



CITY OF YELLOWKNIFE

MUNICIPAL SERVICES COMMITTEE AGENDA

Monday, November 17, 2014 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.

<u>Item</u>	<u>Description</u>
1.	Approval of the agenda.
2.	Disclosure of pecuniary interest and the general nature thereof.
3.	The Salvation Army Christmas Kettle Campaign Kick-off.
ANNEX A	
4.	A presentation of Budget Challenges and Draft Budget.
ANNEX B	
5.	A memorandum regarding whether to approve By-law No. XXXX, being a by-law to forgive a portion of 2014 taxes on eligible taxable properties; and direct Administration to request that MACA consider legislative amendments that would allow municipalities to phase-in tax increases resulting from a general assessment.
ANNEX C	
6.	A memorandum regarding whether to engage in the process to secure the 2023 Canada Winter Games.
ANNEX D	
7.	(For Information Only) Minutes of the Grant Review Committee meeting for September 17, 2014, October 29, 2014 and November 4, 2014.



<u>Item No.</u>	<u>Description</u>
ANNEX E	
8.	A memorandum regarding whether to adopt the recommendations set forth by the Grant Review Committee for awarding of the 2015 Core Funding.
9.	A report from Mayor Heyck regarding weekly activities.

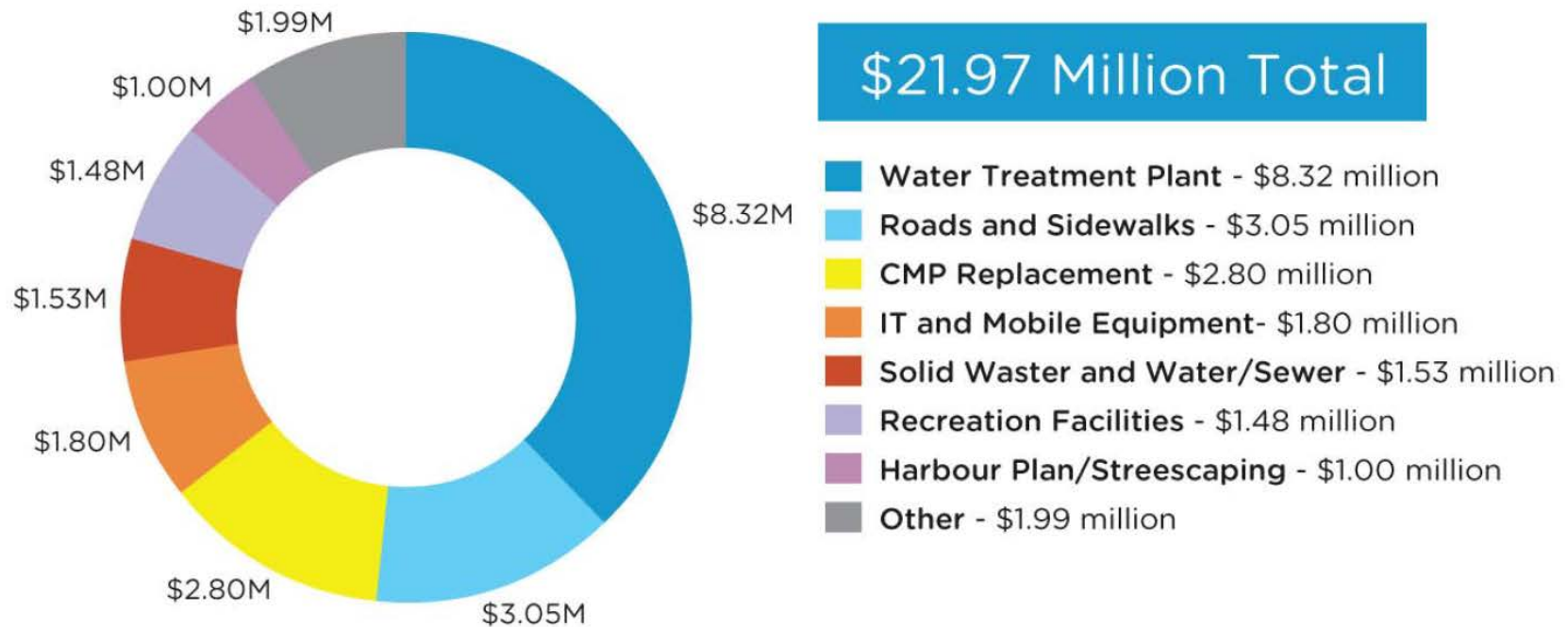


2015 Draft Budget Presentation

Municipal Services Committee

November 17th, 2014

Capital Expenditures - Highlights



Net Revenue Increases
(prior to mill rate increase)

\$992,100

Part one

Forecasted Assessment Growth will
result in \$850,000 in additional revenue

2014 Assessment Growth

\$311,000

Unforecasted revenue growth from 2014

\$539,000



CITY OF YELLOWKNIFE

Net Revenue Increases
(prior to mill rate increase)

\$992,100

Part two

Other Revenue Increases

\$240,100

Public Safety Fees and Revenues

\$116,000

Corporate Services Fees and Penalties

\$63,000

Transit Revenue

\$51,400

Power Distribution Franchise Fee

\$9,700



CITY OF YELLOWKNIFE

Net Revenue Increases
(prior to mill rate increase)

\$992,100

Part three

Revenue Decreases

-\$98,000

-\$25,000



Building Permit Fees

-\$32,000



Community Services Grants

-\$41,000



Community Services User Fees



CITY OF YELLOWKNIFE

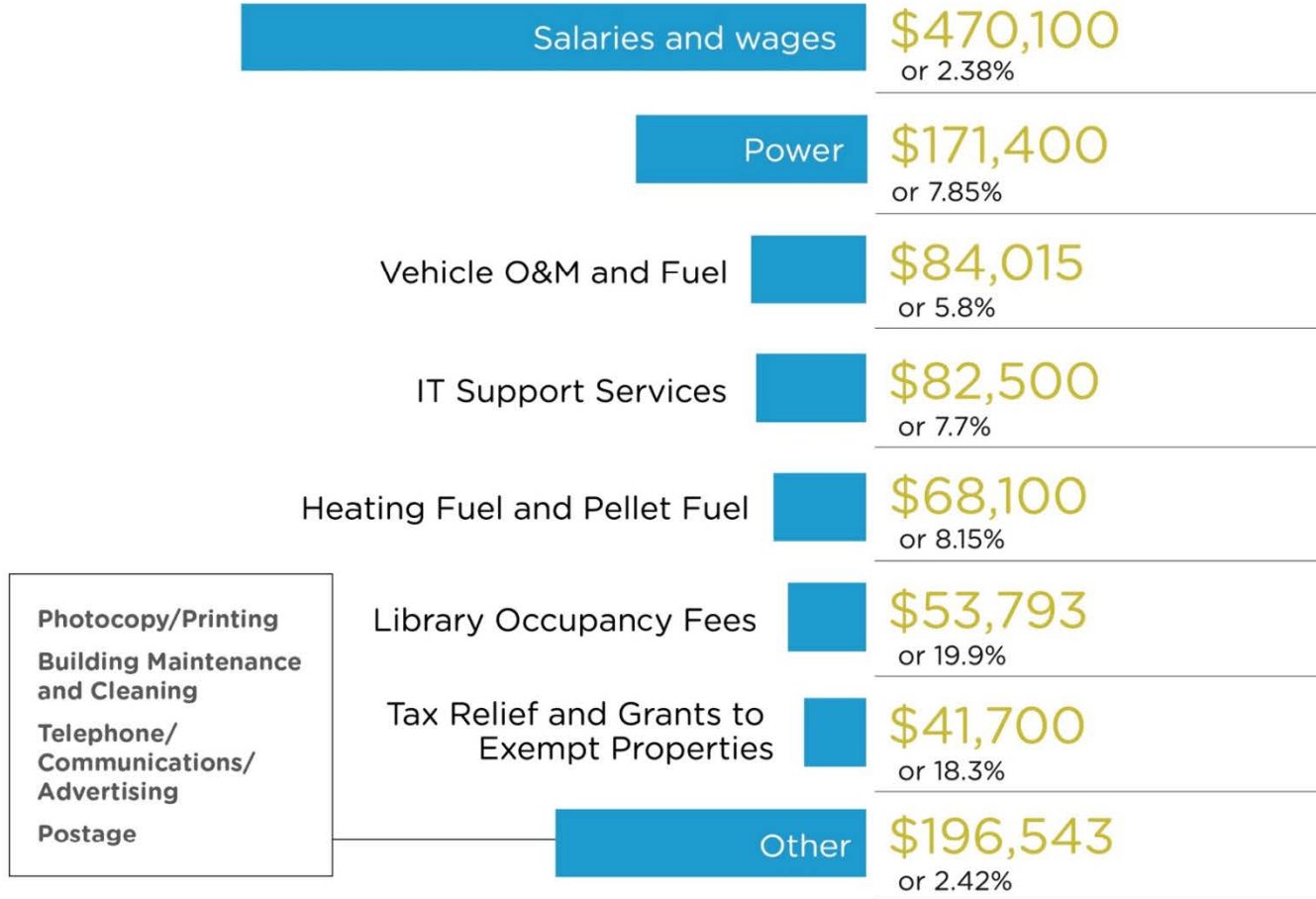
Changes in Net Transfers

-\$219,300



Expense increases from Forced Growth

\$1,168,151



Expense Increases from new/enhanced Services

\$923,300

Part one

New Service/Program

\$616,500

Centralized Dispatch

\$464,000

Public Works new mechanic
(with Offset O&M Savings)

