

**CITY OF WHITEHORSE**  
**REGULAR Council Meeting #2015-11**

**DATE:** Monday, May 25, 2015

**TIME:** 5:30 p.m.

**Mayor** Dan Curtis  
**Deputy Mayor** Jocelyn Curteanu  
**Reserve Deputy Mayor** Mike Gladish

## **AGENDA**

**CALL TO ORDER** 5:30 p.m.

**AGENDA:** Adoption

**PROCLAMATIONS:** Prostate Cancer Awareness Month – June 2015

**MINUTES:** Regular Council Meeting #2015-10 dated May 11, 2015

**DELEGATIONS:** Public Input – Conditional Use Schwatka Lake

**PUBLIC HEARING:** Bylaw 2015-14 – OCP Amendment (Various Policy & Map Changes)

**COMMITTEE**  
**REPORTS:**

**Development Services** – *Councillor Stockdale & Curteanu*

Community Economic Development Strategy

**Corporate Services** – *Councillors Gladish & Curteanu*

Grant Policy for Museums

**City Planning** – *Councillor Curteanu & Stockdale*

Public Hearing Report – Zoning Amendment (Comprehensive Zones)

Zoning Amendment – Quarry Lease

**City Operations** – *Councillors Irwin & Gladish*

Contract Award – Supply of Equipment

Contract Award & Budget Amendments – Various Equipment

Contract Award – Road Maintenance Supplies

Contract Award – Rural Roads Surfacing

**Community Services** – *Councillors Streicker & Irwin*

2015 Spring Recreation Grants

Contract Award – Janitorial Services for Canada Games Centre

**Public Health & Safety** – *Councillors Stockdale & Streicker*

**NEW & UNFINISHED**  
**BUSINESS:**

**BYLAWS:** 2015-13 – Zoning Amendment – Comprehensive Zones 2<sup>nd</sup> & 3<sup>rd</sup> Reading  
2015-23 – Zoning Amendment – Quarry Lease 1<sup>st</sup> Reading

**ADJOURNMENT:**



## **PROCLAMATION**

### **PROSTATE CANCER AWARENESS MONTH**

**June 2015**

WHEREAS prostate cancer is the most common cancer to affect Canadian men;  
and

WHEREAS one in eight Canadian men will be diagnosed with prostate cancer in  
his lifetime; and

WHEREAS those with a family history of the disease or those of African or  
Caribbean descent are at greater risk of developing prostate cancer; and

WHEREAS the survival rate for prostate cancer can be over 90% when detected  
early; and

WHEREAS it is recommended that men in their 40s get a PSA test to establish  
their baseline; and

WHEREAS the council of the City of Whitehorse supports increased awareness of  
this disease and encourages men in their 40s to talk to their doctors about getting  
a PSA test,

NOW THEREFORE I, Mayor Dan Curtis, do hereby proclaim June 2015 as  
Prostate Cancer Awareness Month in the City of Whitehorse.

Dan Curtis  
Mayor

MINUTES of **REGULAR** Meeting #2015-10 of the council of the City of Whitehorse called for 5:30 p.m. on Monday, May 11, 2015, in Council Chambers, City Hall.

PRESENT: Mayor Dan Curtis  
Councillors Jocelyn Curteanu  
Mike Gladish  
Betty Irwin  
Dave Stockdale  
John Streicker

ALSO PRESENT: City Manager Christine Smith  
Director of Community Services Linda Rapp  
Acting Director of Corporate Services Valerie Anderson  
Acting Director of Development Services Patrick Ross  
Acting Director of Infrastructure and Operations Dave Muir

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

**CALL TO ORDER**

**2015-10-01**

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

**AGENDA**

Carried Unanimously

**2015-10-02**

It was duly moved and seconded  
THAT the minutes of the regular council meeting dated April 27, 2015  
be adopted as presented.

**MINUTES**

April 27, 2015

Carried Unanimously

**PUBLIC HEARING**

Mayor Curtis called three times for anyone to appear to address Bylaw 2015-13, a bylaw to amend the Zoning Bylaw to allow for more design options in Comprehensive Development zones.

**BYLAW 2015-13**  
ZONING AMENDMENT  
Comprehensive Zones

There was no one present to speak to the bylaw.

One written submission was received that raised concerns with respect to the existing Comprehensive Development zones.

Submissions Received

Mayor Curtis declared the public hearing for Bylaw 2015-13 closed and advised that no further submissions on this issue will be considered by council except that provided by administration. A report on the public input received with respect to this bylaw will come forward at the next Standing Committee meeting on Tuesday, May 19.

Public Hearing Closed

**COMMITTEE REPORTS**

**Development Services Committee**

**2015-10-03**

It was duly moved and seconded THAT the 2015 Whitehorse Sustainability Plan be adopted as presented.

