



CITY OF YELLOWKNIFE

## Council Agenda

**Monday, November 14, 2022 at 7:00 p.m.**

**Welcome to the**

### **REGULAR MEETING OF COUNCIL**

Council Chamber, City Hall  
4807 - 52nd Street  
Yellowknife

All presentations pertaining to items on the Agenda for the meeting shall be heard under the “Delegations Pertaining to Items on the Agenda,” portion of the Order of Business. All presentations pertaining to items not on the Agenda shall be heard under the “Delegations Pertaining to Items Not on the Agenda” portion of the Order of Business.

The following procedures apply to all delegations before Council:

- a. all delegations shall address their remarks directly to the Presiding Officer and shall not pose questions to individual Members or Administration;
- b. each presenter shall be afforded five minutes to make their presentation;
- c. the time allowed to each presenter may be extended beyond five minutes by a resolution of Council;
- d. after a person has spoken, any Member may, through the Presiding Officer, ask that person or the City Administrator relevant questions; and
- e. no debate shall be permitted on any delegation to Council either between Members or with an individual making a presentation.

Please refer to By-law No. 4975, the Council Procedures By-law, for the rules respecting the procedures of Council.

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**COUNCIL:**

Mayor Rebecca Alty

Councillor S. Arden-Smith  
Councillor Garrett Cochrane  
Councillor Ryan Fequet  
Councillor Ben Hendriksen

Councillor Cat McGurk  
Councillor Tom McLennan  
Councillor Steve Payne  
Councillor Rob Warburton

All annexes to this agenda may be viewed on the City’s website [www.yellowknife.ca](http://www.yellowknife.ca) or by contacting the City Clerk’s Office at 920-5602.



**Item No.**

**Description**

**OPENING STATEMENT**

1. Councillor Arden-Smith will read the Opening Statement.

**The City of Yellowknife acknowledges that we are located in Chief Drygeese territory. From time immemorial, it has been the traditional land of the Yellowknives Dene First Nation. We respect the histories, languages, and cultures of all other Indigenous Peoples including the North Slave Métis, and all First Nations, Métis, and Inuit whose presence continues to enrich our vibrant community.**

**AWARDS, CEREMONIES AND PRESENTATIONS**

2. There were no awards, ceremonies or presentations for the agenda.

**ADOPTION OF MINUTES FROM PREVIOUS MEETING(S)**

Previously  
Distributed

3. Minutes of Council for the regular meeting of Monday, October 24, 2022 are presented for adoption.
4. Councillor Arden-Smith moves,  
Councillor \_\_\_\_\_ seconds,

**That Minutes of Council for the regular meeting of Monday, October 24, 2022 be presented for adoption.**

Unanimous	In Favour	Opposed	Carried / Defeated
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**DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

5. Does any Member have a pecuniary interest in any matter before Council tonight?

**CORRESPONDENCE & PETITIONS**

6. There was no correspondence nor were there any petitions for the agenda.

**STATUTORY PUBLIC HEARINGS**

7. There were no Statutory Public Hearings for the agenda.



**Item No.**                      **Description**

**DELEGATIONS PERTAINING TO ITEMS ON THE AGENDA**

8.                                      There were no delegations pertaining to items on the agenda.

**MEMBER STATEMENTS**

9.                                      There were no statements for the agenda.

10.                                     Are there any Member statements from the floor?

**INTRODUCTION AND CONSIDERATION OF COMMITTEE REPORTS**

Councillor Arden-Smith will introduce the following reports:

11.                                     Governance and Priorities Committee Report for October 24, 2022.

12.                                     There was no business arising from this meeting.

13.                                     Special Governance and Priorities Committee Report for November 7, 2022.

14.                                     There was no business arising from this meeting.

**NEW BUSINESS**

15.                                     Committee read a memorandum regarding whether to appoint a Deputy Mayor and whether to appoint Members of Council as representatives on the Special Committees of Council.

16.                                     Councillor Arden-Smith moves,  
Councillor \_\_\_\_\_ seconds,

**That Council appoint the following as Deputy Mayor and Council representatives to the Special Committees of Council; and that these appointments be reviewed in January, 2024:**

<b>Committee</b>	<b>Councillor</b>
<b>Deputy Mayor</b>	
<b>Audit Committee</b>	
<b>Board of Revision</b>	<b>Primary Alternate</b>
<b>Community Advisory Board on Homelessness</b>	



**Item No.**                      **Description**

Development Appeal Board	Primary Alternate
Grant Review Committee (Two required)	
Heritage Committee	
Homelessness Commission	
Mayor's Task Force on Economic Development	
Yellowknife Combative Sports Commission	

Unanimous	In Favour	Opposed	Carried / Defeated
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**ENACTMENT OF BY-LAWS**

17.                      There were no By-laws for the agenda.

**DEFERRED BUSINESS AND TABLED ITEMS**

18.                      There was no deferred business and there were no tabled items for the agenda.

19.                      Is there any deferred business or are there any tabled items from the floor?

**OLD BUSINESS**

20.                      There was no old business for the agenda.

21.                      Is there any old business from the floor?

**NOTICES OF MOTION**

22.                      There were no notices of motion for the agenda.

23.                      Are there any notices of motion from the floor?

**DELEGATIONS PERTAINING TO ITEMS NOT ON THE AGENDA**

24.                      There were no delegations pertaining to items not on the agenda.

**ADMINISTRATIVE ENQUIRIES**

25.                      There were no administrative enquiries for the agenda.



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**Item No.**

**Description**

26.

Are there any administrative enquiries from the floor?

