

**MINUTES
CITY OF IQALUIT
GOVERNANCE AND PRIORITIES COMMITTEE
MEETING #02
SEPTEMBER 2, 2025 at 6:00 p.m.
CITY COUNCIL CHAMBERS**

PRESENT FROM COUNCIL

Councillor Romeyn Stevenson, Chair
Councillor Kyle Sheppard, Vice Chair
Mayor Solomon Awa, Ex Officio
Deputy Mayor Kimberly Smith
Alternate Deputy Mayor Harry Flaherty
Councillor Methusalah Kunuk

PRESENT FROM ADMINISTRATION

Steve England, Chief Administrative Officer
Brianna Longworth, City Clerk
Katrina Sarmiento, Deputy City Clerk
Bill Williams, Senior Executive Director of Municipal Infrastructure and Planning

Councillor Stevenson opened the meeting at 6:00 p.m.

ADOPTION OF AGENDA

Motion GP 25-04

Moved by: Deputy Mayor Smith
Seconded by: Councillor Sheppard

Adoption of agenda as presented.	Unanimously Carried
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1. MINUTES

- a) **Governance and Priorities Committee Meeting #01 Minutes dated May 8, 2025**

Motion GP 25-05

Moved by: Councillor Sheppard
Seconded by: Alternate Deputy Mayor Flaherty

Governance and Priorities Committee Meeting #01 Minutes dated May 8, 2025.	Unanimously Carried
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2. **DECLARATION OF INTEREST**

None

3. **DELEGATIONS**

None

4. **DEFERRED BUSINESS AND TABLED ITEMS**

None

5. **NEW BUSINESS**

a) **Discussion Item – Review of City of Iqaluit By-law Index**

Brianna Longworth, City Clerk, reviewed the City of Iqaluit By-law Index noting the following:

- Project involved manually reviewing each by-law to confirm titles, dates, repeals and amendments
- Red highlighted by-laws
 - Have been repealed by another by-law or have expired based on the provisions of the by-laws
 - Some older by-laws are time limited when they were approved and may not have been repealed by another by-law and are no longer active
- Grey highlighted items – some have titles and some do not
 - By-law was defeated by Council or determined that the by-law was no longer needed and abandoned
- Purple/blue highlighted by-laws
 - In progress based on by-law procedures
- Committee can identify by-laws for review at a future meeting

Councillor Sheppard made the following comment/question, which Steve England, Chief Administrative Officer answered:

- Index is a good resource
- What is the next step in the process?
 - Committee can make a decision on the next step
 - Staff can present active by-laws at future meetings for review
 - Process may lead to word searchable by-laws

Mayor Awa asked the following question, which Councillor Stevenson and Ms. Longworth answered:

- Is the original by-law still active for any by-laws that have been repealed by another by-law?

- Councillor Stevenson explained the following:
 - The original by-law no longer exists for any by-law that repeals another by-law.
 - The by-law that is active remains and contains amendments for any by-law that is amended.
- Ms. Longworth noted that for any by-laws that were repealed which had amendments, those amendments were also repealed.
 - Some by-laws were created to amend more than one particular by-law
- Do amending by-laws keep all the by-law information together?
 - Council and staff have the option to create a by-law that amends an original by-law or create a new by-law that incorporates information from the original by-law and amendments.
 - Amending by-laws are shorter and have explicit revisions

Deputy Mayor Smith made the following comments:

- Difficult to determine which by-law is in effect with all the amendments and repeals
- Older by-laws should be reviewed to determine if they are still in effect.
 - It appears that there are two active Council Procedure By-laws.

Councillor Kunuk made the following comment, to which Councillor Stevenson replied:

- Provide a list of all active by-laws
 - Staff may be able to sort the By-law Index to provide different lists
 - Active by-laws
 - Duplicates
 - By-laws that need to be repealed

Alternate Deputy Mayor Flaherty made the following comment, to which Ms. Longworth replied:

- At the last meeting, it was indicated that perhaps additional work could be carried out by co-op students at the University of Waterloo.
 - Staff can contact the University of Waterloo regarding software

Councillor Stevenson asked the following question, which Ms. Longworth answered:

- Can the By-law Index be sorted to provide additional information to Council?
 - By-law Index is in an Excel format
 - Any by-laws that the Committee would like to identify for review can be provided by staff.

Mr. England made the following comments:

- Staff can review the By-law Index to determine what by-laws are no longer in effect and can be repealed, with a recommendation at a future meeting
- Next availability for a co-op student from the University of Waterloo is December 2025 or January 2026
 - Staff can develop an outline for a co-op placement

Councillor Sheppard inquired as to whether he could be provided with a copy of the Excel spreadsheet for his own use.

