



## **Mayor's Youth Advisory Committee (MYAC) Terms of Reference**

### **Reports to:**

The Administration/Finance/Fire Committee of the Township of West Lincoln

### **General Mission Statement:**

The mandate of the Township of West Lincoln's Mayor's Youth Advisory Committee (MYAC) is to ensure that youth are involved in the decisions made within the Township of West Lincoln that affect them, their families and friends. The MYAC will present a youth perspective. The MYAC will inform and involve other youth in the Township of West Lincoln.

The Mayor's Youth Advisory Committee (MYAC) will provide an authentic voice for youth in the community and seek to provide quality programs created by youth for youth. MYAC intends to achieve this by solidifying relationships between youth and the community at large and by initiating and supporting youth oriented events and programs.

### **Objectives/Responsibilities:**

1. To provide direct input into municipal decision making processes on issues affecting youth;
2. To advocate within the municipality on behalf of youth;
3. To develop and maintain effective communications with youth and youth-serving organizations;
4. To promote and recognize the abilities and contributions of youth in their communities;
5. To foster initiatives for and by youth; and,
6. To ensure diversity in the MYAC's membership, the selection process considers a number of factors including, but not limited to, geography, gender, culture, ethnicity, sexual orientation and ability.

### **Membership:**

The members will be selected by the Mayor, CAO and Secretary based on the applications received.

The Committee shall consist of:

- The Mayor
- A minimum of twelve (12) and maximum of eighteen (18) youth (age 12-18) of the community

It is desirable to have the representation from but not limited to the following groups:

1. Six (6) high school representatives (Two (2) representatives from each of the three (3) high schools.)
2. Six (6) grade school representatives (One (1) representative from grade 7 or 8 will be selected from each of the of the six (6) elementary schools; College St., Gainsborough, Caistor, St. Martins, Covenant Christian, John Calvin.)
3. One (1) representative from our Home School program.
4. One (1) representative from our West Lincoln FORT program.
5. One (1) representative from our West Lincoln 4H program.
6. One (1) representative from the West Niagara Agricultural Society.
7. One (1) member from 62 Phantom Squadron RCAC.
8. One (1) member from 1626 West Lincoln Royal Canadian Army Cadets.

All members must be permanent residents of West Lincoln (including Post-Secondary students) and have a thorough understanding of the Township and the needs of youth.

The CAO may attend, as desired, but will not have voting rights and will not be considered a "Member" of the Committee.

Representatives from but not limited to the following organizations will be invited to attend monthly MYAC meetings and participate as non-voting members.

- Niagara Region Police Services,
- Niagara Region Public Health representative or the Chief Medical Officer of Health,
- YMCA of Niagara,
- Kristen French Child Advocacy Centre

Township staff not appointed as Members of the Committee will be available to provide resources as needed.

**Voting:**

**QUORUM:**

A majority of Members of the Committee shall constitute a quorum.

**DECISIONS:**

Decisions of the Committee shall be made by consensus of the members present. The Chair may call for a vote by show of hands should no consensus be reached on any particular issue. A tie vote shall be considered lost. The Chair shall vote.

**Meetings:**

All meetings shall be at the call of the Chair and notice of all meetings shall be given by the Secretary to all Committee members at least forty-eight (48) hours in advance of the meeting. The Chair can also cancel a meeting if required.

**Presiding Officer/Chair:**

The Mayor shall be the Chair of the Committee. The Chair shall be responsible for the conduct of all meetings and perform such other duties as may be assigned by the Committee. A Vice Chair may be appointed to assume all responsibilities of the Chair in his/her absence.

**Secretary:**

A Secretary shall be provided as determined and assigned by the CAO.