

YOUTH ADVISORY COMMITTEE

Tuesday, January 15, 2013 5:30 PM

Larry Schneider Board Room, Main Floor, City Hall



Public Agenda Youth Advisory Committee Tuesday, January 15, 2013

Appointment of Chairperson and Vice-Chairperson

Approval of Public Agenda

Minutes of the meeting held on December 4, 2012.

Communications and Reports

YAC13-1 Consideration of Meeting Dates and Times for 2013

Recommendation

1. That the 2013 meetings of the Youth Advisory Committee be held at 5:30 p.m. on the following dates:

January 15 (previously	July 9
approved)	
March 5	September 3
May 7	November 5

- 2. That for 2014, the first meeting of the Youth Advisory Committee be held on Monday, January 14, at 5:30 p.m.
- YAC13-2 City of Regina Studies and Planning Processes Discussion

Recommendation

That this communication be received and filed.

YAC13-3 Committee Structure Review

Recommendation

That this communication be received and filed.

YAC13-4 Review of 2011/2012 Work Plan

Recommendation

That this communication be received and filed.

Adjournment

AT REGINA, SASKATCHEWAN, TUESDAY, DECEMBER 4, 2012

AT A MEETING OF THE YOUTH ADVISORY COMMITTEE HELD IN PUBLIC SESSION

AT 5:30 PM

Present:	Councillor Sharron Bryce
	Annie Robertson, in the Chair
	Emma Knight
	Scott Findura
	Faith Mbugua
	Vlad Melnikov
	Julia Ziyue Peng
	Natalia Smith

Regrets: Mayor Michael Fougere Brayden Tang

Also inCommittee Assistant, Mavis TorresAttendance:Coordinator, Arts, Culture & Film, Jeff Erbach
Community Consultant, Dave Slater

APPROVAL OF PUBLIC AGENDA

Natalia Smith moved, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted.

ADOPTION OF MINUTES

Julia Ziyue Peng moved, AND IT WAS RESOLVED, that the minutes from the meeting held on September 11, 2012 be adopted, as circulated.

COMMUNICATIONS & REPORTS

YAC12-12 Generation Action - Saskatchewan *in motion's* Youth Movement

Graham Richardson, representing Saskatchewan *in motion*, addressed and answered questions of the Committee.

Faith Mbugua moved, AND IT WAS RESOLVED, that this communication be received and filed.

YAC12-13 2012 Youth Advisory Committee Annual Report

Recommendation

That this report be forwarded to the Community & Protective Services Committee for information.

Julia Ziyue Peng moved, AND IT WAS RESOLVED, that the recommendation contained in the report be concurred in.

YAC12-14 Review of 2011/2012 Work Plan

Recommendation

That this communication be received and filed.

Julia Ziyue Peng moved, AND IT WAS RESOLVED, that this communication be received and filed.

ADJOURNMENT

Scott Findura moved, AND IT WAS RESOLVED, that the meeting adjourn.

The meeting adjourned at 6:50 p.m.

Chairperson

Secretary

YAC13-1

January 15, 2013

To: Members, Youth Advisory Committee

Re: Consideration of Meeting Dates and Times for 2013

RECOMMENDATION

1. That the 2013 meetings of the Youth Advisory Committee be held at 5:30 p.m. on the following dates:

January 15 (previously approved)	July 9
March 5	September 3
May 7	November 5

2. That for 2014, the first meeting of the Youth Advisory Committee be held on Monday, January 14, at 5:30 p.m.

CONCLUSION

The Committee should review the information contained within this report and confirm the proposed meeting dates for 2013.

BACKGROUND

City Council, at its meeting held on November 19, 2012, approved the meeting schedule for regular Council and Executive Committee meetings for 2013. This schedule is set each year in accordance with the provisions of *The Procedure Bylaw*, 9004. Committees of City Council are then asked to establish regular meeting dates and times at their first meeting of the year. The purpose of this report is to facilitate the establishment of 2013 regular meeting dates for the Youth Advisory Committee.

DISCUSSION

The Youth Advisory Committee should establish its regular meeting schedule for 2012, with the dates selected:

- to allow timely submission of reports to City Council or other committees
- to avoid conflict with other scheduled meetings, such as the Executive Committee
- to fit the schedules of Committee members.

