



## YOUTH ADVISORY COMMITTEE MEETING

Thursday, September 5, 2024, 4 p.m.

3rd Floor - Poplar Room

315 Jespersen Ave

---

	Pages
<b>1. <u>CALL TO ORDER</u></b>	
1.1 Icebreaker Activity	Karey Steil
<b>2. <u>AGENDA</u></b>	
2.1 Adoption of the Agenda - Youth Advisory Committee - September 5, 2024	3
<b>3. <u>MINUTES</u></b>	
3.1 Approval of Minutes - Youth Advisory Committee - May 30, 2024	5
<b>4. <u>DELEGATIONS</u></b>	
4.1 Alberta Healthy Communities Project	Karey Steil      13
4.2 Urban Agriculture Plan	Christina Kortmeyer      26
<b>5. <u>ADMINISTRATIVE UPDATES</u></b>	
5.1 Respectful Debate and Discussion in a Committee	Karey Steil      28
5.2 Preparation for the October Conversation with the Mayor and City Manager	Karey Steil      30
<b>6. <u>BUSINESS ITEMS</u></b>	
6.1 Tile Mural - Debate and Decision	Karey Steil      32
<b>7. <u>INFORMATION ITEMS</u></b>	
7.1 Committee Member Updates - Roundtable	

7.2 Councillor Updates

8. CLOSED SESSION

9. BUSINESS ARISING FROM CLOSED SESSION

10. ADJOURNMENT

10.1 Adjournment - Youth Advisory Committee - September 5, 2024

35



## REQUEST FOR DECISION

**MEETING DATE:** September 5, 2024

**TITLE:** Adoption of the Agenda - Youth Advisory Committee - September 5, 2024

**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:** September 5, 2024

**TITLE:** Minutes - Youth Advisory Committee Meeting - May 30, 2024

**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 May 30, 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 May 30, 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**

**May 30, 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: Jennifer Hetherington, Director of Corporate Communications  
Maggie DesLauriers, Director of Strategy and Policy Development  
Amanda Simmonds, Community Development and Support Facilitator  
Karey Steil, Administrative Liaison

Nicole Hitchens, Recording Secretary

**1. CALL TO ORDER**

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

1.1 Icebreaker Activity

Karey Steil, Administrative Liaison, led the Icebreaker Activity.

**2. AGENDA**

2.1 Adoption of the Agenda - Youth Advisory Committee - May 30, 2024

**Resolution:** YAC-035-24

**MOVED by:** Dylan Yee

THAT the agenda be adopted as presented.

**Unanimously Carried**

**3. MINUTES**

3.1 Approval of Minutes - Youth Advisory Committee - May 2, 2024

**Resolution:** YAC-036-24

**MOVED by:** Dylan Yee

THAT the May 2, 2024 Youth Advisory Committee meeting minutes be approved as presented.

**Unanimously Carried**

**4. DELEGATIONS**

4.1 Prize Draw for Spruce Up Spruce Grove

Chair Cara Nicholls introduced Amanda Simmonds, Community Development and Support Facilitator for the City of Spruce Grove.

Amanda Simmonds facilitated the prize draw for the four (4) Spruce Up Spruce Grove classroom prizes.



Committee thanked Amanda Simmons for the presentation and for facilitating the prize draw.

4.2 City of Spruce Grove Housing Strategy

Chair Cara Nicholls introduced Maggie DesLauriers, Director of Strategy and Policy Development for the City of Spruce Grove.

Maggie DesLauriers provided a presentation on the City of Spruce Grove Housing Strategy.

Committee thanked Maggie DesLauriers for the presentation.

Chair Cara Nicholls called a recess at 4:53 p.m.

Chair Cara Nicholls reconvened the meeting at 5 p.m.

4.3 City of Spruce Grove Brand Strategy

Chair Cara Nicholls introduced Jennifer Hetherington, Director of Corporate Communications for the City of Spruce Grove, and Rachel Kamstra and Andrea Dyer, Cinnamon Toast.

Jennifer Hetherington, Rachel Kamstra, and Andrea Dyer provided a presentation on the City of Spruce Grove Brand Strategy.

Committee thanked Jennifer Hetherington, Rachel Kamstra, and Andrea Dyer for the presentation.

5. **ADMINISTRATIVE UPDATES**

5.1 Administrative Updates - May 30, 2024

Karey Steil, Administrative Liaison, provided updates on the upcoming City Centre Business Association (CCBA) Teen Zone, Canada Day, Tri Municipal Info Night, and Alberta Day events.

Committee thanked Karey Steil for the presentation.

