



**THE CITY OF SPRUCE GROVE**

**Minutes of Community Services Advisory Committee**

**November 13, 2025, 6 p.m.**

**Community Engagement Space**

**414 King Street**

**Spruce Grove, AB T7X 2C7**

Members Present: Kimberley Shuya, Chair  
Neil Quaid, Vice-Chair  
Gene Kushnir  
Hannah Dunbar  
Lisa Iwanyk  
Shae Masse  
Tessa Scott  
Councillor Carter

Members Absent: Ambili Rose

Also in Attendance: Carol Dunnigan, Supervisor of Community Development and Support  
Shelley Tunney, Supervisor of Strategic Initiatives  
David Wolanski, Administrative Liaison  
Nicole Hitchens, Recording Secretary

1. **CALL TO ORDER**

Chair Kimberley Shuya called the meeting to order at 6 p.m.

2. **AGENDA**

2.1 **Adoption of the Agenda - Community Services Advisory Committee - November 13, 2025**

**Resolution:** CSAC-036-25

**Moved by:** Hannah Dunbar

THAT the agenda be adopted as presented.

**Unanimously Carried**

3. **MINUTES**

3.1 **Approval of Minutes - Community Services Advisory Committee - September 11, 2025**

Tessa Scott joined the meeting at 6:02 p.m.

**Resolution:** CSAC-037-25

**Moved by:** Hannah Dunbar

THAT the September 11, 2025 Community Services Advisory Committee meeting minutes be approved as presented.

**Unanimously Carried**

4. **DELEGATIONS**

4.1 **Commemorative Naming of Assets Policy**

Chair Kimberley Shuya introduced Carol Dunnigan, Supervisor of Community Development and Support.

Carol Dunnigan provided a presentation on the Commemorative Naming of Assets Policy.

Committee thanked Carol Dunnigan for the presentation.

5. **ADMINISTRATIVE UPDATES**

5.1 **Community Services Advisory Committee Membership Update**

David Wolanski, Administrative Liaison, provided an update on the Community Services Advisory Committee Membership.

Committee thanked David Wolanski for the presentation.

6. **BUSINESS ITEMS**

6.1 **2025 Community Services Advisory Committee Work Plan Progress Report and Annual Report to Council**

David Wolanski, Administrative Liaison, provided a presentation on the 2025 Community Services Advisory Committee Work Plan Progress Report and Annual Report to Council.

Committee thanked David Wolanski for the presentation.

6.2 **2026 Community Services Advisory Committee Meeting Dates**

David Wolanski, Administrative Liaison, provided a presentation on the 2026 Community Services Advisory Committee Meeting Dates.

Committee proposed scheduling monthly CSAC meetings (except July, August, and December) on the second Tuesday of the month from 6 - 8 p.m. The 2026 Meeting Schedule will come forward for Committee's approval at the January Organizational Meeting.

Committee thanked David Wolanski for the presentation.

**Resolution:** CSAC-038-25

**Moved by:** Lisa Iwanyk

That the Community Services Advisory Committee Organizational Meeting be scheduled on Tuesday, January 13, 2026 beginning at 6 p.m.

**Unanimously Carried**

7. **INFORMATION ITEMS**

There were no Information Items on the agenda.

8. **CLOSED SESSION**

**Resolution:** CSAC-039-25

**Moved by:** Shae Masse

THAT the Community Services Advisory Committee go into Closed Session at 6:55 p.m. under the following section(s) of the *Access to Information Act*:

Item 8.1 2025 Community Grant Applications - Evaluations and Recommendations - November 13, 2025

Section 29; Advice from officials

**Unanimously Carried**

8.1 2025 Microgrant Applications Evaluations and Approvals - November 13, 2025

The following persons were also in Closed Session to provide information or administrative support for item 8.1 2025 Microgrant Applications Evaluations and Approvals - November 13, 2025:

David Wolanski, Shelley Tunney, and Nicole Hitchens.

8.2 Return to Open Session - November 13, 2025

**Resolution:** CSAC-040-25

**Moved by:** Neil Quaid

THAT Committee return to Open Session at 7:24 p.m.

**Unanimously Carried**

**9. BUSINESS ARISING FROM CLOSED SESSION**

9.1 2025 Microgrant Applications - Evaluations and Recommendations - November 13, 2025

**Resolution:** CSAC-041-25

**Moved by:** Hannah Dunbar

THAT the Community Services Advisory Committee approve funding of \$1,500 to Spruce Grove Soccer Association for the Early Bird Soccer Tournament 2025.

**Unanimously Carried**

**Resolution:** CSAC-042-25

**Moved by:** Neil Quaid

THAT the Community Services Advisory Committee direct Administration to work with the Fish and Game Association for additional clarity related to the benefits for Spruce Grove residents on their Homes for Bird Initiative and have the application be deferred to the January 13, 2026 meeting for additional consideration.

**Unanimously Carried**

**10. ADJOURNMENT**

**10.1 Adjournment - Community Services Advisory Committee - November 13, 2025**

**Resolution:** CSAC-043-25

**Moved by:** Gene Kushnir

THAT the Community Services Advisory Committee adjourn at 7:28 p.m.

**Unanimously Carried**

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Kimberley Shuya, Chair

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Nicole Hitchens, Recording Secretary

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Date Signed