

Windsor, Ontario September 4, 2013

A meeting of the **Seniors Advisory Committee** is held this day commencing at 2:00 o'clock p.m. in the Town of Walkerville Meeting Room, 3rd floor, City Hall, there being present the following members:

Larry Duffield, Chair
Councillor Ed Sleiman
Lynne Adams
Jill Cadarette
Frank Duralia
Alex Gyemi
Natalie Taylor
Jeanette Ware-Mikhael

Regrets received from:

Bruce Draper
Cal Little

Also present are the following resource personnel:

Jelena Payne, Community Development & Health Commissioner
Sandra Bradt, Executive Initiatives Coordinator
Janice Koval, Accessibility and Diversity Librarian
Pam Labute, Manager, Leisure Outreach
Arundhati Mohile, (A) Executive Initiatives Coordinator
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chair calls the meeting to order at 2:00 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. DECLARATIONS OF CONFLICT

None disclosed.

3. MINUTES

Moved by J. Ware-Mikhael, seconded by A. Gyemi,
That the minutes of the Seniors Advisory Committee at its meeting held June 12,
2013 **BE ADOPTED** as presented.
Carried.

Moved by J. Ware-Mikhael, seconded by A. Gyemi,
That the notes from the informal meetings of the Seniors Advisory Committee
held July 3, 2013 and August 7, 2013 **BE RECEIVED**.
Carried.

The Chair thanks Jennifer Tanner, 211 Project Manager for her excellent
presentation to the Seniors Advisory Committee relating to the 211/311 Call Centre.

4. BUSINESS ITEMS

4.1 SAC "Draft" Annual Report to the Social Development, Health & Culture Standing Committee

The Draft Annual Report is reviewed and one minor amendment is suggested.

Moved by Councillor Sleiman, seconded by L. Adams,
That the 2013 SAC Annual Report to the Social Development, Health & Culture
Standing Committee **BE APPROVED** as amended.
Carried.

4.2 SAC Revised Mandate/Terms of Reference

Moved by L. Adams, seconded by J. Cadarette,
That the SAC Revised Mandate/Terms of Reference **BE REFERRED** to the
Policies and Procedures Subcommittee for review and to report back with suggested
amendments.

Carried.

F. Duralia abstains from voting on the matter.

In response to a question asked by Councillor Sleiman regarding access to other
city departments, J. Payne responds there is a hierarchy and proper protocol in dealing
with other departments and she suggests a review be undertaken of how other committees
request information from the various city departments.

4.3 SAC Draft Age-Friendly Windsor Action Plan

The Chair thanks J. Cadarette for championing the SAC Draft Age-Friendly Windsor Action Plan report.

Moved by F. Duralia, seconded by L. Adams,
That the "Draft" Age-Friendly Windsor Action Plan - Livability, Lifestyles and Well-being 2nd Report to the Community 2014-2017" **BE RECEIVED.**
Carried.

J. Cadarette thanks the members of the Age Friendly Network for their input and contributions to the Age-Friendly Windsor Action Plan.

4.5 Web Hosting/Domain Name Renewal Invoice

Moved by J. Ware-Mikhael, seconded by F. Duralia,
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$90 for three members of SAC (\$30. per person) to attend The Council on Aging "Bingo... and so Much More" Workshop to be held on September 30, 2013 from 9:00 a.m. to 4:00 p.m. at Huron Lodge, 1881 Cabana Road West.
Carried.

Moved by J. Ware-Mikhael, seconded by F. Duralia,
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$118.57 payable to the Windsor Public Library for the SAC web hosting renewal and domain name renewal.
Carried.

F. Duralia asks what costs would be associated with the web hosting and domain name renewal if the city assumes this service.

ACTION REQUIRED: P. Labute will investigate the feasibility of the City of Windsor web hosting/name renewal for the SAC website and will report back.

4.6 Confirm and Ratify the E-Mail Poll sent June 13, 2013

It is generally agreed the following e-mail poll conducted and approved on June 13, 2013 **BE CONFIRMED AND RATIFIED:**

Moved by F. Duralia, seconded by A. Gyemi,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$1,200 (50% of the cost) for Jill Cadarette to attend the Global Age-Friendly Conference to be held in Quebec City from September 9-11, 2013, and further, that the Canadian Mental Health Association Windsor-Essex County Branch will provide the additional \$1,200 for a total cost of \$2,400.

