



CITY OF YELLOWKNIFE

GOVERNANCE AND PRIORITIES COMMITTEE AGENDA

Monday, June 12, 2023 at 12:05 p.m.

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.

<u>Item</u>	<u>Description</u>
1.	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.
2.	Approval of the agenda.
3.	Disclosure of pecuniary interest and the general nature thereof.
4.	A presentation regarding the Housing Accelerator Fund application process.
ANNEX A	
5.	A memorandum regarding whether to present By-law No. XXXX, a by-law to open and name a roadway in Phase 2 of Engle Business District, for adoption.
ANNEX B	
6.	A memorandum regarding whether to amend Tax Administration By-law No. 4207, as amended, to exempt the Makerspace YK's properties at 100 -5001 Forrest Drive (Units 9-12, Plan 4655) from property taxation.
ANNEX C	(For Information Only)
7.	A memorandum regarding whether to coordinate the next General Assessment in 2024.



<u>Item No.</u>	<u>Description</u>
ANNEX D	(For Information Only)
8.	A memorandum regarding Procurement - 2022 Contract File Summary and Local Spending reports.
ANNEX E	(For Information Only)
9.	A memorandum regarding Water and Sewer Rates Review Public Consultation.

IN CAMERA

ANNEX F	
10.	A memorandum regarding whether to appoint someone to fill a vacant position on the Audit Committee.
11.	Business arising from In Camera Session.



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE

COMMITTEE: Governance and Priorities

DATE: June 12, 2023

DEPARTMENT: Administration

ISSUE: Whether to present By-law No. XXXX, a by-law to open and name a roadway in Phase 2 of Engle Business District, for adoption.

RECOMMENDATION:

That By-law No. XXXX, a by-law to open and name a roadway in Phase 2 of Engle Business District as Goshawk Road, be presented for adoption.

BACKGROUND:

Development of Phase 2 of the Engle Business District continues. Proper civic addresses will allow developers to have materials and equipment delivered without confusion and will ensure that emergency vehicles will be able to respond to emergencies without delay. When naming Engle Business District, Yellowknife City Council resolved to theme the subdivision after indigenous northern birds and name roadways within the subdivision after these birds. Roads within Phase 1 and 2 have already been named: Eagle Drive, Falcon Road, Kestrel Road, Owl Gate, and Merlin Road.

COUNCIL POLICY / RESOLUTION OR GOAL:

- Motion #0097-07 That Council
1. Given that the Kam Lake bypass road is an extension of Deh Cho Boulevard, approve that the entire road be referred to as DEH CHO BOULEVARD;
 2. Name the new Industrial Subdivision as the “Engle Business District”;
 3. Theme the Airport West Industrial Subdivision after indigenous northern birds and name roadways within the subdivision after these birds.

Street, Park & Trail Naming Procedure 260-S3, section 2:

Where street names in a neighbourhood or subdivision are based on a specific theme, the name of all new streets within the neighbourhood or subdivision shall be consistent with the theme.

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

Cities, Towns and Villages Act, SNWT 2003, c.22

CONSIDERATIONS:

Legislative

Section 86 of the *Cities, Towns and Villages Act* states that Council may, by by-law, provide for the naming or numbering of highways and the numbering of buildings.

Section 88 of the *Cities, Towns and Villages Act* states that Council may, by by-law, provide for the opening or closing of a road.

Section 88 of the *Cities, Towns and Villages Act* further states that prior to Third Reading to open, establish, close, widen, divert or dispose of a highway, Council shall cause public notice of the proposed by-law to be given at least two weeks in advance and hear any person claiming to be affected by the by-law who wishes to be heard.

Public Safety

Proper civic addresses will assist emergency response personnel in locating businesses within the municipality.

Consultation

Pursuant to the City's Street, Park, & Trail Naming Procedure, the Street, Park, & Trail Naming Committee, comprised of the City Clerk, Fire Chief, Manager of Planning and Lands, Director of Community Services and Director of Public Works and Engineering, met to discuss the naming of these roadways. Issues of configuration, public safety, addressing and history were all discussed in determining the recommendation presented for Council's consideration.

The Street, Park, & Trail Naming Committee is recommending that this road in Phase 2 of the Engle Business District be named after a predatory bird, in keeping with Phase 1 and 2, and note that the Northern Goshawk is a raptor found in the Northwest Territories.

In addition, Eagle Drive requires an extension to meet up with the new road.

ALTERNATIVES TO RECOMMENDATION:

That the Street, Park, & Trail Naming Committee be requested to recommend alternate names for the road.

RATIONALE:

When reviewing the list of potential street names, the Street, Park, & Trail Naming Committee took into consideration Council's motion to name the roads after indigenous northern birds. Phase 1 and 2 of the Engle Business District were named after predatory birds of the Northwest Territories. It is therefore recommended that this road within Phase 2 remain in keeping as those roads in Phase 1 and 2, and be named after predatory birds of the Northwest Territories. In addition, Eagle Drive requires an extension to meet up with the new road.

ATTACHMENTS:

By-law No. XXXX, a by-law to name a roadway within the City of Yellowknife (DM #734002 and Schedule A DM #734578).

Prepared: May 29, 2023; CC

Revised: June 7, 2023; CC



CITY OF YELLOWKNIFE

BY-LAW NO. XXXX

BH XXX

A BY-LAW of the Council of the Municipal Corporation of the City of Yellowknife in the Northwest Territories, to officially open and name a municipal roadway within the City of Yellowknife.

PURSUANT TO SECTIONS 86 and 88 of the *Cities, Towns and Villages Act*, S.N.W.T., 2003, c.22.

WHEREAS it is desirable to open and name streets within the Municipal boundaries of the City of Yellowknife and to name them after indigenous northern birds within the Engle Business District;

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPAL CORPORATION OF THE CITY OF YELLOWKNIFE, in regular sessions duly assembled, enacts as follows:

APPLICATION

1. That the roadways identified on Schedule A attached to and forming part of this by-law, be officially opened and named:

Goshawk Road

That the roadway identified in orange on Schedule A attached to this by-law be named Goshawk Road;

Eagle Drive

That Eagle Drive be extended as identified on Schedule A attached to this by-law.

EFFECT

2. That this by-law shall come into effect upon receiving Third Reading and otherwise meets the requirements of Section 75 of the *Cities, Towns and Villages Act*.

Read a First time this _____ day of _____, A.D. 2023.

Mayor

City Manager

Read a Second Time this _____ day of _____, A.D. 2023.

Mayor

City Manager

Read a Third Time and Finally Passed this _____ day of _____, A.D., 2023.

Mayor

City Manager

I hereby certify that this by-law has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the by-laws of the Municipal Corporation of the City of Yellowknife.

