

**AGENDA**  
**AGE-FRIENDLY WINDSOR WORKING GROUP (AFWG)**

Meeting held Thursday, May 7, 2026  
at 9:30 a.m. in Room 140, 350 City Hall Square West

**1. Call to Order**

Welcome. Members to briefly introduce themselves.

**2. Declaration of Conflict**

**3. Adoption of the Minutes**

Adoption of the minutes of the meeting held November 26, 2025 – *attached*.

**4. Business Items**

**Business Arising from the Minutes**

**4.1 Transit Windsor Update**

Status update on the invitation to the Speaker Series; invitation has been delayed while Transit Windsor updates software and internal processes. Next steps and revised timeline will be discussed.

**4.2 Speaker Series & Community Engagement (2026 planning)**

Identify topics of interest and potential speakers/partners and discuss possible dates and locations for the 2026 Speaker Series.

**4.3 Website/Communications Subcommittee update (Roxanne, Tom, Cindy).**

Provide an update on website content, communications plans, and any items requiring AFWG input or approval.

**4.4 Follow-up items from the November 2025 meeting.**

Share updates and determine next steps on: (1) volunteer opportunities with the City of Windsor, (2) overview of City of Windsor departments and their roles, and (3) services available specifically for seniors through the City of Windsor.

**5 New Business / Other Items**

**5.1 2025 Annual “Year in Review” Report.** Review highlights of the *attached* report

**5.2 2026 Budget Discussion and Next Steps**

There is a balance of \$10,000 in the operating budget. Review anticipated costs and priorities, including funding allocated for the Community Speaker Series (\$6000.00) and other initiatives/expenses; confirm decisions and required actions.

**5.3 Age Friendly Communities Outreach Program – Virtual Conference Update**

Debrief the virtual conference held March 21–23, 2026, including key takeaways, resources shared, and opportunities for follow-up.

**5.4 Art Your Service (virtual resource) – Information Sharing**

Share information on the Online Community for Thriving Older Adults and discuss whether/how to promote it through AFWG channels.

**5.5 Flag raising for Seniors Month (June) – Updates on status of application.**

**6. Round Table**

**7. Date of Next Meeting**

The next meeting will be held Thursday, August 6, 2026, at 9:30 a.m. in a room to be determined.

**8. Adjournment**

**AGE-FRIENDLY WINDSOR WORKING GROUP (AFWWG)**

Meeting held November 26, 2025

A meeting of the Age Friendly Windsor Working Group is held this day commencing at 9:30 o'clock a.m. in Room 522a, there being present the following members:

Larry Duffield  
Andrea Grimes  
Cindy Matchett  
Roxanne Tellier  
Tom Wilson

***Regrets received from:***

Gerald Corriveau

***Also present are the following resource personnel:***

Kara Kristoff, Chair and Supervisor Community Programming  
Christina Ritorto, Client Support & Staff Development Coordinator  
Kait Authier, Coordinator Programming  
Laura Ash, Project Lead, Parks Development  
Karen Kadour, Committee Coordinator

**1. Call to Order**

The Chair calls the meeting to order at 9:30 o'clock a.m. and the Age Friendly Working Group considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

**2. Declaration of Conflict**

None disclosed.

**3. Adoption of the Minutes**

Moved by Roxanne Tellier, seconded by Tom Wilson,  
That the minutes of the meeting of the Age Friendly Windsor Working Group held  
May 14, 2025, **BE ADOPTED** as presented.  
Carried.

## 4. Business Items

### 4.1 Business Arising from the Minutes

#### **Transit Windsor follow-up and future departmental updates**

Kait Authier, Coordinator Programming advises in speaking with David Calibabba, Manager Sales and Marketing at Transit Windsor, advised he would provide a presentation to interested community members regarding services that are available. She adds that the topics of concern relate to purchasing a bus pass or tickets, the current bus rates and what services are available.

The Chair reports that David Calibabba has offered to attend a future meeting of the Working Group to provide answers to questions posed by the committee.

Larry Duffield suggests mapping out a work plan for the remainder the term.

The Chair asks if there are other areas within the Corporation that would be of interest to the Working Group as it relates to senior's concerns and the following comments are provided:

- Request for information regarding the Snow Angels Program and other volunteer opportunities.
- Overview of City Departments and what they do including community centres.
- A request for speakers from Parks and Recreation and Transit along with Housing and Social Services.
- Suggestion to ask departments what they do for seniors.
- Concern is expressed regarding the lack of exercise facilities for seniors in the downtown core.
- Recommendation to teach the basics of playing pickleball which can be publicized at the various city libraries.

