



## **Mayor's Youth Community Liaison Group Terms of Reference**

A Community Liaison Group reports directly to City staff to advise on the community perspective, which staff includes in the process of making recommendations directly to Council. Recommendations and requests for Council consideration may be presented by City staff through a memorandum or report to Council. The group is led by and called to order by City staff and do not follow the procedural by-law.

### **Preamble**

The City of Thorold Mayor's Youth Community Liaison Group ("MYCLG") will provide a voice for the youth of Thorold, while advising staff and Council of important recreational and social issues concerning the City's younger population.

### **Mandate**

To provide a communication link between the youth of Thorold and City Council and to encourage facilities and programs that will enhance the quality of life, health and well-being for youth in our community.

### **Goals and Purpose**

- To keep Council informed of important matters affecting youth.
- To act as a positive advocate for youth.
- To actively seek input from youth on important matters.
- To support events endorsed by the City Council that relate to the mandate.
- To provide leadership experience for youth.
- To help enhance the image of youth in the City of Thorold.
- To create, among youth, a sense of pride and proprietorship in their community.

### **Membership**

The MYCLG will comprise of no more than nine (9) youth members who are residents of the City of Thorold, consisting of the following:

- Up to three (3) student representatives from Thorold Secondary School, as recommended by the school's Principal
- Up to three (3) student representatives from Denis Morris Catholic Secondary School, as recommended by the school's Principal
- Up to three (3) youth representatives from other youth-oriented groups, as recommended by representatives of the youth-oriented groups and/or City staff or the Mayor

At the discretion of City staff, more youth members may be accepted from different groups as long as youth membership does not exceed nine (9) members. In addition to the youth membership composition established above, the following individuals shall play a role:

- The Mayor will serve as an ex-officio member
- City Staff will work with the group to provide administrative support, act as staff liaison, approve youth appointments, and consult with and review the recommendations of the MYCLG, but staff do not serve as members of the MYCLG

Appointments to the MYCLG shall be made on an annual basis after the start of the academic year in September, or, in the case of a municipal election year, after the inaugural meeting of City Council, with meetings held until July 1. Youth members must be enrolled in secondary school at the time of their appointment and are eligible to serve on the MYCLG until they turn nineteen (19) years of age, or are no longer enrolled in secondary school, whichever comes first.

Decisions respecting membership are at the discretion of staff and are final. If a member resigns, or no longer meets the criteria for membership, then a replacement representative shall be sought by staff.

### **Meeting Frequency**

Meetings will be called by staff at a frequency as established by the group. Meetings can be in person or virtual, or through email correspondence, for the purpose of sharing recommendations.

### **Applicability of *Municipal Act*, Procedural By-law, and City of Thorold Council Code of Conduct**

Members of the MYCLG are expected to engage in all activities with professionalism, respect, and integrity. While the MYCLG will not be strictly subject to the requirements of the *Municipal Act*, Procedural By-law, and City of Thorold Council Code of Conduct, members are expected to maintain a positive and constructive environment in all discussions, demonstrate respect for diverse perspectives, and contribute to solutions that reflect the values of the community. This includes being open-minded, listening actively, and communicating thoughtfully, ensuring that the group remains a space for collaborative and inclusive discussion and decision-making.