City Manager



Roads To Be Named

- █ Goshawk Road
- █ Eagle Drive Extension



CITY OF YELLOWKNIFE

PROJECT: Road Naming: Goshawk Road	SCALE: 1:4,500	CREATED BY: GT
TITLE: By-Law No. XXXX- Schedule A	FILE: 2023_Goshawk_Road	
	DATE: May 30, 2023	



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE

COMMITTEE: Governance and Priorities

DATE: June 12, 2023

DEPARTMENT: Corporate Services

ISSUE: Whether to amend Tax Administration By-law No. 4207, as amended, to exempt the Makerspace YK's properties at 100 -5001 Forrest Drive (Units 9-12, Plan 4655) from property taxation.

RECOMMENDATION:

That Council, pursuant to Section 74 of the *Property Assessment and Taxation Act (PATA)*; Section 15 of Tax Administration By-law No. 4207, as amended; and Council's Property Tax Exemption Criteria for Societies Policy, approve the request from the Makerspace YK for a property tax exemption for the land and improvements for Units 9-12, Plan 4655 (100 - 5001 Forrest Drive).

BACKGROUND:

On May 18, 2023, Makerspace YK (MSYK) submitted a tax exemption request for Units 9-12, Plan 4655.

MSYK is a registered society, incorporated under the *Societies Act of the Northwest Territories* in 2019. Its mandate is to build community around hands-on learning, shared space, and skill-building. MSYK currently operates three key spaces which are designed for use by members of the public: a woodshop (Shopspace), a multi-media art and event space (Artspace), and a digital fabrication laboratory (Hackspace).

The society had 34 members as of August 2022 and the membership numbers have not changed much as MSYK launched a pilot beta membership program in February 2023, and the current four-memberships tier option was rolled out in April 2023. They expect the membership numbers will increase once they roll out a membership drive and with more communications.

As of May 25, 2023, MSYK has provided orientations and training to 110 community members:

	Number of Members
Total Trained Users (Shopspace and Hackspace)	110
Shopspace Users	84
Hackspace Users	36
Artspace Users (most programs at Artspace do not require training)	15-30 weekly for beading circle and repair café programs.

In addition to regular services, MSYK has offered a variety of specialized workshops, as well as conventions and other events hosted by, or in collaboration with, other organizations. Some of events brought in up to 100 people in a single day, for example, the Artist in Residence performances delivered in partnership with Folk on the Rocks in November 2022.

MSYK has eight volunteer board members who work together with volunteer community members to support the its operations. The total number of volunteers is about 18 and total volunteer hours are about 2,000 annually.

MSYK's financials are satisfactory, with sufficient grants to cover its expenditures for the last three fiscal years ended March 31, 2021 to March 31, 2023. According to its unaudited financial statements dated March 31, 2023, the majority of its revenues, totaling \$1 million, were from others orders of government and they accounted for 81% of the total revenues of \$1.3 million. These grants were to support the establishment of MSYK and the purchase of the building that it currently occupies. All grant funding ended March 31, 2023 or earlier. Moving forward, MSYK has to cover the majority of core operating expenses from membership and user fees, and the saving from facilities rentals, which cost over \$121,000 for the fiscal year ended March 31, 2023, as it now owns the properties.

According to its Executive Director, it will take at least this year for the organization to be more financially sustainable due to COVID-related issues that delayed the renovations for more than a year and subsequently delayed opening to the public.

COUNCIL POLICY / RESOLUTION OR GOAL:

Property Tax Exemption Criteria for Societies Policy (Council Motion # 0073-18)

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

1. *Property Assessment and Taxation Act*; and
2. Tax Administration By-law No. 4207, as amended.

CONSIDERATIONS:

Legislative

Property Tax exemptions are governed by the *Property Assessment and Taxation Act (PATA)*, the City's Tax Administration By-law No. 4207, as amended, and Council's Property Tax Exemption Criteria for Societies Policy (Council Motion # 0073-18).

Section 4 of PATA identifies several types of properties exempted from taxation by virtue of ownership and/or land use. Section 74(1) grants Council the right to enact a By-law to exempt other properties that meet the criteria identified in Section 74(2); these criteria include land used by societies incorporated under the *Societies Act*. The City enacted Tax Administration By-law No. 4207 for this purpose and the By-law, as amended, lists organizations that are currently exempt from paying property taxes. Initially these exemptions were granted on a case-by-case basis without a standard set of criteria on which to base the evaluation, so in 2018 the Property Tax Exemption Criteria for Societies Policy was developed to improve transparency by establishing a set of common standards for evaluating tax exemption requests; it was adopted by Council in March of 2018.

Financial Considerations

The properties' current total assessed value is \$539,210, with an assessment class of 103, Commercial. Based on the final 2023 mill rates, the 2023 total tax levy for the properties is \$7,203.85 in municipal taxes and \$1,596.06 in school taxes, for a total of \$8,799.91.

If the requested tax exemption is granted, in 2023 the City will forgo \$7,203.85 in municipal tax revenue from this property, adding to the \$309,200 in exemptions already authorized for 2023 in the Tax Administration By-law and bringing the municipal tax exemption total to \$316,403.85, which represents 0.88% of the City's total tax revenue of \$35,814,000.

ALTERNATIVES TO RECOMMENDATION:

That Council direct Administration to deny Makerspace YK's tax exemption request.

RATIONALE:

Based on their application, MSYK meets the criteria set out in the Section 74(2) of *PATA* and included in the Property Tax Exemption Criteria for Societies Policy:

- a. The organization must be a society incorporated under the Societies Act.*

MSYK is an incorporated society under the *Societies Act*.

- b. The property must not be used as a residence.*

MSYK does not use the property as a residence.

Based on their application, MSYK also meets all the criteria identified by the City of Yellowknife and included in the Property Tax Exemption Criteria for Societies Policy:

- a. The organization must be a non-profit organization in good standing with the Registrar of Societies and the City.*

MSYK's application states that it is a non-profit organization. MSYK is in good standing with the Registrar of Societies. As of June 2, 2023, its accounts with the City are current.

- b. The organization must support a municipal purpose by providing:*

a. Social and community services to the General Public; or

MSYK's applications states that "Its vision is to empower and provide a space for individuals to gain confidence, build practical skills and grow creatively so that we can build a stronger, more resilient, and vibrant community together. We deliver our mandate through programming and public access to our facility which houses a fully-outfitted wood workshop, digital fabrication space (Hackspace), and multimedia art and event space (Artspace)."

- b. *Arts and cultural activities of demonstrable benefit to the General Public and that can be reasonably considered to provide a unique extension of municipal arts and cultural services; or*

MSYK'S applications states that "it offers a wide range of skill-building activities and workshops. They include traditional crafts as well as woodworking, digital tools, and fine arts. We also plan to host a seasonal "Maker's Market" as a venue for artists, artisans and craftspeople to sell their work."

It also states that "MSYK is a space that brings together Yellowknife's art and cultural community, offering a hub for learning, building, and practicing creative ventures. Our facility and programming together create new opportunities for Yellowknife's local artists and craftspeople to practice, teach, collaborate and share their work."