**ADJOURNMENT**



CITY OF YELLOWKNIFE

## **DRAFT COUNCIL MINUTES**

**Monday, October 24, 2022 at 7:00 p.m.**

**Present:** Mayor R. Alty,  
Councillor N. Konge,  
Councillor J. Morse,  
Councillor S. Payne,  
Councillor R. Silverio,  
Councillor S. Arden-Smith, and  
Councillor R. Williams.

**City Staff:** S. Bassi-Kellett,  
C. Greencorn  
C. MacLean,  
K. Thistle,  
C White,  
G. White,  
S. Woodward, and  
P. MacKenzie.

1. Councillor Morse read the Opening Statement.

### **AWARDS, CEREMONIES AND PRESENTATIONS**

2. There were no awards, ceremonies or presentations.

### **ADOPTION OF MINUTES FROM PREVIOUS MEETING(S)**

- #0155-22      3. Councillor Morse moved,  
Councillor Silverio seconded,

**That the Minutes of Council for the special meeting of Monday,  
September 26, 2022 be adopted.**

**MOTION CARRIED UNANIMOUSLY**



- #0156-22      4.      Councillor Morse moved,  
Councillor Williams seconded,

**That the Minutes of Council for the regular meeting of Monday, September 26, 2022 be adopted.**

**MOTION CARRIED UNANIMOUSLY**

**DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

5.      On behalf of Councillor Morgan, Mayor Alty declared a conflict of interest for Councillor Morgan with Item #21 and #22 on the agenda, By-law No. 5063 a by-law authorizing the City of Yellowknife to dispose of the portion of Lot 3, Block 500, Plan 4224 (adjacent to the Fieldhouse) through a lease agreement for a term of five (5) years, with an option to renew for a further five (5) years due to her employment.

**CORRESPONDENCE AND PETITIONS**

6.      There was no correspondence nor were there any petitions.

**STATUTORY PUBLIC HEARINGS**

7.      There were no Statutory Public Hearings.

**DELEGATIONS PERTAINING TO ITEMS ON THE AGENDA**

8.      There were no delegations pertaining to items on the agenda.

**MEMBER STATEMENTS**

9.      There were no member statements for the agenda.
10.     Councillor Konge thanked his family for their support, Sheila Bassi-Kellett, City Manager, Mayor Alty and fellow Council members. Councillor Konge expressed his praise for Yellowknife and the community while also expressing his appreciation and gratitude for his ten years spent on Council. Councillor Konge wished new Council the best.
11.     Councillor Morse expressed his appreciation to Administration for supporting Council as well as the commitment of City staff. Councillor Morse expressed his gratitude to Sheila Bassi-Kellett, City Manager and Mayor Alty for her excellent leadership. Councillor Morse also expressed thanks to the media



for their efforts to keep residents informed and wished the new Council all the best.

12. Councillor Silverio expressed gratitude to the citizens of Yellowknife residents and thanked his family, colleagues, fellow Council members, Mayor Alty and City staff. Gratitude and thanks were expressed to Sheila Bassi-Kellett, City Manager for her hard work and dedication.
13. Councillor Williams expressed his thanks to Administration and residents as well as gratitude for his experience on Council. Councillor William wished the new Council all the best.
14. Councillor Payne expressed his gratitude and pleasure working with Council and said farewell to members whose term is ending and wished the new Council all the best.
15. Councillor Arden-Smith gave thanks to fellow Council members whose term is ending and expressed her gratitude working with them and wished them all the best.
16. Mayor Alty expressed appreciation and thanks to each Councillor whose term is at an end as well as a warm welcome to new Council members beginning their term. Mayor Alty expressed a huge thank you to City staff and Administration.

## **INTRODUCTION AND CONSIDERATION OF COMMITTEE REPORTS**

### **Governance and Priorities Committee Report for September 26, 2022**

17. Councillor Morse read a report of a meeting held on Monday, September 26, 2022 at 12:05 p.m. in the City Hall Council Chamber.
- #0157-22      18. Councillor Morse moved,  
Councillor Konge seconded,

#### **That Council:**

1. **Not endorse a specific option for Yellowknife Airport; and**
2. **Direct Administration to write a letter to the Government of the Northwest Territories outlining the City interests and considerations related to any 'Future Yellowknife Airport Development 20-Year Master Plan' options.**

**MOTION CARRIED UNANIMOUSLY**





**NEW BUSINESS**

- #0158-22      19.      Councillor Morse moved,  
Councillor Smith seconded,

**That Council direct Administration to utilize the remaining 2021 COVID Safe Restart Funding (approximately \$260,000) by developing a variety of COVID Recovery Grant programs as follows:**

- (i) Business Licence Fee Waiver Program (\$30,000) - Waive business licence fees for eligible businesses for a one-year period from September 1, 2022 to August 31, 2023;**
- (ii) Festivals and Events COVID Recovery Grant Program (\$30,000) – Direct grants of up to \$5,000 each to eligible festivals and events to encourage their return so that they continue to provide vibrant experiences that bring residents and visitors together again; and**
- (iii) COVID Recovery Business Grant Program (\$200,000) – Direct grants of up to \$10,000 each to eligible businesses in Yellowknife to maintain the stability of local businesses.**

- #0159-22      20.      Councillor Morse moved,  
Councillor Smith seconded,

**That the motion be amended to read:**

**That Council direct Administration to utilize the remaining 2021 COVID Safe Restart Funding (approximately \$260,000) by developing a variety of COVID Recovery Grant programs as follows:**

- (i) Business Licence Fee Waiver Program (\$30,000) - Waive business licence fees for eligible businesses for a one-year period from November 1, 2022 to October 31, 2023;**
- (ii) Festivals and Events COVID Recovery Grant Program (\$30,000) – Direct grants of up to \$5,000 each to eligible festivals and events to encourage their return so that they continue to provide vibrant experiences that bring residents and visitors together again; and**
- (iii) COVID Recovery Business Grant Program (\$200,000) – Direct grants of up to \$10,000 each to eligible businesses in Yellowknife to maintain the stability of local businesses.**



Those in favour of the amendment noted that the dates for the Business Licence Fee Waiver Program are for a period from November 1, 2022 to October 31, 2023.