6. **BUSINESS ITEMS**

6.1 Youth Advisory Committee - 2024 Summer Get Together

Karey Steil, Administrative Liaison, presented that Committee plan an informal get together for Youth Advisory Committee members over the summer.

Committee thanked Karey Steil for the presentation.

**Resolution:** YAC-037-24

**MOVED by:** Havana Sinclair

THAT the Youth Advisory Committee plan an informal summer get together.

**Unanimously Carried**

**7. INFORMATION ITEMS**

7.1 Committee Member Updates - Roundtable

Committee members provided updates on youth events they attended since the last Youth Advisory Committee meeting.

Chair Cara Nicholls thanked Committee for the updates.

7.2 Councillor Updates

Councillor Oldham provided an update on the Free Cycle and Large Item Pick-Up Events happening in Spruce Grove between June 1 and 3, 2024.

Councillor Carter provided an update on her attendance at the upcoming Economic Development Advisory Committee and Canadian Association of Municipalities Conference.

Chair Cara Nicholls thanked Councillors Oldham and Carter for the updates.

**8. CLOSED SESSION**

**Resolution:** YAC-038-24

**MOVED by:** Havana Sinclair

THAT the Youth Advisory Committee go into Closed Session at 5:40 p.m. under the following sections of the *Freedom of Information and Protection of Privacy Act*:

Item 8.1 - Youth Advisory Committee - Event Feedback

*Section 24; Advice from officials*

Item 8.2 - Youth Advisory Committee - 2025 Recruitment

*Section 17; Disclosure harmful to personal privacy*

**Unanimously Carried**

8.1 Youth Advisory Committee - Event Feedback

The following persons were also in Closed Session to provide information or administrative support for item 8.1 Youth Advisory Committee - Event Feedback:

Karey Steil and Nicole Hitchens.

8.2 Youth Advisory Committee - 2025 Recruitment

The following persons were also in Closed Session to provide information or administrative support to item 8.2 Youth Advisory Committee - 2025 Recruitment:

Karey Steil and Nicole Hitchens.

8.3 Return to Open Session - May 30, 2024

**Resolution:** YAC-039-24

**MOVED by:** Rowan Johnson

THAT Committee return to Open Session at 5:57 p.m.

**Unanimously Carried**

9. **BUSINESS ARISING FROM CLOSED SESSION**

There was no Business Arising from Closed Session.

10. **ADJOURNMENT**

10.1 Adjournment - Youth Advisory Committee - May 30, 2024

**Resolution:** YAC-040-24

**MOVED by:** Dylan Yee

THAT the Youth Advisory Committee adjourn at 5:57 p.m.

**Unanimously Carried**

DRAFT

---

Cara Nicholls, Chair

---

Nicole Hitchens, Recording Secretary

---

Date Signed



## REQUEST FOR DECISION

**MEETING DATE:** September 5, 2024

**TITLE:** Alberta Healthy Communities Project

**DIVISION:** Strategic and Communication Services

---

### **SUMMARY:**

To learn about the Alberta Healthy Communities Project and to determine how the Youth Advisory Committee can support it.

---

### **PROPOSED MOTION:**

A motion is not required.

### **BACKGROUND / ANALYSIS:**

Alberta Health Services is partnering with the City of Spruce Grove to address equity, diversity, inclusion, and belonging for youth in the community. To accomplish this, they are starting a project to create safe spaces and places for youth to gather. The Alberta Healthy Communities Approach (AHCA) is being used to guide this project.

AHCA is a process that helps communities become healthier places to live. It involves working together, identifying community needs, setting goals, taking action, and ensuring the improvements last a long time. This project is also community-led, which means that youth and service providers who live and work in the community will play a leading role in planning, making decisions, and carrying out the project.

Currently, we are engaging with youth to learn more about their needs and brainstorm ideas to create spaces and places where youth feel safe, comfortable, and welcome.

**OPTIONS / ALTERNATIVES:**

The Youth Advisory Committee could decide not to engage in the project.

**CONSULTATION / ENGAGEMENT:**

If the Youth Advisory Committee decides to support this project, a key element will be engaging youth. Engagement will be done throughout the project and will be led by Alberta Health Services. The Youth Advisory Committee would be involved in the engagement, such promoting engagement opportunities, organizing engagement events, etc.

**IMPLEMENTATION / COMMUNICATION:**

If the Youth Advisory Committee decides to support this project, the Administrative Liaison will work with Alberta Health Services and the City of Spruce Grove Communications department to develop and/or support a communication plan.

**IMPACTS:**

The project will focus on youth inclusion and belonging, which is a great opportunity to create new opportunities for youth and strengthen existing opportunities. Because this project is dependent on youth engagement, the youth of Spruce Grove will be pivotal in shaping the initiatives.