2015 WHITEHORSE  
SUSTAINABILITY PLAN

Carried Unanimously

**2015-10-04**

It was duly moved and seconded THAT the Solid Waste Diversion Credit Policy dated May 2015 be adopted as presented; and

SOLID WASTE  
DIVERSION CREDIT  
POLICY

THAT the deadline for submission of diversion credit applications for the first quarter of 2015 be extended to May 25, 2015.

Carried Unanimously

Activity reports for February, March and April 2015 were received from the Director of Development Services and the Economic Development and Environmental Sustainability Departments.

ACTIVITY REPORTS  
For Information Only

**Corporate Services Committee**

Activity reports for February, March and April 2015 were received from the City Manager, the Director of Corporate Services, and the Business and Technology Systems, Financial Services, Human Resources, and Strategic Communications Departments.

ACTIVITY REPORTS  
For Information Only

**City Planning Committee**

**2015-10-05**

It was duly moved and seconded THAT Bylaw 2015-11, a bylaw to amend the Zoning Bylaw with respect to signs, enforcement, and related definitions, be brought forward for due consideration under the bylaw process.

BRING FORWARD  
ZONING AMENDMENT  
FOR SIGNS AND  
ENFORCEMENT

Carried Unanimously

The Yukon Breeze Sailing Society has applied for a conditional use to allow for a boat launch to be developed on the eastern shore of Schwatka Lake. The site is located on vacant Commissioner's Land at the north end of the lake.

The Sailing Society assessed nine different sites before selecting the site identified for this application. The location was selected based on a variety of factors, including consistent prevailing winds, access is provided by existing road infrastructure, and the proximity to Riverdale and Downtown allows sailing programs to be within convenient reach of residents.

The site is located in an area zoned PE—Environmental Protection, and the intended boat launch and dock qualify as conditional uses that are allowed in the zone, subject to approval by City Council.

The conditional use process requires that a public input session be held before a decision is rendered by Council. The process also allows Council to attach special restrictions and requirements to a project's Development Permit in order to mitigate concerns that may be raised.

Yukon Government approval for use of the site is contingent on factors that include City Council's approval of the conditional use. If the approval is granted, the next step in the process will be a heritage assessment of the site, after which the Society will be able to apply for a Development Permit from the City and a License of Occupation from the Government of Yukon.

In conformance with the Zoning Bylaw, a public input session to allow Council to hear and consider all submissions respecting the proposed conditional use application has been scheduled for the regular Council meeting on May 25, 2015.

An activity report for February, March and April 2015 was received from the Planning and Building Services Department

With respect to the re-zoning application to allow for the development of an outdoor sports complex in Whistle Bend, Mayor Curtis explained that, as a courtesy, he provided an update to the Minister of Community Services following a public meeting on the subject. The Mayor stated that he is very aware of the legal boundaries under which both he and the Minister must operate, and emphasized the decision-making role of Council. He encouraged the Government of Yukon to respect the role of municipal governments and to continue to work in cooperation with the City of Whitehorse.

CONDITIONAL USE  
APPLICATION

Schwatka Lake  
Boat Launch

For Information Only

ACTIVITY REPORTS  
For Information Only

MUNICIPAL  
DECISION MAKING

For Information Only

In response to a query about development occurring on the east side of the Alaska Highway, administration confirmed that some test pitting work was done to identify potential new quarry locations, but that work has now stopped. Further information will be provided as it becomes available.

DEVELOPMENT  
UPDATE  
For Information Only

**City Operations Committee**

Activity Reports for February, March and April 2015 were received from the Director of Infrastructure and Operations, and the Engineering, Operations, and Water and Waste Services Departments.

ACTIVITY REPORTS  
For Information Only

Administration confirmed that a trial of permanent road markings in school zones has been successful. As a result, additional capital funding has been approved to continue the project in other areas.

Issues Arising from Reports  
For Information Only

**Community Services Committee**

Mayor Curtis proclaimed May 2015 to be Multiple Sclerosis Awareness Month in the City of Whitehorse.

PROCLAMATION

Activity Reports for February, March and April 2015 were received from the Director of Community and Recreation Services, Parks and Community Development, Recreation and Facility Services, and the Transit Services Department.

ACTIVITY REPORTS  
For Information Only

Administration confirmed that a Memorandum of Understanding with Yukon Tourism is being prepared and is expected to come forward for approval in the near future.

Issues Arising from Reports  
For Information Only

Committee members spoke of recent community events including the Frozen Globe Awards held in Iqaluit where several Whitehorse businesses were highly recognized. Other events mentioned included the 70<sup>th</sup> Anniversary Commemoration of the Lend Lease Program, the Yukon Trade Show, the championship basketball tournament and the Youth Entrepreneurial Awards.

