



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MAY 1, 2023 YOUTH ADVISORY COMMITTEE MEETING
IN-PERSON AT THE MUNICIPAL OFFICE –
7404 WELLINGTON ROAD 34, PUSLINCH

AGENDA

DATE: May 1, 2023

MEETING: 6:00 P.M.

≠ Denotes resolution prepared

1. Call the Meeting to Order

2. Roll Call

3. Moment of Reflection

4. Confirmation of the Agenda ≠

5. Disclosure of Conflict of Interest

6. Delegations ≠

6.1. Specific Interest (Items listed on the Meeting Agenda)

6.1.1. Delegation by Kimberley Klimkosz regarding Report YOU-2023-010

7. Consent Agenda ≠

7.1. April 3, 2023 Youth Advisory Committee Minutes

8. Presentations, Reports and Workshop Items ≠

8.1. Presentation – Finance and Budget Training

8.2. Report – YOU-006 – Finance and Budget Training

8.3. Report – YOU-007 – Snack Schedule

8.4. Report – YOU-008 – Delegating to Recreation Committee

8.5. Presentation – Communications and Public Relations overview by Communications and Committee Coordinator

8.6. Ice Breaker

8.7. Workshop – Presentation Skills

8.8. Report – YOU-009 – Recommendations Updates

8.9. Report – YOU-010 – Committee Goals and Objectives Update & Working on our Projects

9. Correspondence



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10. Announcements

11. Notice of Motion

12. New Business

13. Adjournment ≠

From: Township of Puslinch <services@puslinch.ca>
Sent: Monday, April 24, 2023 10:46 AM
To: Justine Brotherston
Subject: New Entry: Delegate Request

Type of Meeting

Youth Advisory Committee

Meeting Date

May 1, 2023

How many delegates are requesting to make this presentation?

One (1)

Type of Delegation

This is a request to delegate on a topic on the upcoming agenda

Identify which agenda item you are requesting to delegate on?

Providing an opportunity for Youth programs held on fair weekend

Type of Presentation

This request is to present a verbal delegation

Type of Attendance

Via Zoom

Name of Delegate

Kimberley Klimkosz

Mailing Address of Delegate

██████████
██████████
██████████

Phone Number of Delegate

██████████

Email Address of Delegate

████████████████████

Purpose of delegation (state position taken on issue, if applicable)

Supporting our youth within the community providing opportunities for activities geared to youth development

A formal presentation is being submitted to accompany the delegation

No

The delegation will require the use of audio-visual equipment (power point presentation)

No

Acknowledgement

I (we) have read, understand and acknowledge the Rules and Procedures relating to Delegations as prescribed by the Procedural By-law 2022-046.

Sent from [Township of Puslinch](#)



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
APRIL 3, 2023 YOUTH ADVISORY COMMITTEE MEETING
IN-PERSON MEETING

MINUTES

DATE: April 3, 2023

MEETING: 6:00 P.M.

The April 3, 2023 Youth Advisory Committee was held on the above date and called to order at 6:02 p.m. via in person participation at the Municipal Office at 7404 Wellington Road 34, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

Attendance:

Councillor Sara Bailey
Aaron Dochstader
Ayla Panylo – left at 7:30PM
Carter Devries
Carter O’Driscoll
Chelsey MacPherson
Katey Whaling
Kenzo Szatori – arrived at 6:34PM
Laz Holford
Oliver Van Gerwen
Talia Wineberg – arrived at 6:07PM
Xander Wineberg – arrived at 6:08PM

Staff in Attendance:

Courtenay Hoytfox, Municipal Clerk
Justine Brotherston, Deputy Clerk
Lisa Madden, Communications and Committee Coordinator

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2023-017:

Moved by Oliver Van Gerwen and
Seconded by Carter O’Driscoll

That the Youth Advisory Committee approves the April 3, 2023 Agenda.

CARRIED.



5. DISCLOSURE OF CONFLICT OF INTEREST

None

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1 March 6, 2023 Youth Advisory Committee Minutes

Resolution No. 2023-018

Moved by Chelsey MacPherson and
Seconded by Katey Whaling

That Consent Agenda items 7.1 listed for the April 3, 2023 Youth Advisory Committee Meeting be received for information.