**MOTION TO AMEND CARRIED UNANIMOUSLY**

**MAIN MOTION AS AMENDED CARRIED UNANIMOUSLY**

#0160-22      21.      Councillor Morse moved,  
                     Councillor Williams seconded,

**That Council appoint Sue McKinney, pursuant to Audit Committee By-law No. 4127, to serve on the City of Yellowknife (City) Audit Committee for a three-year term commencing October 25, 2022 and ending October 24, 2025.**

**MOTION CARRIED UNANIMOUSLY**

#0161-22      22.      Councillor Morse moved,  
                     Councillor Silverio seconded,

**That Council appoint Matthew Yap, for a three (3) year term effective October 25, 2022 until October 24, 2025, on the City of Yellowknife Development Appeal Board.**

**MOTION CARRIED UNANIMOUSLY**

**ENACTMENT OF BY-LAWS**

23.      By-law No. 5063      -      A by-law authorizing the City of Yellowknife to dispose of the portion of Lot 3, Block 500, Plan 4224 (adjacent to the Fieldhouse) through a lease agreement for a term of five (5) years, with an option to renew for a further five (5) years, was presented for First Reading.

#0162-22      24.      Councillor Morse moved,  
                     Councillor Konge seconded,

**First Reading of By-law No. 5063.**

**MOTION CARRIED UNANIMOUSLY**



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**DEFERRED BUSINESS AND TABLED ITEMS**

25. There was no deferred business and there were no tabled items.

**OLD BUSINESS**

26. There was no old business.

**NOTICES OF MOTION**

27. There were no notices of motion.

**DELEGATIONS PERTAINING TO ITEMS NOT ON THE AGENDA**

28. There were no delegations pertaining to Items Not on the Agenda.

**ADMINISTRATIVE ENQUIRIES**

29. There are no Administrative Enquiries for the agenda.

**ADJOURNMENT**

- #0163-22 30. Councillor Konge moved,  
Councillor Smith seconded,

**That the Meeting be adjourned at 7:34 p.m.**

**MOTION CARRIED UNANIMOUSLY**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Manager



CITY OF YELLOWKNIFE

## GOVERNANCE AND PRIORITIES COMMITTEE REPORT

Monday, October 24, 2022 at 12:05 p.m.

Report of a meeting held on Monday, October 24, 2022 at 12:05 p.m. in the City Hall Council Chamber.  
The following Committee members were in attendance:

Chair: Mayor R. Alty,  
Councillor N. Konge,  
Councillor S. Morgan,  
Councillor J. Morse,  
Councillor S. Payne,  
Councillor R. Silverio, and  
Councillor S. Arden-Smith.

The following members of Administration staff were in attendance:

S. Bassi-Kellett,  
C. Greencorn,  
C. MacLean,  
K. Thistle,  
C. White,  
G. White,  
S. Woodward, and  
P. MacKenzie.

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<u>Item</u>	<u>Description</u>
1.	(For Information Only) Mayor Alty read the Opening Statement.
2.	(For Information Only) There were no disclosures of pecuniary interest.
3.	(For Information Only) Committee accepted for information the Annual Report from the City of Yellowknife's Integrity Commissioner.



(For Information Only)

4. Committee accepted for information a memorandum regarding COVID Recovery Grant Program opportunities.

Committee noted that in 2021 the City entered into a Transfer Agreement for \$708,060 in funding intended to assist municipalities safely restart their economies and become more resilient to possible future surges in cases of COVID-19.

In May 2021 Council provided direction to Administration on how to utilize the 2021 COVID Safe Restart Funding (Motion #0081-21).

In September 2022 Administration provided a report on the COVID funding programs that had been implemented. At that time Council directed Administration to develop a plan to spend the remaining 2021 COVID Safe Restart Funding.

A jurisdictional review of COVID related grant programs offered by municipalities was conducted to inform the recommended recovery programs. In addition, discussions with the Yellowknife Chamber of Commerce confirmed that staffing continues to be challenge for local businesses. The purpose of this memorandum is to provide an overview of the proposed COVID-Recovery Grant Programs.

Committee noted that Council's policies, resolutions or goals include:

Goal #1: Growing and diversifying our economy.

Motion #0136-22 That Council direct Administration to develop a plan to spend the remaining 2021 COVID Safe Restart Funding and bring this plan to Council for approval.

Motion #0081-21 That Council

1. Direct Administration to utilize the 2021 COVID Safe Restart Funding to maximize the benefits to Yellowknife residents and businesses by allocating \$230,000 to provide relief for businesses, \$230,000 to provide relief for property enhancements, \$65,000 to extend Sombe K'e washroom hours, \$80,000 to support Communications, \$80,000 to support policy/legislative work, and \$95,000 to hire summer students; and
2. Direct Administration to develop parameters for the businesses and property enhancements opportunities to ensure the funding is used to deliver meaningful and manageable relief programs

Committee noted that applicable legislation, by-laws, studies or plans include:

1. *Cities, Towns and Villages Act*, S.N.W.T. 2003, c.22;
2. City of Yellowknife Economic Development Strategy 2019-2024; and
3. 2021 COVID Safe Restart Funding Grant Report (DM#706833).



