

AGENDA
and Schedule "A" to the minutes of the meeting of the
SENIORS ADVISORY COMMITTEE
Wednesday, December 2, 2015
at 10:00 a.m.
Room 409, 400 City Hall Square East

1. **CALL TO ORDER**

2. **DECLARATION OF CONFLICT**

3. **MINUTES**

Adoption of the minutes of the Committee meeting held on September 2, 2015
(*attached*).

4. **BUSINESS ITEMS**

4.1 **2016 United Nations Day of the Elder Person**

4.2 **Lower the currently identified age of 65 years for a Senior within the Corporation of the City of Windsor**

The Community Development Coordinator to speak to this matter.

4.3 **SAC Planning Calendar**

The document entitled "SAC Planning Dates - September 2015 -June 2017" is *attached*.

4.4 **The Ontario Volunteer Service Awards (ontario.ca/honoursandawards)**

Background information is *attached*.

4.5 **SAC Annual Report**

SAC's 2015 Annual Report must be submitted on or before February 28, 2016.

4.6 **SAC Annual Budget 2016**

City Council Budget Deliberations to be held on December 21, 2015. The 2016 SAC Operating Budget submission is *attached*.

4.7 **Report on the City of Windsor 20-Year Strategic Vision Process and Feedback on Seniors Consultations-to Date and Engagement Going Forward**

The 20-Year Strategic Plan - Draft for Consultation is *attached*.

Discussion regarding the timing process to respond to Council's request for input.

4.8 **Consideration of Motions for the following 2016 Events/Initiatives:**

- June Seniors Month Proclamation
- October 1 UN International Elders and National Seniors Day Proclamation
- SAC "info table" participation in 2016 Ward Meetings and Seniors Info Fairs

5. **REPORTS**

5.1 **Sub-Committee Reports:**

(a) **Advocacy**

(b) **Communications and Promotions**

(c) **Age Friendly Windsor Project**

AFW Action Plan 2014-2017 Status Report

6. **DATE OF NEXT MEETING**

Proposed Meeting Dates for 2016:

February 3, 2016

May 4, 2016

September 7, 2016

December 7, 2016

7. **ADJOURNMENT**

A meeting of the **Seniors Advisory Committee** is held this day commencing at 9:30 o'clock a.m. in the Board Room, 1266 McDougall, there being present the following members:

Sally Bennett Olczak, Chairperson
Councillor Ed Sleiman
Karen Demers
Larry Duffield
Alex Gyemi
Joyce Nixon
Celia Southward
Jeannette Ware-Mik.hael
Richard Woodall

Also present are the following resource personnel:

Pam Labute, Manager, Leisure Outreach
Janice Koval, Accessibility & Diversity Librarian, Windsor Public Library
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chairperson calls the meeting to order at 9:35 o'clock a.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. ADDITIONS TO THE AGENDA

Moved by R. Woodall, seconded by C. Southward,
That Rule 3.3 (c) of the Procedure By-law 98-2011 be waived to add the following addition to the Agenda:

- 5.4** Invoice from the Windsor Public Library in the amount of \$148. for the Domain Renewal and Hosting Fees for 'windsorseniors.com'
Carried.

3. DECLARATIONS OF CONFLICT

None disclosed.

4. **MINUTES**

Moved by Councillor Sleiman, seconded by A. Gyemi,

That the minutes of the Seniors Advisory Committee at its meeting held June 10, 2015

BE ADOPTED as presented.

Carried.

5 **BUSINESS ITEMS**

5.1 **SAC Mandate and Terms of Reference**

A line-by-line review of the SAC Mandate and the Terms of Reference is conducted and some minor amendments are suggested.

Moved by J. Ware-Mikhael, seconded by K. Demers,

That the "Draft Revised Mandate and Terms of Reference - September 2015 for the Seniors Advisory Committee" **BE FORWARDED** to City Council for approval.

Carried.

5.2 **Appointment of SAC Members to other Advisory Committees**

The members provide preferences to sit as non-voting members on other Advisory Committees of Council. The Committee Coordinator to provide notification of upcoming meetings to allow the members to attend and view the proceedings.

