

**AGENDA**  
NANAIMO YOUTH ADVISORY COUNCIL MEETING  
BOARD ROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
WEDNESDAY, 2017-MAR-15, AT 4:30 P.M.

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1. **CALL THE MEETING OF THE NANAIMO YOUTH ADVISORY COUNCIL TO ORDER:**
2. **INTRODUCTION OF LATE ITEMS:**
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
  - (a) Minutes of the Nanaimo Youth Advisory Council Meeting held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2016-NOV-16 at 4:30 p.m. *Pg. 2-4*
  - (b) Minutes of the Nanaimo Youth Advisory Council Meeting held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2016-NOV-30 at 4:30 p.m. *Pg. 5-6*
5. **ADMINISTRATION:**
  - (a) **Welcome to Members**
  - (b) **Terms of Reference** *Pg. 7-8*
  - (c) **Strategic Focus**
  - (d) **Association of Vancouver Island and Coastal Communities Convention**
6. **QUESTION PERIOD:**
7. **ADJOURNMENT:**

**MINUTES**  
OPEN NANAIMO YOUTH ADVISORY COUNCIL MEETING  
SERVICE AND RESOURCE CENTRE BOARDROOM, 411 DUNSMUIR STREET, NANAIMO, BC  
MONDAY, 2016-NOV-16, AT 4:30 P.M.

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PRESENT: Mr. M. Ribicic, Vice-chair

Members: Councillor J. Hong  
Mr. T. Campbell  
Ms. B. Tagseth  
Mr. Avery Bonner

Absent: Mr. A. Pawar, Chair  
Ms. S. Bishop  
Mr. A. Manhas

Staff: Ms. T. Rogers, Planning Assistant  
Ms. S. Gurrie, Acting City Clerk  
Ms. M. Brown, Recording Secretary

1. CALL THE NANAIMO YOUTH ADVISORY COUNCIL MEETING TO ORDER:

The Open Nanaimo Youth Advisory Council Meeting was called to order at 5:04 p.m.

2. INTRODUCTION OF LATE ITEMS

- (a) Add Agenda Item 5 (a) Select Committees Presentation, Ms. S. Gurrie, Acting City Clerk.
- (b) Add Agenda Item 5 (b) Membership Recruitment.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Meeting of the Nanaimo Youth Advisory Council held in the Service and Resource Centre Boardroom, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2016-NOV-09 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

5. REPORTS:

(a) Select Committees Presentation:

Ms. S. Gurrie, Acting City Clerk, informed the Committee of the function of Select Committees with regards to operational procedures. The discussion focused on Terms of Reference, meeting frequency, and membership. The Committee was advised that in order to have support from Legislative Services, with regards to agendas and minutes, they would need to return to what the Nanaimo Youth Advisory Council's current Terms of Reference state on a meeting frequency of once a month rather than weekly. The Committee agreed and will have monthly meetings going forward and working groups for projects that can meet without City Staff support on particular projects.

It was moved and seconded that the presentation from S. Gurrie be received. The motion passed unanimously.

(b) Membership Recruitment:

Membership was discussed regarding members no longer attending meetings. A call for membership was discussed. S. Gurrie discussed doing a call for membership through Legislative Services. All membership for this committee will be expiring as of this year.

It was moved and seconded that the Terms of Reference be changed as discussed and emailed to all of the Committee members for review. The motion carried unanimously.

(c) Nanaimo City Council Report:

Councillor J. Hong discussed the new multiplex and addressed that members of the NYAC should be present as stakeholders at the engagement meeting.

It was moved and seconded to receive the information from the Nanaimo City Council Report. The Motion carried unanimously.

(d) Media Liaison Report:

It was moved and seconded that the Committee receive the Media Liaison Report from Staff. The motion carried unanimously.

(e) Issues Important to Us:

Presentation:

1. Mr. A. Bonner spoke regarding Funding being reduced for Adult Basic Education at Vancouver Island University. Funding province-wide was reduced. The BC Federation of Students has been going to City governments and Chambers of Commerce across the province to get letters of support to return the funding.

It was moved and seconded that the Nanaimo Youth Advisory Council supply a letter of support to the BC Federation of Students to return the funding for Adult Basic Education courses. The motion carried unanimously.

It was moved and seconded that a Special meeting be scheduled for Nov 30. The motion carried unanimously.

(f) Clean Ups in 5 Weeks:

Clean ups in Five weeks progress was presented by T. Campbell.

It was moved and seconded that the Committee receive the report from T. Campbell. The motion carried unanimously.

(g) Update on Canada Day:

It was moved and seconded that the update on Canada Day be moved to the 2016-NOV-30 meeting. The motion carried unanimously.

(h) Planning for the Year:

It was moved and seconded that discussion regarding the Planning for the Year moved to the 2016-NOV-30 meeting. The motion carried unanimously.

(i) 7-10 Breakfast Club (5<sup>th</sup> December):

It was moved and seconded that the 7-10 Breakfast Club (5<sup>th</sup> December) be moved to the 2016-NOV-30 meeting. The motion carried. *Opposed: T. Campbell.*

7. ADJOURNMENT:

It was moved and seconded at 6:19 p.m. that the meeting terminate. The motion carried unanimously.

