



Age-Friendly Communities Steering Committee

Boardroom, Court House, 1 Huron Street
Stratford
9:00 AM

September 30, 2015

Council Present:

- Julia Opie, Accessibility Coordinator, Perth County
- Kristin Sainsbury, Economic Development Coordinator, Perth County
- Allan Rothwell, Director of Planning, Perth County
- Pat Berfelz, Clerk, North Perth
- Theresa Campbell, Clerk, Perth East
- Martin Feeney, CBO Perth South
- Vince Judge, Councillor, North Perth
- Cheryl Matheson, Councillor, West Perth
- Rhonda Ehgoetz, Councillor, Perth County
- James Aitcheson, Deputy Mayor Perth South
- Robert Wilhelm, Warden, Perth County
- Shirley Koch, Southwest CCAC
- Tracy Allan-Koester, Dir Community Health, PDHU
- Sheri Gilhula, Public Educator Coordinator
- Teri Shackleton, Occupational Therapist
- Jeff Brick, CAO, Municipality of West Perth
- Pauline Walkom, Administrative Support Clerk, Perth County

1. Introductions

A round table of introductions of Committee members was held.

2. Nomination of a Chair

2015-001

Moved By: Councillor Vince Judge

Seconded By: Councillor James Aitcheson

THAT Cheryl Matheson is nominated as Chair for Age Friendly Communities Steering Committee;

Carried

3. Confirmation of the Agenda

2015-002

Moved By: Councillor James Aitcheson

Seconded By: Councillor Vince Judge

THAT the Age-Friendly Communities Committee agenda for September 30, 2015 be approved as circulated, with the following additions;

1. Application for Appointment to Committee - Patricia Graham

Carried

3.1 Application for Appointment - Patricia Graham

2015-003

Moved By: Councillor Rhonda Ehgoetz

Seconded By: Tracy Allan-Koester

THAT Patricia Graham's application for Appointment to the Age Friendly Communities Steering Committee is approved;

Carried

4. Disclosure of Pecuniary Interest

5. Purpose of the Age Friendly Communities Planning Grant

Kristin Sainsbury is now present.

5.1 Age Friendly Community Planning Grant PowerPoint Presentation

A power point presentation was provided for the Committee by Julia Opie, Accessibility Coordinator.

5.2 Report To Council - Age-Friendly Community Planning Grant – Provided for information

5.3 "Global Age-Friendly Cities: A Guide" – Provided for Information

6. Role of the Committee

6.1 Age-Friendly Communities Steering Committee Terms of Reference 2015-004

Moved By: Rhonda Ehgoetz, Councillor Perth County

Seconded By: James Aitcheson, Deputy Mayor Perth South

THAT the Terms of Reference (TOR) for the Age-Friendly Communities Committee be received;

Carried

6.2 Project Work Plan/Goals/Next Steps

Julia Opie provided an overview on the Project Work Plan.

6. Role of the Committee

6.4 Age-Friendly Steering Committee Members List – For Information

6.3 Accessing Resources in Future - Dropbox

Julia Opie provided information to the Committee regarding how to use the Dropbox feature for the County of Perth.

7. Development of a Request for Proposal (RFP) Process for a Consultant

7.1 Request For Proposal Template

2015-005

Moved By: Rhonda Ehgoetz, Councillor Perth County

Seconded By: Vince Judge, Councillor North Perth

THAT the Request For Proposal Information be received for information;

Carried

8. Set Meeting Dates And Locations

Next Meeting: November 16, 2015 - 1:00 PM - Location: Municipality of North Perth

Future Dates: April September and November 2016 – To be determined

AFC Consultant Selection Sub-Committee

Councillor Rhonda Ehgoetz, Kristin Sainsbury, Julia Opie, Allan Rothwell, Vince Judge, Sheri Gilhula (to confirm)

Outline of RFP Submissions:

Friday, 16 October 2015 – RFP submissions due

Wednesday, 21 October 2015 @ 1 p.m. – review applications and select those for interview

Wednesday, 28 October 2015 @ 9 a.m. – 4 p.m. – Interviews

Monday, 2 November 2015 – Award Contract

9. Adjournment

Moved By: Councillor Vince Judge

Seconded By: Councillor Rhonda Ehgoetz

THAT the Age Friendly Steering Committee meeting adjourn at 10:11 AM;

Carried

Pauline Walkom, Recording Secretary

Cheryl Matheson, Chair