Under the Pillar 2 – Spaces and Places of the City of Yellowknife Arts & Culture Master Plan (September 2022), the report suggests "new spaces such as the Yellowknife tourist Centre and Makerspace YK also provide opportunities to explore for use by and for arts & culture." The report recommends that the City "Explore formal partnership opportunities with existing non-City owner space (e.g. Makerspace YK), for City-led programming and/or to meet artist's near-term needs. It also recommends that the City "Explore methods to incentivize private business to rent space to artists."

- c. *Recreational services to the General Public that can reasonably be considered an extension of municipal recreational services.*

The application does not address this criteria.

- c. *The organization's use of the property must provide services for and/or support to City residents without restriction.*

The MSYK application states "Generally our programs and services have no restrictions as we try to cater to as many groups as possible. For some programs, particularly those in the woodshops, there may be some age restrictions (14+, unless accompanied by a guardian) due to the high-risk nature of the equipment. Some programs and workshops may cost a fee, but we can offer sliding scale payment options for those who request it."

- d. *The organization's use of the property must be consistent with municipal policies, plans, by-laws, codes and regulations.*

The City is not aware of any property use by MSYK that is inconsistent with municipal policies, plans, by-laws, codes and regulations.

e. *The organization must not disparage others.*

The MSYK application states that MSYK does not disparage others and “the key values of the organization include inclusivity to ensure all members of the community feel welcome and that the spaces/ programs are accessible”

f. *The organization must show evidence of ongoing, active volunteer involvement.*

The MSYK application states the organization has eight volunteer board members who work together with other volunteer community members to support its operations. The total number of volunteers is about 18 contributing approximately 2,000 volunteer hours annually.

g. *The organization must present proof of financial responsibility and accountability.*

The MSYK application included the financial statements for 2022 and 2023 and its filing with the Corporate Registry of Government of Northwest Territories was current as of March 31, 2022.

h. *The organization must own the property it is applying for property tax exemption on and operate on that property.*

MSYK owns and operates the properties on which the exemption is being sought.

ATTACHMENTS:

1. Tax exemption request from MSYK (DM # 734507).
2. By-law No. XXXX, a by-law to amend Tax Administration By-law No. 4207, as amended, (DM#734553).

Prepared: June 2, 2023; CS

Revised:



Intersections with City of Yellowknife Strategic Priorities

February 2023

Makerspace YK

5001 Forrest Drive

Yellowknife, NT X1A 2A7



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Summary

Makerspace YK (MSYK) is a registered non-profit in Yellowknife, Northwest Territories, whose mandate is to build community around hands-on learning, shared space, and skills-building. MSYK currently operates three key spaces, which are designed for use by members of the public: a woodshop, a community arts space, and a digital fabrication lab.

MSYK's activities and services overlap with the strategic priorities of the City of Yellowknife in the areas of economic development and arts & culture. This document briefly outlines our organization's current activities to demonstrate how MSYK is serving the City's strategic priorities.

Overview of MSYK Mandate and Activities

MSYK's mandate is to drive sustainable economic diversification and community self-reliance through sharing, collaboration, and empowering the already innovative and resilient residents of Yellowknife and the Northwest Territories with the tools (in the broadest sense of the word) they need to grow their economy and community. MSYK's vision is to empower and provide a space for individuals to gain confidence, build practical skills and grow creatively so that we can build a stronger, more resilient, and vibrant community together. We deliver our mandate through programming and public access to our facility which houses a fully-outfitted wood workshop, digital fabrication space (Hackspace), and multimedia art and event space (Artspace).

The collective, foundational values of our organization are:

- Empowering – Giving people the confidence, skills, tools and space they need to reach their potential
- Innovative – Fostering an environment that encourages people to look at challenges and find solutions in new and different ways
- Inclusive – Committed to removing barriers to access and opening doors for participation to all members of the community; and
- Community-Driven – Listening to and maintaining strong relationships with the membership and meeting the needs of the community

The woodshop, digital lab and Artspace are located together in a ground-floor, barrier-free facility. The spaces have been specifically designed for use as a multi-purpose community makerspace, and are intended to support collaboration, the sharing of ideas, and the development of a Community of Practice.

We have dedicated an Executive Director to oversee management of the facility and staff as well as two full-time Shop Technicians/Managers who oversee the digital lab and wood shop. The facility can be rented by community groups for workshops and events, and is large enough to host multiple (potentially synergistic) events concurrently in each of the three spaces.

Along with opportunities for collaboration, we will be offering a wide range of skill-building activities and workshops, according to the need, demand, and facilitation expertise in our community. These are expected to include traditional crafts (we have already programmed the space with beading and fur/leather workshops) as well as woodworking, digital tools, and fine arts. In past years we have hosted workshops on carpentry, welding, painting, graphic design, linograph, computer building, drones, film, web design, grant writing, and more. We also plan to host a seasonal “Maker’s Market” as a venue for artists, artisans, and craftspeople to sell their work.

Intersections with the Arts & Culture Master Plan

Spaces & Places

The primary intersection between Makerspace YK and the Arts & Culture Master Plan (Nordicity, September 2022) is under the objectives of “Spaces and Places”.

The report suggests: “new spaces such as the Yellowknife tourist centre and Makerspace YK also provide opportunities to explore for use by and for arts & culture.”

Under **Objective #1** (Spaces & Places): *Assess and plan for cultural infrastructure to meet short and long-term needs*, the report further states:

Explore formal partnership opportunities with existing non-City owned spaces (e.g., Makerspace YK), for City-led programming and/or to meet artist’s near-term needs.

Objective #2 is also linked to the services provided by MSYK:

Connect artists and audiences with space to create and engage in the arts.

- Explore methods to incentivize private businesses to rent space to artists.

Other areas of alignment

Several of the Master Plan’s other strategies and objectives would be served by a partnership between the City of Yellowknife and MSYK. These include:

Leadership & Support

Objective 1: Establish strong City leadership around arts and culture

Objective 2: Facilitate capacity building for the arts sector

Connections & Visibility

Objective 1: Increase the visibility of arts & culture throughout the city.

Objective 2: Ingrain arts & culture into the identity of the city.

Objective 3: Reduce barriers to arts & culture participation.

Which MSYK activities/services support Arts & Culture?

MSYK is a space that brings together Yellowknife's arts and cultural community, offering a hub for learning, building, and practicing creative ventures. Our facility and programming together create new opportunities for Yellowknife's local artists and craftspeople to practice, teach, collaborate and share their work.

In addition to using the space as a collective workshop, Makerspace is also rentable as an event space and can serve as a sales venue, offering pathways for our members/users to exhibit, promote and sell their work. By offering flexible memberships, diverse programming, and a barrier-free space, MSYK has created an inclusive hub that supports all kinds of artists and craftspeople in Yellowknife and the NWT. Our facility is a launching point from which a creative and cultural community of practice is emerging.

We have spent three years (since the inception of MSYK) establishing a Community of Practice with like-minded organizations and individuals. Since our renovation has been completed, several of these have approached us to use or rent space in the facility. To date, all of these prospective users are aligned with the mandate of our organization, and we have therefore agreed to their renting or using our space.

