MUNICIPAL SERVICES COMMITTEE AGENDA
Monday, December 10, 2012 at 12:05 p.m.

Chairman:  Mayor M. Heyck,
            Councillor R. Alty,
            Councillor A. Bell,
            Councillor B. Brooks,
            Councillor L. Bussey,
            Councillor N. Konge,
            Councillor P. Son,
            Councillor C. Vanthuyne, and
            Councillor D. Wong.

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ADDITIONAL COUNCIL ITEMS

ANNEX D

8. A memorandum regarding whether to amend two borrowing by-laws to address administrative requirements of the lender.

ANNEX E

9. A memorandum regarding whether to submit a funding application to Natural Resources Canada’s Clean Energy Fund regarding a proposed demonstration project.

The City of Yellowknife is transitioning toward paperless agendas. All annexes to this agenda may be viewed on the City’s website www.yellowknife.ca or by contacting the City Clerk’s Office at 920-5602.
IN CAMERA

ANNEX F

10. A memorandum regarding whether to appoint members to serve on the Yellowknife Area Policing Advisory Committee.

11. Business arising from In Camera Session.
MEMORANDUM TO COMMITTEE
(For Information Only)

COMMITTEE: Municipal Services
DATE: December 10, 2012

DEPARTMENT: Planning and Development

ISSUE: Smart Growth Implementation Committee Minutes

BACKGROUND:

Attached for the information of Committee are the Smart Growth Implementation Committee minutes for May 16, 2012.

ATTACHMENT:

Smart Growth Implementation Committee Minutes for May 16, 2012 (DM#307249).

Prepared: November 22, 2012; AN/

#337385-v1
Committee Members
Bob Brooks, Councillor, Chairperson
Gordon Van Tighem, Mayor
Alex Eriksen, Member at Large
Shannon Haszard, Member at Large
Lee Montgomery, Member at Large
Randy Freeman, Yellowknives Dene First Nations
Ryan McCord, Member at Large
Spencer Tracey, Ecology North
Tim Doyle, Yellowknife Chamber of Commerce

Absent
Cory Vanthuyne, Councillor
Linda Holowaychuk, Member at Large
Jenni Bruce, Northern Frontier Visitors, Vice Chair
John Carr, Member at Large

City Administration Staff
Jeffrey Humble (Planning and Development)
Anthony Ferri (Planning and Development)
Amber Neumann (Recording Secretary)

Call to Order
1. The meeting was called to order at 5:35 p.m.

Approval of Agenda
2. Mr. Doyle moved,
   Mr. McCord seconded,

That the Agenda be approved as amended.

MOTION CARRIED UNANIMOUSLY

Disclosure of Pecuniary Interests
3. There were no declarations of pecuniary interest.
Approval of Minutes
4. Mr. Doyle moved
   Mr. Eriksen seconded

   That the Minutes from April 11, 2012 be adopted.

   MOTION CARRIED UNANIMOUSLY

Façade and Site Improvement Program
5. Mr. Tracey brought forward ideas to improve the Façade program. The following
   three points were discussed:

   a) Past projects that have been awarded funds should be used as examples for
      projects considering applying for the Façade and Site Improvement
      Program. In this manner, the awkwardness of projects requesting large
      amount of funds may be avoided in future. Mr. Brooks noted that this may
      be better addressed in the Introduction to the Public when the Façade and
      Site Improvement Program starts up again.

      Action: Introduction to the Façade and Site Improvement Program to
      include example of previous years’ projects and funding amounts to deter
      projects requiring large sums of funding.

   b) Discussion on having a more inclusive program for improvements
      including flower pots, benches, etc. Mr. Brooks noted that the Program
      already includes these items, and Program inclusions need to be spelled
      out more clearly in future.

      Action: Façade and Site Improvement Program to state inclusions of the
      program more clearly, especially in relation to site improvements. Better
      communication of the Program and available funds is required.

   c) Mr. Tracey requested that non-profit, NGO, and churches receive a better
      deal than corporations. Suggestion of 25% payment by project
      organization versus current 50% payment was made. Mr. Humble
      suggested an objective rating system to score projects on the amount of
      funding each would receive.

      Action: Administration to look into the creation of a rating/scoring system
      for Façade and Site Improvement projects before the Program starts up
      again.

Downtown Parking Survey
6. Committee reviewed three different surveys: telephone survey for residents,
   stakeholder focus groups and merchants’ questionnaire. Committee discussed
   length of survey, wording, utility of questions, testing the surveys, and tactics to get
   responses. Mr. Doyle offered his expertise in marketing to aid Administration in
   development of survey.
**Action:** Smart Growth Implementation Committee Members to review the downtown parking surveys over the next week and provide their input and comments to Administration. Mr. Doyle and Mr. Humble to redraft these surveys after comments are received. Mr. Doyle and Ipsos Reid to test run the surveys (implementation phase).

**Eco Housing**
7. Mr. Humble updated the Committee on the proposals received for Eco-Housing. One proposal has been chosen and waiting on signatures before it is officially announced (work to commence 2013). Mr. Humble clarified that Eco-Housing is a private project with municipal oversight, and all the guidelines for the project were detailed for the committee. There is a Task Force in place to assure eco-principles are followed.

**Action:** Administration to email the winning proposal for Eco-Housing to the Smart Growth Implementation Committee once contracts are in place.

**Signage**
8. Committee discussed way-finding signs to be posted around town indicating points of interest or an area radius with distances to key destinations and the time to walk or bicycle to each destination. Committee noted that these signs would promote the Smart Growth Committee, as well as be useful to residents and tourists alike. Discussion followed to gather ideas and find partners to fund.

**Action:** Administration to develop list of key attractions, high pedestrian areas, and various themes for way-finding signs. Administration will look into information technology applications as well and report back.

**Next meeting**
9. June meeting will be cancelled due to low availability of committee members. The next scheduled meeting will be in July, 2012 if there are agenda items, otherwise, committee will resume in September.

**Adjournment**
10. The meeting was adjourned at 6:48 p.m.
MEMORANDUM TO COMMITTEE
(For Information Only)

COMMITTEE: Municipal Services  DATE: December 10, 2012

DEPARTMENT: Planning and Development

ISSUE: Minutes of the Yellowknife Heritage Committee.

BACKGROUND:

Attached for the information of the Committee are the minutes of the Heritage Committee for meetings held on March 21, 2012; April 18, 2012; May 16, 2012; June 20, 2012; August 15, 2012; September 19, 2012 and October 17, 2012.

ATTACHMENTS:

1. Yellowknife Heritage Committee Minutes March 21, 2012 (DM #300153);
2. Yellowknife Heritage Committee Minutes April 18, 2012 (DM #302424);
3. Yellowknife Heritage Committee Minutes May 16, 2012 (DM #306945);
4. Yellowknife Heritage Committee Minutes June 20, 2012 (DM #312233);
5. Yellowknife Heritage Committee Minutes August 15, 2012 (DM #319828);
6. Yellowknife Heritage Committee Minutes September 19, 2012 (DM #324032); and
7. Yellowknife Heritage Committee Minutes October 17, 2012 (DM#335767).

Prepared: November 22, 2012; AN/an

DM#337300-v1
Committee Members
Councillor Mark Heyck (Chairperson)
Mayor Gordon Van Tighem (Ex-officio)
Councillor Amanda Mallon
Myka Jones
Kristen Luce
Murray McMahon
Shauna Morgan
Chuck Tolley
Stephanie Yuill

Absent
Katherine Robinson
Mike Vaydik

City Staff
Wenyan Yu, Acting Manager, Planning and Lands
Amber Neumann, Executive Assistant (Recording Secretary)

Call to Order
1. The meeting was called to order at 12:10 p.m.

Approval of Agenda
2. Mr. Tolley moved,
   Ms. Jones seconded,

   That the agenda of March 21, 2012 be approved as amended.

   MOTION CARRIED UNANIMOUSLY

Disclosure of pecuniary interest
3. There were no disclosures of pecuniary interest.

Approval of Minutes
4. Ms. Yuill moved,
   Mr. Tolley seconded,

   That the Minutes of February 7, 2012 be approved as presented.

   MOTION CARRIED UNANIMOUSLY
Administration Updates
5. Mr. Heyck informed the committee that Ms. Katherine Robinson has resigned. Council appointed two new committee members and extended the appointment of Mr. McMahon.

6. Heritage Week expenses were discussed and they were on budget. A motion was discussed to allow for advertising during Heritage Week. No formal motion made as per Mr. Heyck.

7. Administration updated the Committee on the budget to date. The budget is healthy.

   Action: Administration to email the budget to committee members.

