



Municipality of Crowsnest Pass Policy

Policy No.:	1300-01
Policy Title:	Council Youth Representative Policy
Approval Date:	June 25, 2019
Revision Date:	
Supersedes Policy:	
Department:	Corporate Governance

1.0 POLICY PURPOSE

To increase awareness of Local Government activities among Crowsnest Pass youth and to increase Council's awareness of youth issues in the Municipality of Crowsnest Pass.

2.0 DEFINITIONS

"Candidate" means Youth that are interested and have submitted a formal application to be a Council Youth Representative.

"Council Youth Representative" means the Youth appointed to this role in accordance with this Policy.

"Local Government" means Municipal government of a town, county, district or Municipality with representatives elected by those that live in the jurisdiction.

"Municipality" or "Municipal" means the corporation of the Municipality of Crowsnest Pass located in the Province of Alberta.

"Youth" means a person in grades 10-12 that resides in the Crowsnest Pass.

3.0 POLICY STATEMENTS

The Municipality of Crowsnest Pass recognizes the benefit of supporting communication channels between Council and Crowsnest Pass youth. The Municipality authorizes appointing one (1) volunteer Council Youth Representatives on an annual basis. The appointment will have an option of extending the term for one additional year, depending on the interest and availability of the candidates and depending upon Council's approval. The position will be on a volunteer basis and will receive no remuneration.

Travel expenses may be approved for the Council Youth Representative to attend provincial youth parliament events, as part of the one-year commitment, provided funds are available in the approved budget.

3.1 Application

- a. The Municipality will advertise the availability of Council Youth Representative position by September 15th each year, as required.
- b. Youth must submit their applications by September 30th each year.
- c. Applicants for Council Youth Representative must meet the following criteria:
 - i. Must be a resident of Crowsnest Pass.
 - ii. Must be a Grade 10, 11 or 12 student enrolled at Crowsnest Consolidated Secondary School.
 - iii. Must be willing to attend Council meetings as requested.
- d. The Council Youth Representative terms will end June 30th each year.

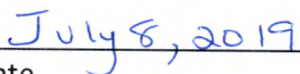
3.2 Selection

- a. The Municipality will confirm that all applications received meet the requirements.
- b. The applicants will be interviewed by a panel consisting of at least:
 - i. one (1) member of Council; and
 - ii. one (1) member of staff.
- c. The panel will select the most suitable candidate and submit their name for Council's approval.
- d. Upon Council's approval, the candidate will be notified and invited to the next Council meeting.

MUNICIPALITY OF CROWSNEST PASS




Mayor



Date



Chief Administrative Officer



Date