These organizations include:

- Artist Run Creative Collective (ARCC) - monthly artist critique nights
- Tree of Peace Friendship Centre - weekly beading circle
- GNWT ITI - will be using the space to host a Seal Fur & Leather Workshop Feb 2023
- Folk on the Rocks - used the artspace to host a monthly Artist in Residence show in Nov 2022
- Western Arctic Moving Pictures - has signed a formal agreement to transfer their entire repertoire of digital fabrication tools and equipment into the MSYK Hackspace lab for use by the MSYK community and public
- Dechinta Centre for Research and Learning - workshop-based project partnership facilitated by MSYK
- Home Base YK - workshop-based project partnership facilitated by MSYK
- Bikespace - runs community bike repair workshops on our outdoor deck
- Skills NWT - various workshops, currently offering Girl Powered, a girls in trades program
- Pinnguaq - National STEAM educator who have delivered training workshops in the facility and will continue to do so

Memberships will also be available to the general public, schools, homeschool groups and other educational bodies.

In the past three years, our programming has fluctuated with the change in our access to space and pandemic restrictions. In the summer of 2019 - having no indoor space - MSYK ran a free, weekly public outdoor workshop, each teaching a different skill to anyone interested in attending. Over 25 workshops were offered through the "Summer of Skills" including: carpentry, welding, graphic design, linograph, computer building, drones, film, web design, grant writing, and more. The following summer, during which our space was under renovation, MSYK organized the 5052 Mural Project, which brought professional artists together with youth to create a mural on the outside of the Foster Family Coalition building in



Yellowknife. MSYK also coordinated with the City of Yellowknife and supplied the labour to build a community garden on an empty city boulevard. While our renovations were still ongoing, we hosted a free weekly bike repair workshop on our outdoor deck. Since the renovation has wrapped up we have hosted a weekly beading circle for Indigenous youth, facilitated by the Tree of Peace Friendship Centre, and a painting workshop for youth and families facilitated by a professional artist. All of this programming was developed in order to be accessible to the public.

For the past few years, the non-profit Artist Run Creative Collective (ARCC) has been hosting art exhibitions in a mobile cargo trailer (pulled around town behind a pickup truck), to compensate for the absence of a formal art gallery anywhere in the NWT. Since the renovation of Artspace has been completed, ARCC will instead be hosting monthly events inside of MSYK. This will significantly improve physical conditions for presentation/exhibition, as the cargo trailer had no heating system and Yellowknife experiences exceptionally long winters.

There is currently no collective/shared multimedia studio space in the city to support collaborative artistic creation. The only similar facility in Yellowknife currently is the Guild of Arts and Crafts, which is a pottery studio. For all other types of fine arts and traditional crafts, the Artspace will fill an important need in the community by being a place where artists and amateurs alike can come together and work, play, practice, and create.

The following events are scheduled within the coming year of our operations:

- Regular (3-4 times/week) drop in hours (5-25 participants)
- Weekly beading circle + Moccasin making (12+ participants)
- Weekly Repair Cafes (5-20 participants)
- Seasonal Weekly bike repair workshops (2-12 participants)
- Maker's Market (6+ vendors & 25+ patrons)
- Monthly ARCC artist critique nights (6-12 participants)
- Monthly music performances (25+ patrons - possibly in collaboration with FOTR)
- Annual Seal Fur & Leather workshop (up to 25 artisans - weeklong training workshops through ITI & ECE)

In addition to this programming, MSYK can support one-off events hosted by other organizations through-out the year that will service the wider Yellowknife community. One example is BACupNorth's Pan African art exhibition at the end of February that's estimated to have 100+ visitors.

Intersections with the Economic Development Strategy (2020-2024)

Business incubator

MSYK's activities are aligned with several focus areas of the City's Economic Development Strategy (FWCO, April 2020) – but particularly with the objective to start a Business Incubator.

Economic Development Goal #4, as stated in the report, is: *The rate of business establishment and development is accelerating*. Under strategies for achieving this goal, two points are listed:

- Examine feasibility of establishing an incubator, accelerator, makerspace or innovation centre
- Work with the GNWT, federal government and other partners to establish incubator/accelerator

We at MSYK are proud to state that we have accomplished both of these goals. First we have examined the feasibility of establishing a makerspace, which might also be referred to as an incubator/accelerator or incubation centre. MSYK worked with the GNWT and federal government to establish our organization and facility. We can also be considered a key partner to the City in continuing to operate a makerspace that supports the development of businesses throughout the municipality.

Other areas of alignment

Several other principles, strategies, and actions within the plan would be supported by a partnership with Makerspace YK. These include the following:

Key principles:

Recognizing that many of the levers for promoting economic development lie beyond its direct control, the City will place a high priority on working with key partners.

Priority actions – Plans for Implementation:

#10. Work with partners in reviewing the feasibility of establishing a business accelerator and/or incubator in Yellowknife.

#16. Assist key champions, as requested and where possible, in their efforts to implement development strategies and key initiatives.

Economic development strategies:

Advocate for developments and initiatives that strengthen the Yellowknife economy:

- Work with key partners in strongly advocating for major developments and, where possible, supporting implementation of associated development strategies.

Recruit tourists, investors, workers and prospective residents:

- Recruit champions and ambassadors
- Undertake co-marketing

Support business development initiatives:

→ Support the development of social enterprises

Support the development of local suppliers:

→ Facilitate connections between purchasers and local suppliers

Which MSYK activities/services support Economic Development?

Makerspace YK fills an important gap in both the local community and the wider territory. Entrepreneurs and small business owners, especially in the NWT's small-market communities, are significantly challenged by limited economies of scale. Professional service providers rarely establish offices in small markets and capital costs and operating expenses are high. These and other burdens faced by entrepreneurs and hobbyists in the Northwest Territories disincentivize sectors in the private industry and drive people south. This project will reduce the risk of starting small businesses for those who already have a business idea and allow others to foster a business idea they may not have known they had. Makerspace YK will allow entrepreneurs and artisans to share resources, tools, space and equipment, effectively removing the barriers to entry for business start-ups. The programs, services and facilities Makerspace YK offers contribute to the creation, growth and development of strong and inclusive regional networks that support business growth and innovation, and that foster the entrepreneurial environment.

This project supports economic development across a number a sectors including:

Knowledge Economy:

MSYK is a hub of trans-disciplinary learning, collaboration, and innovation around which a community of practice is emerging. The organization offers a physical space, a collective set of resources, and a network that northerners can use to exchange ideas, share skills, and build expertise. The competencies developing through MSYK are specific to our local context and in-demand across the north.

The NWT is resource-rich in both traditional and scientific forms of knowledge and research. On the other hand, there are limited opportunities or platforms for locally collecting, sharing and co-creating knowledge capital. The territory's only postsecondary institution currently focuses on vocational training, and most formal research being conducted in the territory is collected and kept by external/southern organizations. There are few spaces that are truly local and directly designed to support innovation. The opportunity to come together, share skills, and co-develop competencies – without leaving the territory – is a crucial gap in the sector, which can be filled by a place like MSYK.