Heritage Week Recap
8. Suggestion was made to put the Heritage Committee’s artwork collection onto the City’s website.

9. Heritage Week events were well-attended; a successful week. Discussed putting one person in charge of communications in future, as it’s a large job. Next year, the stories will be screened one evening over the weekend beforehand, as some stories this year were questionable. Minor glitch occurred when the ordered food went to COSY instead of the Heritage Committee at the Museum. Bus tour went well. Book launch was disappointing turnout (preaching to the converted). Next year, Randy Freeman could do a reading. Suggestion to consider having Lian Goodall do a book talk next year, as it went well this year.

   Action: Ms. Yuill to be reimbursed for juices. There was also an invoice of $60.00 from Museum Café for food order.

Heritage Building Inventory
10. Ryan Silke has taken photos and updated descriptions of buildings. He may be interested in volunteering to update the Heritage Building Inventory.

11. Suggestion was made for putting Yellowknife memories on the Facebook page “YK Memories”, and adding Fran Hurcomb’s photographs.

52nd Street Signage
12. The revised concept will become a reality this summer. An installation with the history of downtown will be included on a 52nd Street plaque.

   Action: Mr. Tolley to look at content. Mr. Heyck to email Mr. Humble, Mr. Tolley, Mr. Ryan Silke, Ms. Jones (design), and Ms. Luce (archives) regarding this project.

Potential Heritage Committee Project: Yellowknife’s Immigration History
13. Discussed immigration patterns (Italians, Germans, and Chinese). CBC will be getting involved. Mr. Heyck noted that the Committee underspent this year, so there are resources to do this project. Suggestion to add local history into local schools (optional idea of a bursary for projects on local history).
Action: A special meeting is to be scheduled to discuss options for what the Committee would like to make happen.

Wildcat Café Advisory Committee
14. Discussed sprinkler system/foam system. Suggestion of getting the system donated.

15. Discussed Grand Opening date; aiming for Canada Day weekend, but this may shift. Mr. McMahon will be doing the Opening in Ms. Luce’s place. Wildcat Café Advisory Committee requested $500.00 to cover the cost of a band.

Ms. Mallon moved,
Mr. McMahon seconded,

That the Heritage Committee make a contribution of $500.00 towards the cost of a band to play at the Wildcat Café’s Grand Opening, Summer 2012.

MOTION CARRIED UNANIMOUSLY

16. Ms. Luce moved,
Mr. Tolley seconded,

That the Wildcat Café Advisory Committee minutes from January 10, 2012 and February 14, 2012 be approved.

MOTION CARRIED UNANIMOUSLY

Additional Items
17. Mr. McMahon moved,
Mr. Tolley seconded,

That at the April 10, 2012 Council meeting, a presentation of a plaque and a $100.00 Yellowknife Book Cellar gift certificate will be given to Mr. Randy Freeman.

MOTION CARRIED UNANIMOUSLY

Next scheduled meeting
18. The next scheduled meeting is on Wednesday, April 18, 2012.

Adjournment
19. The meeting was adjourned at 1:00 p.m.
Committee Members: Councilor Mark Heyck (Chairperson)  
Mayor Gordon Van Tighem (Ex-officio)  
Councilor Amanda Mallon  
Chuck Tolley  
Caroline van Voorst  
Murray McMahon  
Myka Jones  
Ruth McKeeown  
Mike Vaydik  
Stephanie Yuill  
Shauna Morgan

Absent: Kristen Luce

Guest: Allan Rossignol (Applicant)

City Staff: Devin Lake, Planner, Planning and Lands  
Judy Brennan, Sr. Executive Assistant (Recording Secretary)

Call to Order
1. The meeting was called to order at 12:10 p.m.

Approval of Agenda
2. Mr. Tolley moved,  
   Ms. Yuill seconded,  

   That the Agenda be approved as presented.  

   MOTION CARRIED UNANIMOUSLY

Declaration of Pecuniary Interest
3. There were no declarations of pecuniary interest.

Approval of Minutes
4. Minutes of March 21, 2012 meeting were unavailable and will be distributed at a later date.

Information Only Items
5. 2012 Budget Update  
   It was noted that there were no additional expenses other than lunch.
Items Requiring a Recommendation, Motion, and/or Action

6. Canadian Pacific Float Plane Base
   Mr. Heyck introduced Mr. Allan Rossignol, the new owner of the Canadian Pacific Float Plane Base. Mr. Heyck then asked Mr. Lake to provide background information for committee members. Mr. Lake advised that Mr. Rossignol has applied to the City for a Building Permit to renovate the Canadian Pacific Float Plane Base, a designated Heritage Site. He noted that Mr. Rossignol has also applied to the Planning & Development Department for Heritage Preservation funding under the City’s Development Incentive Program. Mr. Lake advised that prior to the City making a decision on the potential funding, support for the building renovations is required from the Heritage Committee.

   A discussion took place regarding what changes to the appearance of the outside of the building would be made, specifically the side facing Wylie Road. Mayor Van Tighem inquired about the mural currently on the building. Mr. Rossignol ensured Committee Members that the mural currently on the building would be removed and restored by its original artist and rehung once renovations were complete. A concern was raised regarding the two plaques located on the building. Mr. Rossignol ensured committee that the Heritage Designation plaque would remain in place. Mayor Van Tighem advised that the second plaque would be relocated to Bush Pilots Monument. Another concern was in regard to the now overhanging awning. Mr. Rossignol advised that it would be in the public’s best interest that it be removed altogether as it poses a hazard to trucks travelling in the area. After discussion with the Committee, Mr. Rossignol committed to making every effort to retain the awning.

   Mr. Mike Vaydik moved,
   Ms. Stephanie Yuill seconded,

   That the Heritage Committee, through motion, approve the proposed building improvements to the Canadian Pacific Float Base building (3502 Wylie Road) subject to the following conditions:

   a) Applicant must obtain a building permit;
   b) Building facade facing Wylie Road should incorporate feature(s) to breakup proposed blank wall (i.e. fenestration, additional art/mural, plaque); and
   c) That best efforts be made to retain the awning facing Wylie Road.

   MOTION CARRIED UNANIMOUSLY

Items for Discussion

7. 52nd Street Heritage Plaque
   Mr. Tolley provided an update on the proposed 52nd Street heritage plaque. A discussion took place as to the characteristic of the proposed plaque. It was suggested that the plaque include several pictures depicting businesses that were relocated to the area in the 1960’s and a paragraph describing the movement of old town businesses to the new town. Mr. Tolley advised that he will be travelling and is unavailable for the
next meeting. Mr. Vaydik agreed to do further research on what businesses and buildings were located in the area in the 1960’s and report back to committee. Once all information is in place the Committee will bring forward a request to the City’s Planning and Development Department for consideration.

Mural Proposal:
Mayor Van Tighem advised committee that he received a request for financial assistance from Ms. Alison McCreesh, a local artist, who is planning a mural for Williams Engineering building. Mr. Heyck agreed to have this item placed on the agenda for the next meeting as a discussion item.

Learning Fair – Heritage Judges
Ms. Mallon thanked all members who volunteered to help judge the Learning Fair being held at the K’alemi Dene School in Ndilo, Friday, April 20, 2012. Mayor Van Tighem advised that he would need to know who the Yellowknife winner is prior to 11 a.m. Saturday as he is to make the announcement. A discussion took place as to what should be given as prizes. Ms. Yuill volunteered to pick up gift certificates from the Book Cellar and to have the winner’s certificate framed for presentation. Mayor Van Tighem advised that awards are presented at a regular meeting of City Council.

Potential Heritage Committee Project
Mr. Heyck stated that due to lack of time available he will circulate possible dates to discuss this item prior to Committee’s next scheduled meeting.

Next Meeting
8. The next scheduled meeting is Wednesday, May 16, 2012.

Adjournment
9. The meeting was adjourned at 1:00 p.m.
City of Yellowknife  
Adopted Minutes  
Heritage Committee Minutes  
Wednesday, May 16, 2012 at 12:00 p.m.  
City Hall (Main Boardroom)

Committee Members:  
Mayor Gordon Van Tighem (Ex-officio, Acting Chair)  
Councillor Amanda Mallon  
Myka Jones  
Ruth McKeown  
Murray McMahon  
Shauna Morgan  
Chuck Tolley  
Caroline van Voorst  
Mike Vaydik  
Stephanie Yuill

City Staff:  
Wenyan Yu, Acting Manager, Planning and Lands  
Amber Neumann, Executive Assistant (Recording Secretary)

Regrets:  
Councillor Mark Heyck (Chairperson)  
Kristen Luce

Call to Order  
1. The meeting was called to order at 12:05 p.m.

