



CITY OF YELLOWKNIFE

MUNICIPAL SERVICES COMMITTEE AGENDA

Monday, December 14, 2015 at 12:05 p.m.

Chairman: Mayor M. Heyck,
Councillor R. Alty,
Councillor A. Bell,
Councillor L. Bussey,
Councillor N. Konge,
Councillor S. Morgan,
Councillor J. Morse,
Councillor S. Payne, and
Councillor R. Silverio.

<u>Item</u>	<u>Description</u>
1.	Approval of the agenda.
2.	Disclosure of pecuniary interest and the general nature thereof.
ANNEX A	
3.	A report from the RCMP regarding monthly statistics.
ANNEX B	
4.	A report from the Municipal Enforcement Division regarding monthly statistics.
ANNEX C	
5.	A memorandum regarding whether to grant an extension for the Engle Business District land purchase incentive.
ANNEX D	
6.	A report regarding Councillor Linda Bussey's attendance to the Opportunities North Conference in Whitehorse, Yukon held October 26 to 29, 2015.
<u>ADDITIONAL COUNCIL ITEMS</u>	
ANNEX E	
7.	A memorandum regarding whether to authorize Councillor Bussey to travel to Canadian Capital Cities Organization (CCCO) Board meeting, in Ottawa from January 27 to 29, 2016.



Item No. **Description**

ANNEX F

8. A memorandum regarding whether to amend Development Incentive By-law No. 4534, as amended; by removing Section 20 'Term'.

IN CAMERA

ANNEX G

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



MONTHLY
Mayor's / Chief's
Policing Report
November, 2015

Yellowknife Detachment
“G” Division
Northwest Territories



The Yellowknife Detachment responded to a total of 995 calls for service during the month of November, 2015.

OCCURRENCES	Nov. 2015	Year to Date	Nov. 2014	Year to Date 2014	Year Total 2014
Assaults (all categories)	55	707	44	814	853
Break and Enters (Residence & Business)	8	128	8	98	106
Theft of Motor Vehicle	11	71	7	84	90
Theft Under \$ 5000.00	27	431	30	465	487
Theft Over \$ 5000.00	1	16	3	9	9
Drugs (Possession)	7	74	7	68	74
Drugs (Trafficking)	10	74	6	74	74
Liquor Act	74	1,752	103	1,771	1,875
Unlawful Sale (Bootlegging)	0	0	0	0	0
Causing a Disturbance / Mischief (including public intoxication)	388	5,240	360	5,006	5,393
Impaired Driving	13	141	27	248	248
Other Complaints	401	3,145	359	3,052	3,392
Total Violations	995	10,763	1,009	16,012	16,940
Total Calls for Service	995	12,797	1,009	11,848	12,776
# of Patrols to Community	n/a	n/a	n/a	n/a	n/a

CATEGORY	Nov. 2015	Year to Date	Nov. 2014	Year Total 2014
Prisoners	248	4,479	389	6,457
Intermittent Prisoners	-----	-----	-----	-----
Other Detachment's Prisoners	-----	-----	-----	-----
Total Prisoners (mth)	248	4,479	389	6,457

JUSTICE REPORTS	October 2015	Year to Date	Year Total 2014
Victim Service Unit Referrals	4	71	94
Youth Alternative Measures (YCJA Warnings)	0	3	-----
Youth Diversion (Community Justice Referrals)	0	7	-----
Adult Diversion (Community Justice Referrals)	0	5	-----
Emergency Protection Orders (Detachment Initiated)	0	1	-----
ODARA Reports	2	42	-----

Action Plans / Community Priorities:

Community approved priorities are:

- (1) Increased efforts to deter gang and drug activity,
- (2) Increased efforts to eliminate public intoxication and drinking in public, and
- (3) Increased visibility in the Downtown core, on the trails.

(1) Increased efforts to deter gang and drug activity:

The Yellowknife Detachment was unable to obtain the November Crimestoppers Tips for Yellowknife. The December Mayor's Report will reflect both the November and December totals.

During the month one Member participated in twelve activities with the local Army Cadets. This Member coached biathlon practice, instructed sport and fitness classes, and lead various training sessions.

In November another Member assisted in seven Atom hockey sessions. They lead team training sessions, assisted with coaching several games, and attended a tournament in Hay River.

In November several Members attended the Montessori School where they interacted with staff and students.

In November a Member attended the Sir John Franklin School where they met with staff and conducted a walkthrough of the building. This Member also attended a local religious centre where they introduced themselves to the board of directors. The congregation was encouraged to report any safety concerns or suspicious activity.

On November 3rd, and the 4th, Yellowknife Community Policing participated in the "Take Your Kid to Work Day." Several students were provided a Detachment Tour, and a presentation from both the Police Dog Services and the Emergency Response Team. They also attended the Operational Communication Centre.

On November 6th, Community Policing attended the Yellowknife Playschool Association where they discussed safety with the children.

November 12th, Community Policing met with Mayor Heyck and Ms. Lea Martin regarding re-establishing the Citizens on Patrol program.

November 13th, Community Policing provided a Detachment tour to thirteen Sparks and their Girl Guide Leaders. The tour included the Yellowknife Detachment, the Detachment cellblock, a marked police vehicle, and the Police Operational Communication Centre.

Detachment Members completed a number of Intel reports throughout the month.

(2) Increased efforts to eliminate public intoxication and drinking in public:

During November Members conducted 28 extended foot patrols in and around the downtown core.

(3) Increased visibility in the Downtown core, on the trails:

On November 24th, and the 25th, General Duty Members conducted two traffic check stops where they checked approximately fifty vehicles. Members issued two 24 hour driving prohibitions for alcohol and one prohibition for drugs.

On November 28th, General Duty Members conducted a traffic check stop in the downtown core where they checked approximately seventy vehicles. Members issued two 24 hour driving prohibitions for alcohol.

During the month of November 2015, officers lodged 248 prisoners, a decrease of 141 prisoners from November, 2014.

Notable Occurrences for the Month:

During the month of November, Members of the Yellowknife Detachment, along with the Crime Reduction Unit (CRU) and General Investigation Section (GIS), responded to and investigated the following:

Controlled Drugs and Substances Seizure:

On November 30th, the Yellowknife Detachment executed a search warrant at a unit of the Fort Gary Apartments. During the search police located and seized approximately 573 grams of crack cocaine and 201 grams of powder cocaine, and 29 grams of marijuana.

Five people were arrested, with numerous charges laid under the Controlled Drugs and Substances Act. This matter is still before the courts.

Armed Robbery:

Yellowknife RCMP investigated an armed robbery which occurred at the Esso Gas Station on Forrest Drive on November 25, 2015, Members located and arrested the suspect the following day.

Community Policing Activities or Events (if not identified in the Action Plans):

November 30th, Members attended a local airline where they seized a small amount of marijuana and alcohol destined for a Prohibited Community.

Members of the Yellowknife Detachment participated in the Remembrance Day Parade and Ceremony. Members also assisted with patrols of the City of Yellowknife Christmas Parade.

Should you have any questions or concerns regarding this report, please feel free to contact me to discuss.



Detachment Commander: Inspector M. Peggs.
telephone: (867) 765 3902.

External Distribution List:
Sue Crookedhand - " G " Division Criminal Operations
Sgt. Warren Gauchier - " G " Division Client Services

Document created 2012-01-24
Amended 2012-03-02 RWS
Amended 2012-08-28 WRG
Amended 2014-09-15 WRG



CITY OF YELLOWKNIFE

MUNICIPAL ENFORCEMENT DIVISION STATISTICS FOR NOVEMBER 2015

	OCCURRENCES	November 2015	Year to Date	November 2014	Year to Date 2014	Year Total 2014
Abandoned Vehicles		2	14	0	15	16
Assist City		1	33	6	222	229
Assist Fire Division		11	83	5	97	100
*Assist Library		21	135	2	2	28
Assist RCMP		2	74	7	127	131
Bagged Parking Meter		1	7	0	12	13
*Bike Patrol		0	9	0	33	33
Business Licence		0	4	0	1	1
Camping on Public Land		0	16	0	12	13
Code Response		12	75	2	43	48
Dog Bites		3	22	1	29	30
Dog Cruelty		0	27	1	16	17
Dogs		17	304	7	248	263
Exhibits		0	3	0	10	10
*Foot Patrol		8	99	2	68	74
Garbage		1	25	2	31	31
Livery Licence		6	170	7	160	164
Noise		5	79	2	37	38
OC Spray Use		0	1	0	0	0
*Officer Assistance Requested		1	27	0	0	2
Other		8	101	10	119	127
Parades/Processions		7	32	3	31	31
Parking		68	422	24	407	426
Parking Meters		64	249	4	200	207
Roadside Suspensions		1	12	1	15	20
Sidewalks		10	26	1	41	41
Smoking		0	0	0	0	0
Snowmobile Accidents		0	2	0	2	2
Snowmobiles		2	30	0	19	20
Traffic		14	145	8	124	133
Traffic Control		7	42	1	28	33
Trials		4	83	13	103	122
Unightly Lands		0	5	1	12	12
Warrants		0	17	0	2	3
Total		276	2373	110	2266	2418

Officer Generated Occurrences	77	N/A	N/A	N/A	N/A
Public Generated Occurrences	188	N/A	N/A	N/A	N/A

		November 2015
	VEHICLES TOWED	101
	SUMMONSES SERVED	144
	DOGS IMPOUNDED	3

***Occurrence types added or altered part way through year**

Section	VIOLATIONS	November 2015	Year to Date	November 2014	Year to Date 2014	Year Total 2014
	Highway Traffic By-law					
4	Fail to yield to enforcement vehicle	1	5	0	4	4
7	Traffic light- amber	0	8	2	20	28
9	Traffic light - red	8	55	4	51	63
14	Fail to stop at inoperative lights	0	0	0	1	1
16	Pedestrian fail to obey wait signal	0	0	0	2	2
17	Drive on left	0	0	0	1	1
21	Fail to signal lane change	1	1	0	1	2
22(3)	Cross a solid line	0	1	0	4	5
25	Pass when unsafe	0	0	1	1	1
28	Passing on right	0	0	0	1	2
33	Overtake vehicle improperly	0	2	0	2	3
41	Fail to signal turn	0	0	0	1	1
47	Fail to yield ROW at intersection	0	1	0	3	3
52	Fail to yield ROW entering hwy	0	0	0	1	1
55	Stop Sign	17	137	35	248	282
57	Parking on roadway	0	6	0	0	2
57(2)	Parked obstructing traffic	1	5	0	1	18
58(1)(a)	Parking blocking a driveway	0	28	0	26	33
58(1)(b)	Parking within intersection	2	7	0	3	4
58(1)(c)	Park on a sidewalk	6	48	5	50	59
58(1)(d)	Parking at fire hydrant/lane	60	369	22	120	165
58(1)(e)	Park within 6 m of crosswalk	2	82	0	30	37
58(1)(f)	Park within 5 m of stop sign	2	34	1	9	9
58(1)(i)	Parking - double parked	0	9	0	3	4
58(1)(k)	Parked in loading zone	15	154	15	127	151
58(1)(l)	Parked in no parking zone	99	726	68	561	710
58(1)(m)	Parked more 30 cm fr curb	3	40	0	0	0
58(1)(n)	Parked on private property	33	252	14	201	236
58(1)(o)	Parked in alley unattended	4	24	0	25	31
58(1)(p)	Parked in handicap zone	12	122	4	72	96
58(1)(q)	Parked in taxi zone	0	3	1	3	3
61	Parked in excess of 72 hours	25	196	42	163	261
63	Parked left wheels to curb	0	47	4	29	40
65	Parking of truck - left running	0	7	0	3	1
65	Pass School bus - lights flashing	0	0	0	0	12
70(1)	Parked at meter - no time	914	7583	824	8288	9470
70(2)	Parked at 2 meter spaces	0	3	0	10	14
75	Abandoned vehicle	0	0	0	1	1

77	More passengers than seats	0	0	0	2	2
79	Littering highway	0	2	0	1	1
82	Stunting	0	6	0	6	7
83	Racing	0	4	0	0	0
92	Fail to yield ROW to pedestrian	1	7	1	1	1
99	Seatbelt violations	10	273	14	617	591
101(1)	Drive w/o due care & attention	0	6	1	4	4
101(2)	Drive w/o consideration	0	3	0	0	0
102	Unsafe movement	1	2	0	4	4
103	Fail to obey traffic control device	3	15	0	30	28
104	Speeding	62	578	27	1029	1087
104	Speeding school zone	26	165	9	157	168
106	Drive at unreasonable speed	1	1	0	0	2
109	Sidewalks	5	8	3	25	25
130	Insecure load	0	1	0	4	4
	Motor Vehicle Act					
5	Operate veh w/o reg	12	292	44	245	298
16	Improper use of plate	2	13	0	4	4
36	Op veh w/o insurance	14	158	13	164	173
52	Fail to notify chng of addr Reg	0	4	0	2	2
56	Operate veh w/o docs	2	25	4	42	52
66	Operate vehicle w/o Drivers Lic	6	105	6	85	94
81	Fail to carry Drivers Licence	2	20	0	10	13
86	Fail to notify chng of addr DL	1	18	1	8	12
119	Operate vehicle suspended	2	47	1	20	26
144	Radar detector violation	0	1	0	4	4
155	Drive using electronic device	14	213	9	364	410
241	Fail to reduce speed to 1/2	0	10	1	5	5
330	Make a false statement	0	1	0	1	1
331	Obstruct officer	1	10	0	3	4
	MV Equipment Regs					
61	Op veh with damaged windshield	0	0	0	5	5
58	Op veh with tint	5	40	1	19	11
70	Op veh w/o bumper	0	1	0	1	1
67	Op veh w/o mud flaps	0	2	0	0	1
	Op NSC veh non compliant	0	0	0	0	1
106	Op veh w/o seatbelts	0	0	0	1	1
20	Op veh w/o signal lights	0	0	0	2	2
23	Op veh w/o stop lights	0	0	0	1	1
41	Op veh with prohibited lights	0	1	0	1	2
18	Op veh w/o tail lights	0	2	0	4	2
	Other Violations					
	ATV	0	1	0	1	1
	Business Licence	0	1	0	0	0
	Dog	4	23	1	40	46
	Emergency Response	1	15	0	12	13
	Helmet	0	0	0	0	0
	Hours Of Service Regs	0	1	0	0	0
	Large Vehicle Control	0	1	0	1	1
	Livery	0	2	0	6	6

	Parks and Rec.	0	1	0	0	0
	Planning and Lands	0	2	2	3	10
	Noise	1	5	0	1	1
	Snowmobile	2	100	0	15	15
	Solid Waste	0	0	2	10	11
	Total	1383	12141	1182	13026	14909



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE

COMMITTEE: Municipal Services

DATE: December 14, 2015

DEPARTMENT: Planning and Development

ISSUE: Whether to grant an extension for the Engle Business District land purchase incentive.

