



YOUTH ADVISORY COMMITTEE MEETING

Thursday, September 7, 2023, 4 p.m.

3rd Floor - Poplar Room

315 Jespersen Avenue

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REQUEST FOR DECISION

MEETING DATE: September 7, 2023

TITLE: Adoption of the Agenda - Youth Advisory Committee - September 7, 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: September 7, 2023

TITLE: Minutes - Youth Advisory Committee - June 1, 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 June 1, 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

June 1, 2023, 4 p.m.

Protective Services

36 Fifth Avenue

Spruce Grove, AB T7X 2C4

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

Also in Attendance: Justin Draper, Administrative Liaison
Jacci Hager, Recording Secretary
Avelyn Nicol, Senior Environmental Advisor
Emily Evjen, Enforcement Services Sergeant
Robert Knull, Assistant Deputy Chief

1. CALL TO ORDER

Chair Cara called the meeting to order at 4:06 p.m. and acknowledged that Youth Advisory Committee meets on the traditional land of Treaty 6 territory.

2. AGENDA

2.1 Adoption of the Agenda - Youth Advisory Committee - June 1, 2023

Resolution: YAC-026-23

Moved by: Havana Sinclair

THAT the agenda be adopted, as presented.

Unanimously Carried

3. MINUTES

3.1 Minutes - Youth Advisory Committee - May 4, 2023

Resolution: YAC-027-23

Moved by: Rowan Johnson

THAT the May 4, 2023 Youth Advisory Committee Meeting minutes be approved as presented.

Unanimously Carried

4. DELEGATIONS

4.1 Climate Change Resilience Education Program

Clarissa Huffman, Morrison Hershfield, presented on the Climate Change Resilience Education Program and received feedback from Committee.

Chair Cara called a recess at 4:48 p.m.

Chair Cara reconvened the meeting at 4:53 p.m.

5. ADMINISTRATIVE UPDATES

There were no Administrative Updates on the agenda.

6. BUSINESS ITEMS

6.1 Shaping Our Community - Municipal Development Plan - Youth Advisory Committee - June 1, 2023

Carol Bergum, Director of Planning and Development, Christina Kortmeyer, Senior Long-Range Planner, and Shannon Hogan, Municipal Planning Intern, presented on the City's Municipal Development - Shaping our Community and led Committee through activities to gain a youth perspective.

6.2 Protective Services Presentation

Assistant Deputy Chief Robert Knull presented on the City of Spruce Grove Fire Services and Sergeant Emily Evjen presented on City of Spruce Grove Enforcement Services and toured the Protective Services facility.

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 - June 1, 2023

Resolution: YAC-028-23

Moved by: Dylan Yee

THAT the Youth Advisory Committee Meeting adjourn at 6:06 p.m.

Unanimously Carried

DRAFT

Cara Nicholls, Chair

Jacci Hager, Recording Secretary

Date Signed



REQUEST FOR DECISION

MEETING DATE: September 7, 2023

TITLE: Public Art Policy Presentation

DIVISION: Community & Protective Services

SUMMARY:

The Youth Advisory Committee will be presented with a forward-thinking Public Art Policy designed to empower artists to the cultural vibrancy of our community. This proposal outlines a comprehensive strategy that not only recognizes the significance of public art but also prioritizes the unique perspectives, creativity, and aspirations.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

As part of the Youth Advisory Committee's work plan in section 5.b, the Youth Advisory Committee acknowledged providing input into Strategic Plan goal 4 A.5: Develop a new Public Art Policy.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

Our first consultation will be held with the Youth Advisory Committee to gather feedback on the new draft policy.

IMPLEMENTATION / COMMUNICATION:


n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a

	COUNCIL POLICY	Policy No:
		Approved By: Council
		Effective Date: Month, DD, YYYY Resolution No.: Last Reviewed Date: Month, DD, YYYY
		Division: Community & Protective Services – Recreation & Culture Department

VISUAL ART IN PUBLIC PLACES POLICY


POLICY STATEMENT

The City of Spruce Grove recognizes the importance of arts and culture in enhancing the quality of life, fostering creativity, promoting diversity, and contributing to the economic and social development of the community. It also recognizes the intrinsic value, diversity and scope of arts and culture and its important contributions to quality of life, economic vibrancy, history, sense of identity and belonging in our community.