CARRIED.

8. COMMITTEE AND STAFF REPORTS

8.1 Presentation – Government Structure

Resolution No. 2023-019:

Moved by Aaron Dochstader and
Seconded by Carter Devries

That the Presentation titled “Government Structure” be received for information.

CARRIED.

8.2 Ice Breaker

Resolution No. 2023-020:

Moved by Aaron Dochstader
Seconded by Laz Holford

That the Ice Breaker Activity be received for information.

CARRIED.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
APRIL 3, 2023 YOUTH ADVISORY COMMITTEE MEETING
IN-PERSON MEETING

8.3 Workshop – Working as part of a team

Resolution No. 2023-021:

Moved by Laz Holford and
Seconded by Aaron Dochstader

That the workshop ‘Working as part of a team’ be received for information.

CARRIED.

8.4 Report – YOU-003 Update from March 22, 2023 Council Meeting

Resolution No. 2023-022:

Moved by Xander Wineberg and
Seconded by Katey Whaling

That staff report YOU-2023-003 titled ‘Update from March 22, 2023 Council Meeting’ be received for information.

CARRIED.

8.5 Report – YOU-004 Update regarding Arkell Soccer Field Lights

Resolution No. 2023-023:

Moved by Oliver Van Gerwen and
Seconded by Chelsey MacPherson

That staff report YOU-2023-004 titled ‘Update regarding Arkell Soccer Field Lights’ be received for information

CARRIED.

8.6 Report – YOU-005 – Committee Goals and Objectives Update & Work on our Projects

Resolution No. 2023-024:

Moved by Talia Wineberg and
Seconded by Katey Whaling

That staff report YOU-2023-005 titled ‘Committee Goals and Objectives Update & Work on our Projects’ be received for information.

CARRIED.

9. CORRESPONDENCE

None



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
APRIL 3, 2023 YOUTH ADVISORY COMMITTEE MEETING
IN-PERSON MEETING

10. ANNOUCEMENTS

None

11. NOTICE OF MOTION

None

12. NEW BUSINESS

Committee Members Talia Wineberg and Xander Wineberg addressed the Committee regarding safety concerns at the Morriston Meadows Park – South Ball Diamond.

Resolution No. 2023-025:

Moved by Katey Whaling and
Seconded by Talia Wineberg

WHEREAS the Youth Advisory Committee has identified a need for upgraded player benches, spectator benches, and infield safety fencing at the Morriston Meadows Park - South Ball Diamond

NOW THEREFORE BE IT RESOLVED:

That the Youth Advisory Committee requests that staff identify the ball diamond within assest management plan and provide information regarding the the field to the Committee; and further,

That the Youth Advisory Committee requests that Council authorize the Committee to investigate avenues for potential community donations and/or fundraising opportunities subject to approval under the Township’s Donation Policy.

CARRIED.

Resolution No. 2023-026:

Moved by Oliver Van Gerwen and
Seconded Aaron Dochstader

That the Youth Advisory Committee request that staff develop a “Snack Schedule” for each meeting; and further,

That the following Committee members be approved to bring a snack for the May 1, 2023;

- A. Aaron Dochstader**
- B. Oliver Van Gerwen**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
APRIL 3, 2023 YOUTH ADVISORY COMMITTEE MEETING
IN-PERSON MEETING
CARRIED.

13. ADJOURNMENT

Resolution No. 2023-027:

Moved by Talia Wineberg and
Seconded by Katey Whaling

That the Youth Advisory Committee hereby adjourns at 8:24 p.m.

CARRIED.



REPORT YOU-2023-006

TO: Youth Advisory Committee

PREPARED BY: Mary Hasan, Director of Finance/Treasurer

PRESENTED BY: Mirela Oltean, Deputy Treasurer

MEETING DATE: May 1, 2023

SUBJECT: Finance and Budget Training

RECOMMENDATIONS

That report YOU-2023-006 entitled Finance and Budget Training be received for information.

Purpose

The purpose of this report is to provide the Youth Advisory Committee (“Committee”) with information regarding financial items specific to the Committee.

Background

The Township begins its annual budget process in June of each year to obtain Council’s objectives regarding the overall direction of the proposed budget including the overall direction of service levels.

