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Windsor, Ontario April 24, 2014

A meeting of the **Mayor's Youth Advisory Committee** is held this day commencing at 5:00 o'clock p.m. in Room 407, 400 City Hall Square East, there being present the following members:

Aditi Goswami, Chairperson
Prakash Pandya, Vice Chairperson
Timothy Au-Yeung
Alexander Deans
Scott Fenn

Regrets received from:

Eileen Chen
Tenyce Doan

Guest in attendance:

Chuck Scarpelli, Manager, Records and Elections

Also present are the following resource personnel:

Mary Ellen Bernard, Manager of Social Policy & Planning
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chairperson calls the meeting to order at 5:00 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. DECLARATIONS OF CONFLICT

None disclosed.

3. MINUTES

Moved by A. Deans, seconded by P. Pandya,
That the minutes of the Mayor's Youth Advisory Committee of its meeting held February 4, 2014 **BE ADOPTED** as presented.
Carried.

4. BUSINESS ITEMS

4.1 City of Windsor Municipal Election

Chuck Scarpelli, Manager, Records and Elections is present to provide information relating to the 2014 City of Windsor Municipal Election. The following documents relating to the 2014 Municipal Election are distributed and attached respectively as Appendix "A" to "D":

- Key Dates of 2014 Municipal Election
- Municipal Election Ward Boundary Map
- 2014 Municipal Election Procedures
- Procedure for Homeless Persons

C. Scarpelli provides an overview of several aspects of the Municipal Election as follows:

- The Ward system changed from 5 Wards to 10 Wards in 2009 for the 2010 election.
- Staff from Council Services are currently setting up 100 voting stations in anticipation of the October 27, 2014 Election and must ensure the polls are accessible.
- Six Advance Polls will be held. One of the advance polls aptly named "Shop and Vote" will be held at Devonshire Mall.
- The City of Windsor is not utilizing internet voting for this election as the cost is estimated to be 75 cents per elector which would increase the election budget by approximately \$116,000.
- The contents of the Candidates' Package are reviewed as follows:
 - 2014 Candidates' Guide for Ontario Municipal & School Board Elections
 - Notice to Incumbent Candidates
 - Ministry of Municipal Affairs & Housing – Financial Statement – Auditor's Report Form 4
 - Building Department Regulations for Temporary Election Signs
 - Form 3 – Appointment for Voting Proxy
 - Campaign Accounts
 - Mayor & Council Remuneration
 - Ministry of Municipal Affairs & Housing – Nomination Paper – Form 1
 - Declaration of Qualifications for the City of Windsor 2014 Municipal Election
 - Candidate Authorization to Publish Personal Information
- The various ballots are reviewed which include English Separate, English Public, French Public, French Separate and the non-residential commercial ballot.
- Difficult to attract University/College students to vote. Suggestion to set up a booth (manned by MYAC members) at the University to provide information relating to the 2014 Municipal Election.
- Videos relating to election information were produced in 2010 utilizing students from the University of Windsor

- The Communications Department will be contacted to determine if an informative video can be produced for the 2014 Municipal Election and will report back.

In response to a question asked by T. Au-Yeung regarding how does one ascertain if their name is on the Voter's List, C. Scarpelli responds the 311 Call Centre will be able to assist with this issue. He notes a person's name can be added at the poll by an Election Official provided the criterion has been met.

The Chair thanks Mr. Scarpelli for his presentation.

4.2 2014 Youth Leadership Awards (YLA)

The Media Release entitled "Mayor's Youth Advisory Committee Seek Applicants for 3rd Annual Youth Leadership Awards" is attached as Appendix "E". The Chairperson indicates the successful candidates will be announced during the Annual Mayor's Walk and City Birthday Celebration to be held on May 19, 2014. She states posters announcing the Youth Leadership Awards event have been posted at the various libraries and were sent to the school Guidance Counselors. She reports a selection committee consisting of a cross section of people throughout the community will review the YLA applications on May 7, 2014.

