



CITY OF YELLOWKNIFE

## GOVERNANCE AND PRIORITIES COMMITTEE REPORT

**Monday, January 15, 2024 at 12:05 p.m.**

Report of a meeting held on Monday, January 15, 2024 at 12:05 p.m. in the City Hall Council Chamber.  
The following Committee members were in attendance:

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

The following members of Administration staff were in attendance:

S. Bassi-Kellett,  
C. Caljouw,  
C. Greencorn,  
C. MacLean,  
K. Pandoo,  
S. Sibley,  
C. White,  
G. White, and  
S. Jovic.

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<u>Item</u>	<u>Description</u>
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| 1. | (For Information Only)<br>Mayor Alty read the Opening Statement.                |
| 2. | (For Information Only)<br>There were no disclosures of conflict of interest.    |
| 3. | (For Information Only)<br>Committee heard a presentation regarding Budget 2024. |



4. In a response to a question from the Committee, Administration undertook to provide how much extra funds will 1% increase in property taxes generate based on current assessment values.

(For Information Only)

5. Committee read a memorandum regarding whether to amend the Terms of Reference (TOR) for the Community Advisory Board on Homelessness (CAB).

Committee noted that Council initially adopted the TOR for the CAB in 2014 and revised it in 2016. In 2021, the TOR were amended to reflect changes in the composition of membership. The frequency of CAB meetings has not changed since the inception of the Committee. Clause 17 of the TOR states, "CAB will hold at least 4 meetings a year, at the call of the Chair".

In practice, the mandate of four meetings per year has proved inflexible, leading to scheduling difficulties and inefficiencies as CAB is sometimes required to meet when there is little to no business for the committee. Clause 20 of the TOR permits the Chair to cancel meetings if there are no items for the agenda. However, most other committees of Council provide the Chair discretion to call meetings as and when needed.

There is no contractual or legislative authority respecting the frequency of CAB meetings.

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

**Strategic Direction #1: People First**

Focus Area 1.3

Liveable Community

Supporting all residents to participate in the social fabric and physical space of our community.

Key Initiative 1.3.2

Pursuing diverse community engagement methods.

**Strategic Direction #2: Service Excellence**

Focus Area 2.2

Capacity

Balancing service levels with human and fiscal resources.

Key Initiative 2.2.2

Aligning organizational service capacity with service levels

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

1. Council Procedures By-law No. 4975, as amended; and
2. *Cities, Towns and Villages Act*.

Legislative

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



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## 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

Council must approve amendments to the Terms of Reference for a Special Committee of Council.

Clause 40 of the CAB TOR permits Council to amend the TOR by resolution.

### Consistency

The proposed amendment to the CAB TOR aligns with Terms of Reference for other committees of Council.

Committee noted that changing the meeting frequency of CAB will permit the committee to meet as necessary and reduce inefficiency of mandatory meetings without a fulsome agenda. Such amendment also aligns the CAB TOR meeting frequency with other committees of Council.

Committee referred a memorandum regarding whether to amend the Terms of Reference for the Community Advisory Board on Homelessness back to Administration. Committee noted that the Community Advisory Board on Homelessness (CAB) will meet on January 25, 2024 to discuss the frequency of the meeting. Administration noted that pending the outcome of CAB meeting on January 25 they will bring this matter forward to GPC if required.

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

Committee noted that 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.

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



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**Strategic Direction #1: People First**

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

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.

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.

Committee noted that 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.

(For Information Only)

7. Councillor Warburton moved,  
Councillor McGurk seconded,

That Committee move in camera at 1:17 p.m. to discuss whether to appoint a Deputy Mayor.

MOTION CARRIED UNANIMOUSLY

(For Information Only)

8. Councillors Cochrane and Arden-Smith left the meeting.
9. Committee discussed whether to appoint a Deputy Mayor.

(For Information Only)

10. Councillor McGurk moved,  
Councillor Fequet seconded,

That Committee return to an open meeting at 1:21 p.m.

MOTION CARRIED UNANIMOUSLY

(For Information Only)

11. Councillors Cochrane and Arden-Smith returned to the meeting at 1:21 p.m.

Business arising from the in camera session

12. **Committee recommends that:**

1. **Administration be directed to bring forward a memorandum and Terms of Reference to establish a Human Resource and Compensation Committee (HRCC) to provide recommendations to Council related to the recruitment, hiring, performance evaluation, corrective action, and termination of the City Manager.**
2. **Council appoint the following as Deputy Mayor and Council representatives to the Special Committees of Council; and that these appointments be reviewed in January 2025:**



<b>Committee</b>	<b>Councillor</b>
<b>Deputy Mayor</b>	<b>Councillor Cochrane</b>
<b>Audit Committee</b>	<b>Councillor McLennan</b>
<b>Board of Revision</b>	<b>Councillor Fequet (Primary) Councillor McGurk (Alternate)</b>
<b>Community Advisory Board on Homelessness</b>	<b>Councillor Hendriksen</b>
<b>Development Appeal Board</b>	<b>Councillor Warburton (Primary) Councillor Payne (Alternate)</b>
<b>Grant Review Committee (Two required)</b>	<b>Councillor McLennan Councillor McGurk</b>
<b>Heritage Committee</b>	<b>Councillor Arden-Smith</b>
<b>Mayor's Task Force on Economic Development</b>	<b>Councillor Warburton</b>
<b>Yellowknife Combative Sports Commission</b>	<b>Councillor Payne</b>

3. Administration be directed to bring forward a memorandum to committee outlining the budget requirements and timing of the following five (5) Community Roundtables to seek ideas, comments and suggestions through this form of engagement:
- Emergency Preparedness;
  - Climate Change;
  - Reconciliation;
  - Arts & Culture; and
  - Homelessness.

#### MOVE APPROVAL

(For Information Only)

13. Councillor Arden-Smith left the meeting at 1:30 p.m.

(For Information Only)

14. Committee recessed at 1:30 p.m. and reconvened at 1:40 p.m.

15. Committee continued its discussion regarding the Community Roundtables.

(For Information Only)

16. Councillor Cochrane moved,  
Councillor Payne seconded,

That Committee move in camera at 1:53 p.m. to discuss a personnel matter and a land matter.

MOTION CARRIED UNANIMOUSLY



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- (For Information Only)
17. Committee discussed a personnel matter.

- (For Information Only)
18. Committee discussed a land matter.

- (For Information Only)
19. Councillor Fequet moved,  
Councillor McGurk seconded,

That Committee return to an open meeting at 2:50 p.m.

MOTION CARRIED UNANIMOUSLY

- (For Information Only)
20. There was no business arising from the in camera session.
21. The meeting adjourned at 2:50 p.m.