

AGENDA
and Schedule "A" to the minutes of the meeting of the
SENIORS ADVISORY COMMITTEE
Thursday, September 18, 2014
Town of Walkerville Meeting Room
3rd floor, City Hall
9:30 a.m.

1. **CALL TO ORDER**

2. **DECLARATIONS OF CONFLICT**

3. **MINUTES**
Adoption of the minutes of the Committee meeting held on June 4, 2014
(previously distributed).

4. **CHAIR'S REPORT**

5. **BUSINESS ITEMS**
 - 5.1 **SAC Annual Report 2014**

 - 5.2 **International Day of Elder Persons – October 1, 2014**
Motion to approve an upset amount for costs associated with the International Day of Elder Persons event.
Rates for room rental at All Saints Church Hall for the October 1, 2014 event – *attached.*

 - 5.3 **Expenditures for 2014**
 1. Survey Monkey – Background information is *attached.*
 2. Cost to produce 100 colour copies of the Age Friendly Windsor document:
 - Minuteman Press - \$1,249.94 (plus tax) (Quote is *attached.*)
 - Allegra - \$918.94 (plus tax) (Quote is *attached.*)
 - Lacasse Printing - \$845.00 (plus tax) (Quote is *attached.*)

 - 5.4 **Ontario 55+ Summer Games**
Update.

 - 5.5 **SAC 2015 Operating Budget – Business Plan**
The 2015 Budget Detail & Request is *attached.*

6. **COMMUNICATIONS**
Letter from The Honourable Alice Wong, P.C., M.P. Minister of State (Seniors) regarding National Seniors Day – October 1, 2014 – *attached.*

7. **REPORTS**

7.1 **Sub-Committee Reports:**

(a) Advocacy

(b) Communications and Promotions

(c) Policies & Procedures

(d) Age Friendly Windsor Project

8. **NEW BUSINESS**

9. **DATE OF NEXT MEETING**

To be determined.

9. **ADJOURNMENT**

Kadour, Karen

From: Larry Duffield [larry.duffield@sympatico.ca]
Sent: Wednesday, September 10, 2014 12:53 PM
To: Kadour, Karen
Subject: SAC Agenda Sept 18: Oct 1 Event All Saints Church Hall Rental

Hi Karen,

Further to related emails today please note below rental space charges for the All Saints Church Hall to be used for the October 1 Elder Persons Event and Flag Raising at City Hall: (this page cut and pasted from All Saints web site).

Thanks, Larry.

Rental Rates

Regular Users

- \$100/mo. – one meeting/week (morning, afternoon or evening)
- \$180/mo. – two meetings/week (morning, afternoon or evening)
- \$50/use – if once/or twice/month

Occasional Users

- **Non-members:**
 - \$100/use – morning or afternoon or evening
 - \$200/use – all day
- **Parishioners (for non-parish functions):**
 - \$50/use – morning or afternoon or evening
 - \$100/use – all day

*Includes use of kitchen if required

General Rules

- Opening & Closing Instructions to be reviewed with all users and followed
- Tables/chairs – must be put back as found
- No disposable Styrofoam or plastic products are to be used in the building
- Serving of liquor:
 - “Bring your own” – not permitted
 - Group renting must obtain “Special Occasion Permit” from LCBO
- Insurance is mandatory and may be obtained through the church’s policy at the group’s expense

The form for rental can be downloaded [here](#) and submitted to the Church office (at 330 City Hall SQ W, Windsor ON, N9A 1J3) or via e-mail (to rectory@allsaintswindsor.ca).

Kadour, Karen

From: Cadarette, Jill [jcadarette@cmha-weeb.on.ca]
Sent: Thursday, August 28, 2014 11:30 AM
To: Kadour, Karen
Subject: RE: Age-friendly budget follow-up.

Motion would be: To purchase a one year GOLD account with Survey Monkey at the cost of \$349. (I don't believe there is tax on top of this, but there may be so do we make the motion for \$400. I can't find out until I do the registration)

Additionally, we need to know the printing cost for the Action Plan. Jeannette Ware-Mikhael is gathering a couple quotes but we want to include the city printing cost. Last time it was around \$6/copy. Can you get this figure for us or is there someone else I should ask?

Thank you for your support, Karen. Hope you are having a better week ☺

BASIC Free	SELECT \$29 CAD per month <small>SAVE with an annual plan</small>	GOLD \$349 CAD per year	PLATINUM \$799 CAD per year
Sign Up »	Sign Up »	Sign Up »	Sign Up »
Features include: 10 questions per survey 100 responses per survey Easy-to-use web-based survey tool Collect data via weblink, email, Facebook, or embed on your site or blog Real-time results 24x7 email customer support See all features...	BASIC features + Unlimited questions 1,000 responses per month* <small>* \$0.15 CAD per additional response</small> Custom survey design & URLs Enhanced security (SSL/HTTPS) included Skip-logic & other advanced features Excel export & printable PDF See all features...	SELECT features + Unlimited questions Unlimited responses Custom redirect after survey is completed Advanced logic features: • Random assignment for A/B testing • Question & answer piping • Question randomization or flipping Text analysis for open responses SPSS integration See all features...	GOLD features + Unlimited questions Unlimited responses Complete brand control with Research.net • Your own research.net survey • You control how your survey including adding your logo & colors HIPAA-compliant features Expert phone support to answer your questions See all features...

