



## YOUTH ADVISORY COMMITTEE MEETING

Thursday, March 7, 2024, 4 p.m.

3rd Floor - Poplar Room

315 Jespersen Ave

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	Pages
<b>1. <u>CALL TO ORDER</u></b>	
1.1 Icebreaker Activity	Karey Steil
<b>2. <u>AGENDA</u></b>	
<b>3. <u>MINUTES</u></b>	
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<b>4. <u>DELEGATIONS</u></b>	
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<b>5. <u>ADMINISTRATIVE UPDATES</u></b>	
5.1 Youth Advisory Committee - Reference Letters	Karey Steil
5.2 The Power of Youth Conference	Karey Steil
5.3 Rotary Youth Leadership Experience	Karey Steil
<b>6. <u>BUSINESS ITEMS</u></b>	
6.1 2024 Youth Advisory Committee - Meeting Schedule Amendment	25
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**7. INFORMATION ITEMS**

7.1 Councillor Carter and Oldham - Councillor Updates

**8. CLOSED SESSION**

**9. BUSINESS ARISING FROM CLOSED SESSION**

**10. ADJOURNMENT**



## REQUEST FOR DECISION

**MEETING DATE:** March 7, 2024

**TITLE:** Minutes - February 1, 2024 Youth Advisory Committee Meeting

**DIVISION:** Strategic and Communication Services

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### **SUMMARY:**

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

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### **PROPOSED MOTION:**

THAT the February 1, 2024 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 February 1, 2024 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**

**February 1, 2024, 4 p.m.**

**3rd Floor - Poplar Room**

**315 Jespersen Ave**

**Members Present:**

Cara Nicholls, Chair  
Hannah Dunbar, Vice Chair  
Cole Cochrane  
Dylan Yee  
Havana Sinclair  
Isabella Quitanilla  
Jasmeet Pujji  
Joaquin Tabulog  
Josh Morin  
Rowan Johnson  
Sierra Manning  
Councillor Carter  
Councillor Oldham

**Also in Attendance:**

Carol Bergum, Director of Planning and Development  
Christina Kortmeyer, Senior Long-Range Planner  
Karey Steil, Administrative Liaison  
Karie Nothof, Recording Secretary

**1. CALL TO ORDER**

Chair Cara Nicholls called the meeting to order at 4:04 p.m.

**1.1 Introduction - Karey Steil - Administrative Liaison**

Karey Steil, Administrative Liaison, provided an introduction for the Youth Advisory Committee.

**1.2 Icebreaker Activity**

Karey Steil, Administrative Liaison, led the Icebreaker Activity.

**2. AGENDA**

**Resolution:** YAC-007-24

**Moved by:** Havana Sinclair

THAT the agenda be adopted as presented.

**Unanimously Carried**

**3. MINUTES**

**3.1 Minutes - January 18, 2024 Organizational Meeting of Youth Advisory Committee and Youth Advisory Committee Meeting**

**Resolution:** YAC-008-24

**Moved by:** Dylan Yee

THAT the January 18, 2024 Organizational Meeting of Youth Advisory Committee and January 18, 2024 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 **Shaping Our Community - Municipal Development Plan (MDP) Project Update**

Carol Bergum, Director of Planning and Development, Christina Kortmeyer, Senior Long-Range Planner, and Greg Hoffman, Consultant, presented on Shaping Our Community - Municipal Development plan Project Update.

Chair Cara Nicholls thanked Carol Bergum, Christina Kortmeyer, and Greg Hoffman, for the presentation.

5.2 **2023 Youth Advisory Committee Priorities Review**

Karey Steil, Administrative Liaison, reviewed the 2023 Youth Advisory Committee Priorities and gathered feedback from the Youth Advisory Committee.

Chair Cara Nicholls thanked Karey Steil for the review.

6. **BUSINESS ITEMS**

6.1 **2024 Youth Advisory Committee Work Plan Development**

Karey Steil, Administrative Liaison, presented on the 2024 Youth Advisory Committee Work Plan Development.

Chair Cara Nicholls thanked Karey Steil for the presentation.

