



CITY OF YELLOWKNIFE

## GOVERNANCE AND PRIORITIES COMMITTEE AGENDA

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

Chair: Mayor R. Alty,  
Councillor S. Arden-Smith,  
Councillor G. Cochrane,  
Councillor R. Fequet,  
Councillor B. Hendriksen,  
Councillor C. McGurk,  
Councillor T. McLennan,  
Councillor S. Payne, and  
Councillor R. Warburton.

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| <b><u>Item</u></b> | <b><u>Description</u></b>  |
|--------------------|--|
| 1.                 | Opening Statement:<br>The City of Yellowknife acknowledges that we are located in Chief Drygeese territory. From time immemorial, it has been the traditional land of the Yellowknives Dene First Nation. We respect the histories, languages, and cultures of all other Indigenous Peoples including the North Slave Métis, and all First Nations, Métis, and Inuit whose presence continues to enrich our vibrant community. |
| 2.                 | Approval of the agenda.  |
| 3.                 | Disclosure of pecuniary interest and the general nature thereof.   |
| ANNEX A            | (For Information Only)   |
| 4.                 | A memorandum regarding the minutes of the Audit Committee meeting of July 21, 2022.  |
| ANNEX B            | (For Information Only)   |
| 5.                 | A memorandum regarding the minutes of the Community Advisory Board on Homelessness meeting of September 15, 2022, October 6, 2022, October 20, 2022 and November 3, 2022.  |

### **ADDITIONAL COUNCIL ITEMS**

ANNEX C

6. A memorandum regarding whether to appoint a Deputy Mayor and whether to appoint Members of Council as representatives on the Special Committees of Council.



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**Item No.**      **Description**

**IN CAMERA**

ANNEX D

7.            A memorandum regarding whether to appoint a representative from an organization serving seniors to serve on the Community Advisory Board on Homelessness.
  
8.            Business arising from In Camera Session.



CITY OF YELLOWKNIFE

## MEMORANDUM TO COMMITTEE

(For Information Only)

**COMMITTEE:** Governance and Priorities

**DATE:** November 14, 2022

**DEPARTMENT:** Corporate Services

**ISSUE:** Minutes of the Audit Committee meeting of July 21, 2022.

### BACKGROUND:

Attached for the information of Committee are the minutes of the Audit Committee of July 21, 2022.

### ATTACHMENTS:

Audit Committee Minutes July 21, 2022 (DM #704073)

Prepared: October 21, 2022; LV



CITY OF YELLOWKNIFE  
**AUDIT COMMITTEE**  
Thursday, July 21, 2022 at 3:30 p.m.  
Via Video/Teleconference Call

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## **MINUTES**

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Minutes of a meeting held on Thursday, July 21, 2022 at 3:30 p.m. via conference call. The following Committee members were in attendance:

Chair: J. Toner,  
Members: Mayor R. Alty,  
P. Guy,  
N. Leeson, and  
N. Ensing.

The following advisory members were absent:  
Councillor C. Mufandaedza.

The following members of Administration were in attendance:  
S. Woodward, and  
L. Vass.

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### **Call to Order**

1. The Chair called the meeting to order at 3:30 p.m.

### **Opening Statement**

2. J. Toner read the Opening Statement.

### **Approval of Agenda**

3. P. Guy moved,  
N. Leeson seconded,

**That the agenda be approved as presented.**

**MOTION CARRIED UNANIMOUSLY**

### **Disclosure of pecuniary interest**

4. There were no disclosures of pecuniary interest.



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**Approval of Minutes from the meeting held April 28, 2022**

5. N. Leeson moved,  
N. Ensing seconded,

**That the minutes of the meeting held April 28, 2022 be adopted.**

**MOTION CARRIED UNANIMOUSLY**

**Audit 2021 Management Letter**

6. Administration presented the recommendations of the 2021 Audit Management Letter. A progress update will be provided at the October 20, 2022 Audit Committee meeting.

**Annual Assessment of External Auditor**

7. The Committee discussed the performance of the Auditor for the fiscal year ended 2021, The Committee noted the Annual Assessment Tool document will be updated by Administration based on the discussion and kept on file for future reference.