RECOMMENDATION:

That Council promote the development of the Engle Business District Subdivision by:

1. Extending the land sale incentive originally implemented in 2014 for the remaining inventory for Phase 1 of the Engle Business District by reducing the lot prices as follows: (a) 5% reduction for single lot purchases; (b) 10% reduction for concurrent purchase of two adjacent lots; and (c) a 15% reduction for concurrent purchase of three or more adjacent lots; and,
2. Granting Break-Away Drilling & Blasting Ltd. a 10% reduction on the purchase price of 142 Eagle Drive (Lot 17, Block 907, Plan 4226).

BACKGROUND:

In 2005, the Minister of Municipal and Community Affairs approved the transfer of 344 hectares of Commissioner's Land west of the airport to the City of Yellowknife. Thirty-six lots were established for Phase 1 of the Engle Business District Subdivision and brought to the market in 2007. To date, 25 lots have been sold and 11 remain in the City's commercial land inventory with total potential revenue of \$3,369,956.00 (as shown in Figure 1 and Table 1).

In response to Council Motion #0091-14 passed on February 24, 2014, the City offered discounts on land purchases from May 1st, 2014 to May 1st, 2015 in addition to other initiatives to promote the development of the Engle Business District. The discount offered a 5% reduction for single lot purchases; 10% reduction for concurrent purchase of two adjacent lots; and a 15% reduction for concurrent purchase of three or more adjacent lots, with the option of flexible payment plans. The one-year reduction in land prices was recommended in response to the reluctance amongst the business community to invest in start-up or expansion in the Engle Business District.

Other businesses within the City have expressed interest in property expansion but would be looking for the same incentives. A formal request has been made by Break-Away Drilling & Blasting Ltd. which owns 146 Eagle Drive (Lot 18, Block 907) and has expressed interest in the adjacent lot at 142 Eagle Drive (Lot 17, Block 907). As Break-Away currently owns a lot in Engle, Administration recommends that they become eligible for the 10% reduction on the second lot.

The City has also commenced discussions with two other parties on potential relocation of operations to Engle Business District. Due to the increasing interest from local businesses to purchase properties in this area, an extension of the Engle Business District land purchase incentive is recommended by Administration until the remaining inventory is sold. Figure 1 and Table 1 below shows the remaining lots and prices below.

Figure 1 and Table 1: Remaining Phase 1 Engle Business District Inventory and Purchase Prices



Lot	Area (Ha)	Purchase Price
11	1.16	\$330,000
12	1.133	\$325,000
13	1.13	\$325,000
14	1.064	\$306,000
15	1.104	\$316,000
16	1.006	\$302,450
17	1.011	\$302,450
21	1.05	\$312,000
22	1.097	\$348,000
30	1.23	\$295,000
45	0.568	\$208,056
TOTAL:		\$3,369,956

COUNCIL POLICY / RESOLUTION OR GOAL:

- Council Objective #1 (c) Emphasize Fairness, Value and Transparency in Financial Decisions. Program Delivery and Land Administration.
- Council Objective #2 (d) Promote a Range of Commercial, Residential and Institutional Development and Revitalization Opportunities.
- Council Motion #0091-14 That Council promote the development of the Engle Business District Subdivision by:
 1. Amending the terms of the purchase agreements to allow options for flexible payment plans of up to five years;
 2. Extending the timelines for a Development Permit from twelve (12) to thirty-six (36) months of possession date and extending the construction period of the approved development from twenty-four (24) to sixty (60) months;

3. Granting a reduction in land sale prices for a period of one-year (from passing of this by-law) as follows: (a) 5% reduction for single lot purchases; (b) 10% reduction for concurrent purchase of two adjacent lots; and (c) a 15% reduction for concurrent purchase of three or more adjacent lots;
4. Conducting a marketing plan and a ballot draw for the Engle Business District Subdivision to initiate the above noted incentives.

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

1. Land Administration By-law No. 4596, as amended;
2. General Plan By-law No. 4656, amended;
3. *Smart Growth Development Plan*; and,
4. Development Incentive By-law No. 4534, as amended.

CONSIDERATIONS:

General Plan & Smart Growth

Pursuant to the 2011 General Plan By-law No. 4656, as amended, the relocation of industrial services from Old Airport Road and Kam Lake to the Engle Business District is encouraged. In addition, as part of the City's Smart Growth Development Plan initiatives, existing industrial uses in target intensification areas such as Old Town and Old Airport Road, are encouraged to relocate to the Engle Business District. The objective of the land sale incentive is to relocate industrial services from Old Airport Road and Kam Lake to create an industrial park in the Engle District. The relocation of industrial services to the Engle Business District will alleviate truck traffic on Old Airport Road and through residential areas.

Financial

The initial intent of the incentives was to address lagging sales in Engle Business District from 2010 to 2014. Incentivizing land purchases in the Engle District aimed to encourage the sale of the remaining lots and provide stimulus to encourage business relocation and expansion. It was estimated the recommended discounts for land purchases of the remaining inventory would amount to about \$300,000. However, the implementation of the incentive and development of the lands had a positive effect on the Land Development Fund and tax revenues. Increased contributions to the Land Development Fund also increased the funds available to facilitate investment and revitalization opportunities.

Development Incentive By-law

The City's Development Incentive By-law No. 4534, as amended, offers incentives to assist with the relocation of industrial uses from specific neighbourhoods (i.e. Old Airport Road, Downtown, Old Town, and Kam Lake). The initial program consisted of a five year declining rebate 100%-80%-60%-40%-20% and was extended to seven years 100%-90%-80%-70%-60%-50%-40% as part of the overall incentive package.

ALTERNATIVES TO RECOMMENDATION:

That Council not grant an extension of the land sale incentive originally implemented in 2014 for the remaining inventory for Phase 1 of the Engle Business District by reducing the lot prices as follows: (a)

5% reduction for single lot purchases; (b) 10% reduction for concurrent purchase of two adjacent lots; and (c) a 15% reduction for concurrent purchase of three or more adjacent lots.

RATIONALE:

Incentivizing the sale of Engle Business District Land will entice local businesses to relocate industrial services to this area, thereby supporting the policies of the 2011 General Plan and Smart Growth Development Plan. The incentive will also contribute to the Land Development Fund and tax revenues.

ATTACHMENTS:

Consolidated Development Incentive By-law No. 4534 (DM#378113).

Prepared: November 24, 2015; AL/mn



CITY OF YELLOWKNIFE

NORTHWEST TERRITORIES

CONSOLIDATION OF DEVELOPMENT INCENTIVE PROGRAM BY-LAW NO. 4534

Adopted December 14, 2009

AS AMENDED BY

**By-law No. 4752 – October 15, 2013
By-law No. 4784 – March 10, 2014
By-law No. 4788 – March 24, 2014
By-law No. 4796 – May 26, 2014
By-law No. 4828 – February 23, 2015
By-law No. 4842 – April 27, 2015**

**(This Consolidation is prepared for convenience only.
For accurate reference, please consult the City
Clerk's Office, City of Yellowknife)**

BY-LAW NO. 4534

BI 28

A BY-LAW of the Council of the Municipal Corporation of the City of Yellowknife in the Northwest Territories, to provide for the provision of development and redevelopment incentives for targeted areas and initiatives in the City.

PURSUANT TO the relevant sections of the *Cities, Towns and Villages Act S.N.W.T. 2003, c. 22*, and particularly section 70 to 72, allowing municipalities to enact by-laws; and to relevant sections of the *Property Assessment and Taxation Act, R.S.N.W.T. 1988, c. P-10*, and particularly Sections 1-15 and 76-83, providing municipalities with the power to adjust mill rates; and to *City of Yellowknife By-law No. 4207 – Tax Administration By-law*, which administers property tax in the City;

As amended by By-law No. 4752, October 15, 2013

WHEREAS the Council of the Municipal Corporation of the City of Yellowknife wishes to promote the smart growth development and revitalization of the Yellowknife's built up areas through residential intensification, industrial relocation, brownfield redevelopment, Leadership in Energy and Environmental Design (LEED), heritage preservation, and integrated parking structures;

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

SHORT TITLE

1. This By-law may be cited as the Development Incentive Program By-law.

INTERPRETATION

2. In this by-law:

“Abatement” means the full or partial exemption of taxes of property for designated areas and uses;

“Brownfield site” means real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant;

“City” means the Municipal Corporation of the City of Yellowknife in the Northwest Territories established pursuant to the *Cities, Towns and Villages Act*;

“Council” means the Council of the City;

“Development Officer” means a Development Officer of the City,

“Greenfield Site”	means real property which is environmentally clean and undeveloped;
“Industrial Relocation”	means relocation of “industrial” uses in targeted redevelopment areas to Engle Business District.
“Improvements”	means the assessed value of all buildings on site, excluding assessed land.
“Industrial Use”	means a land use which is permitted within the Engle Business District’s “BI”- Business Industrial, or “GI” –General Industrial zoning districts pursuant to Zoning By-law No. 4404.

As amended by By-law No. 4752, October 15, 2013

“Integrated Parking Structure”	means a structure designed for the parking of motor vehicles within the footprint and/or structure of the building floors.
“Residential Intensification”	means residential development within targeted areas of the City which deemed to be medium to high density development pursuant to Zoning By-law 4404, including “multi-family dwelling”, “multi-attached “dwelling” or “planned development”.
“LEED”	Leadership in Energy and Environmental Design (LEED), means a high performance green building rating and certification program established by the Canada Green Building Council for residential and commercial buildings that are environmentally healthy.

As amended by By-law No. 4788 March 24, 2014

“Parking Structure”	means a structure designed for the parking of motor vehicles in tiers or floors, as per Zoning By-law No. 4404, as amended.
“Planning and Development”	means the City of Yellowknife Planning and Development Department.

APPLICATION

As amended by By-law No. 4828 February 23, 2015

As amended by By-law No. 4796 May 26, 2014

As amended by By-law No. 4788 March 24, 2014

As amended by By-law No. 4752, October 15, 2013

3. This by-law provides for tax abatements and grants to encourage the following smart growth development and redevelopment initiatives:

- a. Residential Intensification – The Residential Intensification Incentive component of the Program is targeted toward new residential construction or adaptive re-use of existing buildings. Any ground floor commercial improvement or development of an eligible Residential Intensification project shall be included for tax abatement calculation. The prescribed target areas are divided into two categories, illustrated in Appendix A:
 - i. *Primary Area* – includes Downtown (“DT” – Downtown Zone); and
 - ii. *Secondary Area* – includes Old Airport Road (“CS” –Commercial Service, and “GM” Growth Management zoning districts).
- b. Industrial Relocation – The Industrial Relocation Incentive encourages the relocation of uses deemed “Industrial” by a Development Officer from lands throughout the City to the Engle Business District. The defined target areas are divided into two categories, illustrated in Appendix B:
 - i. *Sender Lands* – includes Old Airport Road (“CS” Commercial Service); Imperial Oil Lands near Negus Point; Old Town (“OM” Old Town Mixed), Downtown (“DT” – Downtown Zone) and Kam Lake Industrial Park (“I” Industrial).
 - ii. *Receiver Lands* – includes the Engle Business District (“GI” – General Industrial and “BI” Business Industrial zoning districts).

Based on the above categories, abatements may apply to either the *Sender Lands* or *Receiver Lands*, but not both.

- c. Brownfield Remediation and Development – The Brownfield Redevelopment Incentive is designed to encourage the remediation and redevelopment of sites throughout the City. This program is applicable City-wide including portions of Giant and Con Mine which have been remediated and are suitable for development and redevelopment.
- d. LEED – The Leadership in Energy and Environmental Design Incentive is designed to promote innovation in high standards of green building and site design throughout the City. This program applies City-wide.
- e. Heritage Preservation – The Heritage Preservation Incentive is proposed to promote the

preservation or architecturally sensitive restoration of heritage buildings or properties within Yellowknife. This program applies City-wide.

Section f added as amended by By-law No. 4752, October 15, 2013

- f. Integrated Parking Structures – The Integrated Parking Structure Incentive is designed to promote innovative design options that integrate the required parking requirements within the footprint of the building; consequently resulting in a more efficient use of land. The target area is DT – Downtown zone.”

Section g added as amended by By-law No. 4788 March 24, 2014

- g. Downtown Parking Structure Development – The Downtown Parking Structure Development Incentive is designed to promote the construction of a multi-storey or below ground parking structure in the DT – Downtown Zone. The purpose is to better balance the building footprint to surface parking ratio in the downtown; enable the transfer of current surface parking to the structure; provide additional downtown parking; and enable additional development opportunities by opening land currently held by surface parking lots. This program applies in the DT – Downtown zone only.

TAX ABATEMENT AND GRANT STRUCTURE

As amended by By-law No. 4842 April 27, 2015

As amended by By-law No. 4828 February 23, 2015

As amended by By-law No. 4796, May 26, 2014

As amended by By-law No. 4752, October 15, 2013

4. Property and improvement tax exemptions and grants are classified into five categories:

a. Residential intensification:

- i. Full Five-Year Abatement – The full tax abatement (100% over five years) is only available for property in the *Primary Area* of the Residential Intensification incentive which includes the Downtown (“DT” – Downtown Zone).
- ii. Declining Five Year Abatement – The declining five-year abatement reduces in equal increments over five-years (100%-80%-60%-40%-20%) and applies to the *Secondary Area* of the Residential Intensification incentive which includes Old Airport Road (“CS”- Commercial Services, “GM” – Growth Management, and “NP” Nature Preservation Zones).
- iii. Council may, at its sole discretion, extend the five-year tax abatement for *Primary* and *Secondary Area* Residential Intensification projects up to an additional five-year period (at full or declining increment basis) based on the revitalization merits of the project which may be measured based on alignment with Smart Growth principles.

