



CITY OF YELLOWKNIFE

GOVERNANCE AND PRIORITIES COMMITTEE REPORT

Monday, March 14, 2022 at 12:05 p.m.

Report of a meeting held on Monday, March 14, 2022 at 12:05 p.m. via videoconference. The following Committee members were in attendance:

Chair: Mayor R. Alty,
Councillor S. Morgan,
Councillor J. Morse,
Councillor C. Mufandaedza,
Councillor S. Payne,
Councillor R. Silverio,
Councillor S. Smith, and
Councillor R. Williams.

The following members of Administration staff were in attendance:

S. Bassi-Kellett,
C. Greencorn,
J. Hunt-Poitras,
R. Lok,
K. Thistle,
C. White,
G. White,
S. Woodward, and
S. Jovic.

<u>Item</u>	<u>Description</u>
1.	(For Information Only) Mayor Alty read the Opening Statement.
2.	(For Information Only) Councillor Smith declared a conflict of interest with item No. 5 on the Agenda, a memorandum regarding whether to rebate a portion of property taxes for Unit 24, Condominium Plan 2277 (22 Forrest Park).



(For Information Only)

3. Committee heard a presentation from Dave Hurley and Robert Charpentier regarding whether to transfer four lots on Spence Road to Habitat for Humanity NWT for a nominal fee. They noted that Habitat for Humanity has secured funding from the Canada Mortgage and Housing Corporation (CMHC) to build five homes in Yellowknife over the next five years. They further noted that one of those homes was completed in 2021 on Spence Road in Yellowknife and that the last home will be built in 2026. They stated that, to support their next builds over the next four years, they would like to request Lots 15, 16, 17 and 18, Block 550, Plan 4692. They further stated that they plan to build one new modular home per year on each lot. They advised that the homes will have three or four bedrooms and are approximately 1,200 – 1,520 sq. feet and that their plan is to develop these lots in the spring of 2022 (e.g. blasting and /or leveling work) and proceed with the design, permits and building of the foundation for the 2022 home.

4. **Committee read a memorandum regarding whether to transfer four lots on Spence Road to Habitat for Humanity NWT for a nominal fee.**

Committee noted that the City of Yellowknife recently received a request from Habitat for Humanity NWT ('Habitat') to acquire Lots 15, 16, 17 and 18, Block 550, Plan 4692 (the 'Subject Lands'). The Subject Lands are located in the Hordal Bagon Subdivision and the intended developments are factory-built dwellings. The Subject Land is municipally owned and already authorised for disposal under By-law No. 4915, adopted on October 24, 2016. Figure #1 on the following page provides a point of reference.

