

AGENDA
Youth Advisory Committee

Tuesday, February 26, 2019
4:00 p.m.

Conference Room A
4th Floor, City Hall

ST. JOHN'S

AGENDA
Youth Advisory Committee
February 26, 2019 – 4:00 p.m. – Conference Room A, 4th Floor, City Hall

1. Call to Order

- a. Welcome

2. Approval of the Agenda

- a. Agenda approval – February 26, 2019

3. Adoption of the Minutes

4. Delegations/Presentations

- a. Elizabeth Lawrence, Director of Economic Development, Tourism & Culture
- b. Bike Master Plan – Anna Bauditz,

5. Business Arising

6. New Business

- a. Terms of Reference – Review (approved at Regular Meeting of Council held March 20, 2018)
- b. Introductions and Orientation – Committee Roles
- c. Information Note dated January 28, 2019 re: Youth Action Committees
- d. Information Note dated January 28, 2019 re: Youth Week 2019
- e. Information Note dated January 28, 2019 re: Regional Youth Council Forum

7. Other Business

8. Adjournment

1. GENERAL INFORMATION

Advisory committee name:	Youth Advisory Committee
Reporting to:	Committee of the Whole
Date of formation - expiration date:	Formed February 22, 2016
Meeting frequency:	Minimum of 3 times per year
Staff lead:	Supervisor, Family and Leisure Services
Other staff liaison:	As deemed necessary by Staff Lead as per Section 4.2.1
Council member:	Councillor Maggie Burton

2. PURPOSE

The Municipal Advisory Committee on Youth provides information and advice to the Committee of the Whole on matters related to youth that intersect City policies and programs and services, as referred to it by committees of council, or as initiated by the Committee. Specifically the committee will:

- Provide the perspective of youth on civic matters that affect their daily lives, i.e. public transportation, recreational programming, affordable housing; parks and open spaces, and volunteer opportunities.
- Provide advice to the City on its policies, services and programs that pertain to youth.
- Identify gaps/barriers and suggest solutions to the participation of youth in City programs and services.
- Provide a forum for dialogue between youth, youth-related agencies, and the City of St. John’s on matters of collective interest.
- Foster youth engagement in local government and explore issues of diversity, and multi-culturalism as it relates to youth.

Advisory committee recommendations to the Committee of the Whole will occur in the manner defined by these terms of reference to best support City policy. The advisory committee has no decision making authority and is advisory only. The purpose of the Advisory Committee on Youth in relation to specific City policies, plans and strategies is as follows:

Advisory Committee Relationship to Strategic Plan:

- Neighbourhoods build our City – safe and secure neighbourhoods, improved neighbourhood level services, increase access to type and range of housing, develop parks and places for people,

- A city for all seasons –develop a winter city strategy, support year-round active transportation, year-round active leisure and recreation facilities and programs, promote active and healthy living,
- Responsive and Progressive – create a culture of engagement, become a welcoming and inclusive city, build social and demographic factors into policy-making, deliver comprehensive and responsive communications products and services; identify and deliver on projects, strategies and programs

Applicable Legislation/City Bylaws:

- N/A

Other City Plans, Guides or Strategies:

- Affordable Housing 10 Year Strategy
- Recreation & Parks Master Plan
- Park and Open Space Master Plan, 2014
- Roadmap 2021

Other Distinct Deliverables and Considerations:

- The Committee will be consulted on any city public engagement processes where getting the perspective of the youth demographic is identified in plan.
- The Committee, working with city staff, will identify distinct opportunities to engage youth in civic matters using a variety of tools and platforms to support youth-City engagement and communication.
- Provide perspective to the City of St. John’s in the development of a Youth Strategy.

3. MEMBERSHIP AND COMPOSITION

3.1 COMPOSITION

The Advisory Committee will be comprised of no more than 12 total members from the following stakeholder groups:

3.1.1 Public Members

Committee Chair

Advisory committees are chaired by members of the public. Two (2) advisory committee members will be elected as co-chairs by the committee every two years. The public members chairing the committee will have responsibility for ensuring the committee carries out its work as per the terms of reference.

Public Members

The Committee will be comprised of no more than six members (ranging from age 14-29), consisting of at least

one member from each of the following age ranges: junior high, senior high, post-secondary and/or non-school members. Public members are volunteers and will receive no compensation for participation. Preference will be given to residents of St. John's.

