



CITY OF YELLOWKNIFE

PUBLIC NOTICE

Special Council

Tuesday, April 2, 2024 at 12:05 p.m.

Public notice is hereby given that the Council of the Municipal Corporation of the City of Yellowknife will hold a special meeting of Council at 12:05 p.m. on Tuesday, April 2, 2024 in the Council Chamber, City Hall.

The purpose of the meeting is to give First Reading to By-law No. 5083, a by-law to appoint John Collin as City Manager for the City of Yellowknife.

This Special Meeting has been called by the City Manager of the City of Yellowknife pursuant to Section 27 of the *Cities, Towns and Villages Act* of the Northwest Territories and Section 9 of By-law No. 4975, the Council Procedures By-law.

Dated this 28th day of March, 2024.

Sheila Bassi-Kellett
City Manager





CITY OF YELLOWKNIFE

DATE: March 28, 2024

File: 260-P2

TO: Sheila Bassi-Kellett
City Manager

FROM: Rebecca Alty
Mayor

RE: Special Council Meeting

Pursuant to Section 9 of the Council Procedures By-law, I hereby request that you schedule a Special Council Meeting on April 2, 2024 at 12:05 p.m. in the Council Chamber, City Hall.

The purpose of the meeting is to give First Reading to By-law No. 5083, a by-law to appoint John Collin as City Manager for the City of Yellowknife.

Thank you,

Rebecca Alty
Mayor

cc. All Councillors
City Clerk
All Directors



CITY OF YELLOWKNIFE

Council Agenda

Tuesday, April 2, 2024 at 12:05 p.m.

Welcome to the

SPECIAL MEETING OF COUNCIL

Council Chamber, City Hall
4807 - 52nd Street
Yellowknife

All presentations pertaining to items on the Agenda for the meeting shall be heard under the “Delegations Pertaining to Items on the Agenda,” portion of the Order of Business. All presentations pertaining to items not on the Agenda shall be heard under the “Delegations Pertaining to Items Not on the Agenda” portion of the Order of Business.

The following procedures apply to all delegations before Council:

- a. all delegations shall address their remarks directly to the Presiding Officer and shall not pose questions to individual Members or Administration;
- b. each presenter shall be afforded five minutes to make their presentation;
- c. the time allowed to each presenter may be extended beyond five minutes by a resolution of Council;
- d. after a person has spoken, any Member may, through the Presiding Officer, ask that person or the City Administrator relevant questions; and
- e. no debate shall be permitted on any delegation to Council either between Members or with an individual making a presentation.

Please refer to By-law No. 4975, the Council Procedures By-law, for the rules respecting the procedures of Council.

COUNCIL:

Mayor Rebecca Alty

Councillor S. Arden-Smith
Councillor Garrett Cochrane
Councillor Ryan Fequet
Councillor Ben Hendriksen

Councillor Cat McGurk
Councillor Tom McLennan
Councillor Steve Payne
Councillor Rob Warburton

All annexes to this agenda may be viewed on the City’s website www.yellowknife.ca or by contacting the City Clerk’s Office at 920-5602.
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Item No.

Description

OPENING STATEMENT

1. Councillor McLennan will read the Opening Statement.

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.

DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF

2. Does any Member have a conflict of interest in any matter before Council today?

NEW BUSINESS

3. A memorandum regarding whether to appoint John Collin as City Manager for the City of Yellowknife.

ENACTMENT OF BY-LAWS

4. By-law No. 5083 - A by-law to appoint John Collin as City Manager for the City of Yellowknife, is presented for First Reading.

5. Councillor McLennan moves,
Councillor _____ seconds,

First Reading of By-law No. 5083.

Unanimous	In Favour	Opposed	Carried / Defeated
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ADJOURNMENT



CITY OF YELLOWKNIFE

MEMORANDUM TO COMMITTEE

COMMITTEE: Council

DATE: April 2, 2024

DEPARTMENT: Administration

ISSUE: Whether to appoint John Collin as City Manager for the City of Yellowknife.

RECOMMENDATION:

That By-law No. 5083, a by-law to appoint John Collin as City Manager for the City of Yellowknife, be presented for adoption.

BACKGROUND:

John Collin has been hired as the City Manager for the City of Yellowknife. Under the *Cities, Towns and Villages Act*, Council must appoint the City Manager by by-law.

COUNCIL STRATEGIC DIRECTION/RESOLUTION/POLICY:

Strategic Direction #1: People First

Strategic Direction #2: Service Excellence

Focus Area 2.3 Organizational Culture
Providing a positive and productive workplace environment for effective governance and service excellence.

Key Initiative 2.3.1 Investing in City staff through talent management, employee development and staff capacity.

APPLICABLE LEGISLATION, BY-LAWS, STUDIES, PLANS:

- *Cities, Towns and Villages Act*; and
- Senior Administrative Officer By-law No. 5035.

CONSIDERATIONS:

Legislation

Section 41(1) of the *Cities Towns and Villages Act* states that Council shall, by by-law, appoint a senior administrative officer.

Section 41(3) of the *Cities Towns and Villages Act* states that Council may give the senior administrative officer another title for the purposes of the municipal corporation.

Section 4 of Senior Administrative Officer By-law No. 5035, states that the senior administrative officer shall be known as, and referred to as, the “City Manager”.

Section 5 of Senior Administrative Officer By-law No. 5035, states that Council shall by by-law, in accordance with the Act, appoint a person to fill the position of City Manager.

Public Service

The timely appointment of the City Manager helps ensure that proper levels of staffing and resources are achieved.

ALTERNATIVES TO RECOMMENDATION:

No viable alternative has been identified.

RATIONALE:

John Collin has been hired as the City Manager for the City of Yellowknife effective April 9, 2024. Appointing John Collin by by-law meets the requirements of the *Cities, Towns and Villages Act*.

ATTACHMENTS:

By-law No. 5083, a by-law to appoint John Collin as City Manager for the City of Yellowknife. (DM#760863)

Prepared: March 19, 2024; CC

Revised: March 27, 2024; CC



CITY OF YELLOWKNIFE

BY-LAW NO. 5083

BP 120

A BY-LAW of the Council of the Municipal Corporation of the City of Yellowknife in the Northwest Territories, to appoint a City Manager for the City of Yellowknife.

PURSUANT TO Section 41 of the *Cities, Towns and Villages Act*, S.N.W.T. 2003, c.22.

WHEREAS the Council of the Municipal Corporation of the City of Yellowknife wishes to appoint a City Manager for the City of Yellowknife;

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPAL CORPORATION OF THE CITY OF YELLOWKNIFE, in regular sessions duly assembled, enacts as follows:

APPLICATION

1. That John Collin is hereby appointed as City Manager of the City of Yellowknife.

REPEALS

1. By-law No. 4927 is hereby repealed.

EFFECT

2. That this by-law shall come into effect upon receiving Third Reading and otherwise meets the requirements of Section 75 of the *Cities, Towns and Villages Act*.

Read a First time this _____ day of _____, A.D. 2024.

Mayor

City Manager

Read a Second Time this _____ day of _____, A.D. 2024.

Mayor

City Manager

Read a Third Time and Finally Passed this _____ day of _____, A.D., 2024.

Mayor

City Manager

I hereby certify that this by-law has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the by-laws of the Municipal Corporation of the City of Yellowknife.

City Manager