

CITY OF WHITEHORSE
REGULAR Council Meeting #2018-11

DATE: Tuesday, May 22, 2018
TIME: 5:30 p.m.

Mayor Dan Curtis
Deputy Mayor Robert Fendrick
Reserve Deputy Mayor Betty Irwin

AGENDA

CALL TO ORDER 5:30 p.m.

AGENDA Adoption

PROCLAMATIONS

MINUTES Regular Council Meeting #2018-108 dated May 7, 2018

DELEGATIONS

PUBLIC HEARING

COMMITTEE REPORTS

Development Services Committee – *Councillors Irwin and Curteanu*

Corporate Services Committee – *Councillors Hartland and Woodcock*

Budget Amendment – Trail Plan Implementation

Urban Electrification Local Improvement

Election Procedures Bylaw

Authorize Council Travel - FCM

City Planning Committee – *Councillors Fendrick and Irwin*

Public Hearing Report – Zoning Amendment (21-12th Avenue)

Zoning Amendment (51 Keewenaw)

Zoning Amendment (19 McIntyre Drive)

Operations Committee – *Councillors Boyd and Hartland*

Contract Award – 2018 Rural Roads Project

Contract Award – Supply of One Tandem Axle Dump Truck

Contract Award – Landfill Excavation Project

Community Services Committee – *Councillors Curteanu and Fendrick*

Public Health & Safety Committee – *Councillors Woodcock and Boyd*

NEW AND UNFINISHED BUSINESS

<u>BYLAWS</u>	2018-22	Zoning Amendment (21-12 th Avenue)	2 nd & 3 rd Reading
	2018-32	Election Procedures Bylaw	1 st & 2 nd Reading
	2018-33	Local Improvement (35 Cousins Airfield Road)	1 st & 2 nd Reading
	2018-30	Zoning Amendment (51 Keewenaw Drive)	1 st Reading
	2018-34	Zoning Amendment (19 McIntyre Drive)	1 st Reading

ADJOURNMENT

MINUTES of **REGULAR** Meeting #2018-10 of the Council of the City of Whitehorse called for 5:30 p.m. on Monday, May 7, 2018, in Council Chambers, City Hall.

PRESENT: Mayor Dan Curtis
Councillors Dan Boyd – Electronic Participation
Robert Fendrick
Samson Hartland
Betty Irwin
Roslyn Woodcock

ABSENT: Councillor Jocelyn Curteanu

ALSO PRESENT: City Manager Linda Rapp
Director of Community and Recreation Services Jeff O’Farrell
Director of Corporate Services Valerie Braga
Director of Development Services Mike Gau
Director of Infrastructure and Operations Peter O’Blenes
Manager of Business and Technology Systems Michael Reyes
Acting Manager of Legislative Services Norma Felker
Acting Manager of Strategic Communications Myles Dolphin

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

CALL TO ORDER

2018-10-01

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

AGENDA

Carried Unanimously

Mayor Curtis proclaimed May 7 to 11, 2018 to be ***Yukon Mining and Geology Week*** in the City of Whitehorse.

PROCLAMATION

2018-10-02

It was duly moved and seconded
THAT the minutes of the regular council meeting dated April 23, 2018
be adopted as presented.

REGULAR MINUTES

April 23, 2018

Carried Unanimously

2018-10-03

It was duly moved and seconded
THAT the minutes of the special council meeting dated April 30, 2018
be adopted as presented.

SPECIAL MINUTES

April 30, 2018

Carried Unanimously

PUBLIC HEARING

Mayor Curtis called three times for anyone to appear to address Bylaw 2018-22, a bylaw to amend the zoning of 21 – 12th Avenue in Porter Creek from Residential Single Detached to Residential Multiple Family to allow for the construction of a five-unit townhouse development.

BYLAW 2018-22
ZONING AMENDMENT
21 – 12TH Avenue

Gayle Moffat expressed concerns regarding traffic issues arising from increased density at this site, particularly as they impact the crosswalk immediately adjacent to the subject property.

G. MOFFAT

40 submissions were received, 38 opposed; two expressing concerns.

Submissions Received

Mayor Curtis declared the public hearing closed and advised that no further submissions on the issue will be considered by council except the report provided by administration.

Public Hearing Closed

COMMITTEE REPORTS

Corporate Services Committee

2018-10-04

It was duly moved and seconded THAT the 2018 to 2021 capital expenditure program be amended by creating a 2018 Chadburn Lake dock replacement project in the amount of \$23,000, funded by Gas Tax.

BUDGET AMENDMENT
CHADBURN LAKE
DOCK REPLACEMENT

Carried Unanimously

2018-10-05

It was duly moved and seconded THAT the 2018 to 2021 capital expenditure program be amended by creating a new 2018 project for the acquisition of a trench shoring cage in the amount of \$20,000.00, funded by reducing job 650c00318, Force Main Condition Assessments by \$20,000. Both projects are funded by the Water and Sewer Reserve.

BUDGET AMENDMENT
TRENCH SHORING CAGE

Carried Unanimously

2018-10-06

It was duly moved and seconded THAT the 2018 to 2020 operating budget be increased in the amount of \$81,700.00 to cover the additional costs of winter road sand, funded by the General Reserve; and

BUDGET AMENDMENT
& CONTRACT AWARDS
SUPPLY OF WINTER
ROAD MAINTENANCE
SUPPLIES

.../continued

2018-10-06 (Continued)

THAT Administration be authorized to award the contract for the supply of 18,000 tonnes of 10mm crushed sand to Skookum Asphalt Ltd. for a net cost to the City of \$224,500.00 plus GST; and

THAT Administration be authorized to award the contract for the supply of 500 tonnes of road salt to Canadian Lynden Transport Co. for a net cost to the City of \$159,966.67 plus GST.

BUDGET AMENDMENT
& CONTRACT AWARDS
SUPPLY OF WINTER
ROAD MAINTENANCE
SUPPLIES
(Continued)

Carried Unanimously

2018-10-07

It was duly moved and seconded
THAT travel expenses from the City-representative allocation and per diem expenses from the councillor-initiated allocation be authorized for Councillors Hartland and Irwin to attend the 2018 Annual General Meeting of the Association of Yukon Communities in Dawson City, and

THAT travel and per diem expenses from the councillor-initiated allocation be authorized for Councillors Curteanu and Fendrick to attend the 2018 Annual General Meeting of the Association of Yukon Communities in Dawson City.

AUTHORIZE COUNCIL
TRAVEL EXPENSES
Association of Yukon
Communities AGM

Carried Unanimously

2018-10-08

It was duly moved and seconded
THAT the quarterly priorities reports from the Corporate Services Division for February, March and April 2018 be accepted as presented, and that the strategic priorities charts be updated accordingly.

QUARTERLY
PRIOTITIES REPORTS
Corporate Services

Carried Unanimously

City Planning Committee

2018-10-09

It was duly moved and seconded
THAT Bylaw 2018-18, a bylaw to amend the Zoning Bylaw with respect to a number of site development regulations, be brought forward for second and third reading under the bylaw process.