\$97,500

Election/Plebiscite

\$40,000

Webcasting and Teleconferencing

\$15,000



CITY OF YELLOWKNIFE

Expense Increases from
New/enhanced Services

\$923,300

Part two

Service Level Change

\$306,800

Enhanced Transit Service

\$244,800

MED (1/2 of a year top up with revenue offset)

\$42,000

CED (1/4 of a year top up)

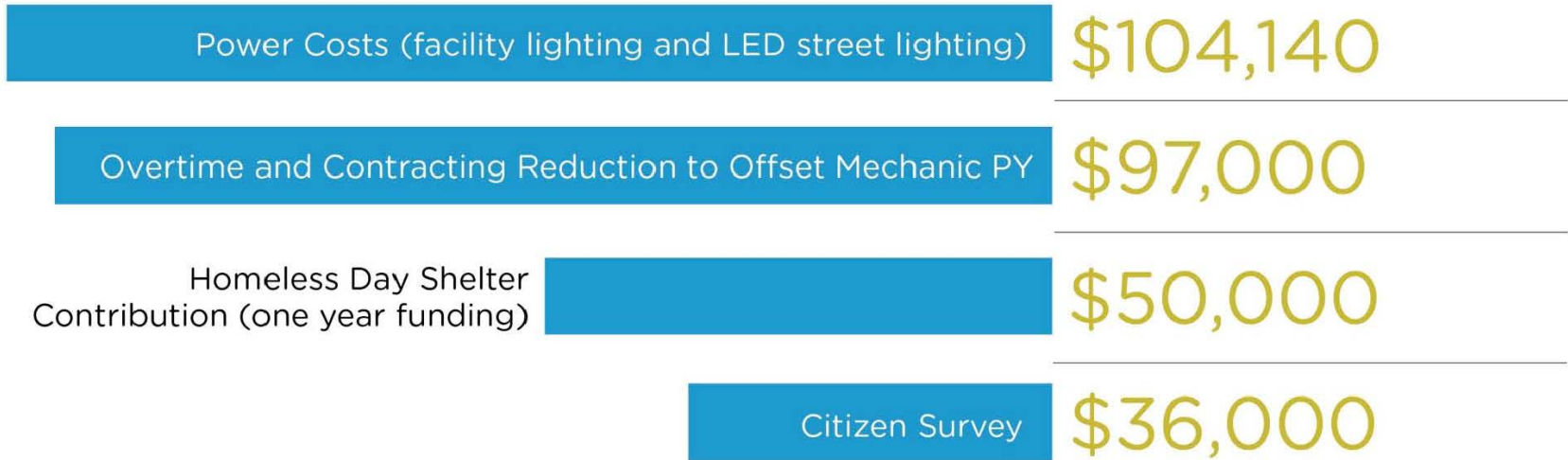
\$20,000



CITY OF YELLOWKNIFE

Cuts to Operating Expenses

\$287,140



Impact on General Fund

\$992,100	Revenue Increase
-\$219,300	Net Change in Interfund Transfers
<hr/>	
\$772,800	Net Revenue Increase
\$1,168,151	Forced Growth
\$923,300	New/Enhanced Services
-\$287,140	Cuts to Operating Expenses
<hr/>	
\$1,804,311	Net Expense Increase
-\$1,031,511	Net Revenue Shortfall
\$264,236	Allocation from General Fund Surplus
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-\$767,275	Increased Tax Revenue Required
2.98%	Percentage Tax Increase Required



PY Increases - Funded from Other Funds



Other Funds

Water and Sewer Fund

Will require 10% increase in user fee each year for 2015 to 2017, 8% in 2018 and 5% in 2019. The fund will balance in 2019.

Service Connection Failure Assistance Fund

The City continually reviews fees and deductibles. The City is reviewing the backlog to determine if a capital budget adjustment may be required to clear the backlog.

Solid Waste Management Fund

Facing significant challenges due to higher than anticipated accrual requirements for landfill closure accounting.

- Will be approaching Water Board for a variance

Facing significant challenges related to limited revenue increases.

Reviewing all expenses levels to determine where efficiencies may be obtained.

Increase in user fee rates 5% each year for the next 3 years. The fund will balance in 2017.





CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE

COMMITTEE: Municipal Services

DATE: November 17, 2014

DEPARTMENT: Corporate Services

ISSUE: Whether to:

1. Approve By-law No. XXXX, being a by-law to forgive a portion of 2014 taxes on eligible taxable properties; and
2. Direct Administration to request that MACA consider legislative amendments that would allow municipalities to phase-in tax increases resulting from a general assessment.

RECOMMENDATION:

That Council:

1. Approve By-law No. XXXX, General Assessment Tax Increase Forgiveness to forgive a portion of taxes to selected taxable properties as outlined in Schedule A to the by-law which exceed the following limits:
 - a. For Taxable Properties in the Residential Property Class (Class 101), limit tax increases due to inflation resulting from the 2013 General Assessment to 10.74% where the increase is over \$1,200 for each property; and
 - b. For Taxable Properties in the Commercial/Industrial Property Class (Class 103), limit tax increases due to inflation resulting from the 2013 General Assessment to 31.28% where the increase is over \$1,200 for each property; and
2. Direct Administration to request that MACA consider legislative amendments that would give municipalities the authority to phase-in tax increases/decreases resulting specifically from General Assessments.

BACKGROUND:

The City of Yellowknife (City) conducted its first General Assessment in seven years in 2013. Assessed values of properties increased by over 43% on average across the entire community. In the residential property class, assessed values increased by over 48% while the commercial/industrial class increased by over 30%. The Kam Lake increase in assessed value was significantly higher than the rest of the commercial/industrial class at just over 64%. The majority of the increases in assessed value were due

to the inflation of land valuation and replacement cost of improvements. Recent sales of land in the area have resulted in an increase in the market value of land and thus an increase in the assessed value of the land for tax purposes. As a result, ratepayers in Kam Lake experienced an average tax increase of just over 31%.

The Municipal Services Committee reviewed a memo from Administration on October 6, 2014 which presented recommendations on how to deal with the Kam Lake tax increases and which recommended that the City increase the frequency of the General Assessment to every 5 years pending budget deliberations and approval. Committee referred the question of the Kam Lake tax increases back to Administration but recommended that Council direct Administration to increase the frequency of the General Assessment. Council approved this recommendation at the regular Council Meeting on October 14, 2014.

COUNCIL POLICY / RESOLUTION OR GOAL:

- | | |
|--------------------------|--|
| Council Goal #1 – | Building a Sustainable Future |
| Council Objective 1(c) – | Emphasize Fairness, Value and Transparency in Financial Decisions, Program Delivery and Land Administration. |
| Motion 0165-05 – | Budget Policies – Stabilization of Funds |

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

1. *Property Assessment and Taxation Act*;
2. *Property Assessment Regulations*;
3. *Cities, Towns and Villages Act*;
4. By-law No. 4803 - A by-law to defer a portion of the payment of the 2014 tax increase due to inflation that is owed by Kam Lake ratepayers; and
5. By-law No. 4207 – Tax Administration By-law, as amended.

CONSIDERATIONS:

Legislative

- (i) *Property Assessment and Taxation Act (PATA)* – PATA and *Property Assessment Regulations* outline the requirements regarding the assessment and taxation of all properties within the boundaries of the NWT including Yellowknife.
- (ii) *Cities, Towns and Villages Act* - The ability of a municipality to make grants is outlined in Section 123(2) of the CTV Act which states:

A municipal corporation may make a grant only if specifically authorized by council for a purpose that it considers will benefit residents of the municipality.

The legislation is silent regarding the ability of a municipality to phase-in tax increases over a multi-year period.

Correspondence received from MACA has confirmed that neither the CTV Act nor PATA currently have any provisions that would allow the City to phase-in either an assessment increase or a property tax increase. Other jurisdictions do have such provisions however.

In Saskatchewan their Cities Act specifically allows for phased-in taxes. Section 260 states as follows:

Tax phase-in plan

260(1) Subject to the regulations, a council may:

- (a) phase in a tax increase or decrease for taxable property, or a class or sub-class of taxable property, resulting from a revaluation pursuant to The Assessment Management Agency Act; and
- (b) by agreement with any other taxing authority on whose behalf the city levies taxes, extend the phase-in to any other rates required to be levied by this or any other Act.

(1.1) No tax phase-in plan established pursuant to subsection (1) is to extend over a period that is longer than the period between revaluations as set out in subsection 22(1) of The Assessment Management Agency Act.

(2) A tax phase-in plan established pursuant to subsection (1) may set limits on the amounts or percentages of tax increase or decrease resulting from a revaluation to be permitted in each year of the plan for:

- (a) taxable property; or
- (b) any class or sub-class of taxable property.

(3) The limits mentioned in subsection (2) are not required to be the same for tax increases and decreases or for each class or sub-class of property to which the limits apply.

