



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
NOVEMBER 4, 2024 YOUTH ADVISORY COMMITTEE MEETING
IN-PERSON AT THE MUNICIPAL OFFICE –
7404 WELLINGTON ROAD 34, PUSLINCH

A G E N D A

DATE: November 4, 2024

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
7. Consent Agenda ≠
 - 7.1. October 7, 2024 Youth Advisory Committee Minutes
8. Reports ≠
 - 8.1. Ice Breaker Activity – Carter Devries & Katey Whaling
 - 8.2. Report – YOU-2024-013 – Committee Goals and Objectives and Working on our Projects
 - 8.2.1. Presentation #1: Xander Wineberg
 - 8.2.2. Presentation #2: Jasmine Coburn

Recommendation:

That report YOU-2024-013 entitled Committee Goals and Objectives & Working on our Projects be received for information; and,

That a verbal update be provided by the Local Government Sub-committee; and,

That the presentations by Xander Wineberg and Jasmine Coburn be received; and,



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That the Youth Advisory Committee endorse the Youth Tennis Pilot Project Goals and Objectives Proposal Form as [presented/amended] to be considered by Council as an addition to the Committee's Goals and Objectives; and,

That the Youth Advisory Committee endorse the following Goals/Objectives to be considered by Council for 2025:

<i>Goals and Objectives Proposal</i>	<i>Sub-Committee</i>
<i>Safe Communities Bike Rodeo (May 2025)</i>	
<i>Aberfoyle Agricultural Society Fall Fair (September 2025)</i>	
<i>Puslinch Community Showcase (Tentatively October 4, 2024)</i>	
<i>Local Government Week (Third week of October 2025)</i>	
<i>Youth Tennis Pilot Project</i>	

- 9. Correspondence
- 10. Announcements
- 11. Notice of Motion
- 12. New Business
- 13. Adjournment ≠



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
OCTOBER 7, 2024 YOUTH ADVISORY COMMITTEE MEETING
IN-PERSON MEETING AT MUNICIPAL OFFICE, 7404 WELLINGTON ROAD 34

MINUTES

DATE: October 7, 2024

MEETING: 6:00 P.M.

The October 7, 2024 Youth Advisory Committee was held on the above date and called to order at 6:04 p.m. via in person participation at the Municipal Office, 7404 Wellington Road 34.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

Attendance:

Councillor Sara Bailey
Aaron Dochstader
Kenzo Szatori
Katey Whaling
Xander Wineberg
Jasmine Coburn
Carter Devries

Absent:

Kaiden Wineberg
Oliver Van Gerwen
Talia Wineberg

Staff in Attendance:

Laura Emery, Communications and Committee Coordinator
Sarah Huether, Interim Deputy Clerk

3. MOMENT OF REFLECTION

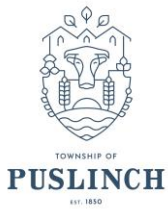
4. CONFIRMATION OF THE AGENDA

Resolution No. 2024-039:

Moved by Aaron Dochstader and
Seconded by Carter Devries

That the Youth Advisory Committee approves the October 7, 2024 Agenda as circulated.

CARRIED



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5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1 September 9, 2024 Youth Advisory Committee Minutes

Resolution No. 2024-040:

Moved by Kenzo Szatori and
Seconded by Jasmine Coburn

That Consent Agenda item 7.1 listed for the September 9, 2024 Youth Advisory Committee Meeting be received for information; and,

That Committee direct staff to request that Council consider adding a one time base budget increase of up to \$700 to sponsor a start-up youth tennis program during the 2025 budget process; and,

That the Committee direct staff to advise Council on whether the Youth Advisory Committee would meet the reduced rate eligibility criteria as per the User Fees and Charges By-law to permit the Youth Advisory Committee to rent the tennis courts on behalf of the start-up youth tennis program in 2025.

CARRIED

8. COMMITTEE AND STAFF REPORTS

8.1 Ice Breaker Activity

Resolution No. 2024-041:

Moved by Aaron Dochstader and
Seconded by Carter Devries

That the Ice Breaker Activity be received for information.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
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8.2 Report – YOU-2024-012 – Committee Goals and Objectives Update & Working on our Projects

Resolution No. 2024-042:

Moved by Xander Wineberg and
Seconded by Katey Whaling

That report YOU-2024-012 entitled Goals and Objectives Update & Working on our Projects be received for information; and,

That the verbal update be provided by the Puslinch Community Showcase Sub-committee; and,

That the presentation by the Local Government Week Sub-committee be received for information.

CARRIED

9. CORRESPONDENCE

None

10. ANNOUNCEMENTS

Councillor Bailey informed the Youth Advisory Committee that on Thursday October 24th from 6:00 p.m. to 9:00 p.m. there is a Halloween Dance hosted by Puslinch Minor Ball with an admission fee of \$5 per ticket. The dance is at the Puslinch Community Centre.