Section 4.a (iv) added by By-law No. 4842 April 27, 2015

- iv. Up-front Residential Intensification Incentive – The projected tax abatement is to be paid up-front in year one, and in subsequent years as a grant through the Downtown Reserve, based on the projected present value of the residential intensification. The up-front abatement is granted at the discretion of Council, and applies only to the Primary Area, as shown in Appendix A.”

- b. Declining Five Year Abatement – The declining five year abatement reduces in equal increments over five-years (100%-80%-60%-40%-20%). This abatement formula applies to the following:
 - i. Brownfield Remediation and Development (City-wide)
 - ii. Leadership in Energy and Environmental Design (LEED)
 - iii. Downtown Parking Structure Development (Downtown)
- c. Full One-Year Abatement – The full tax abatement (100% for one year) is only available on the assessed improvements of developments which incorporate an integrated parking structure.
- d. Heritage Preservation Grant – The Heritage Preservation abatement will grant an abatement for eligible work costs to restore or preserve architecturally significant elements of a building or structure. The total abatement shall be the lesser of (i) 50% of eligible work costs, (ii) \$50,000, or (iii) ten years of total property taxes (land and improvements) payable on the property and existing improvements.
- e. Industrial Relocation Abatement - The declining seven year tax abatement reduces in equal increments over seven years (100%-90%-80%-70%-60%-50%-40%). This abatement formula applies to industrial relocation.

ELIGIBILITY CRITERIA

- 5. All applicants must submit a completed application on the prescribed Form “G” in Appendix C. The Application must be made prior to initiating the development or redevelopment project. Applications shall be deemed approved by the Director of Planning and Development.
- 6. Applicants must be registered owners of the properties and such owners shall not be in a position of tax arrears for any other property in the City. The provision of incentives may be transferred to a new owner of the property subsequent an approved application for the duration of the term specified.
- 7. Federally or Territorially owned lands and buildings are ineligible for all programs.
- 8. With the exception of Heritage Preservation, all Abatements must be shown to increase the appraised value of the property by at least \$500,000 upon construction completion. Upon construction completion the applicant shall notify the City and the City’s Director of Assessment will assess the improvements to verify the increase in assessed value.
- 9. All improvements shall comply with all City of Yellowknife by-laws and regulations, including Zoning By-law No. 4404 and Building By-law No. 4469.
- 10. Any outstanding orders from the City’s Fire Division, Building Inspections Division, or Planning and Lands Division must be addressed prior to granting approval.

11. In addition to the above criteria, the following specific criteria shall be met for each relevant program:

Section 11 A (i) as amended by By-law No. 4842 April 27, 2015

A. Residential Intensification

- i. Abatements shall apply to new residential construction or adaptive re-use of existing buildings. Any ground floor commercial improvement or development of an eligible Residential Intensification project shall be eligible for tax abatement.” Mixed use developments may be assessed based on distinguishing residential and commercial proportions of assessment. In instances where the units are not condominiums, an appropriate formula will be applied by the City’s Director of Tax Assessments.
- ii. All projects must consist of buildings with a minimum of four (4) or more dwellings with each unit consisting of a minimum of 55m² of floor area.
- iii. In accordance with the City of Yellowknife Housing Affordability Program, applications for residential intensification which include ten (10) or more units shall include a minimum 10% dedication of units to affordable housing. Such units shall be available for purchase by NWT Housing Corporation or YK Housing Authority, for dedicated rental units or purchased by an Affordable Housing Corporation designated by the City for sale as non-market housing. This requirement may be waived subject to the owner/developer providing a letter from the NWT Housing Corporation or the City of Yellowknife indicating there is no interest in either party purchasing or assigning residential units.
- iv. In instances where an Applicant proposes a development which also incorporates Brownfield Remediation and/or LEED, an additional one-year full abatement may be granted for a total of six (6) years of full tax abatement as long as requirements are met and applications are made.

Section 11 A (v) added by By-law No. 4842 April 27, 2015

- v. The Up-front Residential Intensification Incentive will be delivered through the Downtown Reserve and is subject to a 5% administrative charge. Eligibility for the up-front tax abatement is determined at the sole discretion of Council.

B. Industrial Relocation

- i. Where the Applicant chooses to apply the abatement to the *Receiver Lands*, the abatement shall include both land and building improvement assessments, and where the Applicant chooses to apply to the *Sender Lands*, abatement shall apply only to building improvement assessments.

- ii. In addition to submission requirements in Paragraph 5, applicants shall submit a relocation plan and site plan for the Sender Lands demonstrating the phasing out of the industrial use within the prescribed period. In addressing the discontinuation of industrial related uses, the plan shall indicate removal of existing structures, site restoration, and suitability for redevelopment. Upon removal or discontinuation of the industrial related use, the Applicant shall enter into a contract with the City to prohibit future industrial uses on the land (i.e. rezoning to SS – Site Specific).
- iii. Assessed improvements must be demolished, or removed from the Sender Lands and transported to the Receiver Lands or outside the City, to be eligible for the abatement. The City may at its own discretion consider relocation of structures to other areas of the city if they are in compliance with Zoning By-law requirements and do not impede revitalization efforts. The City may consider the allowance of up to 20% of existing structures to remain as long as they can be utilized for non-industrial purposes. Such structures must be deemed to be structurally sound and fit for occupancy, including the provision of heating, lighting, electricity, water, and sewer.
- iv. All applicants shall acquire a land area within the Receiver Lands which at a minimum is no less than 50% of the land area of the Sender Lands.
- v. Where after the removal of structures from the Sender Lands such Lands are deemed to be environmentally contaminated to an extent which prohibits redevelopment to a permitted use, the Applicant may, through meeting the criteria outlined in Paragraph 11(C), be eligible for only one of the following Brownfield Remediation Abatement options for the Sender Lands:
 - a) Where the applicant applies the Industrial Relocation abatement to the *Receiver Lands*, the Applicant shall be eligible to make a separate application to receive abatement under the Brownfield Remediation and Development program for the *Sender Lands*.
 - b) Where the applicant applies the Industrial Relocation abatement to the *Sender Lands*, the Applicant shall be eligible for an additional one year of full tax abatement for the *Sender Lands*.
- vi. Where, subject to meeting the LEED incentive criteria in Paragraph 11(D), for either the Sender Lands or Receiver Lands, the applicant may be eligible for one additional year of full tax abatement for such lands.
- vii. In addition to the tax abatement described herein, the City may enter into land agreements to exchange ownership of the Applicant's Sender Lands for City owned Receiver Lands, provided the Applicant can provide environmental approvals deeming the Sender Lands remediated to acceptable standards. Such exchanges shall be negotiated on a case by case

basis between the City and property owner.

C. Brownfield Redevelopment

- i. Abatements shall apply to land and building improvement assessments of a site which has been remediated and redeveloped.
- ii. The applicant shall demonstrate that the degree of site contamination has a significant impact on the costs of redeveloping the site.
- iii. A Phase II Environmental Site Assessment, Risk Assessment, and Remedial Action Plan shall be completed for the designated site, and all supporting documentation and reports shall be submitted to the City prior to commencement of development on site.
- iv. Approval from the GNWT Department of Environment and Natural Resources certifying site remediation to appropriate contamination levels according to Territorial criteria shall be provided prior to commencing development.
- v. In instances where a redevelopment site has been remediated to the acceptable standard, but is adjacent lands which continue to remain contaminated, the City may request additional remediation or mitigation measures pertaining to the impacts of the contaminated lands.
- vi. Where, subject to meeting the LEED incentive criteria outlined in Paragraph 10(D), the applicant, may be granted an additional one year of full tax abatement.

D. Leadership in Energy and Environmental Design (LEED)

- i. LEED abatements shall apply to improvement assessments only.
- ii. All proposed LEED projects must be targeted to a minimum GOLD or PLATINUM Certification.
- iii. As part of the LEED application, proof of registration of the LEED project with the Canada Green Building Council shall be provided, including a project summary description, whether the project is targeting GOLD or PLATINUM level, and the make-up of the project team.
- iv. Concurrent to the application for the Development Permit and Building Permit, the applicant shall demonstrate how the project will meet the Prerequisite Requirements and Credits to achieve the targeted LEED Certification. This information shall be demonstrated through the site and building and the current LEED Checklist, or any subsequent amendments thereto, provided in Appendix D. A written narrative clearly and succinctly summarizing all health, performance and environmental features of the project shall be included.

- v. In accordance with the LEED Certification process all required LEED submittals shall also be provided to the City as the design and construction progresses. Any required amendments to the initially approved Development or Building Permits shall be submitted in accordance with the City's Zoning By-law and Building By-law.
- vi. Subsequent completion of the project and LEED Certification to the GOLD or PLATINUM level, LEED designation to at least the GOLD standard shall be maintained throughout the life of the tax abatement period. Should the Applicant fall below the GOLD standard the City, may at its discretion, revoke or suspend the abatement.

E. Heritage Preservation

- i. The property proposed for restoration must be either a designated Heritage Building or a property eligible for designation in accordance with the Yellowknife Heritage Committee's Heritage Designation Criteria. Where a property has not yet been given Heritage Designation, an application shall be submitted concurrently to the Grant Application.
- ii. Proposals shall be evaluated by the Yellowknife Heritage Committee based on compliance with the Heritage Preservation Standards and Guidelines for the City of Yellowknife.
- iii. Photos of the existing building and elements to be repaired, restored, or replaced shall be provided.
- iv. Detailed architectural drawings (i.e. plan view, floor layout, elevations, and colour renderings) prepared by a qualified architect or professional engineer along with a description of work to be undertaken shall be provided.
- v. A listing of building materials including finishings to be used shall be provided.
- vi. Two quotations from different suppliers and contractors shall be provided for building materials and contract work to be undertaken.
- vii. A schedule of work to be undertaken, including phasing, with an estimated time of completion (maximum of 30 months).
- viii. Eligible work costs must be based on the assessment of a qualified architect or professional engineer. Eligible costs include the following:
 - (b) Professional or architectural services;
 - (c) Façade improvements relating to preservation/restoration of original building elements, including significant architectural detail;

- (d) Improvements required to meet the National Building Code, National Fire Code, and City of Yellowknife Building Bylaw; and
 - (e) Restoration of architecturally or historically significant interiors or interior elements.
- ix. Cosmetic interior work, regular maintenance and new additions are not eligible for assistance.

Subsection 11 (F) added as amended by By-law No. 4752, October 15, 2013

F. Integrated Parking Structure

- i. Abatements shall apply to the improvements of residential, commercial, and office developments;
- ii. Abatements shall apply to developments requiring more than 15 off-street parking spaces. Multi-year tax abatements with modified structures may be approved by Council subject to recommendations provided by Administration for projects with a strong business case that support the City's Downtown revitalization objectives.
- iii. Abatements shall only apply to assessed improvements of the development; and
- iv. The Director of Planning and Development and/or Director of Corporate Services may consider a prorated abatement on improvements based on a portion of off-street parking requirement as long as it is greater than 15 off-street parking spaces.

Subsection 11 (G) added as amended by By-law No. 4788 March 24, 2014

G. Downtown Parking Structure Development Incentive

- (a) Parking structures must contain a minimum of one hundred (100) parking stalls.
- (b) Abatement shall only apply to the building improvements dedicated to vehicular and bicycle parking, excluding commercial or other purposes; and
- (c) Mixed-use structures may be approved by Council subject to recommendations provided by Administration for projects with a strong business case that support the City's Downtown revitalization objectives.

ABATEMENT COMMENCEMENT

- 12. Prior to commencement of abatements, final approval shall be signed off by the Director of Planning and Development, Director of Corporate Services, and City Administrator.
- 13. In addition to requirements in Paragraph 11, abatements for Residential Intensification shall commence upon construction completion and notice of tax reassessment.
- 14. In addition to requirements in Paragraph 11, abatements for Industrial Relocation shall not commence until the industrial use(s) on the Sender Lands have been discontinued, the Applicant has complied with the relocation plan, and construction completion and notice of tax reassessment has been provided on the abatement parcel.

15. In addition to requirements in Paragraph 11, abatements for LEED programs shall not commence until validation of LEED accreditation has been provided by the Canada Green Building Council and construction and tax reassessment has been completed.
16. In addition to requirements in Paragraph 11, abatements for Brownfield Remediation and Development shall not commence until certification has been provided from the GNWT Department of Environmental and Natural Resources that the redevelopment site has been remediated to the acceptable standard, and construction and tax reassessment has been completed.
17. In addition to requirements in Paragraph 11, the Heritage Preservation Grant shall not commence until the property has received a Heritage designation and the proposed improvements and tax reassessment are completed.