(4) The Lieutenant Governor in Council may make regulations establishing classes of property for the purposes of this section.

For 2013, the City of Regina passed a by-law limiting the property tax increase resulting from the 2013 revaluation (same as general assessment) to 1/3 of the increase or decrease resulting from the 2013 revaluation in year 2013, 2/3 of the increase or decrease in the year 2014 with the full increase or decrease then applying in 2015.

A similar process is also available to municipalities in Ontario. In 2013, the City of Toronto authorized a four year phase-in period for assessment increases related to the 2012 general assessment. The portion of the increase or decreases related to the general assessment was divided by 4 and 25% of the increase or decrease was applied in 2013, 50% in 2014, with 75% projected in 2015 and 100% in 2016. During the same year the City set in motion a plan to gradually reduce the ratio of commercial taxes to residential taxes from 3.12 to 2.50 by 2020.

Included with this memorandum is a sample policy that could be put in place by the City if changes were made to either the CTV Act or PATA allowing municipalities in the NWT to phase-in assessment or tax increases/decreases. The sample policy contemplates the phasing in of tax increases/decreases but could also be modified to contemplate the phasing in of assessment increases should either become possible in the future.

Financial Considerations

When establishing mill rates for each property class, the City takes into consideration its overall revenue requirements. The City also considers an appropriate share of taxes to be assumed by each property class to effectively spread the burden between residential and commercial ratepayers. Currently the residential and multi-residential classes account for 48% of the tax revenue with Commercial/Industrial, Mining and Quarrying, Agricultural and High Density Parking accounting for the balance.

Budgetary Considerations

The total amount of forgiveness would be \$139,489.95 should the by-law be successful. The City has a sufficient general fund balance to absorb this loss in revenue without violating the City's fund stabilization policy.

Property Assessment Process

The processes followed during the property assessment period and, in particular, during a General Assessment, are set in place in order to ensure consistency in the application of taxes for all ratepayers in the city. The principle of fairness is the guiding principle of the assessment and taxation system.

Assessments are conducted in the same way throughout the Northwest Territories using the same regulations and procedures. Within the City of Yellowknife, assessments are conducted in a consistent manner from one year to the next. All properties are assessed on a case by case basis. Land is assessed using a market value assessment methodology and improvements are assessed using a depreciated replacement value methodology. Tables are developed for each neighbourhood to assess land, and for each improvement type, to assess improvements. In this way, the City ensures that each property is assessed in a consistent manner with neighbouring properties and with similar properties throughout the city.

The property assessment role was transferred from the GNWT to the City in the mid 1990's. Initially, General Assessments were conducted every 4 years. For budgetary reasons the most recent General Assessment was delayed by 3 years. PATA requires that a General Assessment take place at least every ten years. Ordinarily MACA conducts General Assessments in the General Taxation Area (GTA), or on behalf of other Municipal Taxing Authorities (MTA), at least every nine years. The longer the time taken between General Assessments, there is more likelihood of rate shock.

Property Assessment Comparisons

Land is assessed using a market value assessment methodology. For commercial properties, the assessment per square metre can vary based on the relative market value of the properties which takes into consideration things such as the location and access to municipal services. On a case by case basis, there may be adjustments made to an individual property due to access, topography, and

proximity to water bodies. Table 1 illustrates what the base assessed value for land would be for commercial properties of the same size throughout the City.

Table 1 – Comparison of Assessed Land Values

Area	Kam Lake	Old Town	Old Airport Road	Downtown
3,000 m ²	\$185,070	\$295,790	\$317,470	\$1,412,940
7,400 m ²	\$429,960	\$535,830	\$592,800	\$3,402,812
15,000 m ²	\$665,740	\$878,200	\$959,090	\$6,487,730

Tables 2 and 3 illustrate the difference in actual assessed value of land per square meter and the taxes per square meter of land for similar business in Kam Lake, Old Airport Road, Old Town and Downtown. Table 1 is prior to the General Assessment; Table 2 is after the General Assessment.

Table 2 – Comparison of Assessed Land Value and Taxes Pre-General Assessment

Pre-General Assessment – Land	Assessment per m ²	Taxes per m ²	Area
Marine Sales	\$20.52	\$0.32	KL
	\$52.59	\$0.82	OAR
	\$51.31	\$0.80	OAR
Auto Body	\$22.81	\$0.35	KL
	\$218.39	\$3.39	OT
Mechanical Contractors	\$6.14	\$0.10	KL
	\$31.89	\$0.49	OAR
General Contractors	\$27.89	\$0.43	KL
	\$11.75	\$0.18	KL
	\$43.52	\$0.68	OAR
Vacant Lot	\$37.81	\$0.59	KL
	\$19.77	\$0.31	KL
	\$387.03	\$6.01	DT
	\$121.28	\$1.88	OAR

Table 3 - Comparison of Assessed Land Value and Taxes Post General Assessment

Post-General Assessment – Land	Assessment per m ²	Taxes per m ²	Area
Marine Sales	\$55.53	\$0.71	KL
	\$95.05	\$1.21	OAR
	\$72.12	\$0.92	OAR
Auto Body	\$61.72	\$0.79	KL
	\$148.18	\$1.89	OT
Mechanical Contractors	\$28.77	\$0.37	KL
	\$65.09	\$0.83	OAR
General Contractors	\$61.69	\$0.79	KL
	\$32.97	\$0.42	KL
	\$63.74	\$0.81	OAR
Vacant Lot	\$37.05	\$0.47	KL
	\$54.42	\$0.70	KL
	\$495.65	\$6.33	DT

	\$169.06	\$2.16	OAR
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Kam Lake Taxes

As a result of the 2013 General Assessment, assessed values of properties in Kam Lake increased by an average of 64.18% compared to an average of 29.47% for the entire commercial/industrial property class and 43.65% across the entire community.

The majority of the increases in assessed value were due to the inflation of land valuation and replacement cost of improvements. Due to the larger increase in assessed values, Kam Lake ratepayers experienced larger tax increases than other areas. The average increase was 31.28% with 43 properties (15.81%) experiencing increases over 100%.

Option for 2014 Tax Increase

Working within the current legislative restrictions, the only option that may be available to address the larger than average increase in assessments, and as a result taxes, in 2014 is to establish criteria to forgive a portion of the increase that is related directly to the General Assessment. Such forgiveness would only apply to the 2014 tax year. For future years, all ratepayers would pay their full taxes based on the assessed value of their property resulting from the 2013 General Assessment.

For the residential property class, forgiveness would apply to any property that experienced a tax increase due to the general assessment in excess of 10.74% and which was greater than \$1,200. 10.74% is the average tax increase for the residential property class.

For the commercial/industrial property class, forgiveness would apply to any property that experienced a tax increase due to the general assessment in excess of 31.28% and which was greater than \$1,200. 31.28% is the average tax increase in the Kam Lake area. That average will be applied across the entire property class to ensure that all ratepayers in the class are being treated equitably.

In order to implement this plan, Council would have to pass a forgiveness by-law. According to the CTV Act in the case of a debt in respect of property taxes, the by-law must be approved by the Minister. As well before giving a by-law that forgives a debt third reading, council shall give at least 30 days public notice of the by-law.

If the Minister does not approve the by-law prior to third reading, then outstanding taxes would have to be paid prior to December 31, 2014 in accordance with By-law No. 4803. However any resident can approach the City to set up a payment plan to address any outstanding taxes on their account. Each eligible resident would be required to enter into a written agreement with the City to pay the taxes owing on an installment basis. The terms and conditions of any such agreement would be determined on a case by case basis with each resident.

If no action is taken all assessed taxes are due and payable as of December 31, 2014 and any not paid will be considered outstanding.

Future Options

In order to avoid a similar situation in the future when a large increase or decrease occurs as a result of a General Assessment there are some steps that the City could take.

- (i) *Conduct General Assessments more frequently.* On October 14, 2014 Council directed Administration to increase the frequency of General Assessments to every 5 years subject to budgetary review and approval.
- (ii) *Request legislative changes.* Request Municipal and Community Affairs to make changes to current legislation that would grant taxing authorities the ability to phase-in large tax increases resulting from a General Assessment. Such legislation currently exists in other jurisdictions.

ALTERNATIVES TO RECOMMENDATION:

1. That Council direct Administration to enter into payment installment agreements with affected owners in the City to address the tax increase due to the General Assessment.
2. That Council direct Administration to request that MACA consider legislative amendments that would give municipalities the authority to phase-in tax increases/decreases resulting from General Assessments.

RATIONALE:

The primary issue regarding the recent General Assessment is that the tax increases being felt by residents and businesses did not take into consideration the rate shock that would be felt. While the assessment was conducted in accordance with the provisions of PATA and the Regulations, many residents felt that there could have been a better plan to mitigate the rate shock.

The consideration of a forgiveness by-law is being recommended as a proxy for phasing-in the tax increase resulting from the General Assessment. A phase-in would have been possible if current GNWT legislation gave municipalities the authority to phase-in tax and/or assessment increases as can be done in other jurisdictions. The attached sample policy illustrates the type of process the City could put in place to address the issue of rate shock if the legislative framework actually existed to do so. This forgiveness by-law implements what could have been done in the first year of a phasing in approach.