As part of the budget process, the Township’s Advisory Committees must submit their 2024 budget requests for the year to support their goals and objectives as approved by the Committee as a whole. The Committee’s approved budget proposal will be provided to Council for consideration as part of 2024 budget deliberations.

2023 Approved Capital and Operating Budget

There were no 2023 approved capital budget items applicable to the Committee.

Attached as Schedule A to this Report is the 2023 approved operating budget applicable to the Committee.

2024 Proposed Capital and Operating Budget

Any new 2024 budget requests must include the following items which must be approved by the Committee as a whole:

- Committee Memo
- Advisory Committee Goals and Objectives Proposal Form

The above two items including the Advisory Committee Goals and Objectives Standard Operating Procedure is attached as Schedule B to this Report.

As of the date of publishing this report, no 2024 budget requests have been received. Below is a chart the Committee may use to facilitate 2024 budget requests during the June 5, 2023 Committee Meeting for the Committee’s approval. Supporting documents including a completed Committee Memo and completed Advisory Committee Goals and Objectives Proposal Form will be required to be submitted to the Committee Secretary for review with the Municipal Clerk and Director of Finance/Treasurer prior to presenting this information to Council for approval as part of 2024 budget deliberations. If there is a budget item that is not connected to a current goal or objective this is also an opportunity for the Committee to add to its goals and objectives for Council’s endorsement.

| # | Project Title | Description | Related Goal/ Objective | Priority (High, Medium or Low) | Estimated Project Cost | One Time/Continued |
|----|---------------|-------------|-------------------------|--------------------------------|------------------------|--------------------|
| 1. | | | | | | |
| 2. | | | | | | |
| 3. | | | | | | |

The Department Head or its designate is responsible for preparing base budget increase requests (as applicable) or capital budget sheets (as applicable) pertaining to the new request that has been approved by the Committee as a whole.

Summary of Budget Development and Control Policy

The Township adopted a Budget Development and Control Policy on October 27, 2021 to serve as a guideline for the development and control of the Township's annual budgets. The Budget Development and Control Policy and information on current year and previous year approved budgets is located on the Township's website at [Puslinch.ca/budget](https://puslinch.ca/budget).

Outlined below is a high-level summary of information within the Budget Development and Control Policy regarding the Ten Year Capital Budget and Forecast which may be applicable to the Committee for any new 2024 budget requests:

- Capital budget sheets are prepared by Department Heads for current year proposed projects and include a brief description of the project, explanation of the need for the project, operating cost impacts, and any link to the Asset Management Plan, other master plans, studies, inspections, etc.

Outlined below is a high-level summary of information within the Budget Development and Control Policy regarding the Operating Budget Methodology which may be applicable to the Committee:

- The base operating budget is prepared using the following methodology with focus on the Township's key initiatives as previously approved by Council:
 - 2-years of historical data, current year to date data, and prior year approved budget is reviewed when developing the proposed base operating budget.
 - Consumer Price Index (CPI) adjustments for volatile commodity price shifts (ie. fuel, natural gas, etc.).
 - Unavoidable price changes as per contractual obligations (ie. insurance, etc.).
 - Provincial or Federal funding announcements.
 - Efficiencies and cost savings achieved through new innovative approaches to delivering services.
 - Revenue and recovery amounts based on the approved User Fees and Charges By-law.
- User fees and charges shall be automatically adjusted annually based on the CPI for Ontario from May to May. When recommending a new user fee and charge or where the pressure on user fees and charges indicates an alternate rate change over and above the CPI inflation rate to ensure tax subsidization does not increase, the Township will consider changes to the user fees and charges that closely reflect the actual cost for providing the service while keeping in line with comparator municipalities.
- The Director of Finance/Treasurer or designate will determine and incorporate in the base operating budget a cost of living adjustment for Council's approval.

- Base budget increase requests are provided separately via a Base Budget Increase form and require approval from the Chief Administrative Officer and Director of Finance/Treasurer prior to being presented to Council. Base budget increase requests are required if an operating line item expenditure is increasing due to a proposed new project/initiative/service level/governing legislation. These requests are not incorporated in the base operating budget. The Department Head must indicate whether the base budget increase request is one-time or recurring.

