

**Senior Advisory Committee Meeting
AGENDA**

Thursday, January 25, 2018, 6:00 pm
Tecumseh Town Hall
www.tecumseh.ca

Pages

1. **CALL TO ORDER**
2. **ROLL CALL**
 - a. Election of Chair and Vice Chair
3. **DISCLOSURE OF PECUNIARY INTEREST**
4. **DELEGATIONS**
5. **COMMUNICATIONS**
 - a. Senior Advisory Committee Minutes
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 - b. Senior Advisory Committee Terms of Reference 5 - 7
 - c. Senior Advisory Committee 2018 Budget 8 - 8
6. **REPORTS**
7. **UNFINISHED BUSINESS**
 - a. Senior Community Grant
 - b. Senior Services Directory
8. **NEW BUSINESS**
 - a. 2018 Project Planning
 - b. Ontario Sport and Recreation Communities Fund
 - c. Fall Prevention Clinic 9 - 9
9. **NEXT MEETING**
10. **ADJOURNMENT**

**MINUTES OF A MEETING OF THE SENIOR ADVISORY COMMITTEE FOR THE
TOWN OF TECUMSEH**

A meeting of the Senior Advisory Committee (SAC) for the Town of Tecumseh was held on Thursday, November 30, 2017, in the Council Chambers at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 6:00 p.m.

(SAC 11-1)

ORDER

The Manager Committee & Community Services calls the meeting to order at 6:07 p.m.

(SAC 11-2)

ROLL CALL

Members Present:	Member	- Dara Pfeifer O'Connor
	Member	- Nancy Tennant
	Member	- Michelle Philion

Also Present:	Manager Committee & Community Services	- Christina Hebert
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Absent:	Vice-Chair	- Paul Morand
	Chair	- Doug Drouillard

(SAC 11-3)

DISCLOSURE OF PECUNIARY INTEREST

None Reported.

(SAC 11-4)

DELEGATIONS

None.

(SAC 11-5)

COMMUNICATIONS

Minutes

A. Senior Advisory Committee Meeting held October 26, 2017

Motion:	(SAC-26/17) Moved by	Member Nancy Tennant
	Seconded by	Member Dara Pfeifer O'Connor

That the Minutes of the Senior Advisory Committee meeting held October 26, 2017, be approved.

Carried

(SAC 11-6)

REPORTS

None.

(SAC 11-7)

UNFINISHED BUSINESS

Community Safety Workshop

Details respecting the Understanding Power of Attorney for Personal Care and Property workshop to be held on December 7, 2017 are discussed. The workshop will commence at 10:00 am.

Community Safety Officer Karen Sinnaeve and R. Craig Stevenson from R. Craig Stevenson Law Office will be in attendance.

Member Dara Pfeifer O'Connor confirms tables and chairs will be set up at the Golden Age Club, along with coffee and tea provided. The Manager Committee & Community Services will arrange for light refreshments and water.

A suggestion is made for paper and pens to be available for the participants for note taking purposes.

The promotional flyer for the workshop is available on the Town's website and social media pages, and has been shared with various community partners.

The Members are encouraged to continue to promote the workshop to persons who may be interested in attending.

Senior Services Directory

Member Nancy Tennant advises she assisted Administration in cross-referencing the information compiled to date against the City of Revelstoke directory template to determine what classification of services are lacking.

She offers to conduct further research on the areas found to be deficient for inclusion in the Senior Services Directory.

Seniors Community Grant Program

The Members are advised that the twenty-five (25) memberships for Life After Fifty (LAF) have been issued and there is a wait list for those who are interested in receiving a membership, should funds be available.

Regrettably, transportation to the LAF Holiday Bazaar was cancelled due to no interest.

However, registrations are being received from persons interested in attending the Sgt. Wilson Dinner Show on December 8, 2017. Promotion for the upcoming social event is available on the Town's website and social media pages, as well as shared with various community partners.