Approval of Agenda  
2. Ms. McKeown moved,  
Ms. Jones seconded,

That the Agenda be approved as amended.  

MOTION CARRIED UNANIMOUSLY

Approval of Minutes  
3. Ms. Yuill moved,  
Ms. Luce seconded,

That the Minutes from April 18, 2012 be approved as presented.  

MOTION CARRIED UNANIMOUSLY

Administration Updates: Budget 2012 to date  
4. Ms. Yu reported on the budget and stated it is healthy.
Heritage Fair Certificates and Reimbursements

5. Mr. Heyck commented on the success of the award ceremony at Council for the Heritage Fair participants. Gift and framed certificates were handed out to students who did school projects on Yellowknife history. Ms. Mallon noted she will need assistance moving the student projects out of the Library and into the Museum. Ms. Yuill brought in her receipts for reimbursement.

Ms. Yuill moved,
Ms. McKeown seconded,

That the Heritage Committee purchase gift certificates and certificate frames totaling $255.00 for the Heritage Fair student participants.

MOTION CARRIED UNANIMOUSLY

Heritage brochures and maps reorder

6. Pricing of different quantities of brochures and maps was discussed, as was updating the materials before next printing.

Ms. McKeown moved,
Ms. Yuill seconded,

That the Heritage Committee print 1,500 maps, 1,000 Old Town Walking Tour brochures, and 700 New Town Walking Tour brochures for a total of $5,850.

MOTION CARRIED UNANIMOUSLY

Potential Heritage Committee Project

7. Mr. Heyck updated the committee on last week’s meeting (not recorded) to discuss ideas for potential heritage projects. Some ideas include having an elder circle speak on immigration to Yellowknife; art show; genealogy workshops; commission a quilt from the Yellowknife Guild of Arts and Crafts.

Action: Ideas for the potential Heritage Committee Project to be refined and planned out in Fall 2012.

Wildcat Advisory Committee update

8. Ms. Luce updated the committee on the Wildcat Café’s reconstruction and Opening Ceremonies. Mr. Van Tighem gave an update on the building and contractor.

Ms. Mallon moved,
Ms. Yuill seconded,

That Mr. Murray McMahon be reappointed as a Heritage Committee Representative on the Wildcat Café Advisory Committee.

MOTION CARRIED UNANIMOUSLY
Next meeting
9. The next scheduled meeting is June 20, 2012 at 12:00 p.m. in the large lower boardroom at City Hall.

Adjournment
10. The meeting was adjourned at 12:53 p.m.
Call to Order
1. The meeting was called to order at 12:10 p.m.

Approval of Agenda
2. Ms. Jones moved, Ms. Mallon seconded,

That the Agenda be approved as presented.

MOTION CARRIED UNANIMOUSLY

Approval of Minutes
3. Mr. Vaydik moved, Mr. McMahon seconded,

That the Minutes from March 21, 2012 and May 16, 2012 be approved as presented.

MOTION CARRIED UNANIMOUSLY

Administration Updates
4. Ms. Yu reported on the budget and stated there have been no significant changes.

5. Ms. Yu stated the heritage maps and brochures have been printed and delivered and are currently sitting in the Planning & Lands corridor.
Action: Ms. Yu to give Mr. Vaydik (for Mining Heritage Society) 6 or 7 mugs that were found in the Planning and Lands Department that have images of mines on them.

6. Old photographs related to Heritage Committee were found; these photographs were passed around for the committee to view.

Action: Ms. Yu to hold onto found photographs for now, save them into DM, and put them on the City’s website.

Discussion Items

7. Discussed Fran Hurcomb’s photo book request for funds.

Ms. Mallon moved,  
Mr. Tolley seconded,

That the Heritage Committee will give Fran Hurcomb $3,000 towards the publishing of her Old Town photo book.

MOTION CARRIED UNANIMOUSLY

8. Discussed requests for funding and procedure for handling future requests. Ideas such as advertising available funds to the public, being inclusive, creating a deadline for requests, etc. were discussed.

Action: Administration to locate and circulate report from a couple years ago on the Heritage Committee handing out funds for Heritage related projects. The topic of funding will be discussed at a later date.

9. Shiv wheel from Giant Mine head frame was discussed. Mr. Vaydik informed the committee that Bob Gannicott (CEO of Harry Winston diamonds) offered to pay costs of moving and installing the shiv wheel with a plaque to commemorate Giant Mine. Discussed how this display will be a reminder of mining history to future generations.

Action: Mr. Vaydik requested the committee members provide ideas of suitable sites where the shiv wheel and plaque may be installed (preferably downtown and highly visible). Mr. Vaydik will speak with Mr. Rick Muyres (Wildcat Café contractor) to discover which mine’s shiv wheel is currently on display at Rotary Park.

Action: Planning & Lands division and Community Services division to give options on sites for this display
Mr. Tolley moved,  
Ms. McKeown seconded,  

That the Heritage Committee support the installation of three shiv wheels from Giant Mine, Con Mine, and Negus Mine and a plaque as a commemorative display of past and future commitments to mining in Yellowknife.  

MOTION CARRIED UNANIMOUSLY  

Wildcat Café Advisory Committee  

10. Update of interior work of the Wildcat Café is being undertaken. Acting Chair discussed reorganization of prep area and washrooms. Grand Opening is moved to 2nd week of July.  

Mr. McMahon moved,  
Ms. Mallon seconded,  

That the Minutes from March 14, 2012 and May 1, 2012 be approved.  

MOTION CARRIED UNANIMOUSLY  

Other Items  

11. Ms. Mallon stated there has been no proper orientation for new members of the Heritage Committee since they have joined. Suggestion of a field trip in the fall before Heritage Week begins to orient new committee members.  

12. Discussion on Ms. Janna Graham’s sound walk project request for funds. The committee is interested in this idea, but requires more input to make a decision; Ms. Graham would be welcome to make a presentation to the committee. A decision will not be made before August of this year.  

Next meeting  
13. The next scheduled meeting is August 15, 2012 at 12:00 p.m. in the large lower boardroom at City Hall.  

Adjournment  
14. The meeting was adjourned at 1:00 p.m.
City of Yellowknife
Adopted Minutes
Heritage Committee Minutes
Wednesday, August 15, 2012 @ 12:00 p.m.
City Hall (Lower Boardroom)

Committee Members:
Councillor Mark Heyck (Chairperson)
Mayor Gordon Van Tighem (Ex-officio)
Councillor Amanda Mallon
Myka Jones
Ruth McKeown
Murray McMahon
Chuck Tolley

City Staff:
Wenyan Yu, Acting Manager, Planning and Lands
Amber Neumann, Executive Assistant (Recording Secretary)

Regrets:
Kristen Luce
Shauna Morgan
Caroline van Voorst
Mike Vaydik
Stephanie Yuill

Call to Order
1. The meeting was called to order at 12:13 p.m.

Approval of Agenda
2. Mr. Tolley moved,
   Ms. McKeown seconded,
   That the Agenda be approved as amended.

   MOTION CARRIED UNANIMOUSLY

Information Only Items
3. Update on budget. There is currently $17,000 remaining in this year’s Heritage Committee budget. There are a few expenses/invoices upcoming, such as a glass case for artwork going into the Library.

   Action: Ms. Neumann to write up and send out a notification for Ms. Fran Hurcomb and Ms. Janna Graham regarding funding amounts approved by the Heritage Committee. Mr. Heyck to review and sign.

4. Shiv wheel site option. Community Services suggests a site near the front of City Hall. Discussed and example image was passed around.

   Suggestion was made to obtain feedback on this site choice from the Mining Heritage Society. A plaque would be installed, though questions of who would pay for it need to be discussed further.
Action: Mr. Heyck will send Community Services’ suggested site information to Mining Heritage Society for their input.

Discussion Items

5. Old Town Soundwalk funding proposal discussed. Audio samples were played. Discussed use of QR codes (smart phone links) that may be added to walking tour brochures in next reprinting. The funding request was for $6,000. Ms. Jones suggested direction may be given to Ms. Graham if the Heritage Committee would like her to focus on anything specific (such as other cultures) and help direct the future of this project. Discussed possibility of having a sub-committee to vet out different funding requests in future.

Action: Ms. Jones will act as liaison on behalf of the Heritage Committee to Ms. Janna Graham.

6. Wildcat Café update provided by the Mayor.

7. 52nd street signage – no update.

Action: Ms. McKeown volunteered to help the sub-committee with wording suggestions for plaques, etc. The sub-committee is to meet with the Planning and Lands Division to get things moving forward.

8. Heritage Committee Chair position. Mr. Heyck informed the Committee that he is running for Mayor and will be unable to chair the Committee. Request was made to consider the position.

