



Advisory Committee on Aging

Room 4402, 4th Floor, Jubilee Centre
9909 Franklin Avenue, Fort McMurray, AB T9H2K4

Monday, June 12, 2023
2:00 PM

Agenda

1. **Call to Order**
2. **Adoption of Agenda**
3. **Minutes of Previous Meetings**
 - 3.1. Advisory Committee on Aging Meeting - May 11, 2023
4. **New and Unfinished Business**
 - 4.1. Administrative Updates
 - Snow Angels
 - Senior's Week
 - Age-Friendly Work Plan
 - Accessibility Audit
 - 4.2. Senior's Resource Committee Updates
 - 4.3. Emerging Issues and Trends
 - 4.4. Information Updates

Adjournment

Minutes of a Meeting of the Advisory Committee on Aging held in Room 4402 at the Municipal Offices in Fort McMurray, Alberta, on Thursday, May 11, 2023, commencing at 2:00 PM.

Present:

Henry Hunter, Chair, Wood Buffalo Housing Representative (via MS Teams)
 Ken Ball, Councillor (via MS Teams)
 Carolyn Evancio, Seniors Resource Committee Representative
 Darline Reid, Alberta Health Services Representative (via MS Teams)
 Denise Wilkinson, Senior-At-Large – Urban (via MS Teams)
 Janice Eisenhauer, Public-At-Large
 Ken Saunderson, Golden Years Society Representative
 Luana Bussieres, St. Aidan's House Society Representative

Absent:

Clement Mercredi, Indigenous Representative

Administration:

Deanne Bergey, Director, Community and Protective Services
 Isela Contreras-Dogbe, Supervisor, Community and Protective Services
 Heidi Major, Department Administrator, Community and Protective Services
 Jade Brown, Chief Legislative Officer
 Destiny Hilliard, Clerk, Legislative Services

1. Call to Order

As the Chair was in attendance electronically, Vice Chair Luana Bussieres assumed Chair of the meeting and called the meeting to order at 2:03 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

| | |
|------------------|--|
| RESULT: | CARRIED [UNANIMOUS] |
| MOVER: | Carolyn Evancio |
| SECONDER: | Ken Saunderson |
| FOR: | Ball, Bussieres, Eisenhauer, Evancio, Hunter, Reid, Saunderson, Wilkinson |
| ABSENT: | Mercredi |

3. Minutes of Previous Meetings

3.1. Advisory Committee on Aging Meeting - April 13, 2023

MOTION:

THAT the Minutes of the Advisory Committee on Aging Meeting held on April 13, 2023, be approved as presented.

| | |
|------------------|---|
| RESULT: | CARRIED [UNANIMOUS] |
| MOVER: | Ken Saunderson |
| SECONDER: | Janice Eisenhauer |
| FOR: | Ball, Bussieres, Eisenhauer, Evancio, Hunter, Reid, Saunderson, Wilkinson |
| ABSENT: | Mercredi |

4. New and Unfinished Business

4.1. Administrative Updates

Snow Angels

Heidi Major, Department Administrator, provided an update on the Snow Angels Program noting the program is complete for the season, and that a presentation of the 2022-2023 statistics will be held later in the year. It was further noted that a kick-off event will be held in the Fall of 2023 to engage volunteers to participate in the Snow Angels Program for 2023-2024.

Seniors Week

Heidi Major, Department Administrator, provided an update on Seniors Week scheduled for June 5th - June 11th and outlined the events scheduled throughout the week in both the urban and rural communities. It was noted that the Senior of the Year will be announced during opening ceremonies on June 5th.

Age-Friendly Work Plan

With Consensus of the Committee, the Age-Friendly Work Plan Update was deferred to come forward during item 4.5 on the agenda.

Accessibility Audit

With Consensus of the Committee, the Accessibility Audit Update was deferred to be discussed following item 4.7.