BRING FORWARD
ZONING AMENDMENT
BYLAW 2018-18

Carried Unanimously

2018-10-10

It was duly moved and seconded
THAT Bylaw 2018-23, a bylaw to amend the zoning of a parcel of vacant land located adjacent to the McLean Lake Quarry Road to allow for the expansion of an existing gravel quarry, be brought forward for second and third reading under the bylaw process.

BRING FORWARD
ZONING AMENDMENT
BYLAW 2018-23

Carried Unanimously

2018-10-11

It was duly moved and seconded
THAT a Development Incentive Agreement with respect to a major development incentive for a 44 unit residential multiple family housing development at 36 and 38 Waterfront Place, known as River's Reach Phase 2, be approved.

AUTHORIZE
DEVELOPMENT
INCENTIVE AGREEMENT
River's Reach Phase 2

Carried Unanimously

Administration provided an update on new procedures to enforce existing bylaws with respect to the crossing of curbs, sidewalks and boulevards and the storage of materials and equipment on City streets. A new procedure has been implemented requiring contractors to acquire a Street Occupancy Permit. This is intended to encourage contractors to take greater care during the construction process and therefore reduce damage to City infrastructure caused by vehicles and equipment.

UPDATE ON
CARBON TAX
For Information Only

City Operations Committee

2018-10-12

It was duly moved and seconded
THAT Administration be authorized to award the contract for the supply of one motor grader to Finning Canada for a net cost to the City of \$339,495.00, plus GST.

CONTRACT AWARD
SUPPLY OF GRADER

Carried Unanimously

2018-10-13

It was duly moved and seconded
THAT the quarterly priorities reports from the Operations Division for February, March and April 2018 be accepted as presented, and that the strategic priorities charts be updated accordingly.

QUARTERLY
PRIORITIES REPORTS
Operations Division

Carried Unanimously

Community Services Committee

Nathan Millar and Pavlina Sudrich presented a number of recommendations that have been identified as priority projects by the Downtown Residents' Association. The Association requests that the City:

- develop a specific plan to implement safe pedestrian and bike-friendly connections between the escarpment and the waterfront,
- make the reconstruction of Old Town roads a priority;
- engage Downtown residents in discussions aimed at upgrading 7th Avenue to a neighbourhood greenway
- consider additional zoning and operating restrictions for certain businesses
- prioritize the rebuilding of the playground at 6th and Jeckell
- proceed with additional traffic calming measures in Old Town, and
- develop a strategy to address overnight camping within City limits.

RECOMMENDATIONS
FROM THE DOWNTOWN
RESIDENTS' ASSOC.
For Information Only

Myron Penner addressed the Committee to advise that the Scott Firefit Canadian Territories Regional Competition will be held in Whitehorse on May 19th and 20th. Events will take place on Main Street between Front Street and Second Avenue. Mr. Penner thanked the City for the support received in organizing the event, and invited the Mayor to participate in the opening ceremonies.

FIREFIT COMPETITION
For Information Only

2018-10-14

It was duly moved and seconded
THAT the Mayor be authorized to provide a letter of support for the Sport Yukon/ ElderActive bid to host the 2020 Canada 55+ Games;
and

AUTHORIZE SUPPORT
FOR BID TO HOST
2020 CANADA 55+ GAMES

THAT Administration be directed to bring forward a sport tourism subsidy as part of the City's 2020 budget development process.

Carried Unanimously

2018-10-15

It was duly moved and seconded
THAT the quarterly priorities reports from the Community Services Division for February, March and April 2018 be accepted as presented, and that the strategic priorities charts be updated accordingly.

QUARTERLY
PRIORITIES REPORTS
Community Services

Carried Unanimously

Public Health and Safety Committee

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

No Report

Development Services Committee

2018-10-16

It was duly moved and seconded
THAT the quarterly priorities reports from the Development Services
Division for February, March and April 2018 be accepted as
presented, and that the strategic priorities charts be updated
accordingly.

QUARTERLY
PRIORITIES REPORTS
Development Services

Carried Unanimously

BYLAWS

2018-10-17

It was duly moved and seconded
THAT Bylaw 2018-18, a bylaw to make a number of amendments to
the Zoning Bylaw with respect to site development regulations
regarding amenity areas, driveways, fences, hard-surfacing,
landscaping, porches and yard projections, be given second reading.

BYLAW 2018-18
ZONING AMENDMENT
Site Regulations
SECOND READING

Carried Unanimously

2018-10-18

It was duly moved and seconded
THAT Bylaw 2018-18, a bylaw to make a number of amendments to
the Zoning Bylaw with respect to site development regulations
regarding amenity areas, driveways, fences, hard-surfacing,
landscaping, porches and yard projections, now be given third reading.

BYLAW 2018-18
ZONING AMENDMENT
Site Regulations
THIRD READING

Carried Unanimously

2018-10-19

It was duly moved and seconded
THAT Bylaw 2018-23, a bylaw to amend the zoning of a parcel of
vacant Commissioner's land in the McLean Lake Road area to allow
for the expansion of an existing gravel quarry, be given second
reading.

BYLAW 2018-23
ZONING AMENDMENT
Gravel Quarry in the
McLean Lake Road Area
SECOND READING

Carried Unanimously

2018-10-20

It was duly moved and seconded
THAT Bylaw 2018-23, a bylaw to amend the zoning of a parcel of vacant Commissioner's land in the McLean Lake Road area to allow for the expansion of an existing gravel quarry, having been read a first and second time, now be given third reading.

Carried Unanimously

BYLAW 2018-23

ZONING AMENDMENT
Gravel Quarry in the
McLean Lake Road Area

THIRD READING

2018-10-21

It was duly moved and seconded
THAT Bylaw 2018-24, a bylaw to authorize an agreement with the Government of Yukon with respect to the lease of a gravel quarry in the McLean Lake Road area, having been read a first and second time, now be given third reading.

Carried Unanimously

BYLAW 2018-24

LEASE AGREEMENT
Gravel Quarry in the
McLean Lake Road Area

THIRD READING

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

ADJOURNMENT



Minutes of the meeting of the Development Services Committee

Date May 14, 2018

Location Council Chambers, City Hall

Committee Members Present
Councillor Betty Irwin – Chair
Councillor Jocelyn Curteanu – Vice Chair
Mayor Dan Curtis
Councillor Dan Boyd
Councillor Robert Fendrick
Councillor Samson Hartland
Councillor Roslyn Woodcock

Staff Present
Linda Rapp, City Manager
Jeff O’Farrell, Director of Community and Recreation Services
Valerie Braga, Director of Corporate Services
Mike Gau, Director of Development Services
Peter O’Blenes, Director of Infrastructure and Operations
Michael Reyes, Manager of Business and Technology Systems
Norma Felker, Acting Manager of Legislative Services
Myles Dolphin, Acting Manager of Strategic Communications

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



Minutes of the meeting of the Corporate Services Committee

Date	May 14, 2018
Location	Council Chambers, City Hall
Committee Members Present	Councillor Samson Hartland – Chair Councillor Roslyn Woodcock – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Michael Reyes, Manager of Business and Technology Systems Lindsay Schneider, Manager of Financial Services Norma Felker, Acting Manager of Legislative Services Douglas Hnatiuk, Manager of Parks and Community Development Myles Dolphin, Acting Manager of Strategic Communications Dexter Kotylak, Trail Crew Supervisor

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

1. **Budget Amendment – Trail Plan Implementation**

The 2018 capital budget includes funding for two projects for the Parks and Community Development Department that have now received supplemental funding from outside sources. Budget amendments are required to accept the new funding and increase the capital expenditure program accordingly.

