



**CITY OF IQALUIT
GOVERNANCE AND PRIORITIES
COMMITTEE OF THE WHOLE MEETING #02
City Council Chambers
March 3, 2026 at 6:00 p.m.
AGENDA**

ADOPTION OF AGENDA

1. MINUTES

- a) Governance and Priorities Committee Meeting #01 minutes dated February 3, 2026

2. DECLARATION OF INTEREST

3. DELEGATIONS

None.

4. DEFERRED BUSINESS AND TABLED ITEMS

None.

5. NEW BUSINESS

- a) Request for Decision – 2026 Capital Budget Amendment Proposal – Water Infrastructure on Ulu Lane
Reiko Kobayashi, Acting Director of Planning and Development / City Planner
- b) Discussion Item – Procedures By-law Project – First Iteration of Proposed Updates
Brianna Longworth, City Clerk
- c) Update to Committee Terms of Reference (TOR) on Becoming a Committee of the Whole
Steve England, Chief Administrative Officer
- d) Discussion Item – Review of Committees and Proposed Governance and Priorities Committee of the Whole Agenda Structure
Steve England, Chief Administrative Officer

6. IN-CAMERA SESSION

None.

7. ADJOURNMENT

Next Governance and Priorities Committee of the Whole Meeting April 7, 2026

**MINUTES
CITY OF IQALUIT
GOVERNANCE AND PRIORITIES COMMITTEE
MEETING #01
FEBRUARY 3, 2026 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 Member
Deputy Mayor Kimberly Smith
Alternate Deputy Mayor Harry Flaherty

ABSENT

Councillor Methusalah Kunuk

PRESENT FROM ADMINISTRATION

Bill Williams, Acting Chief Administrative Officer/ Senior Executive Director of
Municipal Infrastructure and Planning
Brianna Longworth, City Clerk
Carol Nakanwagi, Executive Assistant
Peter Tumilty, Senior Executive Director of Corporate and Financial Services
Dominik Gagné, Economic Development Officer
Jeanie Eeseemailee, Senior Interpreter/Translator

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

ADOPTION OF AGENDA

Motion GP 26-01

Moved by: Mayor Awa
Seconded by: Councillor Sheppard

Adoption of agenda as presented.

Unanimously Carried

1. MINUTES

- a) **Governance and Priorities Committee Meeting #03 Minutes dated
November 6, 2025**

Motion GP 26-02

Moved by: Deputy Mayor Smith
Seconded by: Alternate Deputy Mayor Flaherty

Governance and Priorities Committee Meeting #03 Minutes dated November 6, 2025.

Unanimously Carried

2. DECLARATION OF INTEREST

None

3. DELEGATIONS

None

4. DEFERRED BUSINESS AND TABLED ITEMS

None

5. NEW BUSINESS

a) Discussion Item – Compassionate Funeral Subsidy Program Policy - Verbal

Peter Tumilty, Senior Executive Director of Corporate and Financial Services, presented the Compassionate Funeral Subsidy Program Policy for discussion. The following are the highlights of his presentation:

- Program has been ongoing for years
- Started as a simple application form with instructions
- During administration of the program, questions arose which required clarification
- Staff developed a formal Compassionate Funeral Subsidy Program Policy
 - Updates the current practices
 - Includes the knowledge from Administration staff when administrating the program to make improvements
 - Updated the application form
 - Creating clarity on reimbursement and payment
- Past four to five years, the total subsidy was \$40,000 - \$50,000 per year
- Budget amount was increased this year in anticipation of receiving additional applications from promoting the program
- Last year, 40 burial certificates were issued, but only nine applications for the subsidy were received
 - Funding may be received from other sources
 - Program is intended to fill any gaps that are not covered by other sources

- Staff anticipate presenting the Compassionate Funeral Subsidy Program Policy to the Finance Committee of the Whole on February 19, 2026

Mayor Awa made the following comment and asked the following question, which Mr. Tumilty answered:

- In some instances, government assists with funeral costs
 - There are several groups that provide funding for funeral services.
 - Individuals access the Canada Pension Plan Death Benefit
 - Program would provide a subsidy to cover the basics and not cover the entire cost of the funeral services
 - Subsidy would provide funding to fill any gaps not paid by other agencies/government
- Does the Territorial government provide funding to residents in Iqaluit?
 - Councillor Stevenson noted that the residents in hamlets do not pay for funeral services due to the difference between the *Cities, Towns and Villages Act* and the *Hamlets Act*
 - Mr. Tumilty advised that staff would confirm if the territorial government were paying burial costs in hamlets and if there are any available government programs for burial costs
 - Findings will be presented at the Finance Committee of the Whole meeting

Councillor Stevenson made the following comments, to which Mr. Tumilty responded:

- When the program was developed, it was to provide any gaps in funding for burial costs.
- Access to other funding providers would be used first and the City would fill any funding gaps
- There have been some instances that available funding was not easily accessible.
 - Understood that the ease of accessing funding is not straightforward
 - Policy provides a list of possible funding programs
 - Funeral director can assist with Canada Pension Plan Death Benefit application
 - Other funding programs are suggested by the funeral director and is up to the family to pursue
 - Policy provides the available funding programs and families do the best they can, and the City fills in the gaps

b) Update – Procedures By-law Project - Verbal

Brianna Longworth, City Clerk, presented an update on the Procedures By-law Project. The following are the highlights of the presentation:

- Previously discussed and received feedback from the committee on a project to update the existing Council Procedures By-law
- Working with a co-op student from the University of Waterloo
- Research and review procedures and by-laws from other municipalities that are similar to Iqaluit

- Comparing research with Iqaluit's by-laws and identifying areas that could be incorporated into Iqaluit's by-laws
- Ensuring that proposed changes fall within the *Cities, Towns and Villages Act*
- Developing framework that outlines different sections and components for consideration
- In the next couple of months, a framework will be presented to the committee for feedback that will include:
 - Current by-law elements
 - Proposing amendments and/or updated by-laws
 - References from other municipalities

c) Discussion Item – Terms of Reference for Governance and Priorities Committee - Verbal

Bill Williams, Acting Chief Administrative Officer, presented for discussion the Terms of Reference for Governance and Priorities Committee. The following are the highlights:

- Discussion with the Chair and some members of the Governance and Priorities Committee regarding how the committee was set up and the possibility of changing it to a Committee of the Whole
- Governance and Priorities Committee sets core responsibilities and councillors' discussion often shapes the strategy direction
- Staff feels that all councillors should participate in the discussion from the beginning
- This will ensure that all councillors participate equally in governance and priorities discussion.
 - Improve clarity
 - Reduce duplication items at Council meetings
 - Provide clear and consistent direction to Administration on the outcomes from the Governance and Priorities Committee
- Under the *Cities, Towns and Villages Act*, Council has the authority to establish and structure committees
- Committee can make a recommendation to Council to amend the Terms of Reference so that the Governance and Priorities Committee be a Committee of the Whole

Mayor Awa asked the following question, which Councillor Stevenson answered:

- Will the change to Committee of the Whole pertain to all committees of Council?
 - Committee structure of all committees will be discussed in the next agenda item
 - This item is suggesting that the Governance and Priorities Committee be a Committee of the Whole.
 - At the onset of developing the committee, it was noted that the Governance and Priorities Committee was an important committee discussing various items and would be beneficial to have all councillors on the committee.

- Recalled a recent recommendation from the Governance and Priorities Committee to Council in which a councillor was not aware of the discussion and understanding of the recommendation
 - Highlights the importance that the committee should be a Committee of the Whole

Deputy Mayor Smith made the following comments:

- When councillors are not involved in discussions, it is difficult to know and understand the background for a particular item
- Would be beneficial for the committee to be a Committee of the Whole

Councillor Sheppard asked the following question, which Councillor Stevenson answered:

- What is the procedure to change the committee to a Committee of the Whole?
 - Requires a recommendation from the Committee to Council

Motion GP 26-03

Moved by: Councillor Sheppard

Seconded by: Deputy Mayor Smith

Committee recommends that Council amend the Governance and Priorities Committee to be a Committee of the Whole.

Unanimously Carried

Councillor Sheppard made the following comment:

- When discussing the next agenda item, consideration should be given to changing the structure of other committees due to the additional workload created by the Governance and Priority Committee

d) Discussion Item – Review of Committees

Brianna Longworth, City Clerk, presented for discussion the Review of Committees. The following are the highlights:

- Staff completed a review of the committees using the approved Committee Evaluation Framework
- Staff is requesting feedback and will provide any clarification
- Opportunity for councillors to add comments to any of the committee reviews
- Based on the decision of the previous agenda item, staff is suggesting scheduling another Governance and Priorities Committee meeting in early March to further discuss and make recommendations on the Review of Committees
 - Changing the Governance and Priorities Committee structure to a Committee of the Whole allows all councillors to participate in the Review of Committees

- Holding a meeting in March will allow sufficient time to make recommendations to Council on any committee changes and in turn, developing the Meeting Calendar for the remainder of the year

Councillor Stevenson made the following comment:

- Beneficial to have all councillors present for discussion

Councillor Sheppard made the following comments:

- Considerable amount of work carried out by staff to provide a summary and recommendations
- Highlights the effectiveness of committees, work carried out, irregularity of meetings and options for consolidating committees
- Consideration should be given to eliminating the Taxi Review Committee, Cemetery Advisory Committee, Disability Advisory Committee, Niksiit Committee, Engineering and Public Works Committee of the Whole, and Community Economic Development Committee
 - Any items from these committees can be dealt with on an as-needed basis with the remaining committees
- Suggested that any changes to committees be delayed until the Governance and Priorities Committee has been changed to a Committee of the Whole, in order to allow all councillors the opportunity to participate and hear discussions

Alternate Deputy Mayor Flaherty made the following comments and asked the following questions, which Ms. Longworth answered:

- What stage is the committee review at and what changes are highlighted in the review?
 - Reviews are the result of a previous Governance and Priorities Committee meeting and receiving direction to begin the review
 - Committee Evaluation Framework was developed and approved
 - Framework was used to review the Public Safety Committee first
 - Committee Evaluation Framework was used to review existing committees on record
 - Some committees meet more frequently than others
 - Staff gathered and consolidated information on all existing committees on record
 - At the end of each review, there is a recommendation to be determined by the committee.
 - Information being presented for any clarification or additional context
- Agrees that some of the committees are obsolete
- Some committees were established for a particular reason
- Is there a policy to create a new committee, such as a committee to identify capital projects and available funding?
 - Councillor Stevenson advised that Council has the ability to create committees

Councillor Stevenson made the following comments:

- Some committees were created for a particular reason and in some cases, the reason remains, whether there is a committee or not
- Issues will still need to be addressed if committees are eliminated, for example, the Cemetery Advisory Committee and Taxi Review Committee
- Public Works and Engineering Committee of the Whole has not met for several years, however, used to meet regularly
 - Attending regular Planning and Development Committee meetings helps with understanding the planning and lands process
 - Lack of information and understanding of roads, sewer and water system due to the absence of the Public Works and Engineering Committee of the Whole meetings
 - Meetings were not held because Council did not have to make a decision
 - Need to address how to receive updates
 - Suggested a change to workshops in order to receive updates

Alternate Deputy Mayor Flaherty asked the following question, which Councillor Stevenson answered:

- Is there another format or procedure to dissolve committees and is there a time frame to review committees to determine if the committee is efficient?
 - *Cities, Towns and Villages Act* outlines the requirements to create a committee, which can have a time frame if Council so wishes
 - Current Terms of Reference for committees does not include a time frame for review

Deputy Mayor Smith made the following comments:

- Agrees that some of the committees can be eliminated
- Consider options for Council to receive information and updates, perhaps quarterly
- Agreed that no decisions should be made regarding committees until the Governance and Priorities Committee is a Committee of the Whole
- Some Recreation Committee meetings are more beneficial than others
- There are some overlaps in some committees and goals could be combined to be more effective.
- Suggested a Community Wellness, Recreation and Accessibility Committee to be more effective

Councillor Sheppard made the following comments:

- Governance and Priorities Committee can deal with issues from potential committees to be eliminated
- Councillors can set the terms of reference for committees
- Public Works and Engineering Committee of the Whole does not require the need for decision-making and updates could be provided at the Governance and Priorities Committee

- Various departments within the City can present items to the Governance and Priorities Committee, which will ensure that councillors are kept up to date on operations
- Department updates can be provided at regular intervals

Councillor Stevenson made the following comments:

- Agrees that updates are needed
- Noted that Workshops are held on a regular basis, which is also an avenue to provide updates
- Commented that a considerable amount of work is required by staff to prepare a report to present to councillors
- Must be cognizant that report preparation does take away from the day to day work

Mr. Williams made the following comments:

- Noted that the Committee Evaluation Framework includes the number of hours for staff to prepare documents prior to and following meetings
- When contemplating combining or adding to committees and/or workshops, consider the time required by both staff and councillors
- Ensure that time is being used effectively for staff and councillors, and useful information is being provided.
- Understood from discussion
 - Opportunity to consolidate some committees
 - Provide more regular updates
 - Potential dashboard and/or report cards for departments that can provide an at a glance information/update
- First review of the Committee Evaluation Framework is to ensure there is a balance and schedule for meetings
- Public Works and Engineering items that go directly to Council is based on timeliness
 - Sealift window or award of contract could be missed

Councillor Stevenson made the following comments:

- Must also consider public perception when eliminating committees
- Message must be clear and intent of the committee must be absorbed by another committee so that residents understand that particular items are still being dealt with
- Some committees have no authority and are difficult to manage

Ms. Longworth made the following comments:

- Recommendation will be forwarded to the February 10, 2026 Council Meeting to amend the Governance and Priorities Committee to a Committee of the Whole
- Asked for guidance on the information being presented to the next Governance and Priorities meeting, that being, if councillors would like to have staff recommendations

- Staff is proposing a Governance and Priorities meeting be held on March 3, 2026

Councillor Stevenson made the following comments:

- Item has a considerable amount of paper and hoped that the document can be reused for the next meeting
- Committee can determine recommendations based on the information provided

Deputy Mayor Smith made the following comments:

- Commented that recommendations should come from the committee
- Agreed with the March 3, 2026 meeting date

Mayor Awa made the following comments:

- Some committees meet frequently and others do not
- Important that items for infrequent meetings be presented to another committee with a recommendation from staff
- Some items can be dealt with by staff based on policies and by-laws, with a report being provided to a committee periodically

Councillor Stevenson made the following comment:

- Noted that Council has the ability to create an ad hoc committee for a short period of time for a particular item

The committee agreed that the next meeting should be held on March 3, 2026.

6. IN CAMERA SESSION

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

- Legal

Motion GP 26-04

Moved by: Deputy Mayor Smith

Seconded by: Councillor Sheppard

Committee goes In Camera at 6:50 p.m.

Unanimously Carried

Motion GP 26-05

Moved by: Deputy Mayor Smith

Seconded by: Councillor Sheppard

Committee returns to Regular Session at 7:04 p.m.

Unanimously Carried

7. **ADJOURNMENT**

Motion GP 26-06

Moved by: Deputy Mayor Smith
Seconded by: Councillor Sheppard

Committee adjourns at 7:04 p.m.

Unanimously Carried

Councillor Romeyn Stevenson
Chair

Brianna Longworth
City Clerk

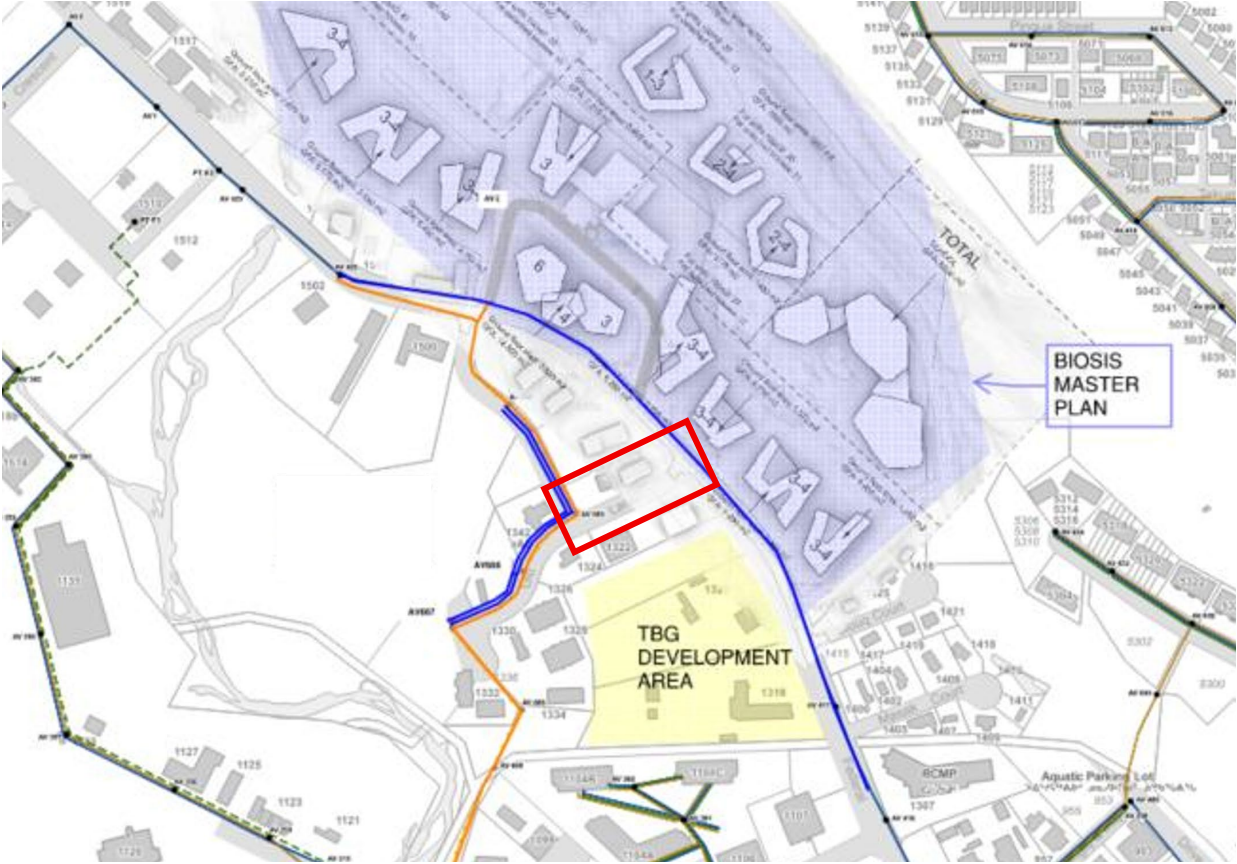
Approved by Governance and Priorities Committee on the ____ day of _____ 2026.

<p>TOPIC</p> <p>2026 Capital Budget Amendment Proposal – Water Infrastructure on Ulu Lane – AV 419 to AV 665</p>	<p>DATE</p> <p>March 3, 2026</p>
<p>PRESENTED BY</p> <p>Reiko Kobayashi, City Planner</p>	<p>PRESENTED TO</p> <p>Governance and Priorities Committee of the Whole</p>
<p>PROPOSAL</p> <p>The Qikiqtani Inuit Association has engaged engineering services to design a short section of new sewer in Ulu Lane. This new sewer pipe is needed to carry sewage from the future buildings on the Sivumugiaq Inuit Owned Lands east of Aqsarniit Hotel (Attachment 1). The new sewer pipe is part of the infrastructure required to service these Inuit Owned Lands and the municipal lands to the north. The Qikiqtani Inuit Association received \$33 Million in funding from the Canada Housing Infrastructure Fund to help with infrastructure costs for this project. The funds may only be used for infrastructure that directly supports the IOL/municipal lands project.</p> <p>A sewer was installed in this area in 2020 to service the Aqsarniit Hotel. However, this work did not include a short section of sewer line up Ulu Lane to Sivumugiaq Street since it was not required at the time to support the Hotel project. QIA proposes to use their federal funding to pay for the sewer infrastructure. QIA has asked the City whether the City would like to contribute funds to the project to install the water line at the same time as the sewer line.</p> <p>A Request for Proposal to install water in Ulu Lane was issued in 2023 but was cancelled when the redevelopment of the Baffin Buildings Systems (BBS) lands proposal came forward. Staff decided to wait for the servicing solution for the BBS lands to be determined before committing to a water design solution for the broader area. The BBS lands redevelopment was determined to be best serviced by water directly from Sivumugiaq Street and not from Ulu Lane.</p> <p>SUPPORTING DOCUMENTS</p> <ul style="list-style-type: none"> ▪ Attachment 1: Location Map 	
<p>OPTIONS</p> <ol style="list-style-type: none"> 1. Approve the proposed 2026 Budget Amendment. 2. Refuse the proposed 2026 Budget Amendment with direction to add the project to the 2027 Capital Budget. 3. Refuse the proposed 2026 Budget Amendment with direction to add the project to a future Capital Budget only when new development on piped services is proposed in Ulu Lane. 4. Refer the request back to Staff to provide more information or consider other options. 	
<p>BENEFITS</p> <ol style="list-style-type: none"> 1. Combining the sewer and water work would save future costs related to mobilization, 	<p>CHALLENGES</p> <ol style="list-style-type: none"> 1. Since the work is being undertaken by QIA, the City would be contributing funds to a capital project, instead of undertaking the


<p>excavation, pavement replacement, and traffic control.</p> <ol style="list-style-type: none"> 2. The work would bring full sewer and water services to Ulu Lane since most of the waterline is already installed (but not in service), giving local businesses the ability to connect to piped services to expand their businesses or redevelop their properties. 3. As part of the General Plan Update project, Staff propose including Ulu Lane in the Core Area designation to allow high density redevelopment in this area. This change will create opportunities for redevelopment of lots on Ulu Lane. 	<p>project. It is understood that federal funds can be used in this way. The City’s approval of the project requires QIA to enter into a Development Agreement with the City for the works.</p> <ol style="list-style-type: none"> 2. QIA may delay the project to 2027 if the City is not in a position to contribute funds for the water component of the project. QIA has expressed some concern about not spending adequate federal funds in 2026 as per its contribution agreement. 3. QIA needs to make a decision on whether to proceed with the project by the end of February in order to purchase, receive and install the works in 2026.
<p>ACCESSIBILITY</p> <ul style="list-style-type: none"> ▪ N/A 	
<p>POLICY IMPLICATIONS</p> <ul style="list-style-type: none"> ▪ None identified 	
<p>COSTS</p> <p>Pilitak provided a budget estimate of \$750,000 for the water components of the project. With a 15% contingency applied, the budget needed for the project is \$860,000.</p>	<p>SOURCE OF FUNDING</p> <p>The Housing Accelerator Fund (HAF) could be used for this project.</p>
<p>STAFF RECOMMENDATIONS/COMMENTS</p> <p>Staff recommend that Council amend the 2026 Capital Budget to allow the piped water system in the Ulu Lane area to be completed at the same time as the piped sewer system.</p>	
<p>CAO INITIALS</p> <p>B.W., A/CAO</p>	<p>CAO COMMENTS</p>


ATTACHMENT 1

Location Map



 Project Area

 Existing water pipes

 Existing sewer pipes

City of Iqaluit
Council Procedures By-law Proposed Updates – In Progress

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General

Topic	Current Practice	Proposed Update	Research Reference
Modernize	Some wording/terms in the Procedures By-law are outdated.	Update all references from “town” to “City”, and similar edits to improve clarity and modernize.	
Definitions	Procedures By law (s. 2): Provides only 8 basic terms. Lacks clear terms and definitions.	Increase the number of definitions and expand on clarity.	Guelph/ Medicine Hat
Table of Contents	The Procedures By-law does not include a table of contents.	Add table of contents to improve accessibility and navigation.	Medicine Hat

Meetings

Topic	Current Practice	Proposed Update	Research Reference
Modified Schedule	Standard year-round schedule often faces attendance issues in summer and holiday months.	Establish a formal summer/holiday schedule with one regular meeting for each month of January, June, July, August, and December to facilitate quorum.	Yellowknife 8(5)
Meeting Types	The CTV Act provides distinctions	Specific Categories: Define clear procedural differences	Yellowknife (8-10)

	<p>between Regular, Special, and Emergency meetings of Council.</p> <p>The Planning Act provides information on Public Hearings and obligations to hold them on Planning matters.</p> <p>Procedures By-law sets the specific time and day for regular Council meetings but does not provide detail on other meeting types.</p>	<p>for First, Regular, Special, and Emergency meetings, as well as Public Hearings, Committee of the Whole Meetings, and Standing Committee Meetings.</p>	
<p>Guidelines for Committee of the Whole Meetings</p>	<p>The Procedures By-law provides a simple overview of some matters regarding COW Meetings.</p>	<p>Expand on specific procedures and guidelines for Committee of the Whole meetings to provide clarity on proceedings and which matters are considered by COWs.</p>	<p>Medicine Hat 4.36–4.41</p>

Order & Decorum

Topic	Current Practice	Proposed Update	Research Reference
<p>Task-Based Duties</p>	<p>CTV Act defines duties of Mayor and SAO (s. 39-44).</p> <p>Procedure By-Law lacks task-based duties</p>	<p>Clearly delineate specific procedural duties for the Mayor (Chair), Deputy Mayor, Councillors, City Clerk, and the Senior Administrative Officer (SAO/CAO) to ensure everyone knows their role in the meeting process.</p>	<p>Yellowknife S. 18-22</p>

	for meeting staff.		
Harmful Personal Remarks	Procedures By-law S.17(b) mentions "indulging in personalities" but the meaning is unclear.	Increase clarity on the prohibition of harmful personal remarks about members/ staff/ interpreters to ensure respect and safety.	Yellowknife (S. 104)
Commencement of Proceedings	Procedures By-law (s. 7): If the presiding member is not present within 15 minutes after the designated start time, Council shall appoint a presiding member.	Modify to 5 minutes to increase efficiency. Maintain current clause that if the original presiding member arrives, the appointed member shall vacate the Chair.	Yellowknife (S. 15.2)

Conflict of Interest

Topic	Current Practice	Proposed Update	Reference
Physical Absence	Procedure By-law S. 11(a) mentions Members must leave the room physically, but does not adapt guidelines for	Mandatory Withdrawal (Virtually): If participating electronically, Members must be moved to a virtual "waiting room" to not influence proceedings.	

	electronic participation.		
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Agenda (Order of Business)

Topic	Current Practice	Proposed Update	Research Reference
Order of Business	Procedure By-law (S. 18): Hard codes the order of business in the By-law.	Appendix Model: Move the order of business to Schedule A which would allow updates via Resolution. Change "Prayer" to "Moment of Silence."	Yellowknife (Sch A)

Motions

Topic	Current Practice	Proposed Update	Research Reference
The Motions Feature Table	Currently not included in the by-law, leads to possible confusion about priority of motions and procedures.	The Motions Feature Table (or "Cheat Sheet") provides the Presiding Officer with an immediate, legally verified reference for motion priority, debatability, and required thresholds.	Calgary Appendix D
Procedural Recess	Not governed in CTV Act or By-law Unclear wording of complex motions can lead to errors in the final record.	The Chair can pause the meeting to ensure complex wording of a motion is written down or read out and shared with all members before the vote.	Yellowknife S. 87

Delegation

Topic	Current Practice	Proposed Update	Research Reference
Guidelines	No specific timelines and requirements for delegations are identified in the Procedures By-law.	Establish clear guidelines for registering and presenting as a Public Delegation	Guelph 4.10
Multilingual Standards	The Procedures By-law does not outline a requirement for translation.	All written materials being submitted to Council must be translated by the delegations and provided to the City Clerk prior to the identified meeting.	
Submission Deadlines	Not governed in CTV Act or Procedures By-law	Agenda Cutoff: Identify that all presentation materials must be submitted to the City Clerk by the formal agenda deadline.	Cambridge 4.1
Time Management	The CTV Act and Procedures By-law do not set restrictions on the length of delegation presentations.	Strict 10-Minute Cap: Standard time limits for presentations to Council to enforces efficiency and keeps meeting on track. The Chair has discretion to extend the time limit to allow the presentation to finish.	Guelph

Records

Topic	Current Practice	Proposed Update	Research Reference
<p>Minutes Circulation Timeline</p>	<p>CTV Act s.37 requires the keeping of minutes, recording of votes, and adoption of minutes, but no timeline is specified for circulation.</p> <p>Procedures By-law (S. 56) addresses circulation time of minutes (within 48 hours of council meeting).</p> <p>Current practice includes posting audio recordings of the meeting on the City website within 24 hours following the meeting, as an immediate record.</p>	<p>Require draft Minutes to be circulated 48 hours before the next regular meeting for approval, rather than 48 hours after the originating meeting.</p> <p>The audio recordings of the meeting continue to serve as the immediate record.</p>	<p>Yellowknife (S.33)</p>
<p>Recording of Meetings</p>	<p>The Procedures By-law does not formally address audio or video recordings of meetings.</p> <p>Not formally governed in CTV Act.</p>	<p>Formalize recordings as the “Immediate Record”; require posting within 24 hours (if technically possible) to increase transparency.</p>	

Point of Order

Topic	Current Practice	Proposed Update	Research Reference
Point of Order	Procedure By-Law S.57-59: General rules of decorum and procedure exist, but it lacks clarity and guidance on points of order.	Outline the cases in which a Point of Order may be necessary and the process to address this.	Medicine Hat S. 7.3-7.10; Ottawa S. 44

Point of Privilege

Topic	Current Practice	Proposed Update	Research Reference
Point of Privilege	The Procedures By-law does not clearly separate Points of Privilege from general decorum rules; criteria and process are not laid out.	Create a distinct section defining when a Member's rights, reputation, or ability to participate is affected and the process to address this.	Ottawa S. 43

In Camera Session

Topic	Current Practice	Proposed Update	Research Reference
Permitted Topics	The CTV Act (s. 22(2)) authorizes a Council or a committee of Council to close a meeting to the public where it is of the opinion that	Provide greater clarity on matters where Council may decide it is in the public interest to enter a closed session. Continue to provide flexibility by not limiting Council to particular matters.	Northwest Territories CTV Act s. 23 (3) (a-k); Calgary Appx E

	<p>to do so is in the public interest.</p> <p>The Procedures By-law provides general categories of permitted matters but does not limit Council to these matters.</p>		
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Quorum

Topic	Current Practice	Proposed Update	Research Reference
Commencement of a Meeting	Not outlined in the Procedures By-law.	<p>Establish a standard length of time to wait for a quorum to be met before adjourning the meeting.</p> <p>Authorize Council to make a motion to extend this period if it is believed that a quorum will be imminently met.</p>	Yellowknife (S. 15.3); Medicine Hat (S. 4.31)
Virtual Presence for Quorum	The CTV Act outlines that members participating in permitted electronic forms shall be deemed to be present at a meeting. (19.2).	<p>Quorum Integration: Explicitly state that members on a secure link count toward quorum, ensuring the meeting remains legal even if members are traveling.</p> <p>Maintain that virtual participation is not permitted for in-camera</p>	Calgary Appx E.5, CTV Act 19.2

	No local guidelines for electronic participation.	sessions under S. 19.1(3) of the CTV Act.	
"Deemed" Quorum	<p>Conflict of Interest Act s. 3: If quorum would be lost from conflict of interest declarations on an item, if at least 2 members are not in conflict, they a deemed a quorum for that item.</p> <p>Not addressed in the Procedures By-law.</p>	Formalize the “deemed quorum” process in the Procedures By-law to avoid confusion and unnecessary deferral of items.	Nunavut Conflict of Interest Act, s. 3
Loss of Quorum	Currently no clear regulations in the Procedures By-law as to how to proceed if quorum is lost during a meeting.	<p>Provide clear guidelines for a standard time to recess the meeting to regain quorum.</p> <p>Authorize Council to extend this recess if it is believed that a quorum will be imminently met.</p>	Calgary Procedure By-law s. 58; Medicine Hat s. 4.32

Electronic Participation

Topic	Current Practice	Proposed Update	Research Reference
<p>Legal Framework and Guidelines</p>	<p>The CTV Act s. 19.1 permits electronic participation in open sessions if the method allows members to hear and speak to each other and for the public to hear the members.</p> <p>The current Procedure By-law contains no mention of remote attendance.</p>	<p>Formalize Hybrid Rules: Create a dedicated section regarding remote attendance that complies with the CTV Act but adds local security and conduct standards.</p>	<p>Medicine Hat s. 7.28-7.31 and Schedule C</p>
<p>Visible Participation</p>	<p>The CTV Act only governs audible electronic participation.</p> <p>Not discussed in the Procedures By-law.</p>	<p>Members are encouraged to keep cameras on where technology allows, to promote transparency and communication. Not a requirement as members may not have access to a webcam.</p>	<p>Accountability: Ensures the member is focused and engaged in the debate. (Calgary Appx E.5)</p>
<p>Audible Voting</p>	<p>The Procedures By-law does not specifically outline the process for voting while attending electronically.</p> <p>Current practice of a "roll call" vote for electronic members.</p>	<p>Formalize a "roll call" vote for electronic members: For every vote, the Chair calls the name of remote members for an audible "In Favor" or "Opposed."</p>	<p>Record Accuracy: (Calgary Appx E.6)</p>

Public Hearing

Topic	Current Update	Proposed Update	Research Reference
Public Hearing Procedures	Not in Procedure By-law. Generally follows high-level <i>CTV Act</i> and <i>Planning Act</i> rules but lacks meeting-specific procedures.	Add a formal section defining how Public Hearings are conducted to ensure legal validity and public fairness.	Yellowknife S. 38-46.5 / Medicine Hat S. 4.49-4.61
Speaker Time Limits	No time limits are specified in <i>CTV Act</i> or Procedure By-law. The Planning Act (S. 25.4) outlines that Council must hear all members wishing to make a representation.	Establish guidelines for speaker time limits, to ensure that all members of the public wishing to speak may voice their opinion in a timely manner. The Chair has discretion to extend the time limit to allow the representation to finish.	Medicine Hat 4.55 (F)

Mayor as Ex-Officio

Topic	Current Practice	Proposed Update	Research Reference
Quorum: Committees	Not clearly addressed in Procedures By-law. No express rule on whether the Mayor counts toward quorum when attending as ex-officio.	The Mayor is NOT counted when determining the number required for a quorum or whether a quorum is present at a meeting, when	Robert's Rules 50:16

		<p>attending as an ex-officio member.</p> <p>However, when the Mayor is explicitly named as a member of the committee, they would be counted towards determining and establishing a quorum.</p>	
<p>Voting: Committees</p>	<p>The CTV Act states that the Mayor possesses all the rights, privileges, powers and duties of committee membership as an ex-officio (S. 40(3)).</p>	<p>The Mayor maintains full voting rights in all committee meetings.</p>	

Terms of Reference

Governance and Priorities Committee of the Whole

I. PURPOSE OF THE COMMITTEE

The Governance and Priorities Committee of the Whole (the "Committee") is established to assist the Council in reviewing governance policies, by-laws, and key priorities that guide the strategic direction and functioning of the City. The Committee serves as a platform for refining priorities identified during Council workshops and ensuring that those priorities are brought back into the public forum through appropriate channels.