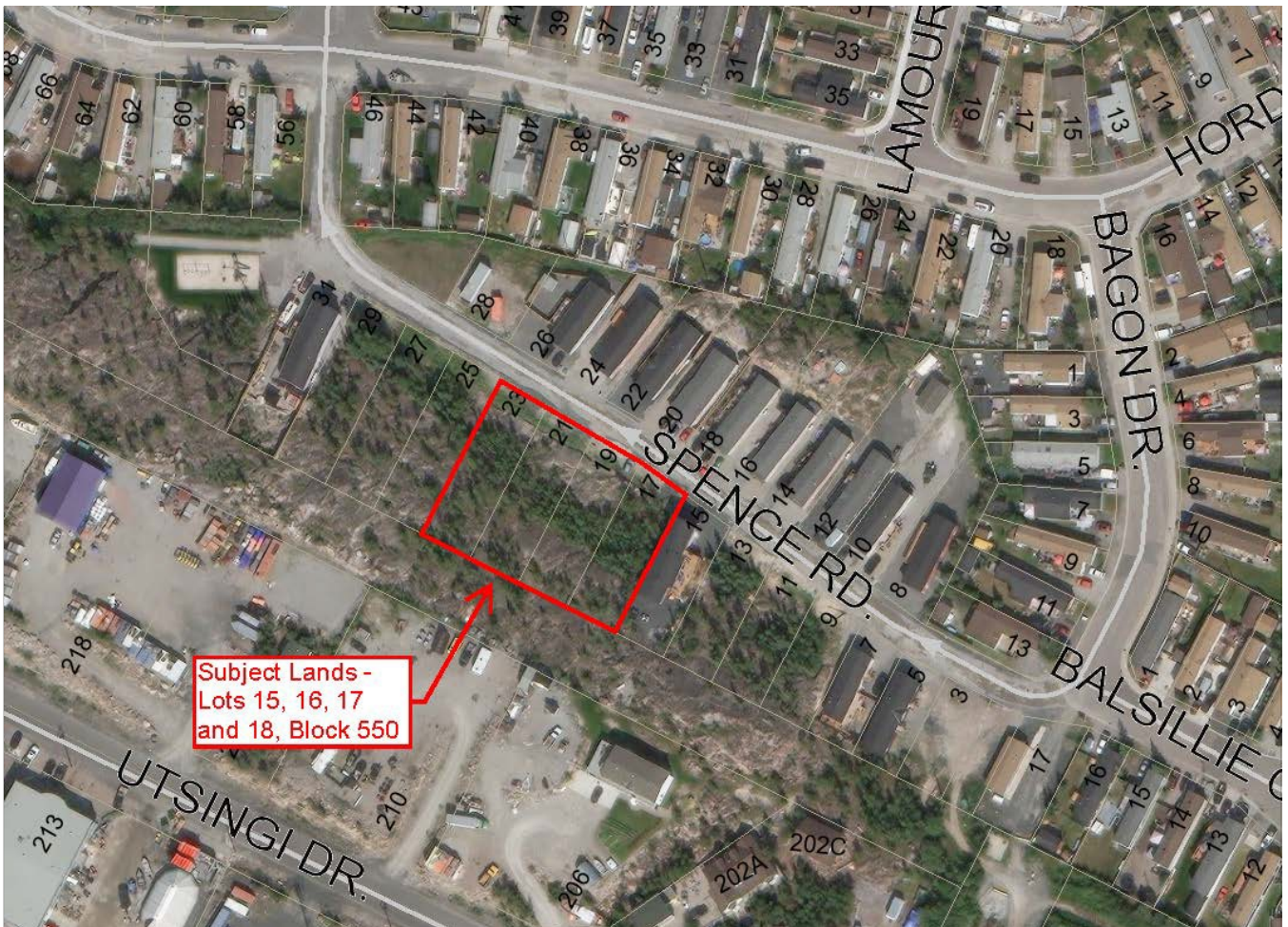
The Hordal Bagon subdivision went on the market in autumn 2016 with 27 available lots. 17 lots have been developed and 10 lots remain undeveloped. The 10 remaining lots are challenging to develop due to outcropping bedrock and the expense required for blasting and grading. The City receives taxes for developed parcels of land, but not for undeveloped parcels that remain unsold.

In 2009, Council adopted the Creating Housing Affordability for Yellowknife report which identified 'tools' to promote affordable housing. These tools included a housing organization, partnerships, and resale price restrictions as tools to facilitate affordable non-market housing options. On August 25, 2014, Council authorized the City and Habitat for Humanity NWT to enter into a ten-year partnership arrangement with the intention of constructing one single-unit or duplex dwelling approximately every two years for every thirty residential lots that the City establishes.

On September 8, 2014, Council amended the Land Administration By-law in order to allow Habitat for Humanity NWT to be provided residential parcels of land at a nominal fee. Since that time, Habitat for Humanity NWT has constructed three dwelling units under the partnership arrangement with the City. In all three cases, the City provided the parcel of land for the fee of one dollar (\$1.00).



Figure #1



Committee noted that Council's policies, resolutions or goals include:

Council Goal #3 Ensuring a high quality of life for all, including future generations

Council Goal #4 Driving strategic land development and growth opportunities

Motion #0206-13 That Council direct Administration to develop a partnership strategy with Habitat for Humanity NWT to further the City's housing affordability objectives.