P. Pandya suggests consideration be given to incorporating the YLA event with a Town Hall Forum in 2015.

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

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$433.07 payable to ACKO Printing for the printing costs associated with the 2014 Youth Leadership Awards.

Carried.

Moved by P. Pandya, seconded by S. Fenn,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$500. for the purchase of t-shirts (displaying the MYAC Logo) for the members of the Mayor's Youth Advisory Committee.

Carried.

4.3 Organizational Structure for MYAC

Moved by A. Deans, seconded by T. Au-Yeung,

That Prakash Pandya, member Mayor's Youth Advisory Committee **BE APPOINTED** to sit on the Transit Windsor Board as a non-voting member.

Carried.

The Chairperson suggests MYAC members be appointed to the various sectors identified in the Organizational Chart which includes Transit, Technology, Finance and Budget, Community Logistics and Media and Promotions. The additional appointments to the various sectors would necessitate an amendment to the MYAC Terms of Reference. M.E. Bernard suggests the role and responsibility for each sector be defined.

4.4 Motions to Approve Various Expenditures

Moved by S. Fenn, seconded by P. Pandya,
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$50.
payable to the City of Windsor for the renewal of the MYAC domain name.
Carried.

Moved by S. Fenn, seconded by A. Deans,
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$69.02
payable to Aditi Goswami, Chairperson, Mayor's Youth Advisory Committee for the
domain registration with GoDaddy.
Carried.

The Chairperson indicates the domain name and registration is an ongoing cost
and must be renewed annually.

Moved by S. Fenn, seconded by P. Pandya,
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$90.40
payable to Works of Art for the preparation and addition of graphics to
windsoryouth.com.
Carried.

4.5 Town Hall Forum

The Chairperson suggests if the Mayor is agreeable, that a "Ted Talks" model be
considered for the Mayor's appearance at the Town Hall Forum to be held at a date to be
determined at Devonshire Mall.

Clerk's Note: TED Talks is a nonprofit devoted to spreading ideas, usually in the form
of short, powerful talks intended to make great ideas accessible and to
spark conversation.

M. E. Bernard advises Devonshire Mall has agreed to host the town hall forum at
no charge. P. Pandya suggests the purchase of a banner for the event.

5. **NEW BUSINESS**

None.

6. **DATE OF NEXT MEETING**

The next meeting will be held at the call of the Chairperson.

7. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 7:00 o'clock p.m.

CHAIRPERSON

COMMITTEE COORDINATOR



AGENDA
and Schedule "A"
to the minutes of the meeting of the
MAYOR'S YOUTH ADVISORY
COMMITTEE
held Thursday, April 24, 2014
Room 407, 400 City Hall Square East
5:00 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 February 4, 2014 – *(previously distributed)*.

 4. **BUSINESS ITEMS**
 - 4.1 **City of Windsor Municipal Election 2014**
The Manager of Records and Elections to be available to answer questions relating to the 2014 Municipal Election.

 - 4.2 **2014 Youth Leadership Awards**
 - Motion to approve an expenditure in the upset amount of \$433.07 payable to ACKO Printing for printing costs associated with the 2014 Youth Leadership Awards.
 - Discussion regarding a Media Release for the Youth Leadership Awards.

 - 4.3 **Organizational Structure for MYAC**
MYAC Organizational Chart is *attached*.

 - 4.4 **Motions to Approve the following Expenditures:**
 - Expenditure in the amount of \$50. payable to the City of Windsor for the renewal of the domain name.
 - Expenditure in the amount of \$69.02 payable to A. Goswani for the domain registration with GoDaddy.
 - Expenditure in the amount of \$90.40 payable to Works of Art for the preparation and addition of graphics to windsoryouth.com – Invoice is *attached*.

 - 4.5 **Town Hall Forum**

 5. **NEW BUSINESS**

 6. **DATE OF NEXT MEETING**
To be determined.

7. **ADJOURNMENT**