



YOUTH ADVISORY COMMITTEE MEETING

Thursday, March 2, 2023, 4 p.m.

Border Paving Athletic Centre

#100 9 Tri Leisure Way

Spruce Grove, AB

T7X 0T3

Pages

1. CALL TO ORDER

1.1 Ice Breaker 3.0

2. AGENDA

THAT the agenda be adopted, as presented.

2.1	Adoption of the Agenda - Youth Advisory Committee - March 2, 2023	Justin Draper	3
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3. MINUTES

THAT the February 6, 2023 Youth Advisory Committee Meeting minutes be approved as presented.

3.1	Minutes - Youth Advisory Committee - February 6, 2023	Justin Draper	5
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4. DELEGATIONS

5. ADMINISTRATIVE UPDATES

THAT the Spruce Grove Youth Advisory Committee invite members to attend the "Spruce Up Your Neighbourhood" Kickoff Party.

THAT the Administrative Liaison work with Community and Protective Services to develop a "Spruce Up Your Neighbourhood" activity for Youth Advisory Committee members to attend.

5.1	Spruce Up Your Neighbourhood and Kickoff Party	Justin Draper	12
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6. BUSINESS ITEMS

THAT the 2023 Youth Advisory Work Plan be adopted as presented.

THAT members of the Youth Advisory Committee present the 2023 Youth Advisory Work Plan to Council on March 27, 2023.

6.1	2023 Youth Advisory Committee Work Plan	Justin Draper	21
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7. INFORMATION ITEMS

7.1 Border Paving Athletic Centre Tour

8. CLOSED SESSION

9. BUSINESS ARISING FROM CLOSED SESSION

10. ADJOURNMENT

THAT the Youth Advisory Committee meeting adjourn at TIME p.m.

10.1	Adjournment - Youth Advisory Committee - March 2, 2023	Justin Draper	23
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REQUEST FOR DECISION

MEETING DATE: March 2, 2023

TITLE: Adoption of the Agenda - Youth Advisory Committee - March 2, 2023

DIVISION: Corporate Services

SUMMARY:

Members of the Committee are given the opportunity at the start of the meeting to add or remove agenda items or change the order of proceedings.

PROPOSED MOTION:

THAT the agenda be adopted, as presented.

BACKGROUND / ANALYSIS:

The agenda sets the course of action for the meeting. This ensures the business of the day is followed through and completed as required.

Committee members are provided the opportunity to add items they would like to discuss during the meeting or to remove items.

The agenda is approved by a motion of the Committee and must be passed by a majority of the members present. Once the agenda is approved, no further changes may be made unless approved by the majority of the Committee members present.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

If the agenda is not approved, the Committee meeting would not take place as the items presented on the agenda would not be approved for discussion.

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



REQUEST FOR DECISION

MEETING DATE: March 2, 2023

TITLE: Minutes - Youth Advisory Committee - February 6, 2023

DIVISION: Corporate Services

SUMMARY:

The minutes of the previous Youth Advisory Committee meeting are placed on the agenda for approval.

PROPOSED MOTION:

THAT the February 6, 2023 Youth Advisory Committee Meeting minutes be approved as presented.

BACKGROUND / ANALYSIS:

The Youth Advisory Committee minutes are the official written record of the actions that took place during the meeting; a snapshot of the decisions that the Committee made and the outcome of the vote.

The minutes are written without notes or transcribing of discussions that may have taken place during an agenda item.

Committee members review the minutes prior to the meeting to review for any changes that may need to be made. A motion for an amendment is required if an error has been noted. If there are no amendments to the minutes, a motion to approve the minutes as presented is made by a member of the Committee. The minutes are signed by the chair and the recording secretary.

A copy of the minutes will be included in a future regular meeting of Council agenda package.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a

DRAFT



THE CITY OF SPRUCE GROVE

Minutes of the Youth Advisory Committee

February 6, 2023, 4 p.m.

3rd Floor - Poplar Room

315 Jespersen Ave

Members Present: Cara Danielle Nicholls, Chair
 Rowan Johnson, Vice Chair
 Addysen Pura
 Callie Chandler
 Dylan Yee
 Havana Sinclair
 Jasmeet Pujji
 Joaquin Tabulog
 Sierra Manning
 Councillor Carter
 Councillor Oldham

Members Absent: Emily Smart

Also in Attendance: Justin Draper, Administrative Liaison
 Emily Strach, Manager Corporate Planning
 Jacci Hager, Legislative Advisor
 Karie Nothof, Recording Secretary

1. CALL TO ORDER

Chair Cara Nicholls called the meeting to order at 4:03 p.m. and acknowledged that Youth Advisory Committee meets on the traditional land of Treaty 6 territory.

1.1 Ice Breaker 2.0

Justin Draper, Administrative Liaison, led the ice breaker activity.

2. AGENDA

2.1 Adoption of the Agenda - Youth Advisory Committee - February 6, 2023

Resolution: YAC-004-23

Moved by: Rowan Johnson

THAT the agenda be adopted, as presented.

Unanimously Carried

3. MINUTES

Justin Draper provided an explanation about the Minutes.

Jasmeet Pujji and Sierra Manning joined the meeting at 4:08 p.m.

3.1 Minutes - Youth Advisory Committee Organizational Meeting - January 30, 2023

Resolution: YAC-005-23

Moved by: Havana Sinclair

THAT the January 30, 2023 Youth Advisory Organizational Meeting minutes be approved as presented.

Unanimously Carried

4. DELEGATIONS

Justin Draper provided an explanation about Delegations.

There were no Delegations on the agenda.

5. ADMINISTRATIVE UPDATES

Justin Draper provided an explanation about Administrative Updates.

5.1 Round Table and Questions From Last Meeting - February 6, 2023

The Youth Advisory Committee members provided no questions for follow up discussion regarding the last meeting.

6. **BUSINESS ITEMS**

6.1 2023 Youth Advisory Committee Meeting Schedule

Justin Draper provided an overview of the 2023 Youth Advisory Committee Meeting Schedule.

Resolution: YAC-006-23

Moved by: Rowan Johnson

THAT the 2023 Youth Advisory Committee Meeting Schedule be approved with meetings on the first Thursday of the month from 4 p.m. to 6 p.m.

Unanimously Carried

6.2 Priorities of Youth Advisory Committee - February 6, 2023

Justin Draper led an exercise to assist the Youth Advisory Committee in establishing priorities.

Addysen Pura left the meeting at 4:55 p.m.

Chair Cara Nicholls called a recess at 4:59 p.m.

Chair Cara Nicholls reconvened the meeting at 5:08 p.m.

Resolution: YAC-007-23

Moved by: Havana Sinclair

THAT the Administrative Liaison develop a Youth Advisory Committee Workplan based on priorities identified by the Youth Advisory Committee at the February 6, 2023 meeting.

Unanimously Carried

6.3 2022-2025 City of Spruce Grove Strategic Plan

Emily Strach, Manager, Corporate Planning, provided an overview of the 2022-2025 City of Spruce Grove Strategic Plan.

Chair Cara Nicholls thanked Emily for the overview.

6.4 2023 Youth Advisory Committee Priorities Connection to Council Strategic Plan

Emily Strach and Justin Draper led an exercise to assist the Youth Advisory Committee with connecting their priorities to the 2022-2025 City of Spruce Grove Strategic Plan.

Justin Draper assigned the Youth Advisory Committee members with a task to be submitted by email that supports the creation of the Youth Advisory Committee work plan.

Chair Cara Nicholls thanked Emily and Justin.

7. **INFORMATION ITEMS**

There were no Information Items on the agenda.

8. **CLOSED SESSION**

There was no Closed Session on the agenda.

9. **BUSINESS ARISING FROM CLOSED SESSION**

There was no Business Arising from Closed Session.

10. **ADJOURNMENT**

10.1 Adjournment - Youth Advisory Committee - February 6, 2023

Resolution: YAC-008-23

Moved by: Rowan Johnson

THAT the Youth Advisory Committee Meeting adjourn at 6 p.m.