**Resolution:** YAC-009-24

**Moved by:** Rowan Johnson

THAT a 2024 Youth Advisory Committee Work Plan be developed based on priorities identified by the Youth Advisory Committee at the February 1, 2024 meeting and that the 2024 Work Plan be brought back to the Youth Advisory Committee for approval.

**Unanimously Carried**

6.2 **Youth Advisory Committee - 2024 Meeting Schedule Amendment**

The Youth Advisory Committee postponed this item until the March 7, 2024 Youth Advisory Committee meeting.

**7. INFORMATION ITEMS**

7.1 Councillor Updates

Councillor Carter and Councillor Oldham provide Councillor updates regarding their Council schedules, including Council's Strategic Retreat and Committee Meetings.

**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**

**Resolution:** YAC-010-24

**Moved by:** Dylan Yee

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

**Unanimously Carried**

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Cara Nicholls, Chair

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Karie Nothof, Recording Secretary

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Date Signed





## REQUEST FOR DECISION

**MEETING DATE:** March 7, 2024

**TITLE:** Recreation and Culture - Department Review; Events and Programming

**DIVISION:** Community and Protective Services

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### **SUMMARY:**

The Recreation and Culture department is one of the key departments in the City that program and support events and program delivery. They do this through direct programming and events, supporting other departments in their program and event delivery, and also by supporting community-led programming and events.

Recreation and Culture supports a wide range of programming and services that include, but is not limited to, sport, art, culture, active living, life-long learning, environmental awareness and stewardship, heritage and multi-cultural.

Recreation and Culture also provides guidance and supports to event planning and is the department responsible for issuing permits for Special Events, Open Space use and Mobile Vending within parks. Understanding the context and landscape of planning events and programs within the City is important to ensure the success of any Youth Advisory Committee (YAC) efforts.

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### **PROPOSED MOTION:**

A motion is not required.

### **BACKGROUND / ANALYSIS:**

The Recreation and Culture department has a number of different roles, resources and opportunities for the YAC to be aware of as they seek to plan and support different initiatives in

2024. This presentation will be an overview of the Recreation and Culture department, focusing on the key function areas of Programs and Events and Community Development.

Understanding existing opportunities, required permits and processes, and available resources will be important to YAC to be aware of to be successful in their objectives.

Opportunity to support the YAC in future program and event planning process in the future will be shared.

Overview of the Community Needs Assessment and Gap Analysis project will also be shared to provide information on upcoming youth engagement opportunities as well.

**OPTIONS / ALTERNATIVES:**

n/a

**CONSULTATION / ENGAGEMENT:**

Propose that a future workshop on outcomes-based program and event planning be provided to the YAC as a follow up to this presentation.

**IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

- Increase understanding of the Recreation and Culture Department role and responsibilities related to program and event service delivery;
- Increase awareness of current and future program and event opportunities; and
- Increase awareness of the special event permit requirements.

**FINANCIAL IMPLICATIONS:**

n/a

**R & C - Community Development Events**

Event	Description	YAC Involvement	Lead
<p><b>Spruce Up Spruce Grove - Clean Up</b></p> <p>April 17 – May 22, 2024</p>	<p>This is an annual community focused, self-directed, volunteer spring cleanup initiative that encourages residents, groups, schools and/or businesses to 'Spruce Up' their community by participating in an initiative that supports environmental sustainability, stewardship, and preservation of natural heritage. It's a great way to have a positive environmental impact, build social connections and give back to the community!</p>	<p>Sign up and participate in a group clean up</p> <p>This can be done at any convenient time or day that works for the Committee between April 17 – May 22, 2024</p> <p>Registration opens April 2</p> <p><a href="https://sprucegrove.org/spruceupsprucegrove">sprucegrove.org/spruceupsprucegrove</a></p>	<p>Amanda Simmonds (Johnson)</p>
<p><b>Spruce Up Spruce Grove - Celebration</b></p> <p>Saturday, May 25, 2024 : 1 – 3pm</p>	<p>FREE 1-day event will have environmentally focused community education booths and activities related to environmental stewardship, forestry, climate, waste management, neighbourhood block parties, upcoming programs and events, etc. It will also have a registered community focused volunteer tree planting opportunity, a drop in community clean up and supply pick up.</p>	<p>If interested YAC is encouraged to have an interactive booth and table with an environmental focused activity</p> <p>(last year they had a compost/garbage sorting activity with frisbees to promote the 'Trim Your Trash App')</p> <p>Opportunity for individuals to partake in the tree planting component with community members.</p>	<p>Amanda Simmonds (Johnson) &amp; Sylvia Miller</p>
<p><b>Tri Municipal Info Night – Fall</b></p> <p>Thursday, August 29, 2024</p>	<p>The Tri Region Spring Information Night is a great place to promote your services, programs, and volunteer opportunities while networking with community members. The "Info Night" provides a valuable opportunity for organizations and businesses to showcase their offerings in recreation, sport, wellness, culture, art, and heritage in a relaxed setting.</p>	<p>If interested YAC is welcome to have a booth at this event for recruitment, awareness or promotion of other activities/initiatives</p> <p><a href="mailto:smiller@sprucegrove.org">smiller@sprucegrove.org</a></p>	<p>Sylvia Miller</p>