### COVID-19

The COVID-19 pandemic created unprecedented challenges, resulting in financial impacts for the City of Yellowknife, its citizens, and the businesses operating in the community.

### Legislative

Pursuant to Section 68 of the *Cities, Towns and Villages Act*, the City may encourage “economic development for a municipal purpose, including the establishment, expansion or continuation of a business or industry in the municipality, in any manner it considers appropriate”, including the provision of grants to encourage economic development.

### Business Licence Fee Waiver Program

The initial program was created with input from the Yellowknife Chamber of Commerce regarding what their members and the business community at large would like to see the City of Yellowknife assist them with financially. This program also was considered as another way to capture all businesses that may not require other grants offered, but would take advantage of a \$200 waived fee for their business license renewal. As was noted in the 2021 COVID Safe Restart Funding Grant Report, the City issued just over 2000 business licences in 2021, a 15% increase over the previous year. It is Administration’s recommendation to continue this program for an additional year.

### Festivals and Events COVID Recovery Grant Program

Local Yellowknife festivals and events drive diversity, culture, recreation, and economic development in our city. The COVID-19 global pandemic has had a momentous impact on these activities. In order to support the recovery of this important sector, Administration recommends creation of a grant program for festivals and events to encourage their return by offsetting additional costs as a result of COVID-19 and continue to build and inspire our community through vibrant experiences bringing people and visitors together again

### COVID Recovery Business Grant Program

Businesses are facing years of sustained revenue losses on top of tremendous difficulties with hiring the staff necessary to their successful operations. In addition, business owners without substantial computer literacy are being left behind and rendered uncompetitive by their inability to transition to an online, curbside pickup model of business. This grant program is aimed at addressing issues identified as areas of greatest need and which may include the following as eligible expenses:

- (i) Providing assistance for making business commercial lease payments;
- (ii) Providing assistance for competitive pay and/or bonuses to employees working in restaurants, retail and other tourism related businesses; and
- (iii) Technical assistance support to modernize businesses’ online presence, sales, social media marketing, etc.

To date, none of the City COVID grant programs offered have permitted reimbursement of expenses related to rent payments or employee salaries.



Committee noted that the recommended funding programs benefit a cross-section of local businesses and organizations by providing financial assistance to aid in recovery.

Committee recommended that Council direct Administration to utilize the remaining 2021 COVID Safe Restart Funding (approximately \$260,000) by developing a variety of COVID Recovery Grant programs as follows:

- (i) Business Licence Fee Waiver Program (\$30,000) - Waive business licence fees for eligible businesses for a one-year period from September 1, 2022 to August 31, 2023;
- (ii) Festivals and Events COVID Recovery Grant Program (\$30,000) – Direct grants of up to \$5,000 each to eligible festivals and events to encourage their return so that they continue to provide vibrant experiences that bring residents and visitors together again; and
- (iii) COVID Recovery Business Grant Program (\$200,000) – Direct grants of up to \$10,000 each to eligible businesses in Yellowknife to maintain the stability of local businesses.

Committee noted that this matter will be discussed under New Business at this evening Council Meeting.

(For Information Only)

5. Committee accepted for information a memorandum regarding 2022 Third Quarter Forecast and Variance Report.

Committee noted that the 2022 Third Quarter Forecast and Variance Report identifies revenues and expenses that are expected to be above or below the 2022 budgeted amounts, based on information available as at September 30, 2022. The Forecast and Variance Report is prepared in accordance with Canadian public sector accounting standards (“PSAS”) which differs from the presentation in the City’s annual budget. Please see Appendix A for further information.

Currently, total revenues are expected to be \$77,000 higher than budget. Expenses are expected to \$686,000 higher than budget, resulting in a projected annual surplus - the increase in total net worth of the City - of \$11,952,000 which is \$609,000 lower than budget.

The annual surplus in the City’s financial statements shows the increase in the total net worth of the municipal corporation and includes the value of assets it owns (net financial and non-financial). The annual surplus only shows whether the revenues raised in the year were sufficient to cover the year’s costs. It does not mean there is extra money to spend. The annual surplus will increase the City’s total net worth (accumulated surplus) which will ensure the City is able to provide future services to its residents and businesses.



Table 2: Statement of Operations

Statement of Operations	2022 Actuals to September 30 (\$000's)	2022 Budget (\$000's)	2022 Forecast (\$000's)	2022 Variance (\$000's)
<b>Revenues</b>				
Municipal taxation	34,178	34,067	34,098	31
User fees and sale of goods	17,912	22,886	23,333	447
Land sales	1,160	3,421	1,376	(2,045)
Grants and transfers	822	886	1,798	912
Government transfers related to capital	13,596	31,446	31,833	387
Investment income	980	680	1,150	470
Fines, penalties and cost of taxes	616	929	802	(127)
Development levies, licenses and permits	854	1,051	1,053	2
Franchise fees	748	1,079	1,079	
<b>Total Revenues</b>	<b>70,866</b>	<b>96,445</b>	<b>96,522</b>	<b>77</b>
<b>Expenses</b>				
Amortization of tangible assets	15,409	15,409	15,409	
Provision for allowance	4	250	250	
Bank charges and short-term interest	138	238	238	
Materials and supplies	628	1,681	1,687	6
Contracted and general services	12,998	20,771	22,969	2,198
Insurance	826	819	865	46
Interest on long-term debt	570	503	503	
Mayor and council expenses	425	638	605	(33)
Salaries, wages, employee benefits and unfunded liabilities	20,653	32,365	31,378	(987)
Utilities - electricity	2,042	2,940	2,797	(143)
Utilities - fuel	976	1,402	1,376	(26)
Minor capital expense	2,389	6,868	6,493	(375)
<b>Total Expenses</b>	<b>57,058</b>	<b>83,884</b>	<b>84,570</b>	<b>686</b>
<b>Annual surplus (deficit)</b>	<b>13,808</b>	<b>12,561</b>	<b>11,952</b>	<b>(609)</b>