**FINANCIAL IMPLICATIONS:**

Any cost to the project will be covered by Alberta Health Services.



# AHCA-U Spruce Grove Youth Advisory Committee Sept 5, 2024

## Land Acknowledgement

*I would like to acknowledge that we are gathered today on the traditional home and sacred territory of its' original keepers, including the Cree, Anishinabe, Blackfoot, Stoney Nakota, Dene, Inuit and Métis peoples, as identified in Treaty 6 and Métis District 8. I recognize the irrevocable harms of the past, I advocate for change in the present, and I commit to growth through traditional teachings and wisdom in the spirit of Reconciliation and healing for the future.*



# Agenda

- 1) Project Overview
- 2) Youth Engagement
- 3) Next Steps



# Alberta Healthy Communities Approach (AHCA) for Health Equity

- Community driven
- Focus on **equity, inclusion, diversity** and **belonging**
- Using the AHCA
- Participatory research & evaluation component
- Seed funding (\$20,000)



# Themes from Previous Engagements:

**Spaces and Places  
for Youth**



**Accessible  
Transportation**



**Community  
Safety**



**Collaboration**



# Our Focus:

Creating Safe  
Places and  
Spaces for  
Youth through  
Collaboration



# Action Items:

## Build a Team

Form a team to help plan and implement a project that promotes inclusion, equity, and belonging for youth in Spruce Grove.

## Learn more about Spruce Grove

Learn more about current services and resources in Spruce Grove and identify opportunities to better support youth.

## Engage with Youth

Support meaningful engagement with youth, including those with diverse experiences and perspectives.

# Shared Priorities with YAC:

Engage and learn from youth with diverse experiences and perspectives.

## Priorities

- Supporting equity seeking communities
- Creating spaces for youth
- Increasing youth participation



## Question:

How can we get feedback from youth on a project to create safe spaces?

- How do youth find out about opportunities to share?
- How do we get youth interested in sharing?
- How do we make sure we hear from different groups of youth?

## Question:

How can you help support youth engagement?

Examples:

- Talk to your peers
- Create a survey
- Lead a lunchtime discussion at school.
- Host an engagement event, like a BBQ.





# Benefits to Participating:

- Leadership opportunity
- Chance to learn about community development
- Opportunity to shape a youth focused project that positively impacts your community





## REQUEST FOR DECISION

**MEETING DATE:** September 5, 2024

**TITLE:** Urban Agriculture Plan

**DIVISION:** Sustainable Growth and Development Services

---

### SUMMARY:

To discuss the Urban Agriculture goals in the City of Spruce Grove.

---

### PROPOSED MOTION:

A motion is not required.

### BACKGROUND / ANALYSIS:

Urban agriculture is important to help improve local access to safe, quality food, which promotes self-sufficiency and resilience, reduces food costs, stimulates the local economy, supports pollinators, increases local food security, and reduces carbon footprints.

As part of our commitment to the agriculture industry, and as a member of the [Edmonton Metropolitan Region Board](#) (EMRB), the City is now working on an Urban Agriculture Plan (UAP) that is part of a 30-year growth plan for the Edmonton Metropolitan Region that aims to boost the regional economy by an estimated \$10 billion.

The Youth Advisory Committee (YAC) is encouraged to fill out the [survey](#) and share with their peers.

### OPTIONS / ALTERNATIVES:

n/a

**CONSULTATION / ENGAGEMENT:**

YAC is encouraged to share the survey with their peers to increase youth participation.

**IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

Youth engagement will bring awareness to the vital role of urban agriculture and having youth perspective will enrich the Urban Agriculture Plan.

**FINANCIAL IMPLICATIONS:**

n/a



## REQUEST FOR DECISION

**MEETING DATE:** September 5, 2024

**TITLE:** Respectful Debate and Discussion in a Committee

**DIVISION:** Strategic and Communication Services

---

### **SUMMARY:**

To lead a discussion on the importance of respectful debate and discussion when involved in a committee.

---

### **PROPOSED MOTION:**

A motion is not required.

### **BACKGROUND / ANALYSIS:**

As the Youth Advisory Committee is becoming more established, more complex decisions are being brought to the committee for decision. As many of the committee members have been on the committee for several terms, they are becoming more comfortable in voicing their opinions.

Councillors Carter and Oldham will lead a discussion on the importance of voicing different opinions as part of good governance and decision-making. The focus will be on the importance of voicing individual opinions, being respectful of differing opinions, and why it's okay to not always agree.