COMMUNITY EVENTS  
For Information Only

Committee members reminded the public of upcoming events including the Yukon-Stikine Heritage Fair, the model Arctic Council, and the 20 Minute Makeover.

The Mayor was presented with a print of the picture used on the cover of the 2015 Northwesterl phone directory.

**Public Health and Safety Committee**

Activity reports for February, March and April 2015 were received from Bylaw Services and the Fire Department.

ACTIVITY REPORTS  
For Information Only

The Committee asked for information with respect to the expected completion of the LNG plant. Administration was also asked to provide details regarding the K-9 Expo.

Issues Arising from Reports  
For Information Only

**NEW & UNFINISHED BUSINESS**

Administration provided an update on the proposed tourism agreement with the Government of Yukon.

Tourism Agreement  
For Information Only

Residents were reminded to use controlled crosswalks or marked intersections for crossing busy streets, especially Second Avenue.

Pedestrian Crossings  
For Information Only

Mayor Curtis reported on a recent high level meeting between representatives of the City and the Government of Yukon with respect to the potential relocation of the skateboard park. He noted that the discussions were based on the possible need to relocate the park in the event of a new French language school being developed.

The mayor encouraged all developers, including the Government of Yukon, to contact City administration during the early stages of planning for any development projects in the City. This will assist the developers in identifying suitable locations as well as possible detriments to their plans.

MEETINGS AND  
PROCEDURES  
FOR POTENTIAL  
DEVELOPMENT  
For Information Only

Mayor Curtis also encouraged all developers to enter into a public consultation process during the early stages of planning for any development so that input from Whitehorse citizens can be incorporated into the planning process.

**BYLAWS**

**2015-10-06**

It was duly moved and seconded THAT Bylaw 2015-18, a bylaw to amend the Waste Management Bylaw with respect to the disposition of compostable waste, having been read a first and second time, now be given third reading.

**BYLAW 2015-18**  
WASTE MANAGEMENT  
BYLAW AMENDMENT  
Compostable Waste  
THIRD READING

Carried Unanimously

**2015-10-07**

It was duly moved and seconded  
THAT Bylaw 2015-11, a bylaw to amend the Zoning Bylaw with  
respect to signs, enforcement, and related definitions be given first  
reading.

Carried Unanimously

**BYLAW 2015-11**

ZONING AMENDMENT  
Signs and Enforcement

FIRST READING

There being no further business, the meeting adjourned at 6:07 p.m.

**ADJOURNMENT**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

ADOPTED by resolution at Meeting #2015-

## MEMORANDUM

TO: Mayor and Council FILE #: PB-01-2015  
FROM: Administration  
DATE: May 25<sup>th</sup>, 2015  
SUBJECT: Public Input Session at Regular Council Meeting – May 25<sup>th</sup>, 2015

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Please be advised there will be a Public Input Session at the Regular Council Meeting of May 25<sup>th</sup>, 2015 to hear from interested parties related to the following Conditional Use application:

**Application for Conditional Use approval to allow for a boat launch and dock on the eastern shore of Schwatka Lake, near Chadburn Lake Road.**

The Yukon Breeze Sailing Society (YBSS) has applied for Conditional Use approval to allow for a boat launch to be developed on the eastern shore of Schwatka Lake. The proposed site is located on vacant Commissioner's Land at the north end of the lake, approximately 950 m south of the Yukon Energy hydro-electric dam. The site is accessed by an existing pull-out approximately 1.4 km down the Chadburn Lake Road, in an area that is partially cleared.

Project components would include: clearing and leveling of land (approximately 230 m<sup>2</sup>); excavation and construction of a ramp; and placement of two sea cans, an outhouse or portable toilet, and a floating dock.

The proposed launch site is located within an area zoned *PE–Environmental Protection*. Boat launches and docks are permitted as Conditional Uses within the PE zone, subject to approval by City Council. Section 4.9 of Zoning Bylaw 2012-20 specifies that Council shall consider applications for Conditional Use approval and provide advice on conformance with bylaw requirements within 60 days of receipt of a complete application. Conditional Uses must be consistent with the Official Community Plan (OCP), compatible with adjoining land uses, and compliant with the Zoning Bylaw.

The application was discussed by the Development Review Committee on December 10<sup>th</sup>, 2014. A YESAB review concluded in April 2015. Notification letters were sent to Yukon Government Lands Client Services, Kwanlin Dün First Nation, and Ta'an Kwäch'än Council. A sign was placed at the site and advertisements were placed in the both newspapers on May 8<sup>th</sup> and 15<sup>th</sup>, 2015.