Motion #0278-14 That the City enter a partnership arrangement with Habitat for Humanity NWT for a 10 year period, entailing provisions for the construction of one single-family or duplex dwelling approximately every two years consisting of either:

- a. A single family lot per every thirty (30) single family lots which the City is able to bring to market within a twenty-four (24) month or greater period; or



- b. Funding equal to 3.5% of City residential land sales within a twenty-four (24) month or greater period to a maximum of an average priced singlefamily lot (up to 800 square metres) within the City's residential land inventory.

Motion #0304-14 A by-law to amend Land Administration By-law No. 4596 to allow Council the discretion to include the provision of residential land or funding to Habitat for Humanity NWT as part of the 12% financial contribution for new subdivisions as an offsite development levy or onsite expense.

Committee noted that applicable legislation, by-laws, studies or plans include:

1. *NWT Cities Towns and Villages Act S.N.W.T. 2003,c.22;*
2. *Creating Housing Affordability for Yellowknife;*
3. Land Administration By-law No. 4596, as amended;
4. Zoning By-law No. 4404, as amended; and
5. Draft Zoning By-law No. 5045.

Legislation

Pursuant to Section 54 of *NWT Cities, Towns and Villages Act* and Section 5 of the Land Administration By-law No. 4596, as amended, the disposal of land must be authorized by a by-law specific to the subject land.

Pursuant to Section 9(b) of the Land Administration By-law No. 4596, as amended; "Council may at its sole discretion provide residential land or funding to the Habitat for Humanity NWT regardless of the value of land for development."

Zoning By-law No. 4404

The Subject Lands are zoned R5 – Manufactured Dwelling under Zoning By-law No. 4404. The intended factory-built dwellings are a permitted use in the R5 zone under Section 10.12 (2) (a). Under the new Zoning Bylaw No. 5045 the subject lands will be zoned R1 – Low Density Residential and factory built dwellings are a permitted use.

Financial Considerations

Administration recommends the land be disposed of at a nominal fee of one dollar (\$1.00). Sale of the Subject Lands at a nominal fee will not increase the balance of the Land Development Fund.

Pursuant to previously approved Motions of Council and the Land Administration By-law, Council has the authority to include the provision of residential land or funding to Habitat for Humanity NWT as part of the 12% financial contribution for new subdivisions as an offsite development levy or onsite expense. During a two-year or greater period, the City may either provide one lot per thirty single family lots brought to market or the funding equivalent to 3.5% of City owned residential land sales, to a maximum of an average priced



single-family lot. From 2014 to 2017, the City has kept to this commitment by introducing to the market; twenty-seven residential lots in Grace Lake South and twenty-six residential lots in Hordal Bagon. Transfer of the four lots is consistent with the City's 10- year partnership strategy with Habitat.

Residential Land Inventory

A total of 10 lots are currently available on Spence Road, and one residential lot remains available in Niven Phase VII. No additional residential land is currently for sale by the City.

Committee noted that lots 15, 16, 17 and 18, Block 550, Plan 4692 are not required for municipal purposes. The Subject Lands are located in a residential neighbourhood zoned for the purpose intended by Habitat for Humanity NWT. Disposal of this property will support the City's residential land development objectives and the partnership arrangement with Habitat for Humanity NWT.

Committee recommends that Council direct Administration to enter into a sales agreement with Habitat for Humanity NWT for Lots 15, 16, 17 and 18, Block 550, Plan 4692 (#17, #19, #21 and #23 Spence Road) and that the lots be sold at a nominal fee (\$1.00), pursuant to Section 9(b) of the Land Administration By-law No. 4596, as amended.

MOVE APPROVAL

(For Information Only)

5. Councillor Smith declared a conflict of interest and excused herself from the meeting at 12:27 p.m.

(For Information Only)

6. Committee read a memorandum regarding whether to rebate a portion of property taxes for Unit 24, Condominium Plan 2277 (22 Forrest Park).