Organizations

Committee will be comprised of no more than 6 persons representing youth serving agencies. It is recommended that the organizational representative be a board member, executive director or someone with decision making authority in the organization. Each organization may also appoint an alternate representative to attend committee meetings in the event that the primary member is unable to attend.

Subcommittees

When deemed necessary, the Committee may strike a working committee or subcommittee to deal with specific issues or deliverables. Subcommittees must have at least one advisory committee member. Composition may also include other members of the public and organizational representatives. Subcommittees shall meet as an independent group, reporting to the advisory committee on specified meeting dates, or as deemed necessary by the committee Chair or Lead Staff.

3.1.2 Staff and Council Members (Ex-Officio Members)

Lead Staff

A Lead Staff will be appointed to the advisory committee by the appropriate City executive or senior management. Other staff support/attendance may be requested by the Lead Staff where required.

City Clerk

The City Clerk will have representation on each advisory committee.

Council

Each advisory committee will have one council representative acting as advisory committee spokesperson/champion.

3.2 LENGTH OF TERM

Public Members

Unless otherwise indicated, the advisory committee term of appointment is two years. Recognizing the value of experience and the need for continuity, incumbents who are willing to seek reappointment may signify their intent to serve an additional two years for a total of two two-year terms. In some cases members may be encouraged to provide guidance, expertise and attend in a bridging capacity following the end of their term.

Organizations

The role of an organization will depend on its relationship with the Committee and ongoing ability to represent interests of a stakeholder group relevant to the purpose of the advisory committee. Where appropriate organizations will be required to alternate appointed representatives following the completion of a two two-year terms.

Lead Staff

A review of Lead Staff role will occur every four years as part of the advisory committee review.

Cooling-off Period (Former City Staff and Council)

There will be a cooling-off period of two years for Council and Staff once they are no longer associated with the City. Setting term lengths with a cooling-off period will promote gradual turnover, ensuring a constant balance between new members and former staff or council.

Additional Considerations:

- Public members may not serve on more than one advisory committee at a given time.
- Midterm Appointments: When an appointment is made which does not coincide with the beginning of a term (i.e. to fill vacancy) the partial term (i.e. less than two years) shall not count towards the maximum length of service or number of terms on the Committee for the appointee.
- Unless otherwise expressed in this Terms of Reference, the limit on length of advisory committee membership for any public member is two two-year terms.

Exceptions to the above terms are as follows: when an insufficient number of applications have been received; if a particular area of expertise is indispensable and there are no other suitable replacements; if the advisory committee would suffer from a lack of continuity (i.e. more than half of all members are replaced at once); if directly related to the Advisory Committee’s purpose as defined in its Terms of Reference.

4. ROLES, RESPONSIBILITIES AND REPORTING

4.1 ROLES AND RESPONSIBILITIES

As a municipal advisory body, Advisory Committee roles include:

- Advising and making recommendations to the Committee of the Whole, in a manner that will support City policy matters relevant to the committee’s defined [Purpose](#).
- Providing resident and organizational based expertise.
- Working within given resources.

Shared Member Responsibilities

Conduct

Members shall strive to serve the public interest by upholding Federal, Provincial and Municipal laws and policies. Advisory committee members are to be transparent in their duties to promote public confidence. Members are to respect the rights and opinions of other committee members.

Preparation

Meeting agenda and accompanying materials will be circulated electronically one week prior to all meetings; members are expected to review all distributed materials prior to meetings. Alternate material distribution methods to be made available upon request.

Agendas

- Agendas to require focus with clear parameters for content and alignment with terms of reference/purpose.
- Agendas will be finalized one week before advisory committee meetings.
- Items and accompanying material that are received after the agenda has been prepared and distributed (but

prior to the meeting) will be moved to the following meeting’s agenda at the discretion of the City Clerk.

- All public members are to submit potential agenda items and related material to the Committee Chair and Lead Staff person for consideration.

Attendance and Participation

Active participation in advisory committee meetings is expected of all public members. “Active participation” may refer to both meeting attendance and/or engagement. An effort should be made to attend meetings in person or remotely. Members who do not actively participate in more than 3 consecutive meetings without justified absence may be retired from the committee at the discretion of the City Clerk.

Committee members who wish to request a leave of absence for an extended period of time (3+ months) may submit such a request to the City Clerk. Previously submitted applications may be used to fill temporary vacancies created by approved leaves of absence.