Erica Beasley  
Planner

- c. City Manager  
Director, Development Services  
Manager, Planning and Building Services

## MEMORANDUM

File #: OCP-01-2015

TO: Mayor and Council  
FROM: Administration  
DATE: May 25, 2015  
SUBJECT: Public Hearing at Regular Council Meeting May 25, 2015

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Please be advised there will be a Public Hearing at the regular council meeting of May 25 2015, to hear from interested parties related to the following Official Community Plan amendment:

**Bylaw 2015-14, a bylaw to make several policy and mapping amendments to the 2010 Official Community Plan**

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.

Bylaw 2015-14 received 1<sup>st</sup> Reading on April 13, 2015. A copy of the public notice was delivered to the Yukon Government Minister of Community Services and the Yukon Municipal Board on April 14, 2015 and was published in the April 17 and 24 newspapers.

A total of 44 letters were mailed to property owners within 100 metres of the proposed mapping change on Main Street. A total of 3 letters were mailed to properties owners within 1000 metres of the proposed quarry mapping change near the northwest city boundary. Letters were also sent to the Kwanlin Dün First Nation, Ta'an Kwäch'än Council, and Yukon Government Lands Branch.

Kinden Kosick  
Planning Services

cc: Director of Development Services  
City Manager



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	May 19, 2015
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Dave Stockdale – Chair Councillor Jocelyn Curteanu – Vice-Chair Mayor Dan Curtis Councillor Mike Gladish Councillor Betty Irwin Councillor John Streicker – Electronic Participation
<b>Staff Present</b>	Christine Smith, City Manager Valerie Anderson, Acting Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations Jordan Stackhouse, Economic Development Coordinator

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

**1. Whitehorse Chamber of Commerce Update – For Information Only**

Lesley Cabott introduced herself as the new President of the Whitehorse Chamber of Commerce. She provided updates on new members to the Chamber's executive committee and on current Chamber initiatives including the "Buy Local" campaign.

Ms. Cabott congratulated Council on the Community Economic Development Strategy being presented at this meeting, and invited Council to report on the progress of the building consolidation project at the Chamber's May meeting.

**2. Community Economic Development Strategy**

A full time Economic Development Coordinator was hired last year to create and implement a new Community Economic Development Strategy as identified in the City's Strategic Plan. The creation of a new strategy involved four phases, starting with research, interviews and the setting of targets and objectives, followed by an extensive public engagement process. Targets and goals were refined and action items were identified during the preparation of the draft strategy. Review of the draft strategy

included community and stakeholder engagement to finalize goals, actions and the implementation approach.

The strategy consists of six strategic medium-term goal areas, each with associated and measurable actions and targets. It is intended to be a strategic community development plan with a particular focus on the economy of Whitehorse, and as such will be used to guide other decision-making within the City. It will also be used as a guide for forming partnerships and leveraging action from other governments and organizations. The Strategy is now being brought forward for adoption.

**Recommendation**

THAT the 2015 City of Whitehorse Community Economic Development Strategy be adopted as presented.



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	May 19, 2015
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Mike Gladish – Chair Councillor Jocelyn Curteanu – Vice Chair Mayor Dan Curtis Councillor Betty Irwin Councillor Dave Stockdale Councillor John Streicker – Electronic Participation
<b>Staff Present</b>	Christine Smith, City Manager Valerie Anderson, Acting Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations

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

### **1. Grant Policy for Museums**

Following adoption of new grant policies last year, representatives from the museum community petitioned council to consider exempting museums from these policies. In particular, it was suggested that the MacBride Museum merits special consideration due to the fact that the museum holds title to a significant parcel in the core commercial area and is assessed accordingly. At Council's direction, administration examined a number of options to address the concerns raised by the museums. These options included tax exemptions for all museums, a special exemption for MacBride Museum only, and the designation of museums as a special class under the *Assessment and Taxation Act* with a minimal tax assessment applied to the class.

The majority of stakeholders are satisfied that the policies adopted last year are fair and equitable. It could be interpreted that allowing exemptions to these policies would nullify the consultation process. Additionally, exempting museums would open the door to applications from other groups and organizations for special consideration, and would result in a loss of revenue to the City in excess of \$100,000.00.

Designating museums as a special class under the *Assessment and Taxation Act* would satisfy the needs of the museums in a fair and equitable manner without negating the policies in place for other organizations. The loss of revenue would be significant and

ongoing. In addition, the designation could not be implemented for this tax year. Council could authorize exemptions for museums in 2015 based on an intention to change the classification for museums in the future.

The grant policies adopted last year ensure a consistent and principled approach to all organizations, and provide a phased-in approach over four years to minimize the impact to historical recipients.

**Recommendation**

THAT all museums, including the MacBride Museum, be subject to the City's Grant-Making Policy and the Municipal Charges and Community Services Grant Policy in 2015.