Committee noted the owners have requested that a portion of their 2022 property taxes be rebated as a result of the improvement being totally destroyed by fire on January 22, 2022. The improvement had an assessed value of \$125,830 and there is no change in land assessed value. So far the City has sent out the interim tax levy to the owners, therefore prorating over 160 days from January 22, 2022 to June 30, 2022, the rebate to reflect the removal of the improvements would be \$468.30. The 2022 final tax levy will be calculated based on land value only.

Committee noted that Council's policies, resolutions or goals include:

Goal # 2 Delivering efficient and accountable government.

Committee noted that applicable legislation, by-laws, studies or plans include:

Property Assessment and Taxation Act



Legislative

Sections 85(2) (a) and (b) of the *Property Assessment and Taxation Act* allow Council by by-law, on application of the assessed owner, to reduce or rebate a portion of the property taxes where an improvement is damaged or destroyed by fire or other cause; and the damage or destruction is so significant that it renders the taxable property unfit for further use or occupation.

Consistency

It has been the practice of Council to grant a property tax rebate for an application by the assessed owner for improvements damaged, or destroyed as to render the taxable property unfit for further use or occupation.

Committee noted the *Property Assessment and Taxation Act* gives Council the authority to grant tax rebates. It has been the City's practice, on the application of owners, to grant tax rebates and reductions where improvements on property have been destroyed by fire.

Committee recommended that By-law No. 5051, a by-law to grant a property tax rebate in the amount of \$468.30 to the owners of Lot 24, Condominium Plan 2277 to reflect the removal of improvements destroyed by fire, be presented for adoption.

(For Information Only)

7. Councillor Smith returned to the meeting at 12:27 p.m.

(For Information Only)

8. Committee read a memorandum regarding whether to amend Schedule A of By-law No. 5045, a by-law to repeal and replace Zoning By-law No. 4404, for the purpose of incorporating public comments received at the Statutory Public Hearing.

Committee noted on March 7, 2022 the Governance and Priorities Committee (GPC) referred the memorandum to the next GPC and requested amendments to the definition and regulations for "Workers Accommodation".

Committee noted that Council's policies, resolutions or goals include:

- Goal #1: Growing and diversifying our economy
- Goal #2: Delivering efficient and accountable government
- Goal #3: Ensuring a high quality of life for all, including future generations
- Goal #4: Driving strategic land development and growth opportunities

Committee noted that applicable legislation, by-laws, studies or plans include:

1. *Cities, Towns and Villages Act S.N.W.T. 2003, c.22;*
2. *Community Planning and Development Act S.N.W.T. 2011, c.22;* and
3. Community Plan By-law No. 5007.



Proposed Text Changes

During deliberation at the March 7, 2022 Governance and Priorities Committee meeting the following amendments (outlined in red) were proposed:

Definition:

Workers Accommodation: means a facility constructed to provide housing for workers ~~in the form of complete dwelling units~~, typically for related businesses for an appropriate project, term or seasonal purpose ~~and is to be a temporary use~~;

Section 12 Kam Lake

12.1.3 Accessory Residential Development Regulations

- c) Workers Accommodation
 - i ~~a maximum of eight Dwelling Units~~;
 - ii ~~Permitted Dwelling Unit types include: Single Detached Dwelling, Factory Built Dwelling, Detached Secondary Dwelling and Dwelling Unit attached to an approved Building; and~~
 - iii demonstrate evidence of an established Industrial or Commercial Use operating on the Lot in the form of a Structure having a minimum Gross Floor Area of 93 m².

It was suggested that the requirement for complete dwelling units and the eight dwelling units per lot limit was restrictive. It was further suggested that Workers Accommodation as a Use ought to be temporary and require removal.

Community Plan

The City of Yellowknife Community Plan includes the term Work Camp in the Glossary of Terms.

Work Camp – Temporary and moveable structures built to accommodate workers for a specific project or job. Usually work camps are located in remote areas with little access to permanent dwellings.