II. DUTIES OF THE COMMITTEE

The Committee is mandated to:

- 1) Review and recommend updates or amendments to the City's governance structure, including by-laws and policies.
- 2) Develop Council's mandate priorities and ensure alignment with municipal objectives and public needs.
- 3) Oversee the integration of Council priorities discussed during workshops into governance and legislative processes.
- 4) Provide recommendations on how to streamline governance processes.
- 5) Ensure that the municipality's governance model evolves in line with best practices in transparency, accountability, and effectiveness.
- 6) Receive operational reports from City departments.
- 7) Receive delegations from the public and community organizations for presentations to the Committee.

III. AUTHORITY

The Committee has the authority to:

- 1) Review and evaluate existing governance policies, by-laws, and Council procedures.
- 2) Develop new governance policies, by-laws, and Council procedures for Council consideration.
- 3) Seek input from City departments, Chief Administrative Officer, Senior Executive Directors, external experts, and other stakeholders as required.
- 4) Make recommendations to Council for approval on governance matters, policy amendments, and priority actions.

- 5) The Committee does not have decision-making power but works as an advisory body to Council.

IV. COMPOSITION

The Committee shall be composed of the following:

- 1) Chair: One Council member, approved by Council
- 2) Members: All members of Council, one of which shall be appointed as the Vice-Chair.

Support Staff will include the Chief Administrative Officer, Senior Administrative Staff, and the City Clerk's Office.

V. ROLES AND RESPONSIBILITIES

Committee Chair:

- 1) Preside over meetings, set agendas in consultation with the CAO, and ensure productive discussions.
- 2) Represent the Committee's recommendations at Council meetings.

Committee Members:

- 1) Actively participate in discussions and contribute to the review of governance and priority items.
- 2) Bring forward issues of concern from their respective wards or portfolios.

Chief Administrative Officer:

- 1) Provide regular updates on the operational status of governance-related projects.
- 2) Support the Committee in assessing governance and priority issues through reports and recommendations.

VI. MEETINGS

- 1) The Committee shall meet once every two months or as required to fulfill its mandate.
- 2) Quorum for the Committee will be four voting members, and the Chair.
- 3) Minutes of each meeting will be reviewed by Administration and forwarded to the next available Council meeting for approval.

VII. REPORTING

The Committee will provide a formal report to Council after each meeting. The report will:

- 1) Summarize key discussions.
- 2) Provide recommendations on governance or priority-related actions.
- 3) Outline any further information or mechanisms required by Council, to action priorities

VIII. REVIEW AND EVALUATION

The Committee's Terms of Reference shall be reviewed annually by the Committee to ensure its relevance and effectiveness. Any amendments must be approved by Council.

IX. DISSOLUTION

The Committee may be dissolved by a motion of Council at any time, based on its discretion or upon completion of its mandate.

X. EFFECTIVE DATE

These Terms of Reference shall come into effect upon approval by Council.

Proposed GP Agenda Summary

Purpose

The purpose of this report is to present a draft Governance and Priorities (GP) Agenda structure for Council's review and consideration. The proposed structure is intended to transition away from the current Committee framework while enhancing transparency, improving efficiency, and strengthening public engagement.

Specifically, the revised structure aims to:

- Enhance public engagement and transparency
 - Provide more detailed and structured departmental updates
 - Improve timelines for Planning and Development matters
 - Streamline the overall Council calendar
 - Provide Council with greater flexibility to address items more efficiently
 - Deliver more comprehensive information to support Council decision-making
-

Proposed Agenda Structure

Declaration of Interest

This section provides an opportunity for members of Council or Administration to formally declare any direct or perceived conflicts of interest related to agenda items.

Public Engagement Items

Recognizing the opportunity to strengthen public engagement practices, this section is dedicated to improving communication and direct interaction between Council and the community.

Key elements include:

- Encouraging residents, community groups, and organizations—through City Communications—to present directly to Council on matters of community interest.
- Allowing Council to identify themes or topics for which they would like community input.
- Enabling Council to invite specific groups or organizations to present on timely issues or opportunities.
- Providing formal reporting on public engagement activities undertaken over a defined period (ongoing outreach tracking).

- Initiating development of a comprehensive Public Engagement Strategy in 2026. Administration proposes engaging a qualified contractor to work with Administration, Council, and the community to develop this strategy. Regular progress updates would be provided at GP meetings, with the final report presented to Council for review and implementation.
-

3. Deferred Business and Tabled Items

This section ensures structured follow-up on outstanding matters and includes:

- Items formally postponed to a future meeting pending additional information or consideration
 - Matters temporarily set aside during debate
 - A formal mechanism to ensure unfinished business is revisited and not overlooked
-

New Business

- New Requests for Decision (RFDs)
- New policy proposals
- New by-laws or by-law amendments
- New project approvals
- Emerging issues requiring Council direction
- Correspondence requiring action

This section would also formally replace Planning and Development Committee of the Whole (PDCOW) Meetings and streamline the review of Planning and Development matters.

Objectives include:

- Allowing Planning and Development items to proceed to Council more efficiently
- Providing ongoing updates on development-related matters
- Improving service levels and responsiveness to clients

Typical items may include:

- Requests for Decision (RFD) presentations
 - By-law reviews and amendments
-

Department Updates

On a rotating three-month cycle, each City department would present a structured and detailed update to Council, including:

- Operational updates
- Major project updates
- Emerging issues and priorities

This approach ensures consistent oversight while balancing meeting efficiency.

6. Discussion Items

This section provides Council with the opportunity to identify topics requiring further research, analysis, or policy development. Direction provided during this section would guide Administration's follow-up work.

7. In-Camera Items

This section would address matters appropriately considered in-camera, including:

- Human Resources updates
 - Legal-related matters
-

Conclusion

The proposed GP Agenda structure is designed to modernize Council's meeting framework, improve transparency and public engagement, enhance service delivery timelines—particularly in Planning and Development—and provide clearer, more structured reporting to Council.

Administration welcomes Council's feedback and direction on the proposed structure prior to implementation.



**CITY OF IQALUIT
GOVERNANCE AND PRIORITIES
COMMITTEE OF THE WHOLE MEETING #01
City Council Chambers
1st Tuesday of month 1, 6:00 p.m.
AGENDA**

ADOPTION OF AGENDA

1. **MOMENT OF SILENCE**
2. **DECLARATION OF INTEREST**
3. **PUBLIC ENGAGEMENT ITEMS**
 - Residents / Community groups / Organizations presenting to Council
 - Public engagements activities
 - Public engagement Project updates - Contractor
4. **DEFERRED BUSINESS AND TABLED ITEMS**
5. **NEW BUSINESS**
 - Planning and Development Business
 - Requests for Decision
 - By-law review
6. **DEPARTMENT UPDATES**
 - City department update #1 (Public Works)
7. **OPEN DISCUSSION ITEMS**
 - Topics Council may want to discuss
 - Topics Council may wish to provide direction for staff to research for them
8. **IN-CAMERA ITEMS**
 - HR or Legal related items



**CITY OF IQALUIT
GOVERNANCE AND PRIORITIES
COMMITTEE OF THE WHOLE MEETING #02
City Council Chambers
3rd Tuesday of Month 1, 6:00 p.m.
AGENDA**

ADOPTION OF AGENDA

1. **MOMENT OF SILENCE**
2. **DECLARATION OF INTEREST**
3. **PUBLIC ENGAGEMENT ITEMS**
 - Residents / Community groups / Organizations presenting to Council
 - Public engagements activities
 - Public engagement Project updates - Contractor
4. **DEFERRED BUSINESS AND TABLED ITEMS**
5. **NEW BUSINESS**
 - Planning and Development Business
 - Requests for Decision
 - By-law review
6. **DEPARTMENT UPDATES**
 - City department update (Engineering)
7. **OPEN DISCUSSION ITEMS**
 - Topics Council may want to discuss
 - Topics Council may wish to provide direction for staff to research for them
8. **IN-CAMERA ITEMS**
 - HR or Legal related items



**CITY OF IQALUIT
GOVERNANCE AND PRIORITIES
COMMITTEE OF THE WHOLE MEETING #03
City Council Chambers
1st Tuesday of month 2, 6:00 p.m.
AGENDA**

ADOPTION OF AGENDA

1. **MOMENT OF SILENCE**
2. **DECLARATION OF INTEREST**
3. **PUBLIC ENGAGEMENT ITEMS**
 - Residents / Community groups / Organizations presenting to Council
 - Public engagements activities
 - Public engagement Project updates - Contractor
4. **DEFERRED BUSINESS AND TABLED ITEMS**
5. **NEW BUSINESS**
 - Planning and Development Business
 - Requests for Decision
 - By-law review
6. **DEPARTMENT UPDATES**
 - City department update (Economic Development)
7. **OPEN DISCUSSION ITEMS**
 - Topics Council may want to discuss
 - Topics Council may wish to provide direction for staff to research for them
8. **IN-CAMERA ITEMS**
 - HR or Legal related items



**CITY OF IQALUIT
GOVERNANCE AND PRIORITIES
COMMITTEE OF THE WHOLE MEETING #04
City Council Chambers
3rd Tuesday of month 2, 6:00 p.m.
AGENDA**

ADOPTION OF AGENDA

1. **MOMENT OF SILENCE**
2. **DECLARATION OF INTEREST**
3. **PUBLIC ENGAGEMENT ITEMS**
 - Residents / Community groups / Organizations presenting to Council
 - Public engagements activities
 - Public engagement Project updates - Contractor
4. **DEFERRED BUSINESS AND TABLED ITEMS**
5. **NEW BUSINESS**
 - Planning and Development Business
 - Requests for Decision
 - By-law review
6. **DEPARTMENT UPDATES**
 - City department update (Recreation)
7. **OPEN DISCUSSION ITEMS**
 - Topics Council may want to discuss
 - Topics Council may wish to provide direction for staff to research for them
8. **IN-CAMERA ITEMS**
 - HR or Legal related items



**CITY OF IQALUIT
GOVERNANCE AND PRIORITIES
COMMITTEE OF THE WHOLE MEETING #05
City Council Chambers
1st Tuesday of month 3, 6:00 p.m.
AGENDA**

ADOPTION OF AGENDA

1. **MOMENT OF SILENCE**
2. **DECLARATION OF INTEREST**
3. **PUBLIC ENGAGEMENT ITEMS**
 - Residents / Community groups / Organizations presenting to Council
 - Public engagements activities
 - Public engagement Project updates - Contractor
4. **DEFERRED BUSINESS AND TABLED ITEMS**
5. **NEW BUSINESS**
 - Planning and Development Business
 - Requests for Decision
 - By-law review
6. **DEPARTMENT UPDATES**
 - City department update (Municipal Enforcement)
7. **OPEN DISCUSSION ITEMS**
 - Topics Council may want to discuss
 - Topics Council may wish to provide direction for staff to research for them
8. **IN-CAMERA ITEMS**
 - HR or Legal related items



**CITY OF IQALUIT
GOVERNANCE AND PRIORITIES
COMMITTEE OF THE WHOLE MEETING #06
City Council Chambers
3rd Tuesday of month 3, 6:00 p.m.
AGENDA**

ADOPTION OF AGENDA

1. **MOMENT OF SILENCE**
2. **DECLARATION OF INTEREST**
3. **PUBLIC ENGAGEMENT ITEMS**
 - Residents / Community groups / Organizations presenting to Council
 - Public engagements activities
 - Public engagement Project updates - Contractor
4. **DEFERRED BUSINESS AND TABLED ITEMS**
5. **NEW BUSINESS**
 - Planning and Development Business
 - Requests for Decision
 - By-law review
6. **DEPARTMENT UPDATES**
 - City department update (Fire Department/EMS/Dispatch)
 - City department update (Corporate Services)
7. **OPEN DISCUSSION ITEMS**
 - Topics Council may want to discuss
 - Topics Council may wish to provide direction for staff to research for them
8. **IN-CAMERA ITEMS**
 - HR or Legal related items

COMMITTEE REVIEW

Finance Committee of the Whole

Mandate & Strategic Alignment	
Plain-language summary of the committee’s purpose.	The Finance Committee of the Whole is a committee composed of all of the members of Council, which receives reports and information from City of Iqaluit staff on Finance-related matters. The Committee provides feedback, direction, and recommendations to City Council on Financial initiatives, policies, by-laws, applications, and annual budgets. The Finance Committee of the Whole provides a forum for Finance-related items to be considered and discussed in a focused way prior to being considered and decided upon by Council.
Alignment with Council’s Strategic Plan, Official Community Plan, and departmental priorities.	The Finance Committee of the Whole works to support the priorities identified by Council and City of Iqaluit departments in order to support the community and ensure the financial health of the municipal corporation.
Identification of overlap or duplication with other committees.	<p>The Finance Committee of the Whole is responsible for reviewing and making recommendations for the City’s annual budgets and budget amendments, and as such, frequently overlaps with or has impact on all other committees.</p> <p>As Committee of the Whole meetings occur on a less frequent schedule than City Council meetings, some items may be brought directly before Council for decision if they are of a time-sensitive nature. Efforts are made to bring items to the Finance Committee of the Whole first for review.</p>

Membership & Governance	
Committee composition (Council, citizen, stakeholder representation).	<p>Committees of the Whole are composed of all Council members, including the Mayor, with a Chair and Vice-Chair selected through Council motion. The Committee of the Whole receives information and recommendations from City staff, and most specifically from the department that is the focus of the Committee (in this case, the Corporate Services Department). Only active Council members are eligible to be members on the Committee.</p> <p><i>As of 2026</i></p> <p><u>Chair and Vice-Chair</u> Chair: Councillor Kyle Sheppard Vice-Chair: Alternate Deputy Mayor Harry Flaherty</p>

COMMITTEE REVIEW – Finance Committee of the Whole

	<p><u>City of Iqaluit Staff</u> Senior Executive Director of Corporate and Financial Services: Peter Tumilty Senior Executive Director of Municipal Infrastructure and Planning: Bill Williams *Director of Corporate Services: Tracey Oram *Director of Engineering and Capital Projects: Kevin Kerr Communications and Customer Service Manager: Geoff Byrne Chief Administrative Officer: Steve England City Clerk: Brianna Longworth Deputy City Clerk: Katrina Sarmiento Executive Assistant: Carol Pauline</p> <p><i>*Only required to attend meetings of this committee depending on the particular agenda items.</i></p>
Appointment process, term lengths, and turnover rates.	Chairs and Vice-Chairs for each Committee of the Whole are appointed following a general election. Appointments last for the duration of the current Council term (4 years), or on an as-needed basis following changes in Council membership.
Training, orientation, or professional development provided.	Training may be provided to the Council members periodically on relevant topics, as recommended by staff or as requested by members. This training may occur during meetings of the Committee or during Workshops.

Meetings & Operations	
Frequency of scheduled vs. actual meetings.	<p>2025 – 4 meetings scheduled; 2 meetings were held</p> <p>2024 – 4 meetings scheduled; 3 meetings were held</p> <p>2023 – 3 meetings scheduled; 1 meeting was held</p> <p>2022 – 5 meetings scheduled; 3 meetings were held</p> <p>2021 – 3 meetings scheduled; 3 meetings were held</p>
Average attendance of members and staff.	<p>2025 - On average: 6/9 members and 6 staff were in attendance.</p> <p>2024 - On average, 7/9 members and 7 staff were in attendance.</p> <p>2023 – On average, 8/9 members and 5 staff were in attendance.</p> <p>2022 – On average, 5/7-8 members and 7 staff were in attendance.</p> <p>2021 – On average, 7/8-9 members and 4 staff were in attendance.</p>

COMMITTEE REVIEW – Finance Committee of the Whole

<p>Types of agenda items typically considered.</p>	<p>Agenda items are typically in the format of written documents presented by staff, with discussions and feedback from the Council members.</p> <p>Items presented to the Finance Committee of the Whole for feedback and recommendations include but are not limited to the following:</p> <ul style="list-style-type: none"> • Annual Capital and Operating Budgets • Budget Amendments • Financial Policies and By-laws, including the annual Mill Rate by-laws and amendments to the Consolidated Fees and Charges By-law • Variance Reports • Property Exemption Applications and Reports • Audit Finding Reports and Management Letters
<p>Public participation opportunities</p>	<p>The Finance Committee of the Whole is largely intended for staff reports and recommendations; however, public input regarding community priorities is used to inform budgets and financial decisions impacting the community. Members of the public are welcome to attend meetings of the Finance Committee of the Whole.</p>

<p>Outputs & Outcomes</p>	
<p>Key recommendations or reports produced in the past 1–3 years.</p>	<ul style="list-style-type: none"> • Recommendations to adopt audited financial statements and management letters • Recommendations to adopt Capital and Operating Budgets • Recommendation to lobby the Government of Nunavut to make changes to the <i>Property Assessment and Taxation Act</i> • Recommendations to revise water/sewer rates and sanitation rates • Recommendation to adopt a Debt Forgiveness By-law • Recommendation to draft an application and a Not-for-Profit Property Tax Exemption Policy based on a percentage sliding scale
<p>Decisions of Council influenced by the committee’s work.</p>	<ul style="list-style-type: none"> • Directs staff to draft an application and a Not-for-Profit Property Tax Exemption Policy based on a percentage sliding scale (#21-25) • Lobbying the Government of Nunavut to make changes to the <i>Property Assessment and Taxation Act</i> (#21-276) • Adoption of Council Policy 22-001, the Property Tax Relief Criteria Non-Profit and Charitable Organizations Policy (Effective April 12, 2022)

COMMITTEE REVIEW – Finance Committee of the Whole

	<ul style="list-style-type: none"> • Adoption of Capital and Operating Budgets and Budget Amendments • Adoption of audited financial statements and management letters
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Resources & Costs	
<p>Staff support required (hours per year, departments involved).</p>	<p>Departments involved: Corporate Services, Communications, and Administration.</p> <p>Hours per meeting:</p> <ul style="list-style-type: none"> • 20 hours per meeting for Corporate Services and Administration (updating and releasing meeting calendars; developing the agenda and agenda packages in both languages, in conjunction with the committee Chair and associated staff; preparing the Council Chambers including audio-visual components and organizing interpretation; processing and coordinating translation of records from the meeting such as motion registries, reports, and minutes, including obtaining the necessary approvals; coordinating items for upcoming City Council meeting agendas; restoring Council Chambers for next use). • 5-7 hours per meeting for Administration and Corporate Services (following up on action items). • 1-2 hours per meeting for Communications (answering public and media questions before and after the meeting based on agenda/discussion topics; coordinating with departments for answers and clarifying information; drafting any public service announcements or media releases necessary based on topics discussed at the meeting). • 1-3 hours for each of the 7 staff members from the involved departments to attend the meeting (7-21 total staff hours), depending on the meeting length. <p>Around 700-1200 hours is spent per year by Corporate Services on preparations for Finance COW Meetings, with specifics for each meeting varying depending on the particular items (developing financial forecasting and budget documents; consulting with involved departments; drafting proposed by-laws, processing exemption applications and creating Requests for Decision, memos, and reports).</p> <p>Total: 26-29 staff hours per meeting to prepare and follow up, plus an additional 700-1200 preparatory hours allocated across meetings each</p>

COMMITTEE REVIEW – Finance Committee of the Whole

	year. Additionally, 7-21 staff hours to attend each meeting, depending on its length.
Budget allocations, honoraria, or other committee-related costs.	<p>As the only members on this committee are members of Council, there are no additional indemnities or honoraria provided for attendance.</p> <p>As with all committees of Council, all meeting documents must be translated into Inuktitut and all meetings must be interpreted between English and Inuktitut (incurring costs for both). Meetings are also transcribed to form the motion registry and minutes, incurring costs.</p>

Overall Effectiveness	
Assessment of whether the committee is achieving its intended purpose.	Although efforts are made to bring items to the Finance Committee of the Whole for review prior to bringing directly to Council, some items are time-sensitive and it may not be possible to wait for a scheduled Committee of the Whole meeting. Efforts to align the meeting schedule with times of year where specific financial items are expected to require review is not always successful. Generally the committee is achieving its intended purpose through providing a focused opportunity to review finance-related items including budgets and policies.

Recommendations	
Options for continuation, revision, consolidation, or dissolution.	For discussion
Staff recommendations for Council's consideration.	For discussion
Consideration of alternative governance or engagement mechanisms.	For discussion

Attachment 1:
Finance Committee of the Whole Motion Registry 2021-2025

2025 Finance Committee of the Whole Motion Registry

Meeting #02 – November 12, 2025

FIN 25-04 M: Awa S: Kumuk Unanimous

Adoption of agenda as presented.

FIN 25-05 M: Smith S: Stevenson Unanimous

Committee recommends that Council grant the Islamic Society of Nunavut relief from property tax for the 2023 and 2024 taxation years in the amount of \$35,658.30 as per the provisions of By-law No. 935 (repealed).

FIN 25-06 M: Smith S: Stevenson Unanimous

Committee recommends that Council approve the 2026 Operating Budget as presented.

FIN 25-07 M: Awa S: Smith Unanimous

Committee adjourns at 6:33 p.m.

2025 Finance Committee of the Whole Motion Registry

Meeting #01 – September 25, 2025

FIN 25-01 M: Tilley S: Aglukark Unanimous

Adoption of agenda as presented.

FIN 25-02 M: Flaherty S: Stevenson Unanimous

Committee recommends that Council approve the 2026 Draft Capital Budget as presented.

FIN 25-03 M: Tilley S: Stevenson Unanimous

Committee adjourns at 7:10 p.m.

COMMITTEE REVIEW – Finance Committee of the Whole

2024 Finance Committee of the Whole Motion Registry

Meeting #03 – September 10, 2024

FIN 24-12 M: Smith S: Tilley Unanimous

Adoption of agenda as presented.

FIN 24-13 M: Stevenson S: Kumuk Unanimous

Committee recommends that Council approve the proposed amendments to the 2024 Capital Budget in the amount of \$17,242,621.

FIN 24-14 M: Smith S: Tilley Unanimous

Committee recommends that Council approve the proposed amendments to the 2024 Operating Budget in the amount of \$171,050.

FIN 24-15 M: Stevenson S: Tilley Unanimous

Committee adjourns at 5:59 p.m.

Finance Committee of the Whole Motion Registry

Meeting #02 – July 2, 2024

FIN 24-06 M: Smith S: Tilley Unanimous

Adoption of agenda as presented.

FIN 24-07 M: Smith S: Tilley Unanimous

Committee recommends that Council accept the 2023 Audited Financial Statements.

FIN 24-08 M: Kumuk S: Tilley Unanimous

Council goes In Camera at 6:24 p.m.

FIN 24-09 M: Tilley S: Stevenson Unanimous

Council returns to Regular Session at 7:02 p.m.

FIN 24-10 M: Smith S: Stevenson Unanimous

Committee recommends that Council accept the Management Letter for the 2023 Audited Financial Statements.

FIN 24-11 M: Smith S: Tilley Unanimous

Committee adjourns at 7:04 p.m.

COMMITTEE REVIEW – Finance Committee of the Whole

2024 Finance Committee of the Whole Motion Registry

Meeting #01 – February 6, 2024

- | | | | |
|-----------|--|--------------|-----------|
| FIN 24-01 | M: Smith | S: Tilley | Unanimous |
| | Adoption of agenda as presented. | | |
| FIN 24-02 | M: Awa | S: Smith | Unanimous |
| | Committee recommends that Council approve the 2024 Capital Budget as presented. | | |
| FIN 24-03 | M: Flaherty | S: Tilley | Unanimous |
| | Committee recommends that Council approve the 2024 Operating Budget at presented. | | |
| FIN 24-04 | M: Smith | S: Stevenson | Withdrawn |
| | Committee recommends that Council increase the Recreational and Cultural – Parks, playgrounds and ballfields budget from \$30,000 to \$50,000. | | |
| FIN 24-05 | M: Smith | S: Awa | Unanimous |
| | Committee adjourns at 7:28 p.m. | | |

2023 Finance Committee of the Whole Motion Registry

Meeting #01 – February 7, 2023

- | | | | |
|-----------|---|--------------|-----------|
| FIN 23-01 | M: Awa | 2: Amarapala | Unanimous |
| | Adoption of agenda as presented. | | |
| FIN 23-02 | M: Stevenson | 2: Amarapala | Unanimous |
| | Committee goes In Camera at 6:18 p.m. | | |
| FIN 23-03 | M: Awa | 2: Amarapala | Unanimous |
| | Committee returns to Regular Session at 6:38 p.m. | | |
| FIN 23-04 | M: Stevenson | 2: Amarapala | Unanimous |
| | Committee adjourns at 6:39 p.m. | | |

COMMITTEE REVIEW – Finance Committee of the Whole

Finance Committee of the Whole Meeting #03 – October 24, 2022 – Motion Registry

- FIN 22-15 M: KSM 2: PQ Unanimous
Adoption of agenda as amended.
- FIN 22-16 M: KSM 2: SA Unanimous
Committee recommends that Council accept the 2022 mid-year financial statements for the period ending June 30, 2022 as presented.
- FIN 22-17 M: RS 2: PQ Unanimous
Committee recommends that Council approve the 2023 Operating Budget as amended on October 24, 2022.
- FIN 22-18 M: PQ 2: KSM Unanimous
Committee recommends that Council approve the 2023 Capital Budget as presented.
- FIN 22-19 M: RS 2: KSM Unanimous
Committee recommends that Council apply a two percent increase to sanitation rates for 2023.
- FIN 22-20 M: RS 2: PQ Unanimous
Committee recommends that Council increase the water/sewer rates for 2023 as follows:
a. Five percent increase to the full economic category (government units)
b. One percent increase for all other customers.
- FIN 22-21 M: PQ 2: RS Unanimous
Committee recommends that Council increase property taxes for institutional classes by two percent and increase all other property classes by one percent for 2023.
- FIN 22-22 M: KSM 2: RS Unanimous
Committee adjourns at 7:06 p.m.

COMMITTEE REVIEW – Finance Committee of the Whole

Finance Committee of the Whole meeting #02 – June 28, 2022 - Motion Registry

FIN 22-11 M: PQ 2: RS Unanimous

Adoption of agenda as presented.

FIN 22-12 M: RS 2: PQ Unanimous

Committee recommends that Council accept the 2021 Audited Financial Statements.

FIN 22-13 M: PQ 2: RS Unanimous

Committee recommends that Council approve the June 2022 Operating Budget amendments.

FIN 22-14 M: RS 2: PQ Unanimous

Committee adjourns at 7:44 p.m.

2022 Finance Committee of the Whole Motion Registry

Meeting #01 – February 14, 2022

FIN22-01 M: KB 2: RS Unanimous

Adoption of agenda as presented.

FIN22-02 M: KB 2: RS Unanimous

Committee goes In Camera at 6:02 p.m.

FIN22-03 M: KB 2: SA Unanimous

Committee returns to Regular Session at 6:43 p.m.

FIN22-04 M: RS 2: SA Unanimous

Committee recommends to Council to:

1. Adopt the new classification tool for union and excluded positions effective February 14, 2022.
2. Approve the implementation of labour market premiums as required for positions that have proven difficult to fill to a maximum increase of 20 percent above the established salary range effective February 14, 2022.
3. Approve overtime for hours worked beyond the 105 lieu hours for excluded non-management employees effective January 1, 2022.
4. Adopt the new excluded salary grid effective January 1, 2020 to December 31, 2024.
5. Approve the same benefits for excluded staff that were negotiated as part of the new Collective Bargaining Agreement effective January 1, 2020.
6. Direct staff to develop a business case for City of Iqaluit staff housing.
7. Repeal any by-law no longer relevant relating to compensation and benefits.

FIN22-05 M: KB 2: SA Unanimous

Committee recommends to Council to approve the 2022 Operating Budget as presented.

COMMITTEE REVIEW – Finance Committee of the Whole

- FIN22-06 M: KB 2: RS Unanimous
Committee recommends to Council to approve the 2022 Capital Budget as presented.
- FIN22-07 M: JA 2: SF Unanimous
Committee recommends to Council to apply a two percent increase to sanitation rates for 2022.
- FIN22-08 M: SA 2: JA Unanimous
Committee recommends to Council to increase the water/sewer rates by half a percent for 2022.
- FIN22-09 M: KB 2: RS Unanimous
Committee recommends to Council to increase property taxes by three percent across all property classes for 2022.
- FIN22-10 M: SA 2: KB Unanimous
Committee adjourns at 7:37 p.m.

2021 Finance Committee of the Whole Motion Registry

Meeting #03 – September 7, 2021

FIN21-15 M: RS 2: KB Unanimous

Adoption of agenda as presented.

FIN21-16 M: KB 2: JB Unanimous

Committee recommends to Council to direct staff to gather the financial information to further analyse Option 5 - mixed-use property tax classification, and further, if the information is not available prior to the 2022 budget, Option 5 will be implemented for 2022.

FIN21-17 M: KB 2: JA Unanimous

Committee recommends to Council to lobby the Government of Nunavut to make the required changes to the *Property Assessment and Taxation Act* regarding multiple property class assessments for January 1, 2023.

FIN21-18 M: KB 2: JB Unanimous

Committee recommends to Council to approve an amendment to By-law No. 858 Schedule "A" Not for Profit Tax Exemptions, adopt a Non-profit Tax Relief Policy for non-profit and charitable organizations, and adopt a formal application and evaluating process, and further, add that up to 1.25 percent of the general tax revenue be allocated to supporting tax exemptions for community groups.

FIN21-19 M: KB 2: RS Unanimous

Committee recommends to Council to instruct Administration to develop a by-law to implement a vacant property tax on housing units.

FIN21-20 M: SA 2: JA Unanimous

Committee recommends to Council to direct staff to research and prepare a report on the impact of changing the type of interest being charged from compound interest to simple interest.

FIN21-21 M: RS 2: KB Unanimous

Committee adjourns at 7:58 p.m.

COMMITTEE REVIEW – Finance Committee of the Whole

Finance Committee of the Whole Meeting #02 – August 3, 2021- Motion Registry

FIN21-09 M: JA 2: JF Unanimous

Adoption of agenda as presented.

FIN21-10 M: JF 2: SF Unanimous

Committee recommends to Council to accept the 2020 Audited Financial Statements.

FIN21-11 M: JB 2: SA Unanimous

Committee goes In Camera at 6:15 p.m.

FIN21-12 M: SA 2: JF Unanimous

Committee returns to Regular Session at 6:36 p.m.

FIN21-13 M: JB 2: JF Unanimous

Committee recommends to Council to accept the 2020 Management Letter dated March 18, 2021.

FIN21-14 M: JF 2: JB Unanimous

Committee adjourns at 6:38 p.m.

COMMITTEE REVIEW – Finance Committee of the Whole

2021 Finance Committee of the Whole Motion Registry

Meeting #01 – February 2, 2021

FIN21-01 M: KB 2: RS Unanimous

Adoption of agenda as amended.

FIN21-02 M: KB 2: SA Carried

Committee recommends to Council to adopt a Debt Forgiveness By-law to forgive all general accounts receivable debts dated December 31, 2005 and prior.

FIN21-03 M: KB 2: RS Unanimous

Committee recommends to Council to direct staff to draft an application and a Not-for-Profit Property Tax Exemption Policy based on a percentage sliding scale.

FIN21-04 M: RS 2: KB Unanimous

Committee recommends to Council to place a moratorium on no new property tax exemptions until the Not-for-Profit Property Tax Exemption Policy has been approved.

FIN21-05 M: KB 2: JB Unanimous

Committee defers the Request for Decision – Property Tax Classification – Mixed Use Category to the next Finance Committee of the Whole Meeting to enable the distribution of all documents to committee members.

FIN21-06 M: RS 2: KB Unanimous

Committee recommends to Council to amend the Schedule of Fees of By-law 907 to increase the rates charged for towing fees to \$250 effective January 1, 2021.

FIN21-07 M: KB 2: JB Unanimous

Committee recommends to Council to direct Administration to provide information on a vacant unit tax.

FIN21-08 M: KB 2: JA Unanimous

Committee adjourns at 6:56 p.m.