The City of Spruce Grove is committed to the ongoing investment in Visual Art in Public Places as an important element of municipal service delivery to celebrate the values and aspirations of a community and shapes its unique sense of space and place.


1. PURPOSE

- 1.1 To define the scope and context of Visual Art.
- 1.2 To establish guiding principles related to Visual Art in Public Places.
- 1.3 To clarify the roles and responsibilities in the provision and delivery of the City’s Visual Art in Public Places related programs and initiatives.
- 1.4 To identify funding commitment for the delivery of the City’s Visual Art in Public Places programs and initiatives.
- 1.5 To ensure that public art installations align with the values, aesthetics, and goals of the City of Spruce Grove.

	COUNCIL POLICY	Policy No:
		Approved By: Council
		Effective Date: Month, DD, YYYY Resolution No.: Last Reviewed Date: Month, DD, YYYY
		Division: Community & Protective Services – Recreation & Culture Department

2. DEFINITIONS

- 1.1 “Allied Arts Council - AAC” – the AAC is a not-for-profit society and charitable organization that supports and promotes Visual Arts in the city of Spruce Grove
- 1.2 “Artist” A practicing professional art-maker recognized by peers as such; commissioned specifically to create an artwork or design project, or to collaborate on a design team to complete a public artwork.
- 1.3 “City” means the municipal corporation of the City of Spruce Grove in the Province of Alberta.
- 1.4 “City Manager” means the administrative head of the City of Spruce Grove.
- 1.5 “Council” means the Council of the City of Spruce Grove elected pursuant to the Local Authorities Election Act, RSA 2000 cL-21, as amended.
- 1.6 “Culture Master Plan” – an Administrative Plan that outlines the needs, priorities and interests of the community as it relates to Art and Culture in the community.
- 1.7 “Public Art Reserve” A specific fund used by Council and Administration to support the procurement and maintenance of the City’s Municipal Art Collection.
- 1.8 “Public Places” buildings or spaces that are easily visible to the public which are City owned, and/or privately owned buildings or spaces that, under agreement with the City, are locations where the property owner may install and/or support Visual Art that is procured directly or indirectly by the City.
- 1.9 “Visual Art” Visual Arts are original pictorial, graphic, and sculptural works, which include two-dimensional and three-dimensional works of fine, graphic, and applied art. It may include replication of original work

	COUNCIL POLICY	Policy No:
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with permission and may be both permanent and temporary. Visual Art forms include, but are not limited to painting, drawing, printmaking, sculpture, ceramics, photography, video, filmmaking, design, crafts, and architecture. Many artistic disciplines, such as performing arts, conceptual art, and textile arts,

- 1.10 “Mural” Any piece of artwork painted or applied directly onto a wall, ceiling or other larger permanent surfaces, flat, concave or convex with or without installation medium. Murals do not sell, promote, advertise, or solicit commercial activity for individuals, not-for-profits, businesses or other organizations.
- 1.11 “Mural Program” An administrative program that outlines the principles, process and procedures related to the procurement, installation, recognition, and maintenance of Murals that are defined as part of the City’s Municipal Art Collection.
- 1.12 “Municipal Art Collection” – Visual Art that was procured or sponsored by The City and recognized as being an asset owned by the City of Spruce Grove.
- 1.13 “Temporary Art” – Art pieces or installations not intended to be permanent in one location, area or space. Easily (re)moveable or changed.
- 1.14 “Visual Art in Public Places Committee” – An Administrative Committee that provides input, perspective and recommendations related to the procurement and selection of Visual Art in Public Places. It includes representation from Administration, Council, community-at-large, AAC relevant partner and subject matter experts.

3. RESPONSIBILITIES

City Council

- 3.1 City Council will annually appoint one (1) Council member and an alternate to participate on the Visual Art in Public Places Committee, whose responsibility includes advising on the Mural Program, Art Selection Committee, and other duties as outlined in its terms of reference.