No other options are available other than to enter into a payment schedule with any taxpayer to pay the outstanding taxes owed as of December 30, 2014.

ATTACHMENTS:

1. By-law No. XXXX, a by-law to forgive a portion of the 2014 taxes on eligible taxable properties. (DM #402183 and #402297)
2. Sample Finance Policy – Taxation – Phasing in of Tax Increases. (DM #400977)

Prepared: October 10, 2014; CB/cb

Revised: November 6, 2014; CB

SECTION: Finance
CHAPTER: Property Taxation

SUBJECT: Phasing-in of Tax Increases

PURPOSE

To define how Council will deal with extraordinary tax increases related to major increases in assessed value of property resulting from a General Assessment.

POLICY

(Motion #XXXX-14)

It is the policy of the City of Yellowknife that based on the results of each General Assessment, Council may:

1. Phase in a tax increase or decrease for a Taxable Property or a Property Class resulting from a General Assessment conducted pursuant to the *Property Assessment and Taxation Act* of the GNWT; and
2. By agreement with the education authorities on whose behalf the city levies taxes, extend the phase-in to the rates levied on their behalf.

APPLICATION

This policy will apply in any year following a general assessment in which Council determines that a Property Class or selected Taxable Properties are experiencing an extraordinary tax increase resulting from changes which have occurred due to the General Assessment only. For further clarification this policy does not apply to a Property Class or a Taxable Property which has experienced a tax increase due to improvements made to the property.

Definitions

In this policy:

“Property Class” – means a property class as defined in By-law No. 4207 Tax Administration By-law or its successors.

“Taxable Property” – means any property that appears on the City’s Certified Tax Roll for a given year.

“General Assessment” – means the assessment of all assessable lands or all assessable improvements.

Setting of Limits

When a tax plan is established pursuant to this policy, Council may set limits on the amounts and/or percentage of tax increases or decreases resulting from the General Assessment to be permitted in each year of the plan for:

Date Issued:

Issued:

Approved:

Revised:

Revised by:

Approved:

SECTION: Finance
CHAPTER: Property Taxation

SUBJECT: Phasing-in of Tax Increases

- a. A taxable property; or
- b. Any property class.

Such limits are not required to be the same for tax increases and decreases or for each property class to which the limits apply.

No plan established under this policy shall extend over a period longer than 3 years or the time between General Assessments, whichever is less.

PROCEDURE

To establish a phase in plan for a taxable property Administration shall:

1. Identify any extraordinary increases in taxes resulting from the General Assessment;
2. Recommend to Council the maximum percentage increase or decrease, if any, that should be permitted;
3. Subject to approval by Council of item 2, Administration will implement the phase in plan by:
 - a. Applying that percentage increase or decrease to the prior year's taxes levied for the taxable property and adjust the taxes levied for the taxable property appropriately; and
 - b. Applying the same percentage in succeeding years until the taxable property is being taxed at the appropriate level as determined by the general assessment but in any case, no longer than 3 years.

To establish a plan for a Property Class Administration shall:

1. Identify any extraordinary increases in taxes resulting from the General Assessment;
2. Recommend to Council the maximum percentage increase or decrease, if any, that should be permitted;
3. Subject to approval of Council of item 2, Administration will implement the phase in plan by:
 - a. Applying that percentage increase or decrease to the prior year's taxes levied from that property class;

Date Issued:

Issued:

Approved:

Revised:

Revised by:

Approved:

SECTION: Finance
CHAPTER: Property Taxation

SUBJECT: Phasing-in of Tax Increases

- b. Establishing a mill rate that results in the permitted increase in the taxes levied from that property class; and
- c. Adjusting the mill rate each year until the property class is being taxed at the appropriate level as determined by the general assessment but in any case, no longer than 3 years.

Prepared: October 27, 2014 CB/cb

DOCS-#400977-v1

SAMPLE

Date Issued:

Issued:

Approved:

Revised:

Revised by:

Approved:



CITY OF YELLOWKNIFE

BY-LAW NO. XXXX

BM XXX

A BY-LAW of the Council of the Municipal Corporation of the City of Yellowknife in the Northwest Territories, to forgive a portion of the payment of the 2014 tax increase due to inflation, or general assessment, for qualifying properties in the Residential and Commercial/Industrial property classifications;

PURSUANT to Section 83(h) of the *Property Assessment and Taxation Act, R.S.N.W.T 1988, c. P-10* which provides that the council of a municipal taxing authority may make bylaws respecting any other matters concerning the manner or means by which property taxes or supplementary property taxes and other moneys owing as property taxes are to be collected, that the council considers appropriate;

AND PURSUANT TO Section 122 of the *Cities, Towns and Villages Act, S.N.W.T. 2003, c.22* which states that a municipal corporation may forgive a debt or a portion of the debt by by-law if council is satisfied that there are reasons to justify the forgiveness of the debt;

WHEREAS the Council of the Municipal Corporation of the City of Yellowknife has realized the tax increase due to inflation, or the General Assessment, may cause hardship to some ratepayers who have received an increase in this portion of the 2014 taxes and deems it appropriate to forgive a portion of the tax increase due to the General Assessment to qualifying properties;

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

APPLICATION

1. This By-law may be cited as the 2014 General Assessment Tax Increase Forgiveness By-law.
2. This By-law applies to the Final Levy of property taxes sent to ratepayers on June 30, 2014.
3. Qualifying properties will be those properties that are:
 - a. In the Residential Property Classification which have incurred a property tax increase related to the General Assessment of greater than 10.74% of the previous year's taxes AND that have incurred a tax increase related to the General Assessment of greater than ONE THOUSAND TWO HUNDRED DOLLARS (\$1,200.00); or

- b. In the Commercial/Industrial Property Classification which have incurred a property tax increase related to the General Assessment of greater than 31.28% of the previous year's taxes AND that have incurred a tax increase related to the General Assessment of greater than ONE THOUSAND TWO HUNDRED DOLLARS (\$1,200.00).
- 4. Taxes will be forgiven for the properties and amounts listed in Schedule "A". Any remaining balance outstanding will be due on December 31, 2014.

EFFECT

- 5. 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. 2014.

Mayor

City Administrator

Read a Second Time this _____ day of _____, A.D. 2014.

Mayor

City Administrator

APPROVED by the Minister of Municipal and Community Affairs of the Northwest Territories this _____ day of _____, A.D. 2014.

Minister
Municipal and Community Affairs

Read a Third Time and Finally Passed this _____ day of _____, A.D., 2014.

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

Roll	Name	Forgiveness Amount
603000000	5578 NWT Ltd	\$ 2,975.56
502000500	Age Automotives Ltd	\$ 2,956.14
502001200	Elliott, Bruce/Sandra	\$ 2,818.17
503000400	Smith, Greg	\$ 2,803.45
553006200	TLI CHO Logistics Inc.	\$ 2,729.47
502001600	Age Automotives Ltd	\$ 2,660.52
502001700	Age Automotives Ltd	\$ 2,660.52
501000700	Rocher, Jean Marie/Leslie	\$ 2,396.07
532000600	5735 NWT Ltd.	\$ 2,370.34
553006100	TLI CHO Logistics Inc.	\$ 2,346.85
536002100	Premium Homes Ltd	\$ 2,326.99
553006400	Robinson, Don	\$ 2,272.65
502001400	Welna, Roman	\$ 2,168.81
503000500	4872 NWT Ltd	\$ 2,126.75
553003700	YBS Holdings Inc.	\$ 2,113.16
502001300	Welna, Frank	\$ 2,013.07
502000400	Age Automotives Ltd	\$ 2,002.56
553002700	Westgard, Clinton	\$ 1,946.58
607000201	Suncor Energy Products Partner	\$ 1,853.88
309001800	6072 NWT Ltd	\$ 1,788.27
308006800	5208 NWT Ltd	\$ 1,738.97
553001400	SSI Terra Ltd.	\$ 1,730.79
538000101	Pack Rat Mini Storage Ltd	\$ 1,709.37
502001502	Raven Contracting Ltd.	\$ 1,708.43
502002602	Northern Comm & Navigation Sy	\$ 1,705.37
308005900	Henry, Seamus/Linda	\$ 1,695.28
308005400	Ketchum, John/Kirsty	\$ 1,650.63
553005900	Smith, David	\$ 1,618.82
553002500	Houweling, Peter/Robinson, Cheryl	\$ 1,578.79
531003900	HCR Properties Inc.	\$ 1,570.43
535000500	Office Service Solutions Inc.	\$ 1,498.33
534000200	Piro, Brian	\$ 1,493.65
553007100	Robinson, Derrick	\$ 1,476.43
535001100	Konge Construction Ltd.	\$ 1,454.05
309001500	Habitat for Humanity Northwest	\$ 1,446.90
536001700	Jivko Engineering Ltd	\$ 1,442.97
308007400	Arychuk, Travis P.	\$ 1,426.23
503005600	Langlois, Shane/Kelly, Joanne	\$ 1,418.93
500000100	1767366 Alberta Ltd	\$ 1,411.36
534003200	Pariseau, Tanya Lee/Warren James	\$ 1,368.24
536001300	Sheldrick, Wanda	\$ 1,319.66
5000100	Tremaine, Paula/Westman, Dan	\$ 1,305.23
536001600	Jivko Engineering Ltd	\$ 1,282.59
535000101	MT Investments Inc.	\$ 1,281.44
536001500	Jivko Engineering Ltd	\$ 1,278.58
503004800	Mathers, Ian/Venne, Marie	\$ 1,237.50
304002700	Aloimonos, Konstantinos	\$ 1,223.69