Based on the above and a review of the regular meeting dates of the Youth Advisory Committee held last year, it is proposed that regular meetings for 2013 be held on the following dates at 5:30 p.m.:

January 15 (previously approved)	July 9
March 5	September 3
May 7	November 5

It is also proposed that the Youth Advisory Committee select a date for its first meeting in January 2014. Based on this year's meeting schedule, it is proposed the committee hold its first meeting of 2014 on Monday, January 14th at 5:00 p.m.

A calendar which lists the above dates and the approved meeting dates for City Council and the Executive Committee is attached as Appendix "A".

RECOMMENDATION IMPLICATIONS

Financial Implications

None to this report.

Environmental Implications

None to this report.

Strategic Implications

None to this report.

Other Implications

None to this report.

Accessibility Implications

None to this report.

COMMUNICATIONS

Once all the committees and boards have set their meeting dates for 2012, a calendar will be circulated which includes the meeting dates of City Council and all committees. This calendar will be provided to the local media and any other interested parties who request the information.

DELEGATED AUTHORITY

The Youth Advisory Committee has the authority to establish a meeting schedule.

Respectfully submitted,

J. Swidnicki

Joni Swidnicki City Clerk

Attachment

2013 COUNCIL AND COMMITTEE MEETINGS

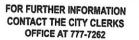
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- R Regina Appeal Board
- B (5:30 p.m.)

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TUESDAY

Finance & Administration Committee (4:00 p.m.) F A

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Advisory Committee (5:30 p.m.)

AC Youth Advisory Committee (5:30 p.m.)

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THURSDAY

Board of Police Commissioners (9:00 a.m.)

- EX Executive Committee (11:45 a.m.)
- CP Community and Protective Services Committee (4:00 p.m.) S
- Regina Planning Commission (4:00 p.m.) ċ
 - Accessibility Advisory Committee (5:30 p.m.)

- A Arts Advisory Committee (5:30 p.m.)
- E Environment Advisory C Committee (5:30 p.m.)

CITY CLERKS PURPOSES ONLY NOT AN OFFICIAL CITY CALENDER

2013 COUNCIL AND COMMITTEE MEETINGS

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F	Finance & Administration
Å	Committee (4:00 p.m.)

Public Works Committee (4:00 p.m.) PW

C S Community Services AC

Advisory Committee (5:30 p.m.)

YAC Youth Advisory Committee (5:30 p.m.)

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WEDNESDAY

of Police Commissioners (9:00 a.m.)

EX Executive Committee (11:45 a.m.)

CP Community and Protective Services S Committee (4:00 p.m.)

Regina Planning Commission (4:00 p.m.) C

Accessibility Advisory Committee (5:30 p.m.) ACC

THURSDAY

A A C Arts Advisory Committee (5:30 p.m.)

E Environment Advisory C Committee (5:30 p.m.)

CITY CLERKS PURPOSES ONLY NOT AN OFFICIAL CITY CALENDER



City of Regina

YAC13-2

Memo

January 15, 2013

- To: Members, Youth Advisory Committee
- Re: City of Regina Studies and Planning Processes Discussion

RECOMMENDATION

That this communication be received and filed.

BACKGROUND

City Administration will make a presentation to the Youth Advisory Committee to provide information on concurrent studies and processes taking place in the City of Regina. Brief concepts of each study will be highlighted to initiate conversation on further education opportunities related specifically to these studies and processes.

Sincerely,

David Slater, Community Consultant, Social Development



City of Regina Studies and Processes

Studies/Plans:

Environmental Study:

Provides information and recommendations related to the environmental challenges we face as our city continues to grow. Also provides opportunities to refine the City's approach to environmentally sustainable land use and resource management.

Financial Growth Study:

Provides information on how to accommodate our growing population, while maintaining the level of service and amenities required for those who live and work in Regina.

Neighbourhood Planning Framework:

Provides recommendations related to neighbourhood planning. This project will target existing neighbourhoods, and will result in a neighbourhood planning program, including the focus, delivery, and tools to support the program.

Transportation Master Plan:

This plan will be the basis for transportation related policies. The TMP will shape Regina's transportation system for the next 25 years in order to support the mobility needs of residents, businesses, and visitors.

Regional Planning Study:

This study looks at opportunities and challenges of providing services beyond our city's border, and the potential to work cooperatively and collaboratively with surrounding municipalities and agencies to deliver services regionally.

Servicing Data Compilation:

This study looks to summarize existing water, wastewater, storm water and transportation plans as they relate to future growth areas for our city.