CERTIFIED CORRECT:

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CHAIR

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CORPORATE OFFICER

**MINUTES**  
SPECIAL NANAIMO YOUTH ADVISORY COUNCIL MEETING  
SERVICE AND RESOURCE CENTRE BOARDROOM, 411 DUNSMUIR STREET, NANAIMO, BC  
WEDNESDAY, 2016-NOV-30, AT 4:30 P.M.

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PRESENT: Mr. A. Pawar, Chair

Members: Councillor J. Hong  
Mr. M. Ribicic, Vice-chair  
Ms. B. Tagseth  
Ms. C. Thompson (arrived 5:46 p.m.)

Absent: Mr. A. Bonner  
Mr. A. Manhas  
Mr. T. Campbell  
Ms. S. Bishop

Staff: P. Cooper, Director of Communications and Community Engagement  
C. Barfoot, Culture and Heritage Coordinator  
J. Horn, Social Planner (vacated 4:45 p.m.)  
M. Brown, Recording Secretary

At 4:45 p.m. Ms. Mary Brown, Recording Secretary, advised that there was no quorum present and the Special Nanaimo Youth Advisory Council Meeting could not convene.

Ms. C. Thompson entered the Boardroom at 5:46 p.m.

1. CALL THE SPECIAL NANAIMO YOUTH ADVISORY COUNCIL MEETING TO ORDER:

The Special Nanaimo Youth Advisory Council Meeting was called to order at 5:47 p.m.

2. INTRODUCTION OF LATE ITEMS

- (a) Add Agenda Item 5 (h) Nanaimo Youth Poet Laureate verbal presentation, C. Barfoot, Culture and Heritage Coordinator.
- (b) Add Agenda Item 5 (i) Nanaimo Events Centre Study presentation, P. Cooper, Director of Communications and Community Engagement.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Open Meeting of the Nanaimo Youth Advisory Council held in the Service and Resource Centre Boardroom, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2016-NOV-16 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

5. ADMINISTRATION:

(a) Key Date Calendar for 2017

It was moved and seconded that the 2017 Key Date Calendar for the Nanaimo Youth Advisory Council be adopted as presented. The motion carried unanimously.

(b) Nanaimo Youth Poet Laureate Presentation

1. Mr. C. Barfoot, Culture and Heritage Coordinator, provided a presentation.

It was moved and seconded that the Nanaimo Youth Advisory Council endorse Ms. K. DeFehr as the Nanaimo Youth Poet Laureate. The motion carried unanimously.

(c) Events Centre Study Presentation

1. Mr. P. Cooper, Director of Communications and Community Engagement, provided a presentation.

It was moved and seconded that the Committee hold a working group session for 2016-DEC-07 at 4:30 p.m. in City Hall, hosted by Councillor Hong in order to discuss survey methodology to collect input from the youth of Nanaimo on interest for the proposed Events Centre and present to Council on this topic at the 2016-DEC-19 Council Meeting. The motion carried unanimously.

6. ADJOURNMENT:

It was moved and seconded at 6:01 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

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CORPORATE OFFICER

CERTIFIED CORRECT:



## **TERMS OF REFERENCE**

### **NANAIMO YOUTH ADVISORY COUNCIL**

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#### **PURPOSE:**

The mandate of the Nanaimo Youth Advisory Committee (NYAC) is to provide Mayor and Council with a youth perspective on municipal issues. The NYAC will also provide input and advice to City staff as requested and will seek to involve and inform the young people of Nanaimo on issues that affect them and the community as a whole.

The City of Nanaimo believes that:

- Youth are integral parts of the community and, like all residents, have inherent rights and responsibilities;
- Youth should be encouraged and given the opportunity to take a leading role in issues which affect their lives;
- Youth are able to make positive contributions to their communities; and,
- That an investment in young people is an investment in the future.

#### **MEMBERSHIP:**

The membership of the Committee will be as follows:

- a minimum of seven (7) members between 15 and 24 years of age
- One (1) members of Council.

#### **ELIGIBILITY:**

An individual meeting the following criteria may be given preference for membership on this Committee:

- Contrasting cultural, educational, and socio-economic backgrounds
- Diversity of age within the 15 to 24 year membership requirement
- Snuneymuxw First Nation or other First Nation backgrounds

## **GRANTS:**

If there are any City Grants related to the Committee the following process will take place:

1. The grant application is received by the City.
2. A Staff/peer review takes place to ensure the applications meet the criteria for a specific grant.
3. The applications that meet the criteria are put on a list in order of relevance by Staff and sent to the Grants Advisory Sub-Committee.
4. The Grants Advisory Sub-Committee recommends recipients from the list provided for the grant to the Finance and Audit Committee for approval.

## **MEETING FREQUENCY:**

In addition to regularly scheduled monthly meetings, the Committee will meet upon call of the Chair or the request of two Committee Members.

## **STAFF SUPPORT:**

The following City Departments may provide support to the Committee in accordance with the ***City of Nanaimo Committee Operating Guidelines***:

- Community Development
- City Clerk
- Other Staff as required