**Proposed Audit Committee meeting schedule**

8. The Audit Committee discussed the proposed twelve-month meeting schedule. The Committee requested the following changes to the meeting schedule:
- Thursday, April 6, 2023 was changed to Thursday, April 13, 2023 at 4:00 p.m.
  - Thursday, July 20, 2023 was changed to Thursday, June 8, 2023 at 4:00 p.m.

**Next Meeting**

9. The next meeting is:
- Thursday, October 20, 2022 at 4:00 p.m.

**Adjournment**

10. The Chair adjourned the meeting at 4:00 p.m.

Prepared: July 22, 2022: LV

Revised: October 14, 2022: LV



CITY OF YELLOWKNIFE

## MEMORANDUM TO COMMITTEE (For Information Only)

**COMMITTEE:** Governance and Priorities

**DATE:** November 14, 2022

**DEPARTMENT:** Community Services

**ISSUE:** Minutes of the Community Advisory Board on Homelessness meeting of September 15, 2022, October 6, 2022, October 20, 2022 and November 3, 2022.

### BACKGROUND:

Attached for the information of the Committee are the minutes of the Community Advisory Board on Homelessness meeting of September 15, 2022, October 6, 2022, October 20, 2022 and November 3, 2022.

### ATTACHMENTS:

1. Community Advisory Board on Homelessness Minutes September 15, 2022 (DM#709208);
2. Community Advisory Board on Homelessness Minutes October 6, 2022 (DM#711129);
3. Community Advisory Board on Homelessness Minutes October 20, 2022 (DM#711416); and
4. Community Advisory Board on Homelessness Minutes November 3, 2022 (DM#713707).

Prepared: November 8, 2022; CA



## CITY OF YELLOWKNIFE

Community Advisory Board on Homelessness

**September 15, 2022 at 9:00 a.m.**

Via Video/Teleconference

### **MINUTES**

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Minutes of a meeting held on Thursday, September 15, 2022 at 9:00 a.m. The following Committee members called into the meeting:

Present: Councillor S. Morgan, Chair,  
J. Brinson,  
H. Dumbuya-Sesay,  
D. McKee,  
T. Roberts (9:09 a.m.),  
Z. Share,  
R. Warburton, and  
C. Wyman.

The following advisory members called into the meeting:

T. Pope,  
Cpl. M. Steele, and  
O. Wah-Shee.

The following representatives of the Federal Government called into the meeting:

P. Fafard, and  
R. Kelly.

The following member of the public called into the meeting:

M. Hardisty Beaverho.

The following members of Administration called into the meeting:

G. White,  
E. Beeching,  
C. Saunders, and  
C. Achtymichuk.

#### **Call to Order & Introductions**

1. The meeting was called to order at 9:06 a.m.

#### **Opening Statement**

2. Councillor S. Morgan read the Opening Statement.

#### **Approval of Agenda**

3. Committee approved the Agenda as presented.



**Disclosure of Pecuniary Interest**

4. There were no disclosures of pecuniary interest.
5. J. Brinson left the meeting at 9:10 a.m.

**Approval of Minutes**

6. Due to lack of quorum Committee deferred the approval of the May 12, 2022 minutes to the next meeting.

**Membership Update**

7. Administration provided an update on the Community Advisory Board on Homelessness membership.

**Update on Homelessness Programing (Coordinated Access launch and training for NGOs)**

8. Administration provided an update on the Coordinated Access launch and training for NGOs.

**Presentation on Community Homelessness Report by Roxane Kelly**

9. Committee heard a presentation from Roxane Kelly detailing the Community Homelessness Report.

***Action Item: Administration will send a draft Community Homelessness Report to CAB members. This will be sent out as soon as possible to meet the deadline of October 7, 2022.***

**Update on Aspen Apartment**

10. Committee discussed funding allocations for the Aspen Apartment project.

**Update on Incremental Funding**

11. Committee discussed incremental funding allocations.
12. T. Roberts left the meeting at 9:59 a.m.
13. C. Wyman left the meeting at 10:06 a.m.
14. D. McKee left the meeting at 10:29 a.m.