Voting

Council members and individuals from City Staff are ex-officio and therefore non-voting.

4.2 MEMBER ROLES AND RESPONSIBILITIES

4.2.1 City Staff

Lead Staff

- To act as a liaison between the committee and the City; linking across departments on issues relevant to committee work.
- Ensure the committee is informed about City policy, procedure and available resources in reference to specific agenda items, and provide procedural and/or technical advice to assist committee where appropriate.
- Request additional staff support/attendance as needed.
- To develop agendas in cooperation with the Chair and City Clerk’s Office for distribution.
- Incorporate input from the advisory committee into ongoing City work where appropriate (e.g. projects, staff updates, publications)

Other Staff Liaison

- The work of Other Staff Liaisons intersects the purpose of the advisory committee and therefore they may be required to participate.

City Clerk

- To be responsible for legislative and governance functions related to advisory committee operation, establishment, review, and term amendments. This includes leading or supporting day-to-day committee activities such as the co-ordination of meeting schedules and the external/internal distribution/posting of advisory committee agendas and reporting forms (i.e. meeting notes/minutes).
- Facilitate and support the recruitment and appointment process through assisting in the development of “Notice of Vacancy” contents while ensuring all relevant forms and supporting documentation are completed and received.

- In adherence with the terms of reference, the Office of City Clerk and Staff Lead will oversee committee selection with input from relevant departments.
- The Office of the City Clerk will work with Staff Lead to ensure new members receive orientation.

4.2.2 Public Members

Co-Chair

- The presiding officer of an advisory committee will be referred to as "Chair". Advisory committees shall elect, from among their voting members, a Chair at the end of the prior chair's term. An advisory committee member shall not serve as a Chair for more than four consecutive years except in extenuating circumstances (see Term Limits).
- Co-Chairs must be between the ages of 14-29 years.
- Uphold advisory committee processes and functions in accordance with all terms presented, maintaining productivity and focus. This includes ensuring committee members' conduct themselves in a professional manner.
- If appropriate, with support from the City Clerk and Staff Lead, the Chair will help build and coordinate a work plan for the advisory committee.
- Prepare and submit agenda items and accompanying materials to the City Clerk (i.e. act as a conduit for all communications between public members and the City Clerk).
- Where appropriate, support the Lead Staff and/or City Clerk in fulfilling committee requirements related to reporting processes (annual presentations, written reports, FAQ's etc.).
- Assist in the development of content for Notice of Vacancy documents.
- Review advisory committee terms of reference with City Clerk and Staff Lead at the end of each term and be prepared to propose amendments as needed.

Public Members

Public members are expected to advise City decision making; applying personal skills, knowledge and experience in carrying out functions commensurate with the defined purpose of the committee. Roles to include: active participation in committee meetings; electing a Chair; representing select committee interests in the community, and engaging with residents and experts when appropriate.

Organizations

In addition to the responsibilities held by all public members, organizational members will also be conduits to/from their respective organizations. As such they will be expected to provide insight on behalf of organizational stakeholders, and update their members on the work of the committee.

4.2.3 Council

Council members have a focused role. One council representative will sit on each advisory committee as the Municipal Advisory Committee Champion. In accordance with the role of advisory committees (i.e. to advise council through standing committee meetings), and to promote and enhance the committee's advisory function, council representatives will be encouraged to attend meetings as observers, and to act as a liaison

between the committee and council.

In cases where an item of committee business (as detailed in a given meeting agenda) would benefit from having more than one council representative attend, it will be the responsibility of the Chair and/or Lead Staff to inform council.

4.3 REPORTING

The Youth Advisory Committee shall report through the Committee of the Whole.

Standardized Reporting Process:

- The advisory committee Lead Staff, Committee Chair and City Clerk will work to complete a report for the Committee of the Whole following each committee meeting.

Notes:

- Council to be kept informed of committee activities through formal reporting and through the appointed Council Champion.
- Organizational representatives will be required to report to (i.e. maintain open communication) with their respective organizations regarding committee work.
- A bi-annual Advisory Committee check in will be held for all advisory committee members.

5. COMMITTEE RECRUITMENT AND SELECTION

5.1 RECRUITMENT, VACANCIES, AND APPLICATIONS

Recruitment practices will be consistent for all advisory committees. When new members are required a “Notice of Vacancy” will be prepared by the City Clerk and distributed through City communication channels. Additional communications opportunities may be identified by relevant departments/committee members. This document will include general information regarding committee purpose, the terms of reference and a link to the Advisory Committee Application Form.