COMMITTEE REVIEW

Engineering and Public Works Committee of the Whole

Mandate & Strategic Alignment	
<p>Plain-language summary of the committee's purpose.</p>	<p>The Engineering and Public Works Committee of the Whole is a committee composed of all of the members of Council, which receives reports and information from City of Iqaluit staff on Engineering and Public Works-related matters. The Committee provides feedback, direction, and recommendations to City Council on items including current and planned infrastructure, construction and planned upgrades, water supply and conditions, waste management, and awarding of contracts, among others. The Engineering and Public Works Committee of the Whole is intended to provide a forum for Engineering and Public Works-related items to be considered and discussed in a focused way prior to being considered and decided upon by Council.</p>
<p>Alignment with Council's Strategic Plan, Official Community Plan, and departmental priorities.</p>	<p>The Engineering and Public Works Committee of the Whole works to support the priorities identified by Council and City of Iqaluit departments in order to support the community and ensure that infrastructure and utilities are appropriately maintained, upgraded, and planned for.</p>
<p>Identification of overlap or duplication with other committees.</p>	<p>The Engineering and Public Works Committee of the Whole frequently discusses infrastructure and planning-related items that may overlap with the Planning and Development Committee of the Whole. Additionally, many of the items involve significant financial elements, which may overlap with the Finance Committee of the Whole (especially in regards to budgeting processes). Additional committees where there may be overlap include the Cemetery Advisory Committee, Recreation Committee, and Community Economic Development Committee.</p> <p>As Committee of the Whole meetings occur on a less frequent schedule than City Council meetings, some items may be brought directly before Council for decision if they are of a time-sensitive nature. The Engineering and Public Works Committee of the Whole has not met in recent years, with items instead being brought directly to City Council for review and decision.</p>

COMMITTEE REVIEW – Engineering and Public Works Committee of the Whole

Membership & Governance	
<p>Committee composition (Council, citizen, stakeholder representation).</p>	<p>Committees of the Whole are composed of all Council members, including the Mayor, with a Chair and Vice-Chair selected through Council motion. The Committee of the Whole receives information and recommendations from City staff, and most specifically from the department(s) that is the focus of the Committee (in this case, the Engineering Department and the Public Works Department). Only active Council members are eligible to be members on the Committee.</p> <p><i>As of 2026</i></p> <p><u>Chair and Vice-Chair</u> Chair: Alternate Deputy Mayor Harry Flaherty Vice-Chair: Councillor Methusalah Kunuk</p> <p><u>City of Iqaluit Staff</u> Senior Executive Director of Municipal Infrastructure and Planning: Bill Williams Director of Engineering and Capital Projects: Kevin Kerr Director of Public Works: Adrian Blanchard *Project Officer: Oghenerugba Ugboduma Communications and Customer Service Manager: Geoff Byrne Chief Administrative Officer: Steve England City Clerk: Brianna Longworth Deputy City Clerk: Katrina Sarmiento Executive Assistant: Carol Pauline</p> <p><i>*Only required to attend meetings of this committee depending on the particular agenda items.</i></p>
<p>Appointment process, term lengths, and turnover rates.</p>	<p>Chairs and Vice-Chairs for each Committee of the Whole are appointed following a general election. Appointments last for the duration of the current Council term (4 years), or on an as-needed basis following changes in Council membership.</p>
<p>Training, orientation, or professional development provided.</p>	<p>Training may be provided to the Council members periodically on relevant topics, as recommended by staff or as requested by members. This training may occur during meetings of the Committee or during Workshops.</p>

Meetings & Operations	
<p>Frequency of scheduled vs. actual meetings.</p>	<p>2025 – 0 meetings scheduled; 0 meetings were held.</p> <p>2024 – 0 meetings scheduled; 0 meetings were held.</p>

COMMITTEE REVIEW – Engineering and Public Works Committee of the Whole

	<p>2023 – 3 meetings scheduled; 2 meetings were held.</p> <p>2022 – 2 meetings scheduled; 3 meetings were held.</p> <p>2021 – 1 meeting scheduled; 1 meeting was held.</p>
Average attendance of members and staff.	<p>2023 – On average, 8/9 members and 6 staff were in attendance.</p> <p>2022 – On average, 5/7-8 members and 5 staff were in attendance.</p> <p>2021 – On average, 8/9 members and 5 staff were in attendance.</p>
Types of agenda items typically considered.	<p>Agenda items are typically in the format of written documents presented by staff, with discussions and feedback from the Council members.</p> <p>Items presented to the Engineering and Public Works Committee of the Whole for feedback and recommendations include but are not limited to the following:</p> <ul style="list-style-type: none"> • Annual water reports • Long-Term Water Supply Project reports • Water infrastructure conditions and improvements • Construction updates • Environmental Studies / Impact Assessments • Funding applications for infrastructure development • Structural assessment reports on City infrastructure • Waste Management Project reports • Traffic Study information • Apex River Pumping updates • Awarding of contracts for Engineering- or Public Works-related projects • Revisions to Municipal Design Guidelines
Public participation opportunities	<p>The Engineering and Public Works Committee of the Whole is largely intended for staff reports and recommendations; however, public input regarding community priorities is used to inform projects and infrastructure decisions impacting the community. Members of the public are welcome to attend meetings of the Engineering and Public Works Committee of the Whole.</p>

Outputs & Outcomes	
Key recommendations or reports produced in the past 1–3 years.	<ul style="list-style-type: none"> • Recommendation to table the 2020 City of Iqaluit Annual Water Report • Recommendations in regards to developing future water sources • Recommendation to proceed with Apex Bridge Replacement

COMMITTEE REVIEW – Engineering and Public Works Committee of the Whole

	<ul style="list-style-type: none"> • Recommendation to change from the Design-Build to Design-Bid-Build approach for the Long-Term Water Supply Project • Recommendations to award a number of contracts and change orders for Engineering and Public Works related projects • Recommendation to adopt revised Municipal Design Guidelines to include guidelines for water and sanitary tank design and installation
<p>Decisions of Council influenced by the committee’s work.</p>	<ul style="list-style-type: none"> • Identifying Unnamed Lake as the preferred long-term water source for supplemental water supply (#22-321) • Decisions regarding the Apex Bridge Replacement project, including the design of a two-lane structure with external sidewalk (#22-374) • Changing to the Design-Bid-Build approach for the Long-Term Water Supply Project (#23-107) • Decisions regarding the Apex Cemetery Expansion project

<p>Resources & Costs</p>	
<p>Staff support required (hours per year, departments involved).</p>	<p>Departments involved: Engineering, Public Works, Communications, and Administration.</p> <p>Hours per meeting:</p> <ul style="list-style-type: none"> • 20 hours per meeting for Engineering, Public Works, and Administration (updating and releasing meeting calendars; developing the agenda and agenda packages in both languages, in conjunction with the committee Chair and associated staff; preparing the Council Chambers including audio-visual components and organizing interpretation; processing and coordinating translation of records from the meeting such as motion registries, reports, and minutes, including obtaining the necessary approvals; coordinating items for upcoming City Council meeting agendas; restoring Council Chambers for next use). • 50-70 hours per meeting for Engineering and Public Works (consulting with involved departments and contractors; creating Requests for Decision, memos, and reports). • 2-3 hours per meeting for Communications (answering public and media questions before and after the meeting based on agenda/discussion topics; coordinating with departments for answers and clarifying information; drafting any public service announcements or media releases necessary based on topics discussed at the meeting).

COMMITTEE REVIEW – Engineering and Public Works Committee of the Whole

	<ul style="list-style-type: none"> • 1-3 hours for each of the 8 staff members from the involved departments to attend the meeting (8-24 total staff hours), depending on the meeting length and which staff are required to attend. <p>Total: 72-93 hours staff hours per meeting to prepare and follow up, plus an additional 8-24 staff hours to attend each meeting, depending on its length.</p>
Budget allocations, honoraria, or other committee-related costs.	<p>As the only members on this committee are members of Council, there are no additional indemnities or honoraria provided for attendance.</p> <p>As with all committees of Council, all meeting documents must be translated into Inuktitut and all meetings must be interpreted between English and Inuktitut (incurring costs for both). Meetings are also transcribed to form the motion registry and minutes, incurring costs.</p>

Overall Effectiveness	
Assessment of whether the committee is achieving its intended purpose.	<p>This committee has not met frequently in recent years. Most items are provided directly to Council for decision, as items are often time-sensitive and it may not be possible to wait for a scheduled Committee of the Whole meeting. Additionally, items relating to awarding of contracts for Engineering or Public Works-related projects are now reviewed in-camera, per recommendation by legal counsel, and can be done at a regular Council meeting. Because many of the items are addressed directly at Council meetings, there may not be enough items to fill a full Committee of the Whole meeting agenda. Currently, the committee is not achieving its intended purpose, largely because its intended purpose is being fulfilled through other avenues.</p>

Recommendations	
Options for continuation, revision, consolidation, or dissolution.	For discussion
Staff recommendations for Council's consideration.	For discussion
Consideration of alternative governance	For discussion

COMMITTEE REVIEW – Engineering and Public Works Committee of the Whole

or engagement mechanisms.	
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Attachment 1:

Engineering and Public Works Committee of the Whole Motion Registry 2021-2025

2023 Engineering and Public Works Committee of the Whole Motion Registry

Meeting #02 – June 8, 2023

EPW 23-07 M: Smith S: Sheppard Unanimous

Adoption of agenda as presented.

EPW 23-08 M: Smith S: Sheppard Unanimous

Committee recommends that Council approve Change Order 6 to Pilitak Enterprises Ltd. - Service Contract 488 to complete the changes to the housekeeping pads in the amount of \$106,197.33 plus GST.

EPW 23-09 M: Smith S: Amarapala Unanimous

Committee recommends that Council award Dillon Consulting Limited the contract for the Apex Cemetery Expansion in the amount of \$296,013.50 plus GST, and further, that Phase 1 – Design and Site Investigation in the amount of \$144,523 plus GST be carried out in 2023.

EPW 23-10 M: Amarapala S: Sheppard Unanimous

Committee recommends that Council direct staff to complete the dog pound design project in-house and that the design meets the minimum requirements of the Canadian Standards of Care in Animal Shelters Regulations and Guidelines, and Occupational Health and Safety requirements, and further, that staff communicate with the Iqaluit Humane Society on the services they can provide.

EPW 23-11 M: Sheppard S: Amarapala Unanimous

Committee recommends that Council approve the adoption of the revised Section "F" of the Municipal Design Guidelines, and further, that it will be effective when other by-laws are amended to reflect the change.

EPW 23-12 M: Smith S: Awa Unanimous

Committee goes In Camera at 7:25 p.m.

EPW 23-13 M: Sheppard S: Amarapala Unanimous

Committee returns to Regular Session at 7:52 p.m.

EPW 23-14 M: Awa S: Smith Unanimous

Committee adjourns at 7:53 p.m.

COMMITTEE REVIEW – Engineering and Public Works Committee of the Whole

2023 Engineering and Public Works Committee of the Whole Motion Registry

Meeting #01 – March 23, 2023

- EPW 23-01 M: Smith S: Quassa Unanimous
Adoption of agenda as presented.
- EPW 23-02 M: Sheppard S: Awa Unanimous
Committee recommends that Council direct staff to change from the Design-Build approach to the Design-Bid-Build approach for the Long-Term Water Supply Project.
- EPW 23-03 M: Awa S: Quassa Unanimous
Committee goes In Camera at 7:12 p.m.
- EPW 23-04 M: Sheppard S: Amarapala Unanimous
Committee returns to Regular Session at 7:54 p.m.
- EPW 23-05 M: Sheppard S: Smith Unanimous
Committee recommends that Council award the contract to Nunavut Excavating for remediation of AV 305.
- EPW 23-06 M: Smith S: Awa Unanimous
Committee adjourns at 7:56 p.m.

Engineering and Public Works Committee of the Whole

Meeting #03 – October 13, 2022

- EPW 22-08 M: KS 2: KSM Unanimous
Adoption of agenda as amended.
- EPW 22-09 M: KS 2: SN Unanimous
Committee recommends that Council proceed towards Apex Bridge Replacement Option 3 - two lane structure with external sidewalk.
- EPW 22-10 M: KS 2: KSM Unanimous
Committee adjourns at 6:34 p.m.

COMMITTEE REVIEW – Engineering and Public Works Committee of the Whole

2022 Engineering and Public Works Committee of the Whole Motion Registry

Meeting #02 – August 25, 2022

EPW 22-04 M: KB 2: KSM Unanimous

Adoption of agenda as presented.

EPW 22-05 M: KB 2: SN Unanimous

Committee recommends that Council award the contract for the supply and delivery of granular material to 5550 Nunavut Ltd. (BBS) in the amount of \$478,992 plus GST in 2022 and \$493,600 plus GST in 2023, pending 2023 budget approval.

EPW 22-06 M: OC 2: SN Unanimous

Committee recommends that Council pursue Option 1 as identified, as the preferred long-term water source, which includes developing Unnamed Lake as summer only supplementation design.

EPW 22-07 M: KB 2: KSM Unanimous

Committee adjourns at 7:28 p.m.

2022 Engineering and Public Works Committee of the Whole Motion Registry

Meeting #01 – February 21, 2022

EPW 22-01 M: JA 2: KB Unanimous

Adoption of agenda as presented.

EPW 22-02 M: KS 2: KB Carried

Committee recommends that Council direct staff to seek funding for a larger reuse centre, the construction and demolition material cell, and composting for both household and wastewater treatment plant sludge.

EPW 22-03 M: JA 2: KB Unanimous

Committee adjourns at 8:07 p.m.

COMMITTEE REVIEW – Engineering and Public Works Committee of the Whole

2021 Engineering and Public Works Committee of the Whole Motion Registry

Meeting #01 – April 14, 2021

EPW21-01 M: KB 2: SA Unanimous

Adoption of agenda as presented.

EPW21-02 M: KB 2: JF Unanimous

Committee recommends to Council to table the 2020 City of Iqaluit Annual Water Report.

EPW21-03 M: KS 2: KB Unanimous

Committee recommends to Council to start construction of the Operations Centre once funding from other levels of government is secured to fund the balance of the construction costs.

EPW21-04 M: KB 2: SA Unanimous

Committee adjourns at 7:40 p.m.

COMMITTEE REVIEW

Planning and Development Committee of the Whole

Mandate & Strategic Alignment	
Plain-language summary of the committee’s purpose.	<p>The Planning and Development Committee of the Whole is a committee composed of all of the members of Council, which receives reports and information from City of Iqaluit staff on Planning and Development-related matters.</p> <p>Under the General Plan By-law No. 898, Council may appoint a Planning Committee to advise Council on planning matters. If appointed, the Planning Committee shall:</p> <ol style="list-style-type: none"> 1. Play an advisory role to Council; 2. Review Development Officer recommendations on referred Development Permit applications, Zoning By-law Amendments, General Plan Amendments, Subdivision applications and variances to the Zoning By-law, and make recommendations to Council on those applications. 3. Regard the following in making recommendations to Council on all planning applications described in Policy 2: <ol style="list-style-type: none"> a. Authority under the <i>Planning Act</i>; b. Community input; c. The policies, general intent and purpose of this Plan; d. The provisions, general intent and purpose of the Zoning By-law; e. Other guidelines and policies adopted by Council; f. Recommendations submitted by the Development Officer.
Alignment with Council’s Strategic Plan, Official Community Plan, and departmental priorities.	The Planning and Development Committee of the Whole works to support the priorities identified by Council and City of Iqaluit departments in order to support the community and ensure appropriate forethought for development within the municipal boundaries.
Identification of overlap or duplication with other committees.	<p>The Planning and Development Committee of the Whole may discuss topics that overlap with the Finance Committee of the Whole and the Engineering and Public Works Committee of the Whole. Additionally, there may be Planning and Development items that impact discussions held by standing committees of Council including but not limited to the Recreation Committee, Community Economic Development Committee, and Public Safety Committee.</p> <p>As Committee of the Whole meetings occur on a less frequent schedule than City Council meetings, some items may be brought</p>

COMMITTEE REVIEW – Planning and Development Committee of the Whole

	<p>directly before Council for decision if they are of a time-sensitive nature. Efforts are made to bring items to the Planning and Development Committee of the Whole first for review.</p>
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Membership & Governance	
<p>Committee composition (Council, citizen, stakeholder representation).</p>	<p>Committees of the Whole are composed of all Council members, including the Mayor, with a Chair and Vice-Chair selected through Council motion. The Committee of the Whole receives information and recommendations from City staff, and most specifically from the department that is the focus of the Committee (in this case, the Planning and Development Department). Only active Council members are eligible to be members on the Committee.</p> <p><i>As of 2026</i></p> <p><u>Chair and Vice-Chair</u> Chair: Deputy Mayor Kimberly Smith Vice-Chair: Alternate Deputy Mayor Harry Flaherty</p> <p><u>City of Iqaluit Staff</u> Director of Planning and Development: Mathew Dodds Senior Executive Director of Municipal Infrastructure and Planning: Bill Williams *Lands Administrator: Deborah Nakawungu *City Planner: Reiko Kobayashi *City Planner: Riel Brouillette *Director of Engineering and Capital Projects: Kevin Kerr Communications and Customer Service Manager: Geoff Byrne Chief Administrative Officer: Steve England City Clerk: Brianna Longworth Deputy City Clerk: Katrina Sarmiento Executive Assistant: Carol Pauline</p> <p><u>Contractors</u> *Northern Futures Planning: Michelle Armstrong *Northern Futures Planning: Samantha Toffolo</p> <p><i>*Only required to attend meetings of this committee depending on the particular agenda items.</i></p>
<p>Appointment process, term lengths, and turnover rates.</p>	<p>Chairs and Vice-Chairs for each Committee of the Whole are appointed following a general election. Appointments last for the duration of the current Council term (4 years), or on an as-needed basis following changes in Council membership.</p>

COMMITTEE REVIEW – Planning and Development Committee of the Whole

Training, orientation, or professional development provided.	Training may be provided to the Council members periodically on relevant topics, as recommended by staff or as requested by members. This training may occur during meetings of the Committee or during Workshops.
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Meetings & Operations	
Frequency of scheduled vs. actual meetings.	<p>2025 – 10 meetings scheduled; 8 meetings were held.</p> <p>2024 – 11 meetings scheduled; 8 meetings were held</p> <p>2023 – 10 meetings scheduled; 9 meetings were held</p> <p>2022 – 11 meetings scheduled; 10 meetings were held</p> <p>2021 – 9 meetings scheduled; 9 meetings were held</p>
Average attendance of members and staff.	<p>2025 - On average: 7/9 members and 7 staff were in attendance.</p> <p>2024 - On average, 8/9 members and 7 staff were in attendance.</p> <p>2023 – On average, 7/9 members and 8 staff were in attendance.</p> <p>2022 – On average, 6/7-8 members and 7 staff were in attendance.</p> <p>2021 – On average, 7/8-9 members and 6 staff were in attendance.</p>
Types of agenda items typically considered.	<p>Agenda items are typically in the format of written documents presented by staff, with discussions and feedback from the Council members.</p> <p>Items presented to the Planning and Development Committee of the Whole for feedback and recommendations include but are not limited to the following:</p> <ul style="list-style-type: none"> • Quarterly Development Activity Reports • Derelict Properties Reports • Amendments to General Plan, Zoning By-law, and Land Administration By-law • Land Acquisition By-laws (Municipal Land Leases) • Land Disposal By-laws (Municipal Land Leases) • Cabin Development and Licensing within Municipal Boundaries • On the Land Facilities and Applications • Survey Sketch Applications • Development Permit Applications • Land Use Permit Applications

COMMITTEE REVIEW – Planning and Development Committee of the Whole

	<ul style="list-style-type: none"> • Quarry Permit Applications • Requests for Variance • Lot Disposals and Lot Competitions • Subdivisions and Servicing Developments • Development Agreements • Planning and Development-related Funding Opportunities (e.g. Housing Accelerator Fund, Rapid Housing Initiative, etc.) • Memorandums of Understanding (MOUs)
Public participation opportunities	<p>Applicants and developers are often present at Planning and Development Committee of the Whole meetings, and are often provided with an opportunity to answer any questions directly to Council. Additionally, it is common for representatives of organizations involved in development activities or affected by Planning and Development decisions to be listed on the agenda as delegations, to make a presentation to Council.</p>

Outputs & Outcomes	
Key recommendations or reports produced in the past 1–3 years.	<ul style="list-style-type: none"> • Numerous recommendations to approve Development Permits, Land Use Permits, Quarry Permits, and other applications • Recommendations on Memorandums of Understanding with multiple organizations • Progress on West 40 subdivision project • Recommended Zoning By-law and General Plan By-law Amendments
Decisions of Council influenced by the committee’s work.	<p>Some notable Council decisions impacted by the Planning and Development Committee of the Whole include:</p> <ul style="list-style-type: none"> • Approvals of Development Permits leading to the creation of new housing, commercial, and non-profit facilities in the City • Significant progress on the West 40 Subdivision project • Entry into a Quarry Administration Agreement with the Government of Nunavut (By-law No. 956 passed March 2023) and issuance of Quarry Permits (beginning 2025) • Passage of Cabin Licensing By-laws (By-laws No. 1004, 1005, and 1006, passed July 2025) • Passage of Zoning By-law Amendment to increase permitted density and heights within the Core Area (By-law No. 987, passed November 2024)

COMMITTEE REVIEW – Planning and Development Committee of the Whole

	<ul style="list-style-type: none"> • Increasing Delegated Authority to the Development Officer to meet a Housing Action Plan milestone and increase efficiency of the development process (By-law No. 982, passed July 2024) • Adoption of the Transportation Master Plan (#22-429)
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Resources & Costs	
<p>Staff support required (hours per year, departments involved).</p>	<p>Departments involved: Planning and Development, Communications, and Administration.</p> <p>Hours per meeting:</p> <ul style="list-style-type: none"> • 20 hours per meeting for Planning and Development and Administration (updating and releasing meeting calendars; developing the agenda and agenda packages in both languages, in conjunction with the committee Chair and associated staff; preparing the Council Chambers including audio-visual components and organizing interpretation; processing and coordinating translation of records from the meeting such as motion registries, reports, and minutes, including obtaining the necessary approvals; coordinating items for upcoming City Council meeting agendas; restoring Council Chambers for next use). • Minimum 20-30 hours are spent on each agenda item by the Planning and Development Department (consulting with involved departments, organizations, and applicants to collect information; converting information into Council format; preparing maps and appendices; reviewing and revising). • 15-20 hours per meeting for Administration and Planning and Development (following up on action items). • 2-3 hours per meeting for Communications (answering public and media questions before and after the meeting based on agenda/discussion topics; coordinating with departments for answers and clarifying information; drafting any public service announcements or media releases necessary based on topics discussed at the meeting). • 1-3 hours for each of the 7 staff members from the involved departments to attend the meeting (7-21 total staff hours), depending on the meeting length and which staff are required to attend. <p>Total: Approximately 117-163 staff hours per meeting on average to prepare and follow up, plus an additional 7-21 staff hours to attend each meeting, depending on its length.</p>

COMMITTEE REVIEW – Planning and Development Committee of the Whole

<p>Budget allocations, honoraria, or other committee-related costs.</p>	<p>As the only members on this committee are members of Council, there are no additional indemnities or honoraria provided for attendance.</p> <p>As with all committees of Council, all meeting documents must be translated into Inuktitut and all meetings must be interpreted between English and Inuktitut (incurring costs for both). Meetings are also transcribed to form the motion registry and minutes, incurring costs.</p>
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<p>Overall Effectiveness</p>	
<p>Assessment of whether the committee is achieving its intended purpose.</p>	<p>The Planning and Development Committee of the Whole is the most active Council committee, meeting almost every month each year. Staff present detailed information on Planning and Development-related matters for committee’s recommendations, which are then passed onwards to Council. Almost all items relating to the department are scheduled for a Planning and Development COW meeting agenda rather than being added directly to Council meeting agendas, allowing Council members to consider the items in a more focused context before making a final decision on the matters.</p> <p>Because Planning and Development-related items often include extensive information being presented or discussed, it is effective to have separate meetings to discuss these items so as to not overly lengthen regular City Council meetings. This also facilitates greater accessibility for developers or involved parties to be on hand at the meetings to answer questions rather than attending a full Council meeting until their item is reached.</p> <p>The schedule of Planning and Development Committee of the Whole meetings aligns well with City Council meetings in order to pass recommendations to Council in a timely manner, and few items need to be directly presented to Council unless they are highly time-sensitive.</p> <p>Overall, the Planning and Development Committee of the Whole is achieving its intended purpose by providing a forum to focus on Planning and Development-related items that removes an undue burden on regular City Council meetings.</p>

<p>Recommendations</p>	
<p>Options for continuation, revision,</p>	<p>For discussion</p>

COMMITTEE REVIEW – Planning and Development Committee of the Whole

consolidation, or dissolution.	
Staff recommendations for Council's consideration.	For discussion
Consideration of alternative governance or engagement mechanisms.	For discussion

COMMITTEE REVIEW – [Planning and Development Committee of the Whole](#)

Attachment 1:

Planning and Development Committee of the Whole Motion Registry 2021-2025

2025 Planning & Development Committee of the Whole Motion Registry

Meeting #08 November 18, 2025

PD 25-55 M: Stevenson S: Tilley Unanimous

Adoption of agenda as presented.

PD 25-56 M: Stevenson S: Awa Defeated

Committee defers the matter of Development Permit Application 25-021 and Request for Variance for Lot 43, Plan 674 and Lot 8, Block 91, Plan 2917 back to staff to allow time to review the petition.

*Note: Member on prevailing side later initiated reconsideration.

PD 25-57 M: Sheppard S: Tilley Defeated

Committee recommends that Council approve:
1. Development Permit Application 25-021 as per the plans in Attachment 4 and with the Special Conditions in Attachment 2.
2. Request for Variance to permit an increased density for Development Permit 25-021 resulting in 82 dwelling units per net hectare.

PD 25-58 M: Sheppard S: Adopted

Committee reconsiders Motion PD 25-56 to defer the matter of Development Permit Application 25-021 and Request for Variance for Lot 43, Plan 674 and Lot 8, Block 91, Plan 2917 back to staff to allow time to review the petition.

*Procedural note: Reconsideration was taken up without a vote on whether to reconsider. Assembly proceeded as if motion to reconsider was adopted.

PD 25-56 M: Stevenson S: Awa Carried
(Reconsidered)

Committee defers the matter of Development Permit Application 25-021 and Request for Variance for Lot 43, Plan 674 and Lot 8, Block 91, Plan 2917 back to staff to allow time to review the petition (Final Vote).

*Note: Reconsideration of Motion PD 25-56. Taken up following an irregular but unchallenged reconsideration process.

PD 25-59 M: Sheppard S: Stevenson Unanimous

Committee recommends that Council approve:

1. The pricing strategy as proposed, including:
 - a. Using Market Value appraisal as the pricing method;
 - b. Setting an off-site levy for drainage improvements based upon proportionate cost-recovery;
 - c. Setting an off-site levy for cultural amenity improvements at four percent of the lot price; and
 - d. Disallowing installments as an accepted payment method.
2. The lot disposal terms as outlined in Attachments 1, 2 and 3.

PD 25-60 M: Sheppard S: Stevenson Unanimous

Committee adjourns at 7:26 p.m.

2025 Planning & Development Motion Registry

Meeting #06 August 19, 2025

PD 25-35	M: Sheppard	S: Flaherty	Unanimous
	Adoption of agenda as presented.		
PD 25-36	M: Flaherty	S: Sheppard	Unanimous
	Committee recommends that Council:		
	1. Give First, Second and Third Reading to a Land Disposal By-law for Lot 2, Block 11, Plan 1986.		
	2. Direct staff to obtain a land appraisal for Lot 2, Block 11, Plan 1986 and establish the lot price at 30 percent below appraised market value.		
	3. Approve the disposal of Lot 2, Block 11, Plan 1986 to Nunavut Housing Corporation (NHC) for the development of a three-bedroom modular home.		
PD 25-37	M: Sheppard	S: Tilley	Unanimous
	Committee recommends that Council approve Survey Sketch SK 25-003 for Lot 5, Plan 674.		
PD 25-38	M: Flaherty	S: Sheppard	Unanimous
	Committee recommends that Council:		
	1. Approve Development Permit Application DP 25-013 as per the plans in Attachment 3 and with the Special Conditions in Attachment 2, to permit a semi-detached dwelling on Lot 29, Block 242, Plan 4716.		
	2. Approve a Variance to Section 8.6 of Zoning By-law No. 899 to:		
	a. Reduce the minimum lot frontage from 18 metres to 16.5 metres.		
	b. Reduce the minimum interior side yard setback from 3 metres to 2.3 metres.		
PD 25-39	M: Sheppard	S: Tilley	Unanimous
	Committee recommends that Council approve a partial development charge exemption of 50 percent, equivalent to \$56,151.50, for Uqutaq Society for Development Permit DP 24-022.		
PD 25-40	M: Flaherty	S: Tilley	Unanimous
	Committee recommends that Council approve a partial development charge exemption of 50 percent, equivalent to \$28,902.15, for Pinnguaq Association for Development Permit DP 24-058.		

PD 25-41 M: Flaherty S: Tilley Unanimous

Committee recommends that Council:

1. Approve Quarry Permit Application QP 25-002 to permit occupancy by Baffin Building Systems of a portion of Lot 1, Block 250, Plan 4960, as listed and depicted in Attachments 2 and 3, subject to the conditions in Attachment 1.
2. Set the extraction fee to \$7.50 per cubic metre of extracted material.

PD 25-42 M: Kunuk S: Tilley Unanimous

Committee recommends that Council:

1. Approve Quarry Permit Application QP 25-004 to permit occupancy by Nunavut Excavating Ltd. of a portion of Lot 1, Block 251, Plan 4960, as listed and depicted in Attachments 2 and 3, subject to the conditions in Attachment 1.
2. Set the extraction fee to \$7.50 per cubic metre of extracted material.

PD 25-43 M: Sheppard S: Tilley Unanimous

Committee recommends that Council:

1. Approve Quarry Permit Application QP 25-001 to permit occupancy by Kudlik Construction Ltd. of a portion of Lot 1, Block 250, Plan 4960, as listed and depicted in Attachments 2 and 3, subject to the conditions in Attachment 1.
2. Set the extraction fee to \$7.50 per cubic metre of extracted material.

PD 25-44 M: Sheppard S: Tilley Unanimous

Committee recommends that Council:

1. Approve Quarry Permit Application QP 25-003 to permit occupancy by Tower Arctic Ltd. of a portion of Lot 1, Block 250, Plan 4960 and Lot 1, Block 251, Plan 4960, as listed and depicted in Attachments 2 and 3, subject to the conditions in Attachment 1.
2. Set the extraction fee to \$7.50 per cubic metre of extracted material.

PD 25-45 M: Sheppard S: Tilley Unanimous

Committee adjourns at 6:46 p.m.

PD 25-31 M: Stevenson S: Tilley Unanimous

Committee recommends that Council extend the construction term to December 31, 2025 for Lot 25, Block 242, Plan 4716 and charge a penalty of 10 percent of the lot price.

PD 25-32 M: Awa S: Stevenson Unanimous

Committee recommends that Council direct staff to obtain, if necessary, a court order for lease termination for Lot 27, Block 242, Plan 4716 due to breach of Clauses 11 and 12.

PD 25-33 M: Stevenson S: Flaherty Unanimous

Committee recommends that Council extend the construction term to December 31, 2025 for Lot 29, Block 242, Plan 4716 and charge a penalty of 10 percent of the lot price.

PD 25-34 M: Awa S: Flaherty Unanimous

Committee adjourns at 7:31 p.m.

2025 Planning & Development Motion Registry

Meeting #03 April 15, 2025

PD 25-10 M: Stevenson S: Flaherty Unanimous

Adoption of agenda as presented.

PD 25-11 M: Stevenson S: Aglukark Unanimous

Committee recommends that Council:

1. Approve Development Permit Application DP 25-009 as per the plans in Attachment 4 and with the Special Conditions in Attachment 1, to permit a 46-unit apartment building within Lots “A”, “B” and “C” of Survey Sketch SK 25-005.
2. Approve Survey Sketch SK 25-005.
3. Upon completion of the legal survey of SK 25-005:
 - (a) Give First and Second Reading to a Land Acquisition By-law that shall acquire the lands identified as “ROW” in SK 25-005 in fee simple from Qulliq Energy Corporation.
 - (b) Give First and Second Reading to a Land Disposal By-law that shall dispose of the land identified as “Lot C” in SK 25-005 by way of equity lease, to Nunavut Housing Corporation, for the sum of one dollar.

PD 25-12 M: Awa S: Aglukark Unanimous

Committee defers recommending the approval of Land Administration By-law Amendment LABA 25-002 to allow for additional discussion at a workshop.

PD 25-13 M: Stevenson S: Flaherty Unanimous

Committee refers Development Permit Application DP 25-007 and Request for Variances for Lot 271, Plan 642 back to staff for further discussion with the developer.

PD 25-14 M: Stevenson S: Awa Unanimous

Committee recommends that Council:

1. Approve Zoning By-law Amendment ZBA 25-003 for First Reading to rezone Lot 19, Block 7, Plan 2871 from Low Density Residential – Trucked Services (R1A) to Residential – Trucked Services Special Exception Zone 4 (R1A(4)).

2. Direct staff to schedule a Public Hearing and Second Reading at an appropriate upcoming Council meeting.

PD 25-15 M: Flaherty S: Aglukark Unanimous

Committee refers First, Second and Third Reading of Land Disposal By-law for Lot 2, Block 11, Plan 1986 back to staff for further investigation and consultation with Apex residents.

PD 25-16 M: Awa S: Aglukark Unanimous

Committee adjourns at 7:05 p.m.

2025 Planning & Development Motion Registry

Meeting #01 January 21, 2025

PD 25-01 M: Stevenson S: Flaherty Unanimous

Adoption of agenda as presented.

PD 25-02 M: Stevenson S: Aglukark Unanimous

Committee recommends that Council:

1. Approve Land Use Permit LUP 25-001 to permit the use of a staging area and winter trail on Untitled Municipal Land as shown in Attachment 1, subject to approval from the Commissioner.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually. This fee will be charged upon execution of the Land Use Permit by the Commissioner.