Downtown Transportation Study:

This study intends to address current and future transportation issues relating to the downtown. This includes, but not limited to traffic flow, transit operations, parking, pedestrians, and accessibility issues.

Downtown Servicing Study:

This study will focus on water, wastewater, and storm water services and identify opportunities and challenges for meeting the desired population goals within the downtown area.

Culture Plan:

This study will guide the City when planning for all cultural related activities, events, and heritage.

Fire: Standards of Cover:

This process looks to provide city council, emergency response partners, and residents with information on fire service operations and risk management planning. The results will help to plan for emergency resources as the City changes or grows.

Comprehensive Housing Strategy:

This study will examine current and future trends in Regina's housing market. It will result in a comprehensive municipal policy to influence the provision of adequate affordable and appropriate housing in the city.

Utility Business Improvement Strategy:

The primary goal of this strategy is that utility rates beyond 2013 will be based on performance – based information.

Corporate Strategic Plan:

This plan identifies community priorities. It will direct change or improvement that is outside of, or in addition to, the day -to -day operations of the City.

Parking Plan:

This study feeds directly from the Downtown Transportation Study, which includes issues such as transportation, specifically parking issues.

Undertaking Customer Service Expectations:

This process creates a public involvement/citizen engagement strategy which looks to narrow the gap between what citizens of this city expect and what the City can deliver. It also looks to identify what citizen's feel the City is doing well, and on the other hand, where we are falling short.

Neighbourhood Support Model:

This model is being developed to support the development and operation of community associations and zone boards.

Public Engagement Study:

This study is essentially the same s Undertaking Customer Service Expectations. This will help the City understand how citizens want to talk to us to help us engage them more effectively.

YAC13-3

January 15, 2013

To: Members, Youth Advisory Committee

Re: Committee Structure Review

RECOMMENDATION

That this communication be received and filed.

BACKGROUND

On November 19, 2012, City Council considered report #CR12-165 with respect to a Committee Structure Review and adopted the following resolution:

That the Office of the City Clerk, under the direction of the Deputy City Clerk, be directed to complete a Committee Structure Review in 2013.

A copy of the report is attached as "Appendix A" and provided for the information of the committee and for discussion purposes.

Respectfully submitted,

derco.

Mavis Torres, Secretary Youth Advisory Committee

APPENDIX "A"

November 19, 2012

To: His Worship the Mayor and Members of City Council

Re: Committee Structure Review

RECOMMENDATION OF THE EXECUTIVE COMMITTEE - NOVEMBER 14, 2012

That the Office of the City Clerk, under the direction of the Deputy City Clerk, be directed to complete a Committee Structure Review in 2013.

EXECUTIVE COMMITTEE - NOVEMBER 14, 2012

The Committee adopted a resolution to concur in the recommendation contained in the report.

Councillors: Sharron Bryce, John Findura, Jerry Flegel, Shawn Fraser, Bob Hawkins, Terry Hincks, Wade Murray, Mike O'Donnell and Barbara Young were present during consideration of this report by the Executive Committee.

The Executive Committee, at its meeting held on November 14, 2012, considered the following report from the City Clerk:

RECOMMENDATION

That the Office of the City Clerk, under the direction of the Deputy City Clerk, be directed to complete a Committee Structure Review in 2013.

CONCLUSION

Subsection 35 of City Council's Procedure Bylaw 9004 and the Committee Bylaw 2009-40 provides for the Executive Committee to facilitate a review of Council's Committee Structure in the year following each General Election. Options are provided in the report for conducting the review.

BACKGROUND

The last substantive review of the Committee Structure for conducting city business was done in 2009. At that time, an external consultant was engaged to conduct a comprehensive review of Council's structure and significant changes were made based on this advice. In addition, evaluation techniques were developed that has led to further changes in the structure throughout the last three years.

The delegated authority for the main committees of Council were changed to allow them to make decisions on behalf of City Council related to their assigned mandates and to have advisory committees report to Council through the main committees. The objective of the changes was to delegate City Council authority for dealing with general matters to the Administration and main committees and to have the main committees consider public input on matters that were delegated to the committee or prior to making recommendations to City Council for the disposition of matters. Further, all advisory committees were required to develop a work plan that supports Council's direction in the area of strategy, policy and major projects.

Over the years additions, deletions and changes to the structure, terms of reference and delegated authorities of the committees have been made as required.

