



YOUTH ADVISORY COMMITTEE MEETING

Thursday, January 9, 2025, 4 p.m.

3rd Floor - Poplar Room

315 Jespersen Ave

Spruce Grove, AB T7X 3E8

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REQUEST FOR DECISION

MEETING DATE: January 9, 2025

TITLE: Adoption of the Agenda - Youth Advisory Committee - January 9, 2025

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: January 9, 2025

TITLE: Minutes - Youth Advisory Committee Meeting - December 5, 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 December 5, 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 December 5, 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

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THE CITY OF SPRUCE GROVE

Minutes of the Youth Advisory Committee

December 5, 2024, 4 p.m.

3rd Floor - Poplar Room

315 Jespersen Ave

Members Present: Cara Nicholls, Chair
Hannah Dunbar, Vice Chair
Cole Cochrane
Dylan Yee
Jasmeet Pujji
Joaquin Tabulog
Rowan Johnson
Sierra Manning
Councillor Oldham
Councillor Stevenson

Members Absent: Havana Sinclair
Isabella Quitanilla
Josh Morin

Also in Attendance: Mayor Acker
Karey Steil, Administrative Liaison
Nicole Hitchens, Recording Secretary

1. **CALL TO ORDER**

Chair Cara Nicholls called the meeting to order at 4:03 p.m.

2. **AGENDA**

2.1 **Adoption of the Agenda - Youth Advisory Committee - December 5, 2024**

Resolution: YAC-058-24

Moved by: Dylan Yee

THAT the agenda be adopted as presented.

Unanimously Carried

3. **MINUTES**

3.1 **Approval of Minutes - Youth Advisory Committee - November 21, 2024**

Resolution: YAC-059-24

Moved by: Hannah Dunbar

THAT the November 21, 2024 Youth Advisory Committee meeting minutes be approved as presented.

Unanimously Carried

4. **DELEGATIONS**

There were no Delegations on the agenda.

5. **ADMINISTRATIVE UPDATES**

Karey Steil, Administrative Liaison, reported that a new Administrative Liaison to the Youth Advisory Committee, Annemarie Bakalech, Supervisor of Community Development, will be starting in January, and provided an update on YAC's donations to the Parkland Food Bank and Late Night Café.

6. BUSINESS ITEMS

6.1 Parkland Food Bank Preparation

Karey Steil, Administrative Liaison, provided an update on the preparation of packages for the Parkland Food Bank and Committee will assemble the packages after the conclusion of the meeting.

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 - December 5, 2024

Resolution: YAC-060-24

Moved by: Hannah Dunbar

THAT the Youth Advisory Committee adjourn at 4:08 p.m.

Unanimously Carried

Cara Nicholls, Chair

Nicole Hitchens, Recording Secretary

Date Signed



REQUEST FOR DECISION

MEETING DATE: January 9, 2025

TITLE: 2025 Youth Advisory Committee Work Plan Development

DIVISION: Community and Protective Services

SUMMARY:

To inform the 2025 Youth Advisory Committee (YAC) Work Plan, the YAC will determine priorities for their term to achieve the YAC mandate.

PROPOSED MOTION:

THAT the 2025 Youth Advisory Committee Work Plan be developed based on priorities identified by the Youth Advisory Committee at the January 9, 2025 meeting and that the 2025 Work Plan be brought back to the Youth Advisory Committee for approval.

BACKGROUND / ANALYSIS:

The YAC has been 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. Specifically, the YAC can:

- coordinate youth specific initiatives that profile local youth issues;
- develop and maintain relationships with individuals and organizations addressing issues or opportunities relating to youth;
- research and provide input into policy proposals for Council’s consideration in reference to matters that directly impact youth in the community;
- receive direction from Council on work or reports Council requires on youth matters;
- provide a youth lens on youth-oriented City policies, programs or services; and
- engage with Administration and other organizations supporting youth initiatives and other municipalities.

The YAC will leverage the 2024 Work Plan to inform the development of the 2025 Work Plan.

It is recommended that YAC reduce the number of priorities from 2024.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

Once the work plan is developed and approved by the YAC, it will be presented to Council.

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



REQUEST FOR DECISION

MEETING DATE: January 9, 2025

TITLE: Adjournment - Youth Advisory Committee - January 9, 2025

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