**Section 18 added as amended by By-law No. 4752, October 15, 2013
and subsections renumbered accordingly**

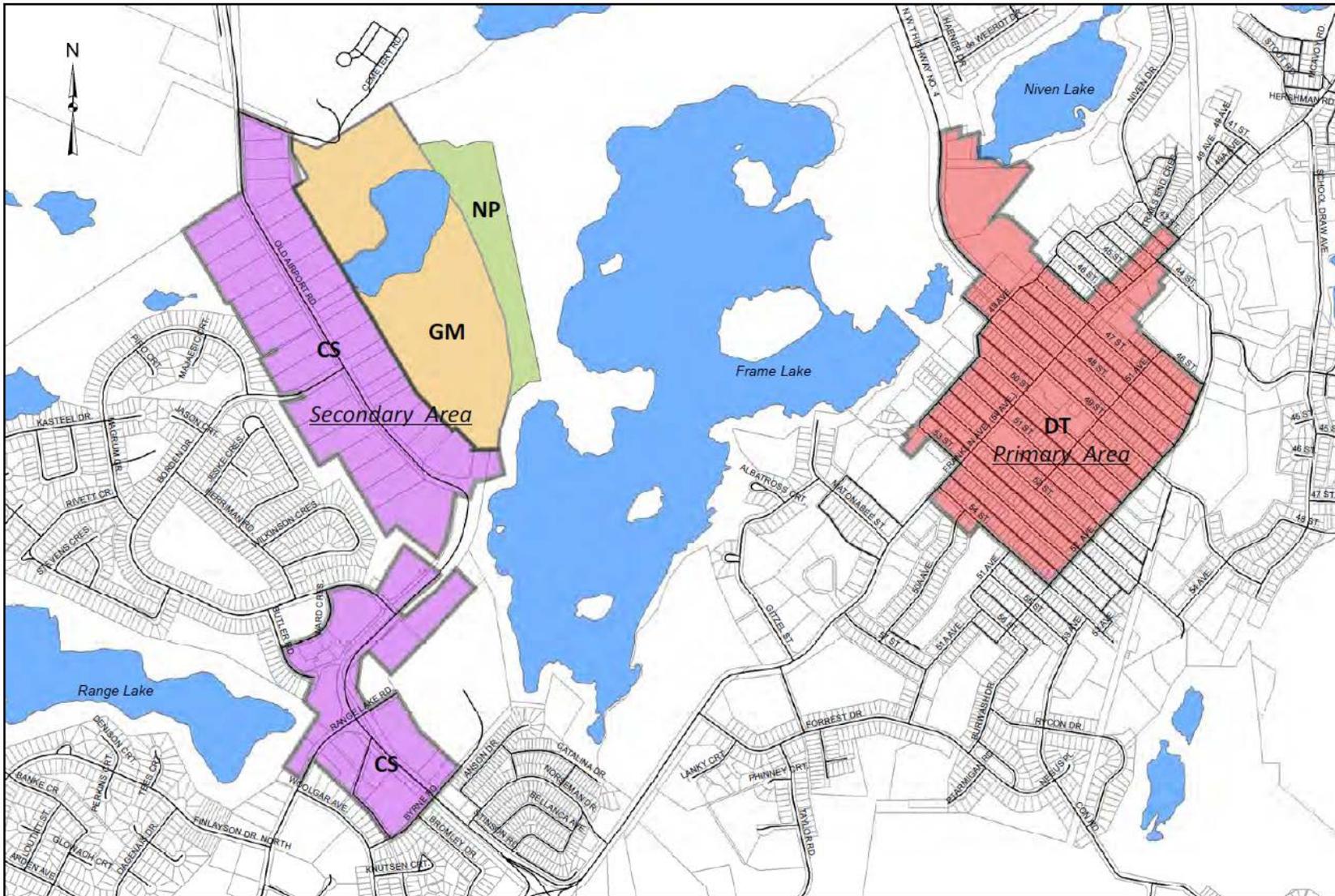
18. In addition to requirements in Paragraph 11, abatements for an Integrated Parking Structure shall commence upon construction completion and notice of tax assessment.
19. Abatements may be revoked or suspended for outstanding orders or requirements which have not been completed in terms of schedule.

TERM

20. Program applications shall be accepted from January 1, 2010 to January 30, 2015 with abatements provided up to December 15, 2022. Program renewal may be considered in 2015 subject to review from Administration and Council.

EFFECT

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



CITY OF YELLOWKNIFE
 Planning & Development

PROJECT:
 Consolidated By-law No. 4534 - Appendix A

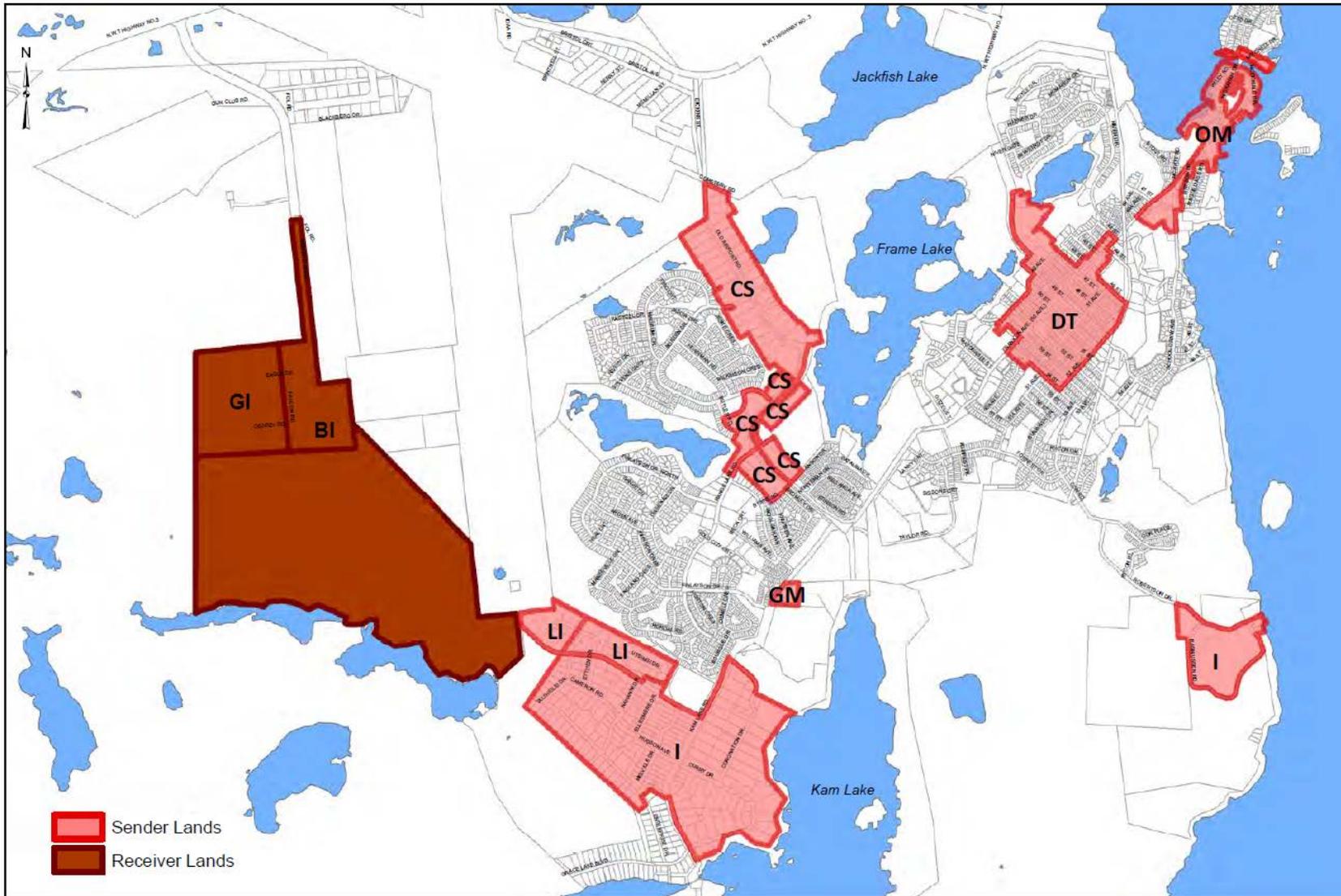
TITLE:
 Residential Intensification

SCALE:
 1:14,000

CREATED BY:
 D.Doiron

FILE:
 14 Consolidated By-law No. 4534 - Appendix A - Residential.mxd

DATE:
 April 29, 2014



 <p>CITY OF YELLOWKNIFE Planning & Development</p>	PROJECT:	Consolidated By-law No. 4534 - Appendix B	SCALE:	1:32,000	CREATED BY:	D.Doiron
	TITLE:	Industrial Relocation	FILE:	14 Consolidated By-law No. 4534 - Appendix B - Industrial.mxd		
			DATE:	April 29, 2014		

APPENDIX C
Form G - Smart Growth Development Incentive Program
Tax Abatement and/or Grant Form
 Planning and Development Department
 City of Yellowknife



I/We hereby make application to request consideration by the Planning and Development Department of the City of Yellowknife for a tax abatement and/or grant under the Smart Growth Development Incentive Program.

Property Owner information and property to be improved					
Property Owner name					
Property Owner telephone no.(s)	Home:		Work or Cell:		
Property Owner e-mail					
Civic address of proposed improvement					
Legal description of proposed improvement	Lot:		Block:		Plan:
Application details					
Project description					
Expected start date					
Expected completion date					
Estimated Value of Assessed Improvements (Excluding Land)					
Abatement Program					
Residential Intensification	Abatement Target Location	<input type="checkbox"/> Primary Study Area (DT Zone)			
		<input type="checkbox"/> Secondary Study Area (CS Zone)			
	Number of Units Proposed				

APPENDIX C
Form G - Smart Growth Development Incentive Program
Tax Abatement and/or Grant Form
 Planning and Development Department
 City of Yellowknife



	Minimum Unit Floor Area	
	Number of Dedicated Affordable Housing Units	
	Other Abatement Programs with this Project	
<i>Internal Use Only</i>	<input type="checkbox"/> Preliminary Site Plan <input type="checkbox"/> Floor Area Plan <input type="checkbox"/> Zoning and Target Area Compliance	
Industrial Relocation	Abatement Target Location	<input type="checkbox"/> Sender Lands (CS, OT, I Zone)
		<input type="checkbox"/> Receiver Lands (GI or BI Zone)
	Sender Lands: Address & Legal Description	
	Receiver Lands: Address & Legal Description	
	Assessed Improvements to be Removed/Demolished	
	Other Abatement Programs with this Project	
<i>Internal Use Only</i>	<input type="checkbox"/> Sender Lands - Land Use Permitted in BI LI Zone <input type="checkbox"/> Demolition/Building Removal Plan <input type="checkbox"/> Preliminary Site Plan for Abatement Location <input type="checkbox"/> Receiver Land Area >50% of Sender Lands <input type="checkbox"/> Land Availability of Receiver Lands	

APPENDIX C
Form G - Smart Growth Development Incentive Program
Tax Abatement and/or Grant Form
 Planning and Development Department
 City of Yellowknife



Brownfield Redevelopment	Known Contaminants	
	Environmental Assessment and Remediation Costs (Estimated and Incurred)	
	Estimated Site Area and Area of Contamination	
	Future Use	
	Other Abatement Programs with this Project	
<i>Internal Use Only</i>	<input type="checkbox"/> Phase II ESA <input type="checkbox"/> Remedial Action Plan and Risk Assessment <input type="checkbox"/> Zoning Compliance of Future Use	
Leadership in Energy and Environmental Design	LEED Target Certification	<input type="checkbox"/> GOLD <input type="checkbox"/> PLATINUM
	LEED Registration #	
	Prerequisite Requirements and Credits	
	<i>Internal Use Only</i>	<input type="checkbox"/> Preliminary LEED Review: Prerequisites and Credits
Heritage Preservation	Project Cost (attach quotations)	

APPENDIX C
Form G - Smart Growth Development Incentive Program
Tax Abatement and/or Grant Form
 Planning and Development Department
 City of Yellowknife



<i>Internal Use Only</i>	<input type="checkbox"/> Photos of Architectural Features to be restored, repaired, replaced <input type="checkbox"/> Detailed Architectural Drawings <input type="checkbox"/> Building material specifications <input type="checkbox"/> Work Schedule <input type="checkbox"/> Eligible work costs and two quotations <input type="checkbox"/> Heritage Designation or Application <input type="checkbox"/> Proposal reviewed by Heritage Committee
Integrated Parking Structure	<input type="checkbox"/> Target Abatement Location (Downtown) <input type="checkbox"/> Other Abatement Programs with this Project
<i>Internal Use Only</i>	<input type="checkbox"/> Development Permit Application

Signatures

Signature of Applicant		Date	
Director of Planning and Development		Date	

Final Approval for Commencement of Abatement

Director of Planning and Development		Date	
Director of Corporate Services		Date	
Senior Administrative Officer		Date	

APPENDIX D LEED Certification Checklist

Possible points = 70; Certified 26; Silver 33; Gold 39; Platinum 52
Last Updated: 24-Feb-09

Prerequisite or Credit	Potential Points	Targeted			Credit Title	Strategy For Achieving	Status	Individual Reponsible for Action and Documenting
		Yes	No	Pending				
Sustainable Sites								
		Yes	No	Pending				
SSp1.0	Required	√			Erosion & Sedimentation Control			
SSc1.0	1	1			Site Selection			
SSc2.0	1	1			Development Density			
SSc3.0	1	1			Redevelopment of Contaminated Sites			
SSc4.1	1	1			Alternative Transportation, Public Transportation Access			
SSc4.2	1	1			Alternative Transportation, Bicycle Storage & Changing Rooms			
SSc4.3	1		1		Alternative Transportation, Alternative Fuel Vehicles			
SSc4.4	1	1			Alternative Transportation, Parking Capacity			
SSc5.1	1			1	Reduced Site Disturbance, Protect or Restore Open Space			
SSc5.2	1		1		Reduced Site Disturbance, Development Footprint			
SSc6.1	1	1			Stormwater Management, Rate and Quantity			
SSc6.2	1		1		Stormwater Management, Treatment			
SSc7.1	1	1			Heat Island Effect, Roof			
SSc7.2	1	1			Heat Island Effect, Non-Roof			
SSc8.0	1	1			Light Pollution Reduction			
Totals	14	10	3	1				
Water Efficiency								
		Yes	No	Pending				
WEc1.1	1			1	Water Efficient Landscaping, Reduce by 50%			
WEc1.2	1			1	Water Efficient Landscaping, No Potable Use or No Irrigation			
WEc2.0	1		1		Innovative Wastewater Technologies			
WEc3.1	1	1			Water Use Reduction, 20% Reduction			
WEc3.2	1	1			Water Use Reduction, 30% Reduction			
Totals	5	2	1	2				
Energy & Atmosphere								
		Yes	No	Pending				
EAp1.0	Required	√			Fundamental Building Systems Commissioning			
EAp2.0	Required	√			Minimum Energy Performance			
EAp3.0	Required	√			CFC Reduction in HVAC & R Equipment			
EAc1.0	10	5	4	3	Optimize Energy Performance			
EAc2.1	1		1		Renewable Energy, 5%			
EAc2.2	1		1		Renewable Energy, 10%			

APPENDIX D LEED Certification Checklist

Possible points = 70; Certified 26; Silver 33; Gold 39; Platinum 52
Last Updated: 24-Feb-09