A vacancy on an advisory committee occurs when a member resigns, vacates a position or when their resignation requested by the advisory committee Chair. Vacancies may occur at: the date of resignation; the date the member ceases to be qualified; the date the committee Chair declares the position vacant due to lack of attendance or incapacitation.

All applicants must complete an Advisory Committee Application Form which may be downloaded from the City website, or obtained by visiting/calling Access 311. Applications will be made available in large print format upon request and may be submitted electronically, via mail, or in person to the attention of the City Clerk’s Office.

5.2 ELIGIBILITY AND SELECTION

Eligibility

Appointments to City of St. John’s advisory committee’s will be made providing adherence with the following

eligibility requirements:

1. Preference will be given to residents of St. John’s. Exceptions may be made by the selecting body.
2. Organizational representatives must be based in or serve/do business within the City of St. John’s.
3. Organizational representatives are not required to be residents of St. John’s.

Commitment to Equity and Inclusiveness

The City of St. John’s is strongly committed to equity and inclusiveness. In selecting advisory committee members the City will aim to design processes that are transparent, accessible, and free of discrimination and seek to remove barriers.

Selection Criteria

In addition to eligibility requirements, an applicant’s specific skills and experience will be important factors in committee selection. While all who meet the eligibility requirements outlined above are encouraged to apply, applicants with demonstrated participation in groups or initiatives with goals relevant to an advisory committee’s purpose will be preferred. Some other considerations pertaining to general selection criteria include: past professional and volunteer experience, ability to perform required tasks, and complementary skills, or competencies possessed. Those who are selected to serve on City advisory committees will be notified by email. A committee handbook will be provided to all members.

6 PUBLIC ENGAGEMENT

The City of St. John’s recognizes that engagement between the City and its citizens is an essential component of an effective municipal government. The City views public engagement as a process – one that facilitates dialogue with the right people, using the right tools, at the right time on subject areas of mutual interest.

In accordance with the City of St. John’s [Engage! Policy](#), the role of the Advisory Committee on Youth in the spectrum of engagement will fall within the realm of “consultation”. This means that City advisory committees will provide a forum for the public to provide specific feedback on relevant City matters; helping to inform decision making. As such City of St. John’s advisory committees will be based on the principles of commitment, accountability, clear and timely information, and inclusiveness.

Advisory committees are only one of the ways to engage with the City. Where applicable the City will consider the use of other tools to gather perspectives and input. For more information on public engagement in the City of St. John's or to find out how to get involved or learn about what's coming up, check out the engagement page on the City’s website. You can also check out the City’s [Engage! St. John’s](#) online engagement platform and connect with us on [Twitter](#) and [Facebook](#).

7 OTHER GOVERNANCE

7.1 REVIEW OF TERMS

Taking into account recommendations from the Chair, the Committee of the Whole, the City Clerk, and Lead Staff, the Youth Advisory Committee will, at the first meeting of every year, review the terms of reference documents. The purpose of this review is to ensure that the operation and function of the Youth Advisory Committee are still aligned with its defined purpose. Through this review process, amendments to the Terms of Reference will be recommended to Council through the Committee of the Whole.

7.2 MEETING AND SCHEDULES

Advisory Committees are to formally meet no less than three times and no more than six times on an annual basis unless extenuating circumstances apply.. The exact frequency of advisory committee meetings will be determined by the Chair, Lead Staff, and City Clerk.

To meet the committee meeting quorum, 50% + 1 voting members must be present.

Unless otherwise specified (generally one week prior to a meeting) advisory committee meetings shall be held at City Hall and shall be closed to the public.

7.3 CONFLICTS OF INTEREST AND CONFIDENTIALITY

Conflicts of Interest

A conflict of interest refers to situations in which personal, occupational or financial considerations may affect or appear to affect the objectivity or fairness of decisions related to the committee activities. A conflict of interest may be real, potential or perceived in nature. Conflict of Interest may occur when a Committee member participates in discussion or decision-making about a matter which may financially benefit that Member or a member of his/her family, or someone with whom the Committee member has a close personal relationship, directly or indirectly, regardless of the size of the benefit.

In cases where the Committee agenda or Committee discussions present a conflict of interest for a member, that member is required to declare such conflict; to abstain from discussion; and remove himself/herself from the meeting room until the agenda item has been dealt with by the Committee.