Jill Cadarette, B.A., B.S.W., R.S.W.
Mental Health Promoter - Gerontology
Canadian Mental Health Association
1400 Windsor Ave | Windsor, ON | N8X 3L9
Ph: 519.255.9940 x 269 | Fx: 519.971-0058



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Chamber of Commerce



Amy's Helping Hands
1110 WALKER RD.
WINDSOR, ON N8W 3S5
519-250-7999
www.amyshelpinghands.ca

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From: Minuteman Press, Windsor [mailto:mmpwindsor@aol.com]
Sent: September 3, 2014 8:21 AM
To: jeannette@amyshelpinghands.ca
Subject: Action Plan Booklets - Quote

Good morning Jeannette,

Here is the pricing for printing 100 of your booklets. They would be printed on regular bond, with the front and back cover on a light card stock, and spiral bound. To print them in colour \$1,249.94. If you decide to do black & white instead, the price would be \$423.89. Tax is extra.

If you have any questions, feel free to call or email.

Thanks,
Michele

Minuteman Press - Windsor
3595 Walker Rd.
Windsor, ON
N8W 3S5
Phone: 519-250-7999
Fax: 519-250-7322
Email: windsor@minutemanpress.com
Web: www.windsor10.minutemanpress.ca



MARKETING - PRINT - MAIL
 225 Wyandotte St. W.
 Windsor ON N9A-5X1
 (519) 254-9211 Fax: (519) 254-1010

Jeannette Ware-Mikhael
AGE FRIENDLY WINDSOR
Windsor, ON N9A-5X1

Quotation	
No: 15914	Date: 09/03/14

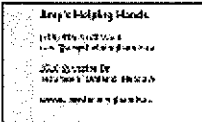
SHIP TO:

< Same as Bill To >

Acct.No	Ordered by	Phone	P.O. No	Prepared by	Sales Rep	Ship By
4466	Jeannette Ware-Mikhael	519-915-4370		Magdalena		Customer Pick-up
Quantity	Description				Unit Price	Price
100	Action Plan Book				9.1894/Ea	918.94
<p><i>Quotes are based on receiving digital files that are output ready in either Native, Postscript or PDF format. Additional charges may apply if modifications are required for output. Artwork is extra unless otherwise specified. Quote subject to change upon presentation of working material.</i></p>						

Prices do not include taxes! Quote is valid for 30 days!

MARKETING - PRINT - MAIL · 225 Wyandotte St. W. · Windsor ON N9A-5X1 · (519) 254-9211



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From: Natalie Foto [mailto:natalie.foto@lacasseprinting.com]
Sent: September 8, 2014 12:53 PM
To: Jeannette Ware-Mikhael
Subject: re: Age Friendly Windsor Booklet-Pricing

Hello Jeanette, great design for the booklet.

Pricing for 100 copies of the file received with the front and back cover printing on 12pt cover stock, with a clear acetate in front to protect the cover.

Coil Bound, in Black foil

Text stock is 80lb satin printing double sided

\$8.45 plus taxes per book x 100 = \$845.00 plus taxes.

Please let me know if you have any questions.

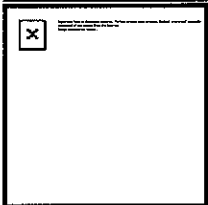
Have a great day.

Natalie Foto, General Manager
Lacasse Printing Company Ltd.

ph: (519) 735-4121

Fax: (519) 735-8417

natalie.foto@lacasseprinting.com



----- Original Message -----

From: "Jeannette Ware-Mikhael" <jeannette@amyshelpinghands.ca>
To: <natalie.foto@lacasseprinting.com>
Cc:
Date: Fri, 5 Sep 2014 14:12:03 -0400
Subject: Age Friendly Windsor Booklet

A. Organizational Overview

Mission

1. Identify and report to the Mayor and Council on issues that affect seniors in the City of Windsor, including:
 - a) Acting as a liaison for seniors in the City of Windsor and reporting to and advising City Council on ways to enrich and enhance the health and quality of life of all seniors in this community
 - b) Soliciting input and acting as a public forum for issues that affect local seniors
 - c) Identify barriers to access by seniors to City services and programs
 - d) Forming partnerships in the community to educate, inform and improve quality of life for seniors
 - e) Addressing other issues as identified by the Seniors Advisory Committee from time to time
2. Make recommendations and provide advice to Mayor and Council regarding

Description

We are a dedicated volunteer group of seniors and non-profit service providers that promotes Windsor as an "AGE FRIENDLY COMMUNITY" and in partnership with other like-minded organizations determine the best methodologies and strategies on connecting with seniors in Windsor.

