

TIMING OF GPC AGENDAS

Presentation to Governance & Priorities Committee

June 19, 2023



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What is the issue...

- On April 24, 2023, Council passed the following Motion:

That Administration consider changing the timing of distribution of meeting materials to be sent out farther in advance to give Council time to review material in advance of a meeting.

Council is seeking options to support Council members' time to review packages

Current Process – Council Procedures Bylaw

Deadline for Submission of the Agenda Items

27. The deadline for the submission of items to the City Clerk for inclusion on the agenda for Council and its standing committee meetings shall be 10:00 a.m. on the Thursday preceding the meeting.
28. Items of an urgent nature may be submitted to the City Clerk for inclusion on the agenda of Council or its standing committees after the deadline referred to in Section 27 if they cannot be delayed to a future meeting.
29. Once a meeting has been called to order an item may be included on the agenda of Council or its standing committees by approval of two-thirds (2/3) majority of Members present.

Agenda Distribution

30. The City Clerk shall prepare and distribute the agenda and all supporting materials for regular meetings of Council and its standing committees to Members by 12:00 noon on the Friday preceding the meeting.
31. The City Clerk shall make electronic copies of the agenda and supporting materials available to Directors, media representatives and the general public with the exception of supporting material scheduled to be considered at a Private Meeting and only after the agenda and supporting materials have been delivered to all Members.

Current Process

- To get something approved at Council on February 27: Directors would need to submit the memo by February 6 (green path) or February 13 (red path).

- Steps:

- Monday: Director submits memo by 10 am
- Clerks Office edits/proofreads
- Wednesday: Directors review
- Thursday: Deadline for Council to add items
- Friday: Agenda released
- Monday: GPC
- Subsequent Monday: Council

SUN	MON	TUES	WED	THURS	FRI	SAT
February 2023						
			1	2	3	4
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Moving A Week Ahead - Process

- To get something approved at Council on February 27: Directors would need to submit the memo by January 30 (green path) or February 6 (red path).
- Steps:
 - Monday: Director submits memo by 10 am
 - Clerks office edits and proofreads
 - Wednesday: Directors review
 - Thursday: Deadline for Council to add items
 - (Feb 2 to get on Feb 13; or Feb 9 to get on Feb 20)
 - Friday: Agenda released
 - Monday: GPC
 - Subsequent Monday: Council

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Engagement Considerations - Current

- Currently 2 agendas are out for public engagement at one time

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Engagement Considerations - Revised

- Releasing GPC Agendas a week ahead would mean that Council is engaging on more topics at once. With a revision, 3-4 agendas are public.

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Time to Review and Engage - Currently

- Currently, the average is 11-25 days

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Time to Review and Engage – Alternate Option

- Releasing the GPC agendas a week ahead would provide Council with more time to engage on topics – between 18-32 days

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Impact on work, policies, DPs, procurement

- Delay in starting work, policies, decisions on development permits (DPs) – conditionally permitted - or procurement.
- Current: Motions from the release of the agenda to Council approval is in the range of 11-25 days.
- Revised: Motions from the release of the agenda to Council approval is in the range of 18-32 days.
- Impact on recent decisions:
 - CAB Funding re-allocation in March wouldn't have been possible.

Impact on Bylaw Process

- Currently, Bylaws require 3 readings – which typically occur over 2 meetings (all Members need to be present and agree if 3 readings happen at one meeting)
- From agenda release to approval is on average 25-39 days

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	By-law memo					
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	By-law 1 st & 2 nd reading					
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	By-law 3 rd reading					



Impact on Bylaw Process

- Delays in Bylaws – from agenda to release would be 32- 46 days

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Before Issues Come to GPC

- Longer bylaws and reports can be provided to Council ahead of time.
 - E.g.,: the Zoning Bylaw.
 - Following public engagement and research, a draft Zoning Bylaw was created.
 - While the draft was being reviewed by Legal, a draft was sent to Council July 27, 2021.
 - Once the review was complete, the draft was released to the public on August 24, 2021
 - Presentation to GPC on September 7, 2021
 - Discussion about the draft bylaw was at GPC on October 25, 2021
 - First reading was on November 8, 2021
 - Statutory Public Hearing: November 27, 2021
 - 2nd and 3rd reading: March 14, 2022
 - E.g., the 2023 Budget
 - Presentations on high level content starting in May/June
 - November 6 – draft Budget is presented to GPC
 - December 4 – 7: Special GPC to deliberate
 - December 12 – Council approved

Types of Issues that Come to GPC & Council

- Operational – approval of the auditors
- Appointments – Committees of Council, officers of the municipal corporation
- Operational and substantive – mill rates, fees & charges, recommendations of Committees (Grant Review), approval of the audit
- Policy Directions (incl. reports and strategies) – infill, GROW implementation plan, MED priorities, Reconciliation Action Plan
- Laws /Bylaws – Zoning Bylaw, Municipal Tax Levy, Land disposal, rezoning

At GPC – refer an issue to a future GPC

- Opportunity to ask questions, discuss, and determine next steps (ready to vote or refer back to Admin before that).
- The Presiding Officer shall provide a clear summary of Committee’s direction following each item of business on the agenda.
- Deadline to get an item on the agenda: 10AM on Thursday.
- If Council members want more time, refer an issue to a future GPC.