Funding has been secured from the Summer Work Experience Green Jobs Initiative and the Trans Canada Trail 2018-2019 capital improvement plan. The funds will be used to hire two new persons for the trail crew, and to improve the Whitehorse Connector Trail that includes the Riverfront and Millennium Trails. Trail upgrades will focus on posts and signage and resurfacing portions of the paved trail.

The recommendation of the Corporate Services Committee is

THAT the 2018 to 2021 capital expenditure program be amended by increasing the 2018 Trail Plan Implementation project in the amount of \$24,424.00, funded by the Canada Parks and Recreation Association in the amount of \$11,424.00 for additional staffing costs, and by the Trans Canada Trail in the amount of \$13,000.00 for the additional signage costs; and

THAT the 2018 to 2021 capital expenditure program be amended by increasing the 2018 Paved Trail Resurfacing capital project in the amount of \$10,000.00, funded by the Trans Canada Trail for the additional costs for paved trail resurfacing.

2. Local Improvement – Electrical Services

In 1989 the City began assisting with the cost of electrifying urban property by financing it and charging the cost back to the property as a local improvement charge. In order to have an application approved the applicant must have title to the property, current taxes must be paid in full, and the cost of the work must not exceed 75% of the assessed value of the property. The owners of the property located at 35 Cousins Airfield Road have met all the conditions of the urban electrification program. A bylaw is required to provide for a work of local improvement.

The recommendation of the Corporate Services Committee is

THAT the application under the urban electrification program from David and Tabitha Brown for Lot 1445-2, Quad 105D/14 be accepted; and

That Bylaw 2018-33, a bylaw to authorize a work of local improvement for urban electrification at 35 Cousins Airfield Road, be brought forward for consideration under the bylaw process.

3. Election Procedures Bylaw

The *Municipal Act* regulates the conduct of municipal elections. However, council is required to pass a bylaw in each election year to establish procedures specific to the conduct of the election in Whitehorse. The bylaw being brought forward appoints the Returning Officer and delegates to the Returning Officer the authority to administer the conduct of the election. The bylaw also establishes the time and place for the submission of nominations, provides for a Board of Revision, and sets the honorariums to be paid to election officials. The bylaw also establishes the use of an electronic list of electors to enable a “vote anywhere” system, and provides that eligible voters who are not on the list of electors will be able to swear in at the polls.

In conjunction with the bylaw previously adopted to provide for the use of an automated vote counting system for this and future elections, the proposed bylaw addresses all of the variables specific to the municipal election in Whitehorse.

Administration confirmed that the bylaw provides for proxy voting in order to offer more options to electors due to the fact that the election period is only 18 days long. It was also confirmed that election staff do not verify the eligibility of candidates as each person who submits a nomination is required to sign under oath a declaration that they meet all eligibility requirements.

The recommendation of the Corporate Services Committee is

THAT Bylaw 2018-32, a bylaw to regulate the conduct of the 2018 municipal election, be brought forward for consideration under the bylaw process.

4. Authorize Council Travel

Council's Expense Policy requires prior approval by council resolution for all requests for funding or reimbursement of expenses incurred in conjunction with travel by members of council outside the City of Whitehorse. The annual conference of the Federation of Canadian Municipalities will be held in Halifax in early June. Various members of council have indicated their intention to attend.

The recommendation of the Corporate Services Committee is

THAT travel expenses for council members attending the 2018 Annual Conference of the Federation of Canadian Municipalities in Halifax be authorized as follows:

1. Travel expenses for Mayor Curtis; and
2. Travel and per diem expenses from the councillor-initiated allocation for Councillors Curteanu, Fendrick and Woodcock



Minutes of the meeting of the City Planning Committee

Date May 14, 2018

Location Council Chambers, City Hall

Committee Members Present Councillor Robert Fendrick – Chair
Councillor Betty Irwin – Vice Chair
Mayor Dan Curtis
Councillor Dan Boyd
Councillor Jocelyn Curteanu
Councillor Samson Hartland
Councillor Roslyn Woodcock

Staff Present Linda Rapp, City Manager
Jeff O’Farrell, Director of Community and Recreation Services
Valerie Braga, Director of Corporate Services
Mike Gau, Director of Development Services
Peter O’Blenes, Director of Infrastructure and Operations
Michael Reyes, Manager of Business and Technology Systems
Norma Felker, Acting Manager of Legislative Services
Myles Dolphin, Acting Manager of Strategic Communications
Mélodie Simard, Manager of Planning and Sustainability Services

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

1. Public Hearing Report – Zoning Amendment (21 – 12th Avenue

The owner of 21 – 12th Avenue in Porter Creek has applied to change the zoning of the property to allow for the construction of a five-unit townhouse development. At the public hearing for this zoning amendment one person raised concerns regarding traffic safety issues adjacent to the property. 40 written submissions were received, 38 opposed and two expressing concerns. Issues raised included concerns regarding multiple housing and increased density in Porter Creek, traffic and safety issues, and also concerns regarding the existing state of the property.

The submissions received placed value on the low density and large lot size character of Porter Creek as well as the limit on building height. Concerns were expressed about perceived increases in noise, traffic and pets as well as a greater load on water and sewer services. The proposed change in zoning would allow a 20% increase in density on this lot, increasing the maximum allowable number of dwellings from four to five units.

Cam Kos addressed the committee to provide information on past zoning amendment applications in this area of Porter Creek that were either approved with conditions or denied. The Committee requested additional details regarding the history of development in the area.

The location of the property lends merit for the amendment as it is adjacent to a major collector road that is a transit route and is also close to other amenities and services. However, administration currently does not have adequate information such as traffic impacts to recommend more than five units.

The recommendation of the City Planning Committee is

THAT Bylaw 2018-22, a bylaw to amend the zoning of 21 -- 12th Avenue, be brought forward for second and third reading under the bylaw process; and

THAT the bylaw be amended at second reading to cap the number of allowable dwelling units on the property at a maximum of five units.