**Next CAB Meeting**

15. The next meeting date is to be determined.

**Adjournment**

16. The meeting was adjourned at 10:30 a.m.

Prepared: September 15, 2022 GW/ca





## CITY OF YELLOWKNIFE

Community Advisory Board on Homelessness

**October 6, 2022 at 9:00 a.m.**

Via Video/Teleconference

### **MINUTES**

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Minutes of a meeting held on Thursday, October 6, 2022 at 9:00 a.m. The following Committee members called into the meeting:

Present: Councillor S. Morgan, Chair,  
Mayor R. Alty, ex-officio (9:30 a.m.),  
R. Cook,  
D. McKee,  
T. Roberts,  
Z. Share,  
N. Sowsun, and  
R. Warburton.

The following advisory member called into the meeting:

T. Pope.

The following representative of the Federal Government called into the meeting:

R. Kelly.

The following members of Administration called into the meeting:

G. White,  
E. Beeching,  
C. Saunders, and  
C. Achtymichuk.

#### **Call to Order & Introductions**

1. The meeting was called to order at 9:06 a.m.

#### **Opening Statement**

2. Councillor S. Morgan read the Opening Statement.

#### **Approval of Agenda**

3. Committee approved the Agenda as presented.

#### **Disclosure of Pecuniary Interest**

4. There were no disclosures of pecuniary interest.



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**Approval of Minutes**

5. Committee deferred the approval of the May 12, 2022 and September 15, 2022 minutes to the next meeting.

***Action Item: Administration will send a report to CAB members by Thursday, October 13, 2022 with respect to funding so that CAB members can gain a financial picture of the funding available that needs to be allocated before March 2024.***

**Approval of the Community Homelessness Report**

6. R. Warburton moved,  
T. Roberts seconded,

**That the Community Homelessness Report be approved as presented.**

**MOTION CARRIED UNANIMOUSLY**

**Next CAB Meeting**

7. The next meeting will be scheduled for October 20, 2022.

**Adjournment**

8. The meeting was adjourned at 9:57 a.m.

Prepared: October 6, 2022 GW/ca



## CITY OF YELLOWKNIFE

Community Advisory Board on Homelessness  
**October 20, 2022 at 9:00 a.m.**  
Via Video/Teleconference

### MINUTES

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Minutes of a meeting held on Thursday, October 20, 2022 at 9:00 a.m. The following Committee members joined the meeting via teleconference:

Present: Councillor S. Morgan, Chair,  
Mayor R. Alty, ex-officio,  
J. Brinson,  
W. Cook,  
H. Dumbuya-Sesay,  
D. McKee,  
T. Roberts,  
Z. Share,  
N. Sowsun (9:07 a.m.),  
R. Warburton, and  
C. Wyman.

The following advisory members joined the meeting via teleconference:

T. Pope (9:02 a.m.),  
R. Ristoff (9:03 a.m.), and  
O. Wah-Shee.

The following member of the public joined the meeting via teleconference:

L. Allen,  
M. Degagne (9:10 a.m.),  
K. Lafferty,  
M. McGregor Pitawanakwat (10:17 a.m.),  
C. Pilkington (9:06 a.m.),  
J. Prentice, and  
G. Whiteford.

The following members of Administration joined the meeting via teleconference:

G. White,  
E. Beeching,  
C. Saunders, and  
C. Achtymichuk.



**Call to Order & Introductions**

1. The meeting was called to order at 9:01 a.m.

**Opening Statement**

2. Councillor S. Morgan read the Opening Statement.

**Approval of Agenda**

3. Committee approved the Agenda as presented.

**Disclosure of Pecuniary Interest**

4. Councillor S. Morgan, H. Dumbaya-Sesay, R. Warburton, J. Brinson, Z. Share and T. Roberts declared a conflict of interest with respect to Items #6 through #13 on the Agenda, Discussion on Options and Ideas for Funding, due to their employment.

