



YOUTH ADVISORY COMMITTEE MEETING

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

3rd Floor - Poplar Room

315 Jespersen Ave

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REQUEST FOR DECISION

MEETING DATE: December 5, 2024

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

TITLE: Minutes - Youth Advisory Committee Meeting - November 21, 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 November 21, 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 November 21, 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

DRAFT



THE CITY OF SPRUCE GROVE

Minutes of the Youth Advisory Committee

November 21, 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
Sierra Manning
Councillor Oldham
Councillor Stevenson

Members Absent: Josh Morin
Rowan Johnson

Also in Attendance: Scott Rodda, Director Community Social Development
Emilee Neilson, Manager of Individual and Family Support Services
David Towle, Senior Planner

DRAFT

Karey Steil, Administrative Liaison
Ben Cowan, Deputy City Clerk
Nicole Hitchens, Recording Secretary

1. CALL TO ORDER

Chair Cara Nicholls called the meeting to order at 4:02 p.m. and welcomed Councillor Stevenson as a new member of the Youth Advisory Committee.

1.1 Opening Activity

Karey Steil, Administrative Liaison, led the Opening Activity.

2. AGENDA

2.1 Adoption of the Agenda - Youth Advisory Committee - November 21, 2024

The following amendment was made to the agenda:

Amendment: moved Item 6.2 to Item 6.1.

Resolution: YAC-053-24

Moved by: Hannah Dunbar

THAT the agenda be adopted as amended.

3. MINUTES

3.1 Approval of Minutes - Youth Advisory Committee - October 3, 2024

Resolution: YAC-054-24

Moved by: Cole Cochrane

THAT the October 3, 2024 Youth Advisory Committee meeting minutes be approved as presented.

Unanimously Carried

4. DELEGATIONS

4.1 East Pioneer Natural Area Management Plan Project

Chair Cara Nicholls introduced David Towle, Senior Planner, and Lynn Maslen, President of Spencer Environmental Management Services.

David Towle and Lynn Maslen provided a presentation on the East Pioneer Natural Area Management Plan Project.

Committee thanked David Towle and Lynn Maslen for the presentation.

4.2 Kickstand Project

Chair Cara Nicholls introduced Scott Rodda, Director Community Social Development, and Emilee Neilson, Manager of Individual and Family Support Services.

Scott Rodda and Emilee Neilson provided a presentation on the Kickstand Project.

Committee thanked Scott Rodda and Emilee Neilson for the presentation.

Chair Cara Nicholls called a recess at 5:07 p.m.

Chair Cara Nicholls reconvened the meeting at 5:14 p.m.

5. ADMINISTRATIVE UPDATES

5.1 Food Bank Update

Karey Steil, Administrative Liaison, provided an update on the Food Bank.

Committee thanked Karey Steil for the presentation.

5.2 January 9, 2025 Youth Advisory Committee Organizational and Regular Meetings

Nicole Hitchens, Legislative Advisor, provided an update on the January 9, 2025 Organizational and Regular meetings of the Youth Advisory Committee.

Committee thanked Nicole Hitchens for the presentation.

6. BUSINESS ITEMS

6.1 Support for the Late Night Café

Karey Steil, Administrative Liaison, presented on the Support for the Late Night Café.

Committee thanked Karey Steil for the presentation.

Resolution: YAC-055-24

Moved by: Havana Sinclair

THAT the Youth Advisory Committee purchase approximately \$500 of warm clothing for the Late Night Café.

Unanimously Carried

6.2 2024 Youth Advisory Committee Final Report

Karey Steil, Administrative Liaison, presented on the 2024 Youth Advisory Committee Final Report.

Committee thanked Karey Steil for the presentation.

Resolution: YAC-056-24

Moved by: Havana Sinclair

THAT the 2024 Youth Advisory Committee Final Report be approved.

Unanimously Carried

6.3 December 5, 2024 Year-End Celebration Planning

Karey Steil, Administrative Liaison, presented on the December 5, 2024 Year-End Celebration Planning.

Committee thanked Karey Steil for the presentation.

7. INFORMATION ITEMS

7.1 Committee Member Updates - Roundtable

There were no Committee Member Updates made.

7.2 Councillor Updates

Councillor Stevenson introduced herself and gave a brief overview of her community involvement, and the committees and boards that she sits on as a councillor for the City.

Councillor Oldham provided an update on the Corporate Planning meeting that took place November 4 - 6, 2024 and how it connects to the Municipal Development Plan and Strategic Plan.

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

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 - November 21, 2024**

Resolution: YAC-057-24

Moved by: Havana Sinclair

THAT the Youth Advisory Committee adjourn at 5:56 p.m.

Unanimously Carried

Cara Nicholls, Chair

Nicole Hitchens, Recording Secretary

Date Signed



REQUEST FOR DECISION

MEETING DATE: December 5, 2024

TITLE: Adjournment - Youth Advisory Committee - December 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