Each year in November, the City Clerk facilitates a process for making appointments to boards, commissions and committees for the following year. The reports provided to the Executive Committee on appointments often include recommendations from the Administration or the committees of Council on changes to the structure, terms of reference or delegated authority for committees.

The current City Council Committee Structure (as referenced in the Boards, Commissions and Committees Book published annually by the City Clerk's Office) includes the following committees for conducting city business:

Main Committees (6) Emergency Measures Committee Executive Committee Community & Protective Services Committee Finance and Administration Committee Public Works Committee Regina Planning Commission Quasi-Judicial Committees (3)

Board of Revision Development Appeals Board Regina Appeals Board

Advisory Committees (9) Accessibility Advisory Committee Arts Advisory Committee Community Leaders' Advisory Committee Community Services Advisory Committee Crime Prevention Advisory Committee Environment Advisory Committee Municipal Heritage Advisory Committee School Boards/City Council Liaison Committee Youth Advisory Committee

City Council annually appoints members of Council and/or the Administration to an additional 27 committees in the community. The review of the Council Committee Structure will focus on the above committees created by City Council for conducting City business along with the Regina Downtown and Regina's Warehouse Business Improvement Districts, Regina Regional Opportunities Commission and the Regina Exhibition Association Limited. Administrative support to these committees is provided for by a combination of staff from the City Clerk's office and relevant operating divisions. Arms length Boards are supported by their own administrative staff.

The purpose of this report is to provide options to the Executive Committee for reviewing the Council Committee Structure as provided in under Subsection 35 of City Council's Procedure Bylaw No. 9004 and the Committee Bylaw 2009-40.

DISCUSSION

The annual reports from advisory committees and the annual report from the City Clerk on appointments as well as any amendments that may be raised in reports from the main committees to Council provide for an ongoing fine tuning of the Committee Structure for doing city business. The intent of the Committee Structure review in the year following each general election is to provide an opportunity to review the Committee Structure from an overall perspective to assess its effectiveness in conducting city business.

As noted above, at the present time there are 18 Council committees for conducting city business. Management and support for this many committees becomes costly. From past surveys of other cities of a similar size it has been found that Regina has improved, however in general has more ongoing committees than other cities. It is beneficial to review the Committee Structure to assess its effectiveness and to identify whether or not there may be other more effective options for promoting public engagement in conducting city business.

The following options have been identified for the Executive Committee to consider related to conducting a Committee Structure Review.

Option 1 - Recommended

Direct the City Clerk's Office to undertake a review of the Committee Structure and to provide a report with recommendations to the Executive Committee for consideration. The review would include the following elements:

- Conduct a survey of other cities of similar size to determine the following:
 - the number and types of committees being used by other cities for public engagement
 - whether or not limited terms, sunset mandates for committees or other approaches are being used as a method for managing the Council Committee Structure
 - Other methods being used for public engagement
- Interview members of Council
- Interview/survey the Administration
- Interview/survey Committee members

This approach will assess and compare what is being done for public engagement by other cities, seek input from the members of Council, the Administration and the Committee members on opportunities for improving the Committee Structure and public engagement practices for the City of Regina.

This approach is similar to the way in which previous Committee Structure Reviews have been conducted in past years. The disadvantage of this approach is staff would need to be reassigned to the project potentially causing a resource shortage in other areas of Council support.

Option 2

Engage a consultant to work with the City Manager and City Clerk to conduct the review of the Regina Committee Structure and to prepare a report with recommendations on opportunities for improving the structure and how the City manages public engagement. The review would include the following elements:

- Conduct a survey of other cities of similar size to determine the following:
 - the number and types of committees being used by other cities for public engagement
 - whether or not limited terms, sunset mandates for committees or other approaches are being used as a method for managing the Council Committee Structure
 - Other approaches being used for public engagement
- Interview members of Council
- Interview/survey the Administration
- Interview/survey Committee members

The advantage of this approach is that the engagement of a consultant with experience in the area of municipal governance models would contribute to frank and objective advice for the City of Regina on opportunities for improving the effectiveness of the Committee Structure and public engagement.

As a substantive review was recently conducted in 2009, it is anticipated that any recommended changes will be relatively minimal. As such, incurring up to \$50,000 in consultant fees is not seen as a prudent use of resources.

