



CITY OF YELLOWKNIFE

TERMS OF REFERENCE

2023 Canada Winter Games Working Committee

INTRODUCTION

1. The City of Yellowknife has been provided the opportunity to host the 2023 Canada Winter Games. City Council has directed that a working committee be established to move the Games forward for discussion and potentially prepare a bid to the Canada Games Council for Yellowknife to host the 2023 Games.

BACKGROUND

2. In March 2012, the City of Yellowknife received a letter from the Deputy Minister of MACA indicating that the Federal/Provincial/Territorial Ministers responsible for sport have approved a new hosting cycle for Canada Games and that the 2023 Winter Games could be held in the Northwest Territories. Further correspondence from the Minister of MACA to the Mayor of Yellowknife ensued, and meetings were held with Administrative staff to move the Games forward.
3. City Council was presented the 2023 Games information at the February 24, 2014 and November 17, 2014 Municipal Services Committee meetings. Council has directed Administration to continue discussions with the Canada Games Council and the Territorial Government to identify the necessary steps to host the Games. Additionally the Mayor has committed to establishing a committee/working group to investigate the feasibility of moving forward with the City hosting the Games.

VISION

4. City Council has identified a need to establish a Canada Winter Games Committee for the purpose of determining the feasibility and advisability of moving forward to a bid submission to the Games Council for the 2023 Canada Winter Games. The Committee will be comprised of key political, business and administrative personnel that will review all pertinent information and reports generated from past Games; identifying key strengths, areas of concern and solutions; hosting community meetings to disseminate information; and, provide Council with a synopsis of the Committee's findings.

MEMBERSHIP

Composition:

5. The CWG Committee shall consist of members identified as:
 - a. **Mayor** of the City of Yellowknife*
 - b. Minister of MACA – GNWT*
 - c. Up to 2 Councillor – Yellowknife City Council*
 - d. MLA Yellowknife*
 - e. President – NWT Housing Corporation*
 - f. Senior Administrative Officer – City of Yellowknife
 - g. Director – Sport, Recreation and Youth, MACA
 - h. Director – Community Services City of Yellowknife
 - i. Director – Corporate Services City of Yellowknife
 - j. Six (6) Yellowknife Business representatives* (large and small business')
 - k. Representative – Yellowknife Hotel Association
 - l. Yellowknife Education District No. 1 - Trustee
 - m. Yellowknife Catholic School Board - Trustee
 - n. Yellowknives Dene First Nation*
 - o. Facilities Manager – City of Yellowknife
 - p. Executive Director - Sport North
 - q. Executive Director – NWT Tourism

*Denotes – Executive Advisory Group

Executive Advisory Group

6. The Executive Advisory Group will provide guidance to the remaining members to carry out the necessary research for the preparation of a feasibility study for the City of Yellowknife to host the Games. The time commitment for this group is one meeting per month plus one half day project workshop.

Committee Tasks

7. With guidance from the Executive Advisory Group the Committee will:
 - a. Carry out a review of the Canada Games Council requirements for the hosting of the Games;
 - b. Develop a detailed feasibility study on how the requirements will be addressed including financial, human and infrastructure resources;
 - c. Comply with Canada Games Council hosting requirements;
 - d. Through public consultation, seek input from the public and business sector regarding the concept of the City hosting the Games;
 - e. Carry out a cost benefit analysis of hosting the 2023 Games;
 - f. Provide the appropriate standing Committee of Council with the Minutes of each CWG Committee meeting, as available, to serve as its regular updates to City Council;
 - g. Provide the Municipal Services Committee with recommendations as appropriate, and
 - h. Present final report to City Council.

8. All meetings of the Committee will be held in public unless a resolution is duly passed to conduct all or a portion of the meeting in camera.