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- 3.2 As part of the corporate planning process, allocate and approve a dedicated operating budget for the creation, maintenance, and promotion of Visual Art in Public Places projects and initiatives, demonstrating its commitment to the enhancement of public spaces through art.
- 3.3 Establish an Art Reserve Fund to support the ongoing repair, maintenance and long-term planning for art projects in the community.
- 3.4 Where possible participate in Visual Art in Public Places unveilings

Administration

- 3.5 City Manager delegates authority to Recreation and Culture staff to plan, provide, oversee and execute visual art in public places initiatives and program, that aligns with City Council’s **strategic plan** and other guiding principles.
- 3.6 Administration will establish and support a Visual Art in Public Places Committee.
- 3.7 Participates on the Visual Art in Public Places Committee.
- 3.8 Manages the Public Art Reserve and any related operating costs as provided in **the corporate plan**.
- 3.9 Ensures the maintenance of City-funded visual public art within the city directly, through agreements, and/or partnerships.
- 3.10 Establishes mechanisms for ongoing evaluation and reporting on the impact and success of Visual Art in Public Places projects and programs, ensuring accountability and transparency in the use of public resources.
- 3.11 Reports on Visual Art in Public Places annually to City Council and/or the community.
- 3.12 Explores partnerships, grants, and sponsorship opportunities to supplement public funding for Visual Art in Public Places initiatives, further enriching the community's artistic and cultural landscape.

Visual Arts in Public Places Committee

- 3.13 Guides **Administration** in the selection, recommendation, and placement of visual public art, ensuring a transparent and inclusive process.
- 3.14 The Committee will establish a term of reference that outlines roles, responsibilities, expectations, and appointment terms for committee members.

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4. BODY OF POLICY

4.1 GUIDING PRINCIPLES

Visual Art in Public Places:

- (a) Reflects the values, history, and aspirations of the City and its residents, promoting an inclusive and diverse community identity.
- (b) Engages and inspires residents and visitors, fostering a sense of pride and belonging within the community.
- (c) Is accessible to all, irrespective of age, background, or ability, and should be created with consideration for its impact on the environment.
- (d) Is respectful, sensitive to cultural misappropriation and inclusive.
- (e) Is of high artistic quality and contribute to the cultural and aesthetic enrichment of public spaces.
- (f) Provides opportunity to participate in the development and implementation and fosters collaboration and creativity for Artists, community organizations.


4.2 FUNDING MODEL

- (a) Allocate \$25,000 per year to the Art Reserve Fund.
- (b) Continue to provide Operational budget support for Visual Art in Public Spaces, which may fluctuate as a part of corporate financial capacity and/or planned projects within a given year.

5. RESCISSION OF POLICY CP-8,031 (June 9, 2015, Resolution 238-15)

- 5.1 The previous Public Art Policy be rescinded and replaced with this policy.

6. POLICY REVIEW


	COUNCIL POLICY	Policy No:
		Approved By: Council
		Effective Date: Month, DD, YYYY Resolution No.: Last Reviewed Date: Month, DD, YYYY
		Division: Community & Protective Services – Recreation & Culture Department

6.1 Periodic Review This Visual Art in Public Places Policy shall be reviewed periodically, at least once every five years, to ensure its continued relevance and effectiveness.

RELATED DOCUMENTS

- Cultural Master Plan
- Mural Program
- Strategic Plan
- Municipal Development Plan
- Recreation and Culture Department Business Plan

<p>APPROVAL</p> <p>Mayor: _____ Date _____</p>
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	CORPORATE POLICY PUBLIC ART POLICY	Policy No: 8,031
		Approved By: Council
		Effective Date: June 9, 2015
		Resolution No.: 238-15
		Department: Community & Protective Services

PUBLIC ART POLICY

POLICY STATEMENT


Public Art is considered to be a key component to the attractiveness and identity of a municipality and contributes to the City of Spruce Grove being a 'Community of Choice'. Public Art demonstrates the character of our community while investment in culture strengthens our strategic vision for the City.

1. PURPOSE


Improve the livability and attractiveness of the City of Spruce Grove with increasing public awareness and appreciation of local culture. Public Art will stimulate the growth and acceptance of culture and aids in meeting urban design objectives of municipal developments. This policy will also help build a Public Art Collection for the City.

2. DEFINITIONS

- 2.1 Artist**
 A practicing professional art-maker recognized by peers as such; commissioned specifically to create an artwork or design project, or to collaborate on a design team to complete a public artwork.
- 2.2 City of Spruce Grove (City)**
 The official City of Spruce Grove municipality, a corporate entity.
- 2.3 Public Art Collection**
 All Public Artworks recognized as being owned by the City of Spruce Grove.
- 2.4 Allied Arts Council (AAC)**
 A not-for-profit society and charitable organization that supports and promotes the arts community in the City of Spruce Grove.