2. Zoning Amendment – 51 Keewenaw Drive

The owner of 51 Keewenaw Drive in Copper Ridge has applied to amend the zoning of the property to allow for the development of a 10-unit townhouse complex without a commercial component. The lot is currently zoned Neighbourhood Commercial, but the close proximity to existing businesses in Granger makes the feasibility of commercial establishments challenging at this site. The subject lot is a corner property, bordered on two sides by road frontage. The other two sides are bordered by an area zoned Parks and Recreation that includes a play structure. Public transit is available on the adjacent North Star Drive. These factors contribute to the site's general suitability for higher density residential development. The townhouse proposal would add diversity to the housing stock of Copper Ridge.

The recommendation of the City Planning Committee is

THAT Bylaw 2018-30, a bylaw to amend the zoning at 51 Keewenaw Drive to allow for a 10-unit townhouse development without a commercial component, be brought forward for consideration under the bylaw process.

3. Zoning Amendment – 19 McIntyre Drive

The Kwanlin Dün First Nation has applied to change the zoning of a vacant lot on McIntyre Drive to allow for the development of a multi-purpose building. The proposed zoning will allow for a building that accommodates a combination of office space and community gathering space. The proposed development will add institutional and neighbourhood amenities to the area.

The lot is located on McIntyre Drive, which is a collector road that is designed to accommodate a traffic level higher than what it currently experiences. As such, the

development is not anticipated to generate traffic-related issues. McIntyre Drive is also serviced by a City bus route, making the site accessible for transit riders.

The recommendation of the City Planning Committee is

THAT Bylaw 2018-34, a bylaw to amend the zoning at 19 McIntyre Drive in the McIntyre Subdivision to allow for the development of a multi-purpose building, be brought forward for consideration under the bylaw process.



Minutes of the meeting of the City Operations Committee

Date May 14, 2018

Location Council Chambers, City Hall

Committee Members Present
Councillor Dan Boyd – Chair
Councillor Samson Hartland – Vice Chair
Mayor Dan Curtis
Councillor Jocelyn Curteanu
Councillor Robert Fendrick
Councillor Betty Irwin
Councillor Roslyn Woodcock

Staff Present
Linda Rapp, City Manager
Jeff O’Farrell, Director of Community and Recreation Services
Valerie Braga, Director of Corporate Services
Mike Gau, Director of Development Services
Peter O’Blenes, Director of Infrastructure and Operations
Michael Reyes, Manager of Business and Technology Systems
Wayne Tuck, Manager of Engineering Services
Norma Felker, Acting Manager of Legislative Services
Myles Dolphin, Acting Manager of Strategic Communications
Richard Graham, Manager of Operations

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

1. Contract Award – Rural Roads Project

The 2018 capital budget includes funds for the resurfacing of roads and intersections in the Cowley Creek Subdivision. The project will resurface roads with bituminous surface treatment and pave intersections with warm mix asphalt. One bid was received in response to the tender issued. The internal review committee agreed that the sole bidder is familiar with the scope of the work and has the skills and ability conduct the work successfully. The prices submitted are reasonable, and sufficient funds are available in the budget through Gas Tax funding to complete the project.

The recommendation of the City Operations Committee is

THAT Administration be authorized to award the contract for the 2018 Rural Roads project to Skookum Asphalt Ltd. for a net cost to the City of \$348,216.63, plus GST.

2. Contract Award – Supply of Dump Truck

The 2018 capital budget includes funds for the replacement of a tandem axle dump truck in accordance with the City's vehicle and equipment replacement administrative directive. Only one bid was received in response to the tender issued. The internal review committee determined that the sole bid meets all tender specifications and the price submitted is reasonable. Sufficient funds are available in the capital budget to complete this purchase.

The recommendation of the City Operations Committee is

THAT Administration be authorized to award the contract for the supply of one tandem axle dump truck to Inland Kenworth for a net cost to the City of \$251,857.34 plus GST.

3. Contract Award – Landfill Excavation Phase II West

Current operating conditions in the City's Waste Management Facility are reaching 100% capacity due to a large volume of construction demolition material received in 2017. The 2018 capital budget includes funds for the completion of earthwork to get Phase II ready for continued landfilling. The project will complete excavation of earth from the Phase II West area of the landfill for the rehabilitation and construction of new roads and the stockpiling of cover material.

Three bids were received in response to the tender issued. An internal review committee agreed that the low bidder is familiar with the scope of work and has the knowledge and experience to complete the work successfully. The prices submitted are reasonable. Sufficient funds are available in the capital budget, funded by Gas Tax, to complete this project.

The recommendation of the City Operations Committee is

THAT Administration be authorized to award the contract for the Landfill Excavation Phase II West project to Cobalt Construction for a net cost to the City of \$315,590.00 plus GST.



Minutes of the meeting of the Community Services Committee

Date May 14, 2018

Location Council Chambers, City Hall

Committee Members Present Councillor Jocelyn Curteanu – Chair
Councillor Robert Fendrick – Vice Chair

Mayor Dan Curtis
Councillor Dan Boyd
Councillor Samson Hartland
Councillor Betty Irwin
Councillor Roslyn Woodcock

Staff Present Linda Rapp, City Manager
Jeff O'Farrell, Director of Community and Recreation Services
Valerie Braga, Director of Corporate Services
Mike Gau, Director of Development Services
Peter O'Blenes, Director of Infrastructure and Operations
Michael Reyes, Manager of Business and Technology Systems
Norma Felker, Acting Manager of Legislative Services
Myles Dolphin, Acting Manager of Strategic Communications

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

1. AYC Annual Meeting – For Information Only

Committee members provided an update on the activities and events at the annual meeting of the Association of Yukon Communities. Highlights included the election of Tara Wheeler from Carmacks as the new President and the information that the three resolutions submitted by the City of Whitehorse were endorsed by the membership.

2. Community Events – For Information Only

The Mayor highlighted activities that took place during Yukon Mining and Geology Week and thanked Councillor Hartland for his work with the Yukon Exploration and Discovery Camp.



Minutes of the meeting of the Public Health and Safety Committee

Date	May 14, 2018
Location	Council Chambers, City Hall
Committee Members Present	Councillor Roslyn Woodcock – Chair Councillor Dan Boyd – Vice Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Robert Fendrick Councillor Samson Hartland Councillor Betty Irwin
Staff Present	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Michael Reyes, Manager of Business and Technology Systems Norma Felker, Acting Manager of Legislative Services Myles Dolphin, Acting Manager of Strategic Communications

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

1. Community Activities – For Information Only

The Mayor highlighted a number of recent activities including the Partners in Safety event celebrating North American Occupational Safety and Health Week, a table-top exercise conducted by Yukon Emergency Services, and various events during Mental Health Awareness Week.