Action: Mr. Heyck to send an email out as a reminder before September’s meeting to consider taking on the role of Chair for the Heritage Committee.

Items Requiring a Recommendation/Motion/Action

9. Ms. Mallon moved,
Ms. McKeown seconded,

That the Heritage Committee provides $3,000 of funding for Ms. Janna Marie Graham’s project Old Town Soundwalk.

MOTION CARRIED UNANIMOUSLY

Next meeting
10. The next scheduled meeting is September 19, 2012 at 12:00 p.m. in the lower boardroom at City Hall.

Adjournment
11. The meeting was adjourned at 1:00 p.m.
Call to Order
1. The meeting was called to order at 12:02 p.m.

Approval of Agenda
2. Mr. Tolley moved,
   Mrs. Luce Vivian seconded,

   That the Agenda be approved as amended.

   MOTION CARRIED UNANIMOUSLY

Declaration of Pecuniary Interest
3. There were no declarations of pecuniary interest.

Approval of Minutes
4. Ms. Jones moved,
   Mr. Van Tighem seconded,

   That the minutes from June 20, 2012 be adopted as presented.

   MOTION CARRIED UNANIMOUSLY
5. Mr. McMahon moved,  
   Ms. McKeown seconded,  

   That the minutes from August 15, 2012 be adopted.  

   MOTION CARRIED UNANIMOUSLY

Discussion:

6. Wildcat Update – Mrs. Luce Vivian reported that the Wildcat Café will not open for business until next summer. The Open House will occur Spring 2013, as the Wildcat Café Advisory Committee decided it would be preferable to have everyone view the completed project (rather than being not quite finished) to avoid negative comments. The missing range hood was recovered; however, it is not up to safety code. A new range hood has been ordered. The next Wildcat Café Advisory Committee meeting is October 2, 2012 with hopes the Wildcat will be completed. The new deck is completed at the front of the Wildcat. Luke Wood’s concession contract will be carried over by one year to make up for the loss of the 2012 season.

   Action: Ms. Yuill to create a thank you certificate on behalf of the Heritage Committee to Mr. Luke Wood for his patience during construction.

7. 52nd street signage – Ms. Jones has a meeting immediately following this meeting to discuss with Planning and Lands Department.

8. Heritage Committee Chairperson Position – Mr. Tolley stated his interest in taking on the role.

   Mr. Vaydik moved,  
   Ms. Yuill seconded,  

   That Chuck Tolley be appointed the new Chairperson of the Heritage Committee.  

   MOTION CARRIED UNANIMOUSLY

9. Daughters of the Midnight Sun Project Proposal – Ms. Mallon gave details regarding the project.

   Action: Ms. Mallon will inform the project proponents that they may submit a proposal and make a presentation at the next Heritage Committee meeting in October. Ms. Mallon will connect the group with Mr. Mike Vaydik, whose mother was a founding member of the group.

   Action: Administration to locate and circulate report from a couple of years ago on the Heritage Committee funding for Heritage related projects. The topic of funding will be discussed at a later date.
10. Creation of a sub-committee to deal with funding requests – Discussed the development of terms of reference and criteria, and a group to hear presentations for funding requests.

   Action: Committee members to think about whether or not they would like to sit on the sub-committee for funding requests.

11. Shiv wheel – Discussed placement idea for outside city hall. This was met with general approval.

12. Heritage Week – discussed an idea to provide a genealogical workshop.

   Action: Ms. Yuill to price out the cost of a genealogical workshop, and call the television program, “Ancestors in your Attic”.

**Next meeting**

13. The next scheduled meeting is October 17, 2012 at 12:00 p.m. in the large lower boardroom at City Hall.

**Adjournment**

14. The meeting was adjourned at 12:50 p.m.
Call to Order
1. The meeting was called to order at 12:05 p.m.

Declaration of Pecuniary Interest
2. There were no declarations of pecuniary interest.

Approval of Agenda
3. Mr. Vaydik moved,
   Mr. Heyck seconded,

That the Agenda be approved as amended.

MOTION CARRIED UNANIMOUSLY
Approval of Minutes
4. Ms. McKeown moved, Ms. Jones seconded,

That the minutes from September 19, 2012 be adopted as presented.

MOTION CARRIED UNANIMOUSLY

Presentations
5. Yellowknife Heritage Building Inventory – Mr. Ryan Silke presented the inventory that will have 300 entries, and will be double-sided with colour photographs. Design still needs to be done, and printing costs are unknown. Mr. Silke would like copies made (a few for library, etc.). Mr. Vaydik inquired about having the inventory put online. Each site listed is a heritage building (are still standing).

Action: Administration to look into cost of production of the Yellowknife Heritage Building Inventory, as well as discuss with our GIS department (may be able to be created in-house). This Inventory could serve as the groundwork for recognizing and naming Heritage buildings; Mr. Silke and Mr. Lake to discuss further.

6. NWT Sports Hall of Fame – Ms. Melanie Kornacki presented the Hall of Fame, which would launch with an online program to celebrate achievements of Northern athletes and serve as role models to young people in sport. The November 23rd launch will be held at the Prince of Wales Museum (breakdown of amounts required was submitted). Discussion regarding the Hall of Fame being territory-wide rather than Yellowknife focused. Questions arose regarding the physical component of the Hall of Fame, and community opinion if the Heritage Committee gave funds to this project; discussion of keeping focus on heritage, arts, and culture over sports. Decision on this project will be deferred until the next meeting, or via email.

7. Mr. Tolley noted that process of approach and timing needs to be discussed further for projects requesting funding. An application process needs to be created, and criteria drafted. All agreed that a sub-committee of three will be formed including Mr. Vaydik, Ms. McKeown, and Ms. Jones. Spokesperson for the sub-committee to be appointed during their first meeting. Ms. Jones suggested asking & sharing with other cities would be beneficial so we don’t have to recreate the wheel.

Action: Ms. Jones will contact other cities to gain knowledge on drafting criteria and an application process for projects requesting funds.

8. Daughters of the Midnight Sun Presentation – Ms. Susan Shantora and Ms. Rosanna Strong discussed the history of what the Daughters of the Midnight Sun did to help the community and raise contributions to help those in need in Yellowknife (vaudeville shows, etc.). They will do a play that will highlight these women (tentatively in February 2013). This group will also produce a cookbook early 2013. The group already has a $3,000 grant, and is asking for $3,000.00 to fulfill their
budget of $8,500. Will not be able to charge for the performance, as the Museum only allows donations (not specific prices). There is the question of what to do with artwork after each show as well (potential to sell it).

**Information Only Items**

9. **Budget update** – Administration discussed budget.

   *Action: Mr. Lake will look into how much money is in reserve (Mr. Heyck noted the amount will be greater than the $5,000 documented).*

**Discussion Items**

10. **Heritage Committee Resignations and Orientation** – There was a resignation today: Carolin Van Voorst stepped down. Mr. Tolley discussed having an orientation session for new committee members once they have been appointed (1 vacancy and 2 Members of Council to be appointed).

   *Action: Administration to advertise vacancy in flyer and website.*

11. **Wildcat Update** - Due to scheduling conflicts, next meeting is November 23, 2012.

   *Action: Ryan Silke’s request that the doors not be painted over to be added to the Wildcat Café Advisory Committee agenda by Ms. Neumann.*

   *Action: Wildcat Café Advisory Committee to invite Mr. Luke Woods to the next meeting (Ms. Neumann to include on the agenda) and check with Mr. White on holding the meeting at the Wildcat Café.*

12. **52nd Street Signage Update** – Mr. Vaydik to arrange for email to be forwarded to all committee members for approvals. The base for signage in front of Dave Lovell’s house (past Mayor) is built.

   *Action: Dave Hurley to speak with Jeff Humble regarding base and signage for 52nd street.*

13. **Funding Report for Projects** – Administration reported on funding projects. Mr. Lake offered to assist sub-committee.

   *Action: Mr. Van Tighem has by-law and terms of reference in his office to give to sub-committee to assist them in drafting their own document.*

14. **Update on Heritage Week** – Ms. Yuill looked into the 2 television shows discussed to come to Yellowknife for Heritage Week; however, neither is operating right now. Ms. Yuill is looking into antiques roadshow.

   *Action: Next meeting the committee must start assigning duties for Heritage Week.*
15. **Bristol Monument Vandalism** – Discussion held and prevention may not be possible, but upkeep is. The site is isolated; a prevention measure may be to make the site more visible. Mayor Van Tighem mentioned trees could be cut down. Discussed placing more housing around the area may help prevent vandalism. The current damage to the base is substantial; suggestion of blocking road from vehicle access. Discussed working with schools to have teens clean up areas of vandalism (high schools named on graffiti, etc.).