Confidentiality:

All Committee members are required to refrain from the use or transmission of any confidential or privileged information while serving with the Youth Advisory Committee.

Staff Liaison Name:

Signature: _____

Date: _____

Chair Name:

Signature: _____

Date: _____

City Clerk Name:

Signature: _____

Date: _____

INFORMATION NOTE

Title: Youth Action Committee
Date Prepared: January 28, 2019
Report To: Youth Advisory Committee
Councillor and Role: Maggie Burton - Councilor at Large
Ward: Not Ward Specific
Issue: Youth Action Committee

Discussion – Background and Current Status:

Through Volunteer@St.John's, the Youth Action Committee supports the expansion of youth municipal engagement.

The development of a Volunteer Committee comprised of a variety of working groups with clear mandates and objectives to support the community in priority areas as identified by youth. This committee will be supported by Volunteer@John's. The working groups will have a "call to action" focus and may include: youth events and awards, social justice, inclusion, arts and culture or other priority areas as identified by the Youth Advisory Committee. This structure allows for a diverse group of youth to be engaged with further reach into the community

Youth Volunteering @ St. John's

- Action group of 75 youth
- Provide advice and support on services and programs that pertain to youth
- Reach out to youth-related agencies, and the City of St. John's to engage youth
- Identify gaps/barriers and suggest/ implement solutions to the participation of youth in City programs and services
- Provide opportunities for inclusion, diversity and multi-culturalism for youth
- This structure allows for a diverse group of youth to be engaged with further reach into the community
- Youth Action Committee working group will report to the Youth Advisory Committee



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Key Considerations/Implications:

1. Budget/Financial Implications – N/A
2. Partners or Other Stakeholders – N/A
3. Alignment with Strategic Directions/Adopted Plans
 - a. A Culture of Cooperation
 - i. Create effective community relations
 - b. A City for all Seasons
 - i. Providing healthy, accessible and inclusive options for year round active community living
 - c. Responsive and Progressive
 - i. Volunteerism creates a culture of engagement
 - ii. Supports welcoming and inclusive city
 - d. Effective Organization
 - i. Cultivate a safe, healthy and respectful environment that is accessible and inclusive
 - ii. Supports information sharing and collaboration
 - e. Fiscal Responsibility
 - i. Volunteers can be associated with cost savings in the direct delivery of programs.
4. Legal or Policy Implications – N/A
5. Engagement and Communications Considerations – Support for public engagement of youth to identify priority areas and foster participation.
6. Human Resource Implications – N/A
7. Procurement Implications – N/A
8. Information Technology Implications – N/A
9. Other Implications – N/A

Conclusion/Next Steps:

- Identify key priority areas of focus for Youth Call to Action Working Groups through the 2019 Youth Forum; Youth Engagement Strategy and consultation with the Youth Advisory Committee
- Establish Youth Call to Action Working Groups and work plans to address the identified priority areas
- Report back to the Youth Advisory Committee and Council on a regular basis regarding progress of various Youth Call to Action Working Groups

Prepared by/Signature:

Lori Letto – Fieldworker, Family & Leisure Services

Annette Oldford – Program Supervisor, Family & Leisure Services

Approved by/Date/Signature:

Natalie Godden – Manager, Family & Leisure Services

Attachments:



INFORMATION NOTE

Title: Youth Week
 Date Prepared: January 28, 2019
 Report To: Youth Advisory Committee
 Councillor and Role: Maggie Burton - Councilor at Large
 Ward: Not Ward Specific
 Issue: Youth Week 2019

Discussion – Background and Current Status:

Information regarding each event will be shared asking Youth Advisory Committee members to reach out to their schools including teachers and peers to help in promotion. Opportunities will also be presented for Youth Advisory Committee members and registered youth volunteers to be involved with each event.