#### **Community Engagement & Speaker Series**

The Chair proposes that the next Community Engagement & Speaker Series will include sessions with Transit Windsor and Recreation.

Discussion ensues regarding the venue and the various costs associated with the event including advertising through marketing and printing.

Moved by Larry Duffield, seconded by Roxanne Tellier,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$6,000 from the 2025 Operating Budget for costs associated with the Community Engagement and Speaker Series Event to be held in March 2026 as follows:

- Rental space
- Light refreshments and snacks
- Swag, marketing and printing costs.

Carried.

#### **4.2 Budget Discussion – 2025 Operating Budget**

The Chair advises as there are additional Operating Budget funds available, suggests providing donations to two charitable organizations. The following charitable organizations are proposed – “Home Instead” and Elder College.

Moved by Cindy Matchett, seconded by Roxanne Tellier,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$4,352.79 (to be equally divided) from the 2025 Operating Budget for donations to the following organizations:

- Home Instead
- Elder College

#### **5. Round Table Updates**

Christina Ritorto reports that the Annual Tree Lighting ceremonies will be held on December 2, 2025, at Optimist Community Centre and at Gino Marcus Community Centre on December 4, 2025.

Kait Authier remarks that the Bright Lights Festival begins on November 28, 2025, and runs until January 7, 2025. She advises that the city is offering free mobility tours to anyone who may have a barrier to mobility of any sort and adds that preregistration is required. She further indicates that Jackson Park will be open on Monday, Wednesday and Friday mornings from 7:00 a.m. to 9:00 a.m. (preregistration is required) to allow for a walking club.

#### **6. Date of Next Meeting**

The next meeting will be held on a date to be determined in January 2026.

**7. Adjournment**

There being no further business, the meeting is adjourned at 11:31 o'clock a.m.



THE AGE FRIENDLY WINDSOR WORKING GROUP  
2025 Year in Review

The Age Friendly Windsor Working Group (AFWG) believes that the community should allow residents to have multiple opportunities for healthy aging and a full range of supports to assist them.

### **Mandate**

- Review projects in partnership with City administration to ensure the process of continual improvement and enhancing age-friendliness.
- Work in partnership with City administration to develop an Action Plan to enhance Windsor's status as an Age-friendly community.
- Solicit input for issues that affect local seniors.
- Identify barriers to access by seniors to City services and programs.
- Form partnerships and building relationships in the community to educate, inform and improve quality of life for seniors.
- Make recommendations and provide advice to City administration regarding strategies that could be used by City administration to address the needs of seniors in the City of Windsor.
- Assist with community consultations facilitated by administrative staff.

### **The Membership of the Age Friendly Windsor Working Group for the term of 2023 to 2026:**

The Age-Friendly Windsor Working Group consists of 8 members, including six community members and two City administration (one from Recreation and one from Parks). No City Councillor will sit on the Age-Friendly Windsor Working Group.

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|--------------------|---|
| • Gerald Corriveau | • Roxanne Tellier                           |
| • Larry Duffield   | • Tom Wilson                                |
| • Andrea Grimes    | • City Administrator – Kara Kristof (Chair) |
| • Cindy Matchett   | • City Administrator – Cristina Ritorto     |

### **Overview of Accomplishments**

- Advanced the City of Windsor's Age Friendly Action Plan through cross-departmental collaboration, ensuring senior needs were considered in recreation, parks, transportation, and community programming decisions.
- Strengthened partnerships with community organizations, agencies, and service providers to better align programs and services supporting older adults across Windsor. Strategic budget use to support seniors and community partners — Members approved budget expenditures for the engagement series as well as donations to senior-focused organizations ("Home Instead" and Elder College) to strengthen community support.
- Supported the expansion and promotion of inclusive, age-friendly recreation and social programs aimed at reducing isolation and increasing participation among older adults, including June is Recreation and Parks Month with the Parks, Recreation and Facilities Department.
- AFWG continued connections with the Ontario Age-Friendly Communities Outreach Program, through the Centre for Studies in Aging & Health at Providence Care, who will help the group pave a way forward with age friendly work in Windsor.
- Advanced community engagement and planning for age-friendly programming — The group planned a Community Engagement & Speaker Series focused on seniors' needs with presentations from Transit Windsor and Recreation and approved a budget to support this event in March 2026.