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	May 19, 2015
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Councillor Dave Stockdale – Vice-Chair Mayor Dan Curtis Councillor Mike Gladish Councillor Betty Irwin Councillor John Streicker – Electronic Participation
<b>Staff Present</b>	Christine Smith, City Manager Valerie Anderson, Acting Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations Patrick Ross, Manager of Planning Services

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

### 1. **Skateboard Park** – For Information Only

Education Minister Doug Graham and various members of the community addressed the Committee with respect to the potential relocation of the skateboard park. The Minister advised that the preferred site identified for the building of a new French Language School is the location of the existing skateboard park. The Minister confirmed that if the skateboard park is relocated to accommodate the school, the Government of Yukon is committed to funding the building of a new skateboard park. Minister Graham noted that he and Minister Kent are willing to meet with Council to discuss the many issues involved with the potential new school and the relocation of the skateboard park.

Community representatives advised that skateboarding is an attractive activity for many people because the equipment requirements are minimal compared to most organized sports. They also noted that a successful skateboard park should be situated in a central and visible location, and that proper maintenance would encourage user pride in the facility. The City was encouraged to work cooperatively with the Government of Yukon, stakeholder groups and park users to develop a new skateboard park.

## **2. Public Hearing Report – Zoning Amendment, Comprehensive Zones**

Bylaw 2015-13 proposes two administrative edits to the Zoning Bylaw. The first is a change to the definition of mixed-use development to more accurately reflect how the terms “mixed use” and “mix of uses” are used in the bylaw. The second change proposes amendments to the regulations in comprehensive development zones to allow more design options for buildings in those zones. No one appeared to speak at the public hearing. One written submission was received that raised concerns regarding the existing comprehensive development zone regulations. However, the submission but did not specifically address issues or concerns with the amending bylaw currently under consideration.

Comprehensive development zones were developed in response to public input about the need to make residential areas more attractive. The comprehensive development zoning is based on traditional urban design principles that focus on building–street interaction, human entry to buildings, and pedestrian movement. The proposed amendments allow for a relaxation of some of the existing regulations to provide flexibility for home builders while still providing for architectural diversity and a focus on the human entrance to buildings.

### **Recommendation**

THAT Bylaw 2015-13, a bylaw to amend the Zoning Bylaw to allow for more design options in Comprehensive Development Zones, be brought forward for second and third reading under the bylaw process

## **3. Zoning Amendment – Quarry Lease**

An application has been received to rezone a parcel of vacant Commissioner’s Land located north of the Crestview Neighbourhood to allow for the development of a gravel quarry. The subject parcel is located on the edge of an area designated as industrial in the Official Community Plan. The site is well suited to quarrying activities since it is away from residential areas and easily accessible from the Alaska Highway.

The proponent submitted a lease application to the Government of Yukon that triggered an environmental assessment of the property. Following this assessment, a number of conditions were applied to the lease application, starting with City approval of a zoning amendment for the area to allow for the proposed quarry use.

If council approves the rezoning, the Yukon Government will finalize a lease agreement with the proponent for the quarry operation. During the subsequent development permit process, the applicant will be required to submit proper documentation and meet the terms identified in the Official Community Plan and Zoning Bylaw. The terms and conditions of the decision document for the lease application will become conditions of the development permit issued by the City. The development permit will also identify the permitted hours of operation for quarry activities.

## **Recommendation**

THAT Bylaw 2015-23, a bylaw to amend the zoning of a parcel of vacant land located north of the Crestview Neighbourhood to allow for the development of a gravel quarry, be brought forward for due consideration under the bylaw process.

### **4. McLean Lake Batch Plant – For Information Only**

In response to a query from the Committee, administration provided an update on a proposed batch plant in the McLean Lake area.



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	May 19, 2015
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Betty Irwin – Chair Councillor Mike Gladish – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Dave Stockdale Councillor John Streicker – Electronic Participation
<b>Staff Present</b>	Christine Smith, City Manager Valerie Anderson, Acting Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations Richard Graham, Acting Manager of Operations Taylor Eshpeter, Acting City Engineer

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

### **1. Contract Awards – Supply of Equipment**

The 2015 capital budget includes funding for two dump trucks, one sander, one grader and one mobile steamer. One dump truck, the grader and the mobile steamer are replacements for aging units of our fleet that are due to be replaced as per the City's vehicle and equipment replacement directive. The second dump truck and the sander unit are forced growth requirements for Whistle Bend.

Three separate tenders were issued for the various pieces of equipment. One bid was received for the dump trucks and sander tender, and one bid was received for the grader. Three bids were received for the mobile steamer. The bids for all three tenders were reviewed by an internal committee and checked for compliance with specifications in accordance with the instructions to bidders. Awarding the tenders as recommended will provide the City with the equipment necessary for year-round road maintenance operations in accordance with established policies.

