

DATE: October 9, 2018

TO: MAYOR AND COUNCIL

NAME AND TITLE: Councillor Jillian Merrick, Chair of the Select Committee on Student Needs

SUBJECT: 2018 Student Mentorship Recipients and Future of the Select Committee on Student Needs

ATTACHMENT(S):

1. 2018 Student Mentorship Summaries by Kiera Bokvist (NCLGA), Emilio Caputo (FCM), and Brooklyn Seemann (UBCM)
2. Select Committee on Student Needs Terms of Reference

RECOMMENDATION(S):

That Council:

1. RECEIVE FOR INFORMATION the report dated October 9, 2018, from Councillor Merrick, titled "2018 Student Mentorship Recipients and Future of the Select Committee on Student Needs"; and
2. DISSOLVE the Select Committee on Student Needs as the Committee has achieved the objectives outlined in its mandate as defined in the Committee's Terms of Reference.

PURPOSE:

The Select Committee on Student Needs was established in 2015 with a mandate to advise the City on matters regarding the priorities, policies and strategies affecting students in Prince George, as set out in the attached Terms of Reference. Throughout the iterations of the Committee, members engaged in discussion and advised on topics of vital importance to students such as transportation, housing, recreation, and representation of students. In 2016, the Committee submitted to Council, a 'White Paper' that provided recommended strategies related to the aforementioned student priorities, many of which continue to be a priority of students.

To support representation of students, the Select Committee on Student Needs recommended the creation of student mentorship opportunities to expose students to the regional, provincial, and national local government conferences. These opportunities provide students with unique insights into the operation of local governments within a broader context. As per the requirements of the mentorship program, the 2018 recipients have provided the attached summaries of their experiences as follows:

Kiera Bokvist, UNBC graduate student

Attended the Northern Central Local Government Association convention in Fort Nelson this past May.

Emilio Caputo, UNBC undergraduate student

Attended the Federation of Canadian Municipalities convention in Halifax in June.

Brooklyn Seemann, UNBC undergraduate student

Attended the Union of BC Municipalities convention in Whistler in September

STRATEGIC PRIORITIES:

Council established the Select Committee on Student Needs in support of one of Council's focus areas to continue initiatives that relate to youth engagement and education, which is further supported in the 2016-18 Corporate Plan.

SUMMARY AND CONCLUSION:

The mentorship opportunities were an important outcome of the work of the Select Committee on Student Needs. The summaries provided by the students indicate success in exposing students – who already have an interest in local government – to local government issues and strengthening their interest in pursuing careers in local government.

Identifying other pathways for continued relationship-building with student organizations and engagement on students' identified matters of importance will provide the City an opportunity to support its endeavor in becoming a "Destination for Education".

As the Select Committee on Student Needs has accomplished its mandate, as established in the attached Terms of Reference, the dissolution of the Select Committee on Student Needs is recommended.

RESPECTFULLY SUBMITTED:



Councillor Jillian Merrick, Chair
Select Committee on Student Needs

MEETING DATE: October 15, 2018

Kiera Bokvist

October 5, 2018

My Experience at the 2018 NCLGA Convention

As a master student in political science at UNBC, I have dedicated my life to the study of politics and answering the question “how should we live together?” Originally from Vancouver Island, I moved to Prince George in 2011 to begin my undergraduate degree in political science. I instantly fell in love with the community and became interested in local government in the north. In the spring of 2018, the City of Prince George offered to sponsor me so I could attend the North Central Local Government Association Convention. I was ecstatic and eager to learn more about northern politics.

Attending this convention was my first time in Fort Nelson and the first time I had travelled that far north. The hospitality of our hosts and the friendliness of the local officials were apparent from the moment I stepped off the plane. The convention had its own small town feel to it as many of the attendees seemed to know each other well already. Everybody made me feel incredibly welcome and everybody seemed eager to have me participate.

On my first day, I was able to attend a healthy communities forum that was run by Northern Health. I found it to be incredibly informative and it opened my eyes to the different organizations that work together to build our northern communities. The second day I was able to see more of the community and experience the outdoors and wildlife on a trip to Liard River Hot Springs. I saw many animals that I had not seen before, such as buffalo, and I was able to visit a famous BC landmark. Furthermore, the bus ride allowed me to connect with northern

local officials and learn about the work they do for their communities and hear about their personal career paths. It was a fun and informative day.