16. **Shiv Wheel** – Mr. Vaydik reported the site out front of City Hall is acceptable to the Mining Heritage people.

   *Action: Mr. Vaydik will discuss with Mr. Hurley, Manager, Facilities Division what will be required to install the shiv wheel. A base design needs to be undertaken as well.*

**Next meeting**
17. The next scheduled meeting is November 21, 2012 at 12:00 p.m. in the large lower boardroom at City Hall.

**Adjournment**
18. The meeting was adjourned at 1:05 p.m.
MEMORANDUM TO COMMITTEE
(For Information Only)

COMMITTEE: Municipal Services
DATE: December 10, 2012

DEPARTMENT: Community Services

ISSUE: Yellowknife Combative Sports Commission Minutes.

BACKGROUND:
Attached for the information of Committee are the Yellowknife Combative Sports Commission Minutes for July 19, 2012 and September 13, 2012.

ATTACHMENTS:

1. Yellowknife Combative Sports Commission Minutes for July 19, 2012 (DM #316126); and

Prepared: November 22, 2012; AN/an

Doc #337390-v1
Attendees:
John Henderson
Mike Ingram
Dennis Kefalas, Acting Chairperson
Mike Roesch
David Wasylciw
Grant White, Administration
Amber Neumann, (Recording Secretary)

Regrets: Craig Dallman; Amanda Mallon; Tim Mercer; Don Reid and Frank Yakimchuk.

Call to Order
1. The meeting was called to order at 12:00 p.m.

Agenda
2. Mr. Wasylciw moved,
   Mr. Henderson seconded,

   That the Agenda be approved as presented.

   MOTION CARRIED UNANIMOUSLY

Declaration of pecuniary interest
3. There were no declarations of pecuniary interest.

Approval of Commission minutes – August 23, 2011 and November 24, 2011
4. Mr. Roesch moved,
   Mr. Wasylciw seconded,

   That the minutes from August 23, 2011 and November 24, 2011 be approved as presented

   MOTION CARRIED UNANIMOUSLY

Event – September 14/15, 2012
5. Mr. White provided an overview of event. Mr. White noted that weigh in will be held September 14, 2012 at Sam’s Monkey Tree Pub and that the back office may be used for medicals.
Action: Administration to look into using the Monkey Tree for the weigh in and whether or not the office will suffice for doing the medicals. Also, there will be no underage people allowed at the Monkey Tree, should the promoter choose this as the weigh-in venue.

In the November 24, 2012 minutes, it was noted that the commission wanted more control over the weigh in. Discussion occurred on the timing and attendance of fighters for the weigh in, as last time the fighters were not ready during roll call. Committee noted that the MC was fine last time around.

Action: Administration to discuss weigh-in details with Mr. Orest Zmyndak.

6. Committee noted that Officials for the September 15th event will be the same crew as last time (minus one judge). Mr. Yakimchuk has expressed an interest to judge.

Action: Administration to look into Mr. Yakimchuk’s email to ensure he is receiving emails, as he did not respond to the meeting request.

7. Committee noted that only Dr. Pontin has committed to working the event so far. There has been no response from other approached doctors. The event may proceed with one doctor, but it slows the process down. To speed up the process, EMTs may sit ringside while Dr. Pontin remains in the dressing rooms.

Action: Administration to contact Doctor Pontin to see if he would be comfortable being the only doctor at the event. Mr. Kefalas offered to contact a doctor from Edmonton who is originally from Yellowknife to see if he has any interest in working the event.

8. Nine fights are on the card, which was reviewed.

Action: Administration to inform Mr. Zmyndak that the card looks good so far.

Update – Combative Sports By-law

9. Committee noted that some fines are listed in the Fees and Charges By-law, while others are not. Mr. White reported that the City lawyer recommended the $100 fine for seconds be added to the by-law. The better alternative would be to rewrite/reformat the by-law so it’s more up to date. This will not be done in time for the next event.

10. The Combative Sports By-law states that the Combative Sports Commission consist of up to thirteen (13) members; however, the biggest commission outside Yellowknife consists of seven (7) members. There was general agreement to lower commission’s membership to ten (10).
Additional Business
11. For the next agenda, discuss opening both doors at venue.

   Action: Mr. White to email Mr. Zmyndak re: speeding up wait time for ticket holders at future events.

Next Meeting
The next meeting will be scheduled for Friday, September 7, 2012 at 12:00 p.m. in the large lower boardroom at City Hall.

Adjournment
The meeting was adjourned at 12:32 p.m.
DRAFT MINUTES
Yellowknife Combative Sports Commission
September 13, 2012 @ 12:00 noon
Lower Boardroom – City Hall

Attendees:
Craig Dallman
John Henderson
Mike Ingram
Amanda Mallon, Acting Chair
David Wasylciw
Grant White, Administration (Recording)
Frank Yakimchuk

Regrets: Dennis Kefalas; Tim Mercer; Don Reid and Mike Roesch.

Call to Order
1. The meeting was called to order at 12:00 p.m.

Agenda
2. Mr. Wasylciw moved,
   Mr. Yakimchuk seconded,

That the Agenda be approved as presented.

MOTION CARRIED UNANIMOUSLY

Declaration of pecuniary interest
3. There were no declarations of pecuniary interest.

Discussion items
   Review of the weigh in and event night scenario.

Next Meeting
The next meeting is scheduled for Wednesday, September 19, 2012 at 12:00 p.m.
in the upstairs boardroom at City Hall.

Adjournment
The meeting was adjourned at 12:30 p.m.
MEMORANDUM TO COMMITTEE

COMMITTEE: Municipal Services

DEPARTMENT: Corporate Services

DATE: December 10, 2012

ISSUE: Whether to amend two borrowing by-laws to address administrative requirements of the lender.

RECOMMENDATION:

That:

1. By-law No. 4713, a by-law to amend By-law No. 4681, to authorize the Municipal Corporation of the City of Yellowknife (the “City”) to enter into the swap arrangement with TD Canada Trust by authorizing the City Administrator to sign an International Swap Derivative Association Agreement; and

2. By-law No. 4714, a by-law to amend By-law No. 4707, to authorize the City to enter into the swap arrangement with TD Canada Trust by authorizing the City Administrator to sign an International Swap Derivative Association Agreement;

be presented for adoption to address administrative requirements of the lender.

BACKGROUND:

Two by-laws authorizing the City to borrow funds were adopted by City Council in 2012. By-law No. 4681, a by-law authorizing the City to borrow up to twenty million dollars to pay for the cost of a new water treatment plant received Third Reading on April 23, 2012. By-law No. 4707, a by-law authorizing the City to borrow to pay for a local improvement in the Northlands Mobile Home Park received Third Reading on August 20, 2012.

In anticipation of borrowing these funds, the City issued a Request for Proposals (RFP) to the banking community requesting proposals for debt instruments for each borrowing requirement. Five proposals were received and the successful proponent was TD Canada Trust.
The type of debt instrument that provides the City, and thus the affected residents, with the best long-term rate security is a form of derivative called an “interest rate swap arrangement”. By entering into this type of arrangement, the City will save as much as 2.25% on its borrowing over the various terms of each of the loan arrangements described above.

In order for the City to be able to enter into these agreements, the Bank requires that Council specifically authorize the City to enter into the swap arrangement with TD Canada Trust by authorizing the City Administrator to sign an International Swap Derivative Association Agreement.

**COUNCIL POLICY / RESOLUTION OR GOAL:**

<table>
<thead>
<tr>
<th>Council Goal</th>
<th>#1</th>
<th>Affordability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council Objective</td>
<td>1.2</td>
<td>Adopt a sustainable and practical approach to infrastructure deficit reduction.</td>
</tr>
<tr>
<td>Council Objective</td>
<td>1.4</td>
<td>Emphasize fairness and transparency in financial decisions, program delivery and land assembly.</td>
</tr>
</tbody>
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<thead>
<tr>
<th>Council Goal</th>
<th>#2</th>
<th>Enhancing Our Built Environment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council Objective</td>
<td>2.2</td>
<td>Improve transit, roads, sidewalks, recreation facilities and trails with an emphasis on active transportation.</td>
</tr>
<tr>
<td>Council Action</td>
<td>2(a)</td>
<td>Address the Infrastructure Deficit.</td>
</tr>
</tbody>
</table>

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

1.  *Cities, Towns and Villages Act*

**CONSIDERATIONS:**

**Legislative**

Pursuant to the *Cities, Towns and Villages Act* the only way to amend a by-law is by by-law. As such, by-laws amending both By-law No. 4681 and By-law No. 4707 must be adopted to allow the City to enter into the specific type of borrowing recommended by TD Bank.