### **Recommendations**

THAT the contract for the supply of two dump trucks and one sander be awarded to Inland Kenworth Ltd. in the amount of \$478,865.00; and

THAT the contract for the supply of one motor grader be awarded to Great West Equipment Ltd. in the amount of \$286,000.00; and

THAT the contract for the supply of one mobile steamer, complete with options as specified in the tender documents, be awarded to Canadian Engineered Products and Sales Ltd. in the amount of \$113,224.00.

## **2. Contract Awards and Budget Amendments – Various Equipment**

The 2015 capital budget includes funding for one 5-ton dump truck, one sweeper, and one loader. The loader is a replacement for an aging unit and the 5-ton dump truck is an addition to the fleet. The sweeper is a forced growth requirement for Whistle Bend.

Bids for all three tenders were reviewed by an internal committee for compliance with specifications. Only one bid was received for the 5-ton dump truck, and that bid was over budget due to the exchange rate and an increase in specifications after the budget was developed. The low bids that met specifications for the loader and the sweeper were also over budget due to the exchange rate. For all three tenders, funds are available through budget adjustments from projects that are under budget.

Award of the tenders as recommended in conjunction with amendments to the capital budget will provide the equipment necessary for road maintenance operations in accordance with established policies

### **Recommendations**

1. THAT the contract for the supply of one 5-ton dump truck be awarded to Inland Kenworth Ltd. in the amount of \$159,675.00, and that the 2015 capital budget be amended as follows:
  - Reduce project 320c01711 (dump truck) in the amount of \$44,675.00, and
  - Increase project 320c00613 (5 ton dump truck) in the amount of \$44,675.00;
2. THAT the contract for the supply of one street sweeper be awarded to Vimar Equipment Ltd. in the amount of \$313,171.00 and that the 2015 capital budget be amended as follows:
  - Reduce project 320c01709 (pickups) by \$19,403.00
  - Reduce project 320c00110 (one tons) by \$12,535.00
  - Reduce project 320c01711 (dump truck) by \$1,233.00; and
  - Increase project 320c00212 (sweeper) by \$33,171.00;
3. THAT the contract for the supply of one loader be awarded to Finning Canada in the amount of \$316,778.00, and the 2015 capital budget be amended as follows:
  - Reduce project 320c02009 (grader) by \$14,000.00
  - Reduce project 320c01709 (pickups) by \$7,778.00, and
  - Increase project 320c03110 (loader) by \$21,778.00.

### **3. Contract Awards – Road Maintenance Supplies**

The 2015 operating budget includes funds for sand and road salt for winter road maintenance. Three bids were received in response to the tender issued for the supply sand, and one bid was received for the supply of road salt. The review committee determined that the sole bid for sand and the low bid for salt met tender specifications and were within budget. Award of these contracts as recommended will provide the materials necessary for winter road maintenance tasks.

#### **Recommendation**

THAT the contract for the supply of 12,500 tonnes of 10mm crushed sand be awarded to Skookum Asphalt Ltd. in the amount of \$138,375.00; and

THAT the contract for the supply of 450 tonnes of road salt be awarded to Canadian Lynden Transport Co. in the amount of \$147,698.35.

### **4. Contract Award – Rural Roads Surfacing**

The City's Bituminous Surface Treatment (BST) program surfaces local subdivision roads that are currently gravel, and resurfaces roads where the surface has failed. The average service life of a BST surface is seven to ten years. The 2015 project will apply BST on Blaker Place and Range Road North from Crow Street to the bus turnaround after rehabilitative grading by City crews. An overlay layer of BST will also be placed on sections of Fireweed Drive. Drainage improvements will be completed by City crews on the roadways to be surfaced.

For the first time since the program was initiated more than one bid was received in response to the tender issued. The bids were lower than anticipated due to the new competitive environment, and an additional tender will be issued to take advantage of competitive pricing. The low bidder is familiar with the scope of the work and the project objectives, and has the skills and experience to complete the project successfully.

#### **Recommendation**

THAT the construction contract for the rural roads resurfacing project be awarded to Skookum Asphalt Ltd. for a net cost to the City of \$122,890.00.

### **4. Road Safety Issues – For Information Only**

In response to questions raised, administration confirmed that the City's Sign Committee is reviewing the need for additional signage or other measures to address safety issues on Fireweed Drive in the vicinity of the access to the Cadet Camp.

Administration confirmed that access to the Horse and Rider Association site is not part of the current Government of Yukon Highway Corridor Project.



