

Terms of Reference for the Legislative Oversight Committee of the Executive Council

Terms of Reference for a Committee of the Yukon Executive Council

Government Organization Act R.S.Y. 2002 c. 105 section 5

Legislative Oversight Committee

The Executive Council has determined that a Committee of the Executive Council is necessary to advise the Executive Council in respect of the matters addressed in these Terms of Reference.

Purpose

1. The Purpose of this Committee of the Executive Council is to:
 - 1.1. Review high-level policy direction and questions within legislative proposals and the legislative agenda
 - 1.2. Ensure feedback and issues in legislative proposals are considered prior to engagement or significant drafting or policy work
 - 1.3. Consider policy issues arising from engagement and provide advice on the engagement results to the sponsoring Minister
 - 1.4. Provide advice and feedback on legislative policy questions to Executive Council, for Executive Council to consider in their decision-making processes
 - 1.5. Provide a venue for caucus feedback into Executive Council legislative proposals and the legislative agenda

Membership

2. The Membership of this Committee of the Executive Council is:
 - 2.1. All members of Executive Council
 - 2.2. All members of the government caucus
3. Membership of this Committee does not include the Speaker to avoid any real or perceived conflict with the non-partisan nature of the Speaker's role.

General

4. **Timing**
 - 4.1. This Committee of the Executive Council was formed on February 23, 2026.
 - 4.2. This Committee of the Executive Council will not expire.

5. Open Government

- 5.1. These Terms of Reference will be published on the open access portal by the Minister of the Executive Council Office.

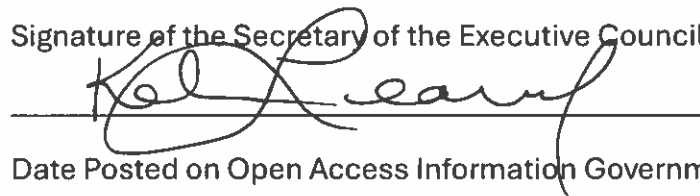
6. Procedural matters

- 6.1. The Chair of the Legislative Oversight Committee is Minister Scott Kent.
- 6.2. The Deputy Chair of the Legislative Oversight Committee is Minister Brad Cathers.
- 6.3. Cabinet Office will serve as LOC Secretariat, with Director of Policy assuming responsibility for secretarial duties.
- 6.4. Meetings will be scheduled weekly immediately following caucus meetings in the Cabinet Boardroom, subject to requirements and member availability.
 - 6.4.1. Virtual attendance is permitted with the consent of the Chair.
 - 6.4.2. *In-camera* sessions are permitted for discussion but will not be reflected in the minutes or advice to Minister.
 - 6.4.3. Walk-ins are permitted only with consent of the Chair in consultation with Cabinet Office Policy.
- 6.5. LOC is mandatory for legislative and regulatory items with the following exemptions:
 - 6.5.1. Simple and non-controversial regulations,
 - 6.5.2. Regulations listed as exempt under the Streamlined Process for Routine Regulations, and
 - 6.5.3. Any other exemption granted by mutual consent of Chair or Deputy Chair and the President of the Executive Council.
 - 6.5.3.1. Any request for such an exemption must be routed through the LOC Secretariat and Principal Secretary.
 - 6.5.4. For greater certainty, the sponsoring Minister may still choose to bring any exempted item to LOC.
- 6.6. Meeting agendas and documentation will be distributed in advance of each LOC meeting.
- 6.7. Meeting input documentation for the initial LOC meeting will include a LOC Submission based on the LOC Submission Template, to be completed and presented by the sponsoring Minister's department.
 - 6.7.1. The LOC Submission for each item shall not exceed three pages without the approval of the Chair.

- 6.8. Meeting input documentation for a subsequent or post-engagement LOC meeting will include a draft Cabinet Submission and may include supporting documentation, including engagement reports.
- 6.9. Meeting input documentation must be circulated to Cabinet Office Policy at minimum one week prior to the LOC meeting.
 - 6.9.1. Cabinet Office Policy may prepare analysis on any meeting input documentation for Cabinet Office use.
- 6.10. Quorum consists of the Chair or Deputy Chair and two additional members.
- 6.11. Meeting output documentation will consist of a LOC Minute that summarizes member feedback and opinion for the sponsoring Minister.
 - 6.11.1. The LOC Minute will be prepared by the Director of Policy or designate.
 - 6.11.2. The LOC Minute will be reviewed by the Committee Chair or Deputy Chair and placed on the agenda for approval at the subsequent LOC meeting.
 - 6.11.3. The approved LOC Minute will be provided to Cabinet (copied to the Principal Secretary and Director of Policy or designate) for circulation to the relevant department, which may be accompanied by instruction or a request for further information if applicable.
 - 6.11.4. For greater certainty, a draft LOC Minute may be circulated to a department or Minister in advance of final approval by LOC if clearly marked as a draft.
 - 6.11.5. The department will include the document in the Cabinet package to be routed for signature by the Deputy Minister and Minister, who will route the package to ECO.

Creation of this Committee of the Executive Council was approved by the Executive Council on February 19, 2026.

Signature of the Secretary of the Executive Council:



A handwritten signature in black ink, appearing to read 'Kel Pearson', is written over a horizontal line.

Date Posted on Open Access Information Government Portal: February 19, 2026

Update or Revision Made: August 5, 2026