There were also a variety of presentations I was able to attend. One discussed the legalization of marijuana and the ramifications that it has for our communities. Another presentation by Northern Development Initiative Trust CEO, Joel McKay, discussed publicity and revealed a handbook that he wrote for local officials to help navigate public relations. His presentation inspired me to alter how I am writing my master's thesis to make it more accessible for local governments and so that the information can be made more practical and usable. Finally, the banquet featured great food and entertainment and gave me an opportunity to socialize with local officials and learn from their experiences. I was also incredibly proud of my community when Prince George received an award for how it handled the wildfires of 2017 and all the evacuees who came to our city.

Overall, attending NCLGA was a great learning opportunity and it enabled me to learn about the functions of local government. It inspired me to seek a career in the north in municipal government after I graduate from my master's degree in the spring of 2019. I was very grateful for this opportunity and I appreciate how the City of Prince George has enable students like me to become more involved in politics.

Thank you,

Kiera Bokvist

Emilio G. Caputo

Summary of the Federation of Canadian Municipalities

8 October 2018

What I can say for certain is that my experience as a Student Delegate at the Federation of Canadian Municipalities was life-altering, not only in its teachable moments, but for its capacity to inspire me to pursue a career in politics. My time in Halifax was defined by two things: the networking potential and the educational value. What I have discovered in these is that change happens locally.

My week in Halifax began a day early, giving myself time to discover the city on my own terms. That same night, I had the chance to meet the members of the Prince George City Council. I found it incredibly valuable to get to know them so personally over dinner, and I feel that this is a tradition that should continue. It gave me the ability to find familiar faces in a daunting atmosphere full of political professionals. When the conference truly began, I was initially overwhelmed by the itinerary. I scheduled my days as full as I could and found myself bouncing from room to room for nearly twelve hours a day as I tried to make the most of the opportunity I was given. This was a great choice, and while I missed out on time to socialize, I was able to learn and network in the sessions I attended.

Of these sessions, there were a few that stood out to me most. I quite liked the ability to hear from each of the national party leaders, as their dialogue catered to the interests of municipalities, which is far removed from their usual rhetoric. I was also particularly interested in issues of poverty reduction and affordable housing and found myself in those sessions frequently. I learned that most strategies for affordable housing rely on private investment, though cities have the opportunity to become investors themselves, which in turn alleviates some of the challenges to affordable living. Another topic of interest was that of racial and other identities, which found itself weaved into many of the conversations. It is interesting to see how issues of social justice find themselves worked into legislation. One example is that of Africville, which was a community of African-Canadians who were victims of gentrification in Halifax. While I could continue to list the experiences I found enlightening, I think what is more important is that in all of them, the municipality was at the center of the story. Whether it is

fighting for or against their constituents, councillors have the capacity to enact legislation and influence dialog locally and beyond. It goes to show that municipal leaders have the ability to enact grounded and immediate change that sets precedents far beyond their city's borders.

If there is one thing that I can offer, it is to reiterate David Coletto's mantra, that "demographics are destiny". By this, I mean to say that student engagement is an invaluable asset and indeed, many become the legacy of generations previous. It is with programs like the Student Mentorship Opportunity that allows municipal leaders like yourselves to inspire young minds to be ambitious and pursue positive change. At the conference, as I met other councillors, I found myself to be the only student in attendance, which became a topic of conversation immediately. Many such councillors showed interest in introducing something similar to what Prince George has offered, and in this I see a capacity for the Prince George City Council to be a leader in student engagement nationally.

I was unaware of the opportunities afforded to municipalities in terms of governance prior to the FCM, but I find myself with a newfound desire to use my experience there to better my community. For that, I thank you for allowing me the opportunity to be a part of Canada's largest gathering of municipal leaders and to share ideas with some of her greatest minds.

Brooklyn Seemann

Youth Municipal Government Mentorship Program Summary

During my week in Whistler I was exposed to the dynamic and vital role that municipal governments and regional districts play for their communities. Local governments are advocates for their residents. The 2018 Union of British Columbia Municipalities conference had a motto of communication, collaboration and cooperation. Throughout the week, I learned how integral and important these factors are to the development of a vibrant and prosperous community.

