

THE CORPORATION OF THE CITY OF BROCKVILLE

By-law No. 009-2011

By-law to Establish the Youth Advisory Committee


WHEREAS Youth retention has always been a crucial and popular issue in our community, and in order for any city to progressively advance, one would expect that our city's decision makers need to receive feedback and input from as many visible demographics as can be possible

WHEREAS at a Council meeting held on January 25, 2011, Council deemed it expedient to establish a Youth Advisory Committee to advise garner a youth perspective on municipal and other issues under consideration by City Council;

NOWHEREFORE the Council of the Corporation of the City of Brockville enacts as follows:

1. THAT the Terms of Reference for the Youth Advisory Committee (attached hereto as Schedule 'A') be hereby adopted.

Given under the Seal of the Corporation
of the City of Brockville and Passed this
8th day of February, 2011.



Mayor



City Clerk

YOUTH ADVISORY COMMITTEE TERMS OF REFERENCE

Mandate

To provide a legitimate voice for young people in the Brockville community. To provide a youth perspective on municipal and other issues to be considered by the mayor and Council as they carry out their political responsibilities. To provide input or advice to City staff as requested. To involve and inform the young people of Brockville on issues, events and activities in the community.

Committee Composition and Structure

- a) The Committee will be comprised of seven (7) to nine (9) members, nominated and appointed in accordance with City policy and process. Appointees must be between the ages of 16 years and 30 years of age at the start of their term, except the Council representative, a Canadian Citizen, and a resident or property owner within the City of Brockville.

Appointees under 18 years of age are required to provide Parental Consent.

All appointees must provide a criminal record check.

- b) The Student President of St. Lawrence College will be an invited member of the Committee;
- c) At least one Member of Council will be appointed to the YAC as a voting member.
- d) The Mayor is an *ex officio* member of BCAC.;
- e) The Committee will be governed by the City of Brockville Procedural By-Law.
- f) The quorum for Committee meetings of record is 5 voting members.
- g) Members are expected to attend monthly meetings and participate in various sub-committee activities that may arise from time to time.

Chairperson

The Committee will nominate and elect a Chair and Vice-Chair at the December meeting of each calendar year. These appointments will run from December to November 30 of the following year.

Meetings

The Youth Advisory Committee will meet monthly, at least nine times per year.

The meeting agenda will be published to members at least two days in advance of the meeting, or in accordance with City policy.

Minutes will be kept and will be published once approved. Agendas and minutes will be available on the City Hall website.

Meetings are open to all members of the public. Members of the public wishing to appear as a delegation to the Committee shall notify the Chair or City Clerk in advance of the agenda being set and published.

Communications

The Youth Advisory Committee will strive to be open, transparent and accessible to the public. The Committee will publish notices, meeting agendas and minutes, on the City's website and, as appropriate, through other readily-accessible media.