Explanation of revenue variances:

- Municipal taxation is projected to be higher than budget due to land sales that occurred after the mill rate was set.
- User fees and sale of goods are projected to be higher due to an increase in call volumes for false fire services, developer contributions for new development and a higher demand for recyclables.
- Land sales are expected to be lower than budget due to a price reduction to sell lands below appraised value on four lots (Council Motion #0141-22)
- Grants and transfers are higher due to additional grants for the relocation of the Visitor Centre (offset by expenses), Canada Day (offset by expenses), and funding to extend the Somba K'e washroom hours.





- Government transfers related to capital are higher than budget due to the start of construction for the new pool.
- Investment income is higher due to an increased cash balance resulting from deferred revenue (funding received for capital projects not yet completed).
- Fines, penalties, licenses and permits are expected to be lower than budget due to the lower number of parking fines and traffic violations and lower emergency service fire revenue.

Explanation of expense variances:

- Materials and supplies are projected to be higher due to unforeseen replacements of pumps.
- Contracted services are projected to be higher than budget due to higher expenses for: the relocation of the Visitor Centre (offset by grant), Canada Day celebration costs (offset by grant), property relief enhancements for indoor and outdoor spaces (offset by grants transferred to the General Fund in 2021), the unanticipated water line break at the pool, fleet management costs, fuel prices for the transit service contract and the cost of land sales.
- Insurance is higher than budgeted due to the increased replacement costs for City owned properties.
- Mayor and Council expenses are lower than budget due to less in person meetings and travel.
- Salaries and wages are expected to be lower than budget, mainly due to vacancies.
- Utility costs for electricity are trending to be under budget.
- Minor capital is estimated based on 15% of the 2022 capital budget and will vary based on actuals at year-end.

The City's annual surplus is expected to be \$609,000 under budget. The \$609,000 variance can be attributed to:

**Favourable Variances:**

- Increased revenues from investment income, development and recoveries, higher false alarm services, operating grants, property taxes and other income - \$1,471,000;
- Reduced costs due staff vacancies, lower utility – electricity costs, estimated minor capital costs, and other expenses - \$1,564,000

**Unfavourable Variances**

- Decreased revenues due a reduction in land sales and a lower number of parking fines and traffic violations - \$2,172,000.
- Increased costs for contracted services, insurance premiums, and material and supplies \$1,472,000.

Below is a summary of the City's capital projects forecast which is based on the best information available at September 30, 2022. The total budget for projects is \$61,539,886, which includes carryforwards of \$19,372,991 from 2021. Overall, capital spending is expected to be \$18,275,314 under budget. The estimated carry forward is \$18,560,468.

**Capital Forecast for Period Ending September 30, 2022**

Capital Projects	Actuals to September 30 (000's)	2022 Capital Budget (000's)	2022 Forecast (000's)	2022 Variance (000's)	Notes
Accessibility Audit/Implementation	152,782	1,303,999	1,100,000	203,999	Supply chain delays. Carry forward \$204k to 2023.
Aquatic Centre	7,007,838	26,036,958	26,036,958		Work includes: mobilization to site, blasting and removing of debris, relocation of playground, foundation and steel work.
Arbour Development Study		50,000	50,000		First meeting to be held in October.
Art & Culture Master Plan	24,967	50,033	50,033		
Asset Management - Projects	142,007	613,296	325,000	288,296	Delay in P/Y hiring. Lower than expected cost for Road Condition Assessment, continued use of in-house capacity instead of consultants. Carry forward \$288k to 2023.
Backup Power Liftstation Generator Installation	70,637	201,391	71,000	130,391	Carry forward \$130k to 2023 for other generator replacements.
Baling Facility- Mechanical Upgrades		7,521		7,521	Carry forward \$7k to 2023.
Budget Management		24,800		24,800	Service provider still needs to deliver final project. Carry forward of \$25k to 2023.
Community Energy Plan Projects	252,863	405,571	281,200	124,371	Work is ongoing. Carry forward \$124k to 2023.
City Hall Upgrades	456	175,074	175,074		
Columbarium Park	3,700	150,650	80,000	70,650	Project will be completed in 2022 and will not exceed \$80k. Carry forwards not needed.
CS Land Fund Capital Projects		1,900,000		1,900,000	Project delayed due to a lack of staff resources. Carry forward \$1.900 million to 2023.
Curling Club Upgrades		150,000	10,000	140,000	Project scope being assessed as project costs are expected to higher than originally anticipated. Project will start in 2023; carry forward of \$140k to 2023.
Design and Construction Standards	41,361		41,361	(41,361)	Project is partially complete; work is ongoing. Formula Funding is being used to cover the overage.
Development & Building Permit Automation	10,968	83,755	45,000	38,755	Anticipate an additional \$28k in invoices prior to year-end. Carry forward \$39k to 2023.
Email Management	4,420		4,420	(4,420)	Final payment to be made upon receipt of satisfactory deliverables.
Emergency Radio Infrastructure Renewal	12,412	19,917	19,917		
FDM Software		18,983	24,685	(5,702)	Increased final cost due to 2-year delay with project completion.
Fire Hall Equipment		175,000	175,000		
<b>Capital Projects</b>	<b>Actuals to</b>	<b>2022</b>	<b>2022 Forecast</b>	<b>2022 Variance</b>	<b>Notes</b>