**Budget**

The borrowing requirements for the Water Treatment Plant have been incorporated into the 2013 – 2015 budget summary that is currently under review by Council. By-law No. 4707 is a Local Improvement borrowing by-law and as such the financing costs will be recovered from the owners of the properties that are subject to the Local Improvement.
Financial
The potential savings over the life of the debt in each case is quite dramatic if the City enters into an interest rate swap arrangement rather than conventional mortgage type financing. For example, for a $16,000,000 loan for the Northlands Mobile Home Park, the total debt servicing costs (principal and interest) for the swap arrangement at 2.92% is $22,562,919.74. For a traditional mortgage type financing, current 25 amortization and term rates are approximately 5.25%. The total debt servicing costs for this type of financing would be $29,096,262.83. This is a difference of $6,533,343.09 over the 25 years of the financing.

For a $20,000,000 loan for the Water Treatment plant at the same interest rate for the swap arrangement, the total debt servicing costs over 20 years would be $26,428,866.21. For a traditional mortgage type financing at 5% over 20 years, the debt servicing costs would be $40,121,293.60. This is a difference of $13,692,427.39 over 20 years.

The rate quoted for the swap arrangement is the rate the City would have received had the loan been draw down on October 1, 2012. Since then the rates have not changed very much at all.

ALTERNATIVES TO RECOMMENDATION:

That the City enter into a conventional debt arrangement with TD Canada Trust.

RATIONALE:

The by-law amendments are required to meet the regulatory requirements of TD Canada Trust. At the time of presenting the by-laws, the City was not aware of these requirements. If these by-laws are not amended, the cost of borrowing for these very important projects will be significantly higher.

ATTACHMENTS:

1. By-law No. 4713, a by-law to amend By-law No. 4681 (Docs #339140);
2. By-law No. 4714, a by-law to amend By-law No. 4707 (Docs #339166);
3. By-law No. 4681 (Docs #289392); and
4. By-law No. 4707 (Docs #318246)

Prepared: November 15, 2012; CB
Revised: November 29, 2012; KLP
DOCS #336001-V3
A BY-LAW of the Council of the Municipal Corporation of the City of Yellowknife in the Northwest Territories, to amend By-law No. 4681, a by-law authorizing the City of Yellowknife to borrow money on the security of new debentures to be issued by the City for the purposes of financing the cost of a new Water Treatment Plant and related infrastructure;

PURSUANT TO Section 73 of the Cities, Towns and Villages Act, S.N.W.T., 2003, c. 22;

WHEREAS the Council of the Municipal Corporation of the City of Yellowknife wishes to enter into an International Swap Derivative Association Agreement with TD Canada Trust;

AND WHEREAS TD Canada Trust requires authorization to enter into an International Swap Derivative Association Agreement;

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. 4681 be amended by:

   a. Amending paragraph 3 by deleting “5%” and replacing therewith “4%”; and

   b. Adding “The debentures may also take the form of an interest rate swap arrangement to ensure the lowest possible interest rate is provided and the City of Yellowknife is authorized to enter into any agreement required to execute the interest rate swap arrangement including the International Swaps and Derivatives Association 2012 Master Agreement with whichever financial institution is selected for this debenture” immediately following paragraph 6.

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. ____.

__________________________________
MAYOR

__________________________________
CITY ADMINISTRATOR

READ a Second time this ___ day of ________________, A.D. ____.

__________________________________
MAYOR

__________________________________
CITY ADMINISTRATOR

The unanimous consent of all members voting in attendance having been obtained.

READ a Third time and Finally Passed this ___ day of ________________, A.D. ____.

__________________________________
MAYOR

__________________________________
CITY ADMINISTRATOR
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 ADMINISTRATOR
A BY-LAW of the Council of the Municipal Corporation of the City of Yellowknife in the Northwest Territories, to amend By-law No. 4707, a by-law authorizing the City of Yellowknife to borrow money on the security of new debentures to be issued by the City for the purposes of financing the cost of a Local Improvement in the Yellowknife Condominium Corporation No. 8 Mobile Home Park;

PURSUANT TO Section 73 of the Cities, Towns and Villages Act, S.N.W.T., 2003, c. 22;

WHEREAS the Council of the Municipal Corporation of the City of Yellowknife wishes to enter into an International Swap Derivative Association Agreement with TD Canada Trust;

AND WHEREAS TD Canada Trust requires authorization to enter into an International Swap Derivative Association Agreement;

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. 4707 be amended by:

   a. Amending paragraph 4 by deleting “5%” and replacing therewith “4%”; and

   b. Adding “The debentures may also take the form of an interest rate swap arrangement to ensure the lowest possible interest rate is provided and the City of Yellowknife is authorized to enter into any agreement required to execute the interest rate swap arrangement including the International Swaps and Derivatives Association 2012 Master Agreement with whichever financial institution is selected for this debenture” immediately following paragraph 6.

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. _____.

_____________________________
MAYOR

_____________________________
CITY ADMINISTRATOR

READ a Second time this ___ day of ____________________, A.D. _____.

_____________________________
MAYOR

_____________________________
CITY ADMINISTRATOR

The unanimous consent of all members voting in attendance having been obtained.

READ a Third time and Finally Passed this ___ day of ____________________, A.D. _____.

_____________________________
MAYOR

_____________________________
CITY ADMINISTRATOR
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 ADMINISTRATOR
CITY OF YELLOWKNIFE
BY-LAW NO. 4681

A BY-LAW of the Council of the Municipal Corporation of the City of Yellowknife authorizing the City of Yellowknife to borrow money on the security of new debentures to be issued by the City for the purposes of financing the cost of a new Water Treatment Plant and related infrastructure.


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

APPLICATION

1. Subject to approval of this by-law by the Minister of Municipal and Community Affairs, the Municipal Corporation of the City of Yellowknife is hereby authorized to issue debentures on the security of which may be borrowed up to $20,000,000 to be used by the City for the purposes of financing the cost of building a new Water Treatment Plant, and related infrastructure, which is required in order to comply with Government of the Northwest Territories Regulations and Federal Government Guidelines.

2. The term of the debentures to be issued shall not exceed 20 years.

3. The debentures shall bear interest at a fixed rate that the City may negotiate, not to exceed 5% per annum, to be established at the time of draw-down of funds.

Interest and principal shall be payable at Yellowknife, Northwest Territories, from the Capital Fund using Federal Gas Tax Rebate Funding. No part of the General Fund shall be used to pay principal or interest under the debentures.

4. On any date on which a payment of principal on the debt instrument becomes due, the debt may be redeemed by the City by the repayment of outstanding principal and accrued interest; plus a penalty for lost interest income as may be determined by the holder.

5. The assessed value of all property in the City of Yellowknife on which property taxes are paid or in respect of which grants are made in lieu of such taxation, according to the latest revised assessment roll, is $2,294,384,340.00.
6. The debentures shall be dated May 31, 2012 or such other date thereafter as shall be deemed expedient, and shall be signed by the Mayor and City Administrator and sealed on behalf of the City.

EFFECT

7. This by-law shall come into effect upon receiving Third Reading and meets the requirements of Section 75 of the Cities, Towns and Villages Act.

READ a First Time this 10th day of APRIL, A.D. 2012.

[Signature]
Mayor

[Signature]
City Administrator

READ a Second Time this 10th day of APRIL, A.D. 2012.

[Signature]
Mayor

[Signature]
City Administrator
APPROVED by the Minister of Municipal and Community Affairs of the Northwest Territories this ___ day of April, A.D. 2012.

Minister of Municipal and Community Affairs

READ a Third Time and Finally Passed this ___ day of April, A.D. 2012.

Mayor

City Administrator

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 ADMINISTRATOR
A BY-LAW of the Council of the Municipal Corporation of the City of Yellowknife in the Northwest Territories, authorizing the City of Yellowknife to borrow money on the security of new debentures to be issued by the City for the purposes of financing the cost of a Local Improvement in the Yellowknife Condominium Corporation No. 8 Mobile Home Park.

PURSUANT TO Sections 111 to 113 and 120 of the Cities, Towns and Villages Act, S.N.W.T. 2003, c. 22, as amended.

