



YOUTH ADVISORY COMMITTEE MEETING

Thursday, April 6, 2023, 4 p.m.

3rd Floor - Poplar Room

315 Jespersen Ave

Pages

1. **CALL TO ORDER**

1.1 Ice Breaker 4.0

2. **AGENDA**

THAT the agenda be adopted as presented.

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3. **MINUTES**

THAT the March 2, 2023 Youth Advisory Committee Meeting minutes be approved as presented.

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4. **DELEGATIONS**

4.1	Spruce Grove Mayor Visiting Youth Advisory Committee and Council Chambers Tour	Justin Draper	12
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5. **ADMINISTRATIVE UPDATES**

6. **BUSINESS ITEMS**

7. **INFORMATION ITEMS**

7.1	Community Social Development Presentation	Justin Draper	14
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7.2	Recreation and Culture Community Development Presentation	Justin Draper	16
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7.3 Meeting Procedure Experience - Mock Closed Session

Justin Draper

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8. CLOSED SESSION

9. BUSINESS ARISING FROM CLOSED SESSION

10. ADJOURNMENT

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

10.1 Adjournment - Youth Advisory Committee - April 6, 2023

Justin Draper

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REQUEST FOR DECISION

MEETING DATE: April 6, 2023

TITLE: Adoption of the Agenda - Youth Advisory Committee - April 6, 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: April 6, 2023

TITLE: Minutes - Youth Advisory Committee - March 2, 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 March 2, 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

**March 2, 2023, 4 p.m.
Border Paving Athletic Centre
#100 9 Tri Leisure Way
Spruce Grove, AB
T7X 0T3**

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

Members Absent: Addysen Pura

Also in Attendance: Justin Draper, Administrative Liaison
 Karie Nothof, Recording Secretary
 Amanda Johnson, Community Development & Support Facilitator -
 Arts, Culture and Heritage

1. CALL TO ORDER

Chair Cara Nicholls called the meeting to order at 4:02 p.m. and acknowledged that Youth Advisory Committee meets on the traditional land of Treaty 6 territory.

Justin Draper noted that Emily Smart resigned from the Youth Advisory Committee.

1.1 Ice Breaker 3.0

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

2. AGENDA

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

Resolution: YAC-008-23

Moved by: Rowan Johnson

THAT the agenda be adopted, as presented.

Unanimously Carried

3. MINUTES

3.1 Minutes - Youth Advisory Committee - February 6, 2023

Resolution: YAC-009-23

Moved by: Rowan Johnson

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

Unanimously Carried

4. DELEGATIONS

There were no Delegations on the agenda.

5. **ADMINISTRATIVE UPDATES**

5.1 **'Spruce Up Spruce Grove' Kickoff Party**

Justin Draper, Administrative Liaison, introduced Amanda Johnson, Community Development and Support Facilitator - Arts, Culture and Heritage.

Amanda Johnson presented on the 'Spruce Up Spruce Grove' Kickoff Party.

Councillor Oldham joined the meeting at 4:32 p.m.

Chair Cara Nicholls thanked Amanda Johnson for the presentation.

Resolution: YAC-010-23

Moved by: Havana Sinclair

THAT the Spruce Grove Youth Advisory Committee invite members to attend the 'Spruce Up Spruce Grove' Kickoff Party.

Unanimously Carried

Resolution: YAC-011-23

Moved by: Dylan Yee

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

Unanimously Carried

Chair Cara Nicholls called a recess at 4:39 p.m.

Chair Cara Nicholls reconvened the meeting at 4:49 p.m.

6. **BUSINESS ITEMS**

6.1 **2023 Youth Advisory Committee Work Plan**

Justin Draper provided an overview of the 2023 Youth Advisory Committee Work Plan.

Resolution: YAC-012-23

Moved by: Rowan Johnson

THAT the 2023 Youth Advisory Committee Work Plan be adopted as amended.

Unanimously Carried

Resolution: YAC-013-23

Moved by: Dylan Yee

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

Unanimously Carried

6.1.1 Food Selection for Youth Advisory Committee

Resolution: YAC-014-23

Moved by: Rowan Johnson

THAT the Administrative Liaison be directed to use the feedback from the Youth Advisory Committee regarding food selection for the remaining 2023 Youth Advisory Committee meetings.

Unanimously Carried

7. INFORMATION ITEMS

7.1 Border Paving Athletic Centre Tour

Amanda Johnson led the Youth Advisory Committee on a tour of the Border Paving Athletic Centre.

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 on the agenda.

10. ADJOURNMENT

10.1 Adjournment - Youth Advisory Committee - March 2, 2023

Resolution: YAC-015-23

Moved by: Joaquin Tabulog

THAT the Youth Advisory Committee Meeting adjourn at 5:55 p.m.

Unanimously Carried

Cara Nicholls, Chair

Karie Nothof, Recording Secretary

Date Signed



REQUEST FOR DECISION

MEETING DATE: April 6, 2023

TITLE: Spruce Grove Mayor Visiting Youth Advisory Committee and Council Chambers Tour

DIVISION: Corporate Services

SUMMARY:

Spruce Grove Mayor Jeff Acker will be attending the Youth Advisory Committee meeting to meet the committee members, speak about his time as Mayor, and give a tour of Council chambers.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

Mayor Jeff Acker is a lifelong resident of Spruce Grove. He has been a small business owner of Broadport Canada Inc., an internet services and hosting company, since 1996. He was first elected to Spruce Grove City Council in 2007 and served two terms as a Councillor. In 2019, he returned as a Councillor in a by-election until he was elected as Mayor in 2021.