Continued promotion by the Committee for the Sgt. Wilson Dinner Show event is encouraged.

As a reminder, LAF events are currently being organized for early 2018 and will be shared once available for the Members to select the next social event.

(SAC 11-8)

NEW BUSINESS

Age Friendly Conference

Member Nancy Tenant discusses information she received at the Age Friendly Conference held on November 3, 2017 at the WFCU Centre.

The Conference discussed topics such as affordable housing, safety on the streets, and the importance of the 'buddy system'.

She also advises of the Amherstburg Community Services program which is a non-profit organization that provides a variety of services to the residents, such as help for seniors and meals on wheels.

(SAC 11-9)

NEXT MEETING

The next meeting of the Senior Advisory Committee will be held Thursday, January 25, 2018 at 6:00 p.m.

(SAC 11-10)

ADJOURNMENT

Motion: (SAC-27/17)	Moved by	Member Nancy Tenant
	Seconded by	Member Michelle Philion

That there being no further business, the November 30, 2017, meeting of the Senior Advisory Committee be adjourned at 7:12 p.m.

Carried

Doug Drouillard, Chair

Paul Morand, Vice-Chair

1. Background

The Tecumseh Senior Advisory Committee (TSAC) will be an advisory body to the Council and Administration of the Town of Tecumseh (Town) and shall be subject to an annual review during the budget process.

2. Purpose

The TSAC will:

- a. provide advice to Council and Administration of the Town on issues that affect area seniors;
- b. work with Town departments, agencies and organizations for the purpose of improving the quality of life for senior residents in Tecumseh;
- c. solicit input and act as a public forum for issues that affect local seniors; and
- d. identify barriers of access to seniors to Town services and programs.

To fulfill this mandate, the TSAC will strive to develop and maintain a positive liaison with other individuals, groups, agencies, organizations, etc., who are addressing issues of concern to local seniors.

3. Authority

The TSAC will report directly to the Director Corporate Services & Clerk, or designate, and is advisory to Council and Administration.

4. Duties and Responsibilities

- a. provide relevant input into policy development;
- b. act as an advisory committee to the Town on issues brought to the TSAC, as well as research issues brought forward by the TSAC;
- c. interact and develop partnerships and liaisons with other Town committees;
- d. raise awareness about the TSAC and its initiatives, as well as other senior-serving organizations and activities;
- e. provide an annual report of achievements and future goals to Council at the end of a TSAC appointed term;
- f. provide minutes of their meetings to the next Regular Council Meeting Agenda;
- g. advocate on behalf of seniors concerns affecting policies, services and facilities for seniors delivered by and funded by all levels of government;
- h. promote and advocate, wherever appropriate, the concept of healthy aging by encouraging improved and responsive programs and services in a timely fashion;

- i. increase awareness to Council and Administration on issues, concerns and challenges faced by seniors from a diversity of backgrounds (i.e. race, colour, religion, culture, sexual orientation, socio-economic status, family status, place of origin, marital status or disability); and
- j. ensure that a variety of outreach methods are utilized in order to reach seniors from the community.

5. Composition

The TSAC will be composed of senior citizens over the age of 60 who reside in the Town, as approved by the Director Corporate Services & Clerk and appointed by Council.

6. Tenure of Members

TSAC members shall be appointed for a term that coincides with the term of Council, expiring on November 30th of the year in which a municipal election is held unless provided by a resolution of Council. Members may remain on the TSAC as long as they are able to fulfill their duties and meet the eligible requirements of the Committee.

Resigning members must submit written notice one (1) month prior to their last intended meeting. An exiting interview may be conducted.

7. Attendance

In order to facilitate the goals of the TSAC, members are expected to attend all meetings. Members must provide a valid reason for an excused absence. An excused absence is considered as an illness, emergency and prior commitments deemed at the discretion of the TSAC.

Whenever possible, members should notify the Director Corporate Services & Clerk at least 24 hours in advance of a meeting if they know that they will be absent. If this is not possible, members should make every effort to contact the Director Corporate Services & Clerk in regards to the reason for their absence.