Financial Implications

Any new 2024 budget requests must include the following items which are to be approved by the Committee as a whole prior to being provided to Council for consideration as part of 2024 budget deliberations:

- Committee Memo
- Advisory Committee Goals and Objectives Proposal Form

The Department Head or its designate is responsible for preparing base budget increase requests (as applicable) or capital budget sheets (as applicable) pertaining to the new request that has been approved by the Committee as a whole.

Applicable Legislation and Requirements

Municipal Act, 2001

Attachments

Schedule A - 2023 Approved Operating Budget

Schedule B – Advisory Committee Goals and Objectives Standard Operating Procedure, Committee Memo, and Advisory Committee Goals and Objectives Proposal Form

| Department | Account Type | Description | 2020 Actuals | 2021 Actuals | 2022 YTD | 2022 Budget | 2023 Budget |
|--------------------------|---------------------------|--|--------------------|--------------------|--------------------|--------------------|--------------------|
| Youth Advisory Committee | | | | | | | |
| | Expenditures | | | | | | |
| | | Office Supplies & Equipment | \$0 | \$0 | \$0 | \$0 | \$500 |
| | Expenditures Total | | \$0 | \$0 | \$0 | \$0 | \$500 |
| | | | | | | | |
| Grand Total | | | \$2,376,672 | \$2,539,487 | \$3,158,020 | \$3,203,289 | \$3,687,530 |



SOP: Advisory Committee Goals and Objectives

Last updated: October 1, 2021

Department: Advisory Committees

Online form? No

Payment required? No

Staff responsible: Advisory Committees, Subcommittees, Committee Secretary

Purpose: Brief description of the department responsible and list the main job functions below:

- Review approved annual committee goals and objectives
- Develop a detailed proposal of how implementation of the goal or objective will be achieved
- Provide a detailed break-down of budget implications if applicable

Procedure:

1. Considerations when developing a detailed proposal:
 - Review of the specific goal or objective.
 - Has the demand or need been adequately established for the initiative? Provide these details in the proposal.
 - Are there legislative requirements that need to be considered and adhered to?
 - Are there comparator municipalities offering something similar? This may not be applicable to all initiatives but should be considered when developing the proposal.
 - Will any aspect the initiative require Township funding? Are there alternatives such as fundraising or grant options available? The committee secretary can assist. If fundraising is recommended, be specific as to how fundraising will be done and what Township resources are required.
 - Develop a detailed breakdown of the costs and include detail documentation for any cost estimates.



- Consider sourcing options and whether any Township Policies such as the procurement policy need to be adhered to. The committee secretary should attend subcommittee meetings to provide this information.
 - Does the initiative require marketing or advertising? Consider the Township media platforms and/or Township events (Fall Fair, Farmer's Market, etc.) and provide detail of how best to inform the community if applicable. Include the cost of advertising if applicable.
 - Will the initiative require staff resources? The committee secretary can assist. Include how many hours per week, and how many staff.
 - Will the initiative generate revenue? Provide details for revenue assumptions. The committee secretary can assist with next steps if this is applicable.
 - Will this be an expense each year or is this a one-time expense?
2. Once the goals and objectives have been approved by Committee and Council:
- If the item does not require funding, the subcommittee can work through the initiative and report back to the committee at the frequency identified.
 - If the item requires budget approval, the subcommittee can begin work once the budget amount has been approved by Council.
 - The committee secretary will work with their department head to complete either a base budget increase request form (operating budget) or a capital budget request form.
 - The subcommittee will submit any quotes to the committee secretary who will confirm the quote meets the approved proposal and budget amount in collaboration with their department head, and ensure the purchase is in compliance with the Township Procurement Policy.
 - The committee member or committee secretary can then make the purchase. If payment up-front is required, the committee secretary will use the corporate credit card in accordance with Township policy. If the purchase can be invoiced, the committee member can proceed with the order once approved by the committee secretary and department head. The committee member will then provide the invoice to the committee secretary to ensure payment is made by the Finance team.
 - The committee secretary will report on the status of goals and objectives to Council at year-end.

COMMITTEE MEMO

TO: COMMITTEE NAME

FROM: COMMITTEE MEMBER NAME

MEETING DATE: MONTH DAY, YEAR

SUBJECT: NAME OF MEMO (e.g. Training Opportunities)

RECOMMENDATIONS

To be written by Staff if required and approved by Committee Member submitting memo.

