



**Burlington Seniors' Advisory Committee Meeting  
Agenda**

**Date:** April 15, 2019  
**Time:** 10:00 am  
**Location:** Burlington Music Centre - Community Room  
2311 New Street

Pages

**1. Declarations of Interest:**

**2. Approval of Minutes:**

2.1 Approval of Minutes from meeting held March 18, 2019.

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**3. Delegation(s):**

3.1 Michelle Dwyer, Corporate Public Involvement Coordinator

To provide information regarding the city's engagement charter/plan, engagement team and engagement tools.

**4. Regular Items:**

4.1 Finalize 2019 work plan

4.2 Communication subcommittee update

4.3 Advocacy subcommittee update

4.4 Burlington Active Aging Plan webpage review

4.5 Roundtable stakeholder update

a. Canadian Association for Retired Persons (CARP) - Tom

b. Burlington Public Library - Heather

c. Burlington Lighthouse Project - Wendy Moraghan

d. Burlington Inclusivity Advisory Committee (BIAC) - Jim

- e. Burlington Accessibility Advisory Committee (BAAC) - Sheila
- f. Halton Older Adult Advisory Committee (OAAC) - Jim Thurston (quarterly)
- g. Integrated Transportation Advisory Committee (ITAC) - Tom

5. **Other Business:**

6. **Adjournment:**



## **Burlington Seniors' Advisory Committee Meeting**

### **Minutes**

Date: March 18, 2019  
Time: 10:00 am  
Location: Burlington Music Centre - Community Room  
2311 New Street

#### **1. Members Present:**

April Begg Goodis (Chair), Jim Young (Vice Chair), Carol Scanlon, Alexandra Edwards, Robert Lovell, Carmen Menard, Dave Beck, Heather Wray, Sheila Burton

#### **2. Member Regrets:**

Kim Routledge, Tom Carrothers, Wendy Moraghan

#### **3. Others Present:**

Councillor Shawna Stolte, Mandy Newnham, Lisa Palermo (Clerk)

#### **4. Declarations of Interest:**

None.

#### **5. Approval of Minutes:**

5.1 Minutes from the meeting held February 11, 2019 were approved.

#### **6. Delegation(s):**

None.

#### **7. Regular Items:**

7.1 Draft 2019 work plan

Advocacy subcommittee provided some themes for consideration for the 2019 workplan:

Transportation/Transit

- get seniors on public transit
- promote transit pilot project
- provide age friendly lens to transportation and transit

#### Social Inclusion

- re-visit community centres with a social inclusion lens this time.
- outreach to diverse communities, develop a multicultural lens (what are the needs of the diverse communities? are the needs being met?)

#### Outdoor Spaces

- age friendly experience of outdoor spaces via site visits

Communication subcommittee provided some themes for consideration for the 2019 workplan:

- creation of targeted communication of senior services
- create an information piece (flyer) regarding free transit, split passes and relevant transit information. (consider distribution via tax clinics, lottery kiosks, grocery stores, community events)
- review city communication channels and make recommendations (i.e. city website information that is unclear or links to pages under construction)
- gather feedback from the community via face to face meetings (consider grocery stores, music in the park, circle of friends, community centres, libraries, etc.)
- create a visual presence in the Burlington Seniors' Centre and other recreation centres (consider travelling display containing BSAC mandate, role, upcoming events, etc.)
- consider a BSAC Corner communication piece in the Centrepiece, Park and Recreation Guide, Library Guide and Welcome Wagon.
- create an event/communications to support Seniors' Month in June.
- set-up a display at the Burlington Performing Arts Centre during performances by the Footnotes.
- invite communication department staff to a BSAC meeting
- send a letter to city departments introducing BSAC. Include a survey to gauge what departments are doing with respect to seniors' and offer suggestions for a seniors' lens

#### 7.2 Appointments to Halton Older Adult Advisory Committee and Burlington Lighthouse Project

Jim Thurston appointed as the BSAC liaison to the Halton Older Adult Advisory Committee and will report back to BSAC on a quarterly

basis. Wendy Moraghan appointed as the BSAC liaison to the Burlington Lighthouse Project.

### 7.3 Advocacy subcommittee update

The advocacy subcommittee will review the themes discussed during the work plan session and provide a more detailed plan for consideration at the next meeting.

### 7.4 Communication subcommittee update

The communication subcommittee will review the themes discussed during the work plan session and provide a more detailed plan for consideration at the next meeting.

BSAC will attend the following events:

- Mar. 26, St. Matthews (Kim to attend)
- Apr. 15, housing symposium at the Holiday Inn. (April, Rob, Sheila and Carmen to attend)

### 7.5 Burlington Seniors' Centre feedback and collaboration

Upon request by April, Mandy clarified that Burlington Seniors' Centre memberships were replaced by Burlington Senior Services memberships a few years ago. The new membership permits cardholders access to services across the city. Mandy encouraged members to attend roundtables being arranged for the Fall to gather input on senior services.

### 7.6 Burlington Active Aging Plan webpage review

Mandy will send members draft templates of the Burlington Active Aging Plan webpage for review and comment. Members are asked to provide their feedback on the proposed templates.

### 7.7 Roundtable / Stakeholder update

Heather relayed that the Burlington Public Library was the recipient of a Community Foundation grant for seniors programming, staff training and the development of cognitive care kits. Heather also advised members about the VolunTech program offered at the libraries where teen volunteers teach residents how to use their smartphone, tablet or laptop.

## 8. Other Business:

- Members agreed that moving forward, delegations and staff would be provided a maximum of 30 minutes (includes 10 minute presentation plus

discussion) at BSAC meetings in an effort to use meeting time more effectively.

- Lisa to invite the city's engagement coordinator to the next meeting to provide an overview of their role and information regarding the various engagement tools available.

**9. Adjournment: 12:06 p.m.**