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	May 19, 2015
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Betty Irwin – Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Mike Gladish Councillor Dave Stockdale
<b>Absent</b>	Councillor John Streicker
<b>Staff Present</b>	Christine Smith, City Manager Valerie Anderson, Acting Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations Krista Mroz, Manager of Recreation and Facility Services Richard Graham, Acting Manager of Operations

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

### **1. Spring Recreation Grants**

In accordance with the Recreation Grant Policy, the Recreation Grant Task Force has prepared recommendations for the allocation of the 2015 Arts–Cultural Facilities Grants, Recreation Facility–Parks Grants, and Spring Recreation Grants.

The Task Force consists of citizens appointed by Council, and all applications are reviewed with due diligence. Requests for funding that do not comply with the policy are denied, and some eligible requests are not fully funded.

The Community Lotteries Program provided \$147,600.00 for Recreation Grant purposes in 2015. Lotteries funding is calculated on a population-based formula and increased by about \$6,495.00 this year. The City continues to acknowledge Lotteries support in City advertising.

### **Recommendation**

THAT the allocation of \$56,052.13 for Category 1 Recreation Grants, \$62,500.00 for Category 2–Recreation Facilities-Parks Grants, and \$47,500.00 for Category 3–Arts-Cultural Facilities Grants be approved as recommended by the Recreation Grant Task Force with conditions as outlined in the summary sheets.

#### **2. Extend Meeting – For Information Only**

Committee members agreed to extend the meeting beyond three hours.

#### **3. Contract Award – Janitorial Services, Canada Games Centre**

The Canada Games Centre utilizes contracted services for the provision of labour and equipment to complete Janitorial Services. The current contract for Janitorial Services ends on June 30, 2015. Eight companies picked up the tender documents and four bids were received. One bid was rejected by the tender review committee as it did not comply with all instructions to bidders.

The standards for cleaning at the Canada Games Centre are extremely demanding on contractors and staff because of the magnitude of the services required to be provided as well as the facility hours and ever-varying schedules and events. The base janitorial contract as tendered identified a schedule of work to maintain the facility at the established standards. The review committee agreed that the low bidder has the skills and experience to complete the work and the tendered price is within budget.

### **Recommendation**

THAT the contract for the supply of Janitorial Services for the Canada Games Centre be awarded to Millennium General Services for an annual cost to the City of \$396,000 for a five year term beginning July 1, 2015 and ending on June 30, 2020.



**Minutes of the meeting of the  
Public Health and Safety Committee**

<b>Date</b>	May 19, 2015
<b>Location</b>	Council Chambers, City Hall
<b>Committee Members Present</b>	Councillor Dave Stockdale – Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Mike Gladish Councillor Betty Irwin
<b>Absent</b>	Councillor John Streicker
<b>Staff Present</b>	Christine Smith, City Manager Valerie Anderson, Acting Director of Corporate Services Linda Rapp, Director of Community and Recreation Services Mike Gau, Director of Development Services Dave Muir, Acting Director of Infrastructure and Operations

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

Anne Blanchard did not appear as scheduled to address the Committee concerning various bylaw enforcement issues.

**1. Fire Conditions – For Information Only**

Administration confirmed that the Fire Chief is working with the Government of Yukon to monitor fire conditions around the City due to the unseasonably warm and dry weather. The City's jurisdiction to ban smoking in certain areas will be confirmed.

There being no further business, the meeting adjourned at 8:55 p.m.

# CITY OF WHITEHORSE

## BYLAW 2015-13

A bylaw to amend Zoning Bylaw 2012-20

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

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

WHEREAS it is deemed desirable that the City of Whitehorse Zoning Bylaw be amended to clarify the definition for mixed use development and to allow for more design options in the comprehensive development zones;

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 a 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 portion of the garage protrudes past the front face of the building's first storey and any portion of the building above the garage more than 50% of the garage's interior depth.
  - c) For single storey construction, the garage may protrude an additional 2.0 m beyond 50% of the interior depth (subject to section 6.4.5 b).
  - 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 m<sup>2</sup>, where the front lot line is narrower than the rear lot line, parking may be located elsewhere on the lot, with provision for screening."

## Zoning Amendment Bylaw 2015-13

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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 fronting two streets, 15% of each street frontage face shall be a porch, patio, deck or covered entry.
  - b) For a single storey house with a protruding garage that is incorporating the design criteria noted in section 6.4.1 c), a porch must extend across the full frontage of the building, excluding the garage face.
  - 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:** April 13, 2015  
**PUBLIC NOTICE:** April 17 and April 24, 2015  
**PUBLIC HEARING:** May 11, 2015  
**SECOND READING:**  
**THIRD READING and ADOPTION:**

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Mayor

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City Clerk

# CITY OF WHITEHORSE

## BYLAW 2015-23

A bylaw to amend Zoning Bylaw 2012-20

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

WHEREAS section 294 of the *Municipal Act* provides for amendment of the zoning bylaw; and

WHEREAS it is deemed desirable that the City of Whitehorse Zoning Bylaw be amended to allow for the development of a gravel quarry in an area located north of the Crestview neighbourhood;

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

1. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of a 2.75 hectare parcel of Vacant Commissioner's Land, located at km 1435 Alaska Highway, from FP–Future Planning and PG–Greenbelt to IQ–Quarries, as indicated on the sketch attached hereto as Appendix "A" and forming part of this bylaw.
2. This bylaw shall come into force and effect upon the final passing thereof.