# Recreation and Culture – What's the big deal?

## Benefits of Recreation and Culture

- Personal
- Social
- Environmental
- Economic

[https://measuring-impact.ca/wp-content/uploads/2023/12/CFLRI-CPRA\\_Price-Inactivity-Infographic-EN-FINAL.pdf](https://measuring-impact.ca/wp-content/uploads/2023/12/CFLRI-CPRA_Price-Inactivity-Infographic-EN-FINAL.pdf)

# Recreation & Culture

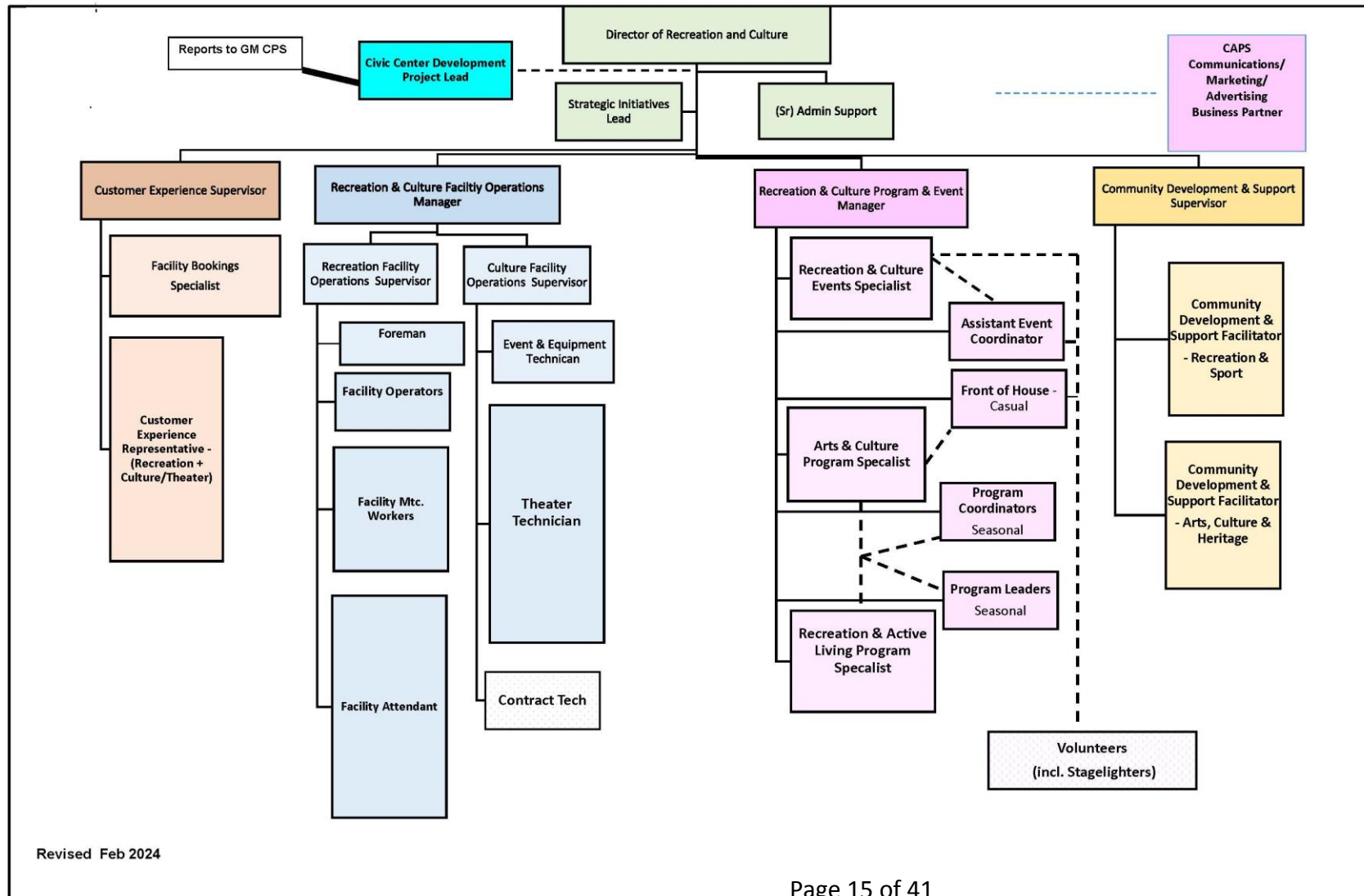
## Alphabet Activity

# City of Spruce Grove

## Recreation & Culture Department:

- Creates positive opportunities for citizens to realize quality of life and wellness.
- Makes Spruce Grove a more attractive community to live and invest in.
- Promotes active participation in recreation and culture activities and, and nurturing partnerships within the community and with our regional neighbours.
- Provides opportunities for citizens to engage in their community and increase a sense of belonging and pride.
- Provides vision and leadership to the future planning, development and provision of recreation and culture opportunities for the community.

# Department Structure



# Programs and Events

## Direct Programming – Recreation & Active Living

- Summer in the City (Summer Camps)
- Pop Up Playground (Free Summer Programming in various parks.)
- Winter and Spring Camps
- Leaders in Training Program
- Youth at the Log Cabin
- Teen Takeover



# Programs and Events

## Direct Programming – Art & Culture

- Art and Culture Camps (Summer Camps)
- Winter and Spring Camps
- Horizon Stage Season Shows
  - Volunteer with Horizon Stagelighters
- Public Art – Murals, Sculptures, Municipal Art Collection
- Performing Art – Grove Gatherings