Event	Date
<p>1. Youth of the Year Awards The Junior & Senior Youth of the Year Awards are designed to honour young people in St. John's, who through their volunteer contributions, extracurricular activities and community involvement have helped to make St. John's a better place to live. The winner will receive a cash award that will be presented during the Youth Week celebrations in May 2019.</p>	Deadline to nominate April 15
<p>2. Annual Art Exhibit The City of St. John's, Recreation Division is pleased to announce our 17th Annual Youth Art Exhibit. Youth between the ages of 12 to 18 years are invited to submit a piece of original artwork to be displayed. This show is part of a week-long series of events to be held during International Youth Week. Art work will be on display in City Hall, Great Hall.</p>	-Deadline to submit April 15 -Art Work Display April 29 to May 10 -Opening Reception April 29
<p>3. Youth Week Carnival Ages 12 to 18 years enjoy a thrill filled night at the Paul Reynolds Community Centre Carnival, 6:30 to 8pm with Sky High Amusements, magician, popcorn, Human Sized Games and so much more. Lots of prizes to be won!</p>	May 1
<p>4. Youth Week Luncheon & Awards Presentation Youth Week Luncheon includes presentation of the City of St. John's, Youth of the Year Awards and a keynote youth guest speaker in St. John's City Hall, Foran Greene Room 11:45 a.m. to 1 p.m.</p>	May 3
<p>5. Youth Week Free Swims Youth take the plunge and enjoy a free swim in one of our pools:</p> <ul style="list-style-type: none"> - Saturday, May 4, noon to 12:50 p.m. at Paul Reynolds Community Centre - Sunday, May 5, 2 to 3:20 p.m. at H.G.R Mews Community Centre 	May 4 & 5
<p>6. Youth Forum Youth from across the N.E. Avalon will have the opportunity to network and identify priority areas for youth in the region</p>	May 7



Key Considerations/Implications:

1. Budget/Financial Implications – N/A
2. Partners or Other Stakeholders – N/A
3. Alignment with Strategic Directions/Adopted Plans
 - a. A Culture of Cooperation
 - i. Create effective community relations and recognition of youth
 - b. A City for all Seasons
 - c. Responsive and Progressive
 - d. Effective Organization
 - i. Supports information sharing and collaboration on youth issues and their contribution to the City.
 - e. Fiscal Responsibility
4. Legal or Policy Implications – N/A
5. Engagement and Communications Considerations – Support for public engagement of youth to identify priority areas and foster participation
6. Human Resource Implications – N/A
7. Procurement Implications – N/A
8. Information Technology Implications – N/A
9. Other Implications – N/A

Conclusion/Next Steps:

- Plan and execute the aforementioned events with input/support of the Youth Advisory Committee.

Prepared by/Signature:

Lori Letto – Fieldworker, Family & Leisure Services
Annette Oldford - Program Supervisor, Family & Leisure Services

Approved by/Date/Signature:

Natalie Godden – Manager, Family & Leisure Services

Attachments:

1. Youth of the Year Nomination Form
2. Youth Art Exhibit Submission Form

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PLEASE PRINT

JUNIOR & SENIOR YOUTH OF THE YEAR AWARD NOMINATION FORM

Nominee Information

SECTION 1

Name: _____ Nominated for Junior or Senior Award?: _____
 Address: _____ City: _____ Postal Code: _____
 Email: _____ Date of Birth (YY/MM/DD): _____
 School: _____

Information

SECTION 2

1. Please provide a description of volunteer activities and experiences, including agency, length of involvement and duties. Also include any committee work or other community development.

2. Please provide details on any achievements which the nominee has previously received.

3. Please provide details on any training or skill development that has enhanced the nominee's volunteer role.

4. Please provide any other general comments.

Nominator Information

SECTION 3

I have discussed and received approval from the nominee to submit this nomination application.

Yes No

Name: _____

Nominating: _____ Organization/School (if applicable): _____

Address: _____ City: _____ Postal Code: _____

Telephone: (work) _____ (home) _____ (Mobile) _____


Email: _____

Privacy Notice

SECTION 4

Collection of personal information via this form is authorized under the Access to Information and Protection of Privacy Act, 2015 and is needed to process this application. Questions about the collection and use of the information may be directed to Supervisor of Family & Leisure Services, Department of Community Services at 576-8020 or email recreation@stjohns.ca

Please return completed forms to:	City of St. John's	For further information:	
	Youth Services	Recreation Division	Phone: (709)576-8630
	Paul Reynolds Community Centre	P.O. Box 908	Email: recreation@stjohns.ca
		St. John's, NL A1C 5M2	

 <p>PLEASE PRINT</p>	CS- Youth Art Exhibit	Community Services
<h2 style="margin: 0;">YOUTH ART EXHIBIT</h2> <h3 style="margin: 0;">Call for Submission</h3>		