Councillor Stevenson asked the following questions:

- Will staff have sufficient time to provide the following items at the November meeting?
 - A list of by-laws that are no longer in effect and can be repealed
 - Other items relating to housekeeping to clean up the By-law Index
 - List of active by-laws

Alternate Deputy Mayor Flaherty asked the following questions, which Mr. England answered:

- What is the process to determine if any by-laws require an amendment?
- What about by-laws that are created or amended as part of an ongoing Council discussion and are not presented to the Committee?
 - New by-laws presented to Council should be presented to the Committee prior to going to Council

Deputy Mayor Smith made the following comment:

- Councillors are able to review the list and/or by-laws and suggest any by-laws for review or those to be repealed

Councillor Sheppard made the following comments, to which Ms. Longworth replied:

- Present By-laws 6, 112 and 118 at the next meeting
- Unable to find all by-laws on the website
 - There are many by-laws not on the website which have been identified and requires work to have them uploaded.
 - Councillors can request a copy of any by-law they wish to review

Councillor Stevenson made the following comment:

- Suggested that perhaps there are other similar by-laws that could be presented at the next meeting

Mayor Awa asked the following question, which Ms. Longworth answered:

- Are there any by-laws on the website that are no longer effective and should be removed?
 - Unaware of the previous process to add by-laws to the website
 - Repealed by-laws can be removed from the website or placed in a separate section
 - This will require additional work and review by staff.

Councillor Sheppard made the following comment:

- Suggested that the Council Procedure By-law should be presented to the Committee for review to clean up and recommend a new, modern by-law

Councillor Stevenson made the following comment, to which Mr. England replied:

- Requested that the Council Procedure By-law be added to the November meeting and Committee members can review and present recommendations/amendments
- This would give staff direction to start working on recommended changes.
 - Indicated that this would be acceptable to staff

b) Discussion Item – Standing Committees of Council - Verbal

Councillor Stevenson noted that at the last meeting, it was discussed that the Committee would evaluate the standing committees of Council.

Councillor Stevenson explained that staff would compare each of the standing committees against the framework and provide a report to the Committee. The proposed framework would evaluate:

- Benefits to residents and/or Administration
- Require changes to make them more effective
- No longer needed

Councillor Stevenson presented the following framework:

- Mandate and Strategic Alignment
 - Summary of the committee's purpose
 - Alignment with the Strategic Plan and any overlaps with other committees
- Membership and Governance
 - Composition
 - Appointment process
 - Term length
 - Turnover rates
 - Attendance records
 - Quorum compliance
 - Training, orientation and professional development
- Meetings and Operation
 - Frequency of scheduled meetings versus actual meetings
 - Average attendance of members and staff
 - Types of agendas considered
 - Participation and opportunities
- Outcomes and Outputs
 - Key recommendations and reports that have been produced in the past one to three years
 - Decision of Council that has been influenced by the standing committee's work
 - Examples of successful initiatives
 - Identification of reoccurring issues and/or challenges
- Resources and Costs
 - Staff support required
 - How many hours per year?
 - How many departments are involved?
 - Budget allocation

- Honorarium
- Other committee related costs
- Opportunities for efficiencies and/or resource sharing
- Overall Effectiveness
 - Assessment of whether the committee is achieving its intended purpose
 - Feedback from members, Council and community
 - Strength and areas of improvement
- Recommendations
 - Options for continuation, revision, consolidation or dissolution of a standing committee
 - Alternate governance mechanisms

Deputy Mayor Smith made the following comments:

- Feels the framework is onerous for staff
- Standing committees provide a way for the public to participate in the decision-making process
- In some instances, conversations get derailed and are not effective.
- Suggested that targeted Town Hall meetings be held
 - Continued frequency would receive community feedback
 - Information could then be presented to this committee

Councillor Stevenson made the following comments:

- Framework results will show that many standing committees are not very effective
- There have been some standing committees in the past that were very effective when they were initially set up to carry out a mandate.
- Councillors want to find a way to do things to make the city better
- Agreed with Town Hall meetings, which will provide a different input

Mr. England made the following comment:

- Consideration will also be given to other municipalities and best practices for public engagement

Councillor Stevenson asked the following question, which Mr. England answered:

- Will a report on some standing committees be available for the next meeting?
 - Framework will be placed in a standardized report
 - A report on a standing committee to be presented at the next meeting for Committee review and input

Councillor Stevenson outlined the following agenda items for the November meeting:

- By-law Index
 - By-laws presented earlier in the meeting that can potentially be repealed
 - Council Procedure By-law to be reviewed by Committee members and provide comments
- Standing committee framework presented in a standardized document

- Report presented on one or two standing committees for review and input by the Committee

6. **IN CAMERA SESSION**

() As per Section 23 (2) (a) CTV Act and By-law 526 Section 67

7. **ADJOURNMENT**

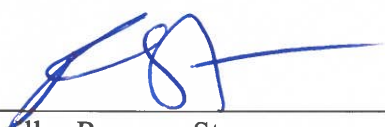
Motion GP 25-06

Moved by: Deputy Mayor Smith
Seconded by: Councillor Sheppard

Committee adjourns at 6:51 p.m.

Unanimously Carried




Councillor Romeyn Stevenson
Chair


Brianna Longworth
City Clerk

Approved by City Council on the 6th day of November 2025.