	CORPORATE POLICY PUBLIC ART POLICY	Policy No: 8,031
		Approved By: Council
		Effective Date: June 9, 2015
		Resolution No.: 238-15
		Department: Community & Protective Services

- 2.5 One percent of qualifying construction budgets**
 One percent (1%) of total budgets of a publicly accessible municipal facility project as determined by the City of Spruce Grove.
- 2.6 Public Art Coordinator**
 The Director of Cultural Services who is assigned the task described in this Policy.
- 2.7 Project Manager**
 The individual responsible for the overall implementation of a building or construction project where the one percent for Public Art is to be included.
- 2.8 Public Area**
 A space within a municipal property or within City leased property which is highly visible to the public.
- 2.9 Public Art (Artwork or Public Artwork)**
 Any original work of art that is accessible to the general public. Typically, the creation of a Public Artwork takes into consideration site and context as part of its process. Artwork can be functional, integrated or discreet to its site. Public Art mediums can include, but are not limited to: sculpture, installation, paintings, drawings, prints, photography, multi-media projects, murals, mosaics, land art/earth works, or projects which incorporate design, architecture, or landscape architecture . While it is recognized that architecture, interior design, and landscaping are artistic in nature and have artistic components, this policy defines Public Art as a distinct component of a building project or city area that, while it may be integrated to its site, is created by a person engaged as an Artist or its creation is directed by an Artist.
- 2.10 Qualifying construction budget**
 That portion of the total facility construction budget that is deemed to be appropriate for the funding of Public Art.

	CORPORATE POLICY PUBLIC ART POLICY	Policy No: 8,031
		Approved By: Council
		Effective Date: June 9, 2015
		Resolution No.: 238-15
		Department: Community & Protective Services

2.11 Public Art Project Committee

A project committee comprised of, but not limited to, individuals who are visual artists, project manager, public art coordinator, project architects, civil engineers and other qualifying city departments.

SME/Property Owner


3. RESPONSIBILITIES

3.1 The City of Spruce Grove will:

- a) Allocate one percent (1%) of total budget of any publicly accessible municipal capital facility project for the procurement of artwork to be publicly displayed in a public area;
- b) Accept corporate or private donations intended for public art use.
- c) Determine locations for Public Art for future projects funded by this policy.

3.2 The Public Art Coordinator will:

- a) Review the Qualifying Construction Budget to confirm the inclusion of the Public Art within eligible projects and where necessary, advise civic departments and agencies to comply with the Percent of Art Policy when budgeting;
- b) Confer with the Allied Arts Council (MC) on Public Art projects;
- c) Advise art selection discussions with civic project managers and their consultants;
- d) Manage the projects' implementation in conjunction with civic project managers and their consultants and in accordance with the Public Art policy;
- e) Promote awareness of the Public Art Collection;

	CORPORATE POLICY PUBLIC ART POLICY	Policy No: 8,031
		Approved By: Council
		Effective Date: June 9, 2015
		Resolution No.: 238-15
		Department: Community & Protective Services

- f) Create, administer and manage a Public Art Project Committee including: selection of committee members, running and recording meetings, and resolving Public Art decisions through a consensus of committee members;
- g) Prepare Corporate Planning Initiatives on a per project basis and manage the budget and uses of funds.

3.3 The Public Art Project Committee will:

- a) Set a vision and objectives for the Public Art project and prepare Request for Proposals (RFP);
- b) Support the implementation of the project;
- c) Advise on accession and de-accession processes for Artworks for the Public Art Collection;
- d) Advise on public art conservation plans and schedules for the project;
- e) Review and award projects through committee consensus voting, AAC consultation and advisory from Public Art Coordinator.

4. POLICY GUIDELINES

Public Art Budgets will be administered by the Public Art Project Committee as previously indicated. The Public Art Project Committee will determine parameters for projects and prepare request for proposals from artists. The committee will also be responsible for reviewing and awarding projects through consensus voting and consultations. Special consideration on project proposals will be given to artists residing in the City of Spruce Grove.