Prerequisite or Credit	Potential Points	Targeted			Credit Title	Strategy For Achieving	Status	Individual Responsible for Action and Documenting
EAc2.3	1		1		Renewable Energy, 20%			
EAc3.0	1	1			Best Practice Commissioning			
EAc4.0	1	1			Ozone Protection			
EAc5.0	1	1			Measurement & Verification			
EAc6.0	1	1			Green Power			
Totals	17	9	7	3				
Materials & Resources								
		Yes	No	Pending				
MRp1.0	Required	√			Storage & Collection of Recyclables			
MRc1.1	1		1		Building Reuse: Maintain 75% of Existing Walls, Floors and Roof			
MRc1.2	1		1		Building Reuse: Maintain 95% of Existing Walls, Floors and Roof			
MRc1.3	1		1		Building Reuse: Maintain 50% of Interior Non-Structural Elements			
MRc2.1	1	1			Construction Waste Management, Divert 50% from Landfill			
MRc2.2	1	1			Construction Waste Management, Divert 75% from Landfill			
MRc3.1	1	1			Resource Reuse, 5% Salvaged			
MRc3.2	1			1	Resource Reuse, 10% Salvaged			
MRc4.1	1	1			Recycled Content, 7.5% (post-consumer + 1/2 post industrial)			
MRc4.2	1	1			Recycled Content, 15% (post-consumer + 1/2 post industrial)			
MRc5.1	1	1			Regional Materials, 10% Extracted and Manufactured Regionally			
MRc5.2	1			1	Regional Materials, 20% Extracted and Manufactured Regionally			
MRc6.0	1		1		Rapidly Renewable Materials			
MRc7.0	1		1		Certified Wood			
MRc8.0	1	1			Durable Building			
Totals	14	7	5	2				
Indoor Environmental Quality								
		Yes	No	Pending				
EQp1.0	Required	√			Minimum IAQ Performance			
EQp2.0	Required	√			Environmental Tobacco Smoke (ETS) Control			
EQc1.0	1	1			Carbon Dioxide (CO ₂) Monitoring			
EQc2.0	1			1	Ventilation Effectiveness			
EQc3.1	1	1			Construction IAQ Management Plan, During Construction			
EQc3.2	1	1			Construction IAQ Management Plan, Testing Before Occupancy			
EQc4.1	1	1			Low-Emitting Materials, Adhesives & Sealants			
EQc4.2	1	1			Low-Emitting Materials, Paints and Coatings			
EQc4.3	1	1			Low-Emitting Materials, Carpet			
EQc4.4	1	1			Low-Emitting Materials, Composite Wood & Laminate Adhesives			
EQc5.0	1	1			Indoor Chemical & Pollutant Source Control			

APPENDIX D LEED Certification Checklist

Possible points = 70; Certified 26; Silver 33; Gold 39; Platinum 52
Last Updated: 24-Feb-09

Prerequisite or Credit	Potential Points	Targeted			Credit Title	Strategy For Achieving	Status	Individual Responsible for Action and Documenting
		Yes	No	Pending				
EQc6.1	1			1	Controllability of Systems, Perimeter Space			
EQc6.2	1			1	Controllability of Systems, Non-Perimeter Spaces			
EQc7.1	1	1			Thermal Comfort, Compliance			
EQc7.2	1	1			Thermal Comfort, Monitoring			
EQc8.1	1	1		1	Daylight & Views, Daylight, 75% of Spaces			
EQc8.2	1			1	Daylight & Views, Views for 90% of Spaces			
Totals	15	11	0	5				
Innovation & Design Process								
		Yes	No	Pending				
IDc1.1	1	1			Innovation in Design:			
IDc1.2	1	1			Innovation in Design:			
IDc1.3	1	1			Innovation in Design:			
IDc1.4	1	1			Innovation in Design:			
IDc2.1	1	1			LEED™ Accredited Professional			
Totals	5	5	0	0				
Total for Project	70	44	16	13				

Doc# 184469-v2



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE
(For Information Only)

COMMITTEE: Municipal Services

DATE: December 14, 2015

DEPARTMENT: Mayor's Office

ISSUE: A report regarding Councillor Linda Bussey's attendance at the Opportunities North Conference in Whitehorse, Yukon held October 26 to 29, 2015.

BACKGROUND:

Attached for the information of Council is the travel report and expense claim of Councillor Linda Bussey, for attendance at the Opportunities North Conference in Whitehorse, Yukon held October 26 to 29, 2015.

COUNCIL POLICY / RESOLUTION OR GOAL:

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

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

ATTACHMENTS:

Travel Report and Expense Claim for Councillor Linda Bussey (DM# 446288).

2015 Opportunities North Conference Council Report
Councillor L. Bussey
November 15, 2015

Attending the Opportunities North 2015 conference in Whitehorse was a great chance for Yellowknife to be represented. My representing the City provided me with an opportunity to meet delegates and presenters to examine some areas of interest in more detail and to foster the development of new business partnerships.

The Canadian North is at a critical point in defining its role as a key contributor to the future development of Canada and North America. Through working in partnership with business communities across the territories and provinces, and Alaska, the Opportunities North 2015 conference addressed key issues that will shape the future of the North, including:

- Exploring the critical roles of First Nations and First Nations Business Partnerships in Northern development and securing Canada's future.
- Addressing issues and economic opportunities of northern energy generation, distribution, exploration and consumption.
- Exploring the critical needs for the North to become a leader in planning, developing partnerships, financing and building innovative infrastructure solutions and corridors. Needs such as ground and air transportation, internet and telecommunications connectivity, and electrical energy generation and inter-connectivity,

Encouraging and building the entrepreneurial spirit required to create a vibrant future for Canada's North.

I also had the great opportunity to participate in a panel discussion which examined the topic "Shaping the Future". This topic considered the point that building new and maintaining existing infrastructure is a key issue for every municipality. In discussing this topic, the Panel was not to present solutions but to discuss the reality of the requirement to enhance infrastructure. I spoke of the need for a new water pipeline, to replace an obsolete water pumping station at Yellowknife River for pumping water to the Water Treatment Plant. The \$20M project will need to be addressed in a timely manner.

Opportunities North 2015 was the perfect venue for the City to become engaged to solidify current northern business partnerships and start to build new ones.

CITY OF YELLOWKNIFE - EXPENSE CLAIM

CITY OF YELLOWKNIFE
TRAVEL AUTHORIZATION AND EXPENSE CLAIM

EXPENSE CLAIM	ALLOWABLE AMOUNTS <small>Note: Receipts are required for ALL items indicated in "Receipts" column</small>	Enter date. Use one column for each day.					TOTAL EXPENSE
		26.10.15	27.10.15	28.10.15	29.10.15		
AIR TRAVEL	Economy Class. Attach Passenger Ticket with arrival/departure times.	N/A	N/A	N/A	N/A		
RENTAL CAR	Actual	N/A	N/A	N/A	N/A		
PRIVATE VEHICLE	_____ km x 0.505 rate = \$ _____						
TAXI & TRANSIT	Receipts required for all amounts over \$5		5.00	5.00	5.00		15.00
ACCOMMODATION	Hotels						
INCIDENTALS	\$17.30/day		17.30	17.30	17.30	51.90	51.90
MEALS	Do not claim for sponsored meals or meals included in price of transport	Breakfast -\$22.20/day	N/A	N/A	N/A	N/A	
		Lunch -\$23.75/day	N/A	N/A	N/A	23.75	23.75
		Dinner -\$54.10/day	54.10	54.10	54.10	N/A	162.30
TELEPHONE	Specify Purpose						
OTHER	Specify Purpose						
GRAND TOTAL							252.95
HONORARIUM	COUNCILLORS ONLY - \$260 PER DAY (to be paid separately through PAYROLL)	1/2 DAY 130-	260-	260-	260-	910-	910.00

Coding:

Approved, MAYOR

Name: Rinda Bussey Date: Nov 5, 2015
 Department: Council
 The above named is authorized to travel for _____
 For the purpose of: OPPORTUNITIES NORTH 2015
 Authorization is given for a Travel Expense Advance of: \$ _____

I certify that I have expended the amounts claimed and that all expenditures were related to City business.

L Bussey
 (SIGNATURE OF CLAIMANT)
Mark Heyck
 (SIGNATURE OF MAYOR)

30.10.15
 (DATE)
11/5/15
 (DATE)

Less Advance Received - \$ _____
 Balance Owing - To/by Employee/Councillor - \$ _____
 (CASH/CHEQUE ATTACHED)

Financial Coding: 0100-1-6211

252.95 pa.

pa.



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE

COMMITTEE: Municipal Services

DATE: December 14, 2015

DEPARTMENT: Mayor's Office

ISSUE: Whether to authorize Councillor Bussey to travel to the Canadian Capital Cities Organization (CCCO) Board meeting, in Ottawa from January 27 to 29, 2016.

RECOMMENDATION:

That Council authorize Councillor Bussey to travel to the Canadian Capital Cities Organization (CCCO) Board meeting in Ottawa from January 27 to 29, 2016.

BACKGROUND:

The Canadian Capital Cities Organization is a network for Canada's capital cities and capital commissions with the following mission:

- to support the unique and symbolic significance of Canada's capital cities and promote this to our citizens;
- to exchange experience and information, and share learning and best practices to support and improve outreach and other "citizenship" programs, activities and initiatives in the capitals; and
- to build links, relationships and collaboration across capital cities.

The CCCO includes participants from the federal, provincial, territorial and municipal sectors and the private sector. These participants are representatives from each capital who want to work together to promote the historic, cultural, economic and symbolic heritage of the capitals of Canada.

COUNCIL POLICY / RESOLUTION OR GOAL:

Policy 260-T1 A policy to outline the procedures for authorizing members of Council to travel for City related business.

Motion #0373-02 It is the policy of the City of Yellowknife that:

- 2) a) Where a Travel Advance Has Been Issued
- i) In accordance with Financial Administration By-law No. 4206, where a Member of Council has received a money advance, no later than 14 days after the completion of City sponsored travel, the person who received the advance shall submit a written accounting of the money and return the unused money, if any, together with a daily diary of activities while on city sponsored travel.
 - ii) If, after two weeks from the completion of City sponsored travel, a travel advance has not been accounted for, the Mayor's Office shall advise the City Clerk, who will requisition that the debt be pursued through the normal collection procedures of the City of Yellowknife, and add the debt as an action item for the next regular Committee agenda.
- b) Where No Travel Advance Has Been Issued
- i) Where a Member of Council has not received a money advance, no later than 21 days after the completion of City sponsored travel, the person shall submit a written travel expense claim together with a daily diary of activities while on City sponsored travel.
 - ii) If, after three weeks, such claim and/or report are not received, the Mayor's Office shall advise the Councillor in writing, with a copy provided to the City Clerk.
 - iii) If a claim and/or report is outstanding more than four weeks, notice will be provided to the City Clerk so that the Claimant's name can be added as an action item for the next regular Committee agenda.
- c) Travel reports and claims are to be audited by the Mayors' Executive Assistant and provided to the City Clerk for review by the appropriate Committee of Council.
- d) Travel claims and/or reports that remain outstanding in excess of six weeks will result in a suspension of future travel on behalf of the City until such time as the travel claim and/or report is tabled.

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

1. Council Remuneration By-law No. 4278, and
2. Financial Administration By-law No. 4206, as amended.

CONSIDERATIONS:

Economic Development

Attendance at the various conferences and events will promote Yellowknife and enhance its economic development through tourism and business promotion.

Budget:

\$50,000 has been budgeted for Council travel in 2016.

Costs to travel to the CCCO are estimated to be as follows:

Accommodation	\$ 450.00	(\$150 per night x 3 nights)
Airfare	\$ 757.00	(return flight)
Meals and Incidentals	\$ 288.60	(\$96.20 per day x 3 days)
Honorarium for one person	\$ 780.60	(\$260 per day x 3 days)
Total Cost:	\$ 2,276.20	

The approximate total cost for Councillor Bussey to travel to Ottawa is \$2,276.20. Please note that car rental was not included in approximate total.

ALTERNATIVES TO RECOMMENDATION:

That Councillor Bussey not be authorized to travel to attend the Canadian Capital Cities Board meeting in Ottawa.

RATIONALE:

The objective of the CCCO is to provide municipal leaders from across Canada the opportunity to exchange experience and information, and share learning and best practices to support and improve outreach and other "citizenship" programs, activities and initiatives in the capitals and to build links, relationships and collaboration across capital cities.

\$50,000 has been budgeted for Council travel in 2016.

ATTACHMENTS:

None.

Prepared: November 18, 2015; SJ/



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE

COMMITTEE: Municipal Services

DATE: December 14, 2015

DEPARTMENT: Planning and Development

ISSUE: Whether to amend Development Incentive By-law No. 4534, as amended; by removing Section 20 'Term'.

RECOMMENDATION:

That By-law No. XXXX, a by-law to amend Development Incentive By-law No. 4534, as amended, by removing Section 20 'Term', be presented for adoption.

BACKGROUND:

The current Development Incentive By-law No. 4534, as amended; states the following;

"20. Program applications shall be accepted from January 1, 2010 to January 30, 2015 with abatements provided up to December 15, 2022. Program renewal may be considered in 2015 subject to review from Administration and Council."

The term outlined is no longer valid; Administration recommends this section be removed from By-law No. 4534, as amended.

COUNCIL POLICY / RESOLUTION OR GOAL:

Council Goal #1(c) Emphasize Fairness, Value and Transparency in Financial Decisions, Program Delivery and Land Administration.

Council Goal #2(d) Promote a Range of Commercial, Residential and Institutional Development and Revitalization Opportunities.

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

1. Development Incentive By-law No. 4534, as amended; and
2. *Cities, Towns and Villages Act S.N.W.T. 2003.*

CONSIDERATIONS:Development Incentive By-law

The City's Development Incentive By-law No. 4534, as amended, offers incentives to assist residential and industrial businesses, more specifically in the areas of Old Airport Road, Downtown, Old Town, and Kam Lake. The initial program was set for a term from January 1, 2010 to January 30, 2015 with abatements provided up to December 15, 2022.

The term in the current Development Incentive By-law No. 4534, as amended, expires on January 30, 2015. Removing the term will allow the City to continually promote a range of commercial, residential, and revitalization opportunities. If the original term is removed from the By-law, Administration can revisit the term for the incentive in the future.

ALTERNATIVES TO RECOMMENDATION:

That By-law No. XXXX, a by-law to amend Development Incentive By-law No. 4534, as amended by removing Section 20 'Term', not be presented for adoption.

RATIONALE:

The term originally listed in Development Incentive By-law No. 4534, as amended is no longer valid or applicable. Removing the term will allow the City to continually promote a range of development and redevelopment opportunities through the incentives offered in the Development Incentive By-law.