4.2. Wood Buffalo Regional Library – Strategic Planning Engagement

Melissa Redden and Shauna Murray, Wood Buffalo Regional Library, spoke to the libraries current Strategic Planning Engagement and engaged Committee Members on various topics through the engagement process.

4.3. Workplan Committee Update

Carolyn Evancio, Committee Member, noted that a few meetings occurred to plan for the Age-Friendly Gathering however indicated that more work is required to review the ongoing items to assess whether there are changes to be made or successes to be celebrated, and to discuss any potential delays as it relates to the workplan.

Isela Contreras-Dogbe, Supervisor, Community and Protective Services, noted that Administration will be reviewing the information included in the grant reports received and will be gathering the information to populate the various actions contained within the workplan. It was further indicated that they are meeting with internal departments to identify what initiatives they might be working on to include as well (i.e. communications worked to update the website so that it can be translated to different languages, as well as a seniors button where you can find information related to seniors).

4.4. Senior's Resource Committee Updates

Carolyn Evancio, Committee Member, noted that the next Senior's Resource Committee Meeting is scheduled for May 16th.

4.5. May 9th Age-Friendly Gathering

Carolyn Evancio, Committee Member, provided an overview of the Age-Friendly Gathering that was held on May 9th noting that the gathering consisted of a workplan update, a presentation from the Canadian Mental Health Association, and an update on the smart bus initiative. It was further noted that over 40 seniors were in attendance, including residents from rural areas.

A discussion occurred with respect to funding for various initiatives and the Healthy Aging Alberta Initiative. Luana Bussieres, Vice Chair, noted that corealberta.ca identifies funding opportunities and grant information specific to those in senior serving organizations.

4.6. Aging in Place

Henry Hunter, Chair, and Ken Saunderson, Committee Member, provided an update to the Committee noting that there is a need for a feasibility study for a facility that would house seniors who do not qualify for the living arrangements currently offered at Rotary House or Long-Term Care housing, to address the needs of the increasing senior population.

It was noted that a letter, advocating to the Provincial Government for a plan regarding this, with copies to the local Members of the Legislative Assembly (MLAs) has been drafted and will be brought to the Committee for review prior to a recommendation going forward to Council to request a letter of support in this regard.

Committee Members discussed the additional land surrounding Willow Square.

4.7. Advisory Committee on Aging June Meeting Schedule

Heidi Major, Department Administrator, noted that the next Committee meeting is currently scheduled for June 8th which is amid Seniors Week. Committee Members discussed changing the meeting date.

With Consensus of the Committee, the Advisory Committee on Aging meeting currently scheduled for June 8th will be rescheduled to June 12th at 2:00 p.m.

4.1. Accessibility Audit

Isela Contreras-Dogbe, Supervisor, Community and Protective Services, noted that due to a family emergency of the consultant, this matter will be brought forward for full presentation during the June 12th Committee meeting.

Administration provided an update noting that the project kick-off took place on April 10th with Phase 1 occurring to May 30 to review background reports related to accessibility to identify gaps, etc.

It was further noted that Administration is working with property owners at facilities that were proposed during the public engagement, such as, Vista Ridge, Jubilee Plaza, the municipal office in Janvier, the municipal office in Fort Chipewyan, and the Archie Simpson Arena. Administration also advised that there were also nine privately owned buildings identified through public engagement with three confirmed as having an assessment.

Questions were raised by Committee Members and discussions occurred with respect to Committee Member's concerns related to the project and its delays.

Luana Bussieres, Vice Chair, expressed frustration and disappointment in the project noting that as a member, the concerns, ideas and recommendations from the Committee were not incorporated into the project.

Henry Hunter, Chair, noted that at the end of April 2023, a letter was sent to the CAO regarding the lack of progress of the workplan as well as Administration's support and resources.

4.8. Emerging Issues and Trends

Darline Reid, Committee Member, noted that due to wildfires throughout the province, many seniors have been evacuated and that nine evacuees have been transferred to the region.

