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## Municipality of the County of Cumberland

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### Municipality of Cumberland Youth Council Policy 21-05 (Amended Nov. 2022)

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#### **Purpose**

1. The purpose of this Policy is to establish a policy for the governance of the Municipality of Cumberland Youth Council.

#### **Definitions**

2. In this Policy, unless the context otherwise requires,
  - a) "Municipal Council" means the Council of the Municipality of the County of Cumberland
  - b) "Municipality" means the Municipality of the County of Cumberland

#### **Basis**

3. The Municipality of Cumberland Youth Council will act as an advisory body to Municipal Council on those matters within the influence of the Municipality which have an impact on the youth of the Municipality, regardless of their cultural and religious identity, socio-economic background, intellectual and physical abilities, sexuality, or gender. The Youth Council will improve the image of the Municipality by raising the profile of the Municipality's youth. The Council will create community awareness of youth facilities, youth services, youth organizations and the opportunities and programs they provide.

#### **Role of the Committee**

4. The Youth Council will identify and bring forward issues which have an impact on the youth of the Municipality and, while *indirectly* under the control of the Municipality, may be of sufficient significance to warrant the Municipality's consideration or support.
5. The Youth Council shall encourage its members to become more familiar with the workings of local government through education, involvement, and participation in Municipal Council meetings.
6. The Youth Council will, through researching issues and presenting constructive solutions, act as a realistic advocate for the youth of our community.
7. The Youth Council will endeavor to participate actively in community events and activities, as well as host events they deem fit, in the Municipality, and through this involvement, foster a positive image for all young people.
8. The Youth Council may address, foster discussion, or make recommendations to Council on issues that they believe need to be addressed for the benefit of the youth.

#### **Membership** (see information taken from *\*Policy on Citizen Appointments - attached*)

9. Municipal Council shall appoint members of the Youth Council by resolution.
10. The maximum number of appointees on the Youth Council is 12 with a maximum of 3 from outside the Municipality.
11. Members shall be students ages from 12 to 25 years old.

12. The term for citizen youth appointees shall be one year and members may be reappointed to the Youth Council without limitations. Members who do not complete their term may be replaced, with their replacement finishing their term and being eligible for reappointment without limitations.
13. Citizen youth appointee terms shall be November 1<sup>st</sup> to October 31<sup>st</sup> annually. .
14. Each year, a request for expressions of interest will be advertised using appropriate media to reach youth. Municipal Council will appoint Youth Council members for the new term prior to the end of October each year.
15. A chairperson shall be elected yearly from their peers on the youth Council.
16. Council shall annually, by resolution, appoint a member of Council to be the liaison between the Youth Council and Municipal Council.
17. The CAO may appoint a municipal staff member to be the staff liaison to the Youth Council.

## Meetings

18. Meetings will be scheduled by the *Chairperson*, in consultation with staff and fellow members.
19. The Youth Council will meet quarterly or more often as required. Each month a member of the Youth Council will be invited attend a Municipal Council regular meeting.
20. All meetings are open to the public. If local organizations wish to present to the Youth Council, they must inform the Chairperson of their presentation plans and receive approval prior to the meeting.
21. All members of the Youth Council are required to notify the Chairperson if they are to miss a meeting. If two meetings are missed without regrets sent, the Youth Council will discuss attendance improvement for that individual.

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### **\*Taken from our Policy on Citizen Appointments**

1. *This Policy is entitled the "Policy on Citizen Appointments" and applies to all appointments of persons to committees of, or created by, Municipal Council and all appointments by Council to committees or governance boards of other organizations (such as the Cumberland Regional Development Authority, the Police Services Advisory Committee, the Cumberland Senior Care Corporation Board, Wellfield and Planning Advisory Committees, etc.), hereinafter referred to as "Citizen Appointments". This Policy does not apply to the appointment of Councillors to committees or boards, whether of Council or otherwise.*
2. *All Citizen Appointments shall be made or approved by Council on such terms and conditions as Council may determine.*
3. *The following terms and conditions shall apply to all Citizen Appointments unless Council specifically determines otherwise:*
  - a) *All Citizen Appointments are at the pleasure of Council and may be terminated at any time without notice or cause.*
  - b) *The term of all Citizen Appointments to Committees of Council shall be from the date of appointment until the end of the calendar year in which a municipal general election is held.*
  - c) *Citizen Appointments to boards or committees of other organizations shall be for the term set by that organization unless earlier terminated by Council.*
  - d) *All Citizen Appointments must have their primary residence in the Municipality. If a citizen Appointment moves their primary residence outside the Municipality their Appointment shall cease immediately unless Council determines otherwise.*

- e) *Citizen Appointments shall be reimbursed their travel expenses to and from meetings at the same rate, and on the same terms and conditions, as Councillors. Travel expenses for other purposes related to the Appointment will be paid by the Municipality at the Municipality's standard rates, if approved in writing, in advance, by the Municipality's CAO. Citizen Appointments shall be paid an honorarium for each meeting of the committee or board that they attend. The honorarium shall be \$50.00 for each meeting lasting three hours or less, and \$100.00 for meetings lasting more than three hours.*

Annotation for Official Policy Book

Date of Notice of Intent: December 15, 2021

Date of ad of Adoption by Council: January 28, 2022

Date of Notice of Amendment to Policy: November 16, 2022

Date of Adoption of Amended Policy: November 23, 2022

I certify this Policy was adopted by Council and published as indicated above.

Shelley Aug  
Municipal Clerk

November 24, 2022  
Date