ATTACHMENTS:

1. By-law No. XXXX (Docs #446615); and,
2. Development Incentive By-law No. 4534, as amended.

Prepared: November 27, 2015; AL/mn



CITY OF YELLOWKNIFE

BY-LAW NO. 4884

BI 38

A BY-LAW of the Council of the Municipal Corporation of the City of Yellowknife in the Northwest Territories, authorizing the Municipal Corporation of the City of Yellowknife to amend City of Yellowknife Development Incentive Program By-law No. 4534, as amended;

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

WHEREAS the Municipal Corporation of the City of Yellowknife wishes to continue the provision of development and redevelopment incentives for targeted areas and initiatives in the City;

WHEREAS the Municipal Corporation of the City of Yellowknife has enacted Development Incentive Program By-law No. 4534, as amended;

WHEREAS the Council of the Municipal Corporation of the City of Yellowknife wishes to amend Development Incentive Program By-law No. 4534, as amended;

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

APPLICATION

1. That Development Incentive Program By-law No. 4534, as amended, is hereby amended by:

Deleting Section 20 which states as follows: "Term - Program applications shall be accepted from January 1, 2010 to January 30, 2015 with abatements provided up to December 15, 2022. Program renewal may be considered in 2015 subject to review from Administration and Council.";

Deleting 'for the duration of the term specified' in Section 6; and,

2. That the Mayor and City Administrator of the Municipal Corporation of the City of Yellowknife, or lawful deputy of either of them, are hereby authorized in the name and on the behalf of the Municipal Corporation of the City of Yellowknife, to execute all such forms of application, deeds, indentures, and other documents as may be necessary to give effect to this by-law and to affix thereto the corporate seal of the Municipal Corporation of the City of Yellowknife as the act and deed thereof, subscribing their names in attestation of such execution.

REPEALS

EFFECT

- 3. 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. 201__.

Mayor

City Administrator

Read a Second Time this _____ day of _____, A.D. 201__.

Mayor

City Administrator

Read a Third Time and Finally Passed this _____ day of _____, A.D., 201__.

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

NORTHWEST TERRITORIES

CONSOLIDATION OF DEVELOPMENT INCENTIVE PROGRAM BY-LAW NO. 4534

Adopted December 14, 2009

AS AMENDED BY

By-law No. 4752 – October 15, 2013

By-law No. 4784 – March 10, 2014

By-law No. 4788 – March 24, 2014

By-law No. 4796 – May 26, 2014

By-law No. 4828 – February 23, 2015

By-law No. 4842 – April 27, 2015

**(This Consolidation is prepared for convenience only.
For accurate reference, please consult the City
Clerk's Office, City of Yellowknife)**

BY-LAW NO. 4534

BI 28

A BY-LAW of the Council of the Municipal Corporation of the City of Yellowknife in the Northwest Territories, to provide for the provision of development and redevelopment incentives for targeted areas and initiatives in the City.

PURSUANT TO the relevant sections of the *Cities, Towns and Villages Act S.N.W.T. 2003, c. 22*, and particularly section 70 to 72, allowing municipalities to enact by-laws; and to relevant sections of the *Property Assessment and Taxation Act, R.S.N.W.T. 1988, c. P-10*, and particularly Sections 1-15 and 76-83, providing municipalities with the power to adjust mill rates; and to *City of Yellowknife By-law No. 4207 – Tax Administration By-law*, which administers property tax in the City;

As amended by By-law No. 4752, October 15, 2013

WHEREAS the Council of the Municipal Corporation of the City of Yellowknife wishes to promote the smart growth development and revitalization of the Yellowknife's built up areas through residential intensification, industrial relocation, brownfield redevelopment, Leadership in Energy and Environmental Design (LEED), heritage preservation, and integrated parking structures;

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

SHORT TITLE

1. This By-law may be cited as the Development Incentive Program By-law.

INTERPRETATION

2. In this by-law:

“Abatement” means the full or partial exemption of taxes of property for designated areas and uses;

“Brownfield site” means real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant;

“City” means the Municipal Corporation of the City of Yellowknife in the Northwest Territories established pursuant to the *Cities, Towns and Villages Act*;

“Council” means the Council of the City;

“Development Officer” means a Development Officer of the City,

“Greenfield Site”	means real property which is environmentally clean and undeveloped;
“Industrial Relocation”	means relocation of “industrial” uses in targeted redevelopment areas to Engle Business District.
“Improvements”	means the assessed value of all buildings on site, excluding assessed land.
“Industrial Use”	means a land use which is permitted within the Engle Business District’s “BI”- Business Industrial, or “GI” –General Industrial zoning districts pursuant to Zoning By-law No. 4404.

As amended by By-law No. 4752, October 15, 2013

“Integrated Parking Structure”	means a structure designed for the parking of motor vehicles within the footprint and/or structure of the building floors.
“Residential Intensification”	means residential development within targeted areas of the City which deemed to be medium to high density development pursuant to Zoning By-law 4404, including “multi-family dwelling”, “multi-attached “dwelling” or “planned development”.
“LEED”	Leadership in Energy and Environmental Design (LEED), means a high performance green building rating and certification program established by the Canada Green Building Council for residential and commercial buildings that are environmentally healthy.

As amended by By-law No. 4788 March 24, 2014

“Parking Structure”	means a structure designed for the parking of motor vehicles in tiers or floors, as per Zoning By-law No. 4404, as amended.
“Planning and Development”	means the City of Yellowknife Planning and Development Department.

APPLICATION

As amended by By-law No. 4828 February 23, 2015

As amended by By-law No. 4796 May 26, 2014

As amended by By-law No. 4788 March 24, 2014

As amended by By-law No. 4752, October 15, 2013

3. This by-law provides for tax abatements and grants to encourage the following smart growth development and redevelopment initiatives:

- a. Residential Intensification – The Residential Intensification Incentive component of the Program is targeted toward new residential construction or adaptive re-use of existing buildings. Any ground floor commercial improvement or development of an eligible Residential Intensification project shall be included for tax abatement calculation. The prescribed target areas are divided into two categories, illustrated in Appendix A:
 - i. *Primary Area* – includes Downtown (“DT” – Downtown Zone); and
 - ii. *Secondary Area* – includes Old Airport Road (“CS” –Commercial Service, and “GM” Growth Management zoning districts).
- b. Industrial Relocation – The Industrial Relocation Incentive encourages the relocation of uses deemed “Industrial” by a Development Officer from lands throughout the City to the Engle Business District. The defined target areas are divided into two categories, illustrated in Appendix B:
 - i. *Sender Lands* – includes Old Airport Road (“CS” Commercial Service); Imperial Oil Lands near Negus Point; Old Town (“OM” Old Town Mixed), Downtown (“DT” – Downtown Zone) and Kam Lake Industrial Park (“I” Industrial).
 - ii. *Receiver Lands* – includes the Engle Business District (“GI” – General Industrial and “BI” Business Industrial zoning districts).

Based on the above categories, abatements may apply to either the *Sender Lands* or *Receiver Lands*, but not both.

- c. Brownfield Remediation and Development – The Brownfield Redevelopment Incentive is designed to encourage the remediation and redevelopment of sites throughout the City. This program is applicable City-wide including portions of Giant and Con Mine which have been remediated and are suitable for development and redevelopment.
- d. LEED – The Leadership in Energy and Environmental Design Incentive is designed to promote innovation in high standards of green building and site design throughout the City. This program applies City-wide.
- e. Heritage Preservation – The Heritage Preservation Incentive is proposed to promote the

preservation or architecturally sensitive restoration of heritage buildings or properties within Yellowknife. This program applies City-wide.

Section f added as amended by By-law No. 4752, October 15, 2013

- f. Integrated Parking Structures – The Integrated Parking Structure Incentive is designed to promote innovative design options that integrate the required parking requirements within the footprint of the building; consequently resulting in a more efficient use of land. The target area is DT – Downtown zone.”

Section g added as amended by By-law No. 4788 March 24, 2014

- g. Downtown Parking Structure Development – The Downtown Parking Structure Development Incentive is designed to promote the construction of a multi-storey or below ground parking structure in the DT – Downtown Zone. The purpose is to better balance the building footprint to surface parking ratio in the downtown; enable the transfer of current surface parking to the structure; provide additional downtown parking; and enable additional development opportunities by opening land currently held by surface parking lots. This program applies in the DT – Downtown zone only.

TAX ABATEMENT AND GRANT STRUCTURE

As amended by By-law No. 4842 April 27, 2015

As amended by By-law No. 4828 February 23, 2015

As amended by By-law No. 4796, May 26, 2014

As amended by By-law No. 4752, October 15, 2013

4. Property and improvement tax exemptions and grants are classified into five categories:

a. Residential intensification:

- i. Full Five-Year Abatement – The full tax abatement (100% over five years) is only available for property in the *Primary Area* of the Residential Intensification incentive which includes the Downtown (“DT” – Downtown Zone).
- ii. Declining Five Year Abatement – The declining five-year abatement reduces in equal increments over five-years (100%-80%-60%-40%-20%) and applies to the *Secondary Area* of the Residential Intensification incentive which includes Old Airport Road (“CS”- Commercial Services, “GM” – Growth Management, and “NP” Nature Preservation Zones).
- iii. Council may, at its sole discretion, extend the five-year tax abatement for *Primary* and *Secondary Area* Residential Intensification projects up to an additional five-year period (at full or declining increment basis) based on the revitalization merits of the project which may be measured based on alignment with Smart Growth principles.

Section 4.a (iv) added by By-law No. 4842 April 27, 2015

- iv. Up-front Residential Intensification Incentive – The projected tax abatement is to be paid up-front in year one, and in subsequent years as a grant through the Downtown Reserve, based on the projected present value of the residential intensification. The up-front abatement is granted at the discretion of Council, and applies only to the Primary Area, as shown in Appendix A.”

- b. Declining Five Year Abatement – The declining five year abatement reduces in equal increments over five-years (100%-80%-60%-40%-20%). This abatement formula applies to the following:
 - i. Brownfield Remediation and Development (City-wide)
 - ii. Leadership in Energy and Environmental Design (LEED)
 - iii. Downtown Parking Structure Development (Downtown)
- c. Full One-Year Abatement – The full tax abatement (100% for one year) is only available on the assessed improvements of developments which incorporate an integrated parking structure.
- d. Heritage Preservation Grant – The Heritage Preservation abatement will grant an abatement for eligible work costs to restore or preserve architecturally significant elements of a building or structure. The total abatement shall be the lesser of (i) 50% of eligible work costs, (ii) \$50,000, or (iii) ten years of total property taxes (land and improvements) payable on the property and existing improvements.
- e. Industrial Relocation Abatement - The declining seven year tax abatement reduces in equal increments over seven years (100%-90%-80%-70%-60%-50%-40%). This abatement formula applies to industrial relocation.

ELIGIBILITY CRITERIA

- 5. All applicants must submit a completed application on the prescribed Form “G” in Appendix C. The Application must be made prior to initiating the development or redevelopment project. Applications shall be deemed approved by the Director of Planning and Development.
- 6. Applicants must be registered owners of the properties and such owners shall not be in a position of tax arrears for any other property in the City. The provision of incentives may be transferred to a new owner of the property subsequent an approved application for the duration of the term specified.
- 7. Federally or Territorially owned lands and buildings are ineligible for all programs.
- 8. With the exception of Heritage Preservation, all Abatements must be shown to increase the appraised value of the property by at least \$500,000 upon construction completion. Upon construction completion the applicant shall notify the City and the City’s Director of Assessment will assess the improvements to verify the increase in assessed value.
- 9. All improvements shall comply with all City of Yellowknife by-laws and regulations, including Zoning By-law No. 4404 and Building By-law No. 4469.
- 10. Any outstanding orders from the City’s Fire Division, Building Inspections Division, or Planning and Lands Division must be addressed prior to granting approval.

11. In addition to the above criteria, the following specific criteria shall be met for each relevant program:

Section 11 A (i) as amended by By-law No. 4842 April 27, 2015

A. Residential Intensification

- i. Abatements shall apply to new residential construction or adaptive re-use of existing buildings. Any ground floor commercial improvement or development of an eligible Residential Intensification project shall be eligible for tax abatement.” Mixed use developments may be assessed based on distinguishing residential and commercial proportions of assessment. In instances where the units are not condominiums, an appropriate formula will be applied by the City’s Director of Tax Assessments.
- ii. All projects must consist of buildings with a minimum of four (4) or more dwellings with each unit consisting of a minimum of 55m² of floor area.
- iii. In accordance with the City of Yellowknife Housing Affordability Program, applications for residential intensification which include ten (10) or more units shall include a minimum 10% dedication of units to affordable housing. Such units shall be available for purchase by NWT Housing Corporation or YK Housing Authority, for dedicated rental units or purchased by an Affordable Housing Corporation designated by the City for sale as non-market housing. This requirement may be waived subject to the owner/developer providing a letter from the NWT Housing Corporation or the City of Yellowknife indicating there is no interest in either party purchasing or assigning residential units.
- iv. In instances where an Applicant proposes a development which also incorporates Brownfield Remediation and/or LEED, an additional one-year full abatement may be granted for a total of six (6) years of full tax abatement as long as requirements are met and applications are made.

Section 11 A (v) added by By-law No. 4842 April 27, 2015

- v. The Up-front Residential Intensification Incentive will be delivered through the Downtown Reserve and is subject to a 5% administrative charge. Eligibility for the up-front tax abatement is determined at the sole discretion of Council.

B. Industrial Relocation

- i. Where the Applicant chooses to apply the abatement to the *Receiver Lands*, the abatement shall include both land and building improvement assessments, and where the Applicant chooses to apply to the *Sender Lands*, abatement shall apply only to building improvement assessments.