CITY OF WHITEHORSE
BYLAW 2018-22

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 that the City's Zoning Bylaw be amended to allow for the development of five townhouse units on 12th Avenue in Porter Creek;

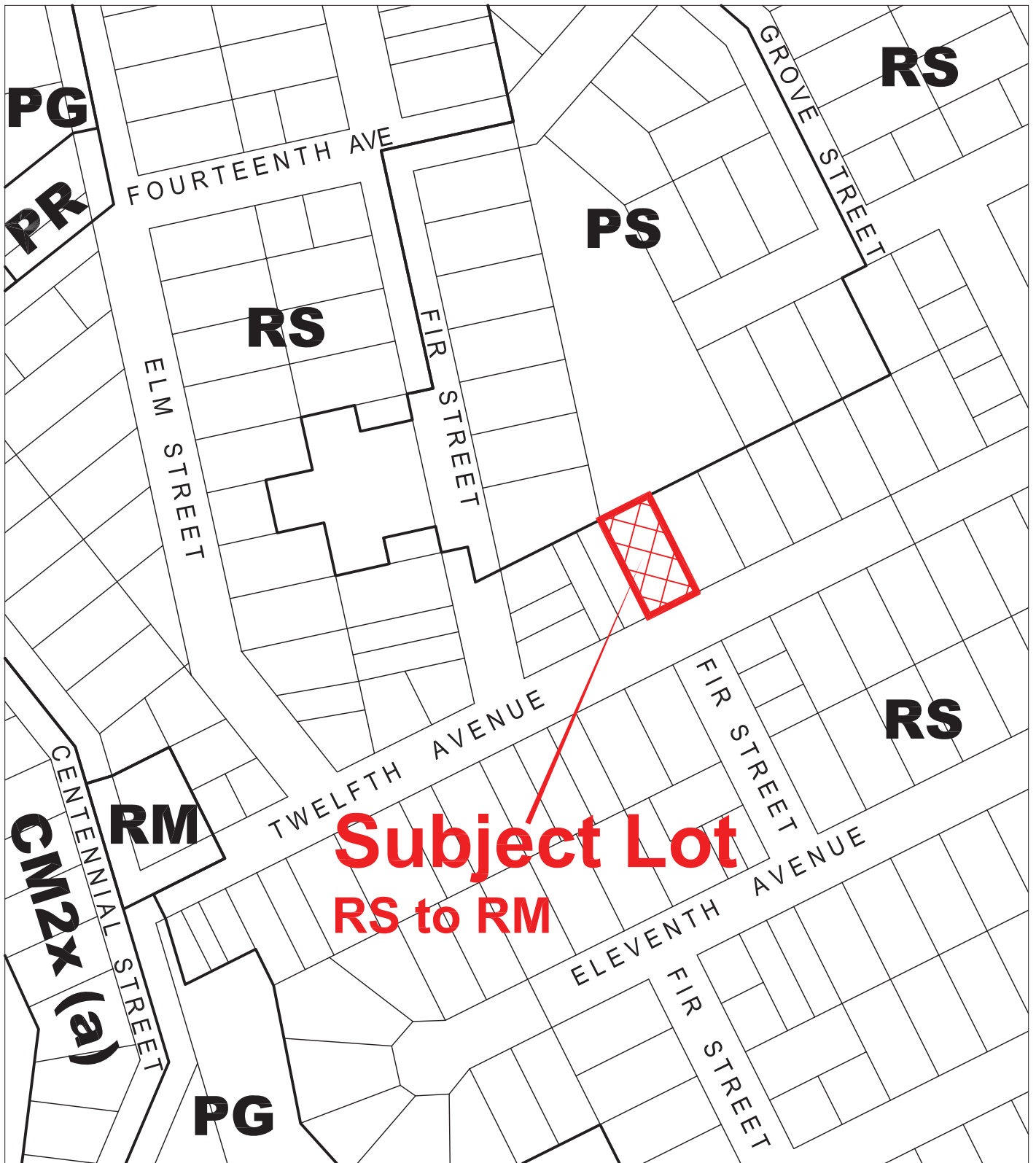
NOW THEREFORE the council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of Lot 144, Plan 51184 CLSR, Porter Creek Subdivision, located at 21 – 12th Avenue, from RS–Residential Single Detached to RM–Residential Multiple Housing, 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:	April 9, 2018
PUBLIC NOTICE:	April 13 and April 20, 2018
PUBLIC HEARING:	May 7, 2018
SECOND READING:	
THIRD READING and ADOPTION:	

Mayor

City Clerk



Bylaw 2018-22
A bylaw to amend the zoning of 21 12th Avenue from RS - Residential Single Detached to RM - Residential Multiple Housing.

LEGEND



SUBJECT AREA

CITY OF WHITEHORSE

BYLAW 2018-32

A bylaw to establish regulations and procedures for the 2018 municipal election

WHEREAS section 53 of the *Municipal Act* provides that council may by bylaw establish polling places and mobile polls, and otherwise regulate the conduct of an election, subject to that *Act*; and

WHEREAS section 63 of the *Municipal Act* requires that council establish a Board of Revision and prescribe the fees to be paid to the members of such Board; and

WHEREAS section 56 of the *Municipal Act* provides that council shall by bylaw:

- (1) Establish the date, time and place for making nominations;
- (2) Establish places at which polls will be held if a poll is required;
- (3) Set hours during which special polls shall be open; and
- (4) Delegate to the Returning Officer the power to appoint Deputy Returning Officers.

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

SHORT TITLE

1. This bylaw may be cited as the "**2018 Election Procedures Bylaw**".

INTERPRETATION

2. In this bylaw,

"BOARD OF REVISION" means the group of persons appointed by council to review all applications to revise the preliminary list of electors for the 2018 municipal election.

"CITY" means the corporation of the City of Whitehorse.

"COUNCIL" means the elected council of the City of Whitehorse.

"DEPUTY RETURNING OFFICER" means a person who has been appointed and sworn in by the Returning Officer to assist in the running of a municipal election and to perform the duties of the Returning Officer in his/her absence.

"ELECTION OFFICIALS" means the Returning Officer, Deputy Returning Officers, Poll Clerks and Tabulator Operators.

"ELECTOR" means a person qualified to vote in a municipal election pursuant to section 48 of the *Municipal Act*.

"IDENTIFICATION" means documentation that includes the birth date of the holder and a current residential address.

2018 Election Bylaw 2018-32

"MOBILE POLL" means a poll that has been established in order that an elector may cast his or her vote while residing in a hospital, extended care facility, senior citizens' home or correctional institute. In addition, a mobile poll may attend at the residence of an elector incapable of attending at a poll by reason of physical incapacity.

"POLL CLERK" means a person who has been sworn in by the Returning Officer and/or Deputy Returning Officer to monitor and control proper procedures of the election at each and every polling place.

"RETURNING OFFICER" means the person appointed by bylaw to be responsible for the administration of the election.

3. Except as otherwise provided in this bylaw and in Automated Vote Counting System Bylaw 2018-01, the 2018 municipal election in the City of Whitehorse shall be conducted in accordance with the provisions of Part 3 of the *Municipal Act*.