We are concerned with the needs and basic requirements for seniors that they might enjoy the golden years of their lives in Windsor by connecting them with available resources and determining what additional resources might be necessary.

[Insert Organizational Chart if available]

CHAIR Larry Duffield
City Clerks Office Karen Kadour
Committee Members appointed by Council: Councillor Ed Sleiman, Lynne Adams, Jill Cadarette, Bruce Draper, Fran
Resource Members (Windsor Library Janice Koval, Parks Rec Pam Labute
City of Windsor Staff as Necessary: Celia Southward

B. Budget Detail & Request

	2014 Budget	2014 Actuals YTD*	2015 Budget	\$ Budget Change Over PY	% Budget Change Over PY
Expenditures					
Operating & Maintenance Supplies		142		0	#DIV/0!
Other Miscellaneous Expenditures	4,000		4,000	0	0.0%
Total Expenses	4,000	142	4,000	0	0.0%
Total Net	4,000	142	4,000	0	0.0%

Request From City of Windsor

	2014 Budget	2014 Actuals YTD*	2015 Budget	\$ Budget Change Over PY	% Budget Change Over PY
Request From City of Windsor Request	4,000	142	4,000	0	0.0%

* YTD Actuals as at

C. Budget Highlights

2014 Accomplishments

Completing the "Age Friendly Windsor 2014 - 2017 Action Plan" complying with the WHO process building on the results of
Regularly consulted by and engaged with the media on "Senior" affairs.
Participating in local seniors' fairs and information shows including all ten Ward Council meetings
Meeting with special commissions and delegations visiting Windsor including the Ontario Minister Responsible for Seniors
Leading the Age Friendly Network in its core activity of moving forward the AFW project
Building partnerships with other like-minded organizations.
Promoting Seniors in the community by representation on different boards and at functions like Transit Windsor, Windsor Ho

2015 Initiatives

To Implement the AFW Action Plan 2014 - 2017
To Nurturing additional partnerships and contacts.
To Identify and partner with like-minded organizations in organizing a seniors job fair
To Participate in additional Trade Fairs and shows.
To determine the funding and overall practicality of organizing an "Ontario Age-Friendly Community Summit"

2015 Budget Cost Drivers

The AFW initiative is multi year on-going process that SAC has undertaken with limited personnel, support and financial resources.
Continuation of the action plan goals for the future.

2015 Mitigating Measures

The future vision on hosting a Provincial "Seniors Summit" would be a challenge that would require multiple partners and additional expenses

2014 /2015 One Time Funding Request

Please refer to the attached documentation including proposed budget request.

National Seniors Day

October 1

Celebrating the continuing contributions of Canada's seniors

La version française.

Message from the Minister



Dear Sir/Madam:

On October 1, I am inviting individuals and communities across Canada to join together once again to recognize National Seniors Day, an occasion to honour and celebrate seniors for the valuable contributions they have made, and continue to make, to our families, workplaces, and communities.

National Seniors Day builds on many other measures introduced by the Government of Canada, including the commitment to support the well-being and quality of life of seniors by providing them with the information they need to help them stay active, engaged and informed. To further demonstrate this commitment, the seniors.gc.ca website has been recently redeveloped with new resources for seniors, including the new *Information for Caregivers* portal which bring together a variety of federal, provincial/territorial and municipal resources about relevant programs and benefits.

In advance of National Seniors Day, we are also proud to announce that we will soon be releasing the recently developed *Government of Canada Action for Seniors* report, which provides an overview of the various Government of Canada programs and initiatives that are helping seniors. This report would not have been possible without the collaboration of stakeholders all across Canada. We invite you to read this report, which will be available on the redeveloped seniors.gc.ca website once released.

On October 1, we encourage you to join with the federal government's efforts to celebrate the seniors in your life. Individuals, community leaders, schools, municipalities, colleagues and businesses - everyone can get involved!

- Thank and celebrate a senior's ongoing contributions by sending them an electronic personalized postcard.
- Display posters to mark the day.
- Organize a National Seniors Day event using our *Do-it-Yourself Guide* found at seniors.gc.ca. The guide also includes sample event products such as a news release, media advisory, speech and messages for social media and radio.

Visit the Celebration Tool Kit page to find products for celebrating National Seniors Day in your area. Products include:

- » Do-it-Yourself Guide and Sample Event Products
- » ePostcard
- » ePoster
- » Certificate of Appreciation
- » Tips for Celebrating National Seniors Day
- » Mayoral Proclamation
- » Feature Article
- » Go to National Seniors Day Web Page

CITY OF WINDSOR
COUNCIL SERVICES

SEP 05 2014

RECEIVED

Looking for more ideas on how to celebrate National Seniors Day?
Visit seniors.gc.ca for further information, ideas, and materials for the activities mentioned above.

Whichever way you choose to celebrate National Seniors Day, join us in thanking older Canadians for helping to build our country and celebrate their on-going contributions!

Sincerely,

The Honourable Alice Wong, P.C., M.P.
Minister of State (Seniors)

Canada

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Scott's Directories
80 Valleybrook Drive
Toronto ON M3B 2S9

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