



CITY OF YELLOWKNIFE

GOVERNANCE AND PRIORITIES COMMITTEE REPORT

Monday, January 20, 2025 at 12:05 p.m.

Report of a meeting held on Monday, January 20, 2025 at 12:05 p.m. in the City Hall Council Chamber.
The following Committee members were in attendance:

Chair: Deputy Mayor Cochrane,
Mayor R. Alty, (via teleconference 12:16 p.m.)
Councillor S. Arden-Smith,
Councillor B. Hendriksen,
Councillor C. McGurk,
Councillor T. McLennan, (via teleconference)
Councillor S. Payne, and
Councillor R. Warburton.

The following members of Administration staff were in attendance:

C. White,
C. Caljouw,
D. Gillard,
C. MacLean,
W. Newton,
K. Pandoo,
G. White, and
S. Jovic.

<u>Item</u>	<u>Description</u>
1.	(For Information Only) Mayor Alty read the Opening Statement.
2.	(For Information Only) Councillor Payne declared a conflict of interest with Item No. 5 on the Agenda, a memorandum regarding whether to approve recommendations to allocate additional Reaching Home funding for the 2024 - 2025 fiscal year, as he is a Board Member of Home Base Yellowknife.



(For Information Only)

3. Committee heard a presentation from Shane O’Hanlon and Lesley Cabott, representatives from Stantec, regarding the City of Yellowknife Climate Action Plan.

(For Information Only)

4. Councillor Payne declared a conflict and excused himself from the meeting at 12:40 p.m.

5. **Committee read a memorandum regarding whether to approve recommendations to allocate additional Reaching Home funding for the 2024 - 2025 fiscal year.**

Committee noted that Reaching Home – Canada’s Strategy to End Homelessness is a federal program aimed at preventing and reducing homelessness by providing direct support and funding to designated communities (urban centres), Indigenous communities, territorial communities and rural and remote communities across Canada.

As a Community Entity for this program, the City of Yellowknife holds a four-year funding agreement with Infrastructure Canada and has received the following amounts in funding for this four-year agreement.

Reaching Home Funding by Year

2024-2025	$\$2,735,697 + \$630,572 = \$3,366,269$
2025-2026	$\$2,735,697 + \$630,572 = \$3,366,269$
2026-2027	$\$1,202,270 + \$2,163,999 = \$3,366,269$
2027-2028	$\$1,202,270 + \$2,163,999 = \$3,366,269$

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

Strategic Direction #1:

Focus Area 1.2

Key Initiative 1.2.1

Key Initiative 1.3.6

Strategic Direction #2:

Focus Area 2.2

Key Initiative 2.2.1

People First

Housing for All

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

Setting the context and foundation for a fulsome continuum of housing options, from social to market to workforce accommodation.

Working with all partners towards a safe, supportive and compassionate community for all.

Service Excellence

Capacity

Balancing service levels with human and fiscal resources.

Advocating for a City Act to address community needs.

Committee noted that applicable legislation, by-laws, studies or plans include:
Everyone is Home – Yellowknife’s 10-Year Plan to End Homelessness.



Existing Programs/Services

Under Reaching Home: Canada’s Strategy to End Homelessness, the City of Yellowknife has allocated funding to the services identified for the previous four years of the eight-year funding agreement.

Committee noted that the support for the recommendation of the Community Advisory Board on Homelessness will provide the opportunity for various organizations to provide key services and programs to individuals and families experiencing homelessness or at risk of homelessness.

Committee recommends that Council approve recommendations to allocate additional Reaching Home funding for the 2024 -2025 fiscal year.

- **Housing First for Youth (HomeBase) - \$102,554.22**
- **Housing First for Adults (Yellowknife Women’s Society) - \$148,365.31**
- **Housing First for Families (YWCA) - \$154,886.82**
- **Prevention and Shelter Diversion Youth (HomeBase) - \$26,036.13**
- **Prevention and Shelter Diversion Adult (Salvation Army) - \$26,036.13**
- **Prevention and Shelter Diversion Families (YWCA) - \$49,072.26**
- **Capital Funding (Salvation Army) - \$29,036.13**
- **Administration (City of Yellowknife) - \$94,585.00**

MOVE APPROVAL

(For Information Only)

6. Councillor Payne returned to the meeting at 12:43 p.m.

(For Information Only)

7. Committee accepted for information the minutes of the Community Advisory Board on Homelessness meeting of December 12, 2024.

8. **Committee read a memorandum regarding whether to adopt the recommendations set forth by the Human Resource Compensation Committee for the 2025 City Manager’s performance evaluation process.**

Committee noted that on March 11, 2024, Council established the Human Resource Compensation Committee. The HRCC provides recommendations to Council related to the recruitment, hiring, performance evaluation, compensation, performance management and termination of the City Manager.

The HRRC met on December 18, 2024 to review the City Manager’s 2024 Performance Evaluation Process and discuss the City Manager’s 2025 Performance Evaluation Process.

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



Strategic Direction #2:

Focus Area 2.3

Service Excellence

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;
2. Senior Administrative Officer By-law No. 5035; and
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.

Committee noted that the purpose of the HRCC is to make recommendations to Council related to:

- a. the recruitment and hiring process in the event of a vacancy or the defined departure of the City Manager;
- b. the annual performance evaluation process for the City Manager;
- c. proposed adjustments to compensation for the City Manager either during the hiring process and/or resulting from a performance evaluation; and
- d. any performance management issues with the City Manager as determined by Council.



Committee recommends that Council adopt the following recommendations presented by the Human Resource Compensation Committee (HRCC) for the 2025 City Manager's performance evaluation process:

1. End of February: Council approves the City Manager's 2025 performance objectives;
2. End of March: Quarterly performance review (In Camera),
3. End of June: Mid-year performance review (In Camera);
4. End of November: Year-end performance review (In Camera); and
5. 2026: Third-party and independent consultant to lead the performance evaluation process – which would be a 360 and include participation from old Council, new Council, Senior Leadership Team and Stakeholders.

MOVE APPROVAL

(For Information Only)

9. Committee accepted for information a report regarding Councillor Garrett Cochrane's travel to Ottawa, ON to attend the Canadian Alliance to End Homelessness Conference from October 28 - 31, 2024.

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

#0365-93 It is the policy of the City of Yellowknife that:

1. All City sponsored travel by Yellowknife City Council members, inclusive of the Mayor, be approved by formal resolution of Council either prior to commencement of the travel, or at the first regular Council meeting after commencement of the travel; and
 2. Yellowknife City Council members, inclusive of the Mayor, be required to table a detailed expense claim for City sponsored travel within three weeks of their return from City travel. This claim is to be supported by a daily diary detailing City business.
10. The meeting adjourned at 12:49 p.m.