



YOUTH ADVISORY COMMITTEE MEETING

Thursday, June 4, 2026, 4 p.m.
Community Engagement Space
414 King Street
Spruce Grove, AB T7X 2C7

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The City of
**SPRUCE
GROVE**

REQUEST FOR DECISION

MEETING DATE: June 4, 2026

TITLE: Minutes - Youth Advisory Committee - May 7, 2026

DIVISION: Strategic and Communication Services

SUMMARY:

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

PROPOSED MOTION:

THAT the May 7, 2026 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 Council Meeting agenda package.

OPTIONS / ALTERNATIVES:

THAT the May 7, 2026 Youth Advisory Committee meeting minutes be approved as amended.

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



The City of
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THE CITY OF SPRUCE GROVE

Minutes of the Youth Advisory Committee

May 7, 2026, 4 p.m.

Community Engagement Space

414 King Street

Spruce Grove, AB T7X 2C7

Members Present:

Councillor Bennett
Councillor Stevenson
Hannah Dunbar, Chair
Cole Cochrane, Vice-Chair
Avreet Maanshahia
Brie Chouinard
Carlos Cruz
Heaven Landry
Iya Tabulog
Izsabella Ferris
Marko Noc
Meagan Tokar
Taylor Mayhew

Also in Attendance:

Annemarie Bakalech, Administrative Liaison
Marina Tran, Community Development Coordinator
Nicole Hitchens, Recording Secretary

1. CALL TO ORDER

Chair Hannah Dunbar called the meeting to order at 4 p.m. and Avreet Maanshahia provided the land acknowledgment.

Chair Hannah Dunbar recognized outgoing Administrative Liaison, Annemarie Bakalech for her support of the Committee, welcomed new Youth Advisory Committee member, Izsabella Ferris, and welcomed incoming Administrative Liaison, Marina Tran.

Councillor Bennett joined the meeting at 4:03 p.m.

The Committee made introductions.

2. AGENDA

Resolution: YAC-017-26

Moved by: Taylor Mayhew

THAT the agenda be adopted as presented.

Unanimously Carried

3. MINUTES

3.1 Approval of Minutes - Youth Advisory Committee - March 5, 2026

Resolution: YAC-018-26

Moved by: Cole Cochrane

THAT the March 5, 2026 Youth Advisory Committee meeting minutes be approved as presented.

Unanimously Carried

4. DELEGATIONS

There were no Delegations on the agenda.

5. ICEBREAKER ACTIVITY

Annemarie Bakalech, outgoing Administrative Liaison, led the Icebreaker Activity.

6. COUNCILLOR ENGAGEMENT

Councillors Bennett and Stevenson facilitated an interactive workshop on the draft Strategic Plan.

Chair Hannah Dunbar thanked Councillors Bennett and Stevenson for the workshop.

The Chair called a recess at 5:13 p.m.

Councillor Bennett left the meeting at 5:32 p.m.

The Chair reconvened the meeting at 5:36 p.m.

7. COMMITTEE MEMBER ROUNDTABLE

Committee members shared information on a variety of topics and youth events they attended since the last Youth Advisory Committee meeting.

Chair Hannah Dunbar thanked Committee members for the information.

8. BUSINESS ITEMS

8.1 Administrative Update

Annemarie Bakalech, outgoing Administrative Liaison, provided an update on registration for Tree Planting on May 23, 2026 and YAC involvement in Canada Day.

Committee thanked Annemarie Bakalech for the update.

Resolution: YAC-019-26

Moved by: Avreet Maanshahia

THAT the Youth Advisory Committee host a booth at the 2026 Canada Day celebration at Jubilee Park.

Unanimously Carried

8.2 Youth Survey Planning

Annemarie Bakalech, outgoing Administrative Liaison, provided a presentation on Youth Survey Planning.

Committee thanked Annemarie Bakalech for the presentation.

9. ADJOURNMENT

Resolution: YAC-020-26

Moved by: Brie Chouinard

THAT the Youth Advisory Committee meeting adjourn at 6:01 p.m.

Unanimously Carried

Hannah Dunbar, Chair

Nicole Hitchens, Recording Secretary

Date Signed

DRAFT



The City of
**SPRUCE
GROVE**

REQUEST FOR DECISION

MEETING DATE: June 4, 2026

TITLE: 2026 Youth Survey Planning and Approval

DIVISION: Community and Protective Services

SUMMARY:

The Youth Advisory Committee (YAC) will develop a survey tool to engage with their peers, help inform their work plan activities, and better understand the broader youth voice.

PROPOSED MOTION:

THAT the Youth Advisory Committee approve the youth survey.

BACKGROUND / ANALYSIS:

The YAC identified three priorities in their 2026 Work Plan: 1. Youth Voice and Civic Engagement, 2. Youth Opportunity and Economic Inclusion, and 3. Youth Wellbeing and Access.

To better understand the needs of local youth, YAC members will develop and then execute a survey with their peers. This survey will be created through a facilitated process.

During the development of the survey, YAC members will be encouraged to:

- discuss each focus area;
- determine what they want to know from their peers; and
- decide how the information will be used.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

YAC members can utilize the survey to gather helpful insight from their peers. This could be done during lunch hour at school or at community events (e.g., Canada Day).

IMPLEMENTATION / COMMUNICATION:

After the YAC approves the survey at the June 4, 2026 YAC meeting, the Administrative Liaison will prepare the final version of the survey for circulation.

In the fall, the Administrative Liaison will synthesize/review the survey results with the YAC and then the YAC will update Administration and Council with their findings.

IMPACTS:

The intention of the survey is to collect data that can guide the action planning for the 2026 Work Plan and also provide a report with the findings that can be shared with Administration and Council. The survey empowers YAC members to connect with their peers and increase their presence in community.

FINANCIAL IMPLICATIONS:

n/a



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REQUEST FOR DECISION

MEETING DATE: June 4, 2026

TITLE: 2026 Canada Day Event Planning

DIVISION: Community and Protective Services

SUMMARY:

The Youth Advisory Committee (YAC) will plan the activities and logistics of a booth at the 2026 Canada Day event.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

In July 2025, the YAC hosted a booth at the City of Spruce Grove Canada Day event. At the May 7, 2026 Youth Advisory Committee meeting, Committee unanimously approved to host a booth at the 2026 City of Spruce Grove Canada Day event.

It was determined in 2026 that this event provides an opportunity for the YAC to share information about the Committee and connect with other local youth. In addition, it aligns with the work plan priority to strengthen meaningful youth participation in municipal decision-making and increases awareness of local youth issues by providing opportunities for youth to share perspectives on City matters.

The YAC members will brainstorm ideas for how they will engage with the public at this event. This will include a fun activity to draw attention and an opportunity for the YAC to implement their youth survey.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

The Administrative Liaison will connect with the Recreation and Culture department to register.

IMPLEMENTATION / COMMUNICATION:

The Administrative Liaison will purchase any materials needed for the booth.

IMPACTS:

The Youth Advisory Committee will participate and engage in a City event that will:

- provide the YAC with exposure and an opportunity to interact with the community;
- help increase City of Spruce Grove youth engagement with the implementation of a youth survey; and
- assist the YAC in understanding their community and broaden their perspectives.

FINANCIAL IMPLICATIONS:

Costs will be determined during the planning phase and will be covered by the approved YAC operating budget.