Work Camp is not listed within any policy or designation of the Community Plan. This appears to be intentional, to identify a Use not supported by Community Plan policy. A Work Camp is not contemplated nor directed to be established within the Land Use Planning Policy for the City. An amendment to the Community Plan will be required to establish the Use within the city. The Kam Lake designation within the Community Plan supports accessory residential uses including Workers Accommodation.

Zoning By-law

Removing the requirement of Workers Accommodation to include a complete dwelling unit changes the land Use and it is no longer accessory residential. Workers Accommodation are currently permitted as an accessory residential Use to an existing and operating business in the Kam Lake Zone. Permitting sleeping units, separate from living spaces, food



services/kitchen facilities, and recreational facilities on a temporary basis function differently. The congregate use(s) have different impacts to a property and neighbouring properties.

In the Kam Lake zone, where Workers Accommodation is proposed to be a permitted use, the average lot size is between 0.2 ha and 0.4 ha (55m x 55m). As proposed in the draft Zoning By-law a Workers Accommodation is to be accessory to an existing permitted use and the total lot coverage cannot exceed 50%. Allowing Worker Accommodation, as defined in the draft By-law, on a temporary basis is already permitted. Extending the establishment of a Work Camp on a temporary basis is not in keeping with the intent of the Community Plan. There are no regulations established within the draft Zoning By-law to regulate the use of Work Camp.

Planning Considerations

Administration confirms the need to promote efficient development and land use patterns which sustain the city over the long term. This includes accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit and affordable housing), employment (including industrial and commercial), institutional, recreation, park and other uses to meet long-term needs.

In addition, the City must ensure that necessary infrastructure and public service facilities are or will be available to meet current and projected needs. Further investigation into the temporary use of Work Camps may be justified, understanding the significant development proposed within Yellowknife over the next ten years.

Amending the definitions and regulations of the Draft Zoning By-law at this time, without thorough review and land use planning policy being established, is not advisable and is not in keeping with good land use planning principles. It is Administration's recommendation that Council adopt the Zoning Bylaw with the existing definition and regulations related to Workers Accommodation. The Community Plan and Zoning By-law will both require amendment, through public process, to facilitate Work Camps.

Committee noted that Council heard from the public during the November 27, 2021 Statutory Public Hearing. The proposed changes recommended by Administration reflect the written comments received in advance of and verbal comments provided at the Statutory Public Hearing, which conform to the Community Plan, and represent good land use planning.

(For Information Only)

9. Committee recessed at 1:38 p.m. and reconvened at 1:50 p.m.



(For Information Only)

10. Committee continued its discussion regarding a memorandum regarding whether to amend Schedule A of By-law No. 5045, a by-law to repeal and replace Zoning By-law No. 4404, for the purpose of incorporating public comments received at the Statutory Public Hearing.

In response to questions from Committee, Administration noted that expanding the DT – Downtown Zone from the corner of 51 Street and 52 Avenue to corner of 44 Street and 52 Avenue (6 properties) to create additional opportunities for residential development would require an amendment to the Community Plan prior to revising the Zoning By-law.

(For Information Only)

11. Councillor Smith left the meeting at 2:20 p.m.

Committee recommended that By-law No. 5045, a by-law to repeal and replace Zoning By-law No. 4404, be presented for Second and Third Reading; and that the by-law be amended, as presented to the Governance and Priorities Committee on March 7, 2022.

- A) Amending the definition “Natural Resource Extraction” of Table 2-1: Definitions as follows:

Natural Resource Extraction means the industrial extraction or taking of soil, top soil, sand, gravel, rock, silt, clay, peat, sediment or any other substance of which land is composed or a combination thereof; and may include quarrying or commercial mining of minerals or elements such as gold, silver, diamonds and base metals;

- B) Amending the definition “Urban Agriculture, Community” of Table 2-1: Definitions as follows:

Urban Agriculture, Community means the growing and raising of food and agriculture. The use is for the primary purpose of shared, personal, community food or health programs and/or local sale. Product generated from Community Urban Agriculture activities may be sold locally as a commercial product; and;

- a) May include a greenhouse or gardens.
- b) May include the keeping of small animals including hens, ducks, quail, rabbits, goats and pigs as well as bees and insects.

