

BYLAW 20472

Amendments to Bylaw 14126 - Youth Council Bylaw

RECOMMENDATION

That Community and Public Services Committee recommend to City Council:

That Bylaw 20472 be given the appropriate readings.

Purpose

To amend Bylaw 14126 - Youth Council Bylaw, for the purpose of:

- Establishing CEYC as the Selection Committee for appointments recommendations to City Council (noting that CEYC is currently authorized to bring reappointment recommendations forward to Community and Public Services Committee);
- Establishing a Co-Chair model for CEYC (instead of current structure of Chair and Vice-Chair);
- Clarifying members will be youth aged 13 to 23; and
- Removing one outdated reference. This amendment does not result in a policy change.

Readings

Bylaw 20472 is ready for three readings.

A majority vote of City Council on all three readings is required for passage.

If Council wishes to give three readings during a single meeting, then prior to moving third reading, Council must unanimously agree “That Bylaw 20472 be considered for third reading.”

Position of Administration

Administration supports this Bylaw.

Previous Council/Committee Action

At the August 8, 2022, Community and Public Services Committee meeting the following motion was passed:

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- That Administration prepare amendments to Bylaw 14126 Youth Council Bylaw to establish City of Edmonton Youth Council as the Selection Committee for appointments and reappointment recommendations to Council and consult with the City of Edmonton Youth Council Chair on timing and implementation approach.

REPORT

If passed, Bylaw 20472 will allow for the changes to be applied to the current open CEYC recruitment campaign. Recruitment for CEYC members for the September 1, 2023 to August 31, 2024 term is underway. CEYC is seeking to fill up to two vacancies.

Current Recruitment Process for City of Edmonton Youth Council

Bylaw 14126 - Youth Council Bylaw, outlines CEYC's composition and appointment process. Under section 6(1) of Bylaw 14126, CEYC consists of up to 20 volunteer General Assembly members appointed by City Council under City Council's policies and procedures. Section 14 of Council Policy/Procedure C575D - Agencies, Boards, Committees and Commissions, sets out City Council's policies for member recruitment and selection, which includes the following:

- 14(c) Short listing and appointment decisions or recommendations will be made by the Standing Committee with delegated authority to manage the selection of members.
- 14(e) ...for advisory committees, the chair may review applications and attend the Standing Committee meeting at which shortlisting will be completed, in order to respond to any questions the Standing Committee may have.

Section 7 of Council Policy/Procedure C575D sets out City Council's policies on the reappointment of members, including that the Chair will prepare a membership report for Standing Committee's review with recommendations on members eligible for reappointment, including completion of evaluation forms, and will attend the Standing Committee meeting that the membership report is to be discussed at to speak to the report.

Currently, for CEYC recruitment, Administration uses the City of Edmonton online application platform to invite applications from the public (call for applications). To prepare for this, Administration works with the CEYC Chair to determine vacancies, get membership intents for members eligible for reappointment, develop recruitment profiles and determine qualifications needed. Once a call for application closes, Administration shares the redacted applications with the Chair (and Vice-Chair) to review applications and recommend a shortlist of applicants for Community and Public Services Committee. Currently, the Chair already makes reappointment recommendations for members eligible for reappointment to Community and Public Services Committee as part of the membership report.

On April 3, 2019, City Council granted CEYC a partial exemption to section 14(e) of Council Policy/Procedure C575D, to include additional members in the review of member applications, as deemed appropriate by the Chair. During the 2022 recruitment, Community and Public Services Committee also passed a motion that the CEYC Chair or designate be invited to attend the

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applicant interviews at Committee and Public Services Committee meetings and provide brief introductory remarks before each interview.

Proposed Amendment to the Recruitment Process

As outlined in the letter submitted by the CEYC Chair and Vice-Chair (Attachment 2), CEYC is seeking an exception to section 14(c) of Council Policy/Procedure C575D, to allow CEYC to short list and interview applicants, and recommend candidates to City Council for appointments to CEYC. The proposed change is consistent with the Women's Advocacy Voice of Edmonton (WAVE), which serves as the selection committee for appointment recommendations to City Council.

