



Council of Yukon First Nations Youth Council

Terms of Reference

1.0 Preamble

Article 14 of the *Constitution of the Council of Yukon First Nations* (the “CYFN Constitution”) outlines that the Leadership of the Council of Yukon First Nations (the “CYFN”) will include in its composition a Youth selected by the Youth Council.

Article 24 of the CYFN Constitution outlines that the Youth Council will consist of one Youth chosen by each Yukon First Nation, whether or not it has joined the CYFN as a member in accordance with the Constitution, and each Associate Member. The Youth Council will select by means of its own choosing a First Nation Youth who will be a member of the CYFN Leadership.

Article 23 of the CYFN Constitution outlines in the duties of the Leadership Youth that the member will:

- (a) provide advice and guidance for the CYFN Leadership; and
- (b) represent the Yukon First Nations as directed by the Youth Council and the CYFN Leadership.

2.0 Purpose or Mandate

Yukon First Nation Youth are emerging leaders of tomorrow. The Youth Council is intended to inform and educate the CYFN Leadership about the views and perspectives of Youth and encourage Youth to become involved in leadership roles and governance matters relating to Yukon First Nations.

These Terms of Reference will establish how the Youth Council will carry out its functions under the CYFN Constitution, including how it:

- a) selects a Leadership Youth to represent Youth Council as a member of the CYFN Leadership;



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b) provides advice and guidance to the Leadership Youth with respect to the fulfillment of his or her role as a member of CYFN Leadership; and

c) provides recommendations to the CYFN Leadership or General Assembly, as appropriate.

3.0 Membership on Youth Council

3.1 Representatives

Youth Council will be comprised of one (1) Youth representative and one (1) alternate Youth representative from each Yukon First Nation. Each Yukon First Nation will provide written notice to the Chair of the Youth Council, appointed under section 4.4 of these Terms of Reference, confirming its Youth representative and alternate Youth representative and their respective terms.

The alternate Youth representative may fill in as the Youth representative at meetings of the Youth Council in the absence of the Youth representative.

3.2 Age of Youth

Youth must be no less than 18 years of age and no more than 29 years of age to be a member of the Youth Council. Youth who are less than 18 years of age are welcome to attend and participate in Youth Council meetings, gatherings and other activities.

4.0 Meetings

4.1 Schedule of meetings

The Youth Council will meet at least two times per year, and convene other meetings as required. One of these meetings will be scheduled to coincide with the annual meetings of the CYFN General Assembly.

4.2 Notice of meetings

Where possible, the Chair will provide written notice of a meeting at least three weeks before the meeting, including a draft agenda, to the members of the Youth Council. Meetings will be scheduled as far in advance as possible.



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4.3 Meeting participants

All members of the Youth Council will participate in meetings. Any Yukon First Nation Youth may attend the meetings of the Youth Council as an observer. Members may invite others, such as the Grand Chief, the Chiefs or technical experts, at their discretion. Youth citizens of transboundary Indigenous groups who are based outside the Yukon but have traditional territory in the Yukon, are welcome to attend meetings by invitation.

4.4 Chair

The members of the Youth Council will appoint one of its members as the Chair for a specific term. The Chair's responsibilities will include:

- a) convening meetings in accordance with these Terms of Reference;
- b) reviewing a draft agenda for the meetings;
- c) presiding over the Youth Council's meetings and encourage discussion, input and participation of all members of the Youth Council.

4.5 Quorum

The quorum for a meeting of the Youth Council will be a majority of the members of the Youth Council appointed under section 3.1 of these Terms of Reference. A member of the Youth Council may attend a meeting by way of voice or video telecommunication and form part of the quorum so long as that member is able to communicate and participate in the discussions of the meeting effectively.

4.6 Decision-making

The Youth Council will endeavour to conduct its business by way of consensus. In cases where consensus cannot be reached, a majority vote of those present will be required to approve a decision of the Youth Council.



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4.7 Rules and procedures

The members of the Youth Council may make rules and procedures for the operation of the Youth Council that are consistent with these Terms of Reference.

4.8 Travel expenses

Members will be paid travel expenses by CYFN for attending the Youth Council's meetings in accordance with the CYFN's financial policies, travel expense guidelines and rates, subject to the availability of funding.

4.9 Record of meetings

The Chair will ensure that written summaries of the Youth Council's meetings will be maintained and available to Yukon First Nation Youths, upon their request.

Summaries will be completed and distributed to members of the Youth Council as soon as practicable following the meeting. They will be reviewed and approved by the Youth Council at a subsequent meeting.

