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Windsor, Ontario February 2, 2017

A meeting of the **Seniors Advisory Committee** is held this day commencing at 9:30 o'clock a.m. in Room 407, 400 City Hall Square East, there being present the following members:

Sally Bennett Olczak, Chairperson
Larry Duffield, Vice Chairperson
Councillor Ed Sleiman
Bryan Cyncora
Karen Demers
Sungee John
Celia Southward

Regrets received from:

Sonya Vani

Guest in attendance:

Melissa Bloomfield

Also present are the following resource personnel:

Sandra Bradt, Executive Initiatives Coordinator
Stephen Lynn, Coordinator, Social Planning
Greg Rusk, Supervisor, Community Programming
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Committee Coordinator calls the meeting to order at 9:33 o'clock a.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. DECLARATION OF CONFLICT

None disclosed.

3. MINUTES

Moved by B. Cyncora, seconded by S. John,
That the minutes of the Seniors Advisory Committee of its meeting held
December 8, 2016 **BE ADOPTED** as presented.
Carried.

4. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

The Committee Coordinator calls for nominations from the floor for the position of Chairperson. Councillor Sleiman nominates S. Bennett Olczak, seconded by B. Cyncora. The Committee Coordinator asks if there are further nominations from the floor for the position of Chairperson. Seeing none, the Committee Coordinator asks S. Bennett Olczak if she accepts. S. Bennett Olczak accepts.

Moved by Councillor Sleiman, seconded by B. Cyncora,
That Sally Bennett Olczak **BE ELECTED** Chairperson of the Seniors Advisory
Committee for the term ending December 31, 2017.
Carried.

The Committee Coordinator calls for nominations from the floor for the position of Vice Chairperson. Councillor Sleiman nominates L. Duffield, seconded by S. Bennett Olczak. The Committee Coordinator asks if there are further nominations from the floor for the position of Vice Chairperson. Seeing none, the Committee Coordinator asks L. Duffield if he accepts. L. Duffield accepts.

Moved by Councillor Sleiman, seconded by S. Bennett Olczak,
That Larry Duffield **BE ELECTED** Vice Chairperson of the Seniors Advisory
Committee for the term ending December 31, 2017.
Carried.

S. Bennett Olczak assumes the Chair.

5. BUSINESS ITEMS

5.1 Motions approved at the December 8, 2016 Meeting of SAC requiring additional information for clarification

S. Bradt refers to SAC Report No. 21 as follows:
Moved by C. Southward, seconded by S. Vani,
That City Council **BE REQUESTED** to approve the application by the Seniors
Advisory Committee to the Ontario Secretariat, Ministry of Citizenship and Immigration
for the Seniors Community Grant Program in the amount of \$8,000 that will provide
opportunities for seniors to network and become active in their communities and to

develop plans that can be shared across communities and allow organizations to sustain seniors' programs over time.

Carried.

S. Bradt provides the following comments relating to grant applications:

- There is no precedent regarding who signs the grant application.
- The grant application is generally signed by the Clerk and Chief Administrative Officer only as they have the authority to bind the Corporation.
- Suggests another partner organization be the lead for this grant which would remove city processes completely and the Clerk and CAO would not be the signers.
- In terms of the \$8,000 grant, there is a requirement for an additional \$2,000 either in-kind or in cash from SAC.

The Chair suggests approaching the Council on Aging, CARP or Elder College as a partner and notes the deadline to submit the application is March 3, 2017.

C. Southward has agreed to write the grant.

In terms of the motion noted in Item 5.1 (i), and the hiring of summer students through Federal/Provincial grants, S. Bradt provides the following information:

- Most student grant programs require a financial commitment from the department responsible for hiring.
- Student lottery positions are fully funded by departments, while other programs, such as Canada Summer Jobs require a "top up" to the grant funds.
- The limited funding available to the Recreation and Culture Department for students has already been allocated to in-house programs.
- There are no extra funds to contribute to students to undertake Age Friendly Windsor surveys.
- With several high-profile events in 2017, i.e. Memorial Cup, City of Windsor 125th Birthday and Canada 150, Recreation staff resources have been allocated and workplans established.
- The department is not in a position to provide the appropriate supervision for the program.

5.1(ii) The following motion was approved at the SAC meeting held December 8, 2016:

"That Administration be requested to design and erect signage at city entrances identifying the City of Windsor as an Age Friendly City."

S. Bradt states signage throughout the City of Windsor is governed by Sign By-law 250-2004 and Civic Gateways receive special consideration in the City's Official Plan. The request for additional signage at city entrances has resource and policy implications which are being reviewed to respond to this request.

The Chairperson suggests this matter be referred to the Advocacy Subcommittee and to report back.

5.2 “Draft Age Friendly Final Report – Livability, Lifestyles and Well-being - 3rd Report to the Community 2014-2017”

The Chairperson commends C. Southward for the “Draft” Age Friendly Final Report. In terms of next steps, the following is provided:

- The Final Report will be adopted by Windsor City Council and will be submitted by the Mayor to the World Health Organization for endorsement.
- The Age-Friendly Windsor Network changed focus to the promotion, facilitation, overseeing and documentation of progress.
- A primary concern was to determine the resources, cost and framework required to implement and sustain the project long-term.
- Also, it was necessary to track age-friendly initiatives and showcase best practices.
- The Final Report demonstrates sufficient progress towards the implementation of our goals.
- The City of Windsor should be invited to consider another 5 year cycle of membership with the WHO Global Network of Age-Friendly Cities and Communities.

