



AGENDA
and Schedule "A"
to the minutes of the meeting of the
MAYOR'S YOUTH ADVISORY
COMMITTEE
held Tuesday, September 10, 2013
Room 407, 400 City Hall Square East
4:30 o'clock p.m.

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1. **CALL TO ORDER**
 2. **DECLARATIONS OF CONFLICT**
 3. **MINUTES**
Adoption of the minutes of the meeting held August 15, 2012 – *(attached)*.
 4. **BUSINESS ITEMS**
 - 4.1 **Resignation of Sarah Davidson, Co-Chair**
 - 4.2 **MYAC 2014 Budget**
Template for the 2014 budget – *attached*.
 - 4.3 **MYAC Bi-Annual Report to the Social Development, Health & Culture Standing Committee**
Background information – *attached*.
 - 4.4 **MYAC Initiatives for 2013**
Discussion
 - 4.5 **Motions to Approve the following Expenditures -**
Youth Awards Expenditures
Festival Tents - \$34.18
Staples - \$38.46
Trophy Boys - \$186.45
Fast Signs - \$152.92 (winner banner)
 - 4.6 **Transit Windsor Update**
 5. **NEW BUSINESS**
 6. **DATE OF NEXT MEETING**
To be determined.
 7. **ADJOURNMENT**

A meeting of the **Mayor's Youth Advisory Committee** is held this day commencing at 4:30 o'clock p.m. in Room 406, 400 City Hall Square East, there being present the following members:

Sarah Davidson, Co-Chair
Jonathon Liedtke, Co-Chair
Timothy Au-Yeung
Trevor Fairlie
Scott Fenn
Angus Kong (arrives at 4:50 p.m.)

Regrets received from:

Eileen-Si Chen
Tenyce Doan

Also present are the following resource personnel:

Karen Kadour, (A) Committee Coordinator

1. CALL TO ORDER

S. Davidson and J. Liedtke, Co-Chairs call the meeting to order at 4:40 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. DECLARATION OF CONFLICT

None disclosed.

4. BUSINESS ITEMS

4.5 Recruitment of New MYAC Members

S. Davidson advises two members will be leaving MYAC to pursue their education outside of Windsor. It is generally agreed applications to sit on MYAC will be sent to interested youth which will be forwarded to the Striking Committee of Council for approval.

4.2 Finance Summary Variance Report

The Financial Summary Variance Report for the period ending July 31, 2012 is received for information.

The Income Statement Detail Report for MYAC is attached as Appendix "A".

4.7 Transit Windsor

T. Fairlie reports he attended the Transit Windsor Board/Strategic Planning Meeting held July 7, 2012. The discussion included concerns related to "youth bus routes" notably on the Cross-town and the 1C routes. The addition of 9 buses running at 10 minutes intervals was approved by the Board.

In terms of the Student Ambassador Program, T. Fairlie along with the Co-Chairs will attend the School Senate meetings in September 2012 to recruit new ambassadors.

3. MINUTES

Moved by S. Fenn, seconded by T. Au-Yeung,

That the minutes of the Mayor's Youth Advisory Committee at its meeting held April 3, 2012 **BE ADOPTED** as presented.

Carried.

4.1 Youth Forum Renamed to Digital Forum

J. Liedtke, Co-Chair indicates the "Digital Forum" will consist of an on-line survey that asks pertinent questions that are germane to youth. He notes the digital forum versus the youth forum is preferred as the digital forum will provide quantifiable results.

S. Davidson, Co-Chair states MYAC is applying for a CAP Project and if accepted, Leadership Windsor-Essex will assist in formulating questions for the survey.

Moved by T. Fairlie, seconded by T. Au-Yeung,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$1,500 for costs associated with the Digital Forum campaign to commence in November 2012.

Carried.

4.3 Website Development – University of Windsor

Moved by A. Kong, seconded by S. Fenn,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$2,000. (including HST Taxes) payable to the University of Windsor for costs associated with the development and maintenance of the MYAC website.

Carried.

4.4 Advertising Expenses

Moved by T. Au-Yeung, seconded by S. Fenn,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$2,600. for costs associated with the MYAC Youth Publication/ Newsletter and for advertising expenses.

Carried.

4.6 MYAC Youth Publication/Newsletter

J. Liedtke, Co-Chair reports he recently met with Veronique Mandel, St. Clair College regarding the MYAC Youth Publication. Ms. Mandel advised she will provide two interns for this endeavour. One student will be responsible for layout and design and the other student will edit the document. The placement of the students will commence in September 2012.

J. Liedtke indicates the projected date for the MYAC Youth Publication/Newsletter is January 2013.

Moved by T. Fairlie, seconded by T. Au-Yeung,

That the Co-Chairs of MYAC **BE DIRECTED** to send a letter to Mayor Francis requesting greetings from the Office of the Mayor for the inaugural publication of the MYAC Newsletter.