# Programs and Events

## City - Special Events

- Canada Day
- Winter Light Up in Central Park
- Alberta Day
- Remembrance Day
- Strawberry Tea
- Goose and Haunted House Hunts
- Grand Opening of City Centre (2024)

# Community Development

## City - Initiatives

- Spruce Up Spruce Grove
  - Clean Up
  - Celebration & Tree Planting
- Tri Region Municipal Info Night – Fall
  - August 29

# Programs and Events

## Community Led - Special Events

### Examples:

- Rotary Rib Fest
- Agra Fair
- Block Parties (Community Social Development – liaison)

# Programs and Events

## Special Event Permits

- When do you need a permit?
- Why do you need a permit?
- How long does it take to get a permit?

# Opportunities

## Community Needs Assessment and Gap Analysis Project

- Why are we doing this?
- What is it?
- When is it happening?
- How to get involved?

# Opportunities

## Future Program and Event Planning Workshop

- Determine the Change or Impact
- Understand the Planning Cycle steps
- Understand all of the considerations specific to the event or program.
- Create the event or program

# Thank You!

Questions?





## REQUEST FOR DECISION

**MEETING DATE:** March 7, 2024

**TITLE:** 2024 Youth Advisory Committee - Meeting Schedule Amendment

**DIVISION:** Strategic and Communication Services

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### SUMMARY:

To amend the Youth Advisory Committee 2024 Meeting Schedule to change the November meeting date from November 7, 2024 to November 21, 2024.

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### PROPOSED MOTION:

THAT the 2024 Youth Advisory Committee Meeting Schedule be amended as presented.