**FIRST READING:**

**PUBLIC NOTICE:**

**PUBLIC HEARING:**

**SECOND READING:**

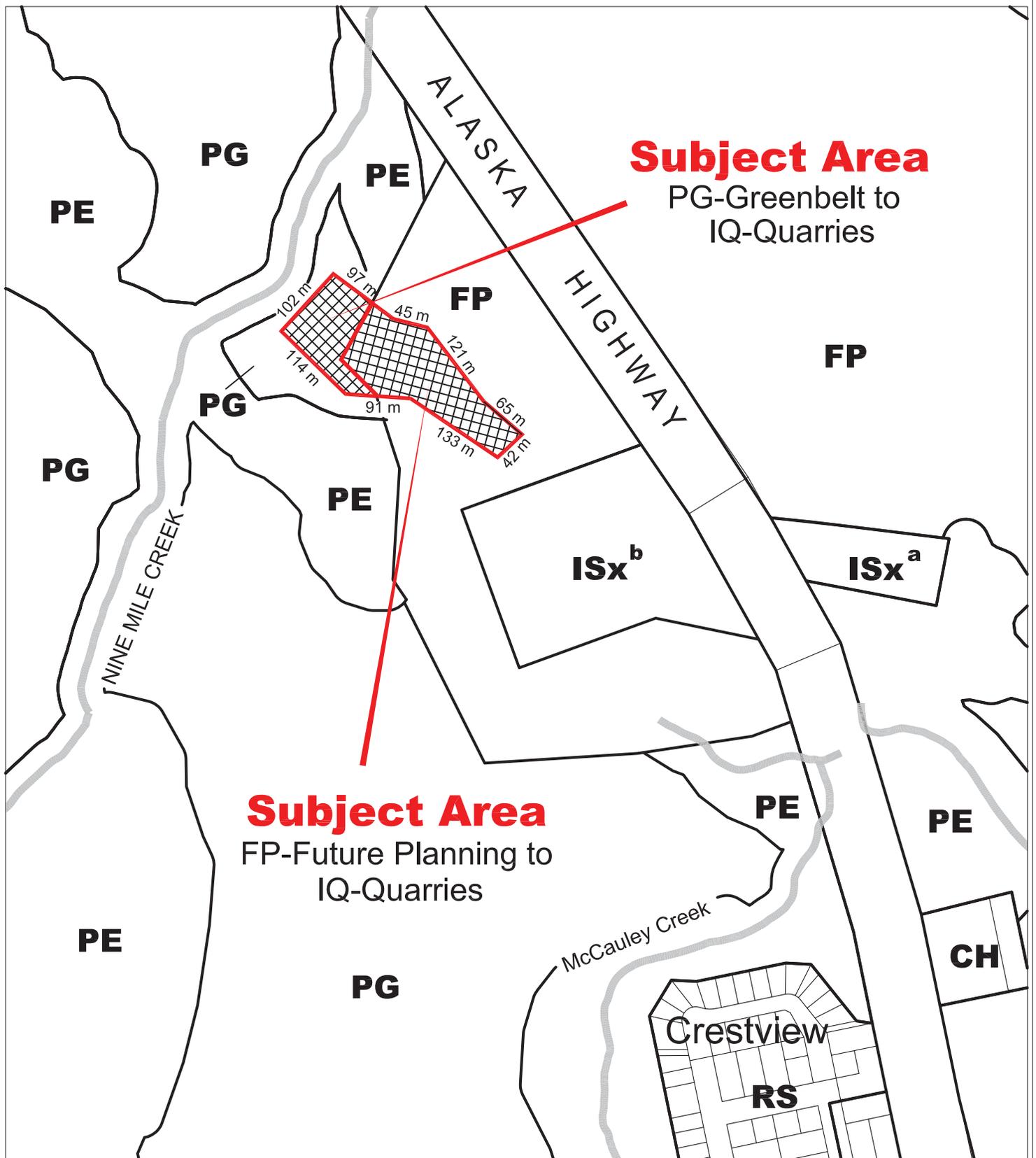
**THIRD READING and ADOPTION:**

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Mayor

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City Clerk



**Bylaw 2015-23**

A bylaw to amend the zoning a 2.75 ha parcel of vacant Commissioner's Land from FP-Future Planning and PG-Greenbelt to IQ-Quarries.

**LEGEND**



SUBJECT AREAS