<u>Item</u>	<u>Description</u>
	(For Information Only)
1.	Mayor Alty read the Opening Statement.
	(For Information Only)
2.	Councillor Warburton declared a conflict of interest with Item No. 4 on the agenda, a memorandum regarding whether to dispose of Lot 1086, Quad 85 J/8, Plan 2547 (181 Kam Lake Road) to Aurora Tracking Station Inc., as he is involved in this project and left the meeting at 12:08 p.m.

GOVERNANCE AND PRIORITIES COMMITTEE REPORT
February 6, 2023



- (For Information Only)
3. Committee deferred a memorandum regarding whether to dispose of Lot 1086, Quad 85 J/8, Plan 2547 (181 Kam Lake Road) to Aurora Tracking Station Inc. (the Lessee) to the next Governance and Priorities Committee meeting.

Committee requested that the proponent be notified when the matter comes before Council and given an opportunity to provide additional information and share future plans.



At GPC – refer back to Admin for more info

- If Council members need more information or think that the recommendation/bylaw is not ready for debate yet: it can be referred back to Administration for further consideration.

MUNICIPAL SERVICES COMMITTEE REPORT
April 28, 2014



Committee deliberated at length how the proposed property classifications will affect vacant land and parking lots and determined that they would like further consideration and an amendment to the proposed by-law in this regard.

Committee recommended that By-law No. XXXX, a by-law to amend Tax Administration By-law No. 4207, as amended, to add two new property classifications as Class 7 Vacant Residential and Class 8 Vacant Non-Residential; and to change the definitions of Class 1 (Residential) and Class 3 (Commercial and Industrial), be referred back to Administration for further consideration and inclusion of a property classification for parking lots.

At GPC – recommend to Council

- If Committee is in support of the item, the Motion moves to the next Council meeting for approval

GOVERNANCE AND PRIORITIES COMMITTEE REPORT
April 11, 2023



Yellowknife and the surrounding area home. While the priority for engagement is with the two Indigenous stakeholders whose traditional lands the City exists upon – YKDFN and NSMA - broader engagement with NWT and northern Indigenous governments and organizations is an important step in reconciliation.

Community Engagement

Community members were provided with several options to share feedback and ideas through various forms of engagement. The City invited Indigenous and non-Indigenous community members to *Walking Together – Reconciliation Gathering 2022* on August 31, 2022. The intent of the gathering was to: provide a forum for all interested residents and partners to engage on reconciliation in Yellowknife; seek ideas for actions within the City's mandate that the City can undertake; and welcome all ideas on reconciliation and forward those beyond the City's mandate to respective leads/governments/partners for consideration, advocacy and/or follow up.

For those unable to attend the gathering, feedback could be provided through an online survey. The City also continually accepts feedback via a dedicated email address reconciliation@yellowknife.ca.

Next Steps

The City will continue to assess and implement actions within its mandate that are identified through engagement. For those items identified during engagement that are outside the City's scope and mandate, the City will ensure that the responsible levels of governments are made aware of the suggestions and ideas raised.

Committee noted that seeking to engage is a key part of the foundation of reconciliation and will ensure that the Draft 2023 Reconciliation Action Plan is responsive.

Committee recommends that Council approve the 2023 Reconciliation Action Plan.

MOVE APPROVAL



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At GPC – recommend Council not approve

- If Committee does not agree with a recommendation made by Administration, the motion moves to the next Council meeting for approval

SPECIAL GOVERNANCE AND PRIORITIES COMMITTEE REPORT
August 17, 2020



A Special Care Facility for the purpose of a Day Shelter and Sobering Centre has been identified as an essential piece of the community's path to provide better service to vulnerable residents in Yellowknife, as supported by the City's Downtown Vision which speaks to a Downtown for all. H&SS has identified the Mine Rescue Building as a safe and suitable for the program needs that allows for adequate screening for COVID-19 and physical distancing.

(For Information Only)

9. Committee recessed at 1:31 p.m. and reconvened at 1:41 p.m.

(For Information Only)

10. Committee continued its discussion regarding a memorandum regarding whether to permit a Conditionally Permitted Use, Special Care Facility, on Lot 30, Block 23, Plan 3509 (4903 – 50th Street) in the Downtown Zone. Committee debated this issue at length and requested that the GNWT come up with an alternative location for a temporary day shelter.