	September 30 (000's)	Capital Budget (000's)	(000's)	(000's)	
Fire Hall Expansion/ Renovation	34,125	516,000	566,199	(50,199)	Total fee from successful RFP proponent. Approved by City Manager.
Fleet Management	120,582	2,156,198	1,066,641	1,089,557	There are delivery delays and the need to re-tender some equipment due to higher than budget costs. The re-tender process will proceed once approval is received from the senior leadership team. Carry forward \$1.090 million to 2023.
Hydroseeder Solid Waste Facility	44,456		44,456	(44,456)	Expenses offset by grant.
Implementation of 50/50 Recommendations		25,000		25,000	Project changed. Move funds to Land Fund Capital Projects.
Information Technology Infrastructure Renewal	218,924	401,878	351,878	50,000	Some orders are not expected until 2023 due to delivery delays. Carry forward of \$50k to 2023.
Lagoon Control Structure Replacement	22,533	899,070	50,000	849,070	Project on hold. Carry over \$849k to 2023.
Lagoon Sludge Removal	384,716	3,099,084	900,000	2,199,084	Lagoon Access Rd upgrade and design in 2022, pad construction in 2023. Carry over \$2.2 million to 2023 as project is multi-year, ongoing.
Land Fund Capital Projects		3,556,054	597,000	2,959,054	Purchase of land delayed. Carry forward \$2.9 million to 2023.
Lift Station #1 Replacement	87,080	350,000	350,000		
Multiplex Ice Plant Maintenance/Upgrade	229,179	170,192	250,192	(80,000)	Overage will be covered by Formula Funding.
New Landfill/ Landfill Expansion	81,886	322,678	200,000	122,678	Project continuing into 2023. Carry forward of \$123k to 2023.
Park Equipment Replacement	122,703	217,005	217,005		
Patching Program	13,317	325,173	325,173		
Paving Block 501	84,384		143,550	(143,550)	Costs recoverable from developer for Phase 5 paving.
Paving Program	1,659,992	3,773,455	3,132,450	641,005	50th Street Paving between 50 Avenue and 51 Avenue deferred until 2023. Contract cost of \$641k to be carried over to 2023
PH#4 Water Truckfill Safety Project	241,503	495,007	242,000	253,007	Construction postponed until 2023. Carry forward \$253k to 2023.
Public Transit Review	2,254		19,465	(19,465)	Project engagement sessions planned for November.
Pumphouse & Liftstation Upgrades		9,754	9,754		
RIMP Building Structural Assessment		75,000		75,000	Carry forward \$75k to 2023.
Sewage Force Main Twinning	6,998	990,293	50,000	940,293	Design in progress, construction will be postponed until 2023. Carry forward \$940k into 2023.
Submarine Line Contracted Costs	730,620	3,724,008	1,000,000	2,724,008	Design underway for Pumphouse 1, Pumphouse 2 and Submarine line. Multi-year project. Carry over \$2.7 million.
Sustainability Coordinator	94,385	140,000	140,000		



<b>Capital Projects</b>	<b>Actuals to September 30 (000's)</b>	<b>2022 Capital Budget (000's)</b>	<b>2022 Forecast (000's)</b>	<b>2022 Variance (000's)</b>	<b>Notes</b>
SWMP Implementation		90,421		90,421	Carry forward \$90k to 2023.
Traffic Lights Video Detection Equipment	69,562	97,798	97,798		
Trail Development		210,000	5,000	205,000	Carry forward \$205K to 2023 to complete the projects.
Transfer Station & Cell Access Improvement		98,905		98,905	Carry forward \$99k to 2023.
W&S Federal Funded - PAVING - ICIP	201,965	585,000	585,000		
Water & Sewer Infrastructure Replacement	3,508,452	3,853,343	3,853,343		
Water & Sewer Replacement - PAVING		108,908	108,908		
Water Treatment Plant Pellet Boiler	43,622	2,860,500	360,500	2,500,000	Design occurring in 2022. Carry forward of \$2.5 million to 2023.
Webcasting		105,505		105,505	Project completion expected in 2023. Carry forward \$105k to 2023.
Weigh Out Station At SWF	(133,964)		(134,000)	134,000	In 2021, the weigh scale house was charged to capital for \$138k because the City was in possession of the capital asset. Due to changes in 2022, the weigh scale house was returned and the capital expense reversed.
Wetland and GSL Monitoring	68,173	115,000	115,000		
Wireless Infrastructure		74,097		74,097	Delivery expected in 2023. Carry forward \$74k to 2023.
YKCA Upgrade - Contracted Costs	127,986	147,612	147,612		
<b>Total Capital</b>	<b>15,789,844</b>	<b>61,559,886</b>	<b>43,284,572</b>	<b>18,275,314</b>	

\* Budget Includes 2021 carry forwards of \$19,372,991.

Committee noted that Council's policies, resolutions or goals include:  
Council Goal # 2 Delivering efficient and accountable government.

Council Objective 2.1 Enhance long-term financial and asset management planning.

Council Objective 2.1 Integrate a culture of continuous improvement into corporate culture.

Committee noted that applicable legislation, by-laws, studies or plans include:

1. *Cities, Towns and Villages Act, S.N.W.T. 2003, c.22 (CTV Act); and*
2. Council Motion #204-19, City of Yellowknife Budget Policy.