Option 3

Recommend City Council that a Committee Structure Review not be done and that the Procedure and Committee Bylaw be amended to delete the requirement for periodic reviews of the Committee Structure.

This approach would result in the City of Regina relying on information provided in the annual advisory committee reports and other reports that may be brought forward from time to time to propose changes to the Council Committee Structure. This does not provide for a holistic review of the governance model for the City of Regina or whether it is effectively working in providing for public engagement.

RECOMMENDATION IMPLICATIONS

Financial Implications

Options 1 - Would be conducted by city staff and would not have an impact on the budget, aside from lost opportunity costs associated with staff from the Clerk's office being re-assigned from regular duties or other projects.
Option 2 - It is estimated that the engagement of a consultant to undertake the Committee Structure Review would cost between \$25,000 and \$50,000. If this option is selected a consultant will be engaged before the end of the year using 2012 funds.
Option 3 - No cost.

Environmental Implications

None with respect to this report.

Strategic Implications

We must operate effectively and efficiently, and adopt a culture of continuous improvement. Ensuring organizational capacity and effectiveness is a very clear priority of the City of Regina. Regular reviews of the committee structure supports good governance and potentially streamlines processes and create accountability in clear terms of reference, and offers measures to evaluate effectiveness annually.

Accessibility Implications

None with respect to this report.

Other Implications

None with respect to this report.

COMMUNICATION PLAN

None for this report.

DELEGATED AUTHORITY

The disposition of this report requires City Council approval.

Respectfully submitted,

EXECUTIVE COMMITTEE

J. Sevidnicki

Joni Swidnicki, Secretary

YAC13-4

January 15, 2013

To: Members, Youth Advisory Committee

Re: Review of 2011/2012 Work Plan

RECOMMENDATION

That this communication be received and filed.

BACKGROUND

Attached to this communication is an update to the Youth Advisory Committee on the progress relating to the Work Plan. The purpose of this communication is to facilitate the review of the progress report and provide an opportunity for further discussion, if required.

Respectfully submitted,

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Mavis Torres, Secretary Youth Advisory Committee

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					Date (When)	
1. Provide recommendations on Calgary Youth Advisory Council Model.	Review current material available on this model and conduct research with regards to what may work in Regina. This could include the memberships size, youth forum, partnerships, and developing youth focused videos and advertisement.	All Committee Members (Admin to coordinate initial categories for review)	Lead		Immediately until the end of 2012	A sub-committee of the Regina YAC has been formed to research, review and present information on the Calgary YAC In February, 2012. Contact information has been obtained from: - Calgary's Mayor's Youth Council (MYC) - Aboriginal Youth Council of Calgary Council (MYC) - Aboriginal Youth Are Aboriginal Youth Are Aboriginal Youth Are Awesome" Program - Calgary Youth Are Awesome" Program - Calgary Youth Are Awesome" Program - Calgary Youth Are Awesome " Program - Calgary Youth Are Are Are outh Central - Calgary Youth Are Are - Calgary Youth Are - Calgary Youth Are Are - Calgary Youth Are - Calgary

Youth Advisory Committee 2011/2012 Work Plan

In recent correspondence with the City of Calgary, it has been noted that they are very impressed with our work. YAC will focus on the City of Calgary's social media projects.	A working group of the Regina YAC has been formed to begin planning a Youth Forum. The survey tool was finished in May. YAC members took the survey out to schools & the responses were put together in June. The Forum topic and location has been chosen. A report will be forwarded to the main committee in 2012. Forum was held on May 5, 2012 – completed	Will need to be looked at in 2012. Community groups will be invited to present and inform the committee on events involving the youth of Regina. -In Progress
	Survey tool May 17 Forum Topic chosen by June 30	2012 Ongoing
	TBD	
	Lead the survey process facilitated by Admin. Admin. Admin. admin. admin. Admin. Admin. admin. Admin. Admin. Admin. Admin. Admin. Admin. Admin. Admin. Admin. Admin. Admin. Admin. Admin. admin. Admin. admin. admin. Admin. admin. Admin. admin. Admin	Participate
	All Committee Members/ Administratio n and local youth	All members/ Administratio n
	Develop a survey tool and survey process. Gather information and determine focus of the forum theme.	-Presentation from Communications on social media -Presentation from program specialists -Develop slogan to use with social media -identify ways of communicating with and engaging youth.
	2. Plan and Hold a Youth Forum	3. Provide recommendations on Communicating with Youth.