ELECTION OFFICIALS

4. Norma Felker is hereby appointed Returning Officer for the 2018 municipal election in the City of Whitehorse.
5. Freda Smith is hereby appointed Alternate Returning Officer and is authorized to act in the absence of Norma Felker.
6. The Returning Officer is hereby delegated the authority to appoint Deputy Returning Officers, Poll Clerks and Tabulator Operators in sufficient number to assist in the conduct of the election.
7. During their employment for the election, election officials shall refrain from any active or public support for or criticism of any candidate.
8. The following honorariums shall be paid to persons acting as election officials, other than full time employees of the City of Whitehorse:

(1) Deputy Returning Officer	\$ 294.00
(2) Poll Clerk	\$ 252.00
(3) Tabulator Operators	\$ 252.00

NOMINATION PLACE AND TIME

9. Thursday, September 27, 2018 between the hours of 10:00 a.m. and 12:00 noon is hereby established as the designated date and time where the Returning Officer shall receive the candidates' nomination papers.
10. Council Chambers in City Hall, located at 2121 Second Avenue, is hereby designated as the place where the Returning Officer shall receive the candidates' nomination papers.
11. Notwithstanding sections 9 and 10 of this bylaw, candidates may arrange an appointment with the Returning Officer or alternate returning officer to file nomination papers between the date of the nomination notice and 10:00 a.m. on nomination day.

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POLLING DAY

12. Polling day for the 2018 municipal election shall be Thursday, October 18, 2018.

ADVANCE POLL

13. An advance poll shall be established at City Hall on Thursday, October 11, 2018 between the hours of 8:00 a.m. and 8:00 p.m.
14. Advance polls shall be established at the Canada Games Centre on Thursday, October 11, 2018 and Saturday, October 13, 2018 between the hours of 8:00 a.m. and 8:00 p.m.

SPECIAL BALLOTS

15. Pursuant to the *Municipal Act*, a person may be entitled to vote by special ballot if they are qualified to do so, have applied for and received a special ballot from the Returning Officer, and have returned the special ballot to the Returning Officer before 2:00 p.m. on polling day.
16. Applications for special ballots shall be available from the office of the Returning Officer as of the 1st day of August, 2018.
17. A special ballot poll shall be established at City Hall. The special ballot poll will be open from 1:00 p.m. to 4:30 p.m. on Wednesday, October 3rd, and thereafter the special ballot poll shall be open from 8:30 a.m. to 4:30 p.m. every business day from October 4th to and including October 17th.
18. The special ballot poll shall be open at City Hall on polling day, October 18th, until 2:00 p.m. to serve electors who hold a proxy certificate as well as electors who have identified themselves as being at personal risk if their name or address is disclosed.
19. In addition to the qualifications for a special ballot prescribed in the *Municipal Act*, electors who hold a proxy certificate shall qualify for a special ballot.

PROXY VOTING

20. An elector who is going to be absent from the City of Whitehorse during the 2018 municipal election may appoint another elector as a proxy voter to vote in his or her place at the election.
21. An elector who wishes to appoint a proxy must be included in the list of electors and have reason to believe that voting may not be possible because he or she may be absent from the City of Whitehorse.
22. To appoint a proxy, an elector shall apply to the Returning Officer for a proxy application.
23. Upon receipt of a request to appoint a proxy, the Returning Officer shall issue a proxy application to qualified electors. The elector shall complete and sign the application and have his or her appointed proxy consent to the appointment by completing and signing the appropriate section of the application.
24. An elector may serve as a proxy only once during an election.

2018 Election Bylaw 2018-32

25. Upon receipt of the properly completed proxy application, the Returning Officer shall verify that:
- (1) The elector is entitled to appoint a proxy voter because he or she is going to be absent from the City of Whitehorse; and
 - (2) The names of the elector and the proxy voter both appear on the list of electors for the 2018 municipal election.
26. If the proxy application meets the requirements of section 25 of this bylaw, the Returning Officer shall issue a proxy certificate.
27. The proxy voter (that is, the holder of the proxy certificate) shall be **required** to vote the proxy by special ballot at the election office at City Hall rather than at a regular or advance poll. Proxy certificates will NOT be accepted at any regular or advance polling place.
28. When a proxy voter delivers the proxy certificate to the Returning Officer or a Deputy Returning Officer at City Hall, he or she shall verify by statutory declaration made before the Returning Officer or Deputy Returning Officer that he or she has not already voted in the election as a proxy voter, and that, to the best of his or her knowledge, the elector is absent from the City of Whitehorse.

Withdrawal of Proxy Certificate

29. An elector may withdraw a proxy certificate by delivering a "Withdrawal of Proxy Certificate" to the Returning Officer. However, the withdrawal is of no effect if the proxy has been exercised.

ELECTRONIC LIST OF ELECTORS

30. The City will use an electronic list of electors for the 2018 municipal election.
- (1) The electronic list will be an alphabetical list for the entire City.
 - (2) When an elector is duly identified at any polling station and is subsequently provided with a ballot, said elector shall be marked on the list of electors as having voted, and the electronic list will be updated at all polling places to show that the said elector has already voted.
 - (3) In order to facilitate the use of an electronic list of electors, all polling places will be established in places with Wi-Fi or internet-based connectivity.
 - (4) In the event of a power failure or an interruption of connectivity, polls will be temporarily closed until power or connectivity is restored.
 - (5) In the event that power or connectivity is unable to be restored in a timely manner, certain polls will remain closed and electors will be advised that they will have to vote at an alternate polling place. In that case, a limited number of polling places will be manually updated to ensure that the list of electors accurately reflects who has already voted. These designated polling places will continue to be manually updated until the power or connectivity is restored or until the close of the polls.

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IDENTIFICATION OF ELECTORS

31. Electors will be required to produce identification at the poll to verify that they are the voter whose name appears on the list of electors. If the elector does not have photo ID such as a passport or driver's license, two other pieces of identification showing the elector's name and address shall be deemed acceptable.
 - (1) If an elector's official identification shows only a post office address, the elector will be required to produce additional documentation to show that they have a residential address in the City of Whitehorse. For the purpose of this bylaw, an electric bill or other document showing a service address will be deemed acceptable.
32. Eligible electors whose names do not appear on the list of electors used for this election may be sworn in at the poll.

POLLING PLACES

33. The Returning Officer shall establish polling places in various sectors of the municipality for the convenience of electors residing therein
 - (1) The Returning Office may establish polling places in places of public assembly or other locations where electors may reasonably be presumed to gather or visit during the course of their normal activities on polling day.
34. Polling places established in accordance with this bylaw shall be in premises of convenient access, including access for persons with disabilities.
35. A conspicuous sign identifying the polling place shall be maintained in place outside each polling place during the time that the poll is open.
36. Voting compartments shall be provided for the use of electors in marking their ballots, along with a hard smooth surface and a suitable pen.
37. Except as specifically provided under the proxy provisions of this bylaw, an elector shall vote at only one polling place.