11. NOTICE OF MOTION

None

12. NEW BUSINESS

None

13. ADJOURNMENT

Resolution No. 2024-043:

Moved by Carter Devries and
Seconded by Jasmine Coburn

That the Youth Advisory Committee hereby adjourns at 7:48 p.m.

CARRIED



REPORT YOU-2024-013

TO: Youth Advisory Committee

PREPARED BY: Laura Emery, Communications and Committee Coordinator

PRESENTED BY: Laura Emery, Communications and Committee Coordinator

MEETING DATE: November 4, 2024

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

RECOMMENDATION

That report YOU-2024-013 entitled Committee Goals and Objectives & Working on our Projects be received for information; and,

That a verbal update be provided by the Local Government Sub-committee; and,

That the presentations by Xander Wineberg and Jasmine Coburn be received; and,

That the Youth Advisory Committee endorse the Youth Tennis Pilot Project Goals and Objectives Proposal Form as [presented/amended] to be considered by Council as an addition to the Committee's Goals and Objectives; and,

That the Youth Advisory Committee endorse the following Goals/Objectives to be considered by Council for 2025:

Goals and Objectives Proposal	Sub-Committee
Safe Communities Bike Rodeo (May 2025)	
Aberfoyle Agricultural Society Fall Fair (September 2025)	
Puslinch Community Showcase (Tentatively October 4, 2024)	
Local Government Week (Third week of October 2025)	
Youth Tennis Pilot Project	

Purpose

The purpose of this report is to review the Youth Advisory Committee's Goals and Objectives for 2024 and to receive updates from the Youth Advisory Sub-committees regarding their projects and to set the Youth Advisory Committee's Goal/Objectives for 2025.

Background

The purpose of this report is to review the goals and objectives that have been completed in 2024 and review the goals and objectives that are being proposed in 2025. Staff have also prepared an ice breaker and presentation schedule for the Committee to follow during the 2024 and 2025 school year.

At the September 9, 2024 Youth Advisory Committee meeting, the Committee discussed the aforementioned topic and resolved as follows:

Resolution No. 2024-040:

Moved by Kenzo Szatori and
Seconded by Jasmine Coburn

That Consent Agenda item 7.1 listed for the September 9, 2024 Youth Advisory Committee Meeting be received for information; and,

That Committee direct staff to request that Council consider adding a one time base budget increase of up to \$700 to sponsor a start-up youth tennis program during the 2025 budget process; and,

That the Committee direct staff to advise Council on whether the Youth Advisory Committee would meet the reduced rate eligibility criteria as per the User Fees and Charges By-law to permit the Youth Advisory Committee to rent the tennis courts on behalf of the start-up youth tennis program in 2025.

CARRIED

At the October 23, 2024 Council meeting, Council discussed the resolution from the Youth Advisory Committee and endorsed the project in principle and directed the Committee to complete a Goals and Objectives Proposal Form for Council's consideration.

Comments

A status update on each of the Committee's goals and objectives is noted below:

Goals and Objectives Proposal	Date	Sub-Committee Leader(s)	Status
Safe Communities Bike Rodeo	Saturday May 11 th , 2024	Ayla Panylo	Completed
Aberfoyle Agricultural Society Fall Fair	Saturday September 7 th , 2024	Talia Wineberg	Completed
Puslinch Community Showcase	Saturday October 5, 2024	Kenzo Szatori, Aaron Dochstader, Oliver Van Gerwen, Talia Wineberg, Xander Wineberg	Completed
Local Government Week	Third week of October	Kenzo Szatori, Aaron Dochstader	October 7, 2024: Committee reviewed the Local Government Week presentation October 17, 2024: The Local Government Sub-committee as well as the mayor went to the Aberfoyle Public School to celebrate Local Government Week and provide the Grade 5 students with a presentation on the Puslinch government structure.

The ice breaker presentation schedule is noted below:

Ice Breaker Schedule (Joint)

Meeting Date	Committee Member #1	Committee Member #2
October 2024	Talia Wineberg	
November 2024	Carter Devries	Katey Whaling
December 2024	Aaron Dochstader	Xander Wineberg
February 2025	Jasmine Coburn	Kenzo Szatori
March 2025	Oliver Van Gerwen	Kaden Wineberg

April 2025	Aaron Dochstader	Vacant Position
May 2025	Vacant Position	Carter Devries
June 2025	Kenzo Szatori	Oliver Van Gerwen

The presentation schedule is noted below:

Presentation Schedule and Sign up (Individual)