	CORPORATE POLICY PUBLIC ART POLICY	Policy No: 8,031
		Approved By: Council
		Effective Date: June 9, 2015
		Resolution No.: 238-15
		Department: Community & Protective Services

RELATED DOCUMENTS

N/A

APPROVAL

Mayor: Original signed by Stuart Houston Date: June 15, 2015

RESCIND



REQUEST FOR DECISION

MEETING DATE: September 7, 2023

TITLE: Truth and Reconciliation Event - Commitment to Attend - September 30, 2023

DIVISION: Corporate Services

SUMMARY:

On June 1, 2023, the Youth Advisory Committee motioned to accept an invitation to participate in the September 30, 2023 National Day of Truth and Reconciliation event organized by the City of Spruce Grove, and must now confirm attendance.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

Recreation and Culture, Community Social Development, the Spruce Grove Library, and Skydancer Indigenous Cultural Centre are planning an event on September 30, 2023 for National Day of Truth and Reconciliation. The day honours the children who never returned home and Survivors of residential schools, as well as their families and communities. Public commemoration of the tragic and painful history and ongoing impacts of residential schools is a vital component of the reconciliation process.

On May 4, 2023, the Youth Advisory Committee motioned to accept an invitation to participate in the September 30, 2023 National Day of Truth and Reconciliation event, and now the committee must confirm who can attend and volunteer. This community event will be held at Horizon Stage. The tentative schedule is as follows:

- 6 p.m. - Youth Advisory Committee volunteers arrive
- 6:30 p.m. - Doors Open

- 6:45 p.m. - Musical Performance, Elder Blessing, Documentary
- 8:30 p.m. - Audience members make a personal pledge to reconciliation
- 8:30 p.m. - Tea, Fruit-Infused Water, and Bannock in the lobby
- 9 p.m. - Youth Advisory Committee volunteer shift finishes

Participating in this event connects with outcomes four and five of the Youth Advisory Committee workplan: Building a community that supports vulnerable people and people in need, and has opportunities for all residents to feel connected to their community, and supporting local arts, culture, and small businesses.

OPTIONS / ALTERNATIVES:

The Youth Advisory Committee could rescind the motion that was made at the May 4, 2023 Youth Advisory Committee Meeting.

THAT the Youth Advisory Committee accept the invitation to participate in the September 30 National Day of Truth and Reconciliation event organized by the City of Spruce Grove.

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

Once attendance is confirmed, the Administrative Liaison will provide a list of the attendees to the event organizer who will contact the attendees directly with further information.

IMPACTS:

Attending this event demonstrates the Youth Advisory Committee's commitment to reconciliation and supporting local Indigenous people.

FINANCIAL IMPLICATIONS:

There are no additional financial implications for the Youth Advisory Committee to attend this event. All finances for the event have been included in existing budget allocations by the organizer.



REQUEST FOR DECISION

MEETING DATE: September 7, 2023

TITLE: Recruitment, Letter of Reapplication, Bursary Form

DIVISION: Corporate Services

SUMMARY:

As the Youth Advisory Committee's term nears the end, members have the opportunity to indicate that they wish to continue serving on the committee next year.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

The City Clerk's Office has started recruiting for public members of Boards and Committees for the City of Spruce Grove. The recruitment run from August 28 until September 29, 2023. As the Youth Advisory Committee's term nears the end (December 2023), members have the opportunity to indicate their wish to continue serving on the committee for 2024. As indicated in the Youth Advisory Committee Bylaw, Appointments shall automatically renew for one year until the age of committee majority or up to a maximum of three terms, pending agreement of the Youth Member. As such, all current members are eligible to serve for two additional terms.

A letter of reapplication was emailed to the Youth Advisory Committee members on August 18, 2023 to receive such agreement from Youth Members. The letter must be completed and returned to the City Clerk's Office, no later than September 29, 2023, indicating the member wishes to continue serving on the committee for an additional term.

Should a member choose not to continue for any additional terms, they are eligible to receive their bursary as set out in the Youth Advisory Committee Bylaw. Youth Members who fulfill their commitment to the committee by volunteering a minimum of 10 hours annually for the

committee-held meetings and/or events, shall be awarded a \$500 bursary upon proof of registration in a Certification Program. Youth Members who continue serving on the committee for one or more terms will receive their bursary at the end of their service.

OPTIONS / ALTERNATIVES:

Each member has the option of choosing to continue serving on the Youth Advisory Committee for an additional term.

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

A letter of reapplication was emailed to the Youth Advisory Committee members on August 18, 2023.

IMPACTS:

The number of current members who decide to sit on the committee for an additional year will determine how many spaces are available for new members to be recruited by the City Clerk's Office.

FINANCIAL IMPLICATIONS:

n/a



REQUEST FOR DECISION

MEETING DATE: September 7, 2023

TITLE: Adjournment - Youth Advisory Committee - September 7, 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