- C) Amending the definition “Contractor Services, Minor” of Table 2-1: Definitions as follows:

Contractor Services: means a development used for the provision of contracted services such as but not limited to: electrical, plumbing, heating, painting, and other similar contractor services:



May include limited accessory sales of goods normally associated with the contractor services where all materials are kept within an enclosed building. Fleet storage may be permitted for four automobiles or less associated with the business and parked onsite.

D) Amending Table 10-8: RC-1 Permitted and Discretionary Uses as follows:

Deleting "Commercial Recreation", "Convenience Store", "Food and Beverage Services", and "Urban Agriculture, Commercial" from the Permitted Uses; and

Adding "Commercial Recreation" and "Food and Beverage Services" to the Discretionary Uses;

E) Amending Table 10-2: R1 Regulations for a Detached Secondary Dwelling Unit for Single Detached, Factory Built and Duplex Dwellings as follows:

No higher than the Principal Building to a maximum of 12 m

F) Amending Table 10-4: R2 Medium Density Regulations for a Detached Secondary Dwelling Unit for Single Detached, Factory Built and Duplex Dwellings as follows:

No higher than the Principal Building to a maximum of 12 m

G) Amending Table 10-6: RC Residential Central Regulations for a Detached Secondary Dwelling Unit for Single Detached, Factory Built and Duplex Dwellings as follows:

No higher than the Principal Building to a maximum of 12 m

H) Amending Table 10-12: RE Residential Estate Regulations for a Detached Secondary Dwelling Unit for Single Detached, Factory Built and Duplex Dwellings as follows:

No higher than the Principal Building to a maximum of 12 m

I) Amending Table 11-4: CS Permitted and Discretionary Uses as follows:

Deleting "Contractor Services, Major" and "Contractor Services, Minor" from the Permitted Uses; and

Adding "Contractor Services" to the Permitted Uses;

J) Amending Table 12-1: KL Permitted and Discretionary Uses as follows:

Deleting "Contractor Services, Major" and "Contractor Services, Minor" from the Permitted Uses; and

Adding "Contractor Services" to the Permitted Uses;



K) Amending Table 12-7: IG Permitted and Discretionary Uses as follows:

Deleting “Contractor Services, Major” and “Contractor Services, Minor” from the Permitted Uses; and

Adding “Contractor Services” to the Permitted Uses; and

L) Amending Schedule #1 – Zoning Map as follows:

Updating the boundaries of the Seismological Array zone; and updating the boundaries of the Residential Central zone, as demonstrated on Attachment #3.

M) Amending definition “Workers Accommodation” of Table 2-1: Definitions as follows:

“Workers Accommodation: means a facility constructed to provide housing for workers, typically for related businesses for an appropriate project.”

N) Amending Section 12 Kam Lake as follows:

Deleting section 12.1.3.c) i: “a maximum of eight Dwelling Units” and renumbering remaining sections accordingly.

O) Amending definition “Short-Term Rental Accommodation” of Table 2-1: Definitions as follows

Means the business of providing temporary accommodation for compensation in a dwelling unit where persons may rent a portion or all of the premises for thirty (30) consecutive days or less.

Committee noted that this matter will be considered at the Council meeting that evening.

(For Information Only)

12. Committee read a memorandum regarding whether to amend By-law No. 5008, a by-law to amend Business Licence By-law No. 3451, as amended, to regulate short-term rental accommodations to ensure the definitions of hotel, motel and short-term rental accommodation are consistent with Zoning By-law No. 5045.

Committee noted in 2017, Council directed Administration to advance the development of a regulatory framework for short term rental accommodations including the sharing economy through stakeholder engagement.