If a member misses three (3) consecutive meetings with “unexplained absences,” the Director Corporate Services & Clerk will contact the member to see if there are unknown circumstances. If the absences continue after the contact, the member will be deemed to have resigned from the TSAC.

Event attendance is mandatory and the same procedure applies to events as to the meetings.

8. Meetings

TSAC members will meet at Town Hall on the last Thursday of each month at 6:00 p.m. in the Council Chambers.

Quorum is one half of the current membership of the TSAC, plus one (1).

Meetings will be held in accordance with the Town's Procedural By-law No. 2017-62.

9. Chairperson

A Chairperson will be elected by vote of the TSAC at the end of each meeting to serve as the Chairperson for the next scheduled meeting.

If the Chairperson is unable to attend a meeting, a new Chairperson will be selected by vote at the beginning of the meeting.

When called upon by Administration to attend Council or Public meetings, not less than two (2) TSAC members will represent the TSAC.

10. Financial Reporter

Any interested member can fill the Financial Reporter position by approval of the TSAC. The Financial Reporter will serve a term of one (1) year and will update the TSAC on the status of the budget at the beginning of every meeting.

Duties also include reminding TSAC members when to hand in expense claim forms, keeping track of funds left in the budget and noting various expenses and expenditures. The Financial Reporter will be in regular contact with the Director Corporate Services & Clerk and update the TSAC as to their current budget status.

11. Support

The Corporate Services & Clerks Department shall be primarily responsible for administrative support for the TSAC. Other Town Departments may also provide support, advice and assistance when consulted.

Town of Tecumseh
2018 Approved Budget
Seniors Advisory Committee 1281

	2016 Year End Actuals	2017 Year End Forecast	2017 Approved Budget	2018 Approved Budget	\$ Change	% Change	2019 Forecast	2020 Forecast
11 General Operating								
REVENUES								
Grants								
4-2100 Ontario Specific Grants		6,640						
Total Grants		6,640						
Revenues Before Transfers		6,640						
TOTAL REVENUES		6,640						
EXPENDITURES								
Maintenance Materials & Supplies								
5-2400 Materials & supplies		283						
Total Maintenance Materials & Supplies		283						
Contract Services								
5-2170 Bus Service Events		2,475						
Total Contract Services		2,475						
Other								
5-2250 Miscellaneous Service		614	2,500	5,000	2,500	100.00%	5,000	5,000
5-5070 Meetings (meals)		518						
5-5610 Advertising		1,000						
5-5670 Field Trips		4,250						
Total Other		6,382	2,500	5,000	2,500	100.00%	5,000	5,000
Expenditures Before Transfers		9,140	2,500	5,000	2,500	100.00%	5,000	5,000
TOTAL EXPENDITURES		9,140	2,500	5,000	2,500	100.00%	5,000	5,000
NET EXPENDITURES		2,500	2,500	5,000	2,500	100.00%	5,000	5,000



FALLS PREVENTION SCREENING

April 27, 2017

9:30 a.m. to 12 p.m.

Kingsville Community Centre
1860 Division Road North



Anyone can fall... Prevent it from happening to you!

Get screened today. Participate in a 20 minute falls prevention screening if you:
Have difficulty getting around | Live alone or in assisted living | Want to remain independent
Have had a fall or a near fall | Have a fear of falling | Want to maintain or improve balance



BENEFITS

The Falls Prevention Screening will:

Assess what may be putting you at risk of falling.

Educate you on how to reduce your risk of falling.

Connect you to community programs and health services.

Following your visit, you will receive your own falls prevention plan that you can follow to help reduce your risk of falling, stay healthy, and independent!



Windsor Essex Community Health Centre
Centre de santé communautaire de Windsor Essex
weCHC
Supporting the Vulnerable

For further information, contact

519-258-2146 ext. 3100 or 519-997-2823 ext. 341