



YOUTH ADVISORY COMMITTEE MEETING

Thursday, September 3, 2026, 4 p.m.

Community Engagement Space

414 King Street

Spruce Grove, AB T7X 2C7

Pages

1. CALL TO ORDER

2. AGENDA

2.1 Adoption of the Agenda - Youth Advisory Committee - September 3, 2026

3. MINUTES

3.1 Approval of Minutes - Youth Advisory Committee - June 4, 2026

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4. DELEGATIONS

4.1 Parks and Open Spaces Master Plan

Jeanine Merkus

8

5. ICEBREAKER ACTIVITY

6. ADMINISTRATIVE UPDATES

6.1 Youth Survey Questions Overview

Marina Tran

6.2 Regional Youth Conference Update

Marina Tran

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7. COUNCILLOR ENGAGEMENT

8. COMMITTEE MEMBER ROUNDTABLE

9. ADJOURNMENT



REQUEST FOR DECISION

MEETING DATE: September 3, 2026

TITLE: Minutes - Youth Advisory Committee - June 4, 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 June 4, 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 June 4, 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 SPRUCE GROVE

Minutes of the Youth Advisory Committee

June 4, 2026, 4 p.m.

Community Engagement Space

414 King Street

Spruce Grove, AB T7X 2C7

Members Present:

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

Members Absent:

Councillor Bennett
Councillor Stevenson
Carlos Cruz

Also in Attendance:

Marina Tran, Administrative Liaison
Nicole Hitchens, Recording Secretary

1. CALL TO ORDER

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

2. AGENDA

Resolution: YAC-021-26

Moved by: Taylor Mayhew

THAT the agenda be adopted as presented.

Unanimously Carried

3. MINUTES

3.1 Approval of Minutes - Youth Advisory Committee - May 7, 2026

Resolution: YAC-022-26

Moved by: Cole Cochrane

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

Unanimously Carried

4. DELEGATIONS

There were no Delegations on the agenda.

5. ICEBREAKER ACTIVITY

Marina Tran, Administrative Liaison, led the Icebreaker Activity.

6. COUNCILLOR ENGAGEMENT

There was no Councillor Engagement on the agenda.

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.

The Chair called a recess at 4:10 p.m.

The Chair reconvened the meeting at 4:20 p.m.

8. BUSINESS ITEMS

8.1 2026 Youth Survey Planning and Approval

Marina Tran, Administrative Liaison, provided a presentation on 2026 Youth Survey Planning and Approval.

Committee thanked Marina Tran for the presentation.

Marina Tran will prepare the survey and circulate it for final feedback before it is launched.

Resolution: YAC-023-26

Moved by: Avreet Maanshahia

THAT the Youth Advisory Committee approve the youth survey.

Unanimously Carried

8.2 2026 Canada Day Event Planning

Marina Tran, Administrative Liaison, provided a presentation on 2026 Canada Day Event Planning.

Committee thanked Marina Tran for the presentation.

9. ADJOURNMENT

Resolution: YAC-024-26

Moved by: Avreet Maanshahia

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

Unanimously Carried

Hannah Dunbar, Chair

Nicole Hitchens, Recording Secretary

Date Signed

DRAFT



The City of Spruce Grove Parks and Open Spaces Master Plan

Project Introduction



Youth Advisory Committee
September 3, 2026

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Agenda

- Welcome & Introduction
- Master Planning Objectives
- Parks and Open Spaces Planning Process
- Discussion: What's Important to Your Community?

About RC Strategies

- Established in 1988
- Head office in Alberta
- Committed to recreation, parks and trails
- Pan-Canadian
- In-house geospatial analytics, data, engagement, and design expertise



The infographic for RC Strategies is enclosed in a green border. At the top right is a blue L-shaped graphic. The logo 'rcs+' is in the top center. The 'We have...' section on the left lists achievements with icons: a checklist for 2,500 projects, an hourglass for volunteer hours, and a coffee cup for thousands of cups of coffee. Below this is a map of Canada with the text 'We have worked in 12 Provinces & Territories'. The 'Our Services Include...' section on the right lists services with icons: location pin for master planning, tree for parks planning, camera for tourism planning, building for facility planning, trail for trails planning, gear for policy planning, speech bubbles for engagement, and people for social planning. The website 'www.rcstrategies.ca' and a QR code are at the bottom right.

rcs⁺

We have...

- ...Completed over **2,500** recreation & parks planning projects
- ...Invested **hundreds** of hours of volunteer time into our communities
- ...Consumed **thousands** of cups of coffee

We have worked in

12 Provinces & Territories

Our Services Include...

- Community & Regional Master Planning
- Parks & Public Lands Planning
- Tourism Planning
- Facility & Amenity Planning
- Trails Planning
- Policy Development & Strategic Planning
- Engagement Services
- Social Planning

www.rcstrategies.ca

Shaping the Future of Spruce Grove's Parks: *And You're Part of It!*

- We're not here to present a finished plan, we're here to have you part of our work to build a plan.
- As the future of the City, youth perspectives and lived experiences are important to inform our work.
- We hope you'll be champions for us!





What is a Master Plan?

- A roadmap for parks, trails, and open spaces for the next 15 years
- Spruce Grove has grown a lot in population and land since the last plan in 2007
- Covers everything from neighbourhood parks to trails to open green spaces throughout the City



Why do communities develop Master Plans?