Committee recommended that Council not approve the Conditionally Permitted Use (Special Care Facility) at Lot 30, Block 23, Plan 3509 (4903 – 50th Street).

MOVE APPROVAL

At GPC – Councillor issue dies if no support

- If Committee doesn't support an item that a Councillor (i.e, Not Administration) brings forward, the discussion dies at GPC

GOVERNANCE AND PRIORITIES COMMITTEE REPORT
September 19, 2022



(For information Only)

6. Committee discussed Green Space within the city and whether to formally recognize what we already have and whether to commit to preserving a certain percentage of the city as green space.

Committee did not support bringing forward a recommendation at this time and would leave this for the next Council for consideration.

7. The meeting adjourned at 1:33 p.m.

At Council Meetings

- Motions can be addressed in different ways
- Council can vote:
 - In favour
 - Against
 - To amend
 - To divide the motion into parts
 - To table
 - To refer back to GPC
 - To refer back to Administration

At Council – Dividing A Motion

- Council members can decide to divide a motion when it has a number of parts

#0267-18

4. Councillor Alty moved,
Councillor Bell seconded,

That Council:

1. Adopt for information the Visitor Services Strategy;
2. Endorse the City Central Visitor Centre model for providing visitor services;

ADOPTED MINUTES
August 13, 2018
17-18



3. Establish the governance model for the City Central Visitor Centre and direct Administration to return with a terms of reference for a Tourism Advisory Committee (TAC) to advise Council and stakeholders in implementing the Visitor Services Strategy;
4. Direct Administration to enter into a three year contract for Visitor Services with an opportunity to extend pending establishment of the Destination Marketing Organization; and
5. Extend the delivery of visitor services from City Hall until November 30, 2018 to assist in the transition of visitor services.

5. At the request of Councillor Bell, the motion was split into parts.



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At Council – Tabling a Motion

- Motion is on ‘hold’
- Once Council members are ready to do something with the motion (vote on it, refer it to Administration or GPC, etc), it is removed from the Table

Governance and Priorities Committee Report for June 23, 2020

12. Councillor Morgan read a report of a meeting held on Monday, June 23, 2020 at 12:05 p.m. in the City Hall Council Chamber.
- #0114-20 13. Councillor Morgan moved,
Councillor Mufandaedza seconded,

That Council direct Administration to begin research in 2021 on:

1. jurisdiction of Back Bay cemetery; and
2. who should be paying to maintain it.

Once the research is concluded, report back to Council with findings.

- #0115-20 14. Councillor Konge moved,
Councillor Payne seconded,

That Council TABLE this motion until Administration brings forward the workplan for 2021.

MOTION TO TABLE CARRIED UNANIMOUSLY

DEFERRED BUSINESS AND TABLED ITEMS

There was no deferred business and there were no tabled items for the agenda.

Is there any deferred business or are there any tabled items from the floor?

At Council – Referring back to GPC

- Memo goes back to GPC as is,
And discussion occurs again
- No new information is provided

INTRODUCTION AND CONSIDERATION OF COMMITTEE REPORTS

Governance and Priorities Committee Report for March 27, 2023

10. Councillor Hendriksen read a report of a meeting held on Monday, March 27, 2023 at 12:05 p.m. in the City Hall Council Chamber.
- #0051-23 11. Councillor Hendriksen moved,
Councillor McLennan seconded,
- That Council adopt the Access for All Policy.**
- #0052-23 12. Councillor McLennan moved,
Councillor Cochrane seconded,
- That the Access for All Policy be referred back to the Governance and Priorities Committee meeting for further discussion.**

DM#727543

Page 2

DRAFT MINUTES
April 11, 2023
11-23



Those in favour or referring the Access for All Policy back to Administration noted that they would like options for raising the maximum income for households to qualify.

MOTION TO REFER CARRIED UNANIMOUSLY

At Council – Refer to Administration or a standing committee for a report or recommendation

ADOPTED MINUTES
November 27, 2021
26-21



27. Ms. Peters provided a final summation of her presentation.
28. Ms. Kelly provided a final summation of her presentation.
29. As there were no further submissions, Mayor Alty declared the Statutory Public Hearing with regard to By-law No. 5045 closed.
- #0195-21 30. Councillor Morse moved,
Councillor Morgan seconded,

That Council direct Administration to prepare a summation of points raised during the Statutory Public Hearing and referred the by-law back to Administration with direction to propose amendments to the by-law to give effect to concerns and support raised during the Public Hearing.

MOTION CARRIED UNANIMOUSLY

Questions?

How Would Council Like to Proceed?