



CITY OF YELLOWKNIFE

## **BUDGET POLICIES TASK FORCE**

Tuesday, June 18, 2019 at 10:30 a.m.  
City Hall – Upstairs Boardroom

### **MINUTES**

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Minutes of a meeting held on Tuesday, June 18, 2019 at 10:30 a.m. in the City Hall Upstairs Boardroom. The following Task Force members were in attendance:

Chair: Sharolynn Woodward, Administration Representative

Members: Cynthia Mufandaedza, Council Representative  
Niels Konge, Council Representative  
Liz Wyman, Professional Community Representative  
Katherine Macdonald, Administration Representative  
Christine Siu, Administration Representative

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#### **Call to Order**

1. The Chair called the meeting to order at 10:32 a.m.

#### **Introductions**

2. General introductions were made.

#### **Approval of Agenda**

3. C. Mufandaedza moved,  
L. Wyman seconded,

**That the agenda be approved as presented.**

**MOTION CARRIED UNANIMOUSLY**

#### **Disclosure of Pecuniary Interest**

4. There were no disclosures of pecuniary interest.



### **Task Force Terms of Reference**

5. S. Woodward summarized the Task Force Terms of Reference, which was distributed with the Agenda. It was noted that:
  - a. The Task Force's objectives are to review the existing Budget Policies and recommend revisions in the context of best practises.
  - b. The timeline identified in the Terms of Reference will be adjusted to reflect the later-than-anticipated Task Force Appointments, and this adjustment should also take into consideration the extent of the work the Task Force plans to undertake.
  - c. The Terms of Reference calls for the Task Force to appoint a Chair at its first meeting. All members agreed that Sharolynn Woodward will serve as the Chair.

### **Action Plan**

6. S. Woodward distributed a brief timeline of Budget Policies at the City.
7. There was a general discussion around how the Task Force will carry out its work. It was agreed that:
  - a. Administration will formalize their review of the existing policies, with a focus on identifying the ones that are not being complied with and those that are no longer relevant.
  - b. Administration will continue their review of best practices and identify examples from other municipalities that could be appropriate for Yellowknife.
  - c. Administration will distribute the policy revisions proposed (but not adopted) in 2015 and 2016 to all Task Force members.
8. Once Administration has compiled the review information and best practises example, they will distribute the information to Task Force members.

### **Next Meeting**

9. A meeting invite will be sent out by Administration once the identified information has been compiled.

### **Adjournment**

10. Cynthia Mufandaedza moved,  
Liz Wyman seconded,

**That the meeting be adjourned at 11:08 a.m.**

**MOTION CARRIED UNANIMOUSLY**

Prepared: June 18, 2019; SW  
Revised: August 12, 2019; SW