HOURS OF THE POLLS

38. Except as otherwise provided in this bylaw, regular polls shall be open on polling day between the hours of eight o'clock in the forenoon and eight o'clock in the afternoon (8:00 a.m. to 8:00 p.m.).
 - (1) The poll at the YG Main Administration Building shall be open between the hours of 8:00 a.m. and 5:30 p.m.
 - (2) Mobile polls at various institutions shall be open for limited hours in accordance with a schedule arranged in advance by the Returning Officer in consultation with staff at these institutions.
 - (3) A mobile poll shall be established to attend upon request at the residences of electors incapable of attending at a poll by reason of physical incapacity. Such mobile poll shall operate between the hours of 8:30 a.m. and 7:30 p.m. on polling day.

2018 Election Bylaw 2018-32

39. The Returning Officer is hereby delegated the authority to establish additional polls that will be open for limited hours. Such polls may be established as required to meet the needs of the community, and shall operate between the hours of 7:00 a.m. and 7:30 p.m. on polling day.

MOBILE POLLS

40. Mobile polls shall be established to attend at the Whitehorse General Hospital, Norman D. Macaulay Lodge, Thomson Centre, Copper Ridge Place, and the Whitehorse Correctional Institute at which electors who reside in the said institutions on polling day may cast their vote.

(1) Eligible electors who work at or may be visiting at an institution where a mobile poll has been established may cast their vote at such mobile poll.

41. Except as provided in sections 38(2) and 38(3) of this bylaw and in relevant provisions of the *Municipal Act*, mobile polls shall be conducted in the manner provided by the *Municipal Act* for the conduct of other polls in an election.

BOARD OF REVISION

42. Pursuant to the provisions of the *Municipal Act*, a Board of Revision consisting of seven members is hereby established. The seven members of the said Board shall be appointed by resolution of council.

(1) A member of council or an employee of the municipality shall not be a member of the Board of Revision.

43. The Board of Revision shall sit between the hours of 10:00 a.m. and 6:00 p.m. on Wednesday, September 26, 2018 in the Pioneer Heritage Room at City Hall.

44. Members of the Board of Revision shall be paid a flat rate of Two Hundred Forty Dollars (\$240.00) for sitting on the Board for the purpose of revising the preliminary list of electors.

COMING INTO FORCE

45. This bylaw shall come into full force and effect on and from the final passing thereof.

FIRST and SECOND READING:

THIRD READING and ADOPTION:

Mayor

City Clerk

CITY OF WHITEHORSE
BYLAW 2018-33

A bylaw to authorize a work of local improvement to provide for urban electrification

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

WHEREAS the owners of the property located at 35 Cousins Airfield Road have applied under the Urban Electrification Program for a local improvement to assist them in providing power to the property; and

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

WHEREAS the actual cost of the said construction is estimated to be \$26,250.00 of which \$26,250.00 will be raised by way of a special tax assessment, and

WHEREAS in order to construct and complete the project it will be necessary to fund up to the sum of \$26,250.00 from the City; and

WHEREAS the estimated life of the project exceeds ten years;

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

1. A work of local improvement, being the electrification of the property described as Lot 1445-2, Quad 105D/14, 105837 CLSR, Plan 2016-096, Roll #3190144520, property class RSC, located at 35 Cousins Airfield Road, is hereby authorized.
2. The parcel of land benefiting from this work of local improvement is as set out in section 1 of this bylaw.
3. The total cost of the local improvement has been determined by ATCO Electric Yukon.
4. The cost of the work is to be paid for by way of a special assessment to be levied on the parcel described in section 1 of this bylaw.
5. For the purposes aforesaid, the sum of up to \$26,250.00 is to be funded by the City at large.
6. The sum of \$26,250.00 is to be collected by way of a special assessment as provided in section 7 of this bylaw.
7. There is hereby imposed on the land described in section 1 of this bylaw a special assessment under the *Assessment and Taxation Act*. This equates to an annual fee in the amount of \$3,148.39 for each of ten years. This sum is the amount necessary to pay the annual amount of interest and principal falling due in each year, computed at the prime business rate of 3.45% as at May 7, 2018. The said special assessment shall be in addition to all other rates and taxes.

Local Improvement for Urban Electrification Bylaw 2018-33

- (1) The property owners have the option of paying the total property charge prior to its due date, or of paying the equal annual instalments each of ten years, commencing on July 2, 2019.
 - (2) The property owners may reduce the balance owing on the total property charge by making a lump sum payment in any year during the life of the bylaw. Such lump sum payments shall be accepted only in the month of January each year.
 - (3) The property owners may also pay off the balance owing at any point during the ten-year life of the bylaw.
8. The provisions of this bylaw shall come into full force and effect upon final passage thereof.

NOTICE GIVEN: May 7, 2018

FIRST and SECOND READING:

THIRD READING and ADOPTION:

Mayor

City Clerk

CITY OF WHITEHORSE
BYLAW 2018-30

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 that the City of Whitehorse Zoning Bylaw be amended to allow a multiple residential housing development without a commercial component in the Copper Ridge Subdivision;

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 Lot 968, Plan 2004-0087, located at 51 Keewenaw Drive, from CN–Neighbourhood Commercial to RM–Residential Multiple Housing, 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:

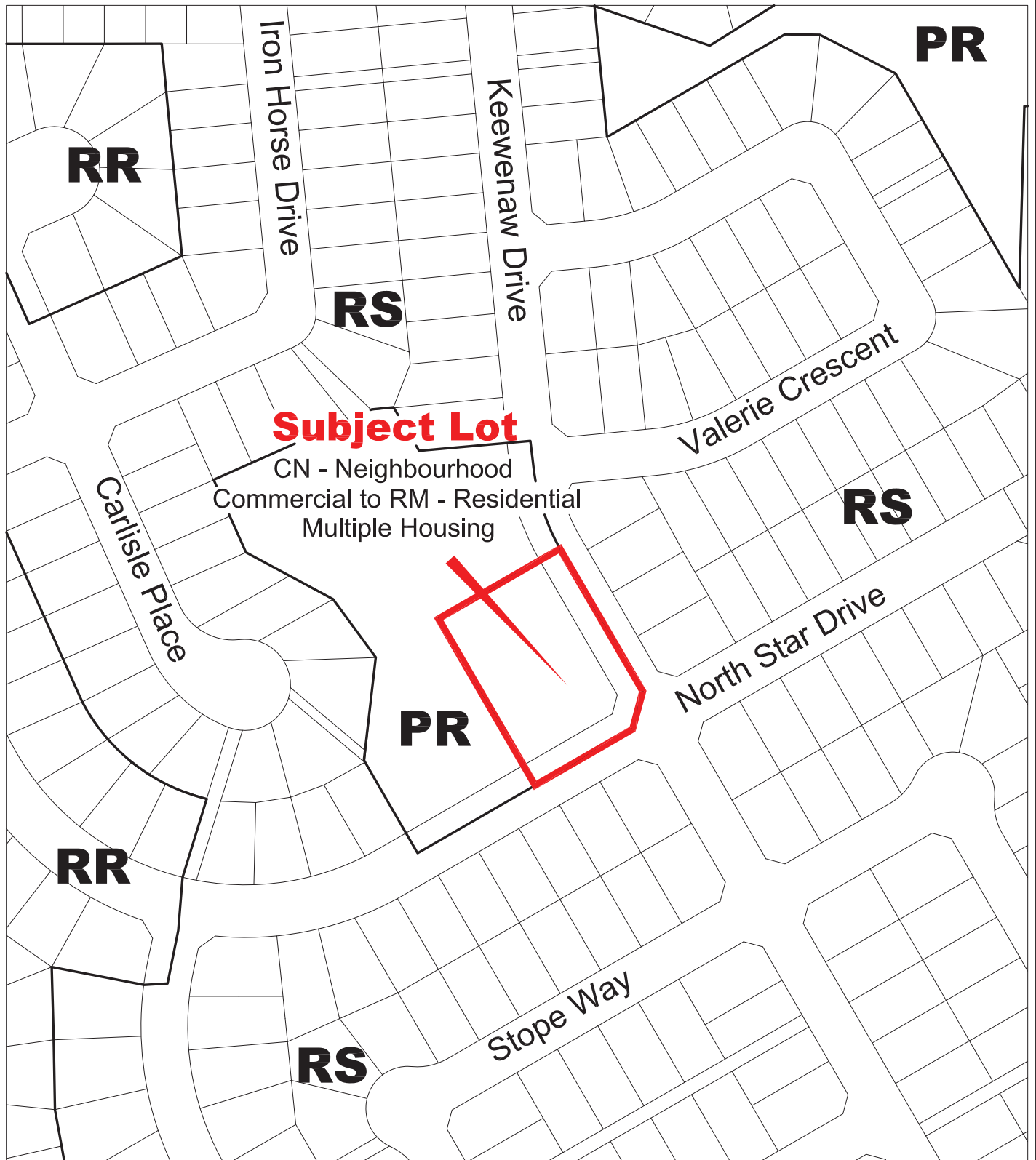
PUBLIC HEARING:

