



Subject: Mayor's Youth Advisory Committee Appointments and Terms of Reference Amendment

To: Council

From: Office of the Chief Administrative Officer

Report Number: 2024-217

Meeting Date: November 26, 2024

Recommendation:

That the Office of the Chief Administrative Officer Report 2024-217 be received;

That Council approve the recommended applicants for appointment as outlined in Confidential Appendix A;

That By-law No. 7098/40/23 be repealed; and

That the draft By-law to Establish a Committee known as the Mayor's Youth Advisory Committee and Terms of Reference and to Repeal By-law No. 7098/40/23 and all Amendments Thereto be brought forward to Council for approval.

Purpose:

The purpose of this report is present Council with the recommended applicants for appointment to the Mayor's Youth Advisory Committee (MYAC) and to amend MYAC's terms of reference (TOR) to increase the committee membership from 8 members to 11 members.

Background:

The Clerk's Division hosted a fall recruitment period from October 15, 2024 – October 25, 2024, to fill any vacancies or expiring terms for MYAC and several other Boards and Committees. This recruitment period was held in accordance with the City's Appointment to Boards and Committees Policy (2008). The recruitment period for MYAC was extended to November 1, 2024, to allow more students the opportunity to apply. There was a great interest from students in the community and the Clerk's

Division received several applications. As a result of the interest, the Clerk's Division is recommending that Council amend the TOR to increase the MYAC membership from 8 members to 11 members, repeal the old By-law and approve the new By-law to reflect this change. The amended version of the TOR is **Appendix B**, and the draft by-law is **Appendix C**.

Discussion:

An advertisement was placed in the Welland Tribune, and a digital marketing campaign ran from October 15 – 25, 2024 to alert residents of the recruitment period. MYAC's recruitment period was extended to November 1, 2024. The City's Communications team assisted the Clerk's Division by distributing the recruitment information across the City's social media pages. Paper applications were also available upon request at City Hall. Additionally, the Deputy Clerk reached out to the Principal at Lakeshore Catholic Highschool and the Principal at Port Colborne Highschool to distribute the information regarding the extended MYAC recruitment period.

The applicants being recommended for appointment are listed in **Confidential Appendix A**. MYAC has two types of membership; under the current TOR, 4 members are appointed for 2-year terms, and 4 members are appointed to run concurrent to term of Council who appointed them. Should Council approve the recommended applicants and the amendment to the TOR, the terms for the appointed members would all expire on November 14, 2026, due to the time of year they are being appointed.

Internal Consultations:

The Clerk's Division consulted with the staff liaison for MYAC and the Mayor regarding the eligible applicants. As a result of the significant interest from qualified applicants to join MYAC, the City Clerk, in consultation with the staff liaison and the Mayor, made the decision to recommend increasing the committee membership to accommodate those interested in participating.

Financial Implications:

There are no financial implications.

Public Engagement:

The public was notified through an advertisement in the Welland Tribune, a digital media campaign, and across the City's social media pages. Additionally, the Deputy Clerk reached out directly to the principals at Lakeshore Catholic Highschool and Port Colborne Highschool to distribute information to the students.

Strategic Plan Alignment:

The initiative contained within this report supports the following pillar of the strategic plan:

- Welcoming, Livable, Healthy Community
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Conclusion:

After receiving several applications, the Clerk's Division worked with MYAC's staff liaison to select the recommended applicants for appointment. The applicants being recommended for appointment are listed in **Confidential Appendix A**. The Clerk's Division is seeking Council's approval to appoint the recommended applicants to MYAC and to amend the Terms of Reference to increase the MYAC membership.

Appendices:

- a. Confidential Appendix A – Recommended Applicants for Appointment
- b. MYAC Terms of Reference – Amended Copy
- c. Draft By-law to Establish a Committee known as the Mayor's Youth Advisory Committee and Terms of Reference and to Repeal By-law No. 7098/40/23 and all Amendments Thereto

Respectfully submitted,

Jessica Beaupre
Deputy Clerk

Report Approval:

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final review and approval by the Chief Administrative Officer.