**Approval of Minutes**

5. May 12, 2022.
6. J. Brinson moved,  
T. Roberts seconded,

**That the Minutes be approved as presented.**

**MOTION CARRIED UNANIMOUSLY**

**Approval of Minutes**

7. September 15, 2022.
8. J. Brinson moved,  
T. Roberts seconded,

**That the Minutes be approved as presented.**

**MOTION CARRIED UNANIMOUSLY**

**Approval of Minutes**

9. October 6, 2022.
10. J. Brinson moved,  
T. Roberts seconded,

**That the Minutes be approved as presented.**

**MOTION CARRIED UNANIMOUSLY**

11. Councillor S. Morgan vacated the Chair due to a conflict of interest and Mayor R. Alty assumed the Chair at 9:11 a.m.
12. Councillor S. Morgan, H. Dumbaya-Sesay, R. Warburton, J. Brinson, Z. Share and T. Roberts declared a conflict of interest and left the meeting at 9:11 a.m.



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**Presentation by City of Yellowknife, Homeless Specialist**

13. Administration made a presentation to Committee regarding optimizing existing resources and other options for the remaining Reaching Home Funding.

**Presentation by Homebase – Capital Project (24 Units)**

14. T. Roberts made a presentation to Committee regarding Capital Project (24 units).

**Presentation by Homebase – Housing First (7 Units)**

15. T. Roberts made a presentation to Committee regarding Housing First (7 units).

**Presentation by Keepers of the Circle – Off Grid Units**

16. K. Lafferty made a presentation to Committee regarding Off Grid Units.
17. Committee recessed at 10:25 a.m. and reconvened at 10:35 a.m.
18. L. Allen left the meeting at 10:26 a.m.
19. M. Degagne left the meeting at 10:27 a.m.
20. J. Prentice left the meeting at 10:28 a.m.

**Presentation by Salvation Army – Existing Programming**

21. J. Brinson made a presentation to Committee regarding existing programming.

**Presentation by Food Rescue – New Weatherhaven Tent**

22. G. Whiteford made a presentation to Committee regarding a new Weatherhaven tent.

**Presentation by YWCA – Food Security Program**

23. H. Dumbuya-Sesay made a presentation to Committee regarding Food Security Program.

**Update by Mayor Alty – Aspen Apartments**

24. Mayor R. Alty provided an update to Committee regarding Aspen Apartments.
25. K. Lafferty left the meeting at 10:50 a.m.
26. M. McGregor-Pitawanakwat left the meeting at 11:21 a.m.
27. D. McKee left the meeting at 11:29 a.m.

**Discussion on Options and Ideas for Funding**

28. Discussion on options and ideas for funding were tabled to the October 27, 2022 meeting.
29. Councillor S. Morgan, H. Dumbuya-Sesay, R. Warburton, J. Brinson, Z. Share and T. Roberts returned to the discussion at 11:40 a.m.
30. Councillor S. Morgan resumed the Chair at 11:40 a.m.

**Next CAB Meeting**

31. The next meeting is scheduled for October 27, 2022.



**Adjournment**

32. The meeting was adjourned at 11:43 a.m.

Prepared: October 20, 2022 GW/ca



## CITY OF YELLOWKNIFE

Community Advisory Board on Homelessness  
**November 3, 2022 at 10:00 a.m.**  
Via Video/Teleconference

### MINUTES

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Minutes of a meeting held on Thursday, November 3, 2022 at 10:00 a.m. The following Committee members joined the meeting via teleconference:

Present: Councillor S. Morgan, Chair,  
Mayor R. Alty, ex-officio,  
W. Cook,  
D. McKee,  
Z. Share,  
N. Sowsun, and  
R. Warburton.

