



CITY OF YELLOWKNIFE

## GOVERNANCE AND PRIORITIES COMMITTEE REPORT

**Monday, February 26, 2024 at 12:05 p.m.**

Report of a meeting held on Monday, February 26, 2024 at 12:05 p.m. in the City Hall Council Chamber.  
The following Committee members were in attendance:

Chair: Mayor R. Alty,  
Councillor G. Cochrane,  
Councillor R. Fequet,  
Councillor B. Hendriksen,  
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,  
K. Thistle,  
C. White,  
G. White, and  
S. Jovic.

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<u>Item</u>	<u>Description</u>
1.	(For Information Only) Mayor Alty read the Opening Statement.
2.	(For Information Only) There were no disclosures of conflict of interest.
3.	<b>Committee read a memorandum regarding whether to approve the 2023-2026 Council Strategic Directions Implementation Action Plan.</b>

Committee noted that since taking office in November 2022, Council has worked to confirm its mission, vision, principles and high level strategic directions that are supported by focus



areas and proposed key initiatives for Council's term of office. On May 23, 2023, Council approved the draft 2023-2026 Strategic Directions release to the public for engagement and review and subsequently approved the Strategic Directions on June 26, 2023.

These Strategic Directions reinforce and complement the core services and mandated responsibilities that the City continues to uphold and deliver upon, while providing key areas of focus that Council believes are important for the community over its term in office. Confirming strategic directions can (a) ensure transparency for Council's key high-level priorities, (b) focus on the steps required to get there and (c) guide Council when making decisions regarding the allocation of resources.

On December 11, 2023, Council reviewed the proposed Implementation Action Plan and, in light of workload and residual tasks from the tumultuous year that was 2023, directed that the 2023-2026 Council Strategic Directions Implementation Actions be referred back to Administration to be updated and incorporated into the 2024 work plan and be brought back to Governance and Priorities Committee in early 2024 to review and approve the administrative and strategic actions together.

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

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|----------------|--|
| Motion 0091-23 | That Council approve the 2023-2026 Council Strategic Directions.   |
| Motion 0153-23 | That the 2023-2026 Council Strategic Directions Implementation Actions be referred back to Administration to be updated and incorporated into the 2024 work plan and be brought back to Governance and Priorities Committee in early 2024 to review and approve the administrative and strategic actions together. |

Committee noted that applicable legislation, by-laws, studies or plans include:  
Council's Strategic Directions 2023-2026

#### Implementation

Over this Council's term of office, Administration will undertake a range of actions intended to advance and/or achieve Council's Strategic Directions and priorities. Annually, Administration will report out on actions taken and progress made, including priorities for the upcoming year. The Administrative Work plan will be updated annually.

Committee noted that Council's Strategic Directions provide direction and focus for the future of the City of Yellowknife and will help guide Council decision-making regarding priority setting, resources and budget allocations. Council's Strategic Directions will inform the work of Administration as it works to advance and achieve Council's goals. An annual review to mark progress and ensure clear priorities for the upcoming year will confirm alignment with current context and emerging issues.

Committee suggested several amendments and left it with Administration to finalize.



**Committee recommends that Council approve the 2023-2026 Council Strategic Directions Implementation Action Plan.**

### **MOVE APPROVAL**

(For Information Only)

4. Committee recessed at 1:28 p.m. and reconvened at 1:40 p.m.
5. **Committee read a memorandum regarding whether to establish a Human Resource and Compensation Committee of Council.**

Committee noted that during discussions related to the renewal of committee appointments in early 2024, and coinciding with preparations to hire a new City Manager given the notice of resignation from the existing City Manager, Council deliberated establishing a more formalized process for the oversight and engagement of the City Manager given this position is Council's sole employee.

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

**Strategic Direction #2: Service Excellence –**

Focus Area 2.3

Organizational Culture:

Providing a positive and productive workplace environment for effective governance and service excellence

Council Motion#0009-24 (January 22, 2024)

That 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.

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

1. Council Procedures By-law No. 4975, as amended; and
2. Senior Administrative Officer By-law No. 5035
3. *Cities, Towns and Villages Act.*

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 and Subcommittees must be approved by Council.

Committee noted that establishing a Human Resource and Compensation Committee provides a structured process to support the City Manager's performance, engagement with Council and transitions when they occur. Positive Council – City Manager relations are instrumental in the productive oversight and operation of the City as a whole and a structured process to manage this can ensure alignment toward this goal.