Roll	Name	Forgiveness Amount
535000300	Nahanni Construction Ltd	\$ 1,215.30
308004500	Tecsy, Ronald D.	\$ 1,166.71
539000100	TC Enterprises Ltd	\$ 1,166.67
536001100	Gourlay, Paul	\$ 1,163.13
532000800	Lapka Electrical Services	\$ 1,111.88
553006500	Robinson, Darcy	\$ 1,108.09
531001600	Debogorski, Alex/Louise	\$ 1,102.76
535000600	C.R. Enterprises Ltd	\$ 1,091.30
534000700	Arychuk, Gordon/Jane	\$ 1,058.43
538000600	Yellowknife Dairies Ltd	\$ 1,058.20
1002100	Nendsa, Roger/Michelle	\$ 1,057.02
536000200	Foraco Drilling Ltd.	\$ 1,020.27
553004200	Ivens Holdings 2000 Ltd./Zac Holdings Ltd.	\$ 1,012.83
537000600	Pottinger, Kelly	\$ 1,009.74
538000800	953702 NWT Ltd	\$ 1,007.04
553001900	Cleveland, Colin	\$ 1,001.01
539000200	TC Enterprises Ltd	\$ 997.10
502003900	Moore, Patricia/Wallbridge, Garth	\$ 983.59
532001000	506460 NWT Ltd.	\$ 978.23
501000600	Ted's U-Drives Ltd	\$ 918.75
538000700	953702 NWT Ltd	\$ 911.58
532001300	506460 NWT Ltd.	\$ 908.67
308005700	O'Hara, Kendra Leigh/Paasche, John Anthony E.	\$ 870.20
503005500	Langlois, Shane/Kelly, Joanne	\$ 868.71
553005800	Arychuk, Peter/Teri	\$ 854.92
151003001	TC Enterprises Ltd	\$ 819.07
503003000	Dennis, Alphonsus	\$ 813.32
537000500	Derksen, Douglas/Trudy	\$ 809.83
531002100	Diamond Glass Ltd	\$ 801.62
308008100	Woodward, Shaleen/Wilson, Meredith	\$ 800.22
540000400	6042 N.W.T Ltd.	\$ 794.62
502000700	Yellowknife Dairies Ltd	\$ 778.95
535001200	Wood, Garth/Linda	\$ 768.89
533001600	Rowland, Teresa/Timberg, Clay	\$ 731.66
553006900	Snijders, Marcella	\$ 717.93
502000600	Unico Contractors NWT Ltd	\$ 704.18
532001200	James, Thomas/Katherine	\$ 692.10
553006300	TLI CHO Logistics Inc.	\$ 676.92
607000500	Poulin, Roxane/Clinton, Graeme	\$ 671.99
503003700	James, V.Angela/McQueen, Scott	\$ 667.36
553001800	Eggenberger, Cheryl/Edward	\$ 654.12
502003300	Ron's Auto Service Ltd	\$ 634.12
553003800	Hysert, David/Kidston, Samatha	\$ 622.16
503002100	Hysert, Lee	\$ 597.66
503002900	Curran, Peter George/Duong, Diep	\$ 597.17
534000800	J & R Mechanical Ltd	\$ 593.07
537000800	Hanna, Tiarella	\$ 584.86
503005800	O'Connor, Kathleen	\$ 584.50
534000900	J & R Mechanical Ltd	\$ 574.59

Roll	Name	Forgiveness Amount	
553005700	Wiedemann, Paul Bruno	\$	540.01
553002400	Robinson, Janet/Marvin	\$	513.68
553002000	Norseman Property Holdings Ltd	\$	491.21
535000800	Yellowknife Metals & Recycling	\$	490.82
530002400	Magrum, James	\$	468.82
538000400	Crawford, Lorie/MacIntyre, Kevin	\$	463.98
38002600	6357 N.W.T. Ltd.	\$	459.20
537000700	Pottinger Holdings Ltd	\$	435.26
534000400	Millennium Technologies Inc.	\$	398.26
533000800	Jivko Engineering Ltd.	\$	363.35
553007000	Robinson, Donnie/Joan	\$	351.43
534000600	Hoeve, Edward/Helen	\$	351.27
531001400	L & D Maintenance Services Ltd	\$	334.41
529001700	Shannahan, James/Michelle	\$	321.75
540001000	Dean, Ardith	\$	318.06
503003500	Gap Electric Ltd	\$	316.42
531001500	Mohr, Douglas John/Wendy	\$	304.76
160000400	Yellowknife Association for Co	\$	295.31
155000200	Polar Developments Ltd	\$	255.13
536001800	Liric Construction Ltd	\$	248.14
530000100	6042 N.W.T Ltd.	\$	238.17
151002400	Magrum, Michael	\$	233.36
503003900	Debogorski, Alex/Louise	\$	195.17
530002600	5479 N.W.T. Ltd.	\$	188.28
529000500	Territorial Beverages Ltd	\$	172.09
503001600	Stone, Ivy M.	\$	171.19
502001802	5923 NWT Ltd	\$	170.63
503003600	Christensen, Jocelyn	\$	147.10
532000900	Allen, Edward Clyde/Look, Randy	\$	130.10
502000800	Bassett Petroleum	\$	105.82
530002000	Yaceyko, John Dale	\$	85.50
901000700	Weatherby, Blair	\$	83.82
532002400	M & R Enterprises Ltd	\$	56.78
537000400	Op Der Heijde, J. A./Janic M.	\$	55.23
TOTAL FORGIVENESS		\$	139,489.95



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE

COMMITTEE: Municipal Services

DATE: November 17, 2014

DEPARTMENT: Community Services/Corporate Services

ISSUE: Whether to engage in the process to secure the 2023 Canada Winter Games.

RECOMMENDATION:

That Council direct Administration to:

- A. Undertake the necessary steps to host the 2023 Canada Winter Games (CWG); and
- B. Establish a CWG reserve account commencing in 2015 with a yearly contribution that escalates annually to reach the City of Yellowknife contribution of \$9,806,100.

BACKGROUND:

In February 2014, Sue Hylland – President and CEO Canada Games Council made a presentation to Committee regarding the opportunity presented to the City to host the 2023 CWG. In addition the information presented by Ms. Hylland the following information was presented to Council with the above noted recommendation to provide direction to Administration regarding whether or not Council was interested in pursuing the 2023 CWG.

As a follow up to the information presented, Administration undertook an exercise to determine what would be required from the City, the Host Committee, Territorial government and Federal government to prepare/upgrade venues to meet the standards of the Canada Games Council. Financial reference to the development of a new aquatic facility has been removed from the CWG financial picture as the facility has been previously identified in the long term capital plan.

A review of the current facilities in Yellowknife, and a comparison to the Canada Games Council facility standards has determined that there is approximately \$25,600,000 required for upgrades to existing facilities. The largest expense is the Athlete Village and required amenities. The identified amount of \$22,000,000 includes the rental of a mobile accommodation set up. Other more beneficial arrangements will be pursued, but for this exercise, the higher costing arrangement was utilized.

In 2012 the Federal/Provincial/Territorial Ministers responsible for sport approved a new hosting cycle for the CWG. The new cycle now includes, for the first time since the CWG inception, the Northwest Territories.

Following the decision of Federal/Territorial/Provincial Ministers responsible for sport to include the Northwest Territories in the CWG cycle, the GNWT and the Canada Games Council have been in correspondence with the City regarding the interest and ability of the City hosting the 2023 CWG.

As a precursor to continuing discussions, representatives from the Canada Games Council, the City and the GNWT toured the existing sport and non-sport facilities within the City for the purpose of conducting a technical review. A report has been submitted to the City which outlines key facilities and identifies appropriate sports for each. The report identifies limitations which will have to be addressed as decisions are made and plans are developed.

City and GNWT staff attended a workshop hosted by the Canada Games Council for the 2019 CWG Bid Launch to familiarize communities in Alberta on the expectations of the host community. This workshop provided background information, technical data and requirements for Alberta communities who may be interested in submitting a bid. It provided a good base of information on what the City and GNWT need to address and prepare for to successfully host the CWG.

COUNCIL POLICY / RESOLUTION OR GOAL:

Council Goal #1(a) – Realize Opportunities to encourage economic growth and diversity.
Council Goal #3(a) – Celebrate community participation and volunteerism.
Council Goal #4 (a) – Develop prosperity through strategic partnerships.

Motion #0140-14 That Administration continue discussion with the Canada Games Council and the Territorial Government to identify the necessary steps to host the 2023 Canada Winter Games (CWG)

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

N/A

CONSIDERATIONS:

Budget

Funding for the CWG is covered under a Federal-Provincial/Territorial agreement as follows:

- Sport Canada will contribute up to 35 percent of operating expenses, based on a standard operating budget for the CWG;
- The Host Province/Territory (P/T) must contribute a matching amount for operating costs;
- The Host Society/Host Community must generate the remaining 30 percent and any funds in excess of the standard operating budget;

- Sport Canada, the Host P/T government, and the Host Community must contribute an additional \$3 million each towards capital expenses. The Host Community must contribute any additional funds required for capital expenses.

