

**MINUTES  
CITY OF IQALUIT  
PLANNING AND DEVELOPMENT  
COMMITTEE OF THE WHOLE MEETING #02  
FEBRUARY 20, 2024 at 6:00 p.m.  
CITY COUNCIL CHAMBERS**

**PRESENT FROM COUNCIL**

Deputy Mayor Kimberly Smith, Chair  
Mayor Solomon Awa  
Alternate Deputy Mayor Harry Flaherty  
Councillor Methusalah Kunuk  
Councillor Simon Nattaq  
Councillor Kyle Sheppard  
Councillor Romeyn Stevenson  
Councillor Samuel Tilley

**PRESENT FROM ADMINISTRATION**

Steve England, Chief Administrative Officer  
Tammy Ernst-Doiron, City Clerk  
Katrina Sarmiento, Executive Assistant  
Jeanie Eeseemailee, Senior Interpreter/Translator  
Aleksey Cameron, Communications and Customer Service Manager  
Mathew Dodds, Director of Planning and Development  
Deborah Nakawungu, Lands Administrator  
Samantha Toffolo, Planning Contractor, Northern Futures – via teleconference

Deputy Mayor Smith opened the meeting at 6:00 p.m.

**ADOPTION OF AGENDA**

**Motion PD 24-05**

Moved by: Councillor Tilley  
Seconded by: Councillor Sheppard

Adoption of agenda as presented.

**Unanimously Carried**

**1. MINUTES**

None

**2. DECLARATION OF INTEREST**

None

### 3. **DELEGATIONS**

#### a) **Request for Early Council Input Regarding Proposed Bakery in Residential-Only Zone**

Alexandre Croteau, BaffinCorp Ltd. and Michael Croteau, House 588, were in attendance via teleconference. The following is a summary of Michael Croteau's presentation:

- Property is currently zoned residential
- Property is a corner lot
- Feels the location and lot size is good for a commercial business
- Construct a commercial building on the property for a bakery
  - Products would be freshly baked to take home
  - Provide a wide choice of products
  - Provide products at a competitive price
- There would be no seating area.
- Initial design has been started, but can be modified based on Council's recommendation
  - One or two housing units can be added to the proposed building

Councillor Sheppard asked if the existing structure would be used or would it be removed and a new building constructed.

Mr. Michael Croteau advised that a new building would be constructed.

Councillor Sheppard noted that he was opposed to removing a residential building and any new construction would have to include residential units. He asked if the Planning and Development staff had any concerns and if they needed direction from the Committee.

Mathew Dodds, Director of Planning and Development, advised that there were no concerns with the proposal. He noted that the proposed development would require Zoning By-law amendments and staff wanted to ensure that the Committee was in favour of the proposed construction prior to presenting the amendments for approval.

Deputy Mayor Smith noted that there was no available property in the downtown area for commercial businesses.

Alternate Deputy Mayor Flaherty asked for clarification regarding the proposed building having both residential and commercial space.

Mr. Michael Croteau explained that the proposed structure could include one or two housing units located above the commercial space.

Alternate Deputy Mayor Flaherty noted that Iqaluit was a growing city without certain services. He felt a bakery would be a welcomed addition to the city.

Mayor Awa agreed that future planning in the city was important and the Committee would have to review the proposed plan.

Councillor Tilley did not feel that House 588 was a good location for a business as it was not very large for parking and the intersection was very busy during peak times. He felt that another location would be much better.

Councillor Nattaq also expressed concern regarding parking availability on the lot. He also noted the business was located close to the school and consideration must be given to ensure that students had the space to walk to school.

Alternate Deputy Mayor Flaherty felt that a traffic study would be needed.

**4. DEFERRED BUSINESS AND TABLED ITEMS**

None

**5. NEW BUSINESS**

**a) Request for Decision – Zoning By-law Amendment Application ZBA 23-005 – Lots 24, 25 and 26, Plan 674 (Core Area)**

Samantha Toffolo, Planning Contractor, Northern Futures, presented a Request for Decision for Zoning By-law Amendment Application ZBA 23-005 for Lots 24, 25 and 26, Plan 674. Ms. Toffolo explained that Public Services and Procurement Canada want to rezone three federal lots along Nikku Lane from Medium Density Residential to High Density Residential.