PD 25-03 M: Stevenson S: Aglukark Unanimous

Committee recommends that Council:

1. Give First Reading to the by-law amendments as attached, with license renewal terms set at five years, and license limits per person set at one.
2. Direct staff to:
 - a. Schedule and advertise the notice for a Public Hearing and Second Reading.
 - b. Return to Committee with a Corporate Policy for Cabin Applications and Evaluation.

PD 25-04 M: Sheppard S: Stevenson Unanimous

Committee adjourns at 7:12 p.m.

2024 Planning & Development Motion Registry

Meeting #07 August 20, 2024

PD 24-53	M: Flaherty	S: Tilley	Unanimous
	Adoption of agenda as presented.		
PD 24-54	M: Sheppard	S: Awa	Unanimous
	Committee recommends that Council seek a court order to terminate the leases of: 1. Lot 746, Plan 1827. 2. Lot 8, Block 26, Plan 2887.		
PD 24-55	M: Awa	S: Tilley	Unanimous
	Committee recommends that Council: 1. Approve Survey Sketch SK 24-007. 2. Direct staff, if required, to prepare a Land Acquisition By-law pursuant to SK 24-007.		
PD 24-56	M: Sheppard	S: Aglukark	Unanimous
	Committee recommends that Council approve: 1. Development Permit Application DP 24-039 for Lot 231, Plan 4234 in Plateau to permit a home-based daycare, subject to the Special Conditions in Attachment 1, the City's Standard Conditions, and in accordance with the plans in Attachment 3. 2. Variance to Section 5.2 (c) of Zoning By-law No. 899 to permit a home-based daycare in a row dwelling.		
PD 24-57	M: Awa	S: Tilley	Unanimous
	Committee recommends that Council approve signing the Memorandum of Understanding with Qikiqtani Inuit Association to identify the responsibilities of both parties for the development of the municipal lands north of the Sivumugiaq Street Inuit Owned Lands.		
PD 24-58	M: Sheppard	S: Tilley	Unanimous
	Committee recommends that Council give First, Second and Third Reading to By-law No. 972, Development Agreement Cost-Sharing By-law.		

PD 24-59 M: Sheppard S: Tilley Unanimous

Committee recommends that Council approve:

1. Non-Profit Housing Contribution Policy in Attachment 1.
2. Non-Profit Land Disposal Policy in Attachment 2.

PD 24-60 M: Sheppard S: Flaherty Unanimous

Committee recommends that Council:

1. Give First and Second Reading to Land Acquisition By-law as drafted in Attachment 2 for Lot 3, Block 3, Plan 1986.
2. Give First and Second Reading to Land Disposal By-law as drafted in Attachment 3 for Lot 3, Block 3, Plan 1986.

PD 24-61 M: Tilley S: Awa Unanimous

Committee adjourns at 7:44 p.m.

Planning and Development Committee of the Whole Meeting #05 June 18, 2024
Motion Registry

PD 24-29 M: Tilley S: Flaherty Unanimous

Adoption of agenda as presented.

PD 24-30 M: Stevenson S: Sheppard Unanimous

Committee recommends that Council approve Development Permit Application DP 24-022, Lot 940, Plan 3596 to permit the development of a mixed-use building with 27 boarding rooms and 71 m² of commercial floor area, subject to the Special Conditions, the City's Standard Conditions, and in accordance with the plans referenced in Attachment 4.

PD 24-31 M: Stevenson S: Aglukark Unanimous

Committee recommends that the Memorandum of Understanding be presented to Council with the intent as is, but with some wording adjusted by the Aniiirajak Ski and Adventure Club and City staff.

PD 24-32 M: Sheppard S: Tilley Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 24-001 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as B1 to B3 on the North 40 Activities Map, and subject to the conditions in Attachment 1.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 24-33 M: Sheppard S: Tilley Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 24-002 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as K1 to K8 on the North 40 Activities Map, and subject to the conditions in Attachment 1.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 24-34 M: Sheppard S: Awa Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 24-003 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as Q1 on the North 40 Activities Map, and subject to the conditions in Attachment 1.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 24-35 M: Sheppard S: Flaherty Unanimous

Committee defers approval of the Commissioner Land Use Permit Application LUP 24-004 to allow staff to gather information regarding the explosive storage building and storage of explosives during the past year, and further, that a penalty be charged for the illegal activity, with a report being presented at the next available meeting, possibly Council.

PD 24-36 M: Tilley S: Stevenson Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 24-005 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as N1 to N6 on the North 40 Activities Map, and subject to the conditions in Attachment 1.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 24-37 M: Tilley S: Flaherty Unanimous

Committee recommends that Council:

1. Approve the Land Use Permit Application LUP 24-006 to permit explosives storage on a portion of Untitled Municipal Land in the Trail Area as shown on the Land Use Permit Area Map in Attachment 1, and subject to the conditions in Attachment 2.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 24-38 M: Tilley S: Sheppard Unanimous

Committee recommends that Council:

1. Approve Land Use Permit Application LUP 24-007 to permit explosives magazine storage on a portion of Lots 1 to 3, Block 237, Plan 4131 as shown on the Land Use Permit Area Map in Attachment 1, and subject to the conditions in Attachment 2.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 24-XX M: Sheppard S:

Committee recommends that Council:

1. Approve Land Use Permit Application LUP 24-008 to permit occupancy of a 1.4-hectare portion of Lot 982, Plan 4331 as shown on the Land Use Permit Area Map in Attachment 1, for a period of one year, commencing July 1, 2024 and terminating June 30, 2025.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

NOTE: There being no seconder to this motion, the motion died on the floor.

PD 24-39 M: Stevenson S: Aglukark Unanimous

Committee recommends that Council:

1. Approve City Land Use Permit Application LUP 24-009 to permit occupancy of a portion of Lot 1, Plan 3604 for a period of 18 months, and subject to the conditions in Attachment 2, and further, that that the 18-month period be conditional on the Memorandum of Understanding being signed.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 0.75 percent of the assessed value of the land.

PD 24-40 M: Sheppard S: Tilley Unanimous

Committee agrees to continue the meeting past 8:00 p.m.

PD 24-41 M: Sheppard S: Tilley Unanimous

Committee recommends that Council approve Survey Sketch SK 24-004 to create two lots within the North 40 extraction area.

PD 24-42 M: Sheppard S: Tilley Unanimous

Committee recommends that Council:

1. Give First Reading to the amending by-law to General Plan By-law No. 898 to:
 - a. Designate the Municipal Lands north of the Sivumugiaq Inuit Owned Lands as Core Area;
 - b. Remove the Federal Road Policy Overlay;
 - c. Remove the Inuit Owned Lands Parcel E Development Scheme;
 - d. Add snowmobile trail and walking trail linkages to Figure C;
 - e. Add the new development area to the areas to be serviced on Figure E.
2. Give First Reading to the amending by-law to Zoning By-law No. 899 to rezone the Municipal Lands north of the Sivumugiaq Inuit Owned Lands “Municipal Reserve”.
3. Direct staff to give public notice for a Public Hearing on a date to be determined by staff.

PD 24-43 M: Sheppard S: Aglukark Unanimous

Committee recommends that Council:

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

PD 24-44 M: Sheppard S: Tilley Unanimous

Committee adjourns at 8:24 p.m.

PD 24-24 M: Tilley S: Sheppard Unanimous

Committee recommends that Council:

1. Approve Survey Sketch SK 24-003.
2. Give First and Second Reading to the Land Disposal By-law in Attachment 3.
3. Direct staff to request that the Commissioner dispose of SK 24-003 to Alianait Entertainment Group, with a lease rental rate of 1.5 percent of the Trucked Service Area lot price established in the Standard Lease and Temporary Lease Rental Policy.

PD 24-25 M: Sheppard S: Stevenson Unanimous

Committee recommends that Council:

1. Give First Reading to the amending by-law to General Plan By-law No. 898 to:
 - a. Redesignate Lots 903 to 905, Plan 2996 from Light Industrial to Core area;
 - b. Remove the Federal Road Special Policy Overlay.
2. Give First Reading to the amending by-law to Zoning By-law No. 899 to rezone Lots 903 to 905, Plan 2996 from Light Industrial Zone, Special Exception 1 (M1(1)) to Central Business Zone, Special Exception 7 (B1[h32](7)).
3. Direct staff to give public notice for a Public Hearing on a date to be determined by staff.

PD 24-26 M: Sheppard S: Tilley Unanimous

Committee recommends that Council:

1. Give First Reading to the amending by-law to Zoning By-law No. 899 in Attachment 2 to increase the permitted building heights in the Core Area.
2. Direct staff to give public notice for a Public Hearing on a date to be determined by staff.

PD 24-27 M: Stevenson S: Aglukark Unanimous

Committee recommends that Council direct staff to conduct a vote on Facebook, online, and in consultation with elders to vote on a road name.

PD 24-28 M: Tilley S: Stevenson Unanimous

Committee adjourns at 7:37 p.m.

Planning and Development Committee of the Whole Meeting #03
March 19, 2024 – Motion Registry

PD 24-11	M: Tilley	S: Stevenson	Unanimous
Adoption of agenda as presented.			
PD 24-12	M: Awa	S: Flaherty	Defeated
Committee refers Development Permit Application DP 24-007, Lot 186-2, Plan 617, back to staff for further analysis.			
PD 24-13	M: Sheppard	S: Kunuk	Carried
Committee recommends that Council approve Development Permit Application DP 24-007, Lot 186-2, Plan 617, to permit the development of a mixed-use commercial and residential building, subject to the Special Conditions, the City's Standard Conditions, and in accordance with the plans in Attachment 3, and further, that the completion of a Traffic Study satisfactory to the Director of Planning and Development or delegate, be included in the Special Conditions.			
PD 24-14	M: Stevenson	S: Aglukark	Unanimous
Committee refers Development Permit Application DP 24-012 back to staff.			
PD 24-15	M: Sheppard	S: Awa	Unanimous
Committee recommends that Council direct staff to:			
1. Conduct community engagement discerning Municipal Lands north of Inuit Owned Lands.			
2. Prepare General Plan and Zoning By-law Amendments for First Reading to allow mixed-use development.			
3. Prepare and return to Committee with, a Memorandum of Understanding with Qikiqtani Inuit Association.			
4. Draft a Private Land Development Agreement with Qikiqtani Inuit Association.			
PD 24-16	M: Sheppard	S: Tilley	Unanimous
Committee recommends that Council approve and execute the attached Memorandum of Understanding with the Nunavut Housing Corporation for the ATCO Loop.			

PD 24-17 M: Sheppard S: Tilley Unanimous

Committee recommends that Council approve Survey Sketch SK 24-001 to consolidate lots within the ATCO Loop as shown in Attachment 3.

PD 24-18 M: Awa S: Kunuk Unanimous

Committee recommends that Council approve and execute the attached Memorandum of Understanding with the Nunavut Housing Corporation for Nunavut 3000.

PD 24-19 M: Awa S: Tilley Unanimous

Committee adjourns at 7:36 p.m.

2024 Planning & Development Motion Registry

Meeting #02 February 20, 2024

PD 24-05	M: Tilley	S: Sheppard	Unanimous
	Adoption of agenda as presented.		
PD 24-06	M: Sheppard	S: Stevenson	Unanimous
	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.		
PD 24-07	M: Sheppard	S: Stevenson	Unanimous
	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.		
PD 24-08	M: Stevenson	S: Sheppard	Unanimous
	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.		
PD 24-09	M: Stevenson	S: Tilley	Unanimous
	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.		
PD 24-10	M: Tilley	S: Sheppard	Unanimous

Committee adjourns at 7:31 p.m.

- a. Dispose two City lots (Lots 208 and 209) to TBG Construction for the purpose of a 4-storey mixed-use building on Parcel A;
- b. Work with Nunavut Housing Corporation to prepare a Memorandum of Understanding for Council approval that surpluses and transfers Lots 204 and 212 to the City for the purpose of consolidation and redevelopment;
- c. Prepare an Expression of Interest for Parcel B;
- d. Request a development proposal from Eric Caouette and his development partner, NCC Development, for Parcel C.

PD 23-71 M: Stevenson S: Tilley Unanimous

Committee recommends that Council:

- 1. Direct staff to issue a call for proposals for an institutional use for Lot 1, Block 232, Plan 3591.
- 2. Direct staff to engage an appraiser to undertake a land appraisal to determine the market value of Lot 1, Block 232, Plan 3591 using funds from the Land Development Fund.

PD 23-72 M: Stevenson S: Awa Unanimous

Committee recommends that Council give First Reading to By-law No. 972, Development Agreement Cost-Sharing By-law, and further, that prior to First Reading, staff share the draft by-law with developers who do business with the City, to give them an opportunity to respond.

PD 23-73 M: Stevenson S: Tilley Unanimous

Committee recommends that Council direct staff to proceed with next steps to create trucked service infill lots along Abe Okpik Crescent, Paurngaq Crescent and Simonie Mchael Crescent (Option 1).

PD 23-74 M: Stevenson S: Tilley Unanimous

Committee recommends that Council direct staff to gather information and bring forward a recommendation to Council regarding the development of a trucked service subdivision in Tundra Valley East.

PD 23-75 M: Stevenson S: Tilley Unanimous

Committee defers the memo regarding the Derelict Properties Report and the Quarterly Development Activity Report - 2023 – Quarter 3 to the next meeting.

PD 23-76

M: Tilley

S: Awa

Unanimous

Committee adjourns at 8:55 p.m.

Meeting #08 October 3, 2023

PD 23-56 M: Amarapala S: Sheppard Unanimous

Adoption of agenda as presented.

PD 23-57 M: Stevenson S: Amarapala Unanimous

Committee recommends that Council approve Development Permit application DP 23-032 for a portion of Lot 26, Block 240, Plan 4637 to permit the development of a Fixed Base Operation aircraft hangar, subject to the City's Standard Conditions, the Special Conditions in Attachment 1, and in accordance with the plans in Attachment 3.

PD 23-58 M: Sheppard S: Stevenson Unanimous

Committee recommends that Council:

1. Give First and Second Reading to the Land Disposal By-law in Attachment 3.
2. Direct staff to request that the Commissioner dispose of Parcel A on Survey Plan SK 23-007 to Isaksimagit Inuusirmi Katujjiqatigiit – Embrace Life Council, with a lease rental rate of 1.5% of the Open Area lot price established in the *Standard Lease and Temporary Lease Rental Policy*.
3. Direct staff to dispose of Parcel B on Survey Plan SK 23-008 to Piruqatigiit Resource Centre with a standard lease, with a lease rental rate in accordance with the *Standard Lease and Temporary Lease Rental Policy*.

PD 23-59 M: Stevenson S: Sheppard Unanimous

Committee recommends that Council approve Survey Sketch Plan SK 23-006 to create a new lot for City purposes adjacent to the future waste transfer station.

PD 23-60 M: Sheppard S: Amarapala Unanimous

Committee recommends that Council approve Survey Sketch Plan SK 23-009 to dedicate Lot 21, Plan 674 as a road parcel.

PD 23-61 M: Sheppard S: Amarapala Carried

Committee recommends that Council approve Survey Sketch SK 23-010 to subdivide Lot 28, Block 242, Plan 4716 into two parcels.

PD 23-62 M: Sheppard S: Amarapala Unanimous

Committee recommends that Council approve the Addendum to the Housing Action Plan in Attachment 1.

PD 23-63 M: Amarapala S: Stevenson Unanimous

Committee recommends that Council give First and Second Reading to the Land Acquisition By-law for Lot 577, Plan 1571; Lot 8, Block 213, Plan 3342; Lot 9, Block 213, Plan 3335 and Lot 5, Block 217, Plan 3333.

PD 23-64 M: Sheppard S: Stevenson Unanimous

Committee recommends that Council:
Select **Option 1** and:

1. Give Second Reading to the amending by-law to General Plan No. 898 in Attachment 5, which includes a change from the First Reading version, to add a “Cultural Heritage Symbol” to recognize the dog teams in the West 40.
2. Give Second Reading to the amending by-law to Zoning By-law No. 899 in Attachment 6, which includes a change from the Second Reading version, to add “Dog Area” as a permitted use.
3. Direct staff to ensure that, upon completion of the required studies and consultations for the West 40 Subdivision planning process, a Subdivision Plan is brought forward to Council in 2024 for approval that includes a minimum 3-hectare land parcel for dog teams. The preferred site is one that allows the majority of dog teams to remain in their current location and minimizes impacts from existing and future industrial land uses.

PD 23-65 M: Sheppard S: Stevenson Unanimous

Committee adjourns at 7:23 p.m.

Planning and Development Committee of the Whole Meeting #07 July 18, 2023 – Motion Registry

- PD 23-49 M: Sheppard S: Awa Unanimous
Adoption of agenda as amended.
- PD 23-50 M: Sheppard S: Awa Unanimous
Committee recommends that Council:
1. Give First Reading to the amending by-law to Zoning By-law No. 899 to rezone Lots 184-1 to 184-5, Plan 644; Lots 1-2, Block 110, Plan 2659 and Lot 574, Plan 1571 from Medium Density Residential Zone (R2) to Public/Institutional Zone, Special Exception 5 (P(5)).
2. Direct staff to give public notice for a Public Hearing on a date to be determined by staff.
- PD 23-51 M: Stevenson S: Sheppard Unanimous
Committee recommends that Council:
1. Give First Reading to the amending by-law to General Plan No. 898 in Attachment 3 to redesignate lots in the future West 40 Industrial Subdivision to Light Industrial and remove the Former Waste Disposal Site designation from part of Lot 667, Plan 1671.
2. Give First Reading to the amending by-law to Zoning By-law No. 899 in Attachment 4 to rezone lots in the future West 40 Industrial Subdivision to Light Industrial Special Exception Zones.
3. Direct staff to give public notice for a Public Hearing on a date to be determined by staff.
- PD 23-52 M: Stevenson S: Amarapala Unanimous
Committee recommends that Council approve Survey Sketch SK 23-007 to a sketch lot in Road to Nowhere.
- PD 23-53 M: Amarapala S: Stevenson Carried
Committee recommends that Council approve Survey Sketch SK 23-008 to create two lots along Niaqunngusiarialq Road.
- PD 23-54 M: Stevenson S: Amarapala Unanimous
Committee recommends that Council:
1. Give First Reading to the amending by-law in Attachment 2 to General Plan No. 898 to designate “Parcel B” of Sketch Plan 23-008 Institutional.
2. Give First Reading to the amending by-law in Attachment 3 to Zoning By-law No. 899 to zone “Parcel B” of Sketch Plan SK 23-008 Public/Institutional (P) Zone.
3. Direct staff to give public notice for a Public Hearing on a date to be determined by staff.
- PD 23-55 M: Sheppard S: Awa Unanimous
Committee adjourns at 8:15 p.m.

Planning and Development Committee of the Whole Meeting #06 June 20, 2023
Motion Registry

PD 23-38 M: Stevenson S: Smith Unanimous

Adoption of agenda as amended.

PD 23-39 M: Smith S: Stevenson Unanimous

Committee recommends that Council approve:

1. Development Permit Application DP 23-024 for Lot 51, Block 223, Plan 4439 in Road to Nowhere to permit a home-based daycare, subject to the special conditions in Attachment 1, the City's standard conditions, and as shown on the submitted plans in Attachment 3.
2. Variance to Section 5.2 (c) of Zoning By-law No. 899 to permit a home-based daycare in a semi-detached dwelling.

PD 23-40 M: Stevenson S: Smith Unanimous

Committee recommends that Council approve:

1. Development Permit Application DP 23-019 for Lot 2, Block 9, Plan 1986 to permit the development of an accessory building, subject to the City's standard conditions, the special conditions, and in accordance with the plans in Attachment 3.
2. Variance to Section 4.2 of Zoning By-law No. 899 to increase the maximum permitted gross floor area for accessory buildings in the front yard in the R1A Zone from 12 m² to 40 m².

PD 23-41 M: Stevenson S: Amarapala Unanimous

Committee recommends that Council:

1. Approve the City Land Use Permit Application LUP 23-009 to permit occupancy of a portion of Lot 1, Plan 3604 for a period of one year, subject to the conditions in Attachment 1.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 0.75 percent of the assessed value of the land to be charged annually.

PD 23-42 M: Stevenson S: Smith Unanimous

Committee recommends that Council:

1. Give First Reading to the Amending By-law to Zoning By-law No. 899 to define an “On-the-Land Facility” and to create zoning provisions to regulate the use, subject to updating the amending by-law to further control the use of such facilities and to ensure non-permanent development occurs on the sites.
2. Direct staff to give public notice for a Public Hearing on a date to be determined by staff.

PD 23-43 M: Stevenson S: Smith Unanimous

Committee recommends that Council approve the Standard Lease and Temporary Lease Rental Policy.

PD 23-44 M: Stevenson S: Amarapala Unanimous

Committee recommends that Council direct staff to:

1. Engage Qikiqtaaluk Environmental to prepare a Risk Assessment Study for the contaminated portion of Lot 667 and proceed at the same time with Third Reading of the By-law to acquire Lot 667.
2. Bring forward options to Council for the contaminated lands based on the results of the Risk Assessment Study, including:
 - a. Obtain approval from Department of Environment for a risk-based approach to development;
 - b. Create a lot that contains the contaminated lands and City to retain for city uses only;
 - c. Create a lot that contains the contaminated lands and seek external funding to cover remediation costs;
 - d. Proceed with remediation and recover costs through subdivision lease revenues.

PD 23-45 M: Stevenson S: Smith Unanimous

Committee recommends that Council:

1. Approve Survey Sketch SK 23-004 (Revised) to survey land behind the tank farm in the West 40.
2. Lease Parcel B to the Government of Nunavut at nominal value to reflect the intent of the Survey Sketch SK 23-004 (Revised) to adjust the boundary of Lot 664 to create better development parcels for both the City and Government of Nunavut.

PD 23-46 M: Stevenson S: Smith Unanimous

Committee recommends that Council approve Survey Sketch 23-005 to subdivide Lot 29, Block 240, Plan 4637 into two separate parcels.

PD 23-47 M: Stevenson S: Smith Unanimous

Committee recommends that Council:

1. Give First Reading to the amending by-law in Attachment 2 to General Plan No. 898 to permit the development of a Vehicle Impound Lot and a new industrial lot on untitled Municipal Land identified as "Parcel A" and "Parcel B" on Sketch Plan IQAL-235 (40-2) 23-001.

2. Give First Reading to the amending by-law in Attachment 3 to Zoning By-law No. 899 to permit the development of a Vehicle Impound Lot and a new industrial lot on untitled Municipal Land identified as "Parcel A" and "Parcel B" on Sketch Plan IQAL-235 (40-2) 23-001.

3. Direct staff to give public notice for a Public Hearing on a date to be determined by staff.

PD 23-48 M: Stevenson S: Nattaq Unanimous

Committee adjourns at 8:18 p.m.

**Planning and Development Committee of the Whole Meeting #05 May 16, 2023 –
Motion Registry**

PD 23-23	M: Sheppard	S: Awa	Unanimous
	Adoption of agenda as amended.		
PD 23-24	M: Awa	S: Sheppard	Unanimous
	Committee refers Development Permit Application DP 23-009 and associated variances for Lot 11, Block 216, Plan 3317 back to staff to allow time to meet the requirements of Zoning By-law No. 899 in relation to providing notice to properties within 30 metres of the proposed development, that staff provide a plan showing the parking spaces and drive aisle, and further, that the Request for Decision be presented at the June 13, 2023 Council meeting.		
PD 23-25	M: Awa	S: Stevenson	Unanimous
	Committee recommends that Council approve Survey Sketch SK 23-002 to create a new lot for Building 1560 and road parcel to extend Sivumugiaq Street.		
PD 23-26	M: Stevenson	S: Amarapala	Unanimous
	Committee recommends that Council approve Survey Sketch SK 23-003 to adjust the lot line for Lot 1, Block 229, Plan 3480.		
PD 23-27	M: Stevenson	S: Awa	Unanimous
	Committee recommends that Council approve Survey Sketch SK 23-004 to title land to the City behind the tank farm in the West 40.		
PD 23-28	M: Sheppard	S: Stevenson	Unanimous
	Committee recommends that Council direct staff to invite bids in accordance with Purchasing By-law No. 820 to undertake all the 2023 legal surveying work for the City.		
PD 23-29	M: Sheppard	S: Stevenson	Unanimous
	Committee recommends that Council: 1. Approve the Commissioner Land Use Permit Application LUP 23-001 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as B1 to B3 on the North 40 Activities Map, and subject to the conditions in Attachment 1.		

2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 23-30 M: Awa S: Stevenson Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 23-002 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as K1 to K8 on the North 40 Activities Map, and subject to the conditions in Attachment 1.

2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 23-31 M: Sheppard S: Amarapala Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 23-003 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as Q1 on the North 40 Activities Map, and subject to the conditions in Attachment 1.

2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 23-32 M: Awa S: Stevenson Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 23-004 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as T1 to T3 on the North 40 Activities Map, and subject to the conditions in Attachment 1.

2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 23-33 M: Amarapala S: Sheppard Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 23-005 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as N1 to N6 on the North 40 Activities Map, and subject to the conditions in Attachment 1.

**Planning and Development Committee of the Whole Meeting #04 April 18, 2023 –
Motion Registry**

PD 23-18	M: Amarapala	S: Stevenson	Unanimous
Adoption of agenda as presented.			
PD 23-19	M: Stevenson	S: Amarapala	Unanimous
Committee recommends that Council accept the 2023 First Quarter Development Activity Report as presented.			
PD 23-20	M: Sheppard	S: Stevenson	Unanimous
Committee recommends that Council approve:			
1. Development Permit Application DP 23-014 to construct a mixed-use building on Lots 505 and 506, Plan 914, subject to the City’s standard conditions, the special conditions in Attachment 2, and in accordance with the plans in Attachment 3.			
2. Variance to Section 6.6 of Zoning By-law No. 899 to permit one accessible parking space that accesses the road directly by pulling in and out.			
3. Variance to Section 15.5 of Zoning By-law No. 899 to reduce the front yard setback in the B1 Zone from 3 metres to 2.1 metres to accommodate a vestibule entrance to the commercial space.			
PD 23-21	M: Stevenson	S: Amarapala	Unanimous
Committee recommends that Council approve:			
1. Development Permit Application DP 23-013 for Lot 10, Block 240, Plan 2641 in the West 40 to construct two new accessory storage buildings and a change of use to “bar”, subject to the City’s standard conditions, the special conditions in Attachment 2, and as shown on the plans in Attachment 3.			
2. Variance to Section 20.3 of Zoning By-law No. 899 to reduce the minimum front yard setback from 6 metres to 3 metres.			
3. Variance to Section 20.4 of Zoning By-law No. 899 to reduce the minimum rear yard setback abutting an Open Area Zone from 12 metres to 11 metres, and the minimum interior yard setback abutting an Open Area Zone from 12 metres to 10.5 metres.			
4. Temporary Development Permit Application DP 23-015 for Lot 10, Block 240, Plan 2641 in the West 40 to allow the temporary use of			

Building B2 as a “warehouse” for a period of five years, subject to the special conditions in Attachment 4.

PD 23-22

M: Amarpala

S: Stevenson

Unanimous

Committee adjourns at 6:30 p.m.

Planning and Development Committee of the Whole Meeting #03 – March 21, 2023
Motion Registry

PD 23-13 M: Amarapala S: Stevenson Unanimous

Adoption of agenda as presented.

PD 23-14 M: Sheppard S: Amarapala Unanimous

Committee recommends that Council approve Survey Sketch Plan SK 23-001 to create two lots along Qaqqamiut Road.

PD 23-15 M: Sheppard S: Quassa Unanimous

Committee recommends that Council approve:

1. Development Permit Application DP 23-010 for Lot 7, Block 8, Plan 1986 to permit the expansion of a vestibule, subject to the City's standard conditions, the special conditions of approval, and in accordance with the plans in Attachment 3.
2. Variance to Section 9.4 of Zoning By-law No. 899 to reduce the minimum interior side yard setback from 3 metres to 2.2 metres.

PD 23-16 M: Amarapala S: Stevenson Unanimous

Committee recommends that Council:

1. Give First and Second Reading to the Land Disposal By-law for Lot 574, Plan 1571.
2. Direct staff to obtain a land appraisal for a portion of Lot 574 and establish the lot price for the parcel at 30 percent less of the appraised value, or an assessed land value of \$28,280, whichever is less.
3. Direct staff to dispose of the portion of Lot 574 to the Iqaluit Elders' Society, subject to the transfer of the lease for Lot 1, Block 110, Plan 2659 (Building 316) to the Iqaluit Elders' Society.

PD 23-17 M: Stevenson S: Amarapala Unanimous

Committee adjourns at 6:55 p.m.

**Planning and Development Committee of the Whole Meeting #02 February 21,
2023- Motion Registry**

PD 23-04	M: Stevenson	S: Sheppard	Unanimous
	Adoption of agenda as presented.		
PD 23-05	M: Sheppard	S: Nattaq	Unanimous
	Committee recommends that Council approve extensions to construction deadlines for Leases for Lots 13, 15, 16, 21, 22, 24, 25, and 27 to 30, Block 242, Plan 4176 in Joamie Court subdivision to December 31, 2024.		
PD 23-06	M: Sheppard	S: Nattaq	Unanimous
	Committee recommends that Council give First Reading to the Quarry Administration Agreement By-law in Attachment 2 to enter into a Quarry Administration Agreement with the Government of Nunavut for the Northwest Deposit areas as shown in Attachment 1.		
PD 23-07	M: Sheppard	S: Awa	Defeated
	Committee recommends that Council: 1. Give First Reading to the By-law to amend Zoning By-law No. 899 to rezone Lots 505 and 506, Plan 914 from Central Business Zone (B1[h16]) to High Density Residential, Special Exception Zone 3 (R3(3)). 2. Direct staff to give Public Notice for a Public Hearing on a date to be determined by staff.		

PD 23-08 M: Awa S: Sheppard Carried

Committee recommends that Council approve:

1. Development Permit Application DP 23-004 for Lot 21, Block 242, Plan 4716 to permit the development of a duplex, subject to the City's standard conditions, the special conditions in Attachment 1, and in accordance with the plans in Attachment 3.
2. Variance to Section 8.5 of Zoning By-law No. 899 to reduce the minimum lot frontage for a duplex from 18 metres to 14.5 metres.

PD 23-09 M: Sheppard S: Stevenson Unanimous

Committee recommends that Council approve Development Permit DP 22-046 for Lot 1, Block 247, Plan 4860 to permit the development of a recovery centre, subject to the City's standard conditions, the attached special conditions, and in accordance with the plans in Attachment 3.

PD 23-10 M: Sheppard S: Stevenson Unanimous

Committee recommends that Council approve Development Permit Application DP 22-045 for Lot 26, Block 240, Plan 4637 to permit the development of an aircraft hangar facility, subject to the City's standard conditions, the special conditions in Attachment 1, and in accordance with the plans in Attachment 3.

PD 23-11 M: Stevenson S: Awa Unanimous

Committee recommends that Council approve:

1. Survey Sketch SK 22-008 to adjust the lot line between Lots 1 and 2, Block 62, Plan 2722 to accommodate a fuel tank, as shown in Attachment 3.
2. Development Permit Application DP 23-003 to permit a fuel tank on revised Lot 1, Block 62, Plan 2722, as shown as "Parcel A" on Survey Sketch SK 22-008, subject to the City's standard conditions and the special conditions of approval.
3. Variance to Section 4.1 (a) of Zoning By-law No. 899 to allow an accessory structure (fuel tank) in the exterior side yard in the B1 Zone.

PD 23-12 M: Stevenson S: Sheppard Unanimous

Committee adjourns at 6:59 p.m.

2023 Planning & Development Motion Registry

Meeting #01 January 17, 2023

PD 23-01 M: Amarpala S: Stevenson Unanimous

Adoption of agenda as presented.

PD 23-02 M: Stevenson S: Awa Unanimous

Committee recommends that Council approve Survey Sketch SK 22-009 to create a lot for the Bell Mobility communications tower and access road, as shown in Attachment 2.

PD 23-03 M: Awa S: Amarpala Unanimous

Committee adjourns at 6:49 p.m.

Planning and Development Committee of the Whole Meeting #10 Motion Registry
November 15, 2022

PD 22-74 M: KS S: SA Unanimous

Adoption of agenda as presented.

PD 22-75 M: KS S: SN Unanimous

Committee recommends that Council:

1. Give First and Second Reading to Land Disposal By-law for a portion of Lot 193, Plan 576.
2. Give First and Second Reading to Land Acquisition By-law for Lot 21, Plan 674.

PD 22-76 M: SA S: SN Unanimous

Committee recommends that Council direct staff to work with Qikiqtani Inuit Association to prepare land disposal options and a recommended Land Disposal Agreement in accordance with Section 1 of the Land Administration By-law to allow the private sector development of Municipal Lands located north of Inuit Owned Lands Parcel E, and further, that the final Land Disposal Agreement shall be subject to Qikiqtani Inuit Association Board approval and Council approval.

PD 22-77 M: KS S: SA Unanimous

Committee recommends that Council:

1. Give First Reading to the by-law in Attachment 1 to amend the Land Administration By-law No. 897.
2. Direct staff to give public notice and hold a Public Hearing on the proposed amendment to the Land Administration By-law prior to giving the by-law Second Reading.

PD 22-78 M: KS S: KSM Carried

Committee recommends that Council adopt the Transportation Master Plan as received, with a review of the plan in 2026.

PD 22-79 M: KS S: SA Unanimous

Committee goes In Camera at 7:11 p.m.

PD 22-80 M: KS S: SA Unanimous

Committee returns to Regular Session at 7:35 p.m.