The following advisory member joined the meeting via teleconference:

T. Pope.

The following representative of the Federal Government joined the meeting via teleconference:

R. Kelly.

The following member of the public joined the meeting via teleconference:

J. Armitage, and  
C. Pilkington.

The following members of Administration joined the meeting via teleconference:

E. Beeching,  
C. Saunders, and  
C. Achtymichuk.

#### **Call to Order & Introductions**

1. The meeting was called to order at 10:03 a.m.

#### **Opening Statement**

2. Councillor S. Morgan read the Opening Statement.

#### **Approval of Agenda**

3. Committee approved the Agenda as presented.

#### **Approval of Minutes**

4. October 20, 2022.



5. D. McKee moved,  
R. Warburton seconded,

**That the Minutes be approved as presented.**

**MOTION CARRIED UNANIMOUSLY**

**Disclosure of Pecuniary Interest**

6. Councillor S. Morgan and Z. Share declared a conflict of interest with respect to Item #6 on the Agenda, Discussion of Allocation of Reaching Home Funds, due to their employment.
7. Committee noted that Homebase withdrew their request for “Sidedoor 7 Unit Housing First” and therefore, R. Warburton is no longer in conflict with respect to Item #6 on the Agenda.
8. Councillor S. Morgan vacated the Chair due to a conflict of interest and Mayor R. Alty assumed the Chair at 10:07 a.m.
9. Councillor S. Morgan and Z. Share declared a conflict of interest and left the meeting at 10:07 a.m.

**Discussion of Allocation of Reaching Home Funds**

10. Committee discussed funding allocations for Reaching Home funds.
11. R. Warburton moved,  
W. Cook seconded,

**That funding be allocated as follows:**

1. Transition of Aspen Apartments into non-market housing (for capital and O&M costs): **\$1,318,864.34**
2. On the Land Housing Solutions for Unsheltered Indigenous Women and Girls: **\$150,000.00**

**MOTION CARRIED UNANIMOUSLY**

12. Councillor S. Morgan and Z. Share returned to the meeting at 10:51 a.m.
13. Councillor S. Morgan resumed the Chair at 10:51 a.m.

***Action Item: Administration will send a call out to local organizations for funding proposals for 2023/2024 funding.***

**Next CAB Meeting**

14. The next meeting date is to be determined.

**Adjournment**

15. The meeting was adjourned at 10:55 a.m.





CITY OF YELLOWKNIFE

**MEMORANDUM TO COMMITTEE**

**COMMITTEE:** Governance and Priorities / Council

**DATE:** November 14, 2022

**DEPARTMENT:** Administration

**ISSUE:** Whether to appoint a Deputy Mayor and whether to appoint Members of Council as representatives on the Special Committees of Council.

**RECOMMENDATION:**

That Council appoint the following as Deputy Mayor and Council representatives to the Special Committees of Council; and that these appointments be reviewed in January, 2024:

| Committee                                  | Councillor           |
|--|----------------------|
| Deputy Mayor                               |                      |
| Audit Committee                            |                      |
| Board of Revision                          | Primary<br>Alternate |
| Community Advisory Board on Homelessness   |                      |
| Development Appeal Board                   | Primary<br>Alternate |
| Grant Review Committee<br>(Two required)   |                      |
| Heritage Committee                         |                      |
| Homelessness Commission                    |                      |
| Mayor’s Task Force on Economic Development |                      |
| Yellowknife Combative Sports Commission    |                      |

**BACKGROUND:**

Section 7(3) of Council Procedures By-law No. 4975, as amended, states that the appointment of the Deputy Mayor shall be made, on the recommendation of the Mayor, at the first meeting of Council following a General Election. Council must also appoint Councillors to Special Committees of Council

based on the best interests of the City and desires expressed by Councillors. These appointments will be reviewed annually.

**COUNCIL POLICY / RESOLUTION OR GOAL:**

Goal #2 Delivering and efficient and accountable government.

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

1. *Cities, Towns and Villages Act*,
2. Council Procedures By-law No. 4975, as amended;
3. Council Remuneration Review Report by Sainas Consult Inc.; and
4. Council Remuneration By-law No. 4982.

**CONSIDERATIONS:**

Legislation

Section 39 of the *Cities, Towns and Villages Act* states that Council, on the recommendation of the Mayor, may appoint a Councillor to be the Deputy Mayor.

Section 7(3) of Council Procedures By-law No. 4975, as amended, states that the appointment of the Deputy Mayor shall be made, on the recommendation of the Mayor, at the first meeting of Council following a General Election.

Past Practice

The past practice of Council has been to review the appointment of Deputy Mayor and Chairpersons and Members to Special Committees of Council on an annual basis and following a General Election.

