



YOUTH ADVISORY COMMITTEE MEETING

Friday, December 15, 2023, 4 p.m.

3rd Floor - Poplar Room

315 Jespersen Ave

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REQUEST FOR DECISION

MEETING DATE: December 15, 2023

TITLE: Adoption of the Agenda - Youth Advisory Committee - December 15, 2023

DIVISION: Strategic and Communication Services

SUMMARY:

Committee members are provided the opportunity to add items they would like to discuss during the meeting, remove 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.

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:

THAT the agenda be adopted as amended.

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



REQUEST FOR DECISION

MEETING DATE: December 15, 2023

TITLE: Minutes - Youth Advisory Committee - November 2, 2023

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 November 2, 2023 Youth Advisory Committee Meeting 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 November 2, 2023 Youth Advisory Committee Meeting minutes be approved as amended.

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

**November 2, 2023, 4 p.m.
3rd Floor - Poplar Room
315 Jespersen Ave**

Members Present:

Cara Nicholls, Chair
Rowan Johnson, Vice Chair
Dylan Yee
Havana Sinclair
Jasmeet Pujji
Joaquin Tabulog
Sierra Manning
Councillor Carter

Members Absent:

Addysen Pura
Callie Chandler
Councillor Oldham

Also in Attendance:

Justin Draper, Administrative Liaison
Jacci Hager, Recording Secretary
Heidi White, Engineering Technologist - Municipal Infrastructure
Darren Flynn, Supervisor of Municipal Infrastructure
Jarrett Zilinski, McElhanney Consulting

1. **CALL TO ORDER**

Chair Cara called the meeting to order at 4:08 p.m. and acknowledged that Youth Advisory Committee meets on the traditional land of Treaty 6 territory.

Chair Cara identified that Callie, Addysen, and Councillor Oldham were absent.

2. **AGENDA**

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

Resolution: YAC-035-23

Moved by: Havana Sinclair

THAT the agenda be adopted, as presented.

Unanimously Carried

3. **MINUTES**

3.1 **Minutes - Youth Advisory Committee - November 2, 2023**

Resolution: YAC-036-23

Moved by: Rowan Johnson

THAT the October 5, 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 **integrated Transportation Master Plan Engagement - Youth Advisory Committee**

Darren Flynn, Supervisor of Municipal Infrastructure, and Heidi White, Engineering Technologist - Municipal Infrastructure, presented the integrated Transportation Master Plan (iTMP) along with Jarrett Zilinski, McElhanney Consulting, who assisted in the development of the iTMP.

Chair Cara thanked Darren, Heidi, and Jarret for the presentation.

Chair Cara called a recess at 4:52 p.m.

Chair Cara reconvened the meeting at 5:07 p.m.

6. BUSINESS ITEMS

6.1 2023 Workplan Presentation to Council - Monday, November 20, 2023

Justin Draper, Intergovernmental Affairs Advisor, presented and sought feedback from the Committee for the Workplan presentation to Council on Monday, November 20.

Chair Cara thanked Justin for the presentation.

6.2 December Celebration Ideas

Justin Draper, Intergovernmental Affairs Advisor, discussed the Youth Advisory Committee's December 7 meeting.

Resolution: YAC-037-23

Moved by: Rowan Johnson

THAT the Thursday, December 7, 2023 Youth Advisory Committee meeting be rescheduled to Friday, December 15 to accommodate the schedules of the members of the Youth Advisory Committee.

Unanimously Carried

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 on the agenda.

10. ADJOURNMENT

10.1 Adjournment - Youth Advisory Committee - November 2, 2023

Chair Cara adjourned the meeting at 6:01 p.m.

DRAFT

Cara Nicholls, Chair

Jacci Hager, Recording Secretary

Date Signed



REQUEST FOR DECISION

MEETING DATE: December 15, 2023

TITLE: Roundtable - Review and Recommendations

DIVISION: Sustainable Growth and Development Services

SUMMARY:

As the Youth Advisory Committee is completing their first term, they now have an opportunity to reflect on their year together and make recommendations to next year's newly appointed committee.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

Committee members should come prepared to share personal highlights from their year on the Committee, as well as, recommendations to ensure the next Youth Advisory Committee is successful.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



REQUEST FOR DECISION

MEETING DATE: December 15, 2023

TITLE: Adjournment - Youth Advisory Committee - December 15, 2023

DIVISION: Strategic and Communication Services

SUMMARY:

Adjournment indicates the end of the meeting and the completion of the agenda items.

PROPOSED MOTION:

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

BACKGROUND / ANALYSIS:

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