PD 22-81 M: KS S: SN Unanimous

Committee recommends that Council:

1. Award Lot 940, Plan 3596 to Uqutaq Society for \$1.00 pending confirmation that the proponent:
 - a. Meets all requirements outlined in the Land Administration By-law;
 - b. Does not have any property tax, utility or other accounts with the City that are overdue in excess of 90 days at the closing date for receipts of proposals; and
 - c. Is in good standing with the Legal Registries, Department of Justice.
2. Give First and Second Reading to the Land Disposal By-law for Lot 940, Plan 3596.

PD 22-82 M: KS S: SN Unanimous

Committee recommends that Council direct staff to work on the details of the proposed land disposal approach shown in Attachment 5 and prepare Land Disposal By-law(s) for Council approval.

PD 22-83 M: SA S: SN Unanimous

Committee adjourns at 7:37 p.m.

**Planning and Development Committee of the Whole Meeting #09 October 18, 2022 –
Motion Registry**

PD 22-68 M: PQ S: RS Unanimous

Adoption of agenda as amended.

PD 22-69 M: RS S: PQ Unanimous

Committee recommends that Council:

1. Approve a 12-month construction deadline extension to complete the improvements by August 1, 2023 for Lot 20, Block 3, Plan 4611.
2. Apply a five percent penalty in the amount of \$3,551.50 as a condition of extension.

PD 22-70 M: PQ S: RS Unanimous

Committee recommends that Council approve:

1. Development Permit Application No. DP 22-035 for Lot 20, Block 3, Plan 4611 to permit the development of two semi-detached units, subject to the City's standard conditions, the attached special conditions, and in accordance with the plans in Attachment 3.
2. Variance to Section 9.4 of Zoning By-law No. 899 to reduce the rear yard setback from 6 metres to 3.9 metres.
3. Variance to Section 9.6 of Zoning By-law No. 899 to reduce the minimum lot frontage from 24 metres to 12.5 metres.

PD 22-71 M: KS S: PQ Unanimous

Committee recommends that Council approve:

1. Development Permit Application No. DP 22-039 to allow the expansion of self-storage units, subject to the City's standard conditions, the special conditions of approval in Attachment 1, and as shown on the plans in Attachment 3.
2. Variances to Section 19.4 of Zoning By-law No. 899 in order to accommodate the proposed development:
 - a. Reduce the required front yard setback from 6 metres to 3 metres
 - b. Reduce the required interior side yard setback from 3 metres to 1 metre
 - c. Reduce the required rear yard setback from 6 metres to 1 metre.

PD 22-72 M: KS S: PQ Unanimous

Committee recommends that Council direct staff to undertake the Housing Action Plan priority action items for 2023 as identified in Attachment 1.

PD 22-73 M: PQ S: KS Unanimous

Committee adjourns at 7:00 p.m.

Motion Registry

Meeting #08 September 20, 2022

PD 22-61 M: SN S: RS Unanimous

Adoption of agenda as amended.

PD 22-62 M: KS S: RS Unanimous

Committee recommends that Council approve Development Permit Application DP 22-037 to allow the development of a waste transfer facility, subject to the City’s standard conditions, the special conditions of approval in Attachment 1, and as shown on the plans in Attachment 3.

PD 22-63 M: KS S: RS Unanimous

Committee recommends that Council approve the Land Use Permit Application LUP 22-012 to permit occupancy of a 1.4-hectare portion of Lot 982, Plan 4331, as shown on the Land Use Permit Area Map in Attachment 1, for a term of 13 months, commencing October 1, 2022 and terminating October 31, 2023, and subject to the conditions in Attachment 2.

PD 22-64 M: KS S: RS Unanimous

Committee recommends that Council dispose of Lot 30, Block 242, Plan 4716 in Joamie Court to Habitat for Humanity for non-market housing for a 25 percent discount from the original development cost.

PD 22-65 M: KS S: RS Unanimous

Committee recommends that Council give First and Second Reading to the Consolidated Fees and Charges By-law to adopt updated fees for services provided by the Planning and Development Department, the Public Works Department and the new Engineering and Capital Planning Department.

PD 22-66 M: KS S: RS Unanimous

Committee recommends that Council direct staff to initiate the process of acquiring a portion of Parcel 1 lots as defined in the Memorandum of Understanding, being Lots M, N, O, Q, R, S, T, U, V and W, and delay acquisition of Lot P until remediation of the lot is complete.

PD 22-67 M: KS S: RS Unanimous

Committee adjourns at 7:32 p.m.

2022 Planning & Development Motion Registry

Meeting #07 August 16, 2022

PD 22-58 M: KB S: SA Unanimous

Adoption of agenda as presented.

PD 22-59 M: SN S: SA Unanimous

Committee recommends that Council approve:

1. Development Permit Application DP 22-027 to allow the development of an 18-unit stacked row dwelling, subject to the City’s standard conditions, the special conditions of approval in Attachment 1, and as shown on the plans in Attachment 3.
2. Variance to Section 6.1 (a) of Zoning By-law No. 899 to reduce the minimum number of parking spaces from 21 to 18.
3. Variance to Section 4.1 (c) of Zoning By-law No. 899 to reduce the minimum setback for an accessory structure (retaining wall) to a rear lot line from 1.0 metre to zero metres.
4. Variance to Section 4.1 (d) of Zoning By-law No. 899 to increase the maximum height for an accessory structure (retaining wall) from 4.0 metres to 4.3 metres.
5. Variance to Section 10.8 of Zoning By-law No. 899 to increase the permitted maximum height for a stacked row dwelling from 10.5 metres to 10.8 metres.

PD 22-60 M: KB S: RS Unanimous

Committee adjourns at 6:22 p.m.

Planning & Development Committee of the Whole Motion Registry

Meeting #06 July 19, 2022

PD 22-51 M: RS S: SA Unanimous

Adoption of agenda as presented.

PD 22-52 M: KS S: SA Unanimous

Committee recommends that Council approve:

1. Development Permit Application DP 22-019 for Lot 778, Plan 1827 to permit the development of an accessory building, subject to the City's standard conditions, the special conditions, and in accordance with the plans in Attachments 3 and 4.
2. Variance to Section 4.3 of Zoning By-law No. 899 to increase the maximum permitted cumulative gross floor area for accessory buildings from 40 m² to 45.2 m².
3. Variance to Section 4.1 (d) of Zoning By-law No. 899 to increase the maximum permitted height for an accessory building from 4.0 metres to 4.1 metres.

PD 22-53 M: KS S: SA Unanimous

Committee recommends that Council approve:

1. Development Permit Application DP 22-020 for Lot 3, Block 7, Plan 1986 to permit the development of a mixed-use building with daycare space and four dwelling units, subject to the City's standard conditions and in accordance with the plans in Attachment 3.
2. Variance to Section 6.21 of Zoning By-law No. 899 to reduce the minimum distance from a parking area to any lot line from 1.0 metre to zero metres.
3. Variance to Section 17.2 of Zoning By-law No. 899 to reduce the minimum exterior side yard setback from 3.0 metres to 2.5 metres.

PD 22-54 M: SA S: RS Unanimous

Committee recommends that Council approve:

1. Development Permit Application DP 22-024 to allow one new vestibule and two vestibule expansions to the existing community centre,

subject to the City's standard conditions, the special conditions of approval, and as shown on the plans.

2. Variance to Section 14.4 of Zoning By-law No. 899 to reduce the minimum exterior side yard setback from 3.0 metres to 0.6 metres.

PD 22-55 M: KS S: RS Unanimous

Committee defers the recommendation that Council give First and Second Reading to the Consolidated Fees and Charges By-law to adopt updated fees for services provided by the Planning and Development Department, the Public Works Department and the new Engineering and Capital Planning Department until the September 2022 meeting, to allow staff to provide additional information as discussed.

PD 22-56 M: KS S: RS Unanimous

Committee recommends that Council give First and Second Reading to a Land Disposal By-law for Lot 20, Block 206, Plan 3474.

PD 22-57 M: SA S: KS Unanimous

Committee adjourns at 6:53 p.m.

Planning & Development Committee of the Whole Motion Registry

Meeting #05 June 21, 2022

PD 22-44 M: KB S: RS Unanimous

Alternative Deputy Mayor Kyle Sheppard be appointed chair.

PD 22-45 M: PQ S: RS Unanimous

Adoption of agenda as presented.

PD 22-46 M: KB S: RS Unanimous

Committee recommends that Council approve Development Permit Application DP 22-021 for Lot 1, Block 202, Plan 2721 to permit the development of a two-storey maintenance and office space facility, subject to the City's standard conditions, the special conditions in Attachment 1 and in accordance with the plans in Attachment 3.

PD 22-47 M: PQ S: KB Unanimous

Committee recommends that Council approve:

1. Development Permit Application DP 22-018 for Lot 749, Plan 1827 to permit the development of a second storey duplex addition, subject to the City's standard conditions and in accordance with the plans in Attachment 3.
2. Variance to Section 8.5 of the Zoning By-law to reduce the minimum lot frontage from 18 metres to 13.8 metres.
3. Variance to Section 8.5 of the Zoning By-law to reduce the minimum interior side yard setback from three metres to 1.8 metres and 2.1 metres.

PD 22-48 M: KB S: PQ Carried

Committee recommends that Council approve First Reading to the By-law to amend Zoning By-law No. 899 to rezone Lot 119, Plan 674 from Central Business Zone (B1[h13]) to Central Business Zone, Special Exception Zone 5 (B1(5)[h13]) to permit a cannabis establishment.

PD 22-49 M: KB S: RS Unanimous

Committee recommends that Council give First and Second Reading to Sewer and Water Development Charge By-law in Attachment 2.

PD 22-50 M: KB S: RS Unanimous

Committee adjourns at 6:21 p.m

Meeting #04 May 16, 2022 – Motion Registry

PD 22-31 M: KB S: RS Unanimous

Adoption of agenda as presented.

PD 22-32 M: KB S: KS Unanimous

Committee recommends that Council approve:

1. The Call for Proposal for Lot 940, Plan 3596 for the Butler Building lot.
2. The disposal of Lot 940, Plan 3596 with associated improvements, for a lot price of \$1.00.

PD 22-33 M: KB S: KS Carried

Committee recommends that Council approve:

1. Development Permit Application DP 22-011 for Lot 28, Block 242, Plan 4716 to permit the development of a duplex, subject to the City's standard conditions, the special conditions in Attachment 1, and in accordance with the plans in Attachments 3, 4 and 5.
2. Variance to Section 8.5 of Zoning By-law 899 to reduce the minimum lot frontage for a duplex from 18 metres to 16.6 metres.

PD 22-34 M: PQ S: KB Carried

Committee recommends that Council approve Survey Sketch SK 22-004 to subdivide Lot 166, Plan 3896 into two parcels as shown on the sketch plan in Attachment 2.

PD 22-35 M: KS S: KB Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 22-004 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as B1 to B4 on the North 40 Activities Map in Attachment 1, and subject to the conditions in Attachment 2.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 22-36 M: KS S: PQ Carried

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 22-005 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as K1 to K8 on the North 40 Activities Map in Attachment 1, and subject to the conditions in Attachment 2.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 22-37 M: KB S: KS Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 22-006 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as N1 to N6 on the North 40 Activities Map in Attachment 1, and subject to the conditions in Attachment 2.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 22-38 M: KS S: KB Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 22-007 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as T1 to T3 on the North 40 Activities Map in Attachment 1, and subject to the conditions in Attachment 2.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 22-39 M: KS S: KB Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 22-009 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 as shown as Q1 on the North 40 Activities Map in Attachment 1, and subject to the conditions in Attachment 2.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 22-40 M: KS S: PQ Unanimous

Committee recommends that Council:

1. Approve Land Use Permit LUP 22-008 to allow explosives storage on a portion of Lots 1 to 3, Block 227, Plan 4131 as shown on the Land Use

Permit Area Map in Attachment 2, and subject to the conditions in Attachment 3.

2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 22-41 M: KS S: RS Unanimous

Committee recommends that Council:

1. Approve Land Use Permit LUP 22-010 to allow explosives storage on a portion of Lot 1, Block 227, Plan 4131 as shown on the Land Use Permit Area Map in Attachment 2, and subject to the conditions in Attachment 3.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 22-42 M: KS S: PQ Unanimous

Committee recommends that Council:

1. Approve Land Use Permit LUP 22-011 to allow explosives storage on a portion of untitled Municipal Land in the Trail Area as shown on the Land Use Permit Area Map in Attachment 2, and subject to the conditions in Attachment 3.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 22-43 M: KS S: RS Unanimous

Committee adjourns at 7:23 p.m.

Meeting #03 April 19, 2022

PD 22-17 M: KB S: RS Unanimous

Adoption of agenda as presented.

PD 22-18 M: KB S: SA Unanimous

Committee recommends that Council accept the 2022 Quarterly Development Activity Report for Quarter 1 as presented.

PD 22-19 M: SA S: RS Carried

Committee recommends that Council approve extensions to construction deadlines for leases for Lots 12 to 22 and 24 to 30, Plan 4716 in Joamie Subdivision to December 31, 2023 due to the COVID-19 pandemic.

PD 22-20 M: KB S: SA Unanimous

Committee recommends that Council rescind motion 21-256 that Council refers the matter of Palaugaa Drive back to Administration, with the understanding that Council will not support an expenditure of funds on the design and/or completion of the realignment.

PD 22-21 M: KB S: RS Unanimous

Committee recommends that Council approve the Memorandum of Understanding (MOU) for the resolution of historical encroachments in the Astro Hill development area, subject to legal review and to any amendments to the MOU that do not change the City's overall cash contribution or responsibilities as outlined in the MOU.

PD 22-22 M: KB S: RS Unanimous

Committee recommends that Council approve Survey Sketch SK 22-005 to subdivide Lot 10, Plan 576 to create four small lots for lease as shown on the Sketch Plan in Attachment 2.

PD 22-23 M: KB S: SA Unanimous

Committee recommends that Council give First and Second Reading to a Land Disposal By-law for Parcels B to E as shown on Sketch Plan SK 22-005.

PD 22-24 M: KB S: SA Carried

Committee recommends that Council:

1. Give First Reading to the By-law to amend Zoning By-law No. 899 to replace “accessory tasting room” with “bar” in the permitted uses in the Heavy Industrial Special Exemption Zone 2 (M2(2)).
2. Direct staff to give public notice for a Public Hearing on a date to be determined by staff.

PD 22-25 M: KB S: RS Unanimous

Committee recommends that Council approve:

1. Development Permit Application DP 22-005 for Lot 763, Plan 1827 to permit the development of an accessory building, subject to the City’s standard conditions, the special conditions in Attachment 1, and in accordance with the plans in Attachments 3 and 4.
2. A variance to Section 4.3 of Zoning By-law No. 899 to increase the maximum gross floor area from 40 m² to 44.6 m².

PD 22-26 M: KB S: RS Unanimous

Committee recommends that Council refuse Survey Sketch 21-011 to subdivide Lot 17, Block 242, Plan 4716 into two parcels.

PD 22-27 M: KB S: RS Unanimous

Committee recommends that Council approve Survey Sketch 22-003 to subdivide Lot 11, Block 6, Plan 4400 into four parcels as shown on the Sketch Plan in Attachment 2.

PD 22-28 M: RS S: KB Unanimous

Committee recommends that Council:

1. Approve the Land Use Permit Application LUP 22-002 to permit occupancy of a 1.4-hectare portion of Lot 982, Plan 4331 as shown on the Land Use Permit Area Map in Attachment 1, for a term of 25 months commencing May 1, 2022 and terminating June 30, 2024, and subject to the conditions in Attachment 2.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and the amount be set at 7.5 percent of the value of the land to be charged annually.

PD 22-29 M: RS S: SA Unanimous

Committee recommends that Council direct staff to bring forward an amendment to the Water and Sewer Development Charge By-law No. 873 that reflects 50 percent cost recovery over a 15-year period.

PD 22-30 M: KB S: RS Unanimous

Committee adjourns at 7:51 p.m.

Planning and Development Committee of the Whole Meeting #02 Motion Registry
February 15, 2022

PD 22-09 M: SA S: KB Unanimous

Adoption of agenda as amended.

PD 22-10 M: RS S: KS Carried

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 22-001 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 (area shown as Qikiqtani Industry Limited on the North 40 Activities Map in Attachment 2) for a term commencing March 1, 2022 and terminating June 30, 2022, and subject to the conditions in Attachment 3.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land, to be charged annually.

PD 22-11 M: SA S: RS Carried

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 21-010 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 (area shown as C1 on the North 40 Activities Map in Attachment 2) for a term commencing March 1, 2022 and terminating June 30, 2023, and subject to the conditions in Attachment 3.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land, to be charged annually.

PD 22-12 M: KB S: SA Unanimous

Committee recommends that Council:

1. Approve Development Permit Application DP 21-035 for Lot 117 and 118, Plan 674 to develop a community centre, subject to the special conditions in Attachment 1, the City's standard conditions, the approval of the four off-site parking spaces and as shown on the plans in Attachment 3.
2. Approve the following variances:
 - a. To Section 6.23 of Zoning By-law No. 899 to increase the maximum percentage of off-site parking spaces from 25 percent to 29 percent.
 - b. To Section 4.1 of Zoning By-law No. 899 to reduce the minimum setback from an interior side and rear lot line for a retaining wall from one metre to zero metres.

PD 22-13 M: KS S: RS Unanimous

Committee recommends that Council:

1. Give First Reading to the amending by-law in Attachment 3 to amend Zoning By-law No. 899 to rezone Lot 7, Block 6, Plan 2657 from Public/Institutional Zone (P) to Medium Density Residential Zone (R2).
2. Direct staff to give Public Notice for a Public Hearing on a date to be determined by staff.

PD 22-14 M: SA S: RS Unanimous

Committee recommends that Council approve:

1. Survey Sketch SK 22-001 to permit a 0.5 metre to 1.5 metre road widening and rear lot line adjustment on Lot 1, Block 134, Plan 2370 as shown on the Sketch Plan in Attachment 2.
2. The disposal of the rear strip of land, as shown on the Sketch Plan in Attachment 2, to the leaseholder of Lot 1, Block 134, Plan 2370 at a nominal cost.

PD 22-15 M: RS S: KS Carried

Committee refers the amendment to the Sewer and Water Development Charges By-law No. 873 back to staff to refine the options using all at-capacity sewers plus Lift Station #1 scenario.

PD 22-16 M: KB S: KS Unanimous

Committee adjourns at 7:12 p.m.

2022 Planning & Development Motion Registry

Meeting #01 January 18, 2022

PD 22-01 M: KB S: RS Unanimous

Adoption of agenda as amended.

PD 22-02 M: KB S: SA Unanimous

Committee recommends that Council:

1. Approve the signing of the Offers to Purchase Lots 981 and 982, Plan 4331 from the Federal Government for \$1.00.
2. Give First and Second Reading to the Land Acquisition By-law for Lots 981 and 982, Plan 4331.

PD 22-03 M: KB S: KS Unanimous

Committee recommends that Council:

1. Approve Development Permit Application DP 21-023 for Lot 15, Block 228, Plan 3586 to permit the development of a 3-bay warehouse, subject to the City's standard conditions, the special conditions in Attachment 1 and in accordance with the plans in Attachment 3 and 4.
2. Approve a variance to Section 19.4 of Zoning By-law 899 to reduce the required front yard setback requirement from 6 metres to 5.1 metres.

PD 22-04 M: KS S: SA Unanimous

Committee recommends that Council:

1. Approve Development Permit Application DP 21-047 for Lot 4-2-1-1, 4-3-3-2-2 and 4-3-3-1-2, Plan 697 and a portion of Lot 4-2-2, Plan 617 to approve a change of use and an addition to an existing building, subject to the special conditions in Attachment 1, the City's standard conditions, the approval of 12 shared parking spaces and as shown on plans in Attachment 5.
2. Approve the following variances:
 - a. To Section 15.5 (b) of Zoning By-law 899 to reduce the northerly and westerly interior side yards from 2.0 metres to zero metres.
 - b. To Section 6.23 of Zoning By-law 899 to increase the percentage of off-site parking spaces from 25 percent to 67 percent.
3. Approve Survey Application SK 21-012 to permit a lot line adjustment between Lot 4-2-1-1, Plan 697 and Lot 4-2-2, Plan 617 and to remove an existing easement.

PD 22-05 M: RS S: SF Unanimous

Committee recommends that Council approve Development Permit Application DP 21-050 for Lots 4-3-2-1 and 4-3-3-2-1, Plan 697 (Core Area) to permit the relocation of two required parking spaces to be located off-site on Lot 4-2-2, Plan 617, subject to the special conditions in Attachment 1, the City's standard conditions and the Site Plan received on December 23, 2021 as shown in Attachment 3.

PD 22-06 M: RS S: KS Unanimous

Committee recommends that Council approve Land Use Permit LUP 21-009 to amend LUP 21-006 to add one explosive storage container.

PD 22-07 M: KB S: SA Unanimous

Committee recommends that Council:

1. Approve Development Permit Application DP 21-048 for Lot 214, Plan 4189 to permit the addition of ten parking stalls, subject to the City's standard conditions, the special conditions in Attachment 1 and as shown on the Site Plan in Attachment 3.
2. Approve a variance to Section 6.9 of Zoning By-law 899 to reduce the required access driveway width for spaces #22 to #34 from 6.5 metres to 4.9 metres.
3. Approve a variance to Section 4.1 of Zoning By-law 899 to reduce the required rear yard setback for a retaining wall from one metre to zero metres.

PD 22-08 M: KB S: SF Unanimous

Committee adjourns at 6:46 p.m.

Planning and Development Committee of the Whole #09 Motion Registry

Meeting #09 November 16, 2021

PD 21-65 M: KB S: JF Unanimous

Adoption of agenda as presented.

PD 21-66 M: JF S: KS Unanimous

Astro Hill Land Issues and Development Opportunities be added under #5 New Business item e).

PD 21-67 M: JF S: KB Unanimous

Committee refers Survey Application SK 21-011 back to staff for further analysis.

PD 21-68 M: KS S: KB Unanimous

Committee recommends that Council direct Administration to prepare a proposal or Request for Decision, including an analysis of costs and estimated tax revenue potential, relating to the resolution of land issues identified by Nunastar.

PD 21-69 M: KB S: SN Unanimous

Committee adjourns at 7:22 p.m.

Meeting #08 September 21, 2021

PD 21-60 M: SA S: RS Unanimous

Adoption of agenda as presented.

PD 21-61 M: KB S: KS Unanimous

Committee recommends that Council:

1. Give First and Second Reading to the Land Acquisition By-law No. 919 in Attachment 2 for untitled Municipal Land shown on Sketch Plan IQAL-235 (40-2) 21-001.
2. Give First and Second Reading to the Land Disposal By-law No. 920 in Attachment 3 for untitled Municipal Land shown on Sketch Plan IQAL-235 (40-2) 21-001.

PD 21-62 M: KB S: KS Unanimous

Committee recommends that Council:

1. Give First Reading to the amending by-law in Attachment 3 to General Plan No. 898 to permit the development of a recovery centre on untitled Municipal Land identified as “Lot” on Sketch Plan IQAL-235 (40-2) 21-001.
2. Give First Reading to the amending by-law in Attachment 4 to Zoning By-law No. 899 to permit the development of a recovery centre on untitled Municipal Land identified as “Lot” on Sketch Plan IQAL-235 (40-2) 21-001.
3. Direct staff to give public notice for a Public Hearing on a date to be determined by staff.

PD 21-63 M: KB S: KS Unanimous

Committee recommends that Council approve Survey Application SK 21-010 to subdivide Lot 6, Block 205, Plan 4755 as shown on the Sketch Plan in Attachment 2.

PD 21-64 M: KB S: KS Unanimous

Committee adjourns at 6:22 p.m.

2021 Planning & Development Motion Registry

Meeting #07 August 17, 2021

PD 21-55 M: KS S: RS Unanimous

Adoption of agenda as presented.

PD 21-56 M: RS S: JB Unanimous

Committee recommends that Council give First Reading to the by-law to amend Zoning By-law No. 899 to rezone Lots 117 and 118, Plan 674 to Central Business Zone (B1[h13]), Special Exception 5, subject to removing the reduction in the minimum parking requirement.

PD 21-57 M: RS S: JF Unanimous

Committee recommends that Council direct staff to give Public Notice for a Public Hearing to be held on September 14, 2021.

PD 21-58 M: JB S: RS Defeated

Committee recommends that Council approve Land Use Permit LUP 21-008 to amend LUP 21-004 to add one explosive storage container as a permitted use and add a special condition, and further, that a provision for a special condition be added that permission for an explosive storage container will not be renewed next year with the intent that the explosive storage container will be relocated.

PD 21-59 M: RS S: KS Unanimous

Committee adjourns at 7:15 p.m.

Meeting #06 July 20, 2021

PD 21-49 M: JB S: JF Unanimous

Adoption of agenda as presented.

PD 21-50 M: KS S: JB Carried

Committee recommends that Council:

1. Approve Land Use Permit LUP 21-006 (with condition #4 included) to allow explosive container storage on a portion of Lot 1, Block 227, Plan 4131, as shown on the Land Use Permit Area Map in Attachment 3, for the period commencing July 1, 2021 and terminating June 30, 2022.
2. Set the land rental fee at 7.5 percent of the assessed value of the land in accordance with the Land Use Permit Fee Policy.

PD 21-51 M: KS S: JF Carried

Committee recommends that Council:

1. Approve Land Use Permit LUP 21-007 (with condition #4 included) to allow explosive container storage on a portion of Lot 1, Block 227, Plan 4131, as shown on the Land Use Permit Area Map in Attachment 3, for the period commencing July 1, 2021 and terminating June 30, 2022.
2. Set the land rental fee at 7.5 percent of the assessed value of the land in accordance with the Land Use Permit Fee Policy.

PD 21-52 M: SF S: JF Unanimous

Committee recommends that Council:

1. Amend Zoning By-law No. 899 to rezone Lot 6, Block 4, Plan 1986 from Neighbourhood Business Zone, Special Exemption Zone 1 (B3(1)) to Public/Institutional Zone, Special Exemption Zone (P(4)).
2. Direct staff to give public notice for a Public Hearing on a date to be determined by staff.

PD 21-53 M: KS S: SF Unanimous

Committee recommends that Council approve Survey Application SK 21-009 to subdivide Lot 1 Remainder, Group 1087, Plan 184 to create a lot for the portion of Sylvania Grinnell Territorial Park on the east side of the Sylvania Grinnell River.

PD 21-54 M: JF S: JB Unanimous

Committee adjourns at 7:14 p.m.

Planning and Development Committee of the Whole Meeting #05- Motion Registry

Meeting #05 June 15, 2021

PD 21-39 M: KB S: JB Unanimous

Adoption of agenda as presented.

PD 21-40 M: KS S: JF Carried

Committee recommends that Council approve Development Permit Application DP 20-057 for Lot 885, Plan 2163 (Tundra Ridge) to allow the demolition of a portion of the existing building and construction of a new addition to the Ecole des Trois-Soleils school, subject to the City's standard conditions, the special conditions shown in Attachment 3, and as shown on the plans in Attachment 4.

PD 21-41 M: SA S: KB Unanimous

Committee recommends that Council:

1. Approve Survey Application SK 21-008 to subdivide Lot 7, Block 231, Plan 3591 into two separate lots.
2. Variance to Section 4.1 (d) of Zoning By-law No. 704 to permit a reduced interior side yard setback of 0.3 metres for the accessory buildings on Parcel A and B of Survey Sketch SK 21-008.

PD 21-42 M: KB S: RS Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 21-001 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 (areas shown as K1 to K7 on the North 40 Activities Map in Attachment 1) for a term commencing July 1, 2021 and terminating June 30, 2022, and subject to the conditions in Attachment 2.
2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 21-43 M: KS S: KB Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 21-002 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 (areas shown as T1 to T3 on the North 40 Activities Map in Attachment 1) for a term commencing July 1, 2021 and terminating June 30, 2022, and subject to the conditions in Attachment 2.

2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 21-44 M: RS S: KB Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 21-004 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 (areas shown as N1 to N6 on the North 40 Activities Map in Attachment 1) for a term commencing July 1, 2021 and terminating June 30, 2022, and subject to the conditions in Attachment 2.

2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 21-45 M: JB S: KB Unanimous

Committee recommends that Council:

1. Approve the Commissioner Land Use Permit Application LUP 21-005 to permit occupancy of a portion of Lot 1, Group 1087, Plan 184 (areas shown as B1 to B5 on the North 40 Activities Map in Attachment 1) for a term commencing July 1, 2021 and terminating June 30, 2022, and subject to the conditions in Attachment 2.

2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 21-46 M: KB S: RS Unanimous

Committee recommends that Council:

1. Approve Land Use Permit LUP 21-003 to allow explosives magazine storage on a portion of Lots 1 to 3, Block 227, Plan 4131 for the period commencing July 1, 2021 and terminating June 30, 2022, with the locations as shown on the Container Locations Map in Attachment 1.

2. Set the land rental fee in accordance with the Land Use Permit Fee Policy and that the fee amount be set at 7.5 percent of the value of the land to be charged annually.

PD 21-47 M: JB S: SA Unanimous

Committee recommends to Council to provide a letter of support indicating that currently, there is no land available for disposal, the projected land disposal process, and Qajuqturvik Community Food Centre is a strong candidate as a potential recipient to receive land.

PD 21-48 M: KB S: SA Unanimous

Committee adjourns at 7:55 p.m.

Planning and Development Committee of the Whole Meeting #04 – May 18, 2021
Motion Registry

Meeting #04 May 18, 2021

PD 21-31 M: RS S: SA Unanimous

Adoption of agenda as amended.

PD 21-32 M: KB S: JF Unanimous

Committee recommends that Council:

1. Approve the signing of an offer to purchase Lot 669, Plan 1672 from the Federal Government at a nominal fee.
2. Give First Reading to Land Acquisition By-law No. 915 for Lot 669, Plan 1672.
3. Give Second Reading to Land Acquisition By-law No. 915 for Lot 669, Plan 1672.

PD 21-33 M: KB S: RS Unanimous

Committee recommends that Council:

1. Give First Reading to Land Acquisition By-law No. 916 for Lot 667, Plan 1671.
2. Give Second Reading to Land Acquisition By-law No. 916 for Lot 667, Plan 1671.

PD 21-34 M: JF S: SF Unanimous

Committee recommends that Council:

1. That the City accept the transfer of the surplus airport land that is not contaminated as determined by Phase 1 and 2 Environmental Site Assessments and final engineering review:
 - a. The lots that are currently in the green category be accepted; and
 - b. The lots that will move from the yellow category to the green category when Environmental Site Assessments determine they can be moved
2. That as long as land acquired by the airport transfer is in the green category, the City will:
 - a. Accept vacant lots; and
 - b. Accept lots that are occupied by commercial/industrial businesses and execute new 30-year equity leases with a replacement guarantee clause, or if a business owner wants to continue with the terms of the existing lease they have with the Airport Authority, then the City will honour the lease terms in the existing leases already in place.

PD 21-35 M: JB S: KB Unanimous

Committee recommends that Council approve Development Permit DP 20-081 which seeks to amend Development Permit DP 19-005 in order to permit the requested extension for construction from December 1, 2021 to December 1, 2023, subject to the City's special conditions of approval attached hereto.

PD 21-36 M: KB S: JB Unanimous

Committee refers the site-specific General Plan and Zoning By-law amendment to permit the development of a six unit row dwelling in Apex back to staff for further analysis.

PD 21-37 M: RS S: SA Unanimous

Committee recommends to Council to approve Survey Sketch SK 20-014.

PD 21-38 M: KB S: JB Unanimous

Committee adjourns at 7:05 p.m.

Meeting #03 April 20, 2021

PD 21-26 M: MB S: JB Unanimous

Adoption of agenda as presented.

PD 21-27 M: KB S: KS Unanimous

Committee recommends to Council to approve Survey Sketch SK 20-010 to subdivide Plan 3487, Block 223, Lot 26 into two separate parcels in accordance with special conditions attached and the Survey Sketch dated February 10, 2020.

PD 21-28 M: JF S: SF Unanimous

Committee recommends to Council to approve Survey Sketch SK 20-015 to resurvey Plan 184, Group 1087, Lot 1 (Remainder); Plan 1706, Lot 735; and Plan 691, Lots 401 and 402 in accordance with Survey Sketch SK 20-015 as well as the special conditions attached.

PD 21-29 M: KB S: SF Carried

Committee recommends to Council to approve Survey Sketch SK 20-107 to survey the proposed subject property and right-of-way in accordance with Survey Sketch 20-017 as well as the special conditions attached.

PD 21-30 M: KB S: JF Unanimous

Committee adjourns at 6:55 p.m.

2021 Planning & Development Motion Registry

Meeting #02 March 16, 2021

PD 21-13 M: KB S: KS Unanimous

Adoption of agenda as amended.

PD 21-14 M: KB S: KS Unanimous

Committee recommends to Council to:

1. Give First Reading to Land Disposal By-law No. 912 for Plan 2637, Lots 891 and 892.
2. Give Second Reading to Land Disposal By-law No. 912 for Plan 2637, Lots 891 and 892.

PD 21-15 M: KB S: KS Unanimous

Committee recommends to Council to approve:

1. Development Permit Application DP 20-012 to permit the development of five stacked row dwellings, as well as four regular parking spaces and one accessible/visitor parking space in accordance with the special and standard conditions of approval provided and as shown on the updated architectural package prepared by GUY Architects dated February 25, 2021.
2. Variance Application which seeks relief from Section 10.8 of the Zoning By-law to permit a maximum density from 70 units per net hectare to 83 units per net hectare (from 4 units to 5 units).