### BACKGROUND / ANALYSIS:

The Youth Advisory Committee (YAC) Bylaw C-1208-22, section 5.2.(a), "The Committee shall: establish an annual meeting schedule that specifies the date, time, and place of all regular Committee meetings." YAC Bylaw C-1208-22 states members who are absent from three consecutive meetings without the consent of the Committee, may be removed from the Committee. It is important when members are setting the Committee meeting dates, they are accountable to attend.

Additional meetings may be called by the Chair by giving at least 24-hours' notice to the members of the Committee by email and to the public by posting a notice on the City's website.

**OPTIONS / ALTERNATIVES:**

If throughout the year the meeting schedule creates conflict, committee members may request an amendment at a Committee meeting date. Discussion may take place to find the best schedule for all members.

**CONSULTATION / ENGAGEMENT:**

n/a

**IMPLEMENTATION / COMMUNICATION:**

Once approved, the Youth Advisory Committee 2024 Meeting Schedule will be posted to the City's website on both the Youth Advisory Committee page and Events Calendar.

**IMPACTS:**

An approved calendar ensures there is a set schedule allowing for proper and effective planning for the meetings.

**FINANCIAL IMPLICATIONS:**

n/a

## Youth Advisory Committee (YAC) Meeting Schedule

### 2024 Meeting Dates

Held in the Poplar Room

315 Jespersen Avenue, Spruce Grove, AB

4 - 6 p.m.

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### 2024 Regular YAC Meetings

- Thursday, February 1, 2024
- Thursday, March 7, 2024
- Thursday, April 4, 2024
- Thursday, May 2, 2024
- Thursday, June 6, 2024
- One summer event (AUGUST)
- Thursday, September 5, 2024
- Thursday, October 3, 2024
- Thursday, November 7, 2024 (**proposed amendment - change to November 21**)
- Thursday, December 5, 2024



## REQUEST FOR DECISION

**MEETING DATE:** March 7, 2024

**TITLE:** 2024 Youth Advisory Committee Work Plan Approval

**DIVISION:** Strategic and Communication Services

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### **SUMMARY:**

A draft 2024 Youth Advisory Committee (YAC) Work Plan has been developed to advance the YAC's identified priorities.

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### **PROPOSED MOTION:**

THAT the 2024 Youth Advisory Committee Work Plan be approved as presented.

THAT Youth Advisory Committee members present the 2024 Youth Advisory Committee Work Plan at a future meeting of Council in March 2024.

### **BACKGROUND / ANALYSIS:**

As per the Youth Advisory Committee Bylaw, the Committee shall develop an annual work plan that identifies key priorities. At least twice per year, the Committee shall report to Council on the following:

- development of its work plan;
- update on progress and initiatives; and
- any information and recommendations on issues or opportunities within its mandate.

The work plan builds upon the priorities, confirmed by the YAC in January 2024, which includes Administrative presentations and activities/initiatives that support the following 2024 priorities:

1. Creating more social spaces for youth, increasing youth participation, and focusing on keeping community youth engaged;

2. Exploring opportunities for youth-orientated activities and events, including partnering and advising on partner led events;
3. Connecting with and protecting the environment;
4. Supporting local arts, culture, and a variety of small business; and
5. Raising awareness and supporting vulnerable and equity communities.

### **OPTIONS / ALTERNATIVES:**

As per the YAC Bylaw, the Committee is required to develop an annual work plan outlining the Committee priorities.

### **CONSULTATION / ENGAGEMENT:**

The 2024 work plan priorities were developed based on a review of the 2023 YAC priorities and activities, and were further refined based on feedback from administration, YAC members, and the Committee's Council members.

### **IMPLEMENTATION / COMMUNICATION:**

The draft work plan outlines proposed activities, initiatives, and administrative presentations to advance the YAC's implementation of work plan priorities. The work plan is intended to be iterative to accommodate emerging YAC interests and initiatives that support their priorities.

Communication and promotion of YAC activities/initiatives will be coordinated with support from administration.

### **IMPACTS:**

Approval of the YAC's 2024 work plan will provide the Committee with a plan for the year outlining Committee activities and initiatives to advance YAC's priorities.

### **FINANCIAL IMPLICATIONS:**

The 2024 YAC budget is \$10,500, which includes \$5,000 for youth led event(s) supporting the work plan and \$5,500 for member bursaries.