Ms. Toffolo noted the following:

- Lots currently have three single detached housing units that are vacant, in poor condition and are intended to be demolished
- Proposed development:
  - Four-storey apartment building with 23 units
  - A mix of two- and three-bedroom units
  - Two fully accessible units on the ground floor
  - Parking will meet the design requirements of one space per unit
- A three-meter road widening will be required due to buried infrastructure along Nikku Lane.
  - The proposed building location had to be moved, which requires an amendment to reduce the rear yard setback from 8 metres to 6 metres.
- Adjacent lots will have a walking trail
- Property was identified for the Canada Mortgage and Housing (CMHC) Housing Accelerator Fund

**Motion PD 24-06**

Moved by: Councillor Sheppard  
Seconded by: Councillor Stevenson

Committee recommends that Council:

1. Give First Reading to the Amending By-law to Zoning By-law No. 899 to rezone Lots 24, 25 and 26, Plan 674 from Medium Density Residential Zone (R2) to High Density Residential Zone (R3), Special Exception 3 (R3(3)).
2. Direct staff to give public notice for a Public Hearing on a date to be determined by staff.

**Unanimously Carried**

Alternate Deputy Mayor Flaherty asked for clarification regarding the relocation of the sewer line.

Ms. Toffolo explained that there was one buried sewer line that runs through the parking area that provides service to Qulliq Energy Corporation. She noted that based on the Concept Plan, the sewer line does not have to be relocated and there would be a provision that no parking rails can be located within the easement area.

Ms. Toffolo advised that the proponent was discussing their plans early to have the property rezoned and there were no detailed drawings and studies at this time. She noted that when the Development Permit application was received, there would be detailed drawings and studies that would be reviewed by staff. She indicated that relocating the buried infrastructure would be at the applicant's expense and would allow for opportunities for increased development.

**b) Request for Decision – Land Acquisition By-law and Land Disposal By-law for Untitled Municipal Land – Lots 11 to 14, Block 221, Provisional Plan 4481**

Deborah Nakawungu, Lands Administrator, presented a Request for Decision for Land Acquisition By-law and Land Disposal By-law for Untitled Municipal Land for Lots 11 to 14, Block 221, Provisional Plan 4481. Ms. Nakawungu explained that land acquisition was required for the lot extensions as they were on Untitled Municipal Land. She noted that once the acquisition was obtained and a survey completed, the land extension would be transferred to the adjacent leaseholders through the Land Disposal By-law.

**Motion PD 24-07**

Moved by: Councillor Sheppard  
Seconded by: Councillor Stevenson

Committee recommends that Council:

1. Give First and Second Reading to Land Acquisition By-law as drafted in Attachment 3.
2. Give First and Second Reading to Land Disposal By-law as drafted in Attachment 4.

**Unanimously Carried**

**c) Request for Decision – Zoning By-law Amendment Application ZBA 24-001 – for HAF Initiative No. 3 – Increase Delegated Authority of Development Officer**

Mathew Dodds, Director of Planning and Development, presented a Request for Decision for Zoning By-law Amendment Application ZBA 24-001 for HAF Initiative No. 3 to Increase the Delegated Authority of the Development Officer. He explained that increasing the delegated authority would allow the Development Officer to permit developments of a certain size.

Mr. Dodds advised that currently, he, along with Samantha Toffolo and Michelle Armstrong, Planning Contractors, Northern Futures, were appointed as Development Officers, and could approve development of residential buildings up to six dwelling units or up to three dwelling units for mixed use.

Mr. Dodds explained that the proposed amendment would increase the Development Officer's authority to approve development to the maximum number of units as outlined in the City's Housing Action Plan Strategy being:

- Residential development - buildings up to 12 dwelling units
- Mixed use development – buildings up to six dwelling units

Mr. Dodds pointed out that increasing the authority would permit the Development Officer to approve housing developments under the CMHC Housing Accelerator Fund. He noted that proposed developments would be reviewed by staff to ensure they meet the requirements, as well as using guidelines from previously approved Development Permits by Council.