Purpose

Indicate the purpose of the memo. Why is this subject being brought to the committee for consideration.

Background

Provide context to the memo. What events led to this subject being presented to the committee.

Comments

Provide any analysis of the subject or action items that are to be considered by the committee.

Financial Implications

Indicate if there is a financial implication related to the subject. It is recommended that committee member's consult the Committee Secretary if there is a financial implication associated with the topic of the memo.

Attachments

Indicate if there are any supporting materials to the memo such as presentations, pictures, applications, etc.

Note: Memo's must be provided to the Committee Secretary at least 48 hours prior to the agenda being published for review by staff. Agenda's are posted one week before the meeting date.



**Township of Puslinch
Advisory Committee Goals and Objectives Proposal Form**

Name of Goal/Objective:

Description of Goal/Objective:

Has the demand or need been adequately established for the initiative?

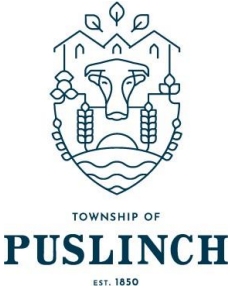
- Yes
- No

If yes, provide details supporting the demand/need for the initiative:

Are there legislative requirements that need to be considered and adhered to?

- Yes
- No

If yes, provide details of legislative requirements that need to be adhered to:



**Township of Puslinch
Advisory Committee Goals and Objectives Proposal Form**

How will the initiative be funded? (Select all that apply)

- Budget Request
- Grant
- Fundraising

Provide a description of how the initiative will be funded (e.g. If fundraising is recommended how will the fundraising be done and what Township resources are required?)

Provide a detailed breakdown of the costs and attach documentation for any cost estimates.

Will this be an expense each year or will this be a one-time expense?

- Expense each year
- One-time expense



**Township of Puslinch
Advisory Committee Goals and Objectives Proposal Form**

Provide how services or items for this project will be sourced. Consider if any Township Policies such as the Procurement Policy need to be adhered to.

Does this initiative require marketing or advertising?

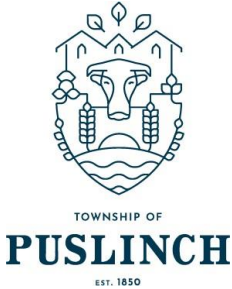
- Yes
- No

If yes, describe what marketing or advertising channels will be used (e.g. Social Media, Traditional or Digital Advertising, Township Events, etc.) and provide detail on why these channels are best to reach the target audience. (Any costs associated with marketing or advertising should be included in the detailed breakdown above. If an external advertiser is identified an external advertisement proposal must be submitted as well.)

Will this initiative require staff resources?

- Yes
- No

If yes, describe the staff resources required. (Include how many staff and how many hours per week)



**Township of Puslinch
Advisory Committee Goals and Objectives Proposal Form**

Will this initiative generate revenue?

- Yes
- No

If yes, provide details for the amount of revenue and indicate if there is a specific purpose proposed for this revenue.



Youth Advisory
Committee

REPORT YOU-2023-007

TO: Youth Advisory Committee

PREPARED BY: Lisa Madden, Communications and Committee Coordinator

PRESENTED BY: Lisa Madden, Communications and Committee Coordinator

MEETING DATE: May 1, 2023

SUBJECT: Snack Schedule

RECOMMENDATION

**That report YOU-2023-007 entitled Snack Schedule be received for information; and,
That the Snack Schedule be approved as presented.**

Purpose

The purpose of this report is to provide the Youth Advisory Committee with a schedule for bringing snacks to Youth Advisory Committee Meetings.

Background

At the April 3, 2023 Youth Advisory Committee meeting the Committee requested that Staff develop a snack schedule and passed the following resolution:

That the Youth Advisory Committee request that staff develop a “Snack Schedule” for each meeting; and further

That the following Committee members be approved to bring a snack for the May 1, 2023;

- A. Aaron Dochstader**
- B. Oliver Van Gerwen**

Comments

Staff have developed a snack schedule attached as Schedule A.