## **2024 Youth Advisory Committee Work Plan (Draft)**

### Awareness and Understanding

The Youth Advisory Committee (YAC) was created in 2023 and is tasked with engaging with youth in the community to accurately represent a youth perspective on a variety of municipal issues and provide recommendations to Council on these issues. Council has provided direction on how they may accomplish this through:

- Coordinating youth specific initiatives that profile local youth issues;
- Developing and maintaining relationships with individuals and organizations addressing issues or opportunities relating to youth;
- Researching and providing input into policy proposals for Council’s consideration in reference to matters that directly impact youth in the community;
- Receiving direction from Council on work or reports Council requires on youth matters;
- Providing a youth lens on youth-oriented City policies, programs, or services; and
- Engaging with Administration and other organizations supporting youth initiatives and other municipalities.

The 2024 committee has eleven members, up from seven, with six returning from 2023. The YAC is well positioned to learn from their successes and leverage them into 2024.

Based on feedback from the 2023 Committee, the youth identified that they would like more mentorship opportunities from Administration and Committee Councillors. Based on that recommendation, Administration and Committee Councillors will focus on providing additional learning outcomes:

- Organizational development skills (i.e., meeting norms, facilitation skills, project management skills, etc.);
- Organizational procedures and skills (i.e., how to develop and approve key messages for events, event planning skills, etc.); and
- Open Q & A sessions to Administration and Committee Councillors.

## 2024 Priorities

The 2024 work plan priorities were developed after a review of the previous year's activities, suggestions from administration, Committee Council members, and the Committee members. The priorities remain similar to the 2023 priorities, however, have been further refined to provide additional focus. This work plan is a high-level overview of the focus areas that will guide their involvement and participation in various initiatives.

### **1. Creating more social spaces for youth, increasing youth participation, focusing specifically on keeping community youth engaged.**

Alignment to Council's 2022 - 2025 Strategic Plan:

- goal 3 B.1: Explore how outdoor municipal space could be leveraged to deliver recreation programming or spontaneous, community driven activities with a focus on affordability and increased opportunities.
- goal 3 B.2: Explore how indoor municipal space, as well as public institutions such as schools, could be leveraged to deliver recreation programming with a focus on affordability and increased opportunities.

### **2. Exploring opportunities for youth-orientated activities and events, including partnering and advising on partner led events.**

Alignment to Council's 2022 - 2025 Strategic Plan:

- goal 3 A.2: Provide additional accessible recreation programming opportunities for youth.
- goal 4.A.1: Determine new culture programming for residents that provide diverse culture experiences while leverage existing spaces.

### **3. Connecting with and protecting the environment.**

Alignment to Council's 2022 - 2025 Strategic Plan:

- goal 7 B.1: Review recommendations from the City's Climate Change Action Plan and develop a subsequent implementation plan for specific recommendations.

### **4. Supporting local arts, culture, and a variety of small business.**

Alignment to Council's 2022 - 2025 Strategic Plan:

- goal 4 A: Leverage existing infrastructure spaces to incorporate culture experiences and artifacts.

- goal 10: Business attraction, investment, and retention is encouraged within an environment that enables businesses to succeed, attract new investment and talent, and create local employment opportunities for residents.

**5. Raising awareness and supporting the vulnerable and equity seeking communities.**

Alignment to Council’s 2022 - 2025 Strategic Plan:

- goal 1 A.2: Work with local organizations that focus on addressing inequities in the community and understanding the needs of underrepresented and equity deserving groups.

The work plan is intended to be iterative to accommodate emerging YAC interests. As initiatives emerge that support their priorities, details will be added to the work plan.