Carried.

4.4 SAC 2014 Budget

The 2014 Budget Template including Budget Highlights and the 2014/2015 Outreach Initiative is distributed and attached as Appendix "A". In terms of the 2014 Outreach Initiative, SAC is requesting an additional \$6,500 over and above the annual budget of \$4,000 for a total budget request of \$10,500 for 2014.

J. Cadarette notes it is a significant time investment for SAC to host 20 Town Hall Meetings (as outlined in the 2014 initiatives) and perhaps may be too ambitious an undertaking. The Chair offers an alternative to town hall meetings which includes meeting with organizations and their membership to provide information relating to SAC and to receive their feedback.

A suggestion is made to "piggy-back" with the Ward Councillors when they hold their Ward meetings.

Moved by L. Adams, seconded by A. Gyemi,
That the SAC 2014 budget **BE ACCEPTED AS AMENDED**.
Carried.

5. REPORTS

5.1 Sub-Committee Reports

(a) Advocacy

The Chair states October 1, 2013 is the International Day of Older Persons. A flag raising in conjunction with CARP, Windsor-Essex Chapter will be held.

(b) Communications and Promotions

Discussion regarding the 2014 budget (see Item 4.4)

(c) Policies & Procedures

Discussion regarding the SAC Mandate/Terms of Reference (see Item 4.2)

(d) **Age Friendly Communities**

Discussion regarding the Age Friendly Network and Action Plan (see Item 4.3)

6. DATE OF NEXT MEETING

The next meeting will be held on December 4, 2013 at 2:00 o'clock p.m. in the Town of Walkerville Meeting Room, 3rd floor, City Hall.

7. ADJOURNMENT

There being no further business, the meeting is adjourned at 3:45 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR

AGENDA
and Schedule "A" to the minutes of the meeting of the
SENIORS ADVISORY COMMITTEE
Wednesday, September 4, 2013
Town of Walkerville Meeting Room
3rd floor, City Hall
2:00 o'clock p.m.

1. **CALL TO ORDER**

2. **DECLARATIONS OF CONFLICT**

3. **MINUTES**

Adoption of the minutes of the Committee meeting held on June 12, 2013
(previously distributed).

Notes from the July 3, 2013, and August 7, 2013 informal meetings of SAC
attached.

4. **BUSINESS ITEMS**

4.1 **SAC "Draft" Annual Report to the Social Development, Health & Culture Standing Committee**

The Revised "Draft" Annual Report- *attached.*

4.2 **SAC Revised Mandate/Terms of Reference**

The SAC Revised Mandate/Terms of Reference-2013 - *attached.*

4.3 **SAC Age-Friendly Windsor Action Plan**

The Draft "Age-Friendly Windsor Action Plan, Livability, Lifestyles and Well Being 2nd Report to the Community 2014-2017" - *attached.*

4.4 **SAC 2014 Budget**

2014 SAC Budget Template provided by the Manager, Operating Budget Development & Financial Administration - *attached.*

4.5 **Web Hostin omain Name Renewal Invoice**

Motion to approve \$118.57 payable to the Windsor Public Library for web hosting and domain name renewal.

4.6 Confirm and Ratify the following e-mail poll sent June 13, 2013:

That APPROVAL BE GIVEN to an expenditure in the upset amount of \$1,200 (50% of the cost) for Jill Cadarette to attend the Global Age-Friendly Conference to be held in Quebec City from September 9-11, 2013, and further, that the Canadian Mental Health Association Windsor-Essex County Branch will provide the additional \$1,200 for a total cost of \$2,400.

5. REPORTS

5.1 Sub-Committee Reports:

(a) Advocacy

October 1, 2013 - International Day of Older Persons flag raising with CARP Windsor-Essex Chapter, Community Consultations, Community Conversations United Way

(b) Communications and Promotions

Budget 2014 as submitted, Budget 2013 - status

(c) Policies & Procedures

SAC Terms of Reference

(d) Age Friendly Communities

Age Friendly Network and Action Plan

6. DATE OF NEXT MEETING

The next meeting will be held on December 4, 2013 at 9:30 o'clock a.m. in the Town of Walkerville Meeting Room, 3rd floor, City Hall.

7. ADJOURNMENT