AND WHEREAS the Council of the Municipal Corporation of the City of Yellowknife previously approved the Yellowknife Condominium Corporation No. 8 Local Improvement By-law No. 4696;

AND WHEREAS By-law No. 4696 requires that One Hundred percent (100%) of the total costs of the local improvement be financed through a local improvement charge against the real property principally benefiting from the Yellowknife Condominium Corporation No. 8 Local Improvement;

AND WHEREAS it will be necessary for the City to borrow the sum of up to $15,767,679.00 for the property owners’ share of the Yellowknife Condominium Corporation No. 8 Local Improvement on the terms and conditions referred to in this by-law;

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

APPLICATION

Short Title

1. This By-law may be cited as the Yellowknife Condominium Corporation No. 8 Local Improvement Borrowing By-law.

Long Term Borrowing

2. The Municipal Corporation of the City of Yellowknife is hereby authorized to issue debentures on the security of which may be borrowed up to $15,767,679.00 to be used by
the City for the purposes of financing one-hundred percent (100%) of the cost of the Yellowknife Condominium Corporation No. 8 Local Improvement.

3. The term of the debentures to be issued shall not exceed 25 years from the date of the final draw on the debentures.

Interest Rate

4. The debentures shall bear an interest rate that the City may negotiate, not to exceed 5% per annum, to be established at the time of the execution of the loan agreements.

Payments

5. Interest and principal shall be payable at Yellowknife Northwest Territories through a local improvement charge to be collected from the owners of the real property benefitting from the local improvement charge.

6. On any date on which a payment of principal on the debt instrument becomes due, the debt may be redeemed by the City by the repayment of outstanding principal and accrued interest; plus a penalty for lost interest income as may be determined by the holder.

Administrative Matters

7. The debentures shall be dated August 1, 2012 or such other date thereafter as shall be deemed expedient, and shall be signed by the Mayor and City Administrator and sealed on behalf of the City.

8. The assessed value of all property in the City of Yellowknife on which property taxes are paid or in respect of which grants are made in lieu of such taxation, according to the latest revised assessment roll, is $2,294,384,340.00.

EFFECT

9. 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 13 day of August, A.D. 2012.

[Signature]

MAYOR

[Signature]

CITY ADMINISTRATOR

READ a Second time this 13 day of August, A.D. 2012.

[Signature]

MAYOR

[Signature]

CITY ADMINISTRATOR

APPROVED by the Minister of Municipal and Community Affairs of the Northwest Territories this 14 day of August, A.D. 2012.

[Signature]

MINISTER
MUNICIPAL AND COMMUNITY AFFAIRS
READ a Third time and Finally Passed this 20 day of __________, A.D. 2012.

[Signature]
MAYOR

[Signature]
A CITY ADMINISTRATOR

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.

[Signature]
A CITY ADMINISTRATOR
MEMORANDUM TO COMMITTEE

COMMITTEE: Municipal Services             DATE: December 10, 2012

DEPARTMENT: Public Works and Engineering

ISSUE: Whether to submit a funding application to Natural Resources Canada’s Clean Energy Fund regarding a proposed demonstration project.

RECOMMENDATION:

That Council direct Administration to submit a funding application to Natural Resources Canada by December 31, 2012 for the purpose of developing a District Energy System Demonstration Project.

BACKGROUND:

On October 24, 2012, Natural Resources Canada (NRCan) informed the City of Yellowknife (City) that the funds reserved for the district energy system would likely still be available. The funding may be used if an innovative project falling within the guidelines is approved and submitted by Council, before the cut-off date of December 31, 2012.

On December 3, 2012 the Community Energy Planning (CEP) Committee held a meeting and discussed the funding from NRCan. The CEP Committee has made the recommendation that Council direct Administration to submit a funding application to NRCan. The minutes of the CEP meeting are attached for Committee’s information.

COUNCIL POLICY / RESOLUTION OR GOAL:

Council Goal #1 Affordability
Council Objective 1.1 Realize opportunities to encourage economic growth and diversity.
Council Objective 1.2 Adopt a sustainable and practical approach to infrastructure deficit reduction.
Council Goal #2 Enhancing Our Built Environment
Council Objective 2.3 Develop smart and sustainable approaches to energy, water and sewer, waste management, and building systems.
Council Goal #4 Continuous Improvement
Council Objective 4.4  Be a leader in innovation.
Council Action 4(b)  Lead in Innovation and Best Practices.

General Plan By-law No. 4656  The City shall continue to support and explore the feasibility of a community energy system...

CEP Recommendation 6  Lead by example on energy and climate change
CEP Recommendation 6(c)  Pursue renewable energy options within City operations with the goal of replacing heating oil as a fuel source by 2014

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

1.  *Cities, Towns and Villages Act*;
2.  General Plan By-Law No. 4656;
3.  Smart Growth Plan; and

CONSIDERATIONS:

**Application and Contribution Agreement**
The 2012 last regular Council meeting is on December 10, 2012 and a decision, regarding the funding application and a letter of intent to sign a contribution agreement, is required by NRCan by December 31, 2012. A contribution agreement between the City and NRCan needs to be signed by March 31, 2013 in order for the City to receive the applicable funds.

**Business Plan**
The proposal to NRCan would be smaller in scope and cost less than the previous District Energy System (DES) project. Therefore, there is no borrowing anticipated for this project. The City proposes to connect City-owned buildings – provide heat to a maximum of 13 City buildings between the Ruth Inch Memorial Pool and Fieldhouse. The previous project was planning to heat 39 buildings, the majority were privately held or belonging to the Government of the Northwest Territories (GNWT), making it difficult to develop the necessary customer base to ensure the success of this project.

The fuels proposed are pellets, fuel oil, cardboard, paper and wood chips, the last two procured from the baling facility. This smaller district heating project would also include the simultaneous production of electricity, or cogeneration and could help in addressing the ongoing increases in power cost. After construction, the system would require an additional staffing component to perform maintenance on the system. Even after this additional ongoing cost, the annual net savings are estimated to be in the order of $500,000 to $800,000.
As this is a multi-year project, the City can use part of the CEP budget over the next four years and some regular in-kind contributions to finance the project. With these contributions and NRCan’s 50% contribution, a project of up to $6 million could be funded. If the City is successful in leveraging those funds with other levels of government and if NRCan accepts that the project uses the planned trenches for a 2014 Corrugated Metal Pipe repair project on Franklin Avenue, a larger project could be financed with the same CEP contribution from the City. The maximum leverage foreseeable is 75%, bringing in approximately $12.5 million dollars of federal funds in the community. All estimates and figures in this memorandum follow this optimized use of the City’s funds.

**Departmental Consultation**

Multiple departments have been consulted for planning, financial, communication and coordination purpose of this proposed project. This consultation will be included in the project’s overhead cost and will be reimbursed 50% by NRCan after a contribution agreement is signed.

**Energy & Green House Gas Emissions**

The project could reduce the GHG emissions by approximately 2,500 tonnes of CO\textsubscript{2} per year or 75% of City’s remaining emissions and save the use of approximately 900,000 liters of fuel oil annually for those City facilities.

**Environmental**

A centralized unit will have better environmental controls than a distributed system. A distributed system is defined as individual systems within various facilities or structures. It is expected that emissions per unit of energy will be reduced compared to the status quo. Environment and Natural Resources (ENR) of the GNWT will be consulted before signing any contribution agreement.

**Legislative**

The *Cities, Towns and Villages Act* allow communities to develop projects and pursue projects with other orders of government towards project that will benefit the community.

**Public Engagement**

If Council were to approve the recommendation in this memorandum and if the City was successful in the application process; any development permitting process may require public engagement in the project. Notwithstanding permitting requirements, the City is committed to ensuring a proper engagement strategy.

**Sources of Funding**

It is anticipated that NRCan may provide funding for 50% of the proposed project, if the application is accepted. If other Federal Agencies or the GNWT were to provide additional funding, this would allow any CEP funding to be utilized towards other energy efficiency projects. Dependent on the funding available, the City may change the size and scope of the project to account for the amount of available funding at the time of the signing of the Contribution agreement. (prior to March 31, 2013).
Staffing
The proposed project will require the hiring of additional trades-people for maintenance after the construction phase is complete. This additional staffing expense has been accounted for in the savings estimates (see Budget).

Zoning
The City owns land appropriate for this type of infrastructure. The Multiplex and Fieldhouse property (Lot 2, Block 500, Plan 2144) and adjacent lot to the south (Lot 3, Block 500, Plan 4224) are zoned Public Service (PS) where ‘Public Utility Uses and Structures are a permitted use subject to the relevant provisions of Zoning By-law No. 4404.

ALTERNATIVES TO RECOMMENDATION:

That Council not direct Administration to submit a funding application to Natural Resources Canada by December 31, 2012 for the purpose of outlining the concept of a District Energy System Demonstration Project.

RATIONALE:

Based upon work from the Community Energy Plan Committee and the City, between 2004 and 2009 energy use within City facilities was reduced by 7%. However, energy costs have increased by 40%. For the years between 2009 and 2013, the cost is forecasted to have increased by 34%; in total - almost doubling over a ten year period. Challenging the status quo and looking towards innovation is absolutely necessary to mitigate this constant increase in energy costs.