Intergovernmental relationships are fundamental to building strong communities. As municipal governments are a creature of the provincial government it is necessary for local governments to be able to meet and discuss issues present in their jurisdiction. By having meetings with Provincial Ministers, this allows local governments to speak to issues their community is facing, ask for assistance, advice or thank for prior help. During our week in Whistler we had the opportunity to meet with many Ministers of the provincial government, though these meetings were short, equated to speed dating, I was able to see the significance of the meetings and how important these conversations were for the betterment of our community. Negotiation is a key component for local governments. Communicating with Ministers is integral. The Unions of British Columbia Municipalities conference allowed for communication between local governments as well. This allowed for leading communities to share their best practices in diverse areas of local government and gave inspiration and ideas for other municipalities to take home. In addition, top professionals in different fields such as green innovation were able to present feasible ideas that can be practiced in any community.

Collaboration took place throughout the week at the Union of British Columbia's Municipalities conference. Local governments collaborate with many different sectors to bring opportunities to their region. I witnessed collaboration between the City of Prince George with the health sector, ministries and business sector, to name a few. Furthermore, during my week I observed the diverse relationships built between our community and major local industrial employers such as with CN Rail. Prince George is an industrial hub, by creating strong relationships with industry this provides our

community with jobs and economic opportunities. By attending the conference local government were able to collaborate with each one another as well. Officials from different areas are brought together and provided an opportunity to seek assistance, mentorship and education from each other. I thought this was so important for community growth.

Cooperation was demonstrated during my week in Whistler through the fostering of relationships with the provincial government. By working together on concerns, it allows for the best options to be discovered and the most equitable decisions to be made, increasing the social, economic and overall well-being for British Columbians and visitors alike. What I found most fascinating during my week spend with the City of Prince George staff and elected officials at the Union of British Columbia Municipalities conference was how connected our local government is to the community and how many areas it helps to facilitate and support. This opportunity provided me with a new understanding of the importance of local government.

TERMS OF REFERENCE SELECT COMMITTEE ON STUDENT NEEDS

1. GENERAL INFORMATION

Select Committee Name:	Select Committee on Student Needs
Meeting Frequency:	Monthly
<p>The Select Committee on Student Needs is a select committee of Council established in accordance with the <i>Community Charter</i> and “<i>City of Prince George Council Procedures Bylaw No. 8388, 2011</i>”.</p>	

2. PURPOSE AND MANDATE

The Select Committee on Student Needs, hereafter referred to as the “Committee”, is to advise Mayor and Council of the City of Prince George, hereafter referred to as “Council”, and City Staff on matters regarding the priorities, policies and strategies affecting students in Prince George, in accordance with these Terms of Reference. Specifically the committee will:

- Solicit feedback from the community on student issues, and bring to Council matters identified by the Committee as requiring action by the Municipality.
- Advise City staff, relevant Committees and Council on matters pertaining to local student issues and engage with the local student population.
- Play a role in the development and implementation of events and activities for students in conjunction with relevant City departments and Council Committees.
- Advise local government on policies and budget items where they may impact students.
- Work in support of related municipal objectives and strategic priorities.
- Increase representation of students with local government policy, programs, and services,

TERMS OF REFERENCE SELECT COMMITTEE ON STUDENT NEEDS

3. MEMBERSHIP AND COMPOSITION

3.1 Composition

3.1.1 Voting Members

The Committee shall be comprised of a maximum of nine (9) members including:

1. One (1) member of Council for the duration of the Council Term
2. Up to four (4) members appointed as representative by the following organizations:
 - a. Northern Undergraduate Student Society (NUGSS)
 - b. District Student Advisory Council (DSAC)
 - c. College of New Caledonia's Students' Union (CNCSU)
 - d. Northern British Columbia Graduate Students' Society (NBCGSS)

NUGSS, DSAC, CNCSU and NBCGSS shall each deliver annual notice of their appointed Committee members by way of a letter addressed to Mayor and Council, delivered by November 30th of each year.

3. Up to four (4) members, who are residents of Prince George, appointed by Council from the general public. It is suggested that there be a cross-representation of members who have experience with diverse modes and styles of education.

Committee Chairperson

Select committees are chaired by the appointed Council member to preside over meetings and Committee business.

3.1.2 Staff and Council Members (Ex-Officio Members)

Staff Liaison

A city staff member shall be appointed by the City Manager to serve as Staff Liaison, who along with other city staff may attend meetings of the Committee in a resource capacity by providing information and professional advice.

Legislative Services

The Corporate Officer will appoint a Legislative Assistant to the Committee who will serve in an administrative support role.

Council

All remaining members of Council are ex-officio members of the Committee and may attend meetings and participate in debate, but may not make motions and do not have voting rights.