Councillor Stevenson noted that in the past, Planning and Development staff presented developments to the Committee even though they had delegated authority to approve them. He stated that in these instances, staff felt the developments may be controversial or they wanted to seek input from the Committee. Councillor Stevenson asked if staff had a list of criteria that was used to determine when developments were presented to the Committee, even though they had delegated authority to approve the development.

Mr. Dodds advised that there were some unique situations when proposed developments are presented to the Committee.

Samantha Toffolo, Planning Contractor, Northern Futures, advised that there were no specific criteria that was used to determine when proposed developments are presented to the Committee. She noted that Zoning By-law No. 899 was open and allowed for discretion to present proposed developments to the Committee. She indicated that in the past, any unique or unusual proposed developments were discussed with the Chief Administrative Officer to determine if the proposed development should be presented to the Committee.

Alternate Deputy Mayor Flaherty asked if the increase in the delegated authority was for a specified time.

Mr. Dodds advised that increasing the delegated authority did not have a time limit. He noted that whenever General Plan By-law No. 898 and Zoning By-law No. 899 were being reviewed, changes could be made.

Councillor Sheppard inquired as to whether the additional increase in delegated authority was sufficient if proposed developments met General Plan By-law No. 898 and Zoning By-law No. 899 and did not require any variances.

Mr. Dodds noted that when developments were larger in scale, they become more debateable. He advised that the proposed increase in delegated authority was based on the City's Housing Action Plan Strategy. Mr. Dodds pointed out that staff felt that this was an incremental increase, which may increase while reviewing Zoning By-law No. 899.

Councillor Stevenson noted there was considerable development proposed and needed and in a lot of instances, the public would like to provide input. He felt that it was important that the public have input as they care about the community and what it looks like.

**Motion PD 24-08**

Moved by: Councillor Stevenson  
Seconded by: Councillor Sheppard

Committee recommends that Council:

1. Give First Reading to the Amending By-law to Zoning By-law No. 899 to increase the delegated authority of the Development Officer as described in Attachment 1.
2. Direct staff to give public notice for a Public Hearing on a date to be determined by staff.

**Unanimously Carried**

**d) Request for Decision – Private Sector Land Development Approach –  
Abe Okpik Crescent Infill and Tundra Valley East Phase 1**

Mathew Dodds, Director of Planning and Development, presented a Request for Decision for Private Sector Land Development Approach for Abe Okpik Crescent Infill and Tundra Valley East Phase 1. Mr. Dodds advised that the proposed project would provide approximately 40 to 60 new single-family homes on trucked services in Tundra Valley and Tundra Ridge.

Mr. Dodds explained the following:

- This is one project on two sites that are close, however, are geographically separated.
- Reference to the project will include both sites
  - Site 1 – Abe Okpik Crescent
    - On November 21, 2023, the site was presented as a location to add housing within city limits
  - Site 2 – Tundra Valley East
    - On November 21, 2023, is part of a larger expansion area
      - Committee directed staff to provide additional information
- Project falls within trucked services
- Sites are not zoned for development and requires rezoning to allow single family home development
- In order to provide additional lots, both sites require:
  - Roads
  - Studies and plans by geotechnical engineers
  - Surveys to create lots
- New subdivision development is carried out by the City
- Lots would be leased using a ballot draw system
- Land Administration By-law No. 897 allows for Private Sector Development of Municipal Land as outlined in Section 64 to 67
  - Provision for the City to transfer land to a private developer
    - Once land is developed, the developer must sell the lots to the public
- Staff have identified an opportunity for a private-led trucked services subdivision project
  - Allows the City to pilot the private-led framework
  - Will not overburden existing trucked services capacity
- Proposed development will provide 40 to 60 dwelling units
  - Designing and planning homes together with standardized construction and streamlining procurement of construction material provides an opportunity to save on construction costs
- Staff recommend the private-led subdivision project include provision for home construction
  - Lot and road development should be clearly defined in the Land Administration By-law No. 897
- Based on the Land Administration By-law No. 897
  - Private-led subdivision projects requires a Call for Proposals from developers
  - Proposals will be evaluated based on a defined set of criteria

Mr. Dodds reviewed the following:

- Private Sector Land Development Proposal Strategy
  - Strategy 1 – Lot and Home Construction
  - Strategy 2 – Pricing of Land
- Criteria
  - Nunavut Inuit Housing Action Plan
    - Criteria 1 - preference given to applicants proposing Inuit-purposed housing
    - Criteria 2 – preference given to Inuit Development Corporations
  - Affordability
    - Criteria 3 – CMHC Housing Accelerator Fund Agreement to make Iqaluit more affordable for everyone

Mr. Dodds noted the first steps would be:

- Conduct community engagement
- Provide the Committee with a Survey Sketch for the identified lands
- Prepare General Plan and Zoning By-law Amendments for First Reading

Councillor Sheppard noted that this was the first private-led development in the territory and it was important to get it right. He inquired about the timeline as to when a discussion would be held regarding the density of the lots to ensure that there were single-family dwellings, multi-residential and affordability housing.

Councillor Sheppard also asked about disposal of developed lots to ensure that the development was not purchased and used for rental purposes. He wanted to ensure that homeowners had the opportunity to purchase homes.

Mr. Dodds indicated that disposal of developed lots was important and discussion should start early in the project. He advised that there were two formal steps:

- Draft Development Guidelines – design of structure, road, trails and access
- Work with developer to refine and approve:
  - Subdivision Plan
  - Development Agreement – includes trucked services
  - Disposal Agreement – how the lots are disposed using the Land Administration By-law as a guide

Mayor Awa asked about building standards.

Mr. Dodds explained that construction must adhere to the building code. He indicated that community engagement would provide input on the development, including type of heat and design of structures.

Deputy Mayor Smith pointed out that when subdivision were being developed, neighbourhoods were also being developed and it was important to have parks and playgrounds.



Deputy Mayor Smith asked about transferring the land to the developer for \$1 and what strategies would be used to ensure that development would be affordable.

Mr. Dodds explained that lot pricing for \$1 was a way to partner with the developer to achieve affordable housing. He noted that the definition of affordability was difficult to determine because of various factors, but he was anticipating that he could provide information during the review of the draft Development Guidelines.

Councillor Stevenson noted that the Government of Nunavut was working on various programs including a revised Homeownership Assistant Program (HAP) so that people could construct their own homes.

Councillor Stevenson expressed concern that consideration be given to the design and location of water and sewer tanks to prevent previous problems of not being able to see the overflow.

Mr. Dodds advised that the developer would be required to incorporate a capital-based contribution to assist the City in expanding trucked services capacity.

Alternate Deputy Mayor Flaherty felt that it was important when developing criteria that the development provided single-family private ownership. He spoke about Joamie Court being developed for single-family private ownership, which led to various changes that provide mixed-uses and staff housing.

Councillor Sheppard noted that there have been comments regarding the transfer of land for \$1 and he pointed out that the City was not permitted to profit from land development. He noted that the developer would be required to provide a capital-based contribution towards the trucked water and sewer services. He clarified that the developer would pay the development costs, which would be recouped as part of the purchase for each house.

Councillor Stevenson agreed that Joamie Court caused problems as it was developed and he hoped that this would not be repeated. He spoke about affordable housing and ways to make it affordable, which could be achieved by having granny suites built during construction.

Deputy Mayor Smith spoke in favour of intergenerational living, which could be achieved in a granny suite.

Mayor Awa commented that lots could be designated as single-family so that residents would be aware of the designation prior to purchasing.

**Motion PD 24-09**

Moved by: Councillor Stevenson

Seconded by: Councillor Tilley

Committee recommends that Council direct staff to:

1. Conduct community engagement.
2. Return with a Survey Sketch for the lands identified in Attachments 1 and 2.
3. Prepare General Plan and Zoning By-law Amendments for First Reading.

**Unanimously Carried**

**6. IN CAMERA SESSION**

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

**7. ADJOURNMENT**

**Motion PD 24-10**

Moved by: Councillor Tilley

Seconded by: Councillor Sheppard

Committee adjourns at 7:31 p.m.

**Unanimously Carried**



  
Deputy Mayor Kimberly Smith  
Chair

  
Tammy Ernst-Doiron  
City Clerk

Approved by City Council on the 27<sup>th</sup> day of February 2024.