- Parks aren't just "nice to have" – they shape health, belonging, and how a city feels to live in
 - Growing cities need a plan so investment keeps up with need (e.g., new neighbourhoods, changing demographics)
 - Without a plan, decisions get made in a fragmented manner, a Master Plan keeps things fair, intentional, and forward-looking
- *This is a chance to set priorities before the decisions get made, not after*

How We're Building This Plan

- Research & Engagement Programs
- The data shows patterns, people explain the "why"



The Big Questions Guiding This Work

Where are the biggest access gaps?

What needs reinvestment?

How can parks support the environment commitments?

How can parks improve health and wellness?

What challenges are our community trying to solve?





The Research: What We're Digging Into

- Mapping and assessing every park, trail, and green space in the city (a "report card" for each one)
- Looking at population growth and who lives where, to spot service gaps
- Comparing Spruce Grove to similar cities (benchmarking); what's working elsewhere
- Reviewing trends and leading practices



The Engagement Process: Listening to the Community

- Built on two frameworks that guarantee the process is transparent, inclusive, and respectful (IAP2 and ARECCI)
- Reaching residents broadly and specifically – including groups often missed: equity-seeking populations, people with disabilities, culturally diverse communities
- Including a variety of tactics including online and in-person



How the Community Can Engage

- Community-wide survey (online + paper)
- Interactive online map: drop a pin on what you love or want to change
- "Come Plan a Park" community BBQ + Build-a-Park activity
- Park Passport Challenge: visit parks, scan a code, share feedback, win prizes
- Small-group discussions with organizations



Putting the Pieces Together

- Everything gets compiled into a "What We Heard" report and "What We Learned" report (public and transparent)
- Findings go to City staff, leadership, Council and the public
 - Nothing shared disappears, you'll see how it shaped the final plan
- Plan is expected to go to Council for adoption by end of 2026

Your Turn: Let's Get Planning!





Questions?

Thank You!



REQUEST FOR DECISION

MEETING DATE: September 3, 2026

TITLE: Regional Youth Conference Update

DIVISION: Community and Protective Services

SUMMARY:

The Regional Youth Table consists of partners from St. Albert, Fort Saskatchewan, Beaumont, NextGen and Leduc. The City of Spruce Grove was approached in 2026 to join the partners and assist with planning the Regional Youth Conference which is scheduled to be held in November 2026 at the Black Box Theatre at Heavy Metal Place.

At the March 5, 2026, YAC Meeting, the Committee allocated \$500 to go towards the Regional Youth Conference and two members from the Committee were selected to participate in the Regional Youth Conference Planning Committee.

The purpose of this Request for Decision is to provide an update on the Conference planning and next steps.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

The Regional Youth Conference Planning Committee has made some changes to the Conference. The initial Conference was intended to be a full-day event and provide youth with an opportunity to connect with peers from other communities, share experiences and initiatives, discuss issues and priorities affecting youth, and build relationships across the region. Due to availability and capacity of youth to participate in the planning and development of the event, the original conference format is no longer considered feasible within the current

planning timeline and available youth capacity. The Conference has been changed to a Gathering and will be a half-day event providing a more focused opportunity for youth members to come together, share their work and priorities, and participate in youth-led discussions and activities.

The proposed approach will maintain the original intent of connecting youth across the region and will include opportunities for youth too:

- Share current projects, initiatives, and accomplishments from their local YACs
- Discuss priorities and issues affecting youth in their communities
- Share ideas, challenges, and successful approaches with other YAC members
- Identify common priorities or opportunities for collaboration across the region
- Discuss upcoming projects and goals
- Participate in youth-led discussions, activities, or workshops
- Build relationships and connection with other regional YAC members

The specific agenda and activities will be developed with participating youth to ensure the gathering reflects their interests and priorities.

OPTIONS / ALTERNATIVES:
n/a

CONSULTATION / ENGAGEMENT:

The proposed change was discussed among the participating municipalities supporting Youth Advisory Committees. The discussion considered the current availability and capacity of youth to participate in planning the November event, as well as the feasibility of delivering the conference as originally envisioned.

Based on this discussion, the decision was made to change the format of the Conference from a full-day event to half-day and provide a more meaningful opportunity to bring regional YAC members together while maintaining a focus on youth leadership, connection, knowledge-sharing, and community priorities.

Participating youth will be engaged in shaping the content and activities for the gathering to ensure the event reflects their interests and priorities.

IMPLEMENTATION / COMMUNICATION:

With the change from a full-day Conference to a half-day Gathering, implementation will include:

- Supporting youth in developing and facilitating portions of the event
- Coordinating event logistics and communications with participating Committees
- Developing a simple agenda that allows time for participants to share current initiatives, discussions, priorities, and connect with other regional YAC members
- Gathering feedback from participants following the event to inform future regional youth engagement opportunities

The revised format is intended to be flexible and responsive to the interests and capacity of participants while maintaining the goal of creating meaningful opportunities for regional connection and youth leadership.

IMPACTS:

For Spruce Grove's YAC, the proposed change provides an opportunity for members to participate in a meaningful way by building leadership, collaboration, and community engagement skills. The gathering will allow Spruce Grove YAC members to share their experiences and priorities, learn from other regional youth members, and contribute to discussions that may inform future youth initiatives. The revised format also supports the Committees objective of creating meaningful opportunities for youth to connect, participate, and have their voices reflected in the civic engagement process.

FINANCIAL IMPLICATIONS:

n/a