Carried.

5. NEW BUSINESS

A letter from Brian Masse MP Windsor-West dated August 1, 2012 regarding Ms. Chaker and her efforts to better the environment is attached as Appendix "B". Ms. Chaker was one of the recipients recently awarded the 2012 Youth Leadership Award.

6. DATE OF NEXT MEETING

At the call of the Co-Chairs.

6. ADJOURNMENT

There being no further business, the meeting is adjourned at 5:55 o'clock p.m.

Sarah Davidson, Co-Chair

Jonathon Liedtke, Co-Chair

Committee Coordinator

A. Organizational Overview

Mission

The Committee will act as an advisory body to the Mayor and Council, on those issues within the influence of the City of Windsor, which have an impact on the youth of this City.



Description

The objective is to encourage the constructive input on the Youth of the City of Windsor on those matters, which are likely to have an impact on them and empower those to get involved and have their voice heard in local government. To address, create discussion and/or make recommendations on issues pertaining to all levels of government.

[Insert Organizational Chart if available]

B. Budget Detail & Request

	2013 Budget	2013 Actuals YTD*	2014 Budget	\$ Budget Change Over PY	% Budget Change Over PY
Expenditures					
Operating & Maintenance Supplies		30		0	#DIV/0!
Other Miscellaneous Expenditures	7,000		7,000	0	0.0%
Total Expenses	7,000	30	7,000	0	0.0%
Total Net	7,000	30	7,000	0	0.0%

Request From City of Windsor

	2013 Budget	2013 Actuals YTD*	2014 Budget	\$ Budget Change Over PY	% Budget Change Over PY
Request From City of Windsor Request	7,000			(7,000)	(100.0%)

* YTD Actuals as at

C. Budget Highlights

2013 Accomplishments

Listing of organizational accomplishments of the previous year.

2014 Initiatives

Listing of organizational initiatives planned for the upcoming year.

2014 Budget Cost Drivers

Listing of the budget pressures that are impacting the budget request.

2014 Mitigating Measures

Listing of mitigating measures that may offset budget cost drivers.



THE CORPORATION OF THE CITY OF WINDSOR

July 11, 2013

Sarah Davidson, Co-Chair and
Jonathon Liedtke, Co-Chair
Mayor's Youth Advisory Committee

Dear Sarah & Jonathon:

Re: Bi-Annual Report to the Respective Standing Committee

In accordance with The City of Windsor's Procedure By-law 98-2011 Section 21(3), Committees of Council are required to report to their respective Standing Committee bi-annually. Section 21(3) states:

"Advisory Committees are required to report to their respective Standing Committee in either oral or written form, bi-annually so that the Advisory Committees are accountable for their performance."

A table outlining future Standing Committee meetings for your respective Advisory Committee is provided below. Please choose a meeting date (September, October or November) and provide your written or oral report at least three weeks prior to the Standing Committee meeting.

Name of Committee	Standing Committee	Meeting Dates
International Relations Committee	Planning & Economic Development Standing Committee	September 16, 2013 October 15, 2013 November 12, 2013
Windsor BIA Advisory Committee	Planning & Economic Development Standing Committee	September 16, 2013 October 15, 2013 November 12, 2013
Windsor Heritage Committee	Planning & Economic Development Standing Committee	September 16, 2013 October 15, 2013 November 12, 2013
Windsor Bicycling Committee	Environment, Transportation & Public Safety Standing Committee	September 25, 2013 October 23, 2013 November 20, 2013
Windsor Essex County Environment Committee	Environment, Transportation & Public Safety Standing Committee	September 25, 2013 October 23, 2013 November 20, 2013
Town & Gown Committee	Environment, Transportation & Public Safety Standing Committee	September 25, 2013 October 23, 2013 November 20, 2013

Name of Committee	Standing Committee	Meeting Dates
Community Public Art Advisory Committee	Social Development, Health & Culture Standing Committee	September 11, 2013 October 9, 2013 November 6, 2013
Mayor's Youth Advisory Committee	Social Development, Health & Culture Standing Committee	September 11, 2013 October 9, 2013 November 6, 2013
Windsor Accessibility Advisory Committee	Social Development, Health & Culture Standing Committee	September 11, 2013 October 9, 2013 November 6, 2013
Housing Advisory Committee	Social Development, Health & Culture Standing Committee	September 11, 2013 October 9, 2013 November 6, 2013

Please contact the Committee Coordinator by e-mail kkadour@city.windsor.on.ca with your preferred date. If we do not hear from you, a meeting date will be chosen and you will be advised of when you will appear before your respective Standing Committee.

Your adherence to City Council's direction is greatly appreciated.

Yours truly,

Agatha Armstrong

Deputy City Clerk and Supervisor of Council Services

cc: K. Kadour