January	<b>Administrative Learning Outcomes</b>
	Team activity
	City Clerk presentation – Meeting Procedure 101, Code of Conduct, Youth Advisory Committee Bylaw
	<b>Committee Business</b>
February	Nominate Committee chair, co-chair
	Set meeting schedule
	<b>Administrative Updates</b>
	Strategic Plan Overview
February	<b>Administrative Learning Outcomes</b>
	Team activity
	Review and analysis of work plan
	<b>Committee Business</b>
	Review and analysis of 2023 priorities
Develop 2024 priorities	
Youth Event Planning	
• YAC priorities 2,4	



	<p><b>Administrative Updates</b></p> <p>Municipal Plan Update</p>
March	<p><b>Administrative Learning Outcomes</b></p> <p>Team activity</p> <p>Event opportunities – how can YAC encourage youth outside Committee to participate?</p>
	<p><b>Committee Business</b></p> <p>Approve 2024 work plan</p> <p>Continue to plan Youth Event</p>
	<p><b>Administrative Updates</b></p> <p>Recreation Department presentation – Who we are, what we do and how we can support YAC.</p> <ul style="list-style-type: none"> <li>• YAC priority 1,2</li> </ul> <p>Economic Development – City Center Business Association Events</p> <ul style="list-style-type: none"> <li>• YAC priority 1, 2, 4</li> </ul>
April	<p><b>Administrative Learning Outcomes</b></p> <p>Team activity</p> <p>How can YAC encourage youth outside Committee to participate?</p>
	<p><b>Committee Business</b></p> <p>Continue to plan Youth Event</p>
	<p><b>Administrative Updates</b></p> <p>Rotary Club: Rotary Youth Leadership Experience</p> <p><i>Spruce Up Spruce Grove (tentative)</i></p> <ul style="list-style-type: none"> <li>• YAC priority 3</li> </ul> <p><i>Communications Department – how to communicate YAC involvement (tentative)</i></p> <ul style="list-style-type: none"> <li>• YAC priority 1, 2</li> </ul>
May	<p><b>Administrative Learning Outcomes</b></p>

	<p>Team activity</p> <p>How can we engage youth in civic matters beyond YAC?</p> <p><b>Committee Business</b></p> <p>Continue to plan Youth Event</p> <p>Decide on summer event</p> <p><b>Administrative Updates</b></p> <p><i>Housing Strategy Engagement (tentative)</i></p> <ul style="list-style-type: none"> <li>• YAC priority 5</li> </ul>
June	<p><b>Administrative Learning Outcomes</b></p> <p>Team activity</p> <p>Event commitments</p> <p><b>Committee Business</b></p> <p>Youth Event!!</p> <p>2025 recruitment strategy</p> <p><b>Administrative Updates</b></p> <p><i>Single Use Bylaw (tentative)</i></p> <ul style="list-style-type: none"> <li>• YAC priority 3</li> </ul>
July/August	<p>Summer Break</p> <p>Summer get together – reconnect and go for ice cream</p>
September	<p><b>Administrative Learning Outcomes</b></p> <p>Team activity</p> <p>Create recruitment key messages.</p> <p>Creating social spaces for youth</p> <p><b>Committee Business</b></p> <p>Recruitment Strategy</p> <p><b>Administrative Updates</b></p> <p><i>Transit (tentative)</i></p>

October	<b>Administrative Learning Outcomes</b>
	Team activity
	<b>Committee Business</b>
	Recap of 2024 – what worked, what didn't and what should YAC do more of?
November	<b>Administrative Updates</b>
	<i>Creating social spaces for youth (tentative)</i>
	<b>Administrative Learning Outcomes</b>
	Team activity
December	<b>Committee Business</b>
	Approval of Final YAC Report
	<b>Administrative Updates</b>
	<i>Social Policy Forum Update (tentative)</i>
	<ul style="list-style-type: none"> <li>• Council direction 3</li> <li>• YAC priority 5</li> </ul>
December	Wrap Up Party!



## REQUEST FOR DECISION

**MEETING DATE:** March 7, 2024

**TITLE:** 2024 Spruce Up Spruce Grove

**DIVISION:** Strategic and Communication Services

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### **SUMMARY:**

Spruce Up Spruce Grove is an annual event that supports the priorities of the Youth Advisory Committee (YAC).

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### **PROPOSED MOTION:**

THAT the Youth Advisory Committee participate in the Spruce Up Spruce Grove community initiative.

### **BACKGROUND / ANALYSIS:**

The YAC identified one of their priorities as “connecting with and protecting the environment”.