CEYC's membership is different from other Council Committees. CEYC is composed of youth between the ages of 13 and 23. CEYC has expressed concerns to Administration that the current recruitment and selection process outlined in Council Policy/Procedure C575D is challenging. This is particularly the case for younger or less experienced applicants, who may be new to volunteering, applications, interviews and civic engagement. Being interviewed by a panel of peers, rather than appearing before Council members, may be a more inclusive and comfortable process for applicants. Additionally, CEYC has indicated to Administration that they are better equipped to answer specific questions about CEYC activities and expectations during the interview process.

It is recommended that CEYC continue to make reappointment recommendations to Community and Public Services Committee, as part of the membership report prepared by the Chair. This approach is consistent with WAVE.

Current Leadership Structure of City of Edmonton Youth Council

Currently, CEYC appoints a Chair and Vice-Chair from the CEYC members under section 8 of Bylaw 14126 - Youth Council.

Proposed Amendment to the Leadership Structure

As outlined in the letter submitted by the CEYC Chair and Vice-Chair (Attachment 2), CEYC recommends a move from a Chair and Vice-chair model to a Co-Chair model. CEYC believes that the Co-Chair model will ensure equal distribution of work between the Co-Chairs, removing notions of hierarchy within. CEYC has also indicated that this model officially recognizes the efforts from both the executive members, by allowing both to be paid at the Chair rate for honoraria; ensures the smooth running of CEYC through unforeseen circumstances; and ensures a fair performance evaluation of CEYC members, which is currently only done by the Chair. CEYC is currently operating under the proposed Co-Chair model informally, and is requesting that the bylaw be amended to reflect the Co-Chair model.

Proposed Amendment to Clarify Member Age

Administration recommends that Section 6(1) of Bylaw 14126 - Youth Council Bylaw is deleted and replaced with updated language to confirm that CEYC will consist of 20 "Youth". Bylaw 14126 - Youth Council Bylaw defines "Youth" as an individual between the ages of 13 and 23. This amendment will provide clarity that individuals are eligible for appointment between the ages of

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13 and 23. The current wording creates recurring uncertainty and questions about eligibility, particularly for individuals at the upper end of the age range (e.g. that are 23 at the time of appointment (or reappointment) but that turn 24 during the course of the term). The proposed wording will provide clarity that individuals must be between 13 and 23 at the time of appointment (or reappointment), but that they are still eligible for appointment (or reappointment) if they will turn 24 during the course of the term.

Outdated Reference in the Bylaw 14126 - Youth Council Bylaw

Administration recommends that section 2(l) of Bylaw 14126 - Youth Council Bylaw, which defines "Procedures and Committees Bylaw", be deleted. It refers to a bylaw that was repealed in 2018. It is also recommended that Section 9, the only section that used this definition, is deleted. Both are administrative changes and do not result in a policy shift. CEYC, as a council committee, follows Bylaw 18156 - Council Committees Bylaw.

COMMUNITY INSIGHT

Proposed amendments to Bylaw 14126 - Youth Council Bylaw, result in a policy change for recruitment and selection of CEYC members and the leadership structure of CEYC. Administration consulted with CEYC on the proposed changes, which included meeting with a member of the CEYC Executive Team and the Administrative Liaison and requesting a written submission from the CEYC Chair outlining the scope of proposed changes. No further community engagement was conducted.

ATTACHMENTS

1. Bylaw 20472 - Youth Council Amendment
2. CEYC Letter: Proposed Amendments to Bylaw 14126 - Youth Council Bylaw
3. Bylaw 14126 - Youth Council Bylaw

OTHERS REVIEWING THIS REPORT

- M. Plouffe, City Solicitor