Manufacturing:

MSYK supports entrepreneurs who need access to small-scale manufacturing and prototyping services in order to establish or expand their business idea. A range of services are offered through our facility, from a fully-equipped woodworking setup, to traditional crafting tools, to digital fabrication resources, including a full suite of professional software to allow Yellowknifers to first envision and then realize their ideas.



The 2019-2024 NWT Manufacturing Strategy indicates the development and use of makerspaces as key to improving economic outputs and indicators for the performance of the strategy. The GNWT has identified manufacturing as a space of economic opportunity for the territory. In order to realize this potential, NWT residents will need to be supported in developing their ideas and then in creating their products. As it stands now, there are a lot of barriers to breaking into the manufacturing sector in the north - including the high costs to rent/acquire commercial space, high capital costs for equipment and maintenance, and low capacity in the competencies related to business development. By offering economical access to shared space, equipment, and training, MSYK removes risks for small local players to get started and then expand their enterprise.

- Currently MSYK is co-facilitating an 8 week youth entrepreneurship practicum with Community Building Youth Futures called “Don’t Fake It, Make It!” which will support youth participants to build skills in product and prototype development.

Arts and culture:

We offer support for artists, artisans and small producers to develop, fabricate and sell their goods and services. Our Artspace is a flexible, collaborative space that has so far served as a painting studio, performing arts venue, traditional crafting workshop, and a place to network, convene and confer. MSYK will be setting up a regular craft sale within the space, directly offering a sales platform to local producers.

NWT arts have not been fully capitalized on as a local economic driver. This relates to a combination of things, including the absence of a publicly-funded art gallery in the territory (up until the City of Yellowknife opened a small gallery space in the mall, earlier this year). There are also limited studio spaces (zero public-access studios other than MSYK Artspace and the pottery guild) and no retailers catering specifically to the needs of visual or traditional artists. To address this gap, MSYK will be able to supply artists and craftspeople with access to specialized tools and materials, rentable space as well as a sales platform through our craft market.

- The Tree of Peace Friendship Centre has been hosting a weekly beading circle at the Artspace in MSYK since fall 2022. This year they have added moccasin making to their weekly programming.

Digital Economy:

The digital lab at Makerspace YK offers training, equipment and programming that supports the development of technology-related skills. Our digital skills programming has so far included workshops on coding, 3D modeling, and graphic design software, and orientations on the use of 3D printers, laser cutters, and Cricuts.

Development of digital skills across the NWT will allow northern residents to access opportunities for education and employment anywhere on earth. STEAM programming opportunities are also increasing for youth and we want to ensure that outside of these programs, youth continue to have access to these resources. There is a legitimate opportunity for ‘digital nomads’ in the north to bring money into the NWT economy by tapping into flourishing industries elsewhere. On top of this, digital connectivity

is a crucial resource for remote communities. All of these opportunities require that residents have the skills and competencies to operate, maintain, and otherwise leverage digital tools and technologies. These are the skills and competencies MSYK aims to build among our members.

→ Makerspace YK has a partnership with Community Building Youth Futures to host a Youth in STEAM conference in May 2023 (project partnership facilitated by MSYK).

Construction Trades:

Our organization creates pathways to formal trades education, strengthening a skilled labour pool which is in extremely high demand in this territory. MSYK is an accessible and inclusive space that encourages non-traditional (youth, women, and LGBTQIA2S+) people to experiment and build competencies in various types of crafting, fabrication and construction skills. We have offered workshops in carpentry and welding; regular orientations on a variety of tools and equipment; Women in Trades programming; Repair Cafes; and a variety of workshops designed to engage our members in further learning, experimentation, and practice with hands-on skills.

Construction costs across the north are wildly inflated compared to those in southern Canada. This is influenced by various factors, such as material shipping costs and environmental conditions, but also by a severe labour shortage in skilled trades. Alternative pathways to trades training and employment are needed to connect local people with local opportunities, and support the development of our labour pool in a way that is economically and socially sustainable.

Creation of new businesses will come from the sharing of capital costs, resources and building of a support network that will encourage new hopeful entrants into the entrepreneurial marketplace and facilitate the continued success of those already established. Makerspace YK can facilitate pop-up marketplaces throughout the year where members may sell their creations on site in addition to their normal market channels. Increased revenue making opportunities will be available for local artists and artisans both through selling their products, but through compensation for any skills they want to share by offering workshops and classes out of our Artspace.

Our project focuses on skill-building activities and workshops, according to the need, demand, and facilitation expertise in our community. These are expected to include traditional crafts (we have already programmed the space with beading and fur/leather workshops) as well as woodworking, digital tools, and fine arts. In past years we have hosted workshops on carpentry, welding, painting, graphic design, linograph, computer building, drones, film, web design, grant-writing, and more. The variety of offerings will increase the capacity and skill set diversity of our current labour pool while also enabling opportunities for innovation within and beyond the Yellowknife community.



Conclusion

Thank you for your time in reviewing this request.

If you have any questions or to follow up with us, please reach out to:

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Executive Director
aileen@makerspaceyk.com
(613) 898-8567

Kristel Derkowski
Vice-President
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CITY OF YELLOWKNIFE

BY-LAW NO. XXXX

BM XXX

A BY-LAW of the Council of the Municipal Corporation of the City of Yellowknife in the Northwest Territories, to amend By-law No. 4207, as amended, which provides for the exemption of certain properties from taxes.

PURSUANT TO Section 74 of the *Property Assessment and Taxation Act, RSNWT 1988, c. P-10*;

WHEREAS the Council of the Municipal Corporation of the City of Yellowknife wishes to amend Tax Administration By-law No. 4207;

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPAL CORPORATION OF THE CITY OF YELLOWKNIFE, in regular sessions duly assembled, enacts as follows:

APPLICATION

1. That By-law No. 4207, The Tax Administration By-law, Section 15 be amended by adding the following:

J) Makerspace YK: Units 9-12, Plan 4655.

EFFECT

2. That this by-law shall come into effect upon receiving Third Reading and otherwise meets the requirements of Section 75 of the *Cities, Towns and Villages Act*.

Read a First time this _____ day of _____, A.D. 2023.

Mayor

City Manager

Read a Second Time this _____ day of _____, A.D. 2023

Mayor

City Manager

Read a Third Time and Finally Passed this _____ day of _____, A.D., 2023.

Mayor

City Manager

I hereby certify that this by-law has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the by-laws of the Municipal Corporation of the City of Yellowknife.

City Manager



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE (For Information Only)

COMMITTEE: Governance and Priorities

DATE: June 12, 2023

DEPARTMENT: Corporate Services

ISSUE: Administration will coordinate the next General Assessment in 2024.

BACKGROUND:

The *Property Assessment and Taxation Act* (PATA) requires the City to maintain an Assessment Roll that records the assessed values of all properties within its boundaries. The Assessor updates this information on an ongoing basis using a variety of means including permitting data, visual observations, and site inspections.