PD 21-16 M: KB S: JF Unanimous

Committee recommends to Council to approve:

1. Development Permit Application 20-022 in order to permit the 7.1 square metre building addition for cold storage in accordance with the standard conditions of approval provided and as shown on A101 Drawing (Site Plan, Partial Plan, Elevations and Sections) prepared by Livingstone Architect dated May 5, 2020.
2. Variance Application which seeks relief from the minimum required front yard setback of Section 8.4 of the Zoning By-law from 6 metres to 4.51 metres.

PD 21-17 M: KS S: SA Unanimous

Committee recommends to Council to approve:

1. Development Permit 20-059 to permit the development of one duplex in accordance with the most recent drawings prepared by Vincent Laforest

dated November 17, 2020 and the special conditions and standard conditions attached.

2. Variance Application which seeks relief from the minimum required lot frontage for a duplex in a Low-Density Residential (R1) Zone (Section 8.5) from 18 metres to 17 metres.

PD 21-18 M: RS S: KB Unanimous

Committee refers the Survey Sketch SK 20-012 to subdivide Plan 4716, Block 242, Lot 19 into two separate parcels in accordance with the most recent site plan drawing prepared by Vincent Laforest dated January 12, 2021 back to staff for further review.

PD 21-19 M: KB S: KS Unanimous

Committee recommends to Council to approve Survey Sketch SK 20-013 to correct outstanding land issues and to formally create a new lot on Plan 184, Block 187, Lot 1, Ptn. 9 (Iqaluit Housing Authority) in accordance with Survey Sketch SK 20-013 and the standard and special conditions attached.

PD 21-20 M: SA S: KB Carried

Committee recommends to Council to:

1. Approve Development Permit DP 20-045 and variance in accordance with the special and standard conditions attached, as well as the architectural package prepared by Livingstone Architect dated February 26, 2021.

2. Approve a variance which seeks relief from Section 15.9 to permit a maximum building height from two storeys to four storeys and from 11 metres to 13 metres.

3. Hold a public consultation on Development Permit Application DP 20-045 and further, that the entire area be canvassed and given notices to advise of the public consultation.

PD 21-21 M: JB S: KB Unanimous

Committee welcomes as a delegation Elder Sheepa Isulutaq, Meeka Mike and Peter Ma.

PD 21-22 M: KB S: SA Unanimous

Committee recommends to Council to approve Development Permit Application DP 20-068 for Lot 5, Block 22, Plan 3487 (Road to Nowhere Subdivision) which seeks to amend Development Permit DP 19-018 and

permit a revision to condition 5 in special conditions of approval in Attachment 1.

PD 21-23 M: KB S: KS Unanimous

Committee recommends to Council to approve Development Permit Application DP 20-070 from Lots 9-4, Plan 617 (Astro Hill) which seeks to amend Development Permit DP 19-002 and permit a revision to condition 1 in special conditions of approval in Attachment 1.

PD 21-24 M: KB S: JF Unanimous

Committee recommends to Council to hold a public consultation for Development Permit Application DP 20-062, Plan 674, Lots 109 and 110, Building 778 Fred Coman Street to increase the intensity of the shelter use and further, that notices be hand delivered to residents in the area advising of the public consultation.

PD 21-25 M: KB S: JB Unanimous

Committee adjourns at 7:45 p.m.

1. Development Permit Application 20-022 in order to permit the 7.1 square metre building addition for cold storage in accordance with the standard conditions of approval provided and as shown on A101 Drawing (Site Plan, Partial Plan, Elevations and Sections) prepared by Livingstone Architect dated May 5, 2020.
2. Variance Application which seeks relief from the minimum required front yard setback of Section 8.4 of the Zoning By-law from 6 metres to 4.51 metres.

PD 21-17 M: KS S: SA Unanimous

Committee recommends to Council to approve:

1. Development Permit 20-059 to permit the development of one duplex in accordance with the most recent drawings prepared by Vincent Laforest dated November 17, 2020 and the special conditions and standard conditions attached.
2. Variance Application which seeks relief from the minimum required lot frontage for a duplex in a Low-Density Residential (R1) Zone (Section 8.5) from 18 metres to 17 metres.

PD 21-18 M: RS S: KB Unanimous

Committee refers the Survey Sketch SK 20-012 to subdivide Plan 4716, Block 242, Lot 19 into two separate parcels in accordance with the most recent site plan drawing prepared by Vincent Laforest dated January 12, 2021 back to staff for further review.

PD 21-19 M: KB S: KS Unanimous

Committee recommends to Council to approve Survey Sketch SK 20-013 to correct outstanding land issues and to formally create a new lot on Plan 184, Block 187, Lot 1, Ptn. 9 (Iqaluit Housing Authority) in accordance with Survey Sketch SK 20-013 and the standard and special conditions attached.

PD 21-20 M: SA S: KB Carried

Committee recommends to Council to:

1. Approve Development Permit DP 20-045 and variance in accordance with the special and standard conditions attached, as well as the architectural package prepared by Livingstone Architect dated February 26, 2021.
2. Approve a variance which seeks relief from Section 15.9 to permit a maximum building height from two storeys to four storeys and from 11 metres to 13 metres.

3. Hold a public consultation on Development Permit Application DP 20-045 and further, that the entire area be canvassed and given notices to advise of the public consultation.

PD 21-21 M: JB S: KB Unanimous

Committee welcomes as a delegation Elder Sheepa Isulutaq, Meeka Mike and Peter Ma.

PD 21-22 M: KB S: SA Unanimous

Committee recommends to Council to approve Development Permit Application DP 20-068 for Lot 5, Block 22, Plan 3487 (Road to Nowhere Subdivision) which seeks to amend Development Permit DP 19-018 and permit a revision to condition 5 in special conditions of approval in Attachment 1.

PD 21-23 M: KB S: KS Unanimous

Committee recommends to Council to approve Development Permit Application DP 20-070 from Lots 9-4, Plan 617 (Astro Hill) which seeks to amend Development Permit DP 19-002 and permit a revision to condition 1 in special conditions of approval in Attachment 1.

PD 21-24 M: KB S: JF Unanimous

Committee recommends to Council to hold a public consultation for Development Permit Application DP 20-062, Plan 674, Lots 109 and 110, Building 778 Fred Coman Street to increase the intensity of the shelter use and further, that notices be hand delivered to residents in the area advising of the public consultation.

PD 21-25 M: KB S: JB Unanimous

Committee adjourns at 7:45 p.m.

2021 Planning & Development Motion Registry

Meeting #01 February 16, 2021

PD 21-01 M: SA S: KS Unanimous

Adoption of agenda as presented.

PD 21-02 M: KS S: SA Carried

Committee recommends to Council to approve Development Permit DP 20-018:

1. In accordance with the revised Site Plan received by the City on January 18, 2021, and the Elevation and Floor Plans dated December 7, 2020, all prepared by Livingstone Architect.
2. In accordance with the special conditions and standard conditions attached to the application.
3. Approve the Variance Application to reduce the minimum rear yard setback for a single detached dwelling in a Low-Density Residential (R1) Zone – Section 8.4 from 6 metres to 5.2 metres.

PD 21-03 M: KS S: RS Carried

Committee recommends to Council to:

1. Approve Survey Sketch 20-011 to subdivide Plan 1612, Lot 647 into two separate parcels in accordance with the revised Site Plan prepared by Livingstone Architect and received by the City on January 18, 2021 as shown in Attachment 1.
2. Add a special condition that all accessory buildings on the property must conform with the City's Zoning By-law.

PD 21-04 M: KB S: JB Defeated

Amend the agenda by adding under Delegations 3 a) Laurel McCorriston, Executive Director, Uquutaq Society, to enable Ms. McCorriston to speak.

PD 21-05 M: RS S: SA Unanimous

Committee defers the matter of:

1. Development Permit DP 20-059 in accordance with the most recent drawings prepared by Vincent Laforest dated November 17, 2020 and the special conditions and standard conditions as attached.
2. Variance Application which seeks relief from the minimum required lot frontage for a duplex in a Low-Density Residential (R1) Zone under Section 8.5 from 18 metres to 17 metres.

PD 21-06 M: KB S: RS Unanimous

Committee defers the matter of Development Permit Application DP 20-059 and variance to the next Planning and Development Committee of the Whole meeting to allow staff to review the file.

PD 21-07 M: SA S: KB Unanimous

Committee defers Survey Sketch Application SK 20-012 to subdivide a parcel of land in relation to Development Permit DP 20-056 to create two semi-detached dwelling units back to staff for further analysis.

PD 21-08 M: RS S: KS Unanimous

Committee recommends to Council to approve:

1. Development Permit DP 20-061 in accordance with the most recent drawings prepared by JWB dated January 4, 2021 and the special conditions and standard conditions attached:

- A-00 Coversheet
- A-01 General Notes and Schedules
- A-10 Existing Site Plan
- A-11 Proposed Site Plan
- A-20 Existing Pile Layout Plan
- A-21 Proposed Pile Layout Plan
- A-22 Roof Plans
- A-30 Existing Floor Plans
- A-31 Proposed Floor Plans
- A-40 Existing Elevations
- A-41 Proposed Elevations

2. Approval of the variance which seeks relief from the required front yard setback of Section 8.4 of Zoning By-law No. 704 from 6 metres to 4.54 metres.

PD 21-09 M: KS S: RS Unanimous

Committee recommends to Council to hold Second Reading of By-law No. 898 General Plan Amendment of By-law No. 703 and Second Reading of By-law No. 899 Zoning Amendment of By-law No. 704, being housekeeping amendments, following the Public Hearing on March 9, 2021.

PD 21-10 M: KB S: KS Unanimous

Committee recommends to Council to direct staff to start subdivision planning as soon as possible to ensure it coincides with the fresh water supply.

PD 21-11 M: KB S: KS Unanimous

Committee recommends to Council to direct staff to determine what land could be designated as communication land. Other communication companies can provide their services and eliminate a monopoly on providing telecom internet services.

PD 21-12 M: KB S: RS Unanimous

Committee adjourns at 7:53 p.m.

COMMITTEE REVIEW

Community Economic Development Committee (Standing Committee)

Mandate & Strategic Alignment	
Plain-language summary of the committee’s purpose.	<p>The Community Economic Development Committee is a standing committee of Council which provides strategic direction and leadership to Council on matters related to economic activity in Iqaluit. The committee collaborates with stakeholders, residents, and businesses to identify opportunities and implement initiatives that stimulate economic growth, improve quality of life for residents, and enhance the overall well-being of the City of Iqaluit.</p> <p><i>Context Note: This committee was previously the Strategic Planning and Economic Development Committee of the Whole (SPED COW) until Council approved to disband the SPED COW and change its structure into a standing committee, on June 13, 2023. Prior to its existence as the SPED COW, the committee was again a standing committee.</i></p>
Alignment with Council’s Strategic Plan, Official Community Plan, and departmental priorities.	The committee works to support the City’s Community Economic Development Plan, which was finalized in October of 2024. It also provides a forum for feedback on activities and planned initiatives overseen by the Economic Development Officer, and contributes to aligning activities with community and Council priorities.
Identification of overlap or duplication with other committees.	May discuss economic- and community-related priorities and activities that overlap with the Recreation Committee, the Taxi Review Committee, the Planning and Development Committee of the Whole, or the Finance Committee of the Whole.

Membership & Governance	
Committee composition (Council, citizen, stakeholder representation).	<p><i>“The Committee shall strive to be composed of: Three members of Council, who will act as Chair, Co-Chair and regular committee member ... [and] Six members consisting of local businesses/entrepreneurs, Inuit organizations or non-profit organizations”</i></p> <p><i>As of 2025</i></p> <p><u>Council Representation</u> Chair: Councillor Methusalah Kunuk Vice-Chair: Deputy Mayor Kim Smith Council Member: Councillor Sheppard</p>

COMMITTEE REVIEW – Community Economic Development Committee

	<p>*Ex-Officio Member: Mayor Solomon Awa</p> <p><u>Members at Large</u> Lauren Allan Laura Thompson Taya Tootoo Adam Fisher Jessie Hale <i>1 position vacant</i></p> <p><u>City of Iqaluit Staff</u> Economic Development Officer: Dominik Gagné Senior Executive Director of Municipal Infrastructure and Planning: Bill Williams *Communications and Customer Service Manager: Geoff Byrne *Chief Administrative Officer: Steve England City Clerk: Brianna Longworth *Deputy City Clerk: Katrina Sarmiento *Executive Assistant: Carol Pauline</p> <p><i>*Not required to attend meetings of this committee.</i></p>
<p>Appointment process, term lengths, and turnover rates.</p>	<p>The Committee is composed of a mix of individuals representing particular types of organizations, and individuals representing the community more generally.</p> <p>The term lengths of members representing organizations are 4 years; after this duration if they continue to represent their organization on the committee, they are re-sworn in. However, the individual members at large representing those organizations occasionally change, and re-confirmation with the organizations to confirm representation is required.</p> <p>The term lengths of members at large representing the community are also 4 years. When a committee member’s term expires, a call-out is issued to fill the vacant position. An individual may re-apply to be on the committee for additional terms.</p>
<p>Training, orientation, or professional development provided.</p>	<p>For those members on this committee acting in professional roles which address matters of Economic Development in the community, training and professional development would be provided through the roles they already hold.</p> <p>For those members on this committee acting as representatives of the public, there is generally no additional training or professional development required or provided. The Chair is responsible for providing any contextual information that members may need, with</p>

COMMITTEE REVIEW – Community Economic Development Committee

	staff available to provide additional information to facilitate an open forum for discussion and honest public opinion.
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Meetings & Operations	
Frequency of scheduled vs. actual meetings.	<p>2025 – 2 meetings scheduled; 1 meeting was held.</p> <p>2024 – 2 meetings scheduled; 1 meeting was held.</p> <p>2023 – The committee’s structure was in transition during this year and no meetings were scheduled or held.</p>
Average attendance of members and staff.	<p>2025 Meeting #01: Present were the Chair, 1/2 Council members, 4/6 members at large (<i>1 position vacant</i>), and 3/3 staff members assigned to the committee.</p> <p>2024 Meeting #01: Present were the Chair, 2/2 Council members, 5/6 members at large, and 1/1 staff members assigned to the committee.</p> <p><i>There have been no other meetings that the CED Committee has held in its current iteration.</i></p>
Types of agenda items typically considered.	Agenda items are typically updates from the Economic Development Officer (EDO) on activities and initiatives that are being undertaken by the EDO and City of Iqaluit generally. Feedback from the committee members is then taken into account in modifying current activities and future planning.
Public participation opportunities	<p>As with all Standing Committees of Council, members of the public may request to be added to upcoming agendas as a delegation to discuss topics regarding economic development in the community.</p> <p>This committee includes six Members at Large, who each represent either an organization in the community or the public, and convey the input of their organization or the public, respectively.</p>

Outputs & Outcomes	
Key recommendations or reports produced in the past 1–3 years.	<ul style="list-style-type: none"> • Review of the proposed Terms of Reference and recommendation to be approved by Council • Presentation of Operational Overview from Economic Development Officer (October 2025) with updates on activities and initiatives

COMMITTEE REVIEW – Community Economic Development Committee

<p>Decisions of Council influenced by the committee’s work.</p>	<ul style="list-style-type: none"> • Approval of the Terms of Reference (August 27, 2024) <p>Most decisions of Council on Economic Development-related items (funding proposals, economic initiatives, etc.) have been presented to Council directly, given the few meetings of this committee.</p>
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Resources & Costs	
<p>Staff support required (hours per year, departments involved).</p>	<p>Departments involved: Economic Development, Communications, and Administration.</p> <p>Hours per meeting:</p> <ul style="list-style-type: none"> • 20-30 hours per meeting for Economic Development and Administration (updating and releasing meeting calendars; developing the agenda and agenda packages in both languages, in conjunction with the committee Chair and associated staff; communicating with partner organizations and committee members; preparing the Council Chambers including audio-visual components and organizing interpretation; processing and coordinating translation of records from the meeting such as motion registries, reports, and minutes, including obtaining the necessary approvals; coordinating items for upcoming City Council meeting agendas; restoring Council Chambers for next use). <ul style="list-style-type: none"> ○ 5-7 hours of additional time for Economic Development, Administration and Communications is required if the committee requires new members (coordinating with member organizations to confirm individuals on the committee/creating and issuing a public call-out for members; receiving applications and coordinating with the committee Chair for selection; coordinating the new members’ appointments by Council; communicating with new members to coordinate swearing in; completing swearing in and paperwork for Human Resources records). • 5-7 hours per meeting for Administration and Economic Development (following up on action items). • 1-2 hours per meeting for Communications (answering public and media questions before and after the meeting based on agenda/discussion topics; coordinating with departments for answers and clarifying information; drafting any public service announcements or media releases necessary based on topics discussed at the meeting).

COMMITTEE REVIEW – Community Economic Development Committee

	<ul style="list-style-type: none"> • 1-3 hours for each of the 3 staff members from the involved departments to attend the meeting (3-9 total staff hours), depending on the meeting length. <p>Total: 26-46 hours staff hours per meeting to prepare and follow up, plus an additional 3-9 staff hours to attend each meeting, depending on its length.</p>
<p>Budget allocations, honoraria, or other committee-related costs.</p>	<p>The Council Indemnity By-law No. 970 outlines that Members at Large serving on standing committees shall receive a \$250 per meeting indemnity (s. 3.7). As some of the Members at Large on this committee attend on behalf of other organizations and as part of their role’s duties, some members decline the indemnity.</p> <p>As with all committees of Council, all meeting documents must be translated into Inuktitut and all meetings must be interpreted between English and Inuktitut (incurring costs for both). Meetings are also transcribed to form the motion registry and minutes, incurring costs.</p>

Overall Effectiveness	
<p>Assessment of whether the committee is achieving its intended purpose.</p>	<p><i>Stated objectives in Terms of Reference:</i></p> <ol style="list-style-type: none"> 1. <i>Identify economic development opportunities in key sectors such as tourism, cultural industries, technology and local entrepreneurship.</i> 2. <i>Provide recommendations on bylaws and policies that stimulate economic growth while ensuring environmental and cultural preservations are safeguarded.</i> 3. <i>Promote sustainable community economic development activities in the City, including the marketability of the community.</i> 4. <i>Work in partnership with local partners to assist in fostering and promoting collaborative economic initiatives.</i> 5. <i>Review and filter ideas for potential projects and initiatives that would stimulate economic growth in the community.</i> 6. <i>Recommend courses of action, sources for funding, report on matters referred by Council.</i> <p>This committee has not established a firm foundation since its structure change to its current iteration, with few meetings and limited recommendations to Council. Much of the work outlined in the Terms of Reference is carried out by staff through day-to-day operations, and related proposals and requests for decision have been presented directly to Council, given the sometimes time-sensitive nature of funding streams, initiatives, and activities in the</p>

COMMITTEE REVIEW – Community Economic Development Committee

	community. At this time, the committee is not achieving its intended purpose.
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Recommendations	
Options for continuation, revision, consolidation, or dissolution.	For discussion
Staff recommendations for Council's consideration.	For discussion
Consideration of alternative governance or engagement mechanisms.	For discussion

Attachment 1:
Community Economic Development Committee Motion Registry 2023-2025

2025 Community Economic Development Committee Motion Registry

Meeting #01 October 30, 2025

CEDC 25-01 M: Smith S: Allan Unanimous

Adoption of agenda as presented.

CEDC 25-02 M: Smith S: Tootoo Unanimous

Community Economic Development Committee Meeting #01 Minutes dated August 8, 2024.

CEDC 25-03 M: Smith S: Thompson Unanimous

Committee adjourns at 6:34 p.m.

2024 Community Economic Development Committee Motion Registry

Meeting #01 August 8, 2024

CEDC 24-01 M: Smith S: Sheppard Unanimous

Adoption of agenda as presented.

CEDC 24-02 M: Sheppard S: Tootoo Unanimous

Committee recommends that Council approve the Terms of Reference for the Community Economic Development Committee as amended to include the change to the committee composition.

CEDC 24-03 M: Smith S: Sheppard Unanimous

Committee adjourns at 6:26 p.m.

No meetings were held in 2023.

Attachment 2:
Community Economic Development Committee Terms of Reference
(Approved by Council Motion #24-253, on August 27, 2024)

Terms of Reference

Community Economic Development Committee

I. Committee Purpose

The community economic development committee's mandate is to collaborate with stakeholders, residents and businesses to identify opportunities and implement initiatives that stimulate economic growth, improve quality of life for residents, and enhance the overall well-being of the City of Iqaluit.

The committee will provide strategic direction and leadership to Council on matters related to the economic activity in Iqaluit. The committee will act as a conduit for informally relaying information and reporting to Council.

II. Objectives

1. Identify economic development opportunities in key sectors such as tourism, cultural industries, technology and local entrepreneurship.
2. Provide recommendations on bylaws and policies that stimulate economic growth while ensuring environmental and cultural preservations are safeguarded.
3. Promote sustainable community economic development activities in the City, including the marketability of the community.
4. Work in partnership with local partners to assist in fostering and promoting collaborative economic initiatives.
5. Review and filter ideas for potential projects and initiatives that would stimulate economic growth in the community.
6. Recommend courses of action, sources for funding, report on matters referred by Council.

III. Membership

1. The Committee shall strive to be composed of:
 - a. Three (3) members of Council, who will act as Chair, Co-Chair and regular committee member
 - i. City's Economic Development Officer will act as a resource for the Committee

COMMITTEE REVIEW – Community Economic Development Committee

- b. Six (6) members consisting of local businesses/entrepreneurs, Inuit organizations or non-profit organizations
2. The term of membership will be four (4) years and coincides with each new Council elected. Representatives of various organizations and departments are subject to change dependant of the nature of their work.
3. The Committee will retain independent advice from subject matter experts as and when required.
4. The Chair and Vice Chair of the Committee are appointed by Council, and as by virtue of office, the Mayor is a member of the Committee.

IV. Meetings

1. Meetings of the Committee are to be held twice a year, with additional meetings if required.
2. Meetings and committee processes are governed by the City of Iqaluit Council Procedures By-law #526 and the Cities, Towns and Villages Act.
3. Agenda packages will be translated and circulated to Committee members 48 hours from the meeting date, and packages should be reviewed before the meeting for discussion.
4. Quorum is comprised of no less than two-thirds (50% + 1) of Committee members.
5. Meetings will be held in Council Chambers, where simultaneous translation must be available.
6. Meetings shall be held as outlined in the City of Iqaluit Council Annual Meeting Calendar.
7. Committee members are expected to attend all meetings in person. Absences should be noted to the Chairperson, and City Clerks office, within 72 hours prior to the meeting date.

V. Chairperson

1. The Chairperson will be a member of Council appointed by Council.
2. The role of the Chairperson is:
 - a. To chair the meeting.
 - b. Coordinate and provide oversight of the Committee operations.
 - c. Report on progress and take recommendations to Council.
 - d. Guide the Committee through Council and administrative processes.
 - e. Act as the designated media contact for the Committee.

VI. Record of Meetings

1. A representative of the City Clerk's Office is responsible for the preparation of minutes for Committee meetings.
2. The motion registry, attendance and minutes will be made available through the City Clerk's Office the day after the meeting.

VII. Amendments

The Terms of Reference may be amended by Iqaluit City Council as necessary, with input from the Committee.

VIII. Limitations

Committee authorities are subject to the powers and authorities governed by City Council.

COMMITTEE REVIEW

Recreation Committee

(Standing Committee)

Mandate & Strategic Alignment	
Plain-language summary of the committee’s purpose.	The Recreation Committee is a standing committee of Council which provides feedback, direction, and advice to the Recreation Department and/or City Council on recreational initiatives, infrastructure, and activities that may benefit the community.
Alignment with Council’s Strategic Plan, Official Community Plan, and departmental priorities.	The committee works to support the City’s 2020-2030 Recreation Master Plan. It also provides a forum for feedback on the Recreation Department’s activities and planned programming, and contributes to aligning activities with community and Council priorities.
Identification of overlap or duplication with other committees.	May discuss recreation- and community-related priorities and activities that overlap with the Public Safety Committee, the Community Economic Development Committee, the Planning and Development Committee of the Whole, or the Finance Committee of the Whole.

Membership & Governance	
Committee composition (Council, citizen, stakeholder representation).	<p><i>“The committee shall be composed of the following: Three Members from Council plus the Mayor as an ex-officio [and] up to five members at large.”</i></p> <p><i>As of 2025</i></p> <p><u>Council Representation</u> Chair: Councillor Samuel Tilley Vice-Chair: Deputy Mayor Kim Smith Council Member: Councillor Amber Aglukark *Ex-Officio Member: Mayor Solomon Awa</p> <p><u>Members at Large</u> Laura Thompson Hillary Casey Robin (Rob) Strutz Jakub Garbarczyk (<i>Term expired November 22, 2025</i>) Joanne Smith (<i>Term expired November 22, 2025</i>)</p> <p><u>City of Iqaluit Staff</u> Director of Recreation: Breton McNeil</p>

COMMITTEE REVIEW – Recreation Committee

	<p>Senior Executive Director of Municipal Infrastructure and Planning: Bill Williams *Communications and Customer Service Manager: Geoff Byrne *Chief Administrative Officer: Steve England City Clerk: Brianna Longworth *Deputy City Clerk: Katrina Sarmiento *Executive Assistant: Carol Pauline</p> <p><i>*Not required to attend meetings of this committee.</i></p>
Appointment process, term lengths, and turnover rates.	Members' term lengths are 3 years. When a committee member's term expires, a call-out is issued to fill the vacant position. An individual may re-apply to be on the committee for additional terms.
Training, orientation, or professional development provided.	As the Recreation Committee is intended to provide an open forum for input from members at large representing the community, and to present reports from staff, there is generally no additional training or professional development required or provided. The Chair is responsible for providing any contextual information that members may need, with staff available to provide additional information.

Meetings & Operations	
Frequency of scheduled vs. actual meetings.	<p>2025 – 2 meetings scheduled; 2 meetings were held.</p> <p>2024 – 2 meetings scheduled; 2 meetings were held</p> <p>2023 – 3 meetings scheduled; 2 meetings were held</p> <p>2022 – 4 meetings scheduled; 2 meetings were held (<i>1 of the 2 meetings that were not held was due to a lack of quorum</i>)</p> <p>2021 – 4 meetings scheduled; 3 meetings were held</p>
Average attendance of members and staff.	<p>2025 Meeting #02: Present were the Chair, 1/2 Council Members, 4/5 Members at Large, and 3 staff members. The CAO was also in attendance.</p> <p>2025 Meeting #01: Present were the Vice-Chair, 0/2 Council Members, 4/5 Members at Large, and 1 staff member.</p> <p>2024 Meeting #02: Present were the Vice-Chair, 1/2 Council Members, 4/5 Members at Large, and 1 staff member.</p> <p>2024 Meeting #01: Present were the Chair, 2/2 Council Members, 4/5 Members at Large, and 1 staff member. The CAO was also in attendance.</p>

COMMITTEE REVIEW – Recreation Committee

	<p>2023 Meeting #02: Present were the Chair, 0/1 Council Members, 4/5 Members at Large, and 4 staff members.</p> <p>2023 Meeting #01: Present were the Chair, 1/1 Council Members, 5/5 Members at Large, and 1 staff member.</p> <p>2022 Meeting #02: Present were the Vice-Chair, 0/2 Council Members, 3/4 Members at Large, 1 staff member.</p> <p>2022 Meeting Cancelled Due to Lack of Quorum: Present were the Chair, 1/2 Council Members, 1/4 Members at Large, and 1 staff member. Quorum was not met and the meeting could not proceed.</p> <p>2022 Meeting #01: Present were the Chair, 1/1 Council Members, 2/4 Members at Large, and 2 staff members.</p> <p>2021 Meeting #03: Present were the Chair, 2/2 Council Members, 3/4 Members at Large, and 4 staff members.</p> <p>2021 Meeting #02: Present were the Chair, 2/2 Council Members, 2/4 Members at Large, and 1 staff member. The Mayor was also in attendance.</p> <p>2021 Meeting #01: Present were the Chair, 2/2 Council Members, 3/4 Members at Large, and 1 staff member.</p>
<p>Types of agenda items typically considered.</p>	<p>Agenda items are typically in the format of presentations from staff, with round-table discussions and feedback from Members at Large.</p> <p>Presentations from the Recreation Department have included departmental updates on programming and events, staffing levels, training courses being offered to staff and community members, progress and results of public consultation surveys, infrastructure and facilities maintenance, requests from organizations to rent facility space, as well as funding and grant applications, among other topics.</p> <p>Additional topics that have been discussed by the committee include expanding and upgrading facilities and infrastructure; addressing safety and maintenance concerns at existing facilities; increasing access to youth programming including swimming lessons and day camps; modifying registration systems to improve equitable access; ideas for seasonal and recurring programming as well as feedback on ongoing programming; and conveying appreciation to staff in the Recreation Department.</p>

COMMITTEE REVIEW – Recreation Committee

<p>Public participation opportunities</p>	<p>As with all Standing Committees of Council, members of the public may request to be added to upcoming agendas as a delegation to discuss topics regarding recreation in the community.</p> <p>The Recreation Committee frequently discusses topics that are brought to committee members’ attention by the public and interest groups in the community, including specific requests to modify programming, infrastructure, and security. These topics are most often identified through verbal conversations with staff and committee members, or letters sent to staff and/or the committee as a whole. Members of the public are welcome to attend the Recreation Committee meetings.</p>
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Outputs & Outcomes	
<p>Key recommendations or reports produced in the past 1–3 years.</p>	<ul style="list-style-type: none"> • Recommendation to develop a new registration system for youth program (day camp) registration to improve access, replacing first-come-first-serve system. • Recommendation to adopt the 2020-2030 Recreation Master Plan
<p>Decisions of Council influenced by the committee’s work.</p>	<ul style="list-style-type: none"> • Development of a new lottery-based registration system for recreation program registration (September 2024)

Resources & Costs	
<p>Staff support required (hours per year, departments involved).</p>	<p>Departments involved: Recreation, Communications, and Administration.</p> <p>Hours per meeting:</p> <ul style="list-style-type: none"> • 20 hours per meeting for Recreation and Administration (updating and releasing meeting calendars; developing the agenda and agenda packages in both languages, in conjunction with the committee Chair and associated staff; communicating with partner organizations and committee members; preparing the Council Chambers including audio-visual components and organizing interpretation; processing and coordinating translation of records from the meeting such as motion registries, reports, and minutes, including obtaining the necessary approvals; coordinating items for upcoming City Council meeting agendas; restoring Council Chambers for next use).

COMMITTEE REVIEW – Recreation Committee

	<ul style="list-style-type: none"> ○ 5-7 hours of additional time for Administration and Communications is required if the committee requires new members (creating and issuing a public call-out for members; receiving applications and coordinating with the committee Chair for selection; coordinating the new members' appointments by Council; communicating with new members to coordinate swearing in; completing swearing in and paperwork for Human Resources records). ● 10-15 hours per meeting for Administration and Recreation (preparing reports to the committee and following up on action items). ● 1-2 hours per meeting for Communications (answering public and media questions before and after the meeting based on agenda/discussion topics; coordinating with departments for answers and clarifying information; drafting any public service announcements or media releases necessary based on topics discussed at the meeting). ● 1-2 hours for each of the 3 staff members from the involved departments to attend the meeting (3-6 total staff hours), depending on the meeting length. <p>Total: 31-44 hours staff hours per meeting to prepare and follow up, plus an additional 3-6 staff hours to attend each meeting, depending on its length.</p>
<p>Budget allocations, honoraria, or other committee-related costs.</p>	<p>The Council Indemnity By-law No. 970 outlines that Members at Large serving on standing committees shall receive a \$250 per meeting indemnity (s. 3.7). The five Members at Large on this committee receive the indemnity for each meeting attended (indemnity costs incurred are up to \$1,250 per meeting depending on attendance).</p> <p>As with all committees of Council, all meeting documents must be translated into Inuktitut and all meetings must be interpreted between English and Inuktitut (incurring costs for both). Meetings are also transcribed to form the motion registry and minutes, incurring costs.</p>

Overall Effectiveness	
<p>Assessment of whether the committee is achieving its intended purpose.</p>	<p><i>Stated objectives in the Terms of Reference:</i></p> <p>1) <i>Provide feedback to the Recreation Department or Council on citizen's views on recreational concerns, needs, infrastructure, etc.</i></p>

COMMITTEE REVIEW – Recreation Committee

	<p>2) <i>Provide direction to the Recreation Department or Council on methods or means of achieving recreational goals or objectives</i></p> <p>3) <i>Provide advice to the Recreation Department or Council on recreational initiatives, trends and ideas that may benefit the community</i></p> <p>4) <i>Gather and research information that enables a better understanding of the community issues and provide feedback on solutions and/or possible courses of action to the Recreation Department and/or Council for consideration</i></p> <p>5) <i>Provide recommendations to Council on recreational concerns, needs and issues</i></p> <p>The Recreation Committee frequently hears reports from the Director of Recreation on current and planned programming initiatives, as well as updates on infrastructure and funding opportunities, providing information to the committee members for their feedback. Committee members often provide feedback in response on recreational concerns, needs, infrastructure, and other issues, as intended in the Terms of Reference. Although these discussions and recommendations are not always recorded through formal motions presented to Council, the committee provides an opportunity for feedback to the Recreation Department from members of the public, which may lead to the modification or creation of programming initiatives.</p>
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Recommendations	
Options for continuation, revision, consolidation, or dissolution.	For discussion
Staff recommendations for Council's consideration.	For discussion
Consideration of alternative governance or engagement mechanisms.	For discussion

Attachment 1:
Recreation Committee Motion Registry 2021-2025

2025 Recreation Committee Motion Registry

Meeting #02 November 20, 2025

RC 25-04 M: K. Smith S: Casey Unanimous

Adoption of agenda as presented.

RC 25-05 M: K. Smith S: Casey Unanimous

Recreation Committee Meeting #01 Minutes dated February 13, 2025.

