

THE CITY OF EDMONTON

BYLAW 14126

CITY OF EDMONTON YOUTH COUNCIL BYLAW

Whereas, pursuant to section 145 of the *Municipal Government Act*, R.S.A. 2000, c.M-26, Council may pass bylaws in relation to the establishment, functions, procedure and conduct of council committees;

Edmonton City Council enacts:

PART - PURPOSE, DEFINITIONS AND INTERPRETATION

PURPOSE

The purpose of this bylaw is to establish the City of Edmonton Youth Council and to prescribe powers, duties, functions, structure and procedures.

DEFINITIONS

In this bylaw, unless the context otherwise requires:

“**Adult**” means an individual who has attained the age of 18 years;

“**City**” means the municipal corporation of the City of Edmonton;

“**City Manager**” means the Chief Administrative Officer of the City or his delegate;

“**Committee**” means the City of Edmonton Youth Council established under this bylaw;

“**Council**” means the municipal council of the City of Edmonton;

“**Member**” means a person appointed to the City of Edmonton Youth Council under section 6 of this bylaw; and

“**Youth**” means an individual or individuals who are between the ages of 13 and 23.

RULES FOR

The marginal notes and headings in this bylaw are for reference

INTEPRETATION purposes only.

PART - ESTABLISHMENT

ESTABLISHMENT The City of Edmonton Youth Council is hereby established as a committee of Council, comprised of those Members appointed under section 6 of this bylaw.

FUNCTIONS Subject to the provisions of this bylaw and all other City, Provincial, or Federal laws, the Committee will study and report to Council on matters within the City's jurisdiction which affect or may affect Youth, and in particular:

advise Council on issues that affect Youth in the city of Edmonton;

encourage and promote the well-being of Youth, Youth services, and opportunities available to Youth within the city of Edmonton;

oversee a General Assembly of Youth;

consult with City Departments and outside organizations working on Youth initiatives;

develop and maintain a positive liaison with individuals and organizations that are addressing issues of concern to Edmonton's Youth;

educate Youth on City governance, including procedures and policy-making;

provide networking opportunities for Youth within and outside of the city of Edmonton;

research and write policy proposals for review by Council;

co-ordinate community events that profile local Youth issues;

receive referrals from Council and its Standing Committees for review and recommendation; and

nominate persons for appointment to other Agencies, Boards, and Committees as directed by Council.

ADVOCACY In addition to the functions outlined in subsection (1), if the Committee identifies an issue under the jurisdiction of another

order of government that affects Youth in the city of Edmonton, the Committee may advise Council on the issue.

If the Committee wishes to advocate on an issue identified in this section, the Committee will:

request a decision on Council's position on the issue;

advocate the City's position on the issue, as approved by Council;

include in the Committee's annual report any advocacy actions taken, and an evaluation of any results arising from the advocacy action.

PART - STRUCTURE

COMPOSITION

Subject to this bylaw, the Committee will consist of eight (8) members appointed in accordance with Council policies and procedures as follows:

one (1) member of Council who will serve as an ex-officio, non-voting Member;

six (6) citizen-at-large Youth Members nominated by the General Assembly of Youth; and

one (1) citizen-at-large Youth Member nominated by the General Assembly of Youth who will serve as Chair.

The original citizen-at-large Members of the Committee will be appointed by Council from names submitted by the City Manager.

The City Manager will coordinate the selection of Committee Members.

REMOVALS

The Committee will request Council to terminate the appointment of any Member who is absent from three consecutive meetings, or who misses three regular meetings in six months unless the absence is authorized by resolution of the Committee.

ORGANIZATIONAL MEETING, CHAIR AND VICE-CHAIRS

At its first meeting each year, the Committee will:

prescribe duties for all other Members;

establish a schedule for bi-monthly Committee meetings and General Assembly meetings for the year.

CHAIR

The duties of the Chair will be to:

- act as chair at all meetings of the Committee; and
- represent the Committee at Council, its Standing Committees, and in other public functions.

Re-election of a Chair is permitted to a maximum of three years.

PROCEDURES

Subject to this bylaw, the Committee must follow the procedures prescribed by Bylaw 12300, the Procedures and Committees Bylaw.

Members will be given at least one (1) week written notice of a Committee meeting.

Quorum for the Committee is a majority of the existing appointed members of the Committee.

Quorum for the Committee requires two Adult Members in attendance.

REMUNERATION

Membership on the Committee is voluntary, and no remuneration will be paid for serving as a Member.

Members will be reimbursed for their reasonable out-of-pocket expenses to attend each meeting of the Committees, and its sub-Committees in accordance with City policy.

SUB-COMMITTEES

The Committee may establish Sub-Committees as required.

The Committee may appoint persons from outside the Committee to a Sub-Committee.

Sub-Committees must:

- be chaired by Committee members, and
- report back to the Committee for consideration of findings.

Sub-committees may solicit input from the public.

GENERAL ASSEMBLY

The Committee must establish and oversee a General Assembly of Youth, comprised of Delegates.

The Committee must prescribe eligibility and qualifications for Delegates, including Associate Delegates and Honorary Delegates.

The Committee must submit guidelines for the selection of Delegates to the City Manager for review and approval.

The Committee will determine the policies and issues to be presented at meetings of the General Assembly of Delegates, and report to Council any resolutions passed by the General Assembly.

The Committee must annually submit for vote of the General Assembly of Youth proposed names of citizen-at-large Committee Members and a Chair for recommendation to Council.

Only Delegates may vote at a General Assembly of Youth meeting.

Subject to this bylaw, the General Assembly shall follow the procedures prescribed by the most recent edition of *Robert's Rules of Order Newly Revised*.

CONSULTATION

The Committee, and with the approval of the Committee, its Sub-Committees and the General Assembly may solicit input from the public, by:

- open houses;
- surveys; or
- public meetings.

PART - FINANCE AND ADMINISTRATION

BUDGET

A budget for expenses arising from the operation of the Committee in the administration of this bylaw will be submitted to Council for approval.

The budget shall be prepared and presented to Council by the City Manager, in consultation with the Committee.

The Committee's budget will be administered by the City Manager.

RESOURCES

Technical, planning and administrative resources to the Committee, as determined in consultation with the Committee, will be provided by the City Manager.

PART - GENERAL

EFFECTIVE DATE

This bylaw takes effect beginning on January 1, 2006.

Read a first time

Read a second time

Read a third time

SIGNED AND PASSED

THE CITY OF EDMONTON

MAYOR

CITY CLERK