On July 16, 2018, Council endorsed the approach to advance the development of a regulatory framework for short term rental accommodations (STR) and directed Administration to engage key stakeholders and the public to refine the proposed policy



approach, and report back with by-laws required to enact these regulations and an implementation proposal including a proposed rollout period, public information campaign, and the resources needed to support successful implementation.

On November 25, 2019 Council gave First Reading to By-law No. 5008, approving the STR business licence framework, and By-law No. 5009, a by-law to amend Zoning By-law No. 4404 for the purposes of regulating STRs. At that time, Council directed Administration to prepare a summation of the points raised at the Statutory Public Hearing which was provided on March 9, 2020 to the Governance and Priorities Committee¹.

Committee noted that Council's policies, resolutions or goals include:

Goal #1 Growing and diversifying our economy.

Goal #2 Delivering efficient and accountable government.

Council Motion #0135-17 That Council direct Administration to advance the development of a regulatory framework for short term rental accommodations including the sharing economy through stakeholder engagement.

Council Motion #0245-18 That Council:

1. Endorse the approach described within the memorandum dated July 16, 2018 to advance the development of a regulatory framework for short term rental accommodations (STR);
2. Direct Administration to engage key stakeholders and the public to refine the proposed policy approach, and report back with by-laws required to enact these regulations and a plan and schedule for implementation; and
3. Direct Administration to start negotiations with marketing platforms such as Airbnb regarding mandatory posting of business license numbers in advertising and collection and remittance of any applicable tourist accommodation tax.

Council Motion #0241-19 First Reading of By-law No. 5008

Governance and Priorities Committee March 9, 2020 Agenda
<https://calendar.yellowknife.ca/Document/View/911a9163-20de-4385-8433-ab7600b94611>)

Committee noted that applicable legislation, by-laws, studies or plans include:

1. *Cities, Towns and Villages Act, S.N.W.T. 2003, c.22;*
1. *Residential Tenancies Act R.S.N.W.T. 1988, c.R-5;*



2. *Tourist Accommodation Health Regulations R.R.N.W.T. 1990, c.P-24*
3. Fees and Charges By-law No. 4436, as amended;
4. Business Licence By-law No. 3451, as amended; and
2. Zoning By-law No. 5045.

Committee noted that after substantial input from Council, members of the public and stakeholders, Council gave First Reading of By-law No. 5008, a by-law to amend the Business Licence By-law to permit STRs2. Upon adoption of Zoning By-law No. 5045 STRs will be permitted pursuant to the Zoning By-law. However, until the Business Licence By-law is amended, the City cannot issue business licences for STRs. As such, it is imperative that By-law No. 5008 be adopted in conjunction with adoption of Zoning By-law No. 5045.

As previously indicated, a communications campaign will be rolled out to inform and educate the public and STR operators of the changes. Furthermore, Administration will monitor the progression of short-term rentals and if required, updates will be brought forward for committee consideration.

Committee noted that the current Business Licence By-law No. 3451, as amended, is outdated and fails to address several new, changed, or changing business types or circumstances, including STR.

Definitions in City by-laws should be consistent where possible and as such, amending the proposed definitions for consistency with Zoning By-law No. 5045 is recommended.

Committee recommended that:

- (1) By-law No. 5008, a by-law to amend Business Licence By-law No. 3451, as amended, to regulate short-term rental accommodations, be presented for Second and Third Reading; and
- (2) By-law No. 5008 be amended to ensure consistency with Zoning By-law No 5045, as follows:
 - (i) Deleting the definition of short term rental accommodation in Section 1.2 and replacing with:
“Short-Term Rental Accommodation” means the business of providing temporary accommodation for compensation in a dwelling unit where persons may rent a portion of all of the premises for thirty (30) consecutive days or less”;
 - (ii) Deleting the definition for “hotel” in Section 1.3 and replacing with:
“Hotel” means a building containing rooms or suites for temporary sleeping accommodation where the rooms have access from a common interior corridor, and which may also contain meeting rooms, Recreational Facilities, and Food and Beverage Services;



(iii) Deleting the definition for “motel” in Section 1.4 and replacing with: “Motel” means a building or group of buildings containing rooms or suites designed to provide temporary accommodation, and where each room or suite has its own exterior access which is provided with an adjoining or conveniently located parking stall; and

(2) By-law No 5010, a by-law to amend Fees and Charges By-law No. 4436, as amended, to address short-term rental accommodations, be presented for Second and Third Reading.