(For Information Only)

6. Committee accepted for information a memorandum regarding Mayor Alty's travel to Victoria, BC to attend the Livable Cities Forum from October 2 – 4, 2022.

Committee noted that Council's policies, resolutions or goals include:

#0365-93 It is the policy of the City of Yellowknife that:

1. All City sponsored travel by Yellowknife City Council members, inclusive of the Mayor, be approved by formal resolution of Council either prior to commencement of the travel, or at the first regular Council meeting after commencement of the travel; and
2. Yellowknife City Council members, inclusive of the Mayor, be required to table a detailed expense claim for City sponsored travel within three weeks of their return from City travel. This claim is to be supported by a daily diary detailing City business.

(For Information Only)

7. Councillor Morse moved,  
Councillor Smith seconded,

That Committee move in camera at 12:15 p.m. to discuss a memorandum regarding whether to appoint a member to fill a vacant position on the Audit Committee and a memorandum regarding whether to appoint a member to serve on the City of Yellowknife Development Appeal Board.

MOTION CARRIED UNANIMOUSLY

(For Information Only)

8. Committee discussed a memorandum regarding whether to appoint a member to fill a vacant position on the Audit Committee.

(For Information Only)

9. Committee discussed a memorandum regarding whether to appoint a member to serve on the City of Yellowknife Development Appeal Board.



- (For Information Only)
10. Councillor Konge moved,  
Councillor Morse seconded,

That Committee return to an open meeting at 12:19 p.m.

MOTION CARRIED UNANIMOUSLY

Business arising from the in camera session.

- (For Information Only)
11. Committee read a memorandum regarding whether to appoint a member to fill a vacant position on the Audit Committee.

Committee noted that there is a vacancy on the Audit Committee. It is the practice of the City to advertise all committee vacancies. The City advertised the vacancy, specifying that it be filled by a lawyer in the City's newsletter, the City's website and social media sites.

Committee noted that Council's policies, resolutions or goals include:

Council Goal #2                      Delivering efficient and accountable government.

Motion #0459-96:                      "The following policy be adopted with respect to appointments to municipal boards and committees:

- i) The maximum consecutive years that an individual may serve on any one board or committee is six.
- ii) Individuals who have served the maximum six-year period on one municipal board or committee shall be eligible to be appointed to another board or committee.
- iii) No individual shall be precluded from serving concurrent terms on more than one municipal board or committee.
- iv) Notwithstanding that an individual appointee has served less than six years on a particular board or committee, Council may, after the expiration of the first or subsequent terms of that appointee, advertise for applicants to fill a vacancy on that board or committee.
- v) Notwithstanding clause (i.) of this policy, should the City receive no applications to fill a vacancy on any particular board or committee, the six year maximum limitation may, at the discretion of City Council, be waived.

Committee noted that applicable legislation, by-laws, studies or plans include:

1. *Cities, Towns & Villages Act*; and
2. Audit Committee By-law No. 4217, as amended.



### Consistency

The Audit Committee has recommended staggered terms for Committee members.

### Legislation

Audit Committee By-law No. 4127 requires outside members to reside in Yellowknife and be independent from City Council, management, auditors, legal counsel and major contractors. Section 4.a.ii(3) states that the currently vacant position must be filled by a lawyer.

### Procedural Considerations

The Audit Committee helps to enhance the auditor's real and perceived independence by providing an intermediary link between the auditor and Council. The Audit Committee limits the reliance Council must place on the technical expertise of the independent auditor.

Committee noted that the Audit Committee is intended to function with a full complement of six members. Having the term of a new member expire in three years will conform to the staggered term recommendation.

Committee recommended that Council appoint Sue McKinney, pursuant to Audit Committee By-law No. 4127, to serve on the City of Yellowknife (City) Audit Committee for a three-year term commencing October 25, 2022 and ending October 24, 2025.

Committee noted that this matter will be discussed under New Business at this evening Council Meeting.

(For Information Only)

12. Committee read a memorandum regarding whether to appoint a member to serve on the City of Yellowknife Development Appeal Board.

Committee noted that there is a vacancy the Development Appeal Board.

It is the practice of the City of Yellowknife to advertise all vacancies for boards and committees. The City has advertised the vacancy on the Development Appeal Board in the Capital Update and the City's website.

Committee noted that Council's policies, resolutions or goals include:

Council Goal #2 Delivering efficient and accountable government.

Council Goal #3 Ensuring a high quality of life for all, including future generations.

Motion #0459-96, as amended by #0460-96, #0462-96 and #0273-09:

"The following policy be adopted with respect to appointments to municipal boards and committees:

- i) The maximum consecutive years that an individual may serve on any one board or committee is six.



- ii) Individuals who have served the maximum six-year period on one municipal board or committee shall be eligible to be appointed to another board or committee.
- iii) No individual shall be precluded from serving concurrent terms on more than one municipal board or committee.
- iv) Notwithstanding that an individual appointee has served less than six years on a particular board or committee, Council may, after the expiration of the first or subsequent terms of that appointee, advertise for applicants to fill a vacancy on that board or committee.
- v) Notwithstanding clause (i.) of this policy, should the City receive no applications to fill a vacancy on any particular board or committee, the six year maximum limitation may, at the discretion of City Council, be waived.
- vi) Should the City receive no applications to fill a vacancy on any particular board or committee, City Council may appoint a member of the public at their discretion.

Committee noted that applicable legislation, by-laws, studies or plans include:

1. *Community Planning and Development Act*; and
2. Zoning By-law No. 5045.

#### Legislative

In accordance with the *Community Planning and Development Act*, Zoning By-law No. 5045 establishes the City of Yellowknife Development Appeal Board.