RC 25-06 M: K. Smith S: J. Smith Unanimous

Committee adjourns at 6:52 p.m.

2025 Recreation Committee Motion Registry

Meeting #01 February 13, 2025

RC 25-01 M: Casey S: Strutz Unanimous

Adoption of agenda as presented.

RC 25-02 M: Garbarczyk S: Casey Unanimous

Recreation Committee Meeting #02 Minutes dated September 5, 2024.

RC 25-03 M: Strutz S: Casey Unanimous

Committee adjourns at 6:39 p.m.

2024 Recreation Committee Motion Registry

Meeting #02 September 5, 2024

RC 24-06	M: Aglukark	S: Thompson	Unanimous
	Adoption of agenda as presented.		
RC 24-07	M: Garbarczyk	S: Strutz	Unanimous
	Recreation Committee Meeting #02 Minutes dated September 13, 2023.		
RC 24-08	M: Aglukark	S: J. Smith	Unanimous
	Recreation Committee Meeting #01 Minutes dated March 21, 2024.		
RC 24-09	M: Aglukark	S: Thompson	Unanimous
	Committee recommends that Council direct staff to develop a new system for recreation program registration.		
RC 24-10	M: Aglukark	S: J. Smith	Unanimous
	Committee adjourns at 6:39 p.m.		

2024 Recreation Committee Motion Registry

Meeting #01 March 21, 2024

RC 24-01	M: K. Smith	S: Aglukark	Unanimous
	Adoption of agenda as presented.		
RC 24-02	M: K. Smith	S: Aglukark	Unanimous
	Committee defers approval of Recreation Committee Meeting #02 Minutes dated September 13, 2023 until the next meeting.		
RC 24-03	M: K. Smith	S: Aglukark	Unanimous
	Committee recommends that Council start an Outdoor Sports Park Reserve Fund in the amount of \$500,000.		
RC 24-04	M: J. Smith	S: Casey	Unanimous
	Committee recommends that Council designate one sauna in the Iqaluit Aquatic Centre as gender-neutral and one dedicated space for women.		
RC 24-05	M: K. Smith	S: Aglukark	Unanimous
	Committee adjourns at 6:56 p.m.		

COMMITTEE REVIEW – Recreation Committee

2023 Recreation Committee Motion Registry

Meeting #02 September 13, 2023

RC 23-04 M: Murray S: Fortier Unanimous

Adoption of agenda as presented.

RC 23-05 M: Murray S: Kandem Unanimous

Recreation Committee Meeting #01 Minutes dated February 22, 2023.

RC 23-06 M: Murray S: Fortier Unanimous

Committee recommends that Council direct staff to review the section of the Recreation Master Plan relating to the baseball diamond to ensure that one field meets the needs of the community.

RC 23-07 M: Murray S: Kandem Unanimous

Committee adjourns at 6:32 p.m.

2023 Recreation Committee Motion Registry

Meeting #01 February 22, 2023

RC 23-01 M: Murray S: Awa Unanimous

Adoption of agenda as presented.

RC 23-02 M: K. Smith S: Murray Unanimous

Adoption of Meeting Minutes from July 14, 2022

RC 23-03 M: Murray S: Tilley Unanimous

Committee adjourns at 8:00 p.m.

Meeting #02 July 14, 2022:

Unclear movers and seconders. No substantive motions made.

COMMITTEE REVIEW – Recreation Committee

2022 Recreation Committee Motion Registry

Meeting #01 January 20th, 2022

RC 22-01 M: SL S: JF Unanimous

Adoption of agenda as presented.

RC 22-02 M: SL S: JF Unanimous

Adoption of Meeting Minutes from August 12, 2021

RC 22-03 M: KB S: JF For: 2, Against 1

Committee moves to recommend that Red Marrow Media's request to rent the Curling rink from February to August of 2023 be reviewed and approved by Council.

Meeting #03 August 12, 2021:

Unclear information on motions. No substantive motions made.

Meeting #02 April 8, 2021:

Unclear information on motions. A motion was made that committee recommended to Council to adopt the 2020-2030 Recreation Master Plan, and was carried.

Meeting #01 February 11, 2021:

Unclear information on motions. No substantive motions made.

Attachment 2:
Recreation Committee Terms of Reference
(Approved by By-law No. 790, on August 11, 2015)

Terms of Reference
Recreation Committee

I. PURPOSE OF THE COMMITTEE

To provide feedback, direction and advice to the Recreation Department and/or City Council on recreational initiatives, infrastructure and activities that may benefit the community.

II. DUTIES OF THE COMMITTEE

- 1) Provide feedback to the Recreation Department or Council on citizen's views on recreational concerns, needs, infrastructure, etc.
- 2) Provide direction to the Recreation Department or Council on methods or means of achieving recreational goals or objectives.
- 3) Provide advice to the Recreation Department or Council on recreational initiatives, trends and ideas that may benefit the community.
- 4) Gather and research information that enables a better understanding of the community issues and provide feedback on solutions and/or possible courses of action to the Recreation Department and/or Council for consideration.
- 5) Provide recommendations to Council on recreational concerns, needs and issues.

III. COMPOSITION OF THE COMMITTEE

- 1) Composition of the Committee

The committee shall be composed of the following:

- Three Members from Council plus the Mayor as an ex-officio
- Up to five members at large

- 2) The Committee shall have resource people to assist with the Committee's administration and to provide technical advice. These persons may include but are not limited to the following:

Director of Recreation
Recreation staff as appointed by the Director
Chief Administrative Officer

COMMITTEE REVIEW – Recreation Committee

- 3) Per Council Procedures By-law, committee membership term shall be three years; appointments shall be conducted after each general election.

IV. OTHER

- 1) The committee shall meet monthly.
- 2) The committee is advisory only.
- 3) Committee communications may include email, regular mail, internet, surveys/questionnaires, in person (presentations before the committee), phone in show, public events.
- 4) The Chair is the official spokesperson of the committee, no other member of the committee speaks for it, unless designated officially by the committee.

COMMITTEE REVIEW

Taxi Review Committee

(Standing Committee)

Mandate & Strategic Alignment	
Plain-language summary of the committee’s purpose.	The purpose of the Taxi Review Committee shall be to review, on an annual basis, the tariffs and fees as well as a formal review of the current Vehicle for Hire By-law and make recommendations for amendments to Council as required. The committee shall also review, respond to and address public concerns and complaints respecting the taxi industry in a fair and impartial manner.
Alignment with Council’s Strategic Plan, Official Community Plan, and departmental priorities.	The committee reviews and provides feedback on the current and future iterations of the Vehicle for Hire By-law, supporting work done by the Municipal Enforcement and Administration Departments. The committee also supports ongoing Municipal Enforcement initiatives by providing feedback from the community.
Identification of overlap or duplication with other committees.	May discuss economic- and safety-related priorities and issues that overlap with the Community Economic Development Committee and the Public Safety Committee.

Membership & Governance	
Committee composition (Council, citizen, stakeholder representation).	<p><i>“The committee shall consist of voting members: the Mayor, two Councillors, and four members at large. It shall also be comprised of non-voting members: one Administrative representative (Chief Municipal Enforcement Officer), one member of the RCMP and one Motor Vehicles Enforcement Officer [...] No member of the taxi industry shall be appointed as a member of the Taxi Review Committee.”</i></p> <p><i>As of 2025</i></p> <p><u>Council Representation</u> Chair: Councillor Kyle Sheppard Vice-Chair: Councillor Methusalah Kunuk *Ex-Officio Member: Mayor Solomon Awa</p> <p><u>Members at Large</u> Alan Webb John Maurice Cameron DeLong Jakub Garbarczyk</p>

COMMITTEE REVIEW – Taxi Review Committee

	<p><u>City of Iqaluit Staff</u> Chief Enforcement Officer: Steve Allen *Communications and Customer Service Manager: Geoff Byrne Chief Administrative Officer: Steve England City Clerk: Brianna Longworth *Deputy City Clerk: Katrina Sarmiento *Executive Assistant: Carol Pauline</p> <p><i>*Not required to attend meetings of this committee.</i></p>
Appointment process, term lengths, and turnover rates.	Members’ term lengths are 4 years. When a committee member’s term expires, a call-out is issued to fill the vacant position. An individual may re-apply to be on the committee for additional terms.
Training, orientation, or professional development provided.	As the Taxi Review Committee is intended to provide an open forum for input from members at large representing the community, and to present reports from staff or representatives of the vehicle for hire industry, there is generally no additional training or professional development required or provided. The Chair is responsible for providing any contextual information that members may need, with staff available to provide additional information.

Meetings & Operations	
Frequency of scheduled vs. actual meetings.	<p>2025 – 2 meetings scheduled; 1 meeting was held.</p> <p>2024 – 2 meetings scheduled; 1 meeting was held.</p> <p>2023 – 2 meetings scheduled; 1 meeting was held.</p> <p>2022 – 2 meetings scheduled; no meetings were held.</p> <p>2021 – 2 meetings scheduled; 1 meeting was held.</p>
Average attendance of members and staff.	<p>2025 Meeting #01: Present were the Chair, 1/1 Council Members, 3/4 Members at Large, and 5 staff members.</p> <p>2024 Meeting #01: Present were the Chair, 1/1 Council Members, 4/4 Members at Large, and 5 staff members.</p> <p>2023 Meeting #01: Present were the Chair, 1/1 Council Members, 3/4 Members at Large, and 3 staff members.</p> <p>2021 Meeting #01: Present were the Chair, 1/1 Council Members, 4/4 Members at Large, and 2 staff members. The Mayor was also in attendance.</p>

COMMITTEE REVIEW – Taxi Review Committee

<p>Types of agenda items typically considered.</p>	<p>Agenda items are typically in the format of presentations from staff or representatives of the vehicle for hire industry, with round-table discussions and feedback from Members at Large.</p> <p>Presentations from the Municipal Enforcement or Administration Departments have included updated draft versions of by-laws, by-law amendments, livery license limits and application processes, among other items.</p> <p>Additional topics that have been discussed by the committee include fares (fare increases, modes of payment, and issues of nonpayment); accessibility; which elements of vehicles for hire are reasonable for the City to legislate; safety of vehicles, passengers, and drivers; standardization of information; consistency of passenger treatment; among other items.</p>
<p>Public participation opportunities</p>	<p>As with all Standing Committees of Council, members of the public may request to be added to upcoming agendas as a delegation to discuss topics regarding recreation in the community.</p> <p>The Taxi Review Committee may discuss topics that are brought to committee members’ attention by the public and interest groups in the community, including specific issues regarding fares or safety. These topics are most often identified through verbal conversations with staff and committee members, or letters sent to staff and/or the committee as a whole. Members of the public are welcome to attend meetings of the Taxi Review Committee.</p>

<p>Outputs & Outcomes</p>	
<p>Key recommendations or reports produced in the past 1–3 years.</p>	<ul style="list-style-type: none"> • Recommendation to remove the limit on the number of Livery Licenses available to the taxi industry • Recommendation to draft a new Vehicle for Hire By-law • Recommendation to revise the elder taxi fare • Review and feedback on the draft Vehicle for Hire By-law No. 971
<p>Decisions of Council influenced by the committee’s work.</p>	<ul style="list-style-type: none"> • Passing of the Vehicle for Hire By-law No. 971 (June 25, 2024), which had received feedback from the Taxi Review Committee • Passing of the Vehicle for Hire By-law No. 997 (September 10, 2024), with updates and corrections.

COMMITTEE REVIEW – Taxi Review Committee

Resources & Costs	
<p>Staff support required (hours per year, departments involved).</p>	<p>Departments involved: Municipal Enforcement, Communications, and Administration.</p> <p>Hours per meeting:</p> <ul style="list-style-type: none"> • 20-30 hours per meeting for Municipal Enforcement and Administration (updating and releasing meeting calendars; developing the agenda and agenda packages in both languages, in conjunction with the committee Chair and associated staff; communicating with partner organizations and committee members; preparing the Council Chambers including audio-visual components and organizing interpretation; processing and coordinating translation of records from the meeting such as motion registries, reports, and minutes, including obtaining the necessary approvals; coordinating items for upcoming City Council meeting agendas; restoring Council Chambers for next use). <ul style="list-style-type: none"> ○ 5-7 hours of additional time for Administration and Communications is required if the committee requires new members (creating and issuing a public call-out for members; receiving applications and coordinating with the committee Chair for selection; coordinating the new members' appointments by Council; communicating with new members to coordinate swearing in; completing swearing in and paperwork for Human Resources records). • 10-15 hours per meeting for Administration and Municipal Enforcement (following up on action items and coordinating any necessary meetings with representatives of the vehicle for hire industry to address pertinent topics discussed by the committee). • 1-2 hours per meeting for Communications (answering public and media questions before and after the meeting based on agenda/discussion topics; coordinating with departments for answers and clarifying information; drafting any public service announcements or media releases necessary based on topics discussed at the meeting). • 1-2 hours for each of the 3 staff members from the involved departments to attend the meeting (3-6 total staff hours), depending on the meeting length. <p>Total: 31-54 hours staff hours per meeting to prepare and follow up, plus an additional 3-6 staff hours to attend each meeting, depending on its length.</p>
<p>Budget allocations, honoraria, or other</p>	<p>The Council Indemnity By-law No. 970 outlines that Members at Large serving on standing committees shall receive a \$250 per meeting indemnity (s. 3.7). The four Members at Large on this</p>

COMMITTEE REVIEW – Taxi Review Committee

<p>committee-related costs.</p>	<p>committee receive the indemnity for each meeting attended (indemnity costs incurred are up to \$1,000 per meeting depending on attendance).</p> <p>As with all committees of Council, all meeting documents must be translated into Inuktitut and all meetings must be interpreted between English and Inuktitut (incurring costs for both). Meetings are also transcribed to form the motion registry and minutes, incurring costs.</p>
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<p>Overall Effectiveness</p>	
<p>Assessment of whether the committee is achieving its intended purpose.</p>	<p><i>Stated Objectives in Terms of Reference</i></p> <ul style="list-style-type: none"> a) <i>The first meeting shall take place within the first 90 days of a new fiscal year to review both the fare and tariff schedule</i> b) <i>Review of By-law 590</i> c) <i>Set goals and objectives</i> d) <i>Respond to appeals from applicants and individuals within the taxi industry</i> e) <i>Ensure that business conducted by the Taxi Review Committee and any sub-committee(s) falls within the provisions established in the Cities, Towns and Villages Act</i> <p>The Terms of Reference for the Taxi Review Committee are notably outdated.</p> <ul style="list-style-type: none"> • By-law No. 590 (Taxi By-law) was replaced by By-law No. 997 (Vehicle for Hire By-law) in September 2024, meaning that the Terms of Reference require an update or revision. • The fare schedule is set out in Schedules G and H through May 1, 2028, and any recommended changes would need to take the form of a By-law Amendment. • By-law No. 997 outlines the appeal process for a refusal, suspension, or cancellation of license issuance, under which the applicant must submit a request to the Chief Administrative Officer for a hearing before Council. The appeal process no longer includes the Taxi Review Committee; although Council may enact a by-law and delegate such decision-making authority to the Taxi Review Committee. <p>On the whole, the intention with which the Taxi Review Committee was created is no longer served by the current Terms of Reference, given that Council is responsible for and may make decisions regarding Vehicle for Hire fares, licensing process, and appeals. Although the fare and tariff schedule will need to be reviewed in the</p>

COMMITTEE REVIEW – Taxi Review Committee

	future, as well as periodic reviews of the by-law to ensure that it remains up to date, this function may be better served by the Governance and Priorities Committee in their responsibility for reviewing by-laws. A reconsideration of the Terms of Reference of the Taxi Review Committee is likely needed.
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Recommendations	
Options for continuation, revision, consolidation, or dissolution.	For discussion
Staff recommendations for Council's consideration.	For discussion
Consideration of alternative governance or engagement mechanisms.	For discussion

Attachment 1:
Taxi Review Committee Motion Registry 2021-2025

2025 Taxi Review Committee Motion Registry

Meeting #01 March 13, 2025

TRC 25-01 M: Webb S: Maurice Unanimous

Adoption of agenda as presented.

TRC 25-02 M: Maurice S: Garbarczyk Unanimous

Taxi Advisory Committee Meeting #01 Minutes dated February 1, 2024.

TRC 25-03 M: Webb S: Garbarczyk Unanimous

Committee recommends to Council to direct Administration to seek funding to subsidize accessible transport fares, develop an appropriate fee structure using the guideline of \$40 per half hour taxi and driver rental in the Vehicle for Hire By-law #997 Schedule “G” Schedule of Tariffs, and further, that user demand information be collected.

TRC 25-04 M: Webb S: Garbarczyk Unanimous

Committee adjourns at 6:21 p.m.

2024 Taxi Review Committee Motion Registry

Meeting #01 February 1, 2024

TRC 24-01 M: Kunuk S: DeLong Unanimous

Adoption of agenda as amended.

TRC 24-02 M: DeLong S: Webb Unanimous

Taxi Advisory Committee Meeting #01 Minutes dated February 16, 2023.

TRC 24-03 M: Webb S: Maurice Unanimous

Committee recommends that Council approve the elder taxi fare be set at \$7 effective immediately.

TRC 24-04 M: Maurice S: Webb Unanimous

Committee adjourns at 7:23 p.m.

COMMITTEE REVIEW – Taxi Review Committee

2023 Taxi Advisory Committee Motion Registry

Meeting #01 February 16, 2023

TAC 23-01 M: Tilley S: Webb Unanimous

Adoption of agenda as amended.

TAC 23-02 M: Tilley S: Garbarczyk Unanimous

Taxi Review Committee Meeting #02 Minutes dated April 21, 2021.

TAC 23-03 M: Webb S: Tilley Unanimous

Committee recommends that Council provides Taxi By-law No. 590 passenger information, being Schedule "T" and Schedule "K", to the livery holders for each fare change.

TAC 23-04 M: Tilley S: Webb Unanimous

Committee recommends that Council approve additional requirements be added to the existing requirements of Taxi By-law No. 590 regarding Livery License Applications.

TAC 23-05 M: Tilley S: DeLong Unanimous

Committee recommends that Council direct staff to draft a new Vehicle for Hire By-law.

TAC 23-06 M: Tilley S: Webb Unanimous

Committee adjourns at 6:40 p.m.

2021 Taxi Review Committee Motion Registry

Meeting #01 – February 4, 2021

TRC21-01 M: JA 2: KB Unanimous

Adoption of agenda as presented.

TRC21-02 M: KB 2: JA Unanimous

Taxi Review Committee Meeting #01 Minutes dated March 27, 2019.

TRC21-03 M: KB 2: SL Unanimous

Committee recommends to Council to amend Taxi By-law No. 590 by removing the limit on the number of Livery Licenses available to the taxi industry, and further, that staff be directed to develop criteria for review by the Committee, that any new Livery License Applications will be presented to the Committee for review and recommended to Council for approval.

TRC21-04 M: KB 2: JA Unanimous

Committee adjourns at 6:34 p.m.

Attachment 2:
Taxi Review Committee Terms of Reference
(Approved by Council Motion #17-318, on October 10, 2017)



Taxi Review Committee

I. Committee Purpose:

The purpose of the Taxi Review Committee shall be to review, on an annual basis, the tariffs and fees as well as a formal review of By-law 590 and make recommendations for amendments to Council as required. The committee shall also review, respond to and address public concerns and complaints respecting the taxi industry in a fair and impartial manner.

II. Composition and Operations:

- a) The committee shall consist of voting members: the Mayor, two (2) Councillors, and four (4) members at large. It shall also be comprised of non-voting members: one (1) Administrative representative (Chief Municipal Enforcement Officer), one (1) member of the RCMP and one (1) Motor Vehicles Enforcement Officer.
- b) Per Council Procedures By-law, member at large committee membership term shall be four years; appointments shall be conducted after each general election or as needed should vacancies arise.
- c) No member of the taxi industry shall be appointed as a member of the Taxi Review Committee.
- d) The Chair of the committee shall be a Councillor.
- e) The co-chair of the committee shall be a Councillor.
- f) Quorum will be comprised of half of the committee members and shall include a Councillor.
- g) All meetings shall be held in a Public Forum.
- h) The committee shall meet on a quarterly basis or as deemed necessary.
- i) The committee may, from time to time, retain independent advice from internal departments and external agencies.
- j) Special Meetings may be held as necessary at the discretion of the committee chair.

III. Duties and Responsibilities:

- a) The first meeting shall take place within the first 90 days of a new fiscal year to review both the fare and tariff schedule.
- b) Review of By-law 590.
- c) Set goals and objectives.
- d) Respond to appeals from applicants and individuals within the taxi industry.
- e) Ensure that business conducted by the Taxi Review Committee and any sub-committee(s) falls within the provisions established in the *Cities, Towns and Villages Act*.

COMMITTEE REVIEW – [Taxi Review Committee](#)

IV. Confidentiality:

Appeals and other business shall be held in camera as deemed necessary the Taxi Review Committee.

V. Accountability:

The Chair of the Taxi Review Committee shall submit reports to Council pertaining to board business.

VI. Limitations:

The committee does not have any power or authority to spend public funds.

COMMITTEE REVIEW

Cemetery Advisory Committee (Standing Committee)

Mandate & Strategic Alignment	
Plain-language summary of the committee’s purpose.	<p>The purpose of the Cemetery Advisory Committee is to identify priorities for the City of Iqaluit and the community as it pertains to the current Cemetery site located in Apex. Through engagement and Public consultations, key community and governmental stakeholders, the committee will strive to bring forward community and agency concerns as it pertains to the Cemetery site and Funeral Services to City administration and Council.</p> <p>This Committee is to provide strategic direction and leadership on matters relating to the current Cemetery as well as future developments and improvements to the existing site. The Committee will act as a conduit for informally relaying information from the Committee to administration, Council and other local Stakeholders.</p> <p><i>Context Note: The Cemetery Advisory Committee was created in 2020 and does not appear to have met past 2021.</i></p>
Alignment with Council’s Strategic Plan, Official Community Plan, and departmental priorities.	The committee contributes to aligning infrastructure and funding-related decisions by the Engineering, Public Works, and Corporate Services departments with community and Council priorities in relation to the Apex cemetery and burials.
Identification of overlap or duplication with other committees.	May discuss infrastructure- and Planning-related priorities and issues that may overlap with the Engineering and Public Works Committee of the Whole or the Planning and Development Committee of the Whole. The committee may also discuss financial decisions that would overlap with the Finance Committee of the Whole.

Membership & Governance	
Committee composition (Council, citizen, stakeholder representation).	<p><i>The committee shall be composed of:</i></p> <ol style="list-style-type: none"> 1. <i>Up to seven members at large</i> 2. <i>Ex-officio member: Mayor</i> 3. <i>One member of Council</i> 4. <i>Representation from the City of Iqaluit Administration</i> 5. <i>Representative(s) from Inuit Organizations (QIA, NTI) and an appointed Elder</i> 6. <i>Representatives from local church parishes</i>

COMMITTEE REVIEW – Cemetery Advisory Committee

	<p>7. <i>Representatives from the Nunavut Government (CS and Family Services)</i></p> <p><i>As of 2025</i></p> <p><u>Council Representation</u> Chair: Councillor Methusalah Kunuk Vice-Chair: Councillor Simon Nattaq</p> <p><i>As the committee has not met in a number of years, the external positions are currently vacant. Prior to a meeting of this committee, Administration would need to reach out to the listed organizations to confirm representation, as well as to issue a public call-out for members at large.</i></p>
<p>Appointment process, term lengths, and turnover rates.</p>	<p>Chairs and Vice-Chairs for each Committee of the Whole are appointed following a general election. Appointments last for the duration of the current Council term (4 years), or on an as-needed basis following changes in Council membership.</p> <p>The Committee includes representation from specific organizations and therefore the individual members at large representing those organizations occasionally change. Individual members' term lengths are 4 years; after this duration if they continue to represent their organization on the committee, they are re-sworn in.</p>
<p>Training, orientation, or professional development provided.</p>	<p>As the Cemetery Committee is intended to provide an open forum for input from members at large representing the community and organizations, and to present reports from staff, there is generally no additional training or professional development required or provided. The Chair is responsible for providing any contextual information that members may need, with staff available to provide additional information.</p>

Meetings & Operations	
<p>Frequency of scheduled vs. actual meetings.</p>	<p>2025 – 0 meetings scheduled; 0 meetings held</p> <p>2024 - 1 meeting scheduled; 0 meetings held</p> <p>2023 – 1 meeting scheduled; 0 meetings held</p> <p>2022 – 1 meeting scheduled; 0 meetings held</p> <p>2021 – 1 meeting scheduled; 1 meeting held</p>

COMMITTEE REVIEW – Cemetery Advisory Committee

	<i>The Cemetery Advisory Committee was created in 2020, and held two meetings that year.</i>
Average attendance of members and staff.	<p>2021 Meeting #01: Present were the Chair, 2/6 Committee Members, and 7 staff members. The Mayor was also in attendance.</p> <p>2020 Meeting #02: Present were the Chair, 3/6 Committee Members, and 7 staff members.</p> <p>2020 Meeting #01: Present were the Chair, 3/5 Committee Members, and 4 staff members. The Mayor was also in attendance.</p>
Types of agenda items typically considered.	<p>Agenda items are typically in the form of presentations from staff, with round-table discussions and feedback from Members at Large.</p> <p>Presentations from staff have included updates on projects relating to the design and remediation of the Apex Cemetery to address drainage issues, a communications strategy to request public input on improvement options to the cemetery, the current cemetery by-law and necessary review, funeral costs in Nunavut including gaps in financial assistance, and cemetery site reports, among other topics.</p>
Public participation opportunities	<p>As with all Standing Committees of Council, members of the public may request to be added to upcoming agendas as a delegation to discuss topics regarding recreation in the community.</p> <p>This committee includes quite a few representatives from organizations across the community who are intended to communicate issues through their professional expertise and as relayed to them by members of the public.</p>

Outputs & Outcomes	
Key recommendations or reports produced in the past 1–3 years.	<ul style="list-style-type: none"> Discussions by the committee informed the proposal from Administration for a Compassionate Funeral Subsidy Program
Decisions of Council influenced by the committee’s work.	<ul style="list-style-type: none"> Creation of the Compassionate Funeral Subsidy Program (#21-372) to reimburse funeral expenses to residents of Iqaluit, which assists family members with the high costs of funerals.

Resources & Costs	
Staff support required (hours per year, departments involved).	Departments involved: Public Works, Engineering, Planning and Development, Communications, and Administration.

COMMITTEE REVIEW – Cemetery Advisory Committee

	<p>Hours per meeting (<i>estimated, as this committee has not met in a number of years</i>):</p> <ul style="list-style-type: none"> • 20 hours per meeting for Public Works, Engineering, Planning and Development, and Administration (updating and releasing meeting calendars; developing the agenda and agenda packages in both languages, in conjunction with the committee Chair and associated staff; communicating with partner organizations and committee members; preparing the Council Chambers including audio-visual components and organizing interpretation; processing and coordinating translation of records from the meeting such as motion registries, reports, and minutes, including obtaining the necessary approvals; coordinating items for upcoming City Council meeting agendas; restoring Council Chambers for next use). <ul style="list-style-type: none"> ○ 7-10 hours of additional time for Administration and Communications is required if the committee requires new members (coordinating with member organizations to confirm individuals on the committee); coordinating the new members' appointments by Council; communicating with new members to coordinate swearing in; completing swearing in). • 20-30 hours per meeting for Administration, Public Works, and Engineering (preparing reports to the committee and following up on action items). • 1-2 hours per meeting for Communications (answering public and media questions before and after the meeting based on agenda/discussion topics; coordinating with departments for answers and clarifying information; drafting any public service announcements or media releases necessary based on topics discussed at the meeting). • 1-2 hours for each of the 6 staff members from the involved departments to attend the meeting (6-12 total staff hours), depending on the meeting length. <p>Total: 41-62 hours staff hours per meeting to prepare and follow up, plus an additional 6-12 staff hours to attend each meeting, depending on its length.</p>
<p>Budget allocations, honoraria, or other committee-related costs.</p>	<p>The Council Indemnity By-law No. 970 outlines that Members at Large serving on standing committees shall receive a \$250 per meeting indemnity (s. 3.7). As some of the Members at Large on this committee attend on behalf of other organizations and as part of their role's duties, some members would likely decline the indemnity.</p>

COMMITTEE REVIEW – Cemetery Advisory Committee

	As with all committees of Council, all meeting documents must be translated into Inuktitut and all meetings must be interpreted between English and Inuktitut (incurring costs for both). Meetings are also transcribed to form the motion registry and minutes, incurring costs.
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Overall Effectiveness	
Assessment of whether the committee is achieving its intended purpose.	<p><i>Stated objectives in Terms of Reference:</i></p> <ul style="list-style-type: none"> <i>a) To work in partnership with community members, government agencies, local parishes and Inuit Organizations</i> <i>b) To establish and recognize priorities to improve on the existing Cemetery site</i> <i>c) To develop new initiatives through forward thinking and strategic planning</i> <i>d) To consult with the residents of Iqaluit to determine the needs of the community as it related to the Cemetery site</i> <i>e) To review the current cemetery by-law, and make recommendations for a draft proposal</i> <i>f) To provide recommendations in order to establish cost effective Funeral Services</i> <i>g) Other objectives as established by the committee</i> <p>The committee has not met in several years. Improvements and expansions to the existing cemetery site are largely being carried out by the Engineering Departments, with requests for decision and progress reports being presented directly to Council over the last few years. The current cemetery by-law is in notable need of review, although this may be carried out by the Governance and Priorities Committee. Revisiting the committee’s goals may be beneficial in order to determine how best to proceed with meeting the stated objectives. Currently the committee is not achieving its intended purpose due to its inactivity.</p>

Recommendations	
Options for continuation, revision, consolidation, or dissolution.	For discussion
Staff recommendations for Council’s consideration.	For discussion

COMMITTEE REVIEW – Cemetery Advisory Committee

Consideration of alternative governance or engagement mechanisms.	For discussion
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Attachment 1:
Cemetery Committee Motion Registry *2020-2025

2021 Cemetery Advisory Committee Motion Registry

Meeting #01 February 18, 2021

CA 21-01 M: KB S: RP Unanimous

Adoption of agenda as presented.

CA 21-02 M: KB S: JDA Unanimous

Cemetery Advisory Committee Meeting #02 Minutes dated October 21, 2020 as amended.

CA 21-03 M: KB S: JDA Unanimous

Committee presents to Council the public consultation process and the proposed improvements to the Apex Cemetery.

CA 21-04 M: KB S: JDA Unanimous

Committee adjourns 4:12 p.m.

2020 Cemetery Advisory Committee Motion Registry

Meeting #02 October 21, 2020

CA 20-03 M: DP S: MK Unanimous

Adoption of agenda as presented.

CA 20-04 M: JDA S: DP Unanimous

Cemetery Advisory Committee Meeting #01 Minutes dated May 28, 2020.

CA 20-05 M: DP S: MK Unanimous

Committee adjourns 4:54 p.m.

2020 Cemetery Advisory Committee Motion Registry

Meeting #01 May 28, 2020

CA 20-01 M: KB S: RM Unanimous

Adoption of agenda as presented.

CA 20-02 M: KB S: MN Unanimous

Committee recommends that Council approve the Terms of Reference for the Cemetery Advisory Committee.

Attachment 2:
Cemetery Committee Terms of Reference
(Approved by Council Motion #20-172, on June 9, 2020)



Cemetery Committee

I. Committee Purpose:

The purpose of the Cemetery Committee is to identify priorities for the City of Iqaluit and the community as it pertains to the current Cemetery site located in Apex. Through engagement and Public consultations, key community and governmental stakeholders, the committee will strive to bring forward community and agency concerns as it pertains to the Cemetery site and Funeral Services to City administration and Council.

This Committee is to provide strategic direction and leadership on matters relating to the current Cemetery as well as future developments and improvements to the existing site. The Committee will act as a conduit for informally relaying information from the Committee to administration, Council and other local Stakeholders.

II. Objectives:

- a) To work in partnership with community members, government agencies, local parishes and Inuit Organizations;
- b) To establish and recognize priorities to improve on the existing Cemetery site;
- c) To develop new initiatives through forward thinking and strategic planning;
- d) To consult with the residents of Iqaluit to determine the needs of the community as it relates to the Cemetery site;
- e) To review the current cemetery bylaw, and make recommendations for a draft proposal;
- f) To provide recommendations in order to establish cost effective Funeral Services;
- g) Other objectives as established by the committee.

III. Membership:

A. The Committee shall be composed of:

1. Up to seven members at large;
2. Ex-officio member: Mayor
3. One member of council;
4. Representation from the City of Iqaluit Administration

COMMITTEE REVIEW – Cemetery Advisory Committee

5. Representative(s) from Inuit Organizations; (QIA, NTT) and an appointed Elder.
6. Representatives from local church parishes.
7. Representatives from the Nunavut Government (CGS and Family Services)

IV. Meetings:

- A. Meetings of the Committee are to be held at the discretion of the committee chair, or more frequently if needed;
- B. Agenda items are to be forwarded to the Chairperson a minimum of one week prior to the meeting. Additional agenda items will be raised through the Chairperson at the meeting and voted on by the Committee. Agendas will be translated and circulated to Committee Members 48 hours in advance of the meeting along with the minutes from previous meetings and any documents required for discussion;
- C. A quorum will be comprised of no less than half (50%) Committee members;
- D. Meetings will be held in Council Chambers and simultaneous translation must be available;
- E. Meetings of the Committee are open to the public unless resolved by the Committee to be closed to the public for discussing a matter deemed to be confidential in terms of Council protocols. The public may observe and with permission of the Committee make representation on matters of concern;
- F. Delegations or public presentations must be arranged through the Chairperson and City Clerk in time for the agenda;
- G. The Committee Chairperson shall report its discussions to Council as required.

