00

Name of Event: Plein Air Festival – June 29 – July 3, 2015

Department	In-Kind Request	Recommended <input checked="" type="checkbox"/>	In-Kind Recommended
Parks	4 Tables and 12 Chairs		\$200.00
	20' x 20' City of Whitehorse tent		\$960.00
Bylaw	4 or 5 parking spots on Front Street at the Wharf for workshop participants July 29 – July 3, from 12pm – 1pm for tourists and disable		
		Total:	\$1,160.00

ADMINISTRATIVE REPORT

TO: Community Services Committee
FROM: Administration
DATE: April 07, 2015
RE: Community Clean-up Litter Program Policy Revisions

ISSUE

Revisions of the established Community Clean-up Litter Program Policy

REFERENCE

The established Community Clean-up Litter Program Policy
The revised Community Clean-up Litter Program Policy

HISTORY

The City of Whitehorse is responsible for the maintenance and clean-up of City owned or leased land within its boundaries. The City has an established Community Clean-up Litter Program which offers grants to Whitehorse clubs, groups and organizations for community clean-up projects. The *Municipal Act* gives the City of Whitehorse the authority to make grants to any person or associations of persons.

Part of the City's maintenance responsibility includes an annual scheduled spring clean-up project to provide a reasonable level of cleanliness within City owned or leased lands in which Whitehorse clubs, groups and organizations can assist in the clean-up and receive a grant for their efforts.

Maintenance activities outlined in this policy include the pick-up of litter and debris that has collected over the winter months and is exposed each springtime and the issuance of grants for clubs, groups and organizations that provide their time and efforts towards this annual spring clean-up project.

The policy sets standards for eligibility, frequency and grant amounts using recommended maintenance procedures, frequencies and standards.

The policy is to be reviewed by administration and updated on a periodic basis to ensure that it correctly reflects the level of service and grant totals provided under the terms and conditions of the policy.

ALTERNATIVES

1. Adopt the revised Community Clean-up Litter Program Policy
2. Reject the revised Community Clean-up Litter Program Policy

ANALYSIS

The Policy has been reviewed and revised to reflect any additions, deletions or changes in service levels that have occurred in the Community Clean-up Litter Program since September 26, 1994. There have been many new City owned and leased areas that have been established within the City and the Parks and Community Development Department is responsible to maintain these areas both through their department clean-up efforts and those of clubs, groups and organizations participating in this annual spring clean-up project.

The grant amount listed in this policy has not changed for many years and needs to be increased from \$200 to \$300 per grant application to encourage more groups to participate in this program and to bring this grant fund into alignment with that of the Yukon Government Alaska Highway roadside litter clean-up grant program. Feedback from past participants has also stated that the fee for service is out of date and needs to be increased and the City has received fewer applications for this program due to low fees for service.

Funds for the increased total per grant application will come from existing budget totals for 2015 with a reduced number of grant applications being approved and administration will provide Council with a revised budget amount for this program as part of their annual budget submission for 2016.

ADMINISTRATIVE RECOMMENDATION

THAT Council adopt the revised Community Clean-up Litter Program Policy.

CITY OF WHITEHORSE

COUNCIL POLICY

POLICY: COMMUNITY CLEAN UP LITTER PROGRAM

PURPOSE: To provide an opportunity for Whitehorse Groups and Organizations to participate in litter clean up projects that will enhance the environment and aesthetic appearance of the community.

AUTHORITY: Council Resolution # 94-21-10 dated September 26, 1994

COMMUNITY CLEANUP LITTER PROGRAM POLICY

Background

The *Municipal Act* gives the City of Whitehorse the authority to make grants to any person or associations of persons. The City has established a Community Litter Program which offers grants to community groups and organizations for community clean up projects.

Application

1. The Parks and Recreation Department will develop a list of properties and assign a specific location to approved applicants.
2. Members of the organization will provide garbage pick up and a general clean up of the area.
3. \$200.00 will be paid to approved non-profit organizations who perform the approved duties. Payment is based on a minimum of 30 person hours of litter pick up.

■ 1994

CITY OF WHITEHORSE
DRAFT COUNCIL POLICY

POLICY: **COMMUNITY CLEANUP LITTER PROGRAM**

PURPOSE: To provide an opportunity for Whitehorse clubs, Groups and Organizations to participate in litter clean-up projects that will enhance the environment and aesthetic appearance of the community of Whitehorse.

AUTHORITY: Council Resolution # _____ dated _____

COMMUNITY CLEANUP LITTER PROGRAM POLICY

Background

The *Municipal Act* gives the City of Whitehorse the authority to make grants to any person or associations of persons. The City has established a Community Litter Program which offers grants to clubs, groups and organizations for community clean-up projects on City owned land.

Definitions

"Administration" means the Parks and Community Development Department of the City of Whitehorse.

"Assigned Area" means any City owned or leased property designated for clean-up by administration.

"City" means the City of Whitehorse.

"Club/Group/Organization" means a Whitehorse non-profit association of individuals whose purpose is to provide a service(s) to the community. Registration under the Societies Act is not a requirement.

"Council" means the Council of the City of Whitehorse.

"Grant" means funds allocated by Council for the purpose of this policy.

"Litter" means any trash, waste paper, plastic or garbage including any wood or wood products not natural to the area lying scattered about.

Eligible Organizations

Any Whitehorse non-profit association of individuals whose purpose is to provide a service(s) to the community. Registration under the Societies Act is not a requirement for this grant.

The following organizations have previously been deemed eligible:

Challenge - Community Vocational Alternatives	Golden Age Society
Whitehorse Minor Soccer	Teegatha'Oh Zheh
Whitehorse Cross Country Ski Club	Whitehorse Schools
Filipino Association of Yukon	Whitehorse Cadets
Whitehorse Sports Teams	

Grant Fund

Council shall annually identify an amount in the City's operating and maintenance budget from which grants approved under the provisions of this policy shall be allocated and administration shall allocate grant funds based on the following steps:

1. Members of eligible Club/Group/Organizations will provide garbage pick-up and a general clean-up of the area assigned by administration.
2. \$300.00 will be paid to approved Club/Group/Organizations who perform the assigned duties. Payment is based on a minimum of 30 person hours of litter pick up.

Application Procedures

The City shall advertise its Community Clean-up Litter Program Grants each year through the City's website www.whitehorse.ca. Application forms and deadline information for this grant are also available on the City's website www.whitehorse.ca.

It is the responsibility of applicants to apply prior to the specified deadline, on the appropriate application form, and to include all required information.

In order for the application to be considered:

1. The applicant **MUST** be a Whitehorse Club/Group/Organization whose purpose is to provide a service(s) to the community, and
2. The application **MUST** be received prior to the deadline, and
3. Areas **MUST** be available for clean-up.

Approval Procedures

Administration shall review grant applications and assign clean-up areas on a first come, first serve basis for successful applicants.

Every effort shall be made to advise successful applicants of their assigned areas by April 30.

Funds will only be issued to the Club/Group/Organization once the area has been cleaned by the applicant, inspected by administration and an invoice is submitted to the City by the Club/Group/Organization.

CITY OF WHITEHORSE
PUBLIC HEALTH AND SAFETY COMMITTEE

Date Tuesday, April 7, 2015

Location: Council Chambers, City Hall



Chair: Dave Stockdale Vice Chair: John Streicker

Pages

1. New Business

CITY OF WHITEHORSE
DEVELOPMENT SERVICES COMMITTEE AGENDA

Date Tuesday, April 7, 2015

Location: Council Chambers, City Hall



Chair: Jocelyn Curteanu Vice Chair:

Pages

1. New Business