TERMS OF REFERENCE SELECT COMMITTEE ON STUDENT NEEDS

3.2 Length of Term

Appointed Representatives

Members appointed as representatives of their respective group will be appointed on an annual basis coinciding with their organizational elections.

Public Members

Council will consider applications and appoint four (4) members in 2016 for a term of one (1) year ending December 31, 2017. All subsequent term appointments will be for a term of two (2) years beginning January 1st and ending December 31st.

Additional Considerations:

- Midterm Appointments: Appointments to the Committee to fill interim vacancies shall be for the unexpired portion of the current term involved and shall count towards the maximum length of service or number of terms on the Committee for the appointee.
- A committee member may not serve longer than six (6) consecutive years.

4. ROLES, RESPONSIBILITIES AND REPORTING

4.1 Roles and Responsibilities

As a municipal advisory body, Select Committee roles include:

- Advising and making recommendations to Council in a manner that will support City policy matters relevant to the Committee's defined Purpose and Mandate.
- Providing resident and organizational based expertise.
- Working within given resources.

Roles and responsibilities specific to the chairperson, staff liaison and Legislative Assistant are set out in the *City of Prince George Committees, Commissions and Boards Procedures Manual*.

TERMS OF REFERENCE SELECT COMMITTEE ON STUDENT NEEDS

Shared Member Responsibilities

Conduct

- The Committee shall conduct its proceedings in accordance with procedures established in the *City of Prince George Committees, Commissions and Boards Procedures Manual*.
- In providing its advice the Committee shall have due regard for the *Local Government Act*, the *Community Charter*, the bylaws and policies of the City and these Terms of Reference.
- Select committee members are to be transparent in their duties to promote public confidence.
- Members are to respect the rights and opinions of other committee members.

Preparation

Meeting agenda and accompanying materials will be circulated electronically one week prior to all meetings; members are expected to review all distributed materials prior to meetings.

Agendas

- Agendas are to require focus with clear parameters for content and alignment with terms of reference/purpose.
- Agendas will be finalized one week before committee meetings.
- Items and accompanying material that are received after the agenda has been prepared and distributed (but prior to the meeting) will be moved to the following meeting's agenda.

All public members are to submit potential agenda items and related material to the committee chair and staff liaison for consideration.

Attendance and Participation

Active participation in committee meetings is expected of all members.

- If a committee member is absent for three (3) consecutive meetings without justified absence or notice to the Legislative Assistant, Staff Liaison or Committee Chair he/she shall be deemed to have forfeited his/her membership and may be recommended to Council for removal from the Committee.
- If unable to attend a meeting of the Committee, the member must contact the City's Legislative Assistant, Staff Liaison or the Committee Chairperson no later than the day prior to the meeting.



TERMS OF REFERENCE SELECT COMMITTEE ON STUDENT NEEDS

Voting

Council members (excluding the Committee Chairperson) and individuals from City Staff are ex-officio and therefore non-voting.

Meeting Schedule

The Committee shall meet monthly in accordance with its regular schedule of meetings to be established at its first meeting of the new term.

4.2 Reporting

In addition to the annual reporting requirement as established in the *City of Prince George Committees, Commissions and Boards Procedures Manual*, the Committee will report to Council in a timely manner on issues that have been referred to it by Council.

TERMS OF REFERENCE SELECT COMMITTEE ON STUDENT NEEDS

5. OTHER GOVERNANCE
5.1 Review of Terms
Taking into account recommendations from the Committee, the Corporate Officer and Staff Liaison will review the Select Committee Terms of Reference documents annually. The purpose of this review will be to ensure that the operations and function of each committee are still aligned with its defined purpose.
5.2 Eligibility and Selection
Eligibility and selection for membership on select committees will be accepted in accordance with the <i>City of Prince George Committees, Commissions and Boards Procedures Manual</i> .
5.3 Decisions of the Committee
All acts and matters that come before the Committee must be done and decided by a majority of the members present at a duly constituted meeting with quorum present.
5.4 Budget
The Committee shall be responsible for the distribution or allocation of funding that may be available to the Committee and ensure that such allocation directly relates to the mandate of the Committee.
5.5 Governance
Meetings and operations of the Committee shall be governed by the provisions of the <i>City of Prince George Committees, Commissions and Boards Procedures Manual</i> . In case of conflict between the provisions of these Terms of Reference and the Procedures Manual, the provisions of the Procedures Manual shall prevail.