Financial Implications

None

Applicable Legislation and Requirements

None

Engagement Opportunities

None

Attachments

Schedule A – Youth Advisory Committee 2023 Snack Schedule

Youth Advisory Committee 2023 Snack Schedule

| Date | Committee Members | |
|--------------------|--------------------------|-------------------|
| May 1, 2023 | Aaron Dochstader | Oliver Van Gerwen |
| June 5, 2023 | Carter O'Driscoll | Xander Wineberg |
| September 11, 2023 | Carter Devries | Kenzo Szatori |
| October 2, 2023 | Talia Wineberg | Laz Holford |
| November 6, 2023 | Ayla Panylo | Councillor Bailey |
| December 4, 2023 | Chelsey MacPherson | Katey Whaling |



Youth Advisory
Committee

REPORT YOU-2023-008

TO: Youth Advisory Committee

PREPARED BY: Lisa Madden, Communications and Committee Coordinator

PRESENTED BY: Lisa Madden, Communications and Committee Coordinator

MEETING DATE: May 1, 2023

SUBJECT: Delegating to Recreation Advisory Committee

RECOMMENDATION

That report YOU-2023-008 entitled Delegating to Recreation Advisory Committee be received; and,

That REPORT YOU-2023-008 be referred to the Recreation Advisory Committee; and further,

That the following subcommittee members be appointed to delegate to the Recreation Advisory Committee:

Purpose

The purpose of this report is to provide the Youth Advisory Committee with an overview of delegating to Recreation Advisory Committee on May 16, 2023.

Background

At the April 3, 2023 Youth Advisory Committee meeting the Committee requested that they delegate to the Recreation Advisory Committee to present their Goals and Objectives and discuss opportunities to collaborate.

Comments

Each sub-committee will elect a member to appear before the Recreation Advisory Committee on behalf of the sub-committee. The appointed Committee member will need to register to delegate, staff will assist Committee members complete the delegation request forms. Attached as Schedule A is an overview of the Procedural Rules for delegations.

The purpose of the delegation will be to present the Goals and Objectives of each sub-committee. Sub-committee members are recommended to prepare a short presentation (which can include visual aids i.e. PowerPoint presentation) in order to clearly explain what the goal of their project is and how it will benefit the community. Contents should also include a timeline for implementation, budgeting requirements, any necessary support from staff or external agencies, and any other relevant information to that would encourage members of the Recreation Advisory Committee to support the sub-committee's project.

Financial Implications

None

Applicable Legislation and Requirements

None

Engagement Opportunities

None

Attachments

Schedule A – Procedural Rules for Delegations

Rules and Procedures Relating to Delegations – Procedure By-law 2022-046

- 1) Any presenter(s) under the age of 18 must provide the Clerk with written permission from the individual's parent or guardian.
- 2) A copy of the completed Delegation Request Form and any supporting material will be made available to the public and included in the meeting agenda package. I understand that the Township will redact my address, phone number and email address when making the completed form public.
- 3) Delegations are limited to 10 minutes.
- 4) No delegation shall be made to Council or Committee on matters relating to litigation or potential litigation, including those matters which are before and under the jurisdiction of any court or administrative tribunals unless such matter is referred to Council by the said administrative tribunal or court.
- 5) Delegations shall refrain from repeating information on the same matter presented by other delegates.
- 6) No delegation shall speak on a matter that is not within the jurisdiction of the Council or Committee.
- 7) No delegation shall be made to a Notice of Motion on a Council or Committee Agenda. Delegations will have an opportunity to speak at a subsequent meeting when the item will be discussed.
- 8) No delegation shall be permitted to speak on a Notice of Motion to reconsider.
- 9) Delegations shall not be permitted to appear before Council or Committee for the sole purpose of generating publicity for an event.
- 10) A delegate shall only be permitted to speak on behalf of another person, agency, group or corporation where written authorization from the person, agency, group or corporation has been submitted to the Clerk in advance of the Council or Committee meeting.
- 11) If the delegation is unable to attend the meeting for which the delegation has been requested that a written submission may be provided to the Clerk.
- 12) If a delegation has been made on a matter and a decision has been made by Council, the delegation cannot be heard again unless there is new information being presented.
- 13) Specific Interest Delegation Requests must be received by 12:00 noon on the business day prior to the Council/Committee meeting.