The tentative funding arrangement for the 2023 CWG is based on the standard operating budget as developed using actual costs from four sets of Games between 1999 and 2005. That standard budget is currently being reviewed to reflect actuals from the 2007, 2009, 2011 and 2013 Games. Based on the current formula the GNWT has projected expenditures for the 2023 CWG at \$26,800,000 for operational costs. As well, Sport Canada and MACA will provide a capital contribution of \$3,000,000, which must be matched by the City.

Table 1 - Contributions from Other Orders of Government			
Contributor	Operations	Capital	Total
Sport Canada	\$ 9,420,000.00	\$ 3,000,000.00	\$ 12,420,000.00
MACA	\$ 9,420,000.00	\$ 3,000,000.00	\$ 12,420,000.00
TOTALS	\$ 18,840,000.00	\$ 6,000,000.00	\$ 24,840,000.00

Should the Federal-Provincial/Territorial governments agree to change the formula as a result of the planned review, then the Government of the Northwest Territories will change the proposed funding, provided that the Government of Canada and City agree to the same terms.

Operations and capital funding for the CWG from all three levels of Government must flow through an incorporated Host Society which would likely be established in late 2017 or 2018. This does not preclude the City from initiating capital projects before that time or from establishing contributions to reserves in advance of the final agreement being in place. Formal negotiations with Sport Canada on funding for the 2023 CWG will not begin until 2017. However, prudent planning would suggest that the City begin to accumulate its share of the contribution starting in 2015 and flow these contributions through the Host Society once it is established.

In order to ensure that adequate funding is available in 2023 to host the CWG, the City would begin making contributions to a CWG Reserve Fund in 2015. The contribution would need to be sufficient to ensure that the City will be able to provide the incorporated Host Society with enough funds to operate the CWG on a break even basis. Contributions commencing in 2015 and escalating to 2023 are as detailed in Table 2.

Table 2

Phased in Approach Starting in 2015	Tax% required	Transfer to Reserve
2015	1.75%	\$ 450,310.00
2016	2.50%	\$ 643,300.00
2017	3.00%	\$ 771,960.00
2018	3.75%	\$ 964,950.00
2019	4.50%	\$ 1,157,940.00
2020	5.00%	\$ 1,286,600.00
2021	5.50%	\$ 1,415,260.00
2022	6.00%	\$ 1,543,920.00
2023	6.11%	\$ 1,572,225.20
		\$ 9,806,465.20

An alternative is to commence the CWG reserve in 2016 with contributions as detailed in Table 3 below.

Table 3

Phased in Approach Starting in 2016		
2016	2.75%	\$ 707,630.00
2017	3.25%	\$ 836,290.00
2018	4.00%	\$ 1,029,280.00
2019	4.75%	\$ 1,222,270.00
2020	5.25%	\$ 1,350,930.00
2021	5.75%	\$ 1,479,590.00
2022	6.11%	\$ 1,572,225.20
2023	6.25%	\$ 1,608,250.00
		\$ 9,806,465.20

For necessary capital improvements Sport Canada and MACA will provide up to \$6,000,000 between the two of them. Any remaining capital funding will be the responsibility of the City and the Host Society. Some capital items that have been identified through the technical review include:

- A new pool to host aquatic events during the CWG (in long range Capital Plan);
- Improvements to the Bristol Pit facility to host snowboarding and downhill skiing events during the CWG;
- Improvements to the Yellowknife Ski Club facilities to host biathlon and cross-country skiing events during the CWG; and
- Athletes Village during the CWG.

Possible sources of City and Host Society funding for both operational costs and capital costs are:

- Corporate Sponsorship;
- Ticket Sales;
- CWG merchandise sales; and
- In-kind services from businesses and the City.

From the details provided by the City of Whitehorse, who hosted the games in 2007, almost all of the operational expenses were covered by the revenues collected from the above and from the contributions from Canada and the Yukon Government.

Operational Costs

The City's share of operational costs for the CWG can come from a number of sources including in-kind support from the City to the Host Society. As for past Arctic Winter Games, this has included free use of municipal facilities, use of municipal vehicles and administration of all aspects of the Host Society such as finances, IT support, logistics, administration and participation on the Host Society by key City officials. Some of this in-kind contribution will be incremental to the City's normal budget but some of it would be absorbed within the existing funding envelope but would be reported to the GNWT and Sport Canada and counted towards the City's contribution to the operational budget.

Other sources of funding as mentioned above would come from corporate sponsorship and/or ticket and merchandise sales.

Before determining what, if any, operational levy would be required to address the City's required contribution, a detailed budget would be developed that would estimate the amount of other sources of revenue that could be relied upon to offset those expenses. The City would review past CWG and follow closely the experience of the next four scheduled CWG to determine what level of revenues can be expected from these sources. By the end of the 2019 CWG the City will be able to provide fairly accurate estimates of the revenues from those sources and the City will be able to assess the amount of direct financial support that will be required from the City.

Capital Improvements

The City's 25-year Capital Plan had already identified a need to replace Ruth Inch Memorial Pool (RIMP) no later than 2023 – 2025. The need to provide an upgraded facility for the CWG simply accelerates the need for this project to begin in late 2020 or early 2021 in order that the facility will be ready for test events during 2022 and the CWG during 2023. By hosting the CWG the City will also benefit from an influx of federal and territorial funding that would not normally be available. As well, it will be much easier to attract corporate donations for a facility built for the Canada Winter Games than it would have been otherwise.

The City of Iqaluit is currently building a new aquatic centre that would be similar to one that would be needed to stage the CWG. The estimated cost for their centre is \$30 million. For budgeting purposes it is anticipated the cost of a standalone aquatic facility would approximate this amount. By taking advantage of the existing pool and expanding that facility, the cost could range from \$17M to \$22M depending on the scope of the work.

The City would target a 50% contribution from corporate sponsorship, in-kind contributions and private donations. If the City was able to accomplish this, an annual escalating capital contribution will be as detailed in Table 2 commencing in 2015. As estimates of the required capital expenditures and potential revenues are firmed up, adjustments could be made.

In summary, Table 4 provides an estimate based on the current Canada Games funding formula of the entire contributions that would be required to hold a successful CWG:

Table 4

Contributor	Operations	Capital	Total
Sport Canada	\$ 9,420,000.00	\$ 3,000,000.00	\$ 12,420,000.00
MACA	\$ 9,420,000.00	\$ 3,000,000.00	\$ 12,420,000.00
City of Yellowknife	\$ 7,960,000.00	\$ 9,806,100.00	\$ 17,766,100.00
Corporate/Private Sponsorship		\$ 9,806,100.00	\$ 9,806,100.00
Total	\$ 26,800,000.00	\$ 25,612,200.00	\$ 52,412,200.00

There are other improvements that may be required which could be addressed in future budgets as the work is being completed.

The level of contributions that the City will be required to make to the CWG Reserve will be determined during the 2015 budget deliberations and would be adjusted during subsequent budget discussions as more information is gathered from previous and future CWG.

Corporate Impact

Management staff will be involved in preparations leading up the CWG and will be integral to the CWG themselves.

Departmental Consultation

All Departments within the organization will be involved.

Staffing

Staffing for the CWG will be established under the Host Society.

Tourism

The tourism potential of the CWG has been tracked over the past several CWG and has increased from 5,100 visitors in 2003 to the 15,000 visitors estimated for the 2015 CWG in Prince George, BC. The direct visitor spending has been tracked over this time frame and ranges from \$3.86M to \$8.7M. Moving forward with initiatives such as the 2023 CWG, the City, with the CWG Partners, will lead one of the largest driving forces of tourism in the NWT.

ALTERNATIVES TO RECOMMENDATION:

1. That Council direct Administration to advise the Canada CWG Committee that Yellowknife is not interested in hosting the 2023 Winter CWG.
2. That Council direct Administration to:
 - A. Undertake the necessary steps to host the 2023 Canada Winter Games (CWG)
 - B. Establish a CWG reserve account commencing in 2016 with a yearly contribution that escalates annually to reach the City of Yellowknife contribution of \$9,806,100.

RATIONALE:

The City of Yellowknife has an opportunity to showcase the City and the North to the rest of Canada through hosting the 2023 Canada Winter CWG. The CWG unite 13 Provinces and Territories in the celebration of sport and culture.

The CWG have been in existence since 1967 and have evolved to a uniquely Canadian experience. The CWG are the largest national multi-sporting event in the country showcasing the talents and skills of over 3,000 athletes and coaches. The CWG are one of the key events in the development elite athletes and coaches in Canada.

Past host communities have gained significantly by hosting the CWG. The legacy of the CWG to the host community is considerable and is documented in the various Economic Impact Assessments provided subsequent to each event.

For sport, the development of athletes, coaches and officials is a key component to hosting the CWG; the infusion of capital resources will result in various infrastructure development or improvements; new sport development and programming will be achievable with facility and equipment remaining in community; and, the ability to host additional large multisport or sport specific events.