PATA also requires that a General Assessment be conducted at least every ten years. During a General Assessment the Assessor must re-assess every property, using updated baseline information. This is a significant undertaking but ensures that assessed values remain current and consistent across the City.

Historically the City conducted General Assessments every four years, but due to the cost and workload attempted to reduce their frequency. This resulted in a seven-year span between the 2006 and 2013 General Assessments. During this time, significant changes occurred in the Kam Lake area and some parts of the Niven Lake neighbourhood, resulting in significant increases in the assessed land values of these properties and substantial property taxation increases for the impacted ratepayers. In reaction to this, Council directed Administration to “increase the frequency of General Assessments to every 5 years, pending annual budget deliberations and approval.”

Accordingly, a General Assessment was conducted in 2018. It resulted in assessment updates across all properties and areas of the city, thus maintaining the consistency and fairness of both the assessed values and the resulting distribution of property tax responsibility.

In July of 2019 Council authorized Administration to enter into a ten-year contract for Assessment Services. This contract provides access to the services of two Assessment companies, and includes two General Assessments.

A General Assessment was anticipated in 2023, however the primary assessor is unable to complete the work this year. The City sought out services to complete the General Assessment from the secondary company but due to the short notice they are unavailable because of prior commitments. Administration also reached out to the Department of Municipal and Community Affairs within the Government of the Northwest Territories as they provide assessment services for all other tax-based communities in the territory, but they too are unable to provide resources to complete the General Assessment this year. Therefore, the next General Assessment will take place in 2024.

COUNCIL POLICY / RESOLUTION OR GOAL:

#0331-14 That Council direct Administration to increase the frequency of General Assessments to every 5 years, pending annual budget deliberations and approval.

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

1. *Property Assessment and Taxation Act* R.S.N.W.T. 1988, cP-10.

CONSIDERATIONS:

Legislative

The City's Program Authority Agreement for Property Assessment with the GNWT requires the City to collect and maintain assessment data for the City of Yellowknife, for the purposes of allocating property taxation responsibility, as specified in the *Property Assessment and Taxation Act*.

The *Property Assessment and Taxation Act* requires the City to conduct a General Assessment at least once every ten years.

Financial Considerations

Periodic General Assessments are required to ensure assessed values are based on current information and remain consistent across all property types and neighbourhoods. They do not impact the total property taxation revenue.

The existing services contract includes two General Assessments over the life of the contract. They can be undertaken in 2024 and 2028, with no financial impact.

ATTACHMENTS:

N/A

Prepared: May 30, 2023: SW

Revised: June 7, 2023: SW



CITY OF YELLOWKNIFE
MEMORANDUM TO COMMITTEE
(For Information Only)

COMMITTEE: Governance and Priorities

DATE: June 12, 2023

DEPARTMENT: Corporate Services

ISSUE: Procurement - 2022 Contract File Summary and Local Spending reports.

BACKGROUND:

On May 24, 2016, Council Motion #0132-16 directed Administration to produce an annual report listing all contracts awarded. Administration also committed to bringing forward an annual report of local spending.

Contract File Summary

Appendix A contains a summary of the City's contract files handled through the Procurement Division in 2022. It provides basic information on the result of each contract file, including the procurement process used, the name of the contractor, the location of the contractor, a brief description of the goods or services that were acquired, and the total value of each resulting contract.

Local Spending

The report on local spending compares local spending to non-local spending for the twelve-year period from 2011 to 2022. For the purpose of this report, local companies are defined as those having a local presence in Yellowknife: they have offices or storefronts, employees, and generally participate in the local economy and conduct regular business in Yellowknife.

The City's Local Procurement Policy, adopted by Council on February 12, 2018, states that the City will target to spend at least 85% of its total annual expenditures locally. The City utilizes this policy to strategically target and increase spending with Yellowknife businesses. In 2022, local expenditures accounted for 88.18% of the City's total spending, which was a slight increase on the ratio of local expenditures (87.89%) in 2021.

The City of Yellowknife is unable to procure goods and services under the guidelines set forth in the GNWT's 'Business Incentive Policy', as this system of adjusting bids is a specific exclusion which the

GNWT holds. It was grandfathered from the Agreement on Internal Trade, and has carried forward to the Canada Free Trade Agreement. There are common law legal risks associated with the disclosure and application of a local preference policy, and these risks increase along with the value of the procurement in question.

Methodology

The first step in the analysis of the data is to exclude all payroll, debt, and tax expenditures. Therefore, Workers' Safety and Compensation contributions, loan payments, pension fund contributions, health coverage contributions and school board tax allocations are totaled and shown in the Excluded column of the chart seen on page 3.

Goods and services that are not available in Yellowknife and have been procured from suppliers located outside Yellowknife are included as Non-local expenditures. These goods and services include but are not limited to: specialty vehicles and equipment; software maintenance and support; traffic light equipment; ice rink and swimming pool equipment and maintenance; specialized consulting services, recruiting expenses; and chemicals used in municipal operations. These non-local expenditures also include many requests for goods and services which were posted as competitive bids (tenders or requests for proposals) open to the public, but for which the City did not receive successful bids from local suppliers.

Report Findings

Local vs Non-local Spending (2011-2022)

	Excluded	Local	Non-local	% Local
2011	\$16,567,843.84	\$36,825,603.67	\$6,469,733.37	85.06%
2012	\$13,290,922.45	\$43,706,456.95	\$7,767,149.46	84.91%
2013	\$18,673,512.57	\$42,684,472.40	\$5,464,015.04	88.65%
2014	\$17,563,875.40	\$49,207,822.77	\$30,365,194.84	61.84%
2015	\$19,844,106.87	\$29,194,215.49	\$14,178,374.29	67.31%
2016	\$21,572,942.20	\$35,399,837.50	\$7,083,328.39	83.33%
2017	\$18,320,555.40	\$44,628,494.29	\$7,191,647.19	86.12%
2018	\$18,347,649.95	\$39,200,229.82	\$5,168,195.77	88.35%
2019	\$19,340,813.38	\$33,725,115.90	\$5,009,772.27	87.07%
2020	\$19,844,599.17	\$34,286,543.02	\$5,501,893.59	86.17%
2021	\$19,832,792.77	\$34,627,814.59	\$4,769,374.51	87.89%
2022	\$20,085,429.67	\$44,899,618.95	\$6,018,691.49	88.18%

Analysis

Over the past twelve years, of the more than \$573,000,000 spent by the City of Yellowknife, over \$468,000,000, or 81.69%, was expended locally. From 2011 to 2013, and again from 2016 through 2022, the City's average level of local spending exceeded 85% in each and every year.

2014 and 2015 local spending percentages were lower than normal because they include large payments to the non-local vendor awarded the contract for the Water Treatment Plant. These numbers do not reflect the main contractor's expenditures on local sub-trades, so the actual level of local spending would have been somewhat higher than the stated ratio suggests.