C. Southward states as further edits to the document are required; the final document will be submitted to SAC for review at May 2, 2017 meeting. K. Demers volunteers to assist with acquiring any additional data that is required for the report.

K. Demers suggests a course for seniors be held to apprise the public regarding the Age Friendly initiatives.

S. John requests the photos in the Age-Friendly Windsor Final Report be “more diversified”.

Moved by Councillor Sleiman, seconded by L. Duffield,
That the Draft Age-Friendly Windsor Final Report – 3rd Report to the Community 2014-2017” **BE RECEIVED.**
Carried.

In response to a question asked by Councillor Sleiman regarding if other Age Friendly Cities in Ontario have been contacted, C. Southward responds there are 16 cities in Ontario that are members of the World Health Organization and contact with other municipalities is made through webinars.

5.3 Financial Summary

The Financial Summary Variance Report for the period ending December 31, 2017 is received for information.

6. REPORTS

6.1 Subcommittee Reports

(a) Age Friendly Network

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

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$547.77 payable to Silver Stitch for costs associated with printing the new SAC logo on the drawstring backpacks subject to the approval of the New SAC logo by City Council.

Carried.

C. Southward refers to the discussion paper on seniors' issues entitled, "Strengthening Age-Friendly Communities and Seniors' Services for 21st Century Ontario : A New Conversation about the Municipal Role" and asks SAC members to review the document to determine any gaps. She adds the province has established a new initiative entitled "community hubs" and one-stop shopping.

S. Bradt indicates the Community Development and Health Commissioner sits on the community hubs subcommittee who are looking to provide one stop shopping for all services in a hub concept.

L. Duffield suggests inviting the Community Development and Health Commissioner to the next meeting to speak to the matter relating to community hubs.

C. Southward raises the Seniors Community Grant opportunity and also that there are two other grant programs that may be available to SAC. S. Bradt reiterates that any program would need to be reviewed to determine what City resources, if any, are required. The Chair suggests she will contact Celia to discuss grants off-line.

(b) Communications & Promotions

It is generally agreed following approval of the new SAC Logo by City Council, the SAC brochure will be printed. The St. Clair College student who designed the SAC logo will be providing ideas for the SAC website which will be vetted by S. Lynn to determine which concepts are doable.

K. Demers suggests merging the Communications & Promotions Subcommittee with the Advocacy Subcommittee.

Moved by K. Demers, seconded by L. Duffield,
That the Seniors Advisory Committee Communications & Promotions
Subcommittee and the Advocacy Subcommittee **BE MERGED** into the Communications
& Promotions/Advocacy Subcommittee.
Carried.

(c) **Advocacy**

L. Duffield provides an overview of the SAC Advisory Report dated February 2,
2017.

Moved by L. Duffield, seconded by C. Southward,
That the SAC Advocacy Report provided by L. Duffield dated February 2, 2017
BE RECEIVED.
Carried.

7. **NEW BUSINESS**

The application to proclaim Seniors Month will be sent to the Chairperson to
complete and to provide to City Council for approval.

L. Duffield suggests a representative from Life After Fifty be invited to sit on SAC
as a resource non-voting member.

8. **DATE OF NEXT MEETING**

The next meeting will be held on May 2, 2017 at 9:30 a.m. in the Walkerville
Meeting Room.

9. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 11:27 o'clock a.m.

CHAIRPERSON

COMMITTEE COORDINATOR

AGENDA
and Schedule "A" to the minutes of the meeting of the
SENIORS ADVISORY COMMITTEE
Thursday, February 2, 2017
at 9:30 a.m.
Room 407, 400 City Hall Square East

1. **CALL TO ORDER**

2. **DECLARATION OF CONFLICT**

3. **MINUTES**

Adoption of the minutes of the Committee meeting held December 8, 2016 –
(previously e-mailed).

4. **ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON**

Election of Chairperson and Vice Chairperson for the term ending December 31,
2017

5. **BUSINESS ITEMS**

5.1 **Motions approved at the December 8, 2016 Meeting of SAC requiring additional information for clarification**

- i) *Moved by C. Southward, seconded by L. Duffield,
"That summer students BE RETAINED through Federal/Provincial grant programs for the purpose of conducting research and baseline data for the second implementation period (5 year planning cycle) for the World Health Organization Network of age-Friendly Cities."*
- ii) *Moved by C. Southward, seconded by Councillor Sleiman,
"That Administration BE REQUESTED to design and erect signage at city entrances identifying the City of Windsor as an Age Friendly City."*

Note: An e-mail from the Executive Initiatives Coordinator – Community Development & Health Services entitled "Additional Information re outstanding SAC motions" dated January 26, 2017 is **attached.**

5.2 **"Draft" Age Friendly Final Report – 3rd Report to the Community 2014-2017**

The “Draft” Age Friendly Final Report is ***distributed to members of the Seniors Advisory Committee only.***

5.3 Financial Summary

The Financial Summary Variance Report for the period ending December 31, 2016 is **attached.**

6. REPORTS

6.1 Sub-Committee Reports:

(a) Age Friendly Network

(b) Communications and Promotions

(c) Advocacy

The SAC Advisory Report dated February 2, 2017 provided by Larry Duffield is **attached.**

7. NEW BUSINESS

8. DATE OF NEXT MEETING

The next meeting will be held on May 2, 2017 at 9:30 a.m. in the Walkerville Meeting Room, 3rd floor, City Hall.

9. ADJOURNMENT