Mayor Acker is attending the Youth Advisory Committee meeting to meet with members, discuss his time as Mayor, discuss his vision for the Youth Advisory Committee, and answer questions from Committee members. The Committee will also have an opportunity to tour Council chambers.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



REQUEST FOR DECISION

MEETING DATE: April 6, 2023

TITLE: Community Social Development Presentation

DIVISION: Corporate Services

SUMMARY:

Community Social Development is a department within the Community and Protective Services division of the City of Spruce Grove structured to help build a strong community that meets the diverse needs of residents today and in the future. Community Social Development staff are attending the Youth Advisory Committee to present on the work they do and to identify possible connections to the Youth Advisory Committee work plan.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

Community Social Development is structured to help build a strong community that meets the diverse needs of residents today and in the future. Community Social Development identifies and achieves its goals through research, community engagement, strategic planning, community capacity building, and implementation of projects and initiatives addressing complex systemic social issues such as homelessness, poverty, diversity, and inclusion.

Strong and resilient communities are developed through caring connections where individuals and families support one another. As communities grow and change, more complex needs emerge, as does the need for more innovative solutions. Social sustainability is about ensuring we can collectively meet the needs of residents today and in the future. In order to meet that goal, Community Social Development focuses on two functional areas:

- Supporting individuals and families
- Supporting community

This item connects to the Youth Advisory Committee Work Plan through priority two, exploring opportunities for youth-oriented activities and events.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



REQUEST FOR DECISION

MEETING DATE: April 6, 2023

TITLE: Recreation and Culture Community Development Presentation

DIVISION: Corporate Services

SUMMARY:

Through direct program delivery or by teaming up with community partners, the Recreation and Culture Community Development team plans community events, champions recreation and active living, and promotes art, culture, and heritage opportunities. Recreation and Culture provide value to the community. The team is presenting on the work they do and the services they provide, especially as it pertains to youth.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

Recreation and Culture is committed to providing quality opportunities, services, and spaces to enhance the overall well-being and quality of life for Spruce Grove residents. Through direct program delivery or by teaming up with our community partners, the team plans community events, champions recreation and active living, and promotes art, culture, and heritage opportunities. Recreation and Culture provide value to the community through the following:

- Creating positive opportunities for residents to improve their quality of life and overall well-being.
- Making Spruce Grove a more attractive place to live, raise a family and start a business.
- Promoting active participation in recreation and culture activities and healthy lifestyles.
- Fostering, encouraging, and nurturing partnerships within the community.
- Providing vision and leadership to future recreation and culture opportunities for the community.

Recreation and Culture encourages healthy, active lifestyles by promoting and facilitating recreation and culture activities and programs by collaborating with community groups and the public. The Summer in the City Camps, which includes week-long adventure camps, pop-up playground, art explorer camps, and the leaders in training program are portion of the programs offered.

Recreation and Culture also oversees the Horizon Stage Performing Arts Centre, a 318-seat theatre, which hosts a varied season of professional productions, including live theatre, concerts, and dance. In partnership with Parkland School Division #70 and Parkland County, the City of Spruce Grove operates the Horizon Stage and is located at Spruce Grove Composite High School in Spruce Grove. Recreation and Culture also support the visual arts in our community by working closely with the Allied Arts Council of Spruce Grove, a not-for-profit organization.

To promote community development, the team provides support to recreation, sport, active living, art, culture, and heritage community organizations in the areas of: Organizational and Board Development, Leadership and Financial Development, Information and Referral, Strategic Planning, Grant Writing, Education and Networking opportunities, etc.

This item connects to the Youth Advisory Committee Work Plan through priority two, exploring opportunities for youth-oriented activities and events.

This item also connects to the Youth Advisory Committee Work Plan through priority five, supporting local arts, culture, and small business (through the arts and culture sections).

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



REQUEST FOR DECISION

MEETING DATE: April 6, 2023

TITLE: Meeting Procedure Experience - Mock Closed Session

DIVISION: Corporate Services

SUMMARY:

The Youth Advisory Committee will role play a mock Closed Session Item to continue building experience with meeting procedures.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

When a topic requires confidential discussion, Committee will go into Closed Session. Closed Session allows for items to be discussed in the absence of the public as long as the topic and the reason meet the requirements as set out in the *Freedom of Information and Protection of Privacy Act*.

A motion to go into Closed Session looks like:

THAT the Youth Advisory Committee go into Closed Session at TIME p.m. under the following section(s) of the *Freedom of Information and Protection of Privacy Act*:

Item 8.1 - Topic

Section 24 advice from officials.

The public must be aware of all topics being discussed in Closed Session and the FOIP section that permits the Closed Session discussion. Once all topics identified prior to going into Closed Session have been discussed, no further business can take place in Closed Session.

In addition, business decisions must be formally made in open session under Business Arising from Closed Session, so the public are informed.

All discussions in Closed Session remain confidential in perpetuity.

A motion to return to Open Session looks like:

THAT the Youth Advisory Committee return to Open Session at TIME p.m.

OPTIONS / ALTERNATIVES:

There are eleven exceptions that permit a discussion in Closed Session:

Section 16: business interests of a third party

Section 17: disclosure harmful to personal privacy

Section 18: disclosure harmful to individual or public safety

Section 19: confidential evaluations

Section 20: disclosure harmful to law enforcement

Section 21: disclosure harmful to intergovernmental relations

Section 23: local body public confidences

Section 24: advice from officials

Section 25: disclosure harmful to economic or other interests of a public body

Section 26: testing procedures and audits

Section 27: privilege information

CONSULTATION / ENGAGEMENT:

Any items planned for Closed Session require approval from City Clerk's Office to ensure the appropriate legislation is adhered to and used.

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



REQUEST FOR DECISION

MEETING DATE: April 6, 2023

TITLE: Adjournment - Youth Advisory Committee - April 6, 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