### **OPTIONS / ALTERNATIVES:**

n/a

**CONSULTATION / ENGAGEMENT:**

n/a

**IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

The Youth Advisory Committee will have a better understanding of healthy debate which will allow for more fulsome conversations and more well-rounded decision-making.

**FINANCIAL IMPLICATIONS:**

n/a



## REQUEST FOR DECISION

**MEETING DATE:** September 5, 2024

**TITLE:** Preparation for the October Conversation with the Mayor and City Manager

**DIVISION:** Strategic and Communication Services

---

### **SUMMARY:**

To prepare for the October 3, 2024 Youth Advisory Committee “Ask Me Anything” session with the Mayor and City Manager.

---

### **PROPOSED MOTION:**

A motion is not required.

### **BACKGROUND / ANALYSIS:**

The Mayor and City Manager will be attending the October 3, 2024 Youth Advisory Committee (YAC) meeting for an “Ask Me Anything” session. This will be an opportunity for members to learn about the differences and ask questions relevant to the respective roles.

YAC members will be asked to prepare four questions - two for the Mayor and two for the City Manager. Members will be given background information to help them prepare their questions.

### **OPTIONS / ALTERNATIVES:**

n/a

### **CONSULTATION / ENGAGEMENT:**

n/a

**IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

This conversation will give YAC greater insight into the different roles and responsibilities within municipal government.

**FINANCIAL IMPLICATIONS:**

n/a



## REQUEST FOR DECISION

**MEETING DATE:** September 5, 2024

**TITLE:** Tile Mural - Debate and Decision

**DIVISION:** Strategic and Communication Services

---

### SUMMARY:

To discuss the budget for the proposed Youth Advisory Committee mural and decide if it should proceed.

---

### PROPOSED MOTION:

Draft motions are prepared, depending on the decision made.

### BACKGROUND / ANALYSIS:

At the May 2, 2024 Youth Advisory Committee (YAC) meeting, the YAC moved 'THAT the Youth Advisory Committee work with Allied Arts Council to create a tile mural.' Initial discussions with Allied Arts indicated that the mural could be done within the current YAC 2024 budget. However, once the actual budget was created, it exceeds the budget limit for 2024.

#### The anticipated cost of the mural is:

Lead Artist fee	\$3500.00
Art Supplies (paint and brushes)	\$700.00
Tiles and frame supplies	\$350.00
6ft x 6ft mural	
Plywood	
Admin and coordination	\$500.00
<b>Estimated Cost:</b>	<b>\$5050.00</b>



**To date, the YAC budget spent:**

Power of Youth Conference:	\$ 180.00
YAC Banner:	\$ 171.88
CCBA Youth Zone:	\$1936.12
Spruce Up Spruce Grove Prize Sponsorship:	\$ 200.00
Allied Arts Prize Sponsorship:	\$ 300.00
Mileage:	\$ 74.66
<b>Total:</b>	<b>\$2862.66</b>

The YAC has a discretionary budget of \$5,000. Given the \$2,862.66 that has already been committed or spent from the discretionary budget, with no further costs projected, the remaining unspent discretionary budget is \$2,137.34.

The estimated cost of the mural exceeds the remaining budget by \$2,912.66.

**OPTIONS / ALTERNATIVES:**

**Option #1**

Start the mural in 2025, using the remaining 2024 budget and a portion of the 2025 budget.

- 2024 remaining budget = \$2,137.34. This means YAC could not support any further initiatives or events that require funding in 2024. At this point, there is nothing on the horizon that would require budgetary support.
- 2025 budget commitment = \$2,912.66. This means, to fund the estimated remaining balance of the mural cost, YAC would only have \$2,137.34 to support initiatives or events in 2025.

**Option #2**

Reassess the mural in Q1 2025, when budgetary decisions can take any new priorities and initiatives into perspective.

**Option #3**

Proceed with the mural with \$2,137.34 funded from funds from the 2024 YAC budget and fund the remaining \$2,912.66 from Councillor Carter and Oldham’s budget.

**Option #4**

Do not proceed with the mural.

**CONSULTATION / ENGAGEMENT:**

If the mural proceeds, youth from the community will be involved in creating the mural.

**IMPLEMENTATION / COMMUNICATION:**

If the mural proceeds, it will be promoted through the City's communication team.

**IMPACTS:**

Murals add to community vibrancy and help improve safety by deterring graffiti vandalism.

**FINANCIAL IMPLICATIONS:**

Financial implications have been identified in the Background / Analysis section.



## REQUEST FOR DECISION

**MEETING DATE:** September 5, 2024

**TITLE:** Adjournment - Youth Advisory Committee - September 5, 2024

**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