



CITY OF YELLOWKNIFE

## **PUBLIC NOTICE**

Special Council

**Tuesday, October 14, 2025 at 12:00 p.m.**

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Public notice is hereby given that the Council of the Municipal Corporation of the City of Yellowknife will hold a special meeting of Council at 12:00 p.m. on Tuesday, October 14, 2025 in the Council Chamber, City Hall.

The purpose of the meeting is to give First Reading to By-law No. 5117, a by-law to authorize the Collective Agreement between the City of Yellowknife and the Public Service Alliance of Canada Municipal Enforcement Officers Local X0345 for a term of January 1, 2024 – December 31, 2027.

This Special Meeting has been called by the City Manager of the City of Yellowknife pursuant to Section 27 of the *Cities, Towns and Villages Act* of the Northwest Territories and Section 9 of By-law No. 4975, the Council Procedures By-law.

Dated this 9<sup>th</sup> day of October, 2025.

<Original Signed by the City Manager>

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Stephen Van Dine  
City Manager



## CITY OF YELLOWKNIFE

DATE: October 9, 2025

File: 260-P2

TO: Stephen Van Dine  
City Manager

FROM: Ben Hendriksen  
Mayor

RE: Special Council Meeting

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Pursuant to Section 9 of the Council Procedures By-law, I hereby request that you schedule a Special Council Meeting on October 14, 2025 at 12:00 p.m. in the Council Chamber, City Hall.

The purpose of the meeting is to give First Reading to By-law No. 5117, a by-law to authorize the Collective Agreement between the City of Yellowknife and the Public Service Alliance of Canada Municipal Enforcement Officers Local X0345 for a term of January 1, 2024 – December 31, 2027.

Thank you,

<Original Signed by the Mayor>

Ben Hendriksen  
Mayor

cc. City Council  
Office of the City Clerk  
Senior Leadership Team



CITY OF YELLOWKNIFE

## **Council Agenda**

**Tuesday, October 14, 2025 at 12:00 p.m.**

**Welcome to the**

### **SPECIAL 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 Ben Hendriksen

Councillor Stacie Arden-Smith  
Councillor Garrett Cochrane  
Councillor Ryan Fequet  
Councillor Rob Foote

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 <a href="http://www.yellowknife.ca">www.yellowknife.ca</a> or by contacting the City Clerk’s Office at 920-5602.
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**Item No.**

**Description**

**OPENING STATEMENT**

1. Councillor McLennan 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.**

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

2. Does any Member have a conflict of interest in any matter before Council today?

**NEW BUSINESS**

3. A memorandum regarding whether to adopt By-law No. 5117, a by-law to authorize the Mayor and City Manager, on behalf of the City of Yellowknife, to execute an Agreement with the Public Service Alliance of Canada Municipal Enforcement Officers Local X0345.

**ENACTMENT OF BY-LAWS**

4. By-law No. 5117 - A by-law to authorize the Collective Agreement between the City of Yellowknife and the Public Service Alliance of Canada Municipal Enforcement Officers Local X0345 for a term of January 1, 2024 – December 31, 2027, is presented for First Reading.

5. Councillor McLennan moves,  
Councillor \_\_\_\_\_ seconds,

**First Reading of By-law No. 5117.**

Unanimous	In Favour	Opposed	Carried / Defeated
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**ADJOURNMENT**



## CITY OF YELLOWKNIFE

### MEMORANDUM TO COUNCIL

**COMMITTEE:** Special Council

**DATE:** October 14, 2025

**DEPARTMENT:** Administration

**ISSUE:** Whether to adopt By-law No. 5117, a by-law to authorize the Collective Agreement between the City of Yellowknife and the Public Service Alliance of Canada Municipal Enforcement Officers Local X0345 for a term of January 1, 2024 – December 31, 2027.

#### RECOMMENDATION:

That By-law No. 5117, a by-law to authorize the Collective Agreement between the City of Yellowknife and the Public Service Alliance of Canada Municipal Enforcement Officers Local X0345 for a term of January 1, 2024 – December 31, 2027, be presented for adoption.

#### BACKGROUND:

The purpose of By-law No. 5117 is to ratify the Collective Agreement with the Public Service Alliance of Canada Municipal Enforcement Officers Local X0345 for the term January 1, 2024 - December 31, 2027.

#### COUNCIL STRATEGIC DIRECTION/RESOLUTION/POLICY:

**Strategic Direction #2: Service Excellence**

Focus Area 2.2      Capacity  
Balancing service levels with human and fiscal resources.

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

*Cities, Towns and Villages Act*, S.N.W.T. 2003, c.22

#### CONSIDERATIONS:

##### Legislation

Section 48 of the *Cities, Towns and Villages Act* permits Council to, by by-law, enter into collective or other agreements with employees on behalf of the municipality.