Carolyn Evancio, Committee Member, noted that Public Health will vaccinate seniors at no cost with the exception of the Shingles vaccine or vaccines needed to travel outside of the country.

Committee Members and Administration discussed the sections of the Committee Bylaw and Selection Committee Policy surrounding regular attendance expectations of Committee members and the process surrounding leaves.

Concerns were expressed by Committee Members surrounding the process undertaken by Legislative Services regarding attendance matters. Jade Brown, Chief Legislative Officer answered questions of Committee Members and indicated that the process used by the Legislative Services team is intended to support Committee Members, as well as Administration.

Exit

Luana Bussieres, Vice Chair, exited the meeting at 3:35 p.m.

Henry Hunter, Chair, indicated that Legislative Services staff should be communicating with the Chair of Committees prior to reaching out to Committee members directly regarding attendance matters. Administration advised that a gap in process has been identified and noted that further work would be done to ensure Committee members felt supported and apologized.

4.9. Information Updates

Henry Hunter, Chair, noted there are a number of vacancies at Wood Buffalo Housing and Development.

Adjournment

The meeting adjourned at 3:46 p.m.

Chair

Administration Update

Presenter: Heidi Major

Department: Community and Protective Services

Meeting Date: June 12, 2023.



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Snow Angels Program

Update

A summary of the program for the 2022/2023 winter season compared to 2021/2022 winter season:

Challenges

Recruiting and maintaining volunteer involvement in the program continues to be the biggest challenge.

This program is very time consuming both in recruitment and registration.

Downtown homes are the most difficult to cover

Successes

Ongoing recruitment

Having a list of back up volunteers to cover gaps

Great collaboration with Public Works

Low snow fall

More teams worked together to cover a home - This will be worked into future recruitment strategies.



Snow Angels Program

Update

Statistics

2017 was the last year that the Snow Angel's program was 100% volunteer based

2021/2022 year program costs were high due to the number of homes covered by external contractors invoicing to Public Works with;

- 117 seniors registered

- 65 homes covered by 47 volunteers

- 52 homes covered by Public Works



Snow Angels Program

Update

Statistics

2022/2023 year over all program costs 90% from the previous year

Homes covered by Public Works

December 2022 22-28 homes - called out twice

January 2023 22 homes – called out once

February into March 2023 15- 22 homes called out three times

Numbers fluctuated month to month due to ongoing recruitment, volunteers going out of town or leaving the program

116 seniors registered

116 volunteers – however many did not want to cover homes downtown



Snow Angels Program

Update

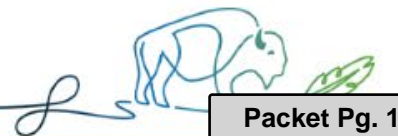
Suggestions

There were many lessons learnt from the previous year which will be carried forward to the 2023/2024 winter season, along with some new suggestions;

- Approach the school boards to implement credits for volunteering for students.
- See if businesses would like to help by donating month thank you draws.
- If capacity were to permit, include more than just seniors.
- Set qualify criteria.

Surveys to both the seniors and volunteers will be sent out soon.

With everything going on we are thinking of combining the year end event with a recruitment event in the fall, to save both time and money, however next year we hope to have the year end celebration before seniors' week in either March or April of 2024.



Seniors' and Elders' Week Updates

Update

Monday, June 5 – Opening Ceremonies by the Seniors Resource Committee was combined with the Council and Mayor's lunch for Seniors' and Elders' Week.

There were over 261 seniors and Elders throughout the region registered for the events with a few people on a wait list.

This year the seniors of the year were selected by two previous seniors of the year, along with an SRC/ACOA committee member; Jack "Torchy" Peden of Fort McMurray and Marjorie Quintal-Adby of Conklin were named.



Questions?



RMWB ACCESSIBILITY AUDIT

Project Overview and Update
May 11, 2023