The 2024 Spruce Up Spruce Grove initiative includes two events that support this priority:

1. Spring Clean Up: April 17 - May 22, 2024
2. Celebration and Tree Planting: May 24, 2024

The Committee is encouraged to expand participation beyond the Committee members by encouraging other youth to participate. Registration for these events opens April 2, 2024.

### **OPTIONS / ALTERNATIVES:**

If the YAC chooses not to participate in the event, a motion would not be required.

**CONSULTATION / ENGAGEMENT:**

The YAC supported Spruce Up Spruce Grove in 2023 and the initiative aligns with priorities identified in the 2024 work plan.

**IMPLEMENTATION / COMMUNICATION:**

The YAC will be responsible for deciding which event(s) to support, signing up for the event(s), and getting additional youth to participate in the event(s).

**IMPACTS:**

Involvement in Spruce Up Spruce Grove will support larger environmental goals within the City of Spruce Grove.

**FINANCIAL IMPLICATIONS:**

n/a



## REQUEST FOR DECISION

**MEETING DATE:** March 7, 2024

**TITLE:** Spruce Grove City Centre Business Association Market Grand Opening

**DIVISION:** Strategic and Communication Services

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### SUMMARY:

The Spruce Grove City Centre Business Association will host their grand opening market on June 1, 2024. It is recommended that the youth create a teen zone as the 2024 Youth Advisory Committee event.

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### PROPOSED MOTION:

THAT the Youth Advisory Committee create a Teen Zone at the June 1, 2024 Spruce Grove City Centre Market.

### BACKGROUND / ANALYSIS:

The Spruce Grove City Centre Business Association is organizing four summer market events in the newly refurbished Spruce Grove City Centre from June to August. This includes live music, vendor markets, food trucks, art installations, and street performances. These events in the past have attracted upwards of 6,000 visitors per summer market event.

June 1, 2024 is the tentative date for the grand opening market, which will also coincide with the grand opening of Columbus Park.

The Youth Advisory Committee has the opportunity to set up a teen zone, including, but not limited to games, food, prizes, and/or youth entrepreneur tables. This zone would be marketed towards teens and would be run by the Committee.

Supporting this event aligns with the Youth Advisory Committee priorities, the City Centre Area Redevelopment Plan, and supports the City Centre business community.

**OPTIONS / ALTERNATIVES:**

YAC can choose a different event format - either a standalone event or partnering with a different event.

**CONSULTATION / ENGAGEMENT:**

The YAC has identified that a youth event is a priority for 2024. The draft 2024 Work Plan outlines the 2024 priorities, several of which are supported through this event.

**IMPLEMENTATION / COMMUNICATION:**

The implementation of the event will be supported by Economic Development, the Recreation Department, and City Center Business Association. The YAC will be responsible for all logistical planning of the youth zone, with support from the Administrative Liaison, and for day-of staffing and respective activities.

**IMPACTS:**

Supporting this event aligns with the Committee priorities, the City Centre Area Redevelopment Plan, and supports the City Centre business community.

**FINANCIAL IMPLICATIONS:**

The Youth Advisory Committee has an annual event budget of \$5,000. \$3,500 has been allocated to support this event.



## REQUEST FOR DECISION

**MEETING DATE:** March 7, 2024

**TITLE:** 2024 Youth Led Event Planning

**DIVISION:** Strategic and Communication Services

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### **SUMMARY:**

To discuss the formation of working groups to support Youth Advisory Committee events and initiatives.

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### **PROPOSED MOTION:**

THAT working groups be created to support any Youth Advisory Committee events or initiatives.

### **BACKGROUND / ANALYSIS:**

The Youth Advisory Committee has identified five priority areas that will often require event planning. To maximize planning time, both during and outside Committee time, working groups will allow us to breakdown tasks that are required to support the event/initiative, ensure equal participation amongst members, expedite decision making, and make it easier for Committee members to coordinate outside Committee hours.

### **OPTIONS / ALTERNATIVES:**

If working groups are not created, all decisions would be made by consensus at the Committee meetings, and a motion would not be required.

### **CONSULTATION / ENGAGEMENT:**

n/a



**IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

Creating working groups will allow for work to be equally distributed throughout the Committee members and will maximize planning time.

**FINANCIAL IMPLICATIONS:**

n/a