**ALTERNATIVES TO RECOMMENDATION:**

No viable alternative has been identified.

**RATIONALE:**

The purpose of By-law No. 5117 is to ratify the Collective Agreement with the Public Service Alliance of Canada Municipal Enforcement Officers Local X0345.

**ATTACHMENTS:**

By-law No. 5117, a by-law to authorize the Collective Agreement between the City of Yellowknife and the Public Service Alliance of Canada Municipal Enforcement Officers Local X0345 for a term of January 1, 2024 – December 31, 2027. (DM #808158)

Prepared:      October 6, 2025/CC



## CITY OF YELLOWKNIFE

### **BY-LAW NO. 5117**

**BP 124**

A BY-LAW of the Council of the Municipal Corporation of the City of Yellowknife in the Northwest Territories, to authorize the Collective Agreement between the City of Yellowknife and the Public Service Alliance of Canada Municipal Enforcement Officers Local X0345 expiring December 31, 2027.

PURSUANT TO section 48 of the *Cities, Towns and Villages Act*, S.N.W.T. 2003, c.22 which provides that Council may by by-law establish terms and conditions of employees of the City of Yellowknife, including remuneration, benefits, hours of work, and manner of appointment, promotion, discipline and dismissal.

WHEREAS Memorandum of Settlement with the Public Service Alliance of Canada Municipal Enforcement Officers Local X0345 was reached on October 3, 2025 and endorsed by the negotiating teams for the City and the Union.

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

1. This by-law may be cited as the “PSAC Municipal Enforcement Officers Local X0345 Collective Agreement Adopting By-law”.
2. The Collective Bargaining Agreement with the Public Service Alliance of Canada Municipal Enforcement Officers Local X0345 for the period of January 1, 2024 to December 31, 2027 is hereby adopted by this by-law. This Agreement is based on the 2020-2023 Collective Agreement as modified by the October 3, 2025 Memorandum of Settlement attached as Schedule “A” and forming part of this by-law.

#### **REPEALS**

3. By-law No. 5031 is hereby repealed.

#### **EFFECT**

4. 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. 2025.

\_\_\_\_\_  
Mayor

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

Read a Second Time this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2025.

\_\_\_\_\_  
Mayor

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

Read a Third Time and Finally Passed this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2025.

\_\_\_\_\_  
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

**BY-LAW NO. 5117**

**Schedule A**

COLLECTIVE AGREEMENT BETWEEN THE  
CITY OF YELLOWKNIFE AND  
THE PUBLIC SERVICE ALLIANCE OF CANADA  
MUNICIPAL ENFORCEMENT OFFICERS  
LOCAL X0345

EXPIRY DATE:  
DECEMBER 31, 2027

## **MEMORANDUM OF SETTLEMENT**

Between:

**THE CITY OF YELLOWKNIFE**

(the "Employer")

- and -

**THE PUBLIC SERVICE ALLIANCE OF CANADA**  
(as represented by the Union of Northern Workers)

**Re: Municipal Enforcement Officers**

(the "Union")

The Bargaining Committees of the Employer and the Union have reached a tentative Collective Agreement.

The Bargaining Committees of each of the Employer and the Union agree to unanimously recommend the tentative Collective Agreement to their principals for acceptance.

The tentative Collective Agreement is the Collective Agreement between the Employer and the Union expiring December 31, 2023 with the changes set out in this Memorandum of Settlement, as well as the changes signed off between the parties on **January 18, 2024** and **March 12, 2025**.

The Bargaining Committees agree that all changes take effect as of the date of ratification of the Collective Agreement, unless another date is specified.

DATED in Yellowknife, Northwest Territories, October 3, 2025

For the Union

For the Employer

## AGREED ARTICLES FOR RENEWAL OF COLLECTIVE AGREEMENT

### Shift Premium

25.01 Effective **[date of ratification]** ~~January 1, 2016~~ a shift premium of **\$2.50** ~~\$1.75~~ per hour shall be paid for actual regular hours worked between **6:00 p.m. and 6:00 a.m.** ~~5:00 p.m. and 7:00 a.m.~~

### Indigenous Cultural Leave - agree

31.06 **Subject to operational requirements, employees who are First Nations, Métis or Inuit, shall be granted time off with pay up to a maximum of one (1) day per year to participate in traditional Indigenous harvesting, hunting, fishing, cultural activities or Treaty Day. Employees will provide as much notice as reasonably possible.**

### Parental Leave - agree

32.04 (i) Parental leave allowance payments will consist of:

- (i) Where there is a waiting period under Employment Insurance benefits for the first week, ninety-three (93%) percent of the employee's weekly rate of pay. Following that, the employee will receive for up to an additional **fifteen (15)** ~~ten (10)~~ weeks, a payment equal to the difference between ninety-three (93%) percent of the employee's weekly rate of pay and the amount of Employment Insurance Parental Benefits the employee is entitled to under Standard Parental Benefits. For the last week, where the employee has received the full **fifteen (15)** ~~ten (10)~~ weeks of Employment Insurance Parental Benefits and thereafter remains on leave without pay, a payment equal to ninety-three (93%) of the employee's weekly rate of pay, less any monies earned during that period, unless the employee has already received the one (1) week of allowance in Article 32.03(f)(iii) for the same child. During this period the employee shall also be entitled to the monthly housing and vacation travel allowances.
- (ii) Where there is no waiting period under Employment Insurance benefits, the Employee will receive for up to **seventeen (17)** ~~twelve (12)~~ weeks, a payment equal to the difference between ninety-three (93%) percent of the employee's weekly rate of pay and the amount of Employment Insurance benefits the employee is entitled to under Standard Parental Benefits. During this period, the Employee shall also be entitled to the monthly housing and vacation travel allowances.
- (iii) Where an employee becomes eligible for a pay increase or an economic increase in the period in which the employee was in receipt of parental leave allowance, the payments shall be adjusted accordingly.

- (iv) Where the employee elects to receive Extended Parental Employment Insurance Benefits, there shall be no increase in the amount of parental leave allowance payments. The employee shall be entitled to the same Standard Parental Leave allowance payments that the employee would be entitled to had the employee received Standard Parental Employment Insurance Benefits set out in Clauses 32.04(i)(i).
- (j) An employee receiving parental leave allowance payments shall sign a certificate stating that they will return to work and remain in the Employer's employ for a period of at least six (6) months after the expiry of their parental leave, and that they will return to work immediately following the expiry of their parental leave, unless this date is modified with the Employer's consent.
- (k) Should the employee fail to return to work in accordance with Article 32.04 (j), except by reason of death, disability or lay off, the employee recognizes that they are indebted to the Employer for the total amount of parental leave allowance. Should the employee not remain in the Employer's employ for a period of at least six (6) months following the expiry of the parental leave, the employee recognizes that they are indebted to the Employer for a prorated portion of their parental leave allowance, based upon the number of months they remained in the Employer's employ.

#### 32.06 Casual Leave

Employees shall be granted casual leave with pay to a maximum of **six (6)** ~~four (4)~~ hours per month, with each occurrence not to exceed two (2) hours, and no more than four occurrences per month, for the following purposes:

##### **(a) Health Care, Dental and School Appointments**

Whenever it is necessary for an employee to attend upon a medical practitioner for the employee or the employee's dependant, or attend appointments with school authorities, which cannot be scheduled outside of working hours, they shall be granted casual leave with pay for these purposes.

The Employer may request confirmation of the appointment in advance.

**Where an appointment with a medical practitioner exceeds the limits set out above, an Employee may utilize sick leave for the excess.**

##### **(b) Paramedical Practitioner Appointments**

Subject to operational requirements, up to two (2) of the six (6) hours of casual leave with pay available under this clause may be used when it is necessary for employees to attend an appointment with a registered paramedical practitioner covered under the Extended Health Care Plan, which cannot be scheduled outside of working hours.

The Employee shall provide the Employer at least 72 hours' notice in advance of an appointment under this clause. If an emergency or unusual circumstances make it impossible to provide 72 hours' notice, the Employee shall provide as much notice as possible under the circumstances. At the request of the Employer, the Employee shall provide documentation confirming attendance at the appointment.

#### 40.01 – Footwear Expenses

An Employee who has completed 12 months of continuous employment shall receive reimbursement to a maximum of \$500 per ~~annum calendar year~~ for an MED Officer I and ~~\$500 every 18 months~~ ~~\$425 per calendar year~~ for an MED Officer II and MED Officer III for footwear purchased that meets the Employer's uniform standards. This shall be reimbursed to the maximum amount annually upon submission of receipts. An employee may submit receipts for reimbursement on up to two separate occasions per calendar year. The Employer will continue to provide snowmobile boots as determined by the Employer.

#### Appendix A – General Economic Increases

Jan 1, 2024 – 5%

Jan 1, 2025 – 4%

Jan 1, 2026 – 4%

Jan 1, 2027 – 3.5%

#### LETTER OF UNDERSTANDING #

##### **RE: CLASSIFICATION**

The parties agree that the establishment and maintenance of job classifications are the sole responsibility of the Employer.

During the life of the collective agreement, the Employer shall undertake a reclassification process for positions within the bargaining unit.

The Employer shall make every reasonable effort to advise the Union of the new classification plan selected one (1) month prior to the expiry of this collective agreement. The parties agree that the

implementation of the selected classification plan shall be discussed during the next round of collective bargaining.

This LOU will expire and be removed from the collective agreement on December 31, 2027.