SECOND READING:

THIRD READING and ADOPTION:

Mayor

City Clerk



Bylaw 2018-30

A bylaw to amend the zoning of 51 Keewenaw Drive (Lot 968, Plan 2004-0087) from CN - Neighbourhood Commercial to RM - Residential Multiple Housing.

LEGEND

 SUBJECT AREA

CITY OF WHITEHORSE
BYLAW 2018-34

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 that the City of Whitehorse Zoning Bylaw be amended to allow for the development of a multi-purpose building in the McIntyre 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 Lot 736, Plan 58625 LTO, McIntyre Subdivision, located at 19 McIntyre Drive, from FN-FP--First Nation Future Planning to FN-PS--First Nation Public Services, 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:

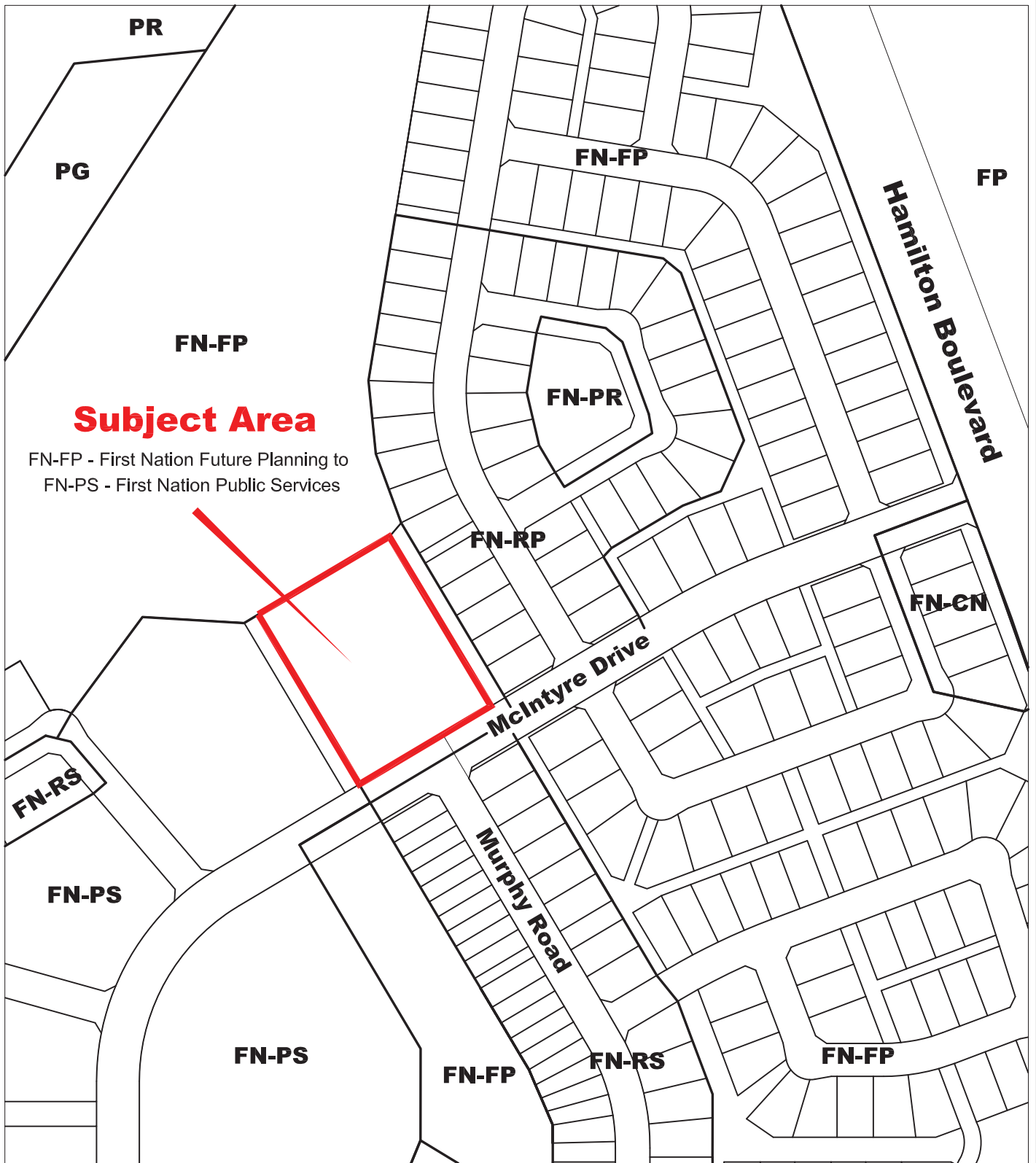
PUBLIC HEARING:

SECOND READING:

THIRD READING and ADOPTION:

Mayor

City Clerk




Subject Area

FN-FP - First Nation Future Planning to
FN-PS - First Nation Public Services

Bylaw 2018-34

An amendment to change the zoning of Lot 736, Plan 58625 LTO
(19 McIntyre Drive) from FN-FP to FN-PS.

LEGEND

 SUBJECT AREA