Meeting Date	Committee Member #1	Presentation Topic	Committee Member #2	Presentation Topic
October 2024	Kenzo Szatori Aaron Dochstader Talia Wineberg	Local Government Presentation Review		
November 2024	Xander Wineberg		Jasmine Coburn	
December 2024	Oliver Van Gerwen	Fast Five of Puslinch	Carter Devries	
February 2025	Kaden Wineberg		Katey Whaling	Fast Five of Puslinch
March 2025	Vacant Position		Kenzo Szatori	Fast Five of Puslinch
April 2025	Katey Whaling		Talia Wineberg	Under the Influence
May 2025	Vacant Position		Xander Wineberg	
June 2025	Jasmine Coburn		Vacant Position	

Presentations should be between 3 to 5 minutes. Different presentation ideas include:

- Fast Five of Puslinch: Take 5 photos in Puslinch
 - Each photo should be meaningful to you in different ways
 - Share what the photos are and the story behind why each one is meaningful to you
- Fast Five of Volunteering: 5 Benefits to Volunteering in Your Community
 - Give reasons as to why it is important to volunteer in the community
 - Discuss the advantages of socializing in communities, sense of fulfillment and satisfaction gained from volunteering

- Pitch an Object Shark Tank Style: Bring an Object from Home and Sell it to the Committee
 - Decide on a simple object, pitch why the Committee should buy it, the importance of the object etc.
- Your Fast Five: 5 Interesting Facts We Don't Know About You
 - Have a list of a wide range of facts the Committee doesn't know about you: Can be sports, family, what you see for your future etc.
- Fast Five into the Future: 5 Things You Want Out of The Next Five Years
 - Discuss five different aspects (career, individual, personal, athletic) big or small that you see for yourself in the next 5 years
- Under the Influence: Most Influential Person in Your Life
 - Choose one person who is the most influential to you in your life right now and share who they are, their relationship to you and why they are so influential

Youth Tennis Pilot Project

Staff have created a draft Goals and Objectives proposal form for the Youth Tennis Pilot Project attached as Schedule "A" to this report.

Staff have identified the following preliminary tasks for the Committee to consider how the program responsibilities may be assigned. Staff are seeking the Committee's feedback regarding feasibility to provide the outlined responsibilities for this initiative. For this goal/objective to move forward the Committee must take an active role in supporting the program.

Puslinch Youth Tennis Group Program Responsibilities	Youth Advisory Committee Responsibilities
<ul style="list-style-type: none"> - Purchase of commercial liability insurance in accordance with the Township's facility rental contract - Submission of the facility rental contract as a co-applicant to the Youth Advisory Committee - Creation of the Youth Tennis Group program schedule - Creation of a Puslinch Youth Tennis Group Social Media page - Creation and posting of social media posts for the Township to share regarding registration 	<ul style="list-style-type: none"> - Provide feedback on Puslinch Youth Tennis Group program schedule - Provide recommendations to the Puslinch Youth Tennis Group to guide program development (e.g. sessions based on age, versus skill, etc.) - Create posters to advertise Puslinch Youth Tennis Group program at Aberfoyle Public School and Post Secondary Schools - Contact Aberfoyle Public School to include program in School Newsletter

<ul style="list-style-type: none">- Submission for inclusion on the Township's Community Group Page- Submission of Program Schedule to County of Wellington applicable calendars- Application for 75% reduced rate for the 2026 User Fees & Charges	<ul style="list-style-type: none">- Appoint at least one (1) committee member to attend each program date to assist with facilitation of the program for the 2025 season
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Financial Implications

None

Applicable Legislation and Requirements

None

Engagement Opportunities

None

Attachments

Schedule A – Youth Tennis Pilot Project Goals and Objectives Proposal Form



TOWNSHIP OF
PUSLINCH
EST. 1850

**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
EST. 1850

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
EST. 1850

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
EST. 1850

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.

Schedule A – Division of Program Responsibilities

Puslinch Youth Tennis Group Program Responsibilities	Youth Advisory Committee Responsibilities
<ul style="list-style-type: none"> - Purchase of commercial liability insurance in accordance with the Township’s facility rental contract - Submission of the facility rental contract as a co-applicant to the Youth Advisory Committee - Creation of the Youth Tennis Group program schedule - Creation of a Puslinch Youth Tennis Group Social Media page - Creation and posting of social media posts for the Township to share regarding registration - Submission for inclusion on the Township’s Community Group Page - Submission of Program Schedule to County of Wellington applicable calendars - Application for 75% reduced rate for the 2026 User Fees & Charges 	<ul style="list-style-type: none"> - Provide feedback on Puslinch Youth Tennis Group program schedule - Provide recommendations to the Puslinch Youth Tennis Group to guide program development (e.g. sessions based on age, versus skill, etc.) - Create posters to advertise Puslinch Youth Tennis Group program at Aberfoyle Public School and Post Secondary Schools - Contact Aberfoyle Public School to include program in School Newsletter - Appoint at least one (1) committee member to attend each program date to assist with facilitation of the program for the 2025 season