Excluded and Non-Local

A more in-depth look at both Excluded and Non-local spending was requested (for future reports) by Council during discussion of the 2016 report.

Excluded

As noted above, these expenditures are excluded from the Local Spending analysis:

2022 Excluded Items

Receiver General	\$20,439.75	Manulife	\$21,641.59
TD Canada Trust	\$3,447,192.39	City YK Employee Rec	\$11,802.89
WSCC	\$580,400.00	PSAC Social Justice Fund	\$2,730.75
NEBS Group Insurance	\$1,335,032.30	NEBS Pension Fund	\$3,218,590.42
YK Sep. Education Dist.	\$4,628,599.52	YK Education District 1	\$6,819,000.06

Payroll expenditures are not included as the purpose of the report is to show how the City spends discretionary funds processed through its payables system. Payroll related expenses (health benefits, union dues and pension allotments) are also excluded from the report because, even though they are processed through the City’s payables system, they are considered employee costs and therefore not discretionary. However, if these payroll expenses are considered discretionary spending, the total local spending increases to \$50,090,256.65 , and the local spending ratio rises to 89.27%.

Non-Local

The chart below identifies some of the significant expenditures included in the \$6.02 million of non-local spending on products or services not available locally. These total \$3,248,570.13. If these items are removed from the original analysis, the total value of non-local spending drops to \$2,770,121.36, and the local spending ratio increases to 94.19%.

2022 Spending on Goods or Services Not Available Locally

Chemicals	\$145,260.77	Specialized Equipment	\$475,995.70
Specialized Services	\$832,462.70	Ice Rink & Pool Equipment/Maint.	\$509,222.41
IT Services/Software	\$1,094,398.08	Firefighting Equipment	\$191,230.47

If the payroll related expenses identified above are included, AND the expenditures on goods or services not available locally are removed from the analysis, the local spending ratio increases to 94.76%.

COUNCIL POLICY / RESOLUTION OR GOAL:

Council Goal: Delivering efficient and accountable government

Council Goal: Growing and diversifying our economy

Council Motion #0132-16 That Administration be directed to produce an annual report listing all contracts awarded.

Local Procurement Policy

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

None

ATTACHMENTS:

Appendix A – City of Yellowknife Contract File Summary - 2022 (DM# 733583).

Prepared: May 26, 2023; CH

**APPENDIX A
CITY OF YELLOWKNIFE CONTRACT FILE SUMMARY - 2022**

Reference	Process	Company	Town/City	Description	Total
#22-001	Tender	NWT Construction	Yellowknife	2022 Paving - Contract A	\$1,256,165.00
#22-002	Tender	NWT Construction	Yellowknife	2022 Paving - Contract B	\$1,962,651.00
#22-003	Tender	RTL Robinson Ltd	Yellowknife	2022 Water & Sewer Upgrades	\$3,158,546.20
#22-004	Tender	Ace Enterprises Ltd	Yellowknife	2022 Patching Program	\$778,067.70
#22-005	Tender			2022 SCFA Upgrades	CANCELLED
#22-006	Request for Proposals	Stantec	Yellowknife	2023 Paving Program - Engineering Services	\$506,882.00
#22-007	Request for Proposals	AECOM Canada	Yellowknife	Lift Station #1 Replacement - Engineering Services	\$898,796.00
#22-008	Tender	Ace Enterprises Ltd	Yellowknife	Fiddler's Lagoon Access Road Improvement	\$466,790.00
#22-009	Request for Proposals	Yellowknife Women's Society	Yellowknife	Street Outreach Services	\$270,000.00
#22-010	Tender			Sewage Containment - Public Works Yard	CANCELLED
#22-011	Request for Proposals			Reconciliation & Indigenous Cultural Comp. Trng.	CANCELLED
#22-012	Request for Proposals	Big Guy Fries	Yellowknife	Operation of the Wildcat Café	N/A
#22-013	Request for Proposals		Yellowknife	2022-2023 Indigenous Case Management	CANCELLED
#22-014	Request for Proposals	YWCA	Yellowknife	2022-2023 Families Housing First Program	\$350,000.00
#22-015	Request for Proposals	SideDoor	Yellowknife	2022-2023 Homelessness Prevention/Shelter Diver.	\$73,000.00
#22-016	Request for Proposals	SideDoor	Yellowknife	2022-2023 Youth Housing First Program	\$175,000.00
#22-017	Request for Proposals	Yellowknife Women's Society	Yellowknife	2022-2023 Adult Housing First Program	\$337,925.30
#22-018	Request for Proposals	Roth IAMS Ltd	Oakville, ON	Facility Assessment & Capital Planning	\$76,617.50
#22-019	Request for Proposals	Associated Environmental	Yellowknife	Wetland Delineation Study - Engineering Services	\$423,000.00
#22-020	Tender	Bureau Veritas Canada	Mississauga, ON	Water Sampling Services	\$49,501.50
#22-021	Request for Proposals	MNP LLP	Calgary, AB	Talent Management Strategy	\$74,900.00
#22-022	Request for Proposals	Concentric Consulting Inc	Victoria, BC	Reconciliation & Indigenous Cultural Comp. Trng.	\$117,200.00
#22-023	Sole Source Contract	Tim Pley & Associates Ltd.	Port Alberni, BC	YKFD 2022 Annual Training Plan	\$7,000.00
#22-024	Request for Proposals	JMS Services	Yellowknife	Magrum Park Playground	\$89,998.00
#22-025	Tender	Ace Enterprises Ltd	Yellowknife	Accessibility Asphalt Improvements	\$103,094.00
#22-026	Request for Proposals	Yellowknife Women's Society	Yellowknife	2022 Homelessness Employment Program	\$100,000.00
#22-027	Request for Quotations	Ace Enterprises Ltd	Yellowknife	Jeske Crescent Multi Purpose Court Resurfacing	\$40,703.00
#22-028	Request for Proposals			Aquatic Centre Borrowing	CANCELLED
#22-029	Tender	Insight Canada	Montreal, PQ	Wireless Equipment Replacement	\$48,485.42
#22-030	Tender	Yellowknife Motors	Yellowknife	(3) 1/2 Ton Pickup Trucks	\$154,377.00
#22-031	Request for Proposals			Environmental Site Services	CANCELLED
#22-032	Sole Source Contract	Richard Morland & Associates	Yellowknife	Leadership Consulting	\$9,000.00
#22-033	Tender	Ron's Equipment	Yellowknife	Trailer Mounted Air Compressor	\$42,000.00
#22-034	Request for Proposals	Dillon Consulting	Yellowknife	Consulting Services - YK Firehall Expansion	\$566,199.00
#22-035	Request for Proposals	TD Commercial Banking	Yellowknife	Aquatic Centre Borrowing	\$10,001,000.00
#22-036	Request for Proposals	Matrix Video Communications	Calgary, AB	Audio/Visual Upgrade - Council Chambers	\$95,621.00
#22-037	Sole Source Contract	Global Raymac Surveys	Calgary, AB	DMAF - Bathymetric Investigation	\$275,100.00
#22-038	Tender	ALS Canada	Waterloo, ON	Laboratory Services	\$66,222.20
#22-039	Sole Source Contract	MacLean Consulting	Banff, AB	Asset Management System Development	N/A
#22-040	Tender	Ace Vegetation Control	Nisku, AB	Wildland-Urban Interface Fuel Reduction	\$93,700.00
#22-041	Request for Proposals	Horizon Builders	Yellowknife	City Hall Public Washroom Accessibility Retrofit	\$117,840.00
#22-042	Tender	Aurora Ford Sales	Yellowknife	Police Interceptor AWD Sport Utility Vehicle	\$62,016.00
#22-043	Tender			180 hp Wheeled Loader	CANCELLED
#22-044	Tender	Omanjera Gen. Contracting	Yellowknife	Multiplex Accessible Sinks Retrofit	\$220,300.00
#22-045	Tender	Horizon Builders	Yellowknife	Accesible Door Openers - Multiplex & Fieldhouse	\$359,660.89
#22-046	Request for Proposals	Det'on Cho Environmental	Yellowknife	Arbour Design	\$49,911.60
#22-047	Request for Proposals			Administrative Monetary Penalty System Adjudicators	CANCELLED
#22-048	Request for Quotations			Laptop & Workstations	CANCELLED
#22-049	Tender	Industrial Machine Inc	Acheson, AB	Ice Resurfacer	\$125,740.00
#22-050	Tender			(1) 1/2 Ton 4x4 Pickup Truck	CANCELLED
#22-051	Request for Quotations	CR Enterprises	Yellowknife	Water & Sewer Upgrades & Repairs	\$49,250.00
#22-052	Request for Quotations	RTL Robinson Ltd	Yellowknife	Water & Sewer Service Upgrades - 5215-52nd St	\$39,248.00
#22-053	Tender	Yellowknife Motors	Yellowknife	(1) 3/4 Ton 4x4 Pickup Truck	\$74,875.00
#22-054	Tender	J&R Mechanical Ltd	Yellowknife	Wood Pellet Supply	\$497,680.00
#22-055	Tender	CJ Contracting	Yellowknife	Grace Lake South - Turnaround Upgrades	\$96,000.00
#22-056	Tender	CJ Contracting	Yellowknife	2022-2023 Winter Street Sand	\$131,040.00
#22-057	Sole Source Contract	Alison McCreesh	Yellowknife	Use of Illustrations	\$3,000.00
#22-058	Request for Quotations			Water & Sewer Service Upgrades - 5116-55th St	CANCELLED
#22-059	Request for Quotations			Water & Sewer Service Upgrades - 4310-49th Ave	CANCELLED
#22-060	Request for Quotations	Dell Canada	Toronto, ON	Laptop & Workstations	\$91,916.50
#22-061	Tender			Tennis Court Stairs - Kam Lake Road	CANCELLED
#22-062	Tender	Insight Canada	Montreal, PQ	Cisco Nexus Switches	\$61,048.46
#22-063	Request for Proposals	JK Cleaning Ltd	Yellowknife	Custodial Services	\$125,000.00
#22-064	Request for Proposals			Propane Supply	CANCELLED
#22-065	Tender			Fire Warning & Control Systems	CANCELLED
#22-066	Request for Proposals			Skate Sharpening Services - Multiplex	CANCELLED
#22-067	Sole Source Contract	Stantec	Yellowknife	Eng. Services - Engle Phase II Eagle Drive Connection	\$190,810.56
				Total	\$24,962,878.83