Appointments to Special Committees shall be based on:

- a) the best interests of the City;
- b) the convenience of the Members;
- c) the competence of the Members;
- d) the willingness to serve; and
- e) the desires expressed by the Members.

Council Remuneration Review Report

In 2018, City engaged Sainas Consult Inc. to conduct an independent and arms-length review of the remuneration, allowances and benefits provided to the Mayor and Members of Council.

The report recommended that all Councillors be paid the same amount and that the role of Deputy Mayor be shared by all Councillors on a rotating or scheduled basis, however, Council of the day opted to maintain status quo and appoint a Deputy Mayor on an annual basis.

By-law No. 4982

In order to give effect to the recommendations arising from the Council Remuneration Review Report and Council's desire to maintain status quo, Council adopted By-law No. 4982, a by-law to establish the indemnities and allowances of Council members,

**ALTERNATIVES TO RECOMMENDATION:**

No viable alternative has been identified.

**RATIONALE:**

The Deputy Mayor performs the duties of the Mayor during absences and the Members of Council act as Chairpersons to the Committees they are appointed to. The appointment of a Deputy Mayor and Councillors to the Special Committees of Council will ensure that the Committees can continue to meet and conduct their business and that there is coverage during the Mayor's absences.

**ATTACHMENTS:**

None.

Prepared: October 18, 2022; SJ/

Revised:



CITY OF YELLOWKNIFE

**MEMORANDUM TO COMMITTEE**

**COMMITTEE:** Governance and Priorities

**DATE:** November 14, 2022

**DEPARTMENT:** Administration

**ISSUE:** Whether to appoint a representative from an organization serving seniors to serve on the Community Advisory Board on Homelessness.

**RECOMMENDATION:**

That Council appoint a representative from an organization serving seniors to serve on the Community Advisory Board on Homelessness (CAB) for a two-year term commencing November 29, 2022 and ending November 28, 2024.

**BACKGROUND:**

There is a vacancy on the Community Advisory Board (CAB) on Homelessness.

It is the practice of the City of Yellowknife to advertise all vacancies for boards and committees. The City has advertised vacancies on the Community Advisory Board (CAB) on Homelessness in the Capital Update, the City's website and social media sites.

**COUNCIL POLICY / RESOLUTION OR GOAL:**

Council Goal #2 Delivering efficient and accountable government.

Motion #0459-96, as amended by #0460-96, #0462-96 and #0273-09:

"The following policy be adopted with respect to appointments to municipal boards and committees:

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

- iv) Notwithstanding that an individual appointee has served less than six years on a particular board or committee, Council may, after the expiration of the first or subsequent terms of that appointee, advertise for applicants to fill a vacancy on that board or committee.
- v) Notwithstanding clause (i.) of this policy, should the City receive no applications to fill a vacancy on any particular board or committee, the six year maximum limitation may, at the discretion of City Council, be waived.
- vi) Should the City receive no applications to fill a vacancy on any particular board or committee, City Council may appoint a member of the public at their discretion.

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

Council Procedures By-law No. 4975, as amended.

**CONSIDERATIONS:**

Legislation

Section 122 of Council Procedures By-law No. 4975, as amended, states:

**Special Committees of Council**

122. Where Council deems it necessary to establish a special committee to investigate and consider any matter, Council shall:
- (1) name the committee;
  - (2) establish terms of reference;
  - (3) appoint members to it;
  - (4) establish the term of appointment of members;
  - (5) establish requirements for reporting to Council or a standing committee; and
  - (6) allocate any necessary budget or other resources to it.

Procedural Considerations

All appointments to Special Committees must be approved by Council.

The composition of the Committee was structured so that various segments of the community are represented.

**ALTERNATIVES TO RECOMMENDATION:**

That the City re-advertise vacancies for the Community Advisory Board on Homelessness.

**RATIONALE:**

The Committee members will assist the City in an advisory capacity regarding homelessness issues within the municipal boundaries of the City of Yellowknife. Appointing a full complement of Members will ensure that the work of the committee is completed in a timely fashion.

**ATTACHMENTS:**

Expressions of interest.

Prepared: October 26, 2022; SJ