



## Terms of Reference

### Mayor's Youth Advisory Council

**Date Approved by Council:** January 9, 2023  
February 27, 2023

**Sunset Date:** N/A

**Mandate:**

To advise Council of recreational and social issues that are important to the Town's younger population and to strengthen community relationships and create a mechanism for open and meaningful dialogue.

The Committee may also direct or monitor working groups, participating in specific projects or initiatives per the Committee's work plan. Any working groups will be established by resolution of the committee. The working group shall report back to the committee, following a working group meeting, at the next regular Mayor's Youth Advisory Council meeting.

**Goals/Objectives:**

1. To keep Council informed of important matters affecting youth
2. To occasionally host youth workshops/forums and events
3. To act as a positive advocate for youth
4. To actively seek input from youth on important matters (e.g. conducting surveys)
5. To provide leadership experiences for youth

**Reporting to Council:**

The Committee will report to Council through the distribution of minutes as well as present and submit an annual report.

**Enabling Legislation, By-Law or Staff Report:**

CPS-2022-069, December 12, 2022

**Committee Composition:**

The Committee shall consist of up to eleven (11) members composed of:

- 1 member of Council
- Up to 10 members of the public up to the age of 20

**Skills Requested**

Preference may be given to candidates who demonstrate an understanding and desire to promote youth initiatives within the community.

**Administration Section**

Department Linkage and Staff Support:

CAO's Office  
Corporate Services Department, Clerk's Division  
Other divisions to provide support, as needed

**Meeting Frequency:** Quarterly, or as required