4.10 Secretarial and administrative support

As requested by the Chair, the CYFN will endeavour to provide secretarial and administrative support to the Chair and the Youth Council, including the organization of meetings, preparation of draft agendas, circulation of information packages and maintenance of summaries.

5.0 Leadership Youth

5.1 Term of Office and Qualifications for holding office

The Leadership Youth will be a Yukon First Nation Youth selected by the Youth Council for a term of three (3) years subject to removal by the Youth Council for just cause. The Leadership Youth may serve more than one consecutive term.

5.2 Age

Youths must be 18-29 years of age to serve as Leadership Youth.



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5.3 Selection process

The Leadership Youth will be selected at the Youth Council meeting that coincides with the CYFN General Assembly. Each Youth Council member will have one vote.

Candidates can be nominated or put their own names forward for consideration.

The Youth receiving the highest number of the votes will become the Leadership Youth for a term of three (3) years coinciding with the term of the Grand Chief.

The Youth receiving the second highest number of votes will become the alternate Leadership Youth for a term of three (3) years coinciding with the term of the Grand Chief.

5.4 Duties of the Leadership Youth

The Leadership Youth shall:

- a) attend and participate in all meetings of the CYFN General Assembly and the CYFN Leadership;
- b) represent all Yukon First Nation Youth, and present their perspectives and views at all meetings on all matters of interest to Youth;
- c) advance interests of all Youth over their own personal or professional interests;
- d) provide advice and guidance to the CYFN Leadership; and
- e) represent the Yukon First Nations as directed by the Youth Council and the CYFN Leadership.

5.5 Reporting and accountability

The Leadership Youth will provide the CYFN Leadership with Youth Council meeting reports at least twice per year.

The Leadership Youth will endeavor to communicate with Yukon First Nation Youth throughout their term of office.



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5.6 Resignation, Filling Vacancies, Removal from Office

If the Leadership Youth resigns before the end of their three (3) year term, written notice will be provided to CYFN Leadership and the Youth Council no less than one month prior, if possible.

The Leadership Youth will endeavor to attend all scheduled meetings and miss no more than three unexcused meetings.

6.0 Amendments

The members of the Youth Council may recommend amendments to these Terms of Reference to the CYFN Leadership for their review and approval.

7.0 Conflict of Interest

A “conflict of interest” refers to situations in which personal, occupational or financial considerations may affect, or appear to affect, the objectivity, judgment or ability of a member of the Youth Council to act in the best interests of the Youth Council, the CYFN and the Yukon First Nations. A conflict of interest may be real, potential or perceived in nature.

A real conflict of interest arises where a member has a private or personal interest, for example, a close family connection or financial interest. A potential conflict of interest may arise when a member has a private or personal interest such as an identified future commitment. A perceived or apparent conflict of interest may exist when a reasonable, well-informed person has a reasonable belief that a member has a conflict of interest, even if there is no real conflict.

If a member is in a conflict, that member must declare a conflict. The other members may request the member who declared a conflict to withdraw from the discussion, not participate in the development of recommendations or take other appropriate measures.

9.0 Approval

These Terms of Reference are to be authorized and approved by a CYFN resolution attached as Appendix A.

Approved by CYFN Leadership resolution on November 22, 2018



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Appendix A

CYFN Resolution #1108-18

Leadership Resolution: ELDERS' COUNCIL and YOUTH COUNCIL TERMS OF REFERENCE

MOVED BY:
Chief Roberta Joseph

WHEREAS:

(A) The CYFN Constitution outlines that there shall be an Elders' Council and a Youth Council;

SECONDED BY:
Chief Kristina Kane

(B) The Elders' Council and Youth Council are intended to include all Yukon First Nations, whether or not they are self-governing or members of CYFN; and

PASSED BY:
Consensus

(C) CYFN Leadership supports the establishment of the Elders' Council and Youth Council;

(D) Elders and Youth at the CYFN Elders' and Youth Gathering held on October 25-27, 2018 reviewed and revised the presented Terms of Reference and recommend CYFN Leadership approve them as presented.

Resolution passed on
November 22, 2018

THEREFORE, BE IT RESOLVED THAT the CYFN Leadership approves the Elders' Council Terms of Reference and the Youth Council Terms of Reference as put forth by CYFN as amended, and the CYFN Leadership agrees that funding to support these Councils become part of the CYFN budgeting process.

Original signed

Grand Chief
Peter Johnston