The CWG will also strengthen volunteer engagement, increase expertise in a variety of capacities related to organizing large events, and develop community and regional pride. The media coverage leading up to and including the CWG will provide the City with ample press coverage from various media outlets, web casting and social media (2013 CWG was one of the top trending twitter topics in the world during opening ceremonies).

Hosting the 2023 CWG will provide Council with the opportunity to meet three targeted goals – promoting economic growth, attracting and encouraging volunteers and developing lucrative and prosperous partnerships.

The economic growth that the City will experience by hosting the CWG is substantial with a net economic activity gain ranging from \$58M to \$70M. Past CWG have attracted 4,000 to 5,000 volunteers which lead to an increase in community spirit and pride and will lead to the ability to host other large events, sporting or otherwise. Over the past several CWG there have been Economic Impact Assessments reports completed. These reports indicate that the CWG have provided an economic injection to the host communities and region ranging from \$57.6M to \$130.0M. Each CWG also generate approximately 1,100 new jobs and generates capital development ranging from \$21M to \$67M. Table 3 summarizes this information.

Table 3 – Comparative Information for Previous CWG				
Category	New Brunswick 2003	Yukon 2007	Nova Scotia 2011	B.C. 2015 (Est)
Athletes/Coaches	3,200	3,440	2,700	3,400
Visitors	5,100	7,500	11,500	15,000
Visitor Spending	\$3.86M	\$8.7M	\$6.1M	N/A
Economic Injection	\$57.6M	\$94.8M	\$130M	\$80M
Budget – Operations	\$17.8M	\$24.5M	\$26.3M	\$27.5M
Budget – Capital	\$21.8M	\$67.4	\$29.8	\$19.1M
Volunteers	N/A	3900	5000	4500
Jobs	1,015	1,124	1,112	N/A
GDP (Net Econ Activity)	\$70.4M	\$75.2M	\$58.3M	N/A
N/A – Data Not Available				

ATTACHMENTS:

None

Prepared: December 30, 2013; GW/gw
 Revised: February 12, 2014; CB/cb
 Revised: November 9, 2014: GW/



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE
(For Information Only)

COMMITTEE: Municipal Services

DATE: November 17, 2014

DEPARTMENT: Community Services

ISSUE: Minutes of the Grant Review Committee meeting.

BACKGROUND:

Attached for the information of Committee are the minutes of the Grant Review Committee meeting for September 17, 2014; October 29, 2014 and November 4, 2014.

ATTACHMENTS:

The Grant Review Committee Minutes for September 17, 2014 (DM#399441); October 29, 2014 (DM #401984) and November 4, 2014 (DM # 401990).

Prepared: Nov 5, 2014; BKK/bk



CITY OF YELLOWKNIFE
Grant Review Committee
September 17, 2014 at 5:15 p.m.
City Hall – Main Boardroom

MINUTES

Minutes of a meeting held on Wednesday September 17, 2014 at 5:15 p.m. in the City Hall Main Boardroom. The following Committee members were in attendance:

In Attendance: Councillor Rebecca Alty (Chair)
Councillor Bob Brooks
Cheryl Tordoff
Candace Thorne
Dave Brothers
Mayor Mark Heyck

The following members of Administration staff were in attendance:

Brian Kelln (Program Manager, Community Services Department)

Item Description

Call to Order

1. The meeting was called to order by Councillor Alty at 5:15 p.m.

Approval of Agenda

2. Councillor Alty requested that the agenda be amended by moving 5.d Sponsorship/Hosting Grant to 5.a and move 5.a to 5.b and so on.

Councillor Brooks moved,
Ms. Tordoff seconded,

That the agenda be approved as amended.

MOTION CARRIED UNANIMOUSLY

Disclosure of Pecuniary Interest

3. Ms. Thorne indicated that she has recently been hired by the Yellowknife United Way as the Executive Director.

Administration Update

4. Budget Update
There was nothing to report at this meeting.



Discussion Items

5.a Sponsorship/Hosting Grant

Administration presented the first draft of the Sponsorship/Hosting Grant Policy for the group to discuss. Committee worked through each section of the document with suggested changes. The committee suggested that Economic Development may need to take a look at the document as well.

5.b Multi-Year Funding

Administration provided another draft of the Multi-year funding policy with the recommended changes from the June 18 meeting. The Committee went through the policy again in detail and further changes were requested by the committee as a whole.

5.c Application

Administration provided a draft of the application form that will be used by the City of Yellowknife for all future funding streams.

5.d Criteria Evaluation Rating Sheet

Administrations provided a draft copy of the Criteria Evaluation Form that will be used in rating for all funding applications for the City of Yellowknife. Committee decided to use the form in the evaluation of the 2015 Core Funding as it would be the best way of testing the Rating Sheet.

Next Meeting

5. Next regular meeting: October 9, 2014 at 5:30 p.m.

Adjournment

6 Mr. Brothers moved,
Ms. Tordoff seconded,

That the meeting be adjourned at 6:45 p.m.

MOTION CARRIED UNANIMOUSLY

Prepared: Sept 22, 2014; BK/



CITY OF YELLOWKNIFE
Grant Review Committee
October 29, 2014 at 5:15 p.m.
City Hall – Main Boardroom

MINUTES

Minutes of a meeting held on Wednesday October 29, 2014 at 5:15 p.m. in the City Hall Main Boardroom. The following Committee members were in attendance:

In Attendance: Councillor Rebecca Alty (Chair)
Candace Thorne
Dave Brothers
Mayor Mark Heyck

The following members of Administration staff were in attendance:

Brian Kelln (Program Manager, Community Services Department)

Item Description

Call to Order

1. The meeting was called to order by Councillor Alty at 5:15 p.m.

Approval of Agenda

2. Ms. Thorne moved,
Mr. Brothers seconded,

That the agenda be approved.

MOTION CARRIED UNANIMOUSLY

Disclosure of Pecuniary Interest

3. There were no conflicts of interest declared.

Discussion Items

4.a Multi-Year Funding Policy

Administration presented the Committee with a draft of the Hosting Grant policy. Committee worked through each section of the document and made suggested changes. The Committee looked all three Policies together to keep the wording consistent throughout and also to eliminate possible overlaps.



4.b Hosting Grant

Administration provided another draft of the Hosting Grant Policy with the recommended changes from the September 17th meeting. The Committee went through the policy again in detail and further changes were requested by Committee. There was discussion at the table that this Grant may be administered by another department.

4.c Special Grant

Administration provided a copy of the Special Grant Policy. Committee recommended amendments to ensure that the wording is in line with the wording of the other two policies.

4.d Application Form

Administration presented a revised copy of the application form that will be used by the City of Yellowknife for all future funding streams. A few more questions will be added to the form to ensure that the organizations provide the correct information to assist with the Committee making informed decisions in awarding funding.

4.e Criteria Evaluation Rating Sheet

Administration provided a draft copy of the Criteria Evaluation form that will be used in rating all funding applications for the City of Yellowknife. Committee decided to use the form as a test method in the evaluation of the 2015 Core Funding applications.

5. 2015 Core Funding Applicants

Administration presented the binders for the Committee to review for the next meeting. Administration informed the Committee that there were several groups that submitted their applications after the deadline, along with incomplete applications. Administration was directed to contact those groups to inform them that they had until 5:00 pm on October 31, 2014 to submit the missing information.

Next Meeting

5. The next regular meeting has been scheduled for November 4, 2014 at 5:15 p.m.

Adjournment

6 Mr. Brothers moved,
Ms. Thorne seconded,

That the meeting be adjourned at 6:45 p.m.

MOTION CARRIED UNANIMOUSLY

Prepared: Nov 4, 2014; BK/



CITY OF YELLOWKNIFE
Grant Review Committee
November 4, 2014 at 5:15 p.m.
City Hall – Main Boardroom

MINUTES

Minutes of a meeting held on Tuesday November 4, 2014 at 5:15 p.m. in the City Hall Main Boardroom. The following Committee members were in attendance:

In Attendance: Councillor Rebecca Alty (Chair)
Cheryl Tordoff
Candace Thorne
Dave Brothers
Mayor Mark Heyck

The following members of Administration staff were in attendance:

Brian Kelln (Program Manager, Community Services Department)

Item Description

Call to Order

1. The meeting was called to order by Councillor Alty at 5:15 p.m.

Approval of Agenda

2. Ms. Thorne moved,
Ms. Tordoff seconded,

That the agenda be approved.

MOTION CARRIED UNANIMOUSLY

Disclosure of Pecuniary Interest

3. There were no conflicts of interest declared.

Discussion Items

4.a Deliberation of the 2015 Core Funding Applicants

Administration presented the Committee with an updated Criteria Checklist. Administration informed that three of the twenty four groups provided incomplete applications. Committee discussed this matter thoroughly and it was decided that the Long John Jamboree, Aurora Arts Society and Yellowknife Airshow Society will be ineligible to receive 2015 Core Funding. Administration will contact these groups and inform that they are not eligible for Core Funding but they will be eligible to apply for 2015 Special Grant funding.



Committee then used the Evaluation Tool Template as a test to rate five of the applications and discussed how well it worked. Administration was requested to make some changes to the Evaluation Tool Template.