Pursuant to Section 30(1) of the *Community Planning and Development Act*, the minimum number of members that Council may appoint to the Development Appeal Board is three. Section 30(1) also states that members hold office for three year terms. Appointments must be made by resolution of Council.

#### Consistency

Historically, Council has appointed one member of Council and six members of the public to the Development Appeal Board.

When assigning Council Member portfolios, Councillor Niels Konge (Alternate Steve Payne) was named as the City's representative on the Development Appeal Board.

Committee noted that the appointment of members will ensure that the Development Appeal Board has a full complement of members. A full complement of Board Members will ensure that hearings can be held in a timely manner.

Committee recommended that Council appoint Matthew Yap to serve, for a three (3) year term effective October 25, 2022 until October 24, 2025, on the City of Yellowknife Development Appeal Board.





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Committee noted that this matter will be discussed under New Business at this evening Council Meeting.

13. The meeting adjourned at 12:21 p.m.



CITY OF YELLOWKNIFE

**SPECIAL GOVERNANCE AND PRIORITIES COMMITTEE REPORT**

**Monday, November 7, 2022 at 12:05 p.m.**

Report of a meeting held on Monday, November 7, 2022 at 7:00 p.m. in the City Hall Council Chamber. The following Committee members were in attendance:

Chair: Mayor R. Alty,  
Councillor S. Arden-Smith,  
Councillor G. Cochrane,  
Councillor R. Fequet,  
Councillor B. Hendriksen,  
Councillor C. McGurk,  
Councillor T. McLennan,  
Councillor S. Payne, and  
Councillor R. Warburton.

The following members of Administration staff were in attendance:

S. Bassi-Kellett,  
C. Greencorn,  
C. MacLean,  
K. Thistle,  
C. White,  
G. White,  
S. Woodward, and  
P. MacKenzie.

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<u>Item</u>	<u>Description</u>
1.	(For Information Only) Mayor Alty read the Opening Statement.
2.	(For Information Only) There were no disclosures of pecuniary interest.
3.	(For Information Only) Committee heard a presentation regarding Draft Budget 2023.
4.	The meeting adjourned at 7:48 p.m.



CITY OF YELLOWKNIFE

**MEMORANDUM TO COMMITTEE**

**COMMITTEE:** Governance and Priorities / Council

**DATE:** November 14, 2022

**DEPARTMENT:** Administration

**ISSUE:** Whether to appoint a Deputy Mayor and whether to appoint Members of Council as representatives on the Special Committees of Council.

**RECOMMENDATION:**

That Council appoint the following as Deputy Mayor and Council representatives to the Special Committees of Council; and that these appointments be reviewed in January, 2024:

Committee	Councillor
Deputy Mayor	
Audit Committee	
Board of Revision	Primary Alternate
Community Advisory Board on Homelessness	
Development Appeal Board	Primary Alternate
Grant Review Committee (Two required)	
Heritage Committee	
Homelessness Commission	
Mayor’s Task Force on Economic Development	
Yellowknife Combative Sports Commission	

**BACKGROUND:**

Section 7(3) of Council Procedures By-law No. 4975, as amended, states that the appointment of the Deputy Mayor shall be made, on the recommendation of the Mayor, at the first meeting of Council following a General Election. Council must also appoint Councillors to Special Committees of Council

based on the best interests of the City and desires expressed by Councillors. These appointments will be reviewed annually.

**COUNCIL POLICY / RESOLUTION OR GOAL:**

Goal #2 Delivering and efficient and accountable government.

**APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:**

1. *Cities, Towns and Villages Act*,
2. Council Procedures By-law No. 4975, as amended;
3. Council Remuneration Review Report by Sainas Consult Inc.; and
4. Council Remuneration By-law No. 4982.

**CONSIDERATIONS:**

Legislation

Section 39 of the *Cities, Towns and Villages Act* states that Council, on the recommendation of the Mayor, may appoint a Councillor to be the Deputy Mayor.

Section 7(3) of Council Procedures By-law No. 4975, as amended, states that the appointment of the Deputy Mayor shall be made, on the recommendation of the Mayor, at the first meeting of Council following a General Election.

Past Practice

The past practice of Council has been to review the appointment of Deputy Mayor and Chairpersons and Members to Special Committees of Council on an annual basis and following a General Election.

Appointments to Special Committees shall be based on:

- a) the best interests of the City;
- b) the convenience of the Members;
- c) the competence of the Members;
- d) the willingness to serve; and
- e) the desires expressed by the Members.

Council Remuneration Review Report

In 2018, City engaged Sainas Consult Inc. to conduct an independent and arms-length review of the remuneration, allowances and benefits provided to the Mayor and Members of Council.

The report recommended that all Councillors be paid the same amount and that the role of Deputy Mayor be shared by all Councillors on a rotating or scheduled basis, however, Council of the day opted to maintain status quo and appoint a Deputy Mayor on an annual basis.

By-law No. 4982

In order to give effect to the recommendations arising from the Council Remuneration Review Report and Council's desire to maintain status quo, Council adopted By-law No. 4982, a by-law to establish the indemnities and allowances of Council members,

**ALTERNATIVES TO RECOMMENDATION:**

No viable alternative has been identified.

**RATIONALE:**

The Deputy Mayor performs the duties of the Mayor during absences and the Members of Council act as Chairpersons to the Committees they are appointed to. The appointment of a Deputy Mayor and Councillors to the Special Committees of Council will ensure that the Committees can continue to meet and conduct their business and that there is coverage during the Mayor's absences.

**ATTACHMENTS:**

None.

Prepared: October 18, 2022; SJ/

Revised: