



**THE CITY OF SPRUCE GROVE**

**Minutes of the Organizational Meeting of CSAC**

**January 13, 2026, 6 p.m.  
Community Engagement Space  
414 King Street  
Spruce Grove, AB T7X 2C7**

Members Present: Councillor Carter  
Kimberley Shuya, Chair  
Neil Quaid, Vice-Chair  
Ambili Rose (attended virtually)  
Gene Kushnir  
Hannah Dunbar  
Kim Fisher  
Lisa Iwanyk  
Lori Bethel  
Shae Douglas

Members Absent: Tessa Scott

Also in Attendance: David Wolanski, Administrative Liaison  
Laura Hall, Deputy City Clerk  
Nicole Hitchens, Recording Secretary  
Carol Dunnigan, Supervisor of Community Development and Support  
Shelley Tunney, Supervisor of Strategic Initiatives

**1. CALL TO ORDER**

Laura Hall, Deputy City Clerk, called the Community Services Advisory Committee Organizational Meeting to order at 6:02 p.m.

Gene Kushnir joined the meeting at 6:04 p.m.

**1.1 Welcome and Member Introductions - 2026 Community Services Advisory Committee**

The Community Services Advisory Committee members made introductions.

**2. AGENDA**

**2.1 Adoption of the Agenda - Community Services Advisory Committee Organizational Meeting - January 13, 2026**

**Resolution:** CSAC-001-26

**Moved by:** Kimberley Shuya

THAT the agenda be adopted as presented.

**Unanimously Carried**

**3. BUSINESS ITEMS**

**3.1 Effective Committee Meetings and Meeting Procedures - 2026 Community Services Advisory Committee**

Laura Hall, Deputy City Clerk, provided a presentation on Effective Committee Meetings and Meeting Procedures.

Committee thanked Laura Hall for the presentation.

**3.2 C-1342-24 - Community Services Advisory Committee Bylaw - 2026 Overview**

Laura Hall, Deputy City Clerk, provided a presentation on C-1342-24 - Community Services Advisory Committee Bylaw.

Committee thanked Laura Hall for the presentation.

**3.3 Community Services Advisory Committee 2026 Meeting Schedule**

David Wolanski, Administrative Liaison, provided a presentation on the 2026 Community Services Advisory Committee meeting dates.

Committee thanked David Wolanski for the presentation.

**Resolution:** CSAC-002-26

**Moved by:** Neil Quaid

THAT the 2026 Community Services Advisory Committee meeting schedule be approved as presented.

**Unanimously Carried**

3.4 Nomination and Election of Chair and Vice-Chair - 2026 Community Services Advisory Committee

Laura Hall, Deputy City Clerk, provided an explanation on the process for the nomination and election of Chair and Vice-Chair.

Laura Hall, Deputy City Clerk, called for nominations for the position of Chair.

Kimberley Shuya self-nominated for the position of Chair.

Laura Hall, Deputy City Clerk, called for nominations for the position of Chair for a second time.

No more nominations came forward.

Laura Hall, Deputy City Clerk, called for nominations for the position of Chair for a third and final time.

No more nominations came forward.

Laura Hall, Deputy City Clerk, declared that Kimberley Shuya was elected as Chair of the Community Services Advisory Committee for one year by acclamation.

Laura Hall, Deputy City Clerk, called for nominations for the position of Vice-Chair.

Neil Quaid self-nominated for the position of Vice-Chair.

Laura Hall, Deputy City Clerk, called for nominations for the position of Vice-Chair for a second time.

No more nominations came forward.

Laura Hall, Deputy City Clerk, called for nominations for the position of Vice-Chair for a third and final time.

No more nominations came forward.

DRAFT

Laura Hall, Deputy City Clerk, declared that Neil Quaid was elected as Vice-Chair of the Community Services Advisory Committee for one year by acclamation.

The Chair and Vice-Chair will assume their roles at the next scheduled meeting.

**4. ADJOURNMENT**

4.1 Adjournment - Community Services Advisory Committee Organizational Meeting - January 13, 2026

**Resolution:** CSAC-003-26

**Moved by:** Kimberley Shuya

THAT the Community Services Advisory Committee Organizational Meeting adjourn at 7:04 p.m.

**Unanimously Carried**

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Kimberley Shuya, Chair

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Nicole Hitchens, Recording Secretary

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Date Signed