Committee then reviewed and deliberated over the remaining applications. After deliberation it was the decision of the Committee to award \$320,100.00 of the \$340,900.00 that was allocated for the 2015 Core Funding. Committee then recommended that the remaining \$20,800.00 be included in the 2015 Special Grant funding level to increase it from \$77,100.00 (2014) to \$97,900.00.

4. Ms. Thorne moved,
Mr. Brothers seconded,

The Grant Review Committee recommends that Council increase the 2015 Special Grant funding level to \$97,900 and award the 2015 Core Funding as follows:

1. Yellowknife Guild of Arts and Crafts	\$5,000.00
2. Northwords NWT	\$3,500.00
3. St. John's Ambulance	\$9,000.00
4. NWT SPCA	\$10,000.00
5. SnowKing Festival	\$10,000.00
6. Yellowknife Golf Club	\$10,000.00
7. Special Olympics NWT	\$4,000.00
8. Ecology North	\$15,000.00
9. YK Seniors Society	\$55,000.00
10. Yellowknife Gymnastics Club	\$20,000.00
11. Yellowknife Ski Club	\$20,000.00
12. Yellowknife Playgroup Association	\$5,000.00
13. Food Rescue	\$10,000.00
14. Northern Arts & Cultural Society	\$65,000.00
15. Yellowknife Association of Community Living	\$11,000.00
16. NWT Disabilities Council	\$27,000.00
17. Yellowknife Marine Rescue Society	\$4,500.00
18. Foster Family Coalition of the NWT	\$5,000.00
19. Aurora Fiddlers Society	\$5,000.00
20. Canadian Championship Dog Derby Association	\$12,500.00
21. Folk on the Rocks	\$13,600.00
Total Amount Allocated	\$320,100.00

MOTION CARRIED UNANIMOUSLY



-
5. Committee asked Administration to provide them with a history report on the level of funding of past Core Funding recipients.

Next Meeting

5. The next regular meeting has been scheduled for January 14, 2015 at 5:15 p.m.

Adjournment

- 6 Mr. Brothers moved,
Ms. Thorne seconded,

That the meeting be adjourned at 7:35 p.m.

MOTION CARRIED UNANIMOUSLY

Prepared: Nov 4, 2014; BK/



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE

COMMITTEE: Municipal Services

DATE: November 24, 2014

DEPARTMENT: Community Services

ISSUE: Whether to adopt the recommendations set forth by the Grant Review Committee for awarding of the 2015 Core Funding.

RECOMMENDATION:

1. That Council approve the following recommendations from the Grant Review Committee for the awarding of 2015 Core Funding:

Organization	2015
Yellowknife Guild of Arts & Crafts	\$5,000.00
Northwords NWT	\$3,500.00
ST. John's Ambulance	\$9,000.00
NWT SPCA	\$10,000.00
SnowKing	\$10,000.00
Yellowknife Golf Club	\$10,000.00
Special Olympics NWT	\$4,000.00
Ecology North	\$15,000.00
YK Seniors Society	\$55,000.00
Yellowknife Gymnastics Club	\$20,000.00
Yellowknife Ski Club	\$20,000.00
Yellowknife Playgroup Association	\$5,000.00
Food Rescue	\$10,000.00
Northern Arts & Cultural Society	\$65,000.00
Yellowknife Association for Community Living	\$11,000.00
NWT Disabilities Council	\$27,000.00
Yellowknife Marine Rescue Society	\$4,500.00
Foster Family Coalition of the NWT	\$5,000.00
Aurora Fiddlers Association	\$5,000.00
Canadian Championship Dog Derby Association	\$12,500.00

Folk On The Rocks	\$13,600
Total	\$320,100.00

- That Council increase the 2015 Special Grant funding level from \$77,100 (as approved in principal in the 2015 budget) to \$97,900 as recommended by the Grant Review Committee.

BACKGROUND:

The following funding levels were approved in principle for the 2015 Budget:

Core Funding	\$340,900
Special Grants	\$ 77,100

The Grant Review Committee met on October 29, 2014 to review the Core Funding applications to ensure that they met the Criteria of the Core Funding Policy. November 4, 2014 the Committee met again to deliberate the funding levels to be awarded and to make recommendations to Council for the allocation of 2015 Core Funding. Twenty-four groups submitted core funding applications and twenty one of those groups provided a completed application. The Grant Review Committee is recommending allocation of \$320,100 of the \$340,900 budget.

The Grant Review Committee further reviewed the Special Grant funding levels for 2015 and are recommending that Council increase the 2015 Special Grant funding by \$20,800, being the difference of the \$320,100 Core Funding Allocation and budget of \$340,900.

COUNCIL POLICY / RESOLUTION OR GOAL:

Council Goal #3.4	Promote heritage, culture, arts, and other unique characteristics of Yellowknife to honor our past and preserve/showcase our history and cultural diversity
Policy 884.C2	Define the manner in which not for profit community based organizations may apply for funding from the City of Yellowknife, and the criteria for approving such requests.

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

Cities, Towns and Villages Act.

CONSIDERATIONS:

Legislative

Section 123 of the *Cities, Towns & Villages Act* S.N.W.T., 2003 c.22 states "The total amount of all grants made by a municipal corporation in a fiscal year may not exceed 2% of the total expenditures of the municipal corporation as set out in its budget".

Budget

Council reviews the budget annually to establish the funding allotment for Core Funding. Core Funding has seen increases in seven of the past thirteen years that the program has been in existence. This will be the third time in the past five years that there is a recommended decrease in Core Funding from the previous year. Council approved in principal \$353,000 for Core Funding from 2013 through to 2015.

Departmental Consultation

Through regular meetings of the Corporate Leadership team all affected departments have been consulted.

Existing Programs / Services

Currently the City of Yellowknife only has two programs by which not-for-profit community organizations can request funding and they are Special Grants and Core Funding.

ALTERNATIVES TO RECOMMENDATION:

1. That Council review applications and provide funding amounts other than the indicated amounts as presented by the Grant Review Committee.

RATIONALE:

The proposed recommendations from the Grant Review Committee for the Core Funding program will support the current practice of Council.

The Grant Review Committee recommendation to decrease the funding levels awarded is based on the applications from organizations and discussion of the Grant Review Committee. The Grant Review Committee is recommending a decrease of groups eligible to receive Core funding from 22 to 21 with the SnowKing Festival being the new group for 2015.

The Committee used the proposed funding levels of \$340,900 as their target for the awarding of Core Funding. Total funds recommended for allocation in 2015 is \$320,100. The Committee is recommending the difference (\$20,800.00) be added to the 2015 Special Grant funding level which would be an increase from \$77,100 to \$97,900.

ATTACHMENTS:

1. Core Funding History report (Doc # 135342)

Prepared: November 6, 2014; BKK/bkk

Revised:

Core Funding History Report

CORE FUNDING RECIPIENTS

	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Aurora Arts Society												\$ 5,000	\$ 7,000	\$ 7,000	\$ 7,000	
Canadian Championship Dog Derby			\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 12,500
Caribou Carnival	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 15,000				
Ecology North											\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	
Festival of The Midnight Sun		\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 4,000	\$ 2,000	\$ 2,000			
First Night Society	\$ 2,000	\$ 2,000														
Folk on the Rocks	\$ 7,500	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
Foster Family Coalition NWT												\$ 4,500	\$ 4,500	\$ 4,500	\$ 5,000	
Northern Arts and Culture		\$ 40,000	\$ 40,000	\$ 40,000	\$ 70,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
NWT Council for Disabled Persons						\$ 15,000	\$ 18,500	\$ 18,500	\$ 18,500	\$ 18,500	\$ 18,500	\$ 22,000	\$ 25,000	\$ 27,000	\$ 27,000	
Sidedoor Ministries		\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 45,000	\$ 45,000				
Snowking Festival						\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000					
St John's Ambulance											\$ 14,200	\$ 12,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 9,000
Yellowknife Association for Community Living											\$ 10,000	\$ 10,000	\$ 10,500	\$ 11,000	\$ 11,000	\$ 11,000
Yellowknife Curling Club	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 15,000	\$ 11,000	\$ 11,000	\$ 11,000							
Yellowknife Golf Club												\$ 15,000	\$ 15,000	\$ 15,000	\$ 10,000	
Yellowknife Guild of Arts & Crafts												\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	
Yellowknife International Air Show	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Yellowknife Playgroup Association										\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	
Yellowknife Senior Association	\$ 50,000	\$ 56,500	\$ 60,000	\$ 60,000	\$ 50,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
Yellowknife Ski Club						\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 20,000	
Special Olympics NWT		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 4,000	\$ 4,000	\$ 5,000	\$ 5,000	\$ 4,400	
Yellowknife Marine Rescue													\$ 4,500	\$ 4,500	\$ 4,500	
North Word Writers Festival													\$ 3,500	\$ 3,500	\$ 3,500	
Aurora Fiddlers Association													\$ 4,500	\$ 5,000	\$ 5,000	
Yellowknife Gymnastics Club														\$ 20,000	\$ 20,000	
Food Rescue														\$ 7,500	\$ 10,000	
NWT SPCA																#####
Total Core	\$ 97,500	\$ 194,500	\$ 216,000	\$ 216,000	\$ 236,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 340,200	\$ 335,500	\$ 340,000	\$ 314,000	\$ 342,000	\$ 340,900	