5.3 **SAC 2016 Operating Budget**

The 2015 Operating Budget for the Seniors Advisory Committee is \$4,000. City Council has directed Advisory Committees of Council may request their current budget for 2016.

C. Southward suggests printing Age Friendly Windsor booklets and SAC pamphlets to provide as handouts, the funding of which to be derived from the 2015 operating budget.

Moved by J. Nixon, seconded by C. Southward,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$3,000 for costs associated with the Age Friendly Project including printing costs, marketing, and promotional activities.

Carried.

It is generally agreed the 2016 drivers for SAC are the following:

- Age Friendly Network
- City Council's 20 Year Vision
- SAC Mandate

5.4 Invoice from the Windsor Public Library for Domain Renewal/Hosting Fees

Moved by C. Southward, seconded by L. Duffield,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$148. payable to the Windsor Public Library for the Domain Renewal and Hosting Fees for 'windsorseniors.com'.

Carried.

6 SUBCOMMITTEE REPORTS

(a) Advocacy

L. Duffield distributes the "SAC Advocacy Report - Quarterly Meeting September 2, 2015 and the "SAC Advocacy Report - AGEISM - Changing Role of Seniors in Our Communities - A Seniors Month Public Forum, June 18, 2015, Caboto Club" attached respectively as Appendix "A" and "B".

The following members volunteer to sit on the Advocacy Subcommittee - L. Duffield, (Chair of the Subcommittee), A. Gyemi and R. Woodall.

(b) Communications and Promotions

The following members volunteer to sit on the Communications and Promotions Subcommittee - the Chairperson, J. Nixon and R. Woodall.

(c) Policies and Procedures

It is generally agreed the Policies and Procedures Subcommittee be disbanded as the subcommittee has been inactive for several years.

(d) Age Friendly Windsor Project

The following members volunteer to sit on the Age Friendly Windsor Project -J. Nixon, K. Demers, C. Southward (Chair of the Subcommittee), L. Duffield and J. Ware-Mikhael (Vice Chair of the Subcommittee).

The Chair notes she is an ex-officio for all the subcommittees. She requests the Chairs of the subcommittees submit their respective "goals" to the Committee Coordinator prior to the December 2, 2015 meeting.

The Chair indicates there is a need for a "communications calendar" that will provide public awareness of SAC events.

7. **DATE OF NEXT MEETING**

The next meeting will be held on Wednesday, December 2, 2015 at 9:30 o'clock a.m. in the Town of Walkerville Meeting Room, 3^d floor, City Hall.

8. **AD.TOURNMENT**

There being no further business, the meeting is adjourned at 11:45 o'clock a.m.

CHAIR

COMMITTEE COORDINATOR

AGENDA
and Schedule "A" to the minutes of the meeting of the
SENIORS ADVISORY COMMITTEE
Wednesday, September 2, 2015
at 9:30a.m.
Board Room
1266 McDougall, Public Works Building

1. CALL TO ORDER

2. DECLARATION OF CONFLICT

3. MINUTES

Adoption of the minutes of the Committee meeting held on June 10, 2015
(*attached*).

City Council at its meeting held August 4, 2015 adopted Report No. 315 (M320-2015) relating to increasing the frequency of SAC meetings -' (attached/or information purposes)

4. BUSINESS ITEMS

4.1 SAC Mandate and Terms of Reference

The "Draft SAC Mandate and Terms of Reference - attached. A line-by-line review of the SAC Mandate and Terms of Reference will be undertaken at this meeting. Please review the Mandate prior to the meeting and be prepared to provide input.

4.2 Appointment of SAC Members to other Advisory Committees

A list of Advisory Committees of Council - attached.

4.3 SAC 2016 Operating Budget

Letter from the Chief Administrative Officer dated July 29, 2015 - attached.
Discussion relating to the 2016 Operating Budget.

The 2015 SAC Operating Budget submission is attached as background information.

5. REPORTS

5.1 Sub-Committee Reports:

Discussion regarding the continuation of the subcommittees and members to determine what subcommittees they would like to sit on and to appoint a Chair for the respective subcommittee.

- (a) Advocacy
- (b) Communications and Promotions
- (c) Policies & Procedures
- (d) Age Friendly Windsor Project

6. DATE OF NEXT MEETING

7. ADJOURNMENT