Artist Information	SECTION 1
Name: _____ Date of Birth (yy/mm/dd): _____ Address: _____ City: _____ Postal Code: _____ Phone: _____ School (if applicable): _____ Email Address: _____ Art Medium (painting, sculpture, photograph): _____ Title of Work: _____ Accessibility requirements: _____ If yes, please specify if using assistive device: _____	

Art Waiver (Read and sign if you so choose)	SECTION 2
<p>I/we, the undersigned, am/are the artist(s) of _____ (title of the piece of art). I/we hereby authorize and permit the City of St. John's to use the image of the above mentioned art in such advertising and/or promotional endeavors including, without limiting the generality of the foregoing, all print media and electronic media (including film, television and web/internet) as the City may choose to develop. The City may also change, alter or otherwise manipulate the image of the art photography as it may deem necessary. I/we further acknowledge the City is not required to pay any compensation or remuneration of any kind of the use of the image of the art photograph as herein authorized and permitted.</p>	
_____ Artist Signature	_____ Date

Privacy Notice	SECTION 3
<p>Collection of personal information via this form is authorized under the Access to Information and Protection of Privacy Act, 2015 and is needed to process this application. Questions about the collection and use of the information may be directed to Supervisor of Family & Leisure Services, Department of Community Services at 576-8020 or email recreation@stjohns.ca.</p>	

Please return completed forms to: Youth Services Paul Reynolds Community Centre	City of St. John's Recreation Division P.O. Box 908 St. John's, NL A1C 5M2	Phone: (709)576-8630 Fax: (709)576-8146 Email: recreation@stjohns.ca
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**CITY OF ST. JOHN'S
DEPARTMENT OF COMMUNITY SERVICES**

YOUTH ART EXHIBIT

Youth are invited to submit a piece of original artwork to be displayed. This annual show is part of a week-long series of events to be held during International Youth Week, May 1 to 7.

- Participants must be between the ages of 12 and 18 years.
- Submissions can be presented in any form (i.e., photography, paintings, sculptures, etc.).
- This submission form should be completed and enclosed with your entries.
- Please ensure that all work is packed securely for the safe transportation to the gallery.
- Art work will be on display for public viewing for two weeks.
- Art Exhibit Opening Reception to occur including finger food, refreshments and live entertainment.
- Please ensure that pieces of art work are suitable for all ages viewing.
- Participants are permitted to submit more than one art piece.

INFORMATION NOTE

Title: Regional Youth Council Forum

Date Prepared: January 28, 2019

Report To: Youth Advisory Committee

Councillor and Role: Maggie Burton - Councillor at Large

Ward: Not Ward Specific

Issue: Regional Youth Council Forum

Discussion – Background and Current Status:

During September 19, 2017 M.A.C.Y. meeting, members voiced their interest in hosting a Regional Youth Council Forum. It was suggested the forum would be hosted in conjunction with National Youth Week (annually in May) with the goal of bringing together a wide range of regional perspectives and backgrounds from junior high, high school and post-secondary students, along with youth in the workforce.

In spring of 2018 M.A.C.Y dissolved and a new Youth Advisory Committee was established in Fall 2018. Youth forum is placed on the Agenda as business arising to seek direction from the committee.

Key Considerations/Implications:

1. Budget/Financial Implications
2. Partners or Other Stakeholders
3. Alignment with Strategic Directions/Adopted Plans
 - a. A Culture of Cooperation
 - i. Create effective community relations
 1. The forum will engage several communities and support identification of priority areas regionally
 - ii. Develop improved inter-regional municipal relations
 - b. A City for all Seasons
 - i. Providing accessible and inclusive options for year round active community living
 - c. Responsive and Progressive
 - i. Create a culture of engagement
 - ii. Become a welcoming and inclusive city
 - d. Effective Organization

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- i. Cultivate a safe, healthy and respectful environment that is accessible and inclusive
- ii. Support a learning culture

4. Legal or Policy Implications

5. Engagement and Communications Considerations

Support for public engagement of youth to identify priority areas and foster participation

6. Human Resource Implications

7. Procurement Implications

8. Information Technology Implications

9. Other Implications

Conclusion/Next Steps:

- Identify a working group to plan and execute a regional Youth Forum in May 2019 that will focus on identifying priorities for youth living on the N.E. Avalon.

Prepared by/Signature:

Annette Oldford – Supervisor, Family & Leisure Services

Approved by/Date/Signature:

Natalie Godden – Manager, Family & Leisure Services

Attachments:

ST. JOHN'S