In the 'Total' column, 'n/a' will be stated where rates and not totals were the basis for award.



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE (For Information Only)

COMMITTEE: Governance and Priorities

DATE: June 12, 2023

DEPARTMENT: Corporate Services

ISSUE: Water and Sewer Rates Review Public Consultation

BACKGROUND:

The City of Yellowknife's water and sewer services rate structure has been in place since the 1990's and no longer reflects the complexities of current service delivery realities.

This became particularly apparent in late 2016 when a new water delivery service contract unexpectedly resulted in substantial increases in charges incurred by commercial users on trucked services. In response, in early 2017 Council directed Administration to undertake an analysis of water rates and bring forward recommendations, and to adjust bulk rate charges for high volume users of trucked services until the recommendations were presented.

The bulk rate changes were implemented at that time, and remain in effect. However, COVID and capacity challenges delayed the analysis until 2021, at which time the City used a competitive bidding process to select and engage InterGroup Consultants to review and analyse the City's water and sewer utility rate structure and to provide recommendations for adjustments in the context of industry best practices.

The process stalled briefly in 2022, but has recently resumed and is now at the public consultation stage. To this end, InterGroup analysts will be meeting with key stakeholders to obtain their feedback and working with the City's communications team to obtain resident feedback to through the PlaceSpeak engagement tool.

The three-week consultation period will run from June 12th, 2023 to July 4th, 2023, with the goal of providing the final report and recommendations to Council in the fall of 2023.

COUNCIL POLICY / RESOLUTION OR GOAL:

#0058-17

That Council direct Administration:

1. To undertake an analysis of water rates within the context of Council's priorities (Community Sustainability and Strengthen and Diversify the Economy) and return prior to the end of 2017 with analysis on the financial implications and recommendations going forward.
2. To, in the interim, charge the "bulk rate" as prescribed in the Fees and Charges By-law for water consumption above 15,000 litres for customers on trucked water with adjustments retroactive to January 1, 2017 until a full analysis of trucked water rates and recommendations is presented.

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

1. Fees and Charges By-law No. 4436, as amended.
2. Water and Sewer Services By-law No. 4436, as amended.

ATTACHMENTS:

N/A

Prepared: June 2, 2023: SW

Revised: June 7, 2023: SW



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE

COMMITTEE: Governance and Priorities

DATE: June 12, 2023

DEPARTMENT: Administration

ISSUE: Whether to appoint someone to fill a vacant position on the Audit Committee.

RECOMMENDATION:

That Council appoint a member of the community with considerable experience in the operation and management of a large entity, pursuant to Audit Committee By-law No. 4127, to serve on the City of Yellowknife (City) Audit Committee for a three-year term commencing June 27, 2023 and ending June 26, 2026.

BACKGROUND:

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 member of the community with considerable experience in the operation and management of a large entity in the City's newsletter and the City's website.

COUNCIL POLICY / RESOLUTION OR GOAL:

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.

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

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

CONSIDERATIONS:

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(4) states that the currently vacant position must be filled by a member of the community with considerable experience in the operation and management of a large entity.

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.

ALTERNATIVES TO RECOMMENDATION:

- 1. That Council appoint a member of the community with considerable experience in the operation and management of a large entity to the Audit Committee for an alternate term.
- 2. That the City re-advertise the vacancy on the Audit Committee.

RATIONALE:

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.

ATTACHMENTS:

Expression of interest from candidates.

Prepared: June 5, 2023; SJ/