Unanimously Carried

DRAFT

Cara Nicholls, Chair

Karie Nothof, Recording Secretary

Date Signed



REQUEST FOR DECISION

MEETING DATE: March 2, 2023

TITLE: Spruce Up Your Neighbourhood and Kickoff Party

DIVISION: Community & Protective Services

SUMMARY:

“Spruce Up Your Neighbourhood” is a community focused, self-directed, volunteer spring cleanup program that encourages residents, groups, schools, and/or businesses to ‘Spruce Up’ their community by participating in a program that supports environmental sustainability, stewardship, and preservation of natural heritage. It’s a great way to have a positive environmental impact, build social connections, and give back to the community!

PROPOSED MOTION:

THAT the Spruce Grove Youth Advisory Committee invite members to attend the “Spruce Up Your Neighbourhood” Kickoff Party.

THAT the Administrative Liaison work with Community and Protective Services to develop a “Spruce Up Your Neighbourhood” activity for Youth Advisory Committee members to attend.

BACKGROUND / ANALYSIS:

The ‘Spruce Up Your Neighbourhood’ program focuses on promoting city-wide participation, inclusion, accessibility, as well as environmental stewardship and community connections. This community-wide event will encourage all residents to feel a sense of pride, ownership, and connection to the City of Spruce Grove’s green spaces.

Participation in this event from the Youth Advisory Committee will contribute to the work identified in the work plan and meeting the Committee’s mandate.

OPTIONS / ALTERNATIVES:

Alternatively, the Youth Advisory Committee could decide not to participate in this event.

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a

Spruce Up Your Neighbourhood



Overview

- Focus
- Program Highlights
- Kickoff Party
- Youth Committee Participation



Focus

- City Wide Participation, Inclusion, and Accessibility
- Community Engagement
- Sense of Pride, Ownership, and Connection
- Inspiring City-Wide Participation

Program Highlights

- **Program Length:** April 26 - May 31 (5 weeks)
- **Locations:** Parks, School Yards, Green Spaces, and Trails
- **Participation Incentives:** Prizes, thank you certificate, volunteer reference letter, and free community hot dog BBQ
 - 4 categories:
 - School Classes
 - Community Groups
 - Business
 - General Public Groups

Kickoff Party and Free Community BBQ

- Wednesday, April 26 at Central Park
- Connect, Engage, and Participate
- Information and Awareness Engagement Opportunities



Youth Advisory Committee Participation



You are Important!





REQUEST FOR DECISION

MEETING DATE: March 2, 2023

TITLE: 2023 Youth Advisory Committee Work Plan

DIVISION: Corporate Services

SUMMARY:

The 2023 Youth Advisory Committee Work Plan identifies key priorities and goals.

PROPOSED MOTION:

THAT the 2023 Youth Advisory Work Plan be adopted as presented.

THAT members of the Youth Advisory Committee present the 2023 Youth Advisory Work Plan to Council on March 27, 2023.

BACKGROUND / ANALYSIS:

As per the Youth Advisory Committee Bylaw, the Committee shall develop an annual work plan that identifies key priorities and goals based on its mandate and this bylaw. At least twice per year, the Committee shall report to Council on the following:

- development of its work plan;
- update on progress and initiatives, as set out in the work plan; and
- any information and recommendations on issues or opportunities within its mandate.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



REQUEST FOR DECISION

MEETING DATE: March 2, 2023

TITLE: Adjournment - Youth Advisory Committee - March 2, 2023

DIVISION: Corporate Services

SUMMARY:

Adjournment signals the end of the meeting.

PROPOSED MOTION:

THAT the Youth Advisory Committee Meeting adjourn at TIME p.m.

BACKGROUND / ANALYSIS:

Adjournment indicates the end of the meeting and the completion of the agenda items.

The Chair shall ask for a motion from the Committee. Once the motion has been made and the members vote, the meeting is now complete.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a

STRATEGIC VISION ELEMENT:

n/a

RELATED GOAL:

n/a