Since NRCan informed the City that CEF funding could still be available; an evaluation of potential projects was undertaken. Given the community’s experience with biomass boilers and the opportunity of using a 2014 sewer repair project as a very significant in-kind contribution, a localized district energy project was identified as an excellent opportunity to reduce some energy demands. The eventual approval of the project would carry no additional budgetary implications for the City, beyond using already budgeted CEP funds as there are some savings in energy costs. This low risk will enable the City to take action and continue working with NRCan to design an agreement for a demonstration project that works towards Council goals and objectives, NRCan and other potential funding partners before March 31, 2013.

ATTACHMENTS:


Prepared: December 3, 2012; RG/rg
Revised: December 5, 2012; RG/dlm/ngn

DOCS-#337637-v3
Item No.

1) **Introduction**

As Mayor Heyck was detained Mr. Gervais called the meeting to order and introduced himself and the other members present to do the same.

2) **CEP Implementation Update**

a) **Biomass Studies**

Mr. Gervais noted that the first study is being conducted by Stantec and sources of Biomass have been identified at the landfill site which are mostly scrap wood and cardboard. Partial funding for the study was received from CanNor and ENR.

Mr. Gervais noted that the second study is being conducted by Dwayne Wohlgemuth’s company KoEnergy in partnership with PlanET Biogas Solutions out of Ontario. This study will be conducted on bio-digestion of food waste and sludge from the sewage lagoon. One of the large portions of the RFP is to look at biogas and they will be taking samples from the sewage lagoon and shipping them to PlanET’s lab in Ontario for analyzing to determine whether it is a potential source of biogas for Yellowknife. Mr. Wohlgemuth noted that he will also be looking at the viability of using used vegetable oil as a potential source of fuel.
b) **Pool Air Handling Unit Retrofit**

Mr. Henry gave a brief history of this project as he was the Energy Coordinator at the time it was started. He noted that the air handling unit at the Pool was not working and needed to be replaced. An opportunity was seen to make it more energy efficient by installing a new HRV unit and control system at the same time. As well the air handling unit was separated between the swimming pool and change rooms.

c) **Multiplex Lighting**

Mr. Gervais gave a brief update on the replacement of the metal halide lights at the Multiplex with fluorescent lights. He noted that the cost of the project was $53,000.00 and the short term payback so far was a cost savings in energy of $17,000.00. Mr. Gervais noted that plans are in progress to replace the lighting at the Yellowknife Arena and Curling Rink as well.

d) **Energy Monitoring**

Mr. Gervais gave a brief update on the data received from the energy bills currently being used to monitor energy consumption for City facilities. He noted that the data received was inconsistent and time consuming. He advised committee of a more reliable source being the use of meters and loggers which he is awaiting a quote for from JSL Mechanical. He noted that the Baling Facility showed interest in having the meters installed and one major reason being to monitor the baler as it has a high startup peek. The meters will also show any irregular peaks in power consumption.

Mr. Pelkey noted that should the City be interested in installing the meters in all its building there may be funding available from ENR. He is to advise Mr. Gervais of whom he should contact.

3) **City Profile**

In response to an inquiry from Ms. Fowler, Mr. Gervais confirmed that a City profile had been compiled comparing the base line from 2004 to 2009 and the results are that the City reduced its energy consumption by 7% during this period the reduction in greenhouse gases was 36%;
however, during the same period the energy costs at the City increased by 40%. Mr. Gervais noted that from 2009 to present the energy cost has increased 34%.

4) **FCM’s Partner’s for Climate Protection 5th Milestone**

Mr. Gervais noted that FCM was overall satisfied with the report submitted by the City. The only item that requires further work to fulfill the last step of the milestone is the calculation of waste emission from the landfill site. He noted that he will be contacting ENR to discuss possible ways to guage the amount of gas being released. A discussion took place on various options viable without the risk of starting a fire at the landfill.

Mayor Heyck joined the meeting at 4:00 pm and Mr. Gervais briefly recapped what had been discussed thus far.

Mr. Gervais noted that the emission results would have to be submitted prior to FCM’s forum in February 2013 for recognition. Mr. Gervais committed to contacting FCM to find out exactly what further information they are looking for.

5) **NRCan’s Funding for a District Energy System**

Mr. Gervais advised committee members that the City received a letter from NRCan advising that the funding for a district energy system was still available provided that a renewed funding application be submitted which falls under the guidelines of the program. He noted that the deadline for submission is December 31, 2012 and confirmation would be required that the project identified would be viable and carried out with the support of City Council. Mr. Gervais noted that there is a possibility of using in-kind contributions for infrastructure replacement to offset the cost of such a project.

Mr. Gervais advised he is looking into whether there is enough City owned buildings to justify a small scale demonstration district energy system. The region being looked at is the buildings surrounding the Multiplex. Currently the heating loads for these buildings would justify sharing a boiler. A further possibility would be running a line to the pool and community arena including reservoir three on Franklin Avenue for a total of 13 buildings which represents a heating demand of 3 megawatts for peak periods. With the amount of wood and cardboard at the baling facility it could be foreseeable that enough
fuel could be provided to heat all thirteen buildings. Mr. Gervais noted that in 2013 there are plans to replace the corrugated sewer line from reservoir three to the Multiplex providing a significant in-kind contribution. It is calculated that by replacing the heating source for these buildings with biomass it would be a savings of 900,000 litres of fuel oil per year and in terms of greenhouse gases a reduction of 2,500 tons per year.

Mr. Gervais committed to bring forward a memorandum to Council on the committee’s behalf seeking approval to submit a funding application to NRCan for the project.

6) **Next Steps - GNWT New Energy Strategy**

Mr. Henry gave a brief update on the recent Energy Charrette held at the Explorer Hotel. He noted that two action items were identified; one being innovative financing and the other the collection of energy data.

7) Next meeting will be scheduled for February 2013.

8) Meeting adjourned at 5:00 pm.
MEMORANDUM TO COMMITTEE

COMMITTEE: Municipal Services  DATE: December 10, 2012

DEPARTMENT: Communications and Economic Development

ISSUE: Whether to appoint members to serve on the Yellowknife Area Policing Advisory Committee.

RECOMMENDATION:

That Council appoints the following members to serve on the Yellowknife Area Policing Advisory Committee for a two year term commencing January 15, 2013 and ending January 14, 2015:

Two (2) representatives from each of the local High Schools;
One (1) representative from the public at large; and
One (1) Kam Lake Business Owner.

BACKGROUND:

The term of office for Ms. Kathy Paul-Drover, a representative from the public at large expired on October 22, 2012. Ms. Paul-Drover has expressed an interest in being re-appointed to the Yellowknife Area Policing Advisory Committee.

In October 2010, 2012 the City advertised a vacancy for a Kam Lake Business Owner representative, however, received no applications. City Council therefore made the decision to fill this vacancy with a member from the public at large and appointed Mr. Shane Riley. The term of office for Mr. Riley expired on October 12, 2012. Mr. Riley will not be seeking reappointment.

The Terms of Reference for the Yellowknife Area Policing Advisory Committee includes a representative from each of the local High Schools. The terms of office for Ms. Mallory Beland, a representative from St. Patrick’s High School, expired on October 12, 2012. St. Patrick’s High School has requested that Ms. Caitlyn Gillingham be appointed as their representative.

The term of office for Mr. Justin Harvey, a representative of Sir John Franklin High School, expired on October 22, 2012. Sir John Franklin School has requested that Mr. James Hamel be appointed as their representative.
The City has advertised the vacancies seeking one member from the public at large and one Kam Lake Business Owner for the Yellowknife Area Policing Advisory Committee in the Capital Update and on the City’s website and received two (2) applications for the member at large.

**COUNCIL POLICY / RESOLUTION OR GOAL:**

Council Goal #3 Building Social Capital (Community Engagement).

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.

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

1. *Cities, Towns & Villages Act*; and

2. Council Procedures By-law No. 4250, as amended.
CONSIDERATIONS:

Legislative
In accordance with the Terms of Reference, Council may by resolution appoint persons to fill vacancies on this Committee.

ALTERNATIVES TO RECOMMENDATION:

That the City re-advertise the vacancies on the Yellowknife Area Policing Advisory Committee.

RATIONALE:

The appointment of new representatives will ensure that the Yellowknife Area Policing Advisory Committee has a full compliment of members and that all members of the community are represented.

ATTACHMENTS:

Expressions of interest from the candidates.

Prepared: December 3, 2012; SJ  DOCS-#339311v1-