

Establishment of New Council Committees on Accessibility, Seniors, and Youth**Report Purpose**

To seek three readings for the bylaws required to establish advisory Council Committees on Accessibility, Seniors, and Youth, and to seek Council approval on the mandate letters for these new committees.

Recommendations

THAT Bylaw 29-2018, a bylaw that establishes the Seniors Advisory Committee, be given first reading.

THAT Bylaw 29-2018 be given second reading.

THAT Bylaw 29-2018 be considered for third reading.

THAT Bylaw 29-2018 be given third reading.

THAT Bylaw 30-2018, a bylaw that establishes the Accessibility Advisory Committee, be given first reading.

THAT Bylaw 30-2018 be given second reading.

THAT Bylaw 30-2018 be considered for third reading.

THAT Bylaw 30-2018 be given third reading.

THAT Bylaw 31-2018, a bylaw that establishes the Youth Advisory Committee, be given first reading.

THAT Bylaw 31-2018 be given second reading.

THAT Bylaw 31-2018 be considered for third reading.

THAT Bylaw 31-2018 be given third reading.

THAT the mandate letters for the Accessibility, Seniors, and Youth advisory committees, as set out in Enclosure 4 of the September 25, 2018 Legislative and Legal Services Council report, be approved.

Our Prioritized Strategic Goals

Goal 5 - Foster collaboration through regional, community and governmental partnerships

Goal 7 - Provide opportunities for public engagement and communication

Report

In accordance with the direction of Council, Administration has prepared draft bylaws for the establishment of three new advisory Council Committees:

- Bylaw 29-2018 Seniors Advisory Committee
- Bylaw 30-2018 Accessibility Advisory Committee
- Bylaw 31-2018 Youth Advisory Committee

The bylaws set out the committees' parameters in terms of the broad mandate and typical actions. The bylaws also provide the details on membership, quorum, voting, appointments, term limits, and other committee procedures.

In addition to the bylaws, a draft Mandate Letter has been prepared for each of the Committees. The letter is Council's opportunity to provide more specific direction on the tasks that the Committee will focus on in its first two years.

Family and Community Services (FCS) has been directed to provide administrative support to the new Committees. FCS currently provides administrative support for the Community Living Advisory Committee. The addition of three new Council Committees will require an additional staff resource to effectively support the new Committees to fulfill their respective mandates. This support includes expert advice, research and information, secretariat and procedural support as set out in the committees' bylaws.

In terms of next steps, the following actions are planned:

- Recruitment of public members for the committees will take place in late January 2019
- Council will receive a report with recommended appointments for both public members and councillors by the end of the first quarter of 2019
- First round of committee meetings targeted for the second quarter of 2019

Council and Committee History

July 17, 2018	Council was provided with a progress update on the three new council committees.
April 17, 2018	Priorities Committee was provided with a progress update on the three new council committees.
January 23, 2018	Council approved "THAT Administration prepare draft bylaws, for presentation to Priorities Committee by the third quarter of 2018, to establish three Council Committees to provide strategic advice in the following areas: seniors; youth; accessibility and that these committees be comprised of non-voting Council members, (one member and one alternate), and up to seven members of the public with administrative support to be provided by Family and Community Services."

Other Impacts

Policy: n/a

Legislative/Legal: S. 145 of the Municipal Government Act (MGA) provides that a Council may establish Council Committees by bylaw. Such a bylaw may establish the function of the Committee and the procedures to be followed.

Interdepartmental: This project has been implemented by Family and Community Services and Legislative and Legal Services.

Master Plan/Framework: n/a

Communication Plan

Information on all County committees is provided on the County public website (Boards and Committees page). New pages will be prepared for each of the new committee sites.

Enclosures

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| 1 | Bylaw 29-2018 Seniors Advisory Committee |
| 2 | Bylaw 30-2018 Accessibility Advisory Committee |
| 3 | Bylaw 31-2018 Youth Advisory Committee |
| 4 | Mandate Letters for Council Committees |
| 5 | Establishment of Three New Council Committees Presentation |