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## MEMORANDUM

TO: Co-Chairs and Members of the Youth Advisory Committee  
FROM: Kevin Arjoon, Municipal Clerk  
DATE: May 8, 2019  
SUBJECT: **Update on Municipal Clerk's Office Initiatives including Elections**

The Municipal Clerk's Office (MCO) strives to ensure that its materials are accessible to all residents of HRM, this includes youth, and marginalized populations. The Municipal Clerk's Office will attend the Youth Advisory Committee (YAC) meeting on May 16, 2019 to present on current initiatives and programming. In addition, a facilitated session will be held to better understand how Clerk services relate to youth.

### **Current Initiatives:**

Civics Education Programming in Schools  
Engagement – the Municipal Clerk's Office's Get Involved Guide (Attached)  
Open Government – Lens which is used when beginning new initiatives  
Review of Board Support and Training  
Public Appointment Policy Review

### **Elections:**

Campaign Finance By-law  
Methods of Voting – Procurement of E-Voting platform  
Candidate Materials  
Voter Engagement

### **Focus Questions**

On a day to day level, how do you get your information?  
What are your preferred methods of communicating with the Municipality?  
What are key takeaways on the HRM that should be included in Civics programming for Schools?  
How could MCO present information in a way which is more accessible for youth?  
How should the candidate materials be presented to appeal to youth – should there be designated youth candidate information sessions? How important are images and representation of youth images in materials?  
Voter Turnout – what are some tactics/strategies/platforms that could be used to get more Youth at the polls.

It is anticipated that any comments received will be investigated by the Municipal Clerk's Office and may be incorporated into a future reports or policy changes, or election services rollout. Representatives from the MCO may also return to Committee with updates on policy changes or seeking additional feedback.