**Committee recommends:**

- 1. That Council establish a Human Resource and Compensation Committee to provide recommendations to Council related to the recruitment, hiring, performance evaluation, compensation, performance management and termination of the City Manager.**
- 2. Appoint the following members to serve on the Human Resource and Compensation Committee and that these appointments be reviewed in January, 2025:**

<b>Mayor</b>	<b>Rebecca Alty</b>
<b>Councillor</b>	<b>Ryan Fequet</b>
<b>Councillor</b>	<b>Steve Payne</b>

**MOVE APPROVAL**

(For Information Only)

6. Committee read a memorandum regarding whether to acquire and dispose of fee simple interest in Lot 80, Block 308, Plan 4204; Lot 32, Block 309, Plan 4204; and Lot 31, Block 569, Plan 4690, "residential lots".

Committee noted that in Yellowknife, the City is responsible for developing and selling lands to the market. The City acquires parcels of land and then implements planning processes. Processes include establishing an area development plan, corresponding zoning, and formalizing a subdivision plan, which results in marketable lots. Examples of developed subdivisions include Niven Residential, Grace Lake North, Grace Lake South, Hordal-Bagon, Engle Business District, and the Enterprise Industrial area.

The City has sold all residential lots in the mentioned subdivisions, with most of them being developed. However, where purchasers did not fulfill their purchase agreement obligations, the City exercised its right to repurchase the lot. The City may resell these lots and provide opportunities for others to develop. Where property title is not in the City's name, an





acquisition and disposal By-laws are required by the Land Titles Office to transfer land ownership. The three lots mentioned above, and shown in Figure 1, require acquisition and disposal by-laws at this time.



Figure 1: Lot 80, Block 308, Lot 32 Block 309, and Lot 31 Block 569 Location

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

**Strategic Direction #1:**

Focus Area 1.2

**People First**

Housing For All

Doing our part to create the context for diverse housing and accommodation options.

**Strategic Direction #3:**

Focus Area 3.2.

**Sustainable Future**

Growth Readiness

Ensuring land development supports economic readiness and community priorities.

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

1. *Cities, Towns and Villages Act S.N.W.T. 2003;*
2. 2020 Community Plan By-law No. 5007;
3. Zoning By-law No. 5045; and
4. Land Administration By-law No. 4596, as amended



### Legislative

Section 53 of the *Cities, Towns and Villages Act* states that the acquisition of land must be authorized by a by-law specific to the subject land.

Section 54 of the *Cities, Towns and Villages Act* states that the disposal of land must be in accordance with the land administration bylaw; or the disposal is approved by a bylaw.

### Zoning By-law

Lot 31 Block 569, Plan 4690 is in the Grace Lake South subdivision and is zoned RE-Residential Estate.

Lot 80, Block 308, Plan 4204, and Lot 32 Block 309, Plan 4204 are in the Niven Gate subdivision and are zoned R1-Low Density Residential.

### Land Administration By-law

As outlined in Sections 4 and 5 of the Land Administration By-law, the City may acquire and dispose of a fee simple interest in any real property.

Pursuant to Section 12(f) of the Land Administration By-law, the City purchase agreements require a person who acquires land from the City to develop the land within a specified period of time; otherwise, the land returns to the City.

### Purchase Agreement

A Purchase Agreement with the City of Yellowknife is a legal contract. The Purchaser is legally bound to develop the Property within the specified period. Until the development is completed, the Property cannot be sold, transferred or leased. If the Purchaser fails to fulfill their obligation to develop the property, the City maintains the right to repurchase the land in accordance with the terms of the Purchase and Option to Purchase Agreements.

Committee noted that it is crucial to “acquire” these lands to resell them to interested parties who will develop them. New lots available for development may help alleviate the current shortage of available residential land for development.

Committee recommended that:

1. By-law No. 5076, a by-law authorizing the City of Yellowknife to acquire fee simple interest in  
Lot 80, Block 308, Plan 4204;  
Lot 32, Block 309, Plan 4204; and  
Lot 31, Block 569, Plan 4690,
2. That By-law No. 5077, a by-law authorizing the City of Yellowknife to dispose of fee simple interest in



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Lot 80, Block 308, Plan 4204;  
Lot 32, Block 309, Plan 4204; and  
Lot 31, Block 569, Plan 4690,

be presented for adoption.

Committee noted that this matter will be discussed under New Business at this evening's Council Meeting.

7. The meeting adjourned at 2:06 p.m.