V. Chairperson:

- A. The Chairperson will be a member of Council appointed by Council. In the absence of the Chairperson, another member of Council will chair the meeting; Ex-officio member – Mayor;
- B. The Chairperson's role is to chair the meeting, coordinate and provide oversight of the Committee operations, report on progress and take recommendations to Council, and to guide the Committee through Council and administrative processes;
- C. The Chairperson is the media spokesperson for the Committee.

VI. Record of Meetings:

The Administration is responsible for the preparation of minutes of Committee meetings; meetings of committee shall be recorded, and minutes shall be approved at the next available committee meeting.

VII. Limitations:

The Committee does not have any power or authority to make any decisions, but rather the committee will provide recommendations to Council and only upon resolution of council shall recommendations move forward.

COMMITTEE REVIEW
Disabilities Advisory Committee
(Standing Committee)

Mandate & Strategic Alignment	
Plain-language summary of the committee’s purpose.	<p>The Disabilities Advisory Committee advises City Council on promoting access to City of Iqaluit services for persons with disabilities. The committee also suggests solutions to identified gaps and barriers that impede persons with disabilities from fully participating in all aspects of city life and actively promotes full participation in society for Iqalummiut with disabilities.</p> <p><i>Context Note: It does not appear that this committee has met since 2018. It was first created in 2014.</i></p>
Alignment with Council’s Strategic Plan, Official Community Plan, and departmental priorities.	Works to support accessibility and human rights access in the community, including in relation to the work of all departments.
Identification of overlap or duplication with other committees.	This committee addresses a wide range of issues relating to accessibility, and as such, would overlap with all other committees.

Membership & Governance	
Committee composition (Council, citizen, stakeholder representation).	<p><i>The committee shall be composed of the following:</i></p> <ul style="list-style-type: none"> - <i>Three members from Council</i> - <i>Up to five members at large (should have relevant experience, knowledge or skills related to the committee’s mandate)</i> - <i>The Executive Director of the Nunavummi Disabilities Makinnasuaqtiit Society</i> <p><i>The committee shall have resource people to assist with the Committee’s administration and to provide technical advice. These persons may include but are not limited to the following:</i></p> <ul style="list-style-type: none"> - <i>Director of Recreation</i> - <i>Recreation staff as appointed by the Director</i> - <i>Chief Administrative Officer</i> - <i>Sustainability Coordinator</i> - <i>Community Wellness Coordinator</i> <p><i>As the committee has not met in a number of years, the external positions are currently vacant. Prior to a meeting of this committee,</i></p>

COMMITTEE REVIEW – Disabilities Advisory Committee

	<i>Administration would need to reach out to the listed organizations to confirm representation, as well as to issue a public call-out for members at large. Additionally, the roles of Sustainability Coordinator and Community Wellness Coordinator are currently unfilled within the City of Iqaluit.</i>
Appointment process, term lengths, and turnover rates.	<p>Chairs and Vice-Chairs for each Committee of the Whole are appointed following a general election. Appointments last for the duration of the current Council term (4 years), or on an as-needed basis following changes in Council membership. There has been no Chair or Vice-Chair selected for this committee during the current Council term.</p> <p>The Committee includes representation from specific organizations and therefore the individual members at large representing those organizations occasionally change. Individual members' term lengths are 4 years; after this duration if they continue to represent their organization on the committee, they are re-sworn in.</p>
Training, orientation, or professional development provided.	Training may be provided to the committee members periodically on relevant topics, as recommended by staff or as requested by members. This training may be carried out in partnership with the Nunavummi Disabilities Makinnasuaqtiit Society.

Meetings & Operations	
Frequency of scheduled vs. actual meetings.	It does not appear that this committee has met since 2018.
Average attendance of members and staff.	While it was in operation, the committee struggled with membership due to an unfilled Community Wellness Coordinator role and difficulty in replacing members. It also struggled with attendance, and sometimes needed to cancel meetings due to a lack of quorum.
Types of agenda items typically considered.	Agenda items generally took the form of round-table discussions, including on topics of safety or accessibility issues in the community, Inuktitut terminology around disabilities, affirmative action in hiring, increasing awareness around accessibility, and working with other City and Government of Nunavut departments to improve accessibility, among other topics.
Public participation opportunities	As with all Standing Committees of Council, members of the public may request to be added to upcoming agendas as a delegation to discuss topics regarding recreation in the community.

COMMITTEE REVIEW – Disabilities Advisory Committee

Outputs & Outcomes	
Key recommendations or reports produced in the past 1–3 years.	While it was in operation, some of the cited accomplishments include being instrumental in having the ramp replaced at the Royal Bank Building, making the picnic area in front of the Royal Bank Building obstacle free, sending letters to a number of Departments regarding accessibility, being instrumental in creating accessible parking at the High School, and working on accessibility audits of facilities within the city.
Decisions of Council influenced by the committee’s work.	One of the items included writing a letter to Qikiqtaaluk Corporation in regards to accessibility outside the Royal Bank Building (#14-395).

Resources & Costs	
Staff support required (hours per year, departments involved).	<p>Departments involved: Administration, Recreation, and Communications.</p> <p>Hours per meeting (<i>estimated, as this committee has not met in a number of years</i>):</p> <ul style="list-style-type: none"> • 20 hours per meeting for Administration, Recreation, and Communications (updating and releasing meeting calendars; developing the agenda and agenda packages in both languages, in conjunction with the committee Chair and associated staff; communicating with partner organizations and committee members; preparing the Council Chambers including audio-visual components and organizing interpretation; processing and coordinating translation of records from the meeting such as motion registries, reports, and minutes, including obtaining the necessary approvals; coordinating items for upcoming City Council meeting agendas; restoring Council Chambers for next use). <ul style="list-style-type: none"> ○ 7-10 hours of additional time for Administration and Communications is required if the committee requires new members (coordinating with member organizations to confirm individuals on the committee/creating and issuing a public call-out for members; receiving applications and coordinating with the committee Chair for selection); coordinating the new members’ appointments by Council; communicating with new members to coordinate swearing in; completing swearing in). • 1-2 hours per meeting for Communications (answering public and media questions before and after the meeting based on agenda/discussion topics; coordinating with departments for answers and clarifying information; drafting any public

COMMITTEE REVIEW – Disabilities Advisory Committee

	<p>service announcements or media releases necessary based on topics discussed at the meeting.</p> <ul style="list-style-type: none"> • 1-2 hours for each of the 7 staff members from the involved departments to attend the meeting (7-14 total staff hours), depending on the meeting length. <p>Total: 21-32 hours staff hours per meeting to prepare and follow up, plus an additional 7-14 staff hours to attend each meeting, depending on its length.</p>
<p>Budget allocations, honoraria, or other committee-related costs.</p>	<p>The Council Indemnity By-law No. 970 outlines that Members at Large serving on standing committees shall receive a \$250 per meeting indemnity (s. 3.7). The Members at Large on this committee would receive the indemnity for each meeting attended.</p> <p>As with all committees of Council, all meeting documents must be translated into Inuktitut and all meetings must be interpreted between English and Inuktitut (incurring costs for both). Meetings are also transcribed to form the motion registry and minutes, incurring costs.</p>

<p>Overall Effectiveness</p>	
<p>Assessment of whether the committee is achieving its intended purpose.</p>	<p><i>Stated Objectives in Terms of Reference:</i></p> <ol style="list-style-type: none"> 1) <i>Provide input to City Council and staff about issues of concern, including matters that require action by the City of Iqaluit</i> 2) <i>The Committee shall make recommendations to Council to promote universal access to buildings, public spaces programs, services and activities within the City of Iqaluit</i> 3) <i>Exchange information with persons with disabilities and the general public about relevant programs and issues of interest</i> 4) <i>Engage in outreach to persons with disabilities to disseminate information and encourage participation</i> 5) <i>Work cooperatively with other civic departments, agencies and board whose activities affect persons with disabilities</i> 6) <i>Work within the scope provided by the Cities, Towns and Villages Act and any other applicable legislation and City of Iqaluit by-law(s)</i> 7) <i>The committee shall make recommendations to Council to promote universal access to buildings, public spaces, programs, services and activities within the City of Iqaluit.</i> <p>As this committee does not appear to have met in several years, it is not currently achieving its intended purpose. Revisiting the</p>

COMMITTEE REVIEW – Disabilities Advisory Committee

	committee’s goals may be beneficial in order to determine how best to proceed with meeting the stated objectives.
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Recommendations	
Options for continuation, revision, consolidation, or dissolution.	For discussion
Staff recommendations for Council’s consideration.	For discussion
Consideration of alternative governance or engagement mechanisms.	For discussion

COMMITTEE REVIEW – Disabilities Advisory Committee

Attachment 1:
Disabilities Advisory Committee Motion Registry 2021-2025

N/A

Attachment 2:

Disabilities Advisory Committee Terms of Reference

(Updated version approved by Council Motion #14-396, on November 25, 2014)

Disabilities Advisory Committee

I. PURPOSE OF THE COMMITTEE:

The Disabilities Advisory Committee advises City Council on promoting access to City of Iqaluit services for persons with disabilities. The committee also suggests solutions to identified gaps and barriers that impede persons with disabilities from fully participating in all aspects of city life and actively promotes full participation in society for Iqalumiut with disabilities

II. DUTIES OF THE COMMITTEE:

- 1) Provide input to City Council and staff about issues of concern, including matters that require action by the City of Iqaluit.
- 2) The Committee shall make recommendations to Council to promote universal access to buildings, public spaces programs, services and activities within the City of Iqaluit.
- 3) Exchange information with person with disabilities and the general public about relevant programs and issues of interest.
- 4) Engage in outreach to persons with disabilities to disseminate information and encourage participation.
- 5) Work cooperatively with other civic departments, agencies and boards whose activities affect persons with disabilities.
- 6) Work within the scope provided by the *Cities, Towns and Villages Act* and any other applicable legislation and City of Iqaluit by-law(s).

III. COMPOSITION OF THE COMMITTEE

- 1) The committee shall be composed of the following:
 - Three Members from Council
 - Up to five members at large (should have relevant experience, knowledge or skills related to the committee's mandate)
 - The Executive Director of the Nunavummi Disabilities Makinnasuaqtiit Society

COMMITTEE REVIEW – Disabilities Advisory Committee

- 2) The Committee shall have resource people to assist with the Committee's administration and to provide technical advice. These persons may include but are not limited to the following:

Director of Recreation
Recreation staff as appointed by the Director
Chief Administrative Officer
Sustainability Coordinator
Community Wellness Coordinator
- 3) Per Council Procedures By-law, City Council shall appoint Committee members, Committee Chair and co Chair at its first regular meeting of Council then annually in January thereafter.
- 4) The Chair and Co-Chair of the committee shall be a Councillor.
- 5) The Committee shall appoint a member of the committee as its secretary for the recording of minutes.

IV. OTHER

- 1) The committee shall meet six times per year.
- 2) The committee is advisory only; all requests and recommendations shall be presented to Council.
- 3) Committee communications may include email, regular mail, internet, surveys/questionnaires, in person (presentations before the committee), phone in show, public events.
- 4) The Chair is the official spokesperson of the committee, no other member of the committee speaks for it, unless designated officially by the committee.
- 5) Members may miss no more than three (3) consecutive meetings without obtaining a leave of absence from the committee. Membership shall be terminated after the third unapproved absence.

COMMITTEE REVIEW

Niksiit Committee

(Standing Committee)

Mandate & Strategic Alignment	
Plain-language summary of the committee’s purpose.	<p>The purpose of the Niksiit Committee is to guide the Municipality’s support of health, wellness and community and social development based on Council’s general direction; and to work in partnership with the Government of Nunavut’s Public Health department to implement the Public Health Strategy.</p> <p><i>Context Note: It does not appear that this committee has met since 2019. It was active from around 2004-2019, during which time its activities included making funding allocation recommendations to Council through the Community Wellness Funding or Brighter Futures Funding, provided by the Government of Nunavut. Around 2020, it appears that the internal Wellness Committee was responsible for reviewing applications and making funding allocation recommendations.</i></p>
Alignment with Council’s Strategic Plan, Official Community Plan, and departmental priorities.	Works to support health, wellness, and community and social development initiatives and priorities.
Identification of overlap or duplication with other committees.	May discuss economic development-related priorities and funding opportunities that may overlap with the Community Economic Development Committee. Funding allocation decisions may also overlap with the Finance Committee of the Whole.

Membership & Governance	
Committee composition (Council, citizen, stakeholder representation).	<p><i>The committee shall be composed of the following:</i></p> <ul style="list-style-type: none"> - <i>Two members from Council plus the Mayor as an ex-officio</i> - <i>One Public Health representative</i> - <i>One RCMP representative</i> - <i>One antipoverty Secretariat representative</i> - <i>One Nunavut Housing Corporation representative</i> - <i>Three members at large from organizations or areas of expertise such as but not limited to:</i> <ul style="list-style-type: none"> o <i>QIA</i> o <i>CLEY</i> o <i>Education</i> o <i>Mental Health</i>

COMMITTEE REVIEW – Niksiit Committee

	<ul style="list-style-type: none"> ○ <i>NTI</i> ○ <i>QC</i> ○ <i>Health and Social services</i> ○ <i>Kakivak</i> ○ <i>Homelessness</i> <p><i>The Committee shall have resource people to assist with the Committee’s administration and to provide technical advice. These persons may include but are not limited to the following:</i></p> <ul style="list-style-type: none"> - <i>Chief Administrative Officer</i> - <i>Community Wellness Coordinator</i> <p>As this committee has not met in a number of years, the external positions are currently vacant. Prior to a meeting of this committee, Administration would need to reach out to the listed organizations to confirm representation. Additionally, the Community Wellness Coordinator position is currently vacant.</p>
<p>Appointment process, term lengths, and turnover rates.</p>	<p>Chairs and Vice-Chairs for each Committee of the Whole are appointed following a general election. Appointments last for the duration of the current Council term (4 years), or on an as-needed basis following changes in Council membership.</p> <p>The Committee includes representation from specific organizations and therefore the individual members at large representing those organizations occasionally change. Individual members’ term lengths are 4 years; after this duration if they continue to represent their organization on the committee, they are re-sworn in.</p>
<p>Training, orientation, or professional development provided.</p>	<p>All members on this committee are in professional roles which address matters of public safety in the community. Training and professional development would be provided through the roles they already hold.</p>

Meetings & Operations	
<p>Frequency of scheduled vs. actual meetings.</p>	<p>It does not appear that this committee has met since 2019.</p>
<p>Average attendance of members and staff.</p>	<p>N/A</p>
<p>Types of agenda items typically considered.</p>	<p>Agenda items generally included review and decisions regarding funding proposals from community groups in order to allocate funding for wellness initiatives and activities.</p>
<p>Public participation opportunities</p>	<p>This committee includes quite a few representatives from organizations across the community who are intended to</p>

COMMITTEE REVIEW – Niksiit Committee

	communicate issues through their professional expertise and as relayed to them by members of the public.
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Outputs & Outcomes	
Key recommendations or reports produced in the past 1–3 years.	There have been no recommendations or reports produced since 2019. Prior to that time, many recommendations were made to Council regarding allocating funding for community groups under the Community Wellness / Brighter Futures funding streams. Additionally, the committee recommended Council’s approval to submit a Community Wellness Plan to the Government of Nunavut, prepared by the committee.
Decisions of Council influenced by the committee’s work.	Approval of funding applications and awarding of funding.

Resources & Costs	
Staff support required (hours per year, departments involved).	<p>Departments involved: Administration and Communications.</p> <p>Hours per meeting (<i>estimated, as this committee has not met in a number of years</i>):</p> <ul style="list-style-type: none"> • 20 hours per meeting for Administration and Communications (updating and releasing meeting calendars; developing the agenda and agenda packages in both languages, in conjunction with the committee Chair and associated staff; communicating with partner organizations and committee members; preparing the Council Chambers including audio-visual components and organizing interpretation; processing and coordinating translation of records from the meeting such as motion registries, reports, and minutes, including obtaining the necessary approvals; coordinating items for upcoming City Council meeting agendas; restoring Council Chambers for next use). <ul style="list-style-type: none"> ○ 7-10 hours of additional time for Administration and Communications is required if the committee requires new members (coordinating with member organizations to confirm individuals on the committee); coordinating the new members’ appointments by Council; communicating with new members to coordinate swearing in; completing swearing in). • UNKNOWN hours per meeting for Administration and Communications (identifying funding streams, reviewing

COMMITTEE REVIEW – Niksiit Committee

	<p>community group applications, and creating recommendation reports to committee for Council approval).</p> <ul style="list-style-type: none"> • 1-2 hours per meeting for Communications (answering public and media questions before and after the meeting based on agenda/discussion topics; coordinating with departments for answers and clarifying information; drafting any public service announcements or media releases necessary based on topics discussed at the meeting. • 1-2 hours for each of the 5 staff members from the involved departments to attend the meeting (5-10 total staff hours), depending on the meeting length. <p>Total: Minimum expected 22 hours staff hours per meeting to prepare and follow up, plus an additional 5-10 staff hours to attend each meeting, depending on its length.</p>
<p>Budget allocations, honoraria, or other committee-related costs.</p>	<p>The Council Indemnity By-law No. 970 outlines that Members at Large serving on standing committees shall receive a \$250 per meeting indemnity (s. 3.7). As the Members at Large on this committee attend on behalf of other organizations and as part of their role’s duties, some members would decline the indemnity.</p> <p>As with all committees of Council, all meeting documents must be translated into Inuktitut and all meetings must be interpreted between English and Inuktitut (incurring costs for both). Meetings are also transcribed to form the motion registry and minutes, incurring costs.</p>

<p>Overall Effectiveness</p>	
<p>Assessment of whether the committee is achieving its intended purpose.</p>	<p><i>Stated objectives in Terms of Reference:</i></p> <ol style="list-style-type: none"> 1) <i>To advise Council regarding the distribution of various funding programs including but not limited to Brighter Futures and Community Wellness</i> 2) <i>To proactively support and assist various community and social development projects and programs by forming partnerships and providing support to various groups that serve the community and social development needs of Iqaluit; directly applying for funding and other proposals to various agencies and governments.</i> 3) <i>To provide a monthly report to Council regarding the committee’s activities and plans.</i> <p>As this committee does not appear to have met in approximately 7 years, it is not currently achieving its intended purpose. Revisiting the committee’s structure may be beneficial in order to determine how</p>

COMMITTEE REVIEW – Niksiit Committee

	best to proceed with meeting the stated objectives. Currently, the Economic Development Officer assists City Departments and members of the community in applying for funding streams.
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Recommendations	
Options for continuation, revision, consolidation, or dissolution.	For discussion
Staff recommendations for Council's consideration.	For discussion
Consideration of alternative governance or engagement mechanisms.	For discussion

Attachment 1:
Niksiit Committee Motion Registry 2021-2025

N/A

Attachment 2:
Niksiit Committee Terms of Reference
(Approved by By-law No. 790, on August 11, 2015)

Terms of Reference
Niksiit Committee

I. PURPOSE OF THE COMMITTEE

To guide the Municipality's support of health, wellness and community and social development based on Council's general direction; and to work in partnership with the Government of Nunavut's Public Health department to implement the Public Health Strategy.

II. DUTIES OF THE COMMITTEE

- 1) To advise Council regarding the distribution of various funding programs including but not limited to Brighter Futures and Community Wellness.
- 2) To proactively support and assist various community and social development projects and programs by forming partnerships with and providing support to various groups that serve the community and social development needs of Iqaluit; directly applying for funding and other proposals to various agencies and governments. All such direct funding proposals shall require Council approval.
- 3) To provide a monthly report to Council regarding the committee's activities and plans.

III. COMPOSITION OF THE COMMITTEE

- 1) Composition of the Committee
 - 1) The committee shall be composed of the following:
 - Two Members from Council plus the Mayor as an ex-officio
 - One Public Health representative
 - One RCMP Representative
 - One Antipoverty Secretariat representative
 - One Nunavut Housing Corporation representative
 - 3 members at large from organizations or areas of expertise such as but not limited to
 - QIA
 - CLEY
 - Education

COMMITTEE REVIEW – Niksiit Committee

- Mental Health
 - NTI
 - QC
 - Health and Social services
 - Kakivak
 - Homelessness
- 2) The Committee shall have resource people to assist with the Committee's administration and to provide technical advice. These persons may include but are not limited to the following:
- Chief Administrative Officer (CAO)
Community Wellness Coordinator
- 3) Per Council Procedures By-law, committee membership term shall be three years; appointments shall be conducted after each general election.

IV. OTHER

- 1) The committee shall decide the order of business and administration of the committee unless otherwise directed by Council.
- 2) If there are any inconsistencies, Council Procedures By-law takes precedence over these terms of reference.

COMMITTEE REVIEW

Governance and Priorities Committee (Standing Committee)

Mandate & Strategic Alignment	
Plain-language summary of the committee’s purpose.	The Governance and Priorities Committee is established to assist the Council in reviewing governance policies, by-laws, and key priorities that guide the strategic direction and functioning of the City. The Committee serves as a platform for refining priorities identified during Council workshops and ensuring that those priorities are brought back into the public forum through appropriate channels.
Alignment with Council’s Strategic Plan, Official Community Plan, and departmental priorities.	The Governance and Priorities Committee works to support the priorities identified by Council and City of Iqaluit departments in streamlining the governance model. This in turn improves transparency for the public and supports the health of the municipal corporation.
Identification of overlap or duplication with other committees.	<p>The Governance and Priorities Committee is responsible for reviewing and making recommendations to improve the City’s governance model, and as such, frequently overlaps with or has impact on all other committees.</p> <p>As Governance and Priorities Committee meetings occur on a less frequent schedule than City Council meetings, some items may be brought directly before Council for decision if they are of a time-sensitive nature. Efforts are made to bring items to the Governance and Priorities Committee first for review.</p>

Membership & Governance	
Committee composition (Council, citizen, stakeholder representation).	<p><i>The Committee shall be composed of the following:</i></p> <ol style="list-style-type: none"> 1) <i>Chair: One Council member, approved by Council</i> 2) <i>Members: Four Council members, approved by Council, one of which shall serve as the Vice-Chair.</i> <p><i>As of 2026</i></p> <p><u>Council Representation:</u> Chair: Councillor Romeyn Stevenson Vice-Chair: Councillor Kyle Sheppard Council Member: Councillor Methusalah Kunuk Council Member: Alternate Deputy Mayor Harry Flaherty Council Member: Deputy Mayor Kimberly Smith *Ex-Officio Member: Mayor Solomon Awa</p>

COMMITTEE REVIEW – Governance and Priorities Committee

	<p><u>City of Iqaluit Staff</u> Chief Administrative Officer: Steve England City Clerk: Brianna Longworth Deputy City Clerk: Katrina Sarmiento Executive Assistant: Carol Pauline *Senior Executive Director of Municipal Infrastructure and Planning: Bill Williams *Senior Executive Director of Corporate and Financial Services: Peter Tumilty *Communications and Customer Service Manager: Geoff Byrne</p> <p><i>*Only required to attend meetings of this committee depending on the particular agenda items.</i></p>
Appointment process, term lengths, and turnover rates.	Chairs and Vice-Chairs for each Committee of the Whole are appointed following a general election. Appointments last for the duration of the current Council term (4 years), or on an as-needed basis following changes in Council membership.
Training, orientation, or professional development provided.	Training may be provided to the Council members periodically on relevant topics, as recommended by staff or as requested by members. This training may occur during meetings of the Committee or during Workshops.

Meetings & Operations	
Frequency of scheduled vs. actual meetings.	<p>2025 – 3 meetings scheduled; 3 meetings were held.</p> <p><i>The committee was created in 2025.</i></p>
Average attendance of members and staff.	<p>2025 Meeting #03 – Present were the Chair, 3/4 Council Members, and 5 staff members. The Mayor was also in attendance.</p> <p>2025 Meeting #02 – Present were the Chair, 4/4 Council Members, and 4 staff members. The Mayor was also in attendance.</p> <p>2025 Meeting #01 – Present were the Chair, 3/4 Council Members, and 4 staff members. The Mayor was also in attendance.</p>
Types of agenda items typically considered.	<p>Agenda items are typically in the format of discussion topics presented by staff, with discussions and feedback from the Council members. Written documents may also be presented for further information or requested decisions.</p> <p>Items presented to the Governance and Priorities Committee for feedback and recommendations may include but are not limited to the following:</p>

COMMITTEE REVIEW – Governance and Priorities Committee

	<ul style="list-style-type: none"> • By-laws that may require revisions or repealing • Proposed types of by-laws for creation or updating • Proposed policies • Committee evaluation reviews • Priorities and goal setting • Modifications to the Council calendar
Public participation opportunities	The Governance and Priorities Committee is largely intended for discussions and feedback between the committee members and staff; however, public input regarding community priorities is used to inform governance decisions. Members of the public are welcome to attend meetings of the Governance and Priorities Committee.

Outputs & Outcomes	
Key recommendations or reports produced in the past 1–3 years.	<ul style="list-style-type: none"> • Requested creation of a presentable By-law Index containing information on all active and repealed City of Iqaluit By-laws to aid future discussions and decisions (Completed version presented to Committee in September 2025) • Recommended adoption of the Committee Evaluation Framework, and for evaluations to be presented of each of the existing Committees of Council
Decisions of Council influenced by the committee’s work.	In the first year of the committee, many items were presented in the form of discussion topics to collect feedback and general direction from the committee, rather than through direct recommendations to Council.

Resources & Costs	
Staff support required (hours per year, departments involved).	<p>Departments involved: Administration and Communications</p> <p>Hours per meeting:</p> <ul style="list-style-type: none"> • 20 hours per meeting for Administration (updating and releasing meeting calendars; developing the agenda and agenda packages in both languages, in conjunction with the committee Chair and associated staff; preparing the Council Chambers including audio-visual components and organizing interpretation; processing and coordinating translation of records from the meeting such as motion registries, reports, and minutes, including obtaining the necessary approvals; coordinating items for upcoming City Council meeting agendas; restoring Council Chambers for next use).

COMMITTEE REVIEW – Governance and Priorities Committee

	<ul style="list-style-type: none"> • 20-40 hours per meeting for Administration (reviewing records and compiling data and analysis to create requested documents). • 1-2 hours per meeting for Communications (answering public and media questions before and after the meeting based on agenda/discussion topics; coordinating with departments for answers and clarifying information; drafting any public service announcements or media releases necessary based on topics discussed at the meeting. • 1-3 hours for each of the 4 staff members from the involved departments to attend the meeting (4-12 total staff hours), depending on the meeting length and which staff are required to attend. <p>Total: 41-62 hours staff hours per meeting to prepare and follow up, plus an additional 4-12 staff hours to attend each meeting, depending on its length.</p>
<p>Budget allocations, honoraria, or other committee-related costs.</p>	<p>As the only members on this committee are members of Council, there are no additional indemnities or honoraria provided for attendance.</p> <p>As with all committees of Council, all meeting documents must be translated into Inuktitut and all meetings must be interpreted between English and Inuktitut (incurring costs for both). Meetings are also transcribed to form the motion registry and minutes, incurring costs.</p>

Overall Effectiveness	
<p>Assessment of whether the committee is achieving its intended purpose.</p>	<p><i>Stated objectives in Terms of Reference:</i></p> <ol style="list-style-type: none"> 1) <i>Review and recommend updates or amendments to the City’s governance structure, including by-laws and policies</i> 2) <i>Develop Council’s mandate priorities and ensure alignment with municipal objectives and public needs</i> 3) <i>Oversee the integration of Council priorities discussed during workshops into governance and legislative processes</i> 4) <i>Provide recommendations on how to streamline governance processes</i> 5) <i>Ensure that the municipality’s governance model evolves in line with best practices in transparency, accountability, and effectiveness.</i> <p>Since the committee’s creation in 2025, the committee has held a number of discussions on the current governance structure. Discussions have included reviewing out of date by-laws or</p>

COMMITTEE REVIEW – Governance and Priorities Committee

	<p>governing legislation and outlining priorities for review or updates, guidance regarding the modification of the Council meeting calendar to balance agendas, and evaluation criteria and review for each of Council’s current committees. Although the committee is still in its first year, staff have received valuable guidance, and a number of projects have been carried out to collect and outline detailed and clear information on the current governance structure and legislative records, which have been valuable for both committee and staff, and provide better access to records for the public.</p> <p>At this time, the committee is largely achieving its intended purpose. However, there may be effectiveness issues with the current structure of the committee as a standing committee of Council. A number of the items discussed by the Governance and Priorities Committee could benefit from the voices of all of Council in guiding the governance structure and outlining priorities.</p>
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Recommendations	
Options for continuation, revision, consolidation, or dissolution.	For discussion
Staff recommendations for Council’s consideration.	For discussion
Consideration of alternative governance or engagement mechanisms.	For discussion

Attachment 1:

Governance and Priorities Committee Motion Registry 2025

2025 Governance and Priorities Motion Registry

Meeting #03 November 6, 2025

GP 25-07	M: Smith	S: Sheppard	Unanimous
	Adoption of agenda as presented.		
GP 25-08	M: Awa	S: Smith	Unanimous
	Governance and Priorities Committee Meeting #02 Minutes dated September 2, 2025.		
GP 25-09	M: Sheppard	S: Smith	Unanimous
	Committee recommends that Council approve using the Evaluation Framework as presented for Committee Evaluation.		
GP 25-10	M: Smith	S: Sheppard	Unanimous
	Committee recommends that Council revise the Public Safety Committee to be an internal Interagency Administrative Working Group with regular summary reports being presented to Council.		
GP 25-11	M: Smith	S: Awa	Unanimous
	Committee adjourns at 7:05 p.m.		

2025 Governance and Priorities Motion Registry

Meeting #02 September 2, 2025

GP 25-04	M: Smith	S: Sheppard	Unanimous
	Adoption of agenda as presented.		
GP 25-05	M: Sheppard	S: Flaherty	Unanimous
	Governance and Priorities Committee Meeting #01 Minutes dated May 8, 2025.		
GP 25-06	M: Smith	S: Sheppard	Unanimous
	Committee adjourns at 6:51 p.m.		

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2025 Governance and Priorities Motion Registry

Meeting #01 May 8, 2025

GP 25-01 M: Flaherty S: Sheppard Unanimous

Adoption of agenda as presented.

GP 25-02 M: Sheppard S: Flaherty Unanimous

Committee recommends that Council approve the Terms of Reference for the Governance and Priorities Committee.

GP 25-03 M: Sheppard S: Flaherty Unanimous

Committee adjourns at 6:54 p.m.

Attachment 2:

Governance and Priorities Committee Terms of Reference
(Approved by Council Motion #25-129, on June 10, 2025)

Terms of Reference
Governance and Priorities Committee

I. PURPOSE OF THE COMMITTEE

The Governance and Priorities Committee (the "Committee") is established to assist the Council in reviewing governance policies, by-laws, and key priorities that guide the strategic direction and functioning of the City. The Committee serves as a platform for refining priorities identified during Council workshops and ensuring that those priorities are brought back into the public forum through appropriate channels.

II. DUTIES OF THE COMMITTEE

The Committee is mandated to:

- 1) Review and recommend updates or amendments to the City's governance structure, including by-laws and policies.
- 2) Develop Council's mandate priorities and ensure alignment with municipal objectives and public needs.
- 3) Oversee the integration of Council priorities discussed during workshops into governance and legislative processes.
- 4) Provide recommendations on how to streamline governance processes.
- 5) Ensure that the municipality's governance model evolves in line with best practices in transparency, accountability, and effectiveness.

III. AUTHORITY

The Committee has the authority to:

- 1) Review and evaluate existing governance policies, by-laws, and Council procedures.
- 2) Develop new governance policies, by-laws, and Council procedures for Council consideration.
- 3) Seek input from City departments, Chief Administrative Officer, Senior Executive Directors, external experts, and other stakeholders as required.
- 4) Make recommendations to Council for approval on governance matters, policy amendments, and priority actions.
- 5) The Committee does not have decision-making power but works as an advisory body to Council.

IV. COMPOSITION

The Committee shall be composed of the following:

- 1) Chair: One Council member, approved by Council
- 2) Members: Four Council members, approved by Council, one of which shall serve as the Vice-Chair.

Support Staff will include the Chief Administrative Officer, Senior Executive Directors, and the City Clerk's Office.

V. ROLES AND RESPONSIBILITIES

Committee Chair:

- 1) Preside over meetings, set agendas in consultation with the CAO, and ensure productive discussions.
- 2) Represent the Committee's recommendations at Council meetings.

Committee Members:

- 1) Actively participate in discussions and contribute to the review of governance and priority items.
- 2) Bring forward issues of concern from their respective wards or portfolios.

Chief Administrative Officer:

- 1) Provide regular updates on the operational status of governance-related projects.
- 2) Support the Committee in assessing governance and priority issues through reports and recommendations.

VI. MEETINGS

- 1) The Committee shall meet once every two months or as required to fulfill its mandate.
- 2) Quorum for the Committee will be two voting members, and the Chair.
- 3) Minutes of each meeting will be reviewed by Administration and forwarded to the next available Governance and Priorities Committee meeting for approval.

VII. REPORTING

The Committee will provide a formal report to Council after each meeting. The report will:

- 1) Summarize key discussions.

COMMITTEE REVIEW – Governance and Priorities Committee

- 2) Provide recommendations on governance or priority-related actions.
- 3) Outline any further information or mechanisms required by Council, to action priorities

VIII. REVIEW AND EVALUATION

The Committee's Terms of Reference shall be reviewed annually by the Committee to ensure its relevance and effectiveness. Any amendments must be approved by Council.

IX. DISSOLUTION

The Committee may be dissolved by a motion of Council at any time, based on its discretion or upon completion of its mandate.

X. EFFECTIVE DATE

These Terms of Reference shall come into effect upon approval by Council.