Committee noted that this matter will be considered at the Council meeting that evening.

(For Information Only)

13. Councillor Mufandaedza moved,
Councillor Silverio seconded,

That Committee move in camera at 2:31 p.m. to discuss a memorandum regarding whether to appoint members to serve on the 2022 City of Yellowknife Board of Revision.

MOTION CARRIED UNANIMOUSLY

(For Information Only)

14. Committee discussed a memorandum regarding whether to appoint members to serve on the 2022 City of Yellowknife Board of Revision.

(For Information Only)

15. Councillor Williams moved,
Councillor Morse seconded,

That Committee return to an open meeting at 2:34 p.m.

MOTION CARRIED UNANIMOUSLY

Business arising from in camera session

16. **Committee read a memorandum regarding whether to appoint members to serve on the 2022 City of Yellowknife Board of Revision.**

Committee noted in accordance with the *Property Assessment and Taxation Act*, provisions are made for assessment complaints and appeals to be heard. Under Section 30(2) of the Act, City Council is authorized and responsible for the appointment of the members of the municipal Board of Revision.

The 2022 Board of Revision is scheduled to hear complaints on April 7, 2022.



The City of Yellowknife (City) has advertised for members to sit on the Board of Revision in the Capital Update and the City's website and social media sites.

Committee noted that Council's policies, resolutions or goals include:

- | | |
|-----------------|--|
| Council Goal #2 | Delivering efficient and accountable government. |
| Council Goal #3 | Ensuring a high quality of life for all, including future generations. |
| Motion #0285-04 | That the City amend its Appointments to Municipal Boards and Committees Policy by adding the following under the Policy heading:
<ol style="list-style-type: none">5. Appointments to administrative tribunals (i.e. the Development Appeal Board and Board of Revision) should be based on merit, experience and expertise, rather than representation of a specific interest or organization. Advertisements for vacant positions should note the nature of the service and the appointment qualifications. |

Committee noted that applicable legislation, by-laws, studies or plans include:
Property Assessment and Taxation Act.

Legislation

Pursuant to Section 30 of the *Property Assessment and Taxation Act*, the minimum number of members that Council may appoint to the Board of Revision is three (3). Section 31 states that a member of the Municipal Board of Revision holds office for not more than one year and that a person may be reappointed in subsequent years.

Consistency

Historically, Council has appointed one (1) member of Council and four (4) members of the public to the Board. A person appointed to a Municipal Board of Revision holds office for not more than one year. In assigning Council Member portfolios, Councillor Konge was named as the City's representative on the Board of Revision.

Procedural Considerations

City Council establishes the honoraria which would be provided for the performance of the duties of the Board chairperson and the community members of the Board of Revision. The Honorarium for 2020 was \$250 per day for community members. The Chairperson is selected by the Members of the Board of Revision.

Committee noted that a delay in appointing members to the Board of Revision will delay the hearing dates. The certified assessment roll (Second Revision) cannot be finalized until the Board of Revision has heard all appeals and rendered its decisions. If there is a substantial delay in finalizing the Second Revision, tax bills will be delayed, which will have a significant impact on cash flow and debt servicing cost.



Committee recommends that Council appoint Ben McDonald, Dave Nickerson and Todd Slack to the 2022 City of Yellowknife Board of Revision, and that an honorarium of \$250 per day be paid to all community board members.

MOVE APPROVAL

17. The meeting adjourned at 2:35 p.m.