- ii. In addition to submission requirements in Paragraph 5, applicants shall submit a relocation plan and site plan for the Sender Lands demonstrating the phasing out of the industrial use within the prescribed period. In addressing the discontinuation of industrial related uses, the plan shall indicate removal of existing structures, site restoration, and suitability for redevelopment. Upon removal or discontinuation of the industrial related use, the Applicant shall enter into a contract with the City to prohibit future industrial uses on the land (i.e. rezoning to SS – Site Specific).
- iii. Assessed improvements must be demolished, or removed from the Sender Lands and transported to the Receiver Lands or outside the City, to be eligible for the abatement. The City may at its own discretion consider relocation of structures to other areas of the city if they are in compliance with Zoning By-law requirements and do not impede revitalization efforts. The City may consider the allowance of up to 20% of existing structures to remain as long as they can be utilized for non-industrial purposes. Such structures must be deemed to be structurally sound and fit for occupancy, including the provision of heating, lighting, electricity, water, and sewer.
- iv. All applicants shall acquire a land area within the Receiver Lands which at a minimum is no less than 50% of the land area of the Sender Lands.
- v. Where after the removal of structures from the Sender Lands such Lands are deemed to be environmentally contaminated to an extent which prohibits redevelopment to a permitted use, the Applicant may, through meeting the criteria outlined in Paragraph 11(C), be eligible for only one of the following Brownfield Remediation Abatement options for the Sender Lands:
 - a) Where the applicant applies the Industrial Relocation abatement to the *Receiver Lands*, the Applicant shall be eligible to make a separate application to receive abatement under the Brownfield Remediation and Development program for the *Sender Lands*.
 - b) Where the applicant applies the Industrial Relocation abatement to the *Sender Lands*, the Applicant shall be eligible for an additional one year of full tax abatement for the *Sender Lands*.
- vi. Where, subject to meeting the LEED incentive criteria in Paragraph 11(D), for either the Sender Lands or Receiver Lands, the applicant may be eligible for one additional year of full tax abatement for such lands.
- vii. In addition to the tax abatement described herein, the City may enter into land agreements to exchange ownership of the Applicant's Sender Lands for City owned Receiver Lands, provided the Applicant can provide environmental approvals deeming the Sender Lands remediated to acceptable standards. Such exchanges shall be negotiated on a case by case

basis between the City and property owner.

C. Brownfield Redevelopment

- i. Abatements shall apply to land and building improvement assessments of a site which has been remediated and redeveloped.
- ii. The applicant shall demonstrate that the degree of site contamination has a significant impact on the costs of redeveloping the site.
- iii. A Phase II Environmental Site Assessment, Risk Assessment, and Remedial Action Plan shall be completed for the designated site, and all supporting documentation and reports shall be submitted to the City prior to commencement of development on site.
- iv. Approval from the GNWT Department of Environment and Natural Resources certifying site remediation to appropriate contamination levels according to Territorial criteria shall be provided prior to commencing development.
- v. In instances where a redevelopment site has been remediated to the acceptable standard, but is adjacent lands which continue to remain contaminated, the City may request additional remediation or mitigation measures pertaining to the impacts of the contaminated lands.
- vi. Where, subject to meeting the LEED incentive criteria outlined in Paragraph 10(D), the applicant, may be granted an additional one year of full tax abatement.

D. Leadership in Energy and Environmental Design (LEED)

- i. LEED abatements shall apply to improvement assessments only.
- ii. All proposed LEED projects must be targeted to a minimum GOLD or PLATINUM Certification.
- iii. As part of the LEED application, proof of registration of the LEED project with the Canada Green Building Council shall be provided, including a project summary description, whether the project is targeting GOLD or PLATINUM level, and the make-up of the project team.
- iv. Concurrent to the application for the Development Permit and Building Permit, the applicant shall demonstrate how the project will meet the Prerequisite Requirements and Credits to achieve the targeted LEED Certification. This information shall be demonstrated through the site and building and the current LEED Checklist, or any subsequent amendments thereto, provided in Appendix D. A written narrative clearly and succinctly summarizing all health, performance and environmental features of the project shall be included.

- v. In accordance with the LEED Certification process all required LEED submittals shall also be provided to the City as the design and construction progresses. Any required amendments to the initially approved Development or Building Permits shall be submitted in accordance with the City's Zoning By-law and Building By-law.
- vi. Subsequent completion of the project and LEED Certification to the GOLD or PLATINUM level, LEED designation to at least the GOLD standard shall be maintained throughout the life of the tax abatement period. Should the Applicant fall below the GOLD standard the City, may at its discretion, revoke or suspend the abatement.

E. Heritage Preservation

- i. The property proposed for restoration must be either a designated Heritage Building or a property eligible for designation in accordance with the Yellowknife Heritage Committee's Heritage Designation Criteria. Where a property has not yet been given Heritage Designation, an application shall be submitted concurrently to the Grant Application.
- ii. Proposals shall be evaluated by the Yellowknife Heritage Committee based on compliance with the Heritage Preservation Standards and Guidelines for the City of Yellowknife.
- iii. Photos of the existing building and elements to be repaired, restored, or replaced shall be provided.
- iv. Detailed architectural drawings (i.e. plan view, floor layout, elevations, and colour renderings) prepared by a qualified architect or professional engineer along with a description of work to be undertaken shall be provided.
- v. A listing of building materials including finishings to be used shall be provided.
- vi. Two quotations from different suppliers and contractors shall be provided for building materials and contract work to be undertaken.
- vii. A schedule of work to be undertaken, including phasing, with an estimated time of completion (maximum of 30 months).
- viii. Eligible work costs must be based on the assessment of a qualified architect or professional engineer. Eligible costs include the following:
 - (b) Professional or architectural services;
 - (c) Façade improvements relating to preservation/restoration of original building elements, including significant architectural detail;

- (d) Improvements required to meet the National Building Code, National Fire Code, and City of Yellowknife Building Bylaw; and
 - (e) Restoration of architecturally or historically significant interiors or interior elements.
- ix. Cosmetic interior work, regular maintenance and new additions are not eligible for assistance.

Subsection 11 (F) added as amended by By-law No. 4752, October 15, 2013

F. Integrated Parking Structure

- i. Abatements shall apply to the improvements of residential, commercial, and office developments;
- ii. Abatements shall apply to developments requiring more than 15 off-street parking spaces. Multi-year tax abatements with modified structures may be approved by Council subject to recommendations provided by Administration for projects with a strong business case that support the City's Downtown revitalization objectives.
- iii. Abatements shall only apply to assessed improvements of the development; and
- iv. The Director of Planning and Development and/or Director of Corporate Services may consider a prorated abatement on improvements based on a portion of off-street parking requirement as long as it is greater than 15 off-street parking spaces.

Subsection 11 (G) added as amended by By-law No. 4788 March 24, 2014

G. Downtown Parking Structure Development Incentive

- (a) Parking structures must contain a minimum of one hundred (100) parking stalls.
- (b) Abatement shall only apply to the building improvements dedicated to vehicular and bicycle parking, excluding commercial or other purposes; and
- (c) Mixed-use structures may be approved by Council subject to recommendations provided by Administration for projects with a strong business case that support the City's Downtown revitalization objectives.

ABATEMENT COMMENCEMENT

- 12. Prior to commencement of abatements, final approval shall be signed off by the Director of Planning and Development, Director of Corporate Services, and City Administrator.
- 13. In addition to requirements in Paragraph 11, abatements for Residential Intensification shall commence upon construction completion and notice of tax reassessment.
- 14. In addition to requirements in Paragraph 11, abatements for Industrial Relocation shall not commence until the industrial use(s) on the Sender Lands have been discontinued, the Applicant has complied with the relocation plan, and construction completion and notice of tax reassessment has been provided on the abatement parcel.

15. In addition to requirements in Paragraph 11, abatements for LEED programs shall not commence until validation of LEED accreditation has been provided by the Canada Green Building Council and construction and tax reassessment has been completed.
16. In addition to requirements in Paragraph 11, abatements for Brownfield Remediation and Development shall not commence until certification has been provided from the GNWT Department of Environmental and Natural Resources that the redevelopment site has been remediated to the acceptable standard, and construction and tax reassessment has been completed.
17. In addition to requirements in Paragraph 11, the Heritage Preservation Grant shall not commence until the property has received a Heritage designation and the proposed improvements and tax reassessment are completed.

**Section 18 added as amended by By-law No. 4752, October 15, 2013
and subsections renumbered accordingly**

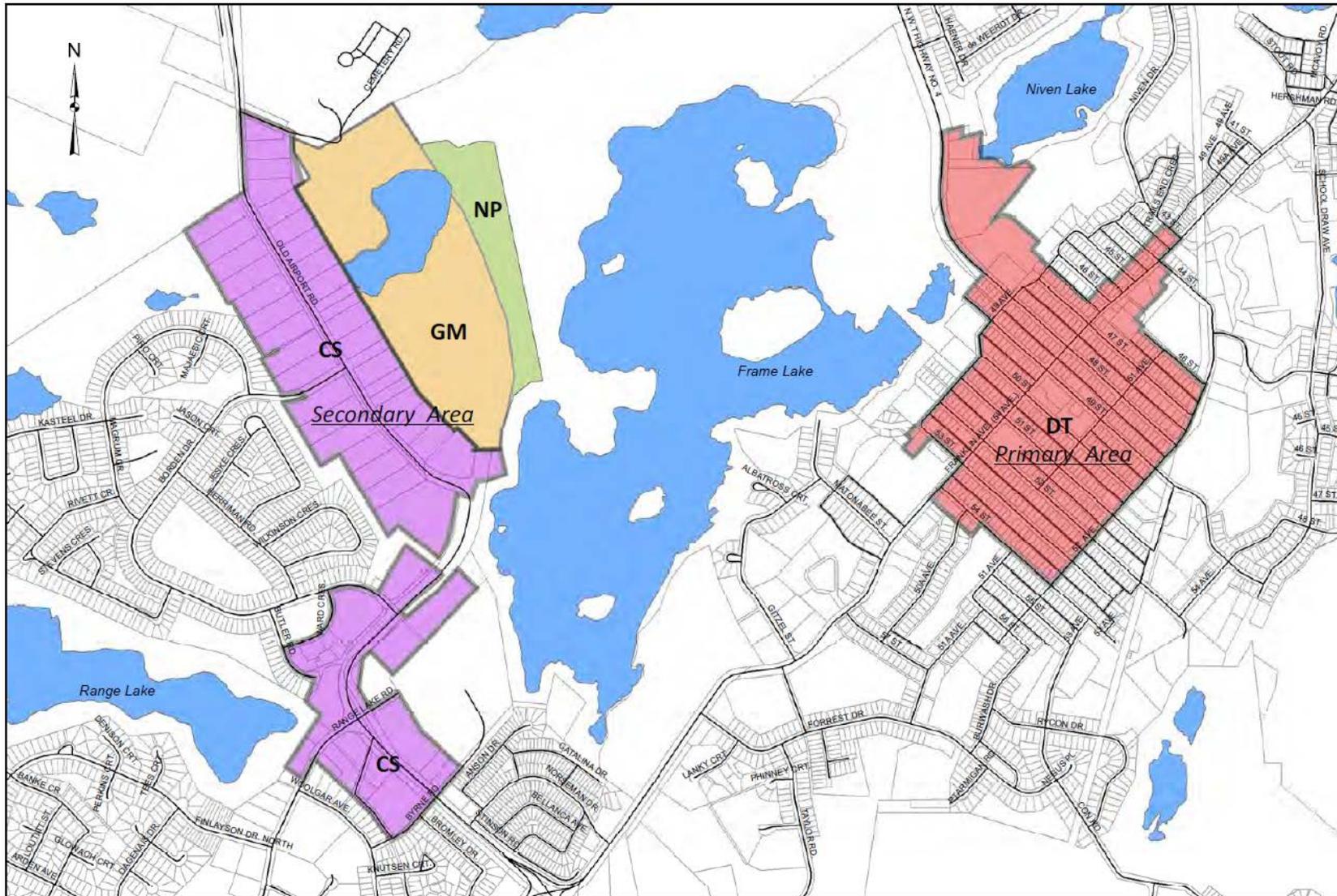
18. In addition to requirements in Paragraph 11, abatements for an Integrated Parking Structure shall commence upon construction completion and notice of tax assessment.
19. Abatements may be revoked or suspended for outstanding orders or requirements which have not been completed in terms of schedule.

TERM

20. Program applications shall be accepted from January 1, 2010 to January 30, 2015 with abatements provided up to December 15, 2022. Program renewal may be considered in 2015 subject to review from Administration and Council.

EFFECT

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



CITY OF YELLOWKNIFE
 Planning & Development

PROJECT:
 Consolidated By-law No. 4534 - Appendix A

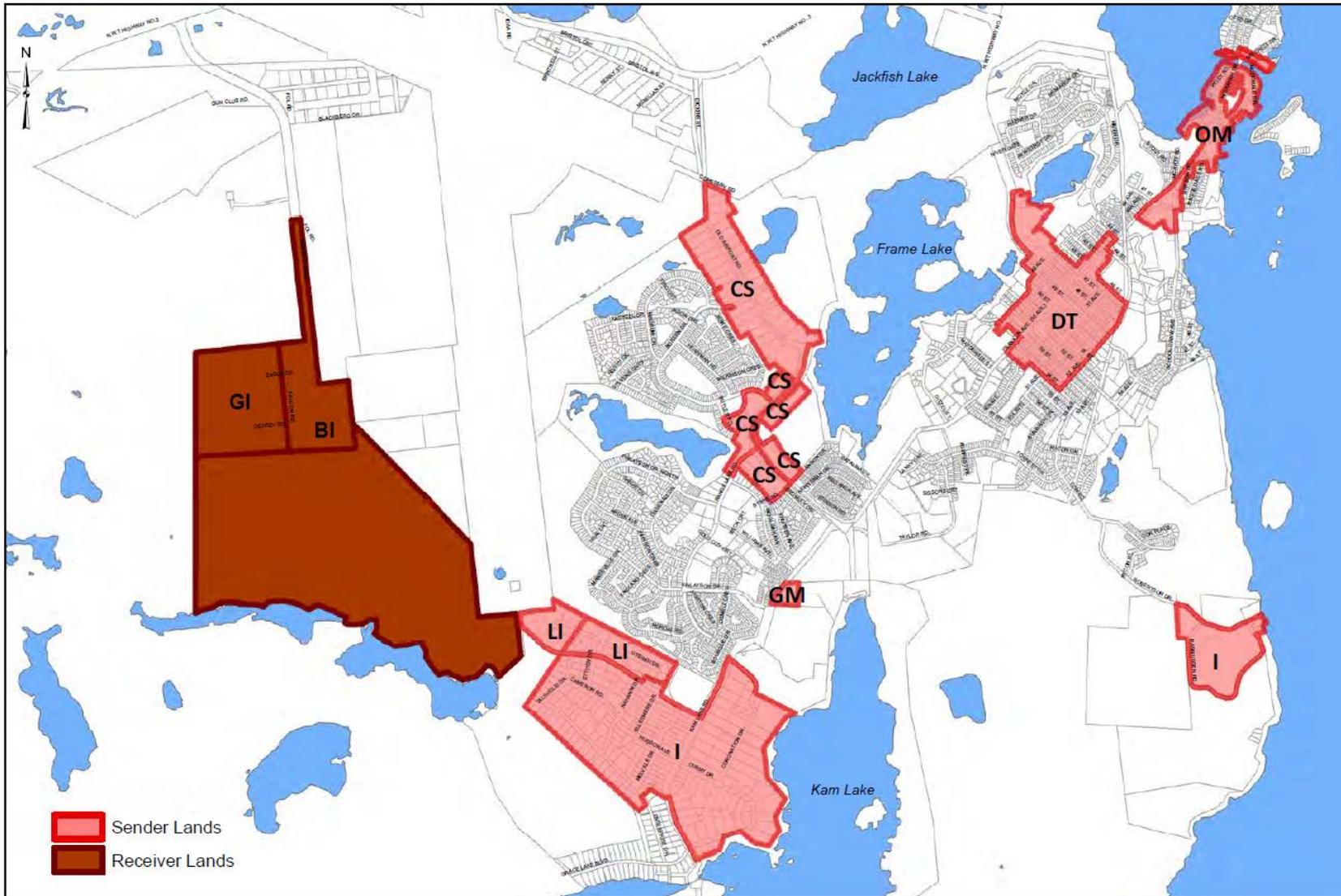
TITLE:
 Residential Intensification

SCALE:
 1:14,000

CREATED BY:
 D.Doiron

FILE:
 14 Consolidated By-law No. 4534 - Appendix A - Residential.mxd

DATE:
 April 29, 2014



 <p>CITY OF YELLOWKNIFE Planning & Development</p>	<p>PROJECT: Consolidated By-law No. 4534 - Appendix B</p>	<p>SCALE: 1:32,000</p>	<p>CREATED BY: D.Doiron</p>
	<p>TITLE: Industrial Relocation</p>	<p>FILE: 14 Consolidated By-law No. 4534 - Appendix B - Industrial.mxd</p>	
	<p>DATE: April 29, 2014</p>		

APPENDIX C
Form G - Smart Growth Development Incentive Program
Tax Abatement and/or Grant Form
 Planning and Development Department
 City of Yellowknife



I/We hereby make application to request consideration by the Planning and Development Department of the City of Yellowknife for a tax abatement and/or grant under the Smart Growth Development Incentive Program.

Property Owner information and property to be improved					
Property Owner name					
Property Owner telephone no.(s)	Home:		Work or Cell:		
Property Owner e-mail					
Civic address of proposed improvement					
Legal description of proposed improvement	Lot:		Block:		Plan:
Application details					
Project description					
Expected start date					
Expected completion date					
Estimated Value of Assessed Improvements (Excluding Land)					
Abatement Program					
Residential Intensification	Abatement Target Location	<input type="checkbox"/> Primary Study Area (DT Zone)			
		<input type="checkbox"/> Secondary Study Area (CS Zone)			
	Number of Units Proposed				

APPENDIX C
Form G - Smart Growth Development Incentive Program
Tax Abatement and/or Grant Form
 Planning and Development Department
 City of Yellowknife



	Minimum Unit Floor Area	
	Number of Dedicated Affordable Housing Units	
	Other Abatement Programs with this Project	
<i>Internal Use Only</i>	<input type="checkbox"/> Preliminary Site Plan <input type="checkbox"/> Floor Area Plan <input type="checkbox"/> Zoning and Target Area Compliance	
Industrial Relocation	Abatement Target Location	<input type="checkbox"/> Sender Lands (CS, OT, I Zone)
		<input type="checkbox"/> Receiver Lands (GI or BI Zone)
	Sender Lands: Address & Legal Description	
	Receiver Lands: Address & Legal Description	
	Assessed Improvements to be Removed/Demolished	
	Other Abatement Programs with this Project	
<i>Internal Use Only</i>	<input type="checkbox"/> Sender Lands - Land Use Permitted in BI LI Zone <input type="checkbox"/> Demolition/Building Removal Plan <input type="checkbox"/> Preliminary Site Plan for Abatement Location <input type="checkbox"/> Receiver Land Area >50% of Sender Lands <input type="checkbox"/> Land Availability of Receiver Lands	

APPENDIX C
Form G - Smart Growth Development Incentive Program
Tax Abatement and/or Grant Form
 Planning and Development Department
 City of Yellowknife



Brownfield Redevelopment	Known Contaminants	
	Environmental Assessment and Remediation Costs (Estimated and Incurred)	
	Estimated Site Area and Area of Contamination	
	Future Use	
	Other Abatement Programs with this Project	
<i>Internal Use Only</i>	<input type="checkbox"/> Phase II ESA <input type="checkbox"/> Remedial Action Plan and Risk Assessment <input type="checkbox"/> Zoning Compliance of Future Use	
Leadership in Energy and Environmental Design	LEED Target Certification	<input type="checkbox"/> GOLD <input type="checkbox"/> PLATINUM
	LEED Registration #	
	Prerequisite Requirements and Credits	
	<i>Internal Use Only</i>	<input type="checkbox"/> Preliminary LEED Review: Prerequisites and Credits
Heritage Preservation	Project Cost (attach quotations)	

APPENDIX C
Form G - Smart Growth Development Incentive Program
Tax Abatement and/or Grant Form
 Planning and Development Department
 City of Yellowknife



<i>Internal Use Only</i>	<input type="checkbox"/> Photos of Architectural Features to be restored, repaired, replaced <input type="checkbox"/> Detailed Architectural Drawings <input type="checkbox"/> Building material specifications <input type="checkbox"/> Work Schedule <input type="checkbox"/> Eligible work costs and two quotations <input type="checkbox"/> Heritage Designation or Application <input type="checkbox"/> Proposal reviewed by Heritage Committee
Integrated Parking Structure	<input type="checkbox"/> Target Abatement Location (Downtown) <input type="checkbox"/> Other Abatement Programs with this Project
<i>Internal Use Only</i>	<input type="checkbox"/> Development Permit Application

Signatures

Signature of Applicant		Date	
Director of Planning and Development		Date	

Final Approval for Commencement of Abatement

Director of Planning and Development		Date	
Director of Corporate Services		Date	
Senior Administrative Officer		Date	

APPENDIX D LEED Certification Checklist

Possible points = 70; Certified 26; Silver 33; Gold 39; Platinum 52
Last Updated: 24-Feb-09

Prerequisite or Credit	Potential Points	Targeted			Credit Title	Strategy For Achieving	Status	Individual Reponsible for Action and Documenting
		Yes	No	Pending				
Sustainable Sites								
		Yes	No	Pending				
SSp1.0	Required	√			Erosion & Sedimentation Control			
SSc1.0	1	1			Site Selection			
SSc2.0	1	1			Development Density			
SSc3.0	1	1			Redevelopment of Contaminated Sites			
SSc4.1	1	1			Alternative Transportation, Public Transportation Access			
SSc4.2	1	1			Alternative Transportation, Bicycle Storage & Changing Rooms			
SSc4.3	1		1		Alternative Transportation, Alternative Fuel Vehicles			
SSc4.4	1	1			Alternative Transportation, Parking Capacity			
SSc5.1	1			1	Reduced Site Disturbance, Protect or Restore Open Space			
SSc5.2	1		1		Reduced Site Disturbance, Development Footprint			
SSc6.1	1	1			Stormwater Management, Rate and Quantity			
SSc6.2	1		1		Stormwater Management, Treatment			
SSc7.1	1	1			Heat Island Effect, Roof			
SSc7.2	1	1			Heat Island Effect, Non-Roof			
SSc8.0	1	1			Light Pollution Reduction			
Totals	14	10	3	1				
Water Efficiency								
		Yes	No	Pending				
WEc1.1	1			1	Water Efficient Landscaping, Reduce by 50%			
WEc1.2	1			1	Water Efficient Landscaping, No Potable Use or No Irrigation			
WEc2.0	1		1		Innovative Wastewater Technologies			
WEc3.1	1	1			Water Use Reduction, 20% Reduction			
WEc3.2	1	1			Water Use Reduction, 30% Reduction			
Totals	5	2	1	2				
Energy & Atmosphere								
		Yes	No	Pending				
EAp1.0	Required	√			Fundamental Building Systems Commissioning			
EAp2.0	Required	√			Minimum Energy Performance			
EAp3.0	Required	√			CFC Reduction in HVAC & R Equipment			
EAc1.0	10	5	4	3	Optimize Energy Performance			
EAc2.1	1		1		Renewable Energy, 5%			
EAc2.2	1		1		Renewable Energy, 10%			

APPENDIX D LEED Certification Checklist

Possible points = 70; Certified 26; Silver 33; Gold 39; Platinum 52
Last Updated: 24-Feb-09

Prerequisite or Credit	Potential Points	Targeted			Credit Title	Strategy For Achieving	Status	Individual Responsible for Action and Documenting
EAc2.3	1		1		Renewable Energy, 20%			
EAc3.0	1	1			Best Practice Commissioning			
EAc4.0	1	1			Ozone Protection			
EAc5.0	1	1			Measurement & Verification			
EAc6.0	1	1			Green Power			
Totals	17	9	7	3				
Materials & Resources								
		Yes	No	Pending				
MRp1.0	Required	√			Storage & Collection of Recyclables			
MRc1.1	1		1		Building Reuse: Maintain 75% of Existing Walls, Floors and Roof			
MRc1.2	1		1		Building Reuse: Maintain 95% of Existing Walls, Floors and Roof			
MRc1.3	1		1		Building Reuse: Maintain 50% of Interior Non-Structural Elements			
MRc2.1	1	1			Construction Waste Management, Divert 50% from Landfill			
MRc2.2	1	1			Construction Waste Management, Divert 75% from Landfill			
MRc3.1	1	1			Resource Reuse, 5% Salvaged			
MRc3.2	1			1	Resource Reuse, 10% Salvaged			
MRc4.1	1	1			Recycled Content, 7.5% (post-consumer + 1/2 post industrial)			
MRc4.2	1	1			Recycled Content, 15% (post-consumer + 1/2 post industrial)			
MRc5.1	1	1			Regional Materials, 10% Extracted and Manufactured Regionally			
MRc5.2	1			1	Regional Materials, 20% Extracted and Manufactured Regionally			
MRc6.0	1		1		Rapidly Renewable Materials			
MRc7.0	1		1		Certified Wood			
MRc8.0	1	1			Durable Building			
Totals	14	7	5	2				
Indoor Environmental Quality								
		Yes	No	Pending				
EQp1.0	Required	√			Minimum IAQ Performance			
EQp2.0	Required	√			Environmental Tobacco Smoke (ETS) Control			
EQc1.0	1	1			Carbon Dioxide (CO ₂) Monitoring			
EQc2.0	1			1	Ventilation Effectiveness			
EQc3.1	1	1			Construction IAQ Management Plan, During Construction			
EQc3.2	1	1			Construction IAQ Management Plan, Testing Before Occupancy			
EQc4.1	1	1			Low-Emitting Materials, Adhesives & Sealants			
EQc4.2	1	1			Low-Emitting Materials, Paints and Coatings			
EQc4.3	1	1			Low-Emitting Materials, Carpet			
EQc4.4	1	1			Low-Emitting Materials, Composite Wood & Laminate Adhesives			
EQc5.0	1	1			Indoor Chemical & Pollutant Source Control			

APPENDIX D LEED Certification Checklist

Possible points = 70; Certified 26; Silver 33; Gold 39; Platinum 52
Last Updated: 24-Feb-09

Prerequisite or Credit	Potential Points	Targeted			Credit Title	Strategy For Achieving	Status	Individual Responsible for Action and Documenting
		Yes	No	Pending				
EQc6.1	1			1	Controllability of Systems, Perimeter Space			
EQc6.2	1			1	Controllability of Systems, Non-Perimeter Spaces			
EQc7.1	1	1			Thermal Comfort, Compliance			
EQc7.2	1	1			Thermal Comfort, Monitoring			
EQc8.1	1	1		1	Daylight & Views, Daylight, 75% of Spaces			
EQc8.2	1			1	Daylight & Views, Views for 90% of Spaces			
Totals	15	11	0	5				
Innovation & Design Process								
		Yes	No	Pending				
IDc1.1	1	1			Innovation in Design:			
IDc1.2	1	1			Innovation in Design:			
IDc1.3	1	1			Innovation in Design:			
IDc1.4	1	1			Innovation in Design:			
IDc2.1	1	1			LEED™ Accredited Professional			
Totals	5	5	0	0				
Total for Project	70	44	16	13				

Doc# 184469-v2



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE

COMMITTEE: Municipal Services/Council

DATE: December 14, 2015

DEPARTMENT: Administration

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

RECOMMENDATION:

That Council appoint a representative from the business community with considerable experience in the operation and management of a large entity, pursuant to Audit Committee By-law No. 4127, to serve on the City of Yellowknife (City) Audit Committee for a three-year term commencing January 12, 2016 and ending January 11, 2019.

BACKGROUND:

There is a vacancy on the Audit Committee. It is the practice of the City to advertise all committee vacancies. The City advertised the vacancy specifying that it be filled by a representative from the business community with considerable experience in the operation and management of a large entity, in the City's newsletter, the City's website and social media sites and received three (3) responses.

COUNCIL POLICY / RESOLUTION OR GOAL:

Council Goal #3 Enhancing Communications and Community Engagement.
Motion #0459-96: "The following policy be adopted with respect to appointments to municipal boards and committees:

- i) The maximum consecutive years that an individual may serve on any one board or committee is six.
- ii) Individuals who have served the maximum six-year period on one municipal board or committee shall be eligible to be appointed to another board or committee.
- iii) No individual shall be precluded from serving concurrent terms on more than one municipal board or committee.
- iv) Notwithstanding that an individual appointee has served less than six years on a particular board or committee, Council may, after the

- expiration of the first or subsequent terms of that appointee, advertise for applicants to fill a vacancy on that board or committee.
- v) Notwithstanding clause (i.) of this policy, should the City receive no applications to fill a vacancy on any particular board or committee, the six year maximum limitation may, at the discretion of City Council, be waived...

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

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

CONSIDERATIONS:

Consistency

The Audit Committee has recommended staggered terms for Committee members.

Legislation

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

Procedural Considerations

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

ALTERNATIVES TO RECOMMENDATION:

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

RATIONALE:

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

ATTACHMENTS:

Expression of interest from candidates.

Prepared: November 30, 2015; SJ/