REPORT YOU-2023-009

TO: Youth Advisory Committee

PREPARED BY: Lisa Madden, Communications and Committee Coordinator

PRESENTED BY: Lisa Madden, Communications and Committee Coordinator

MEETING DATE: May 1, 2023

SUBJECT: Committee Recommendation(s) Update

RECOMMENDATION

That report YOU-2023-009 entitled Committee Recommendation(s) Update be received for information.

Purpose

The purpose of this report is to provide the Youth Advisory Committee with updates regarding their recommendation(s) to Township of Puslinch Council.

Background

Drop-in Roller Skating Request

At the March 6, 2023 Youth Advisory Committee Meeting, the Committee passed a resolution requesting that Council consider approving free drop-in roller skating at the ORC for the 2023 and beyond.

Morrison Meadows Park Request

At the April 3, 2023 Youth Advisory Committee Meeting, Committee Members Talie Wineberg and Xander Wineberg made a presentation regarding Morrison Meadows Park including requests relating to park upgrades. The Committee passed a resolution requesting that staff review the Morrison Meadows Park - South Ball Diamond within the asset management plan and report back to the Committee.

Comments

Drop-in Roller Skating Request Update

Staff have prepared a report to be considered by Council on May 3, 2023 Council Meeting. The Youth Advisory Committee will receive a report back at the June meeting regarding Council's decision.

Morrison Meadows Park Request Update

Staff will prepare a report to the Committee regarding the asset management plan to be considered at a future Youth Advisory Committee meeting. The Committee also passed a resolution to investigate avenues for potential community donations and/or fundraising opportunities. Should the Committee have potential donation opportunities, they should submit a Goals and Objective Proposal form to be considered by Council.

Financial Implications

None

Applicable Legislation and Requirements

None

Engagement Opportunities

None

Attachments

None



REPORT YOU-2023-010

TO: Youth Advisory Committee

PREPARED BY: Lisa Madden, Communications and Committee Coordinator

PRESENTED BY: Lisa Madden, Communications and Committee Coordinator

MEETING DATE: May 1, 2023

SUBJECT: Committee Goals and Objectives Update & Working on our projects

RECOMMENDATION

That report YOU-2023-010 entitled Committee Goals and Objectives & Working on our Projects be received; and,

That the verbal updates provided by the Sports Day Sub-committee, Hobbies Day Sub-Committee and Fall Fair Sub-Committee be received.

Purpose

The purpose of this report for the Youth Advisory Committee is to receive updates from the Youth Advisory Sub-committees regarding work on their Goals and Objectives.

Background

At the March 6, 2023 Youth Advisory Committee meeting, the Committee passed a resolution approving and endorsing the Committee's Goals and Objectives for Council's consideration. At the March 22, 2023 Council Meeting, Council approved the Committee's Goals and Objectives.

Each meeting the table in the comments section will be updated with the progress of each sub-committee in achieving their Goals and Objectives.

Comments

Goals and Objectives Updates

With Council's approval of the Youth Advisory Committee's Goals and Objective the next steps are to complete a comprehensive project proposal which outlines the specifics of each project and identify any costs and fundraising opportunities for Council's approval.

Each meeting the sub-committees will provide verbal updates regarding the progress of their Goals and Objectives, which will be documented in the table below.

| Sports Day | |
|---------------------|---|
| Meeting Date | Update |
| March 6, 2023 | Goals and Objectives proposal was submitted and approved by Committee |
| April 3, 2023 | Sub-committee met and discussed financial implications of holding a sports Day. Determined there would be financial cost to provide some equipment to those who did not have their own. |

| Hobbies Day | |
|---------------------|---|
| Meeting Date | Update |
| March 6, 2023 | Goals and Objectives proposal was submitted and approved by Committee |
| April 3, 2023 | No update at this time |

| Fall Fair | |
|---------------------|---|
| Meeting Date | Update |
| March 6, 2023 | Goals and Objectives proposal was submitted and approved by Committee |
| April 3, 2023 | The sub-committee requested support from staff to connect with staff from the Agricultural Society. |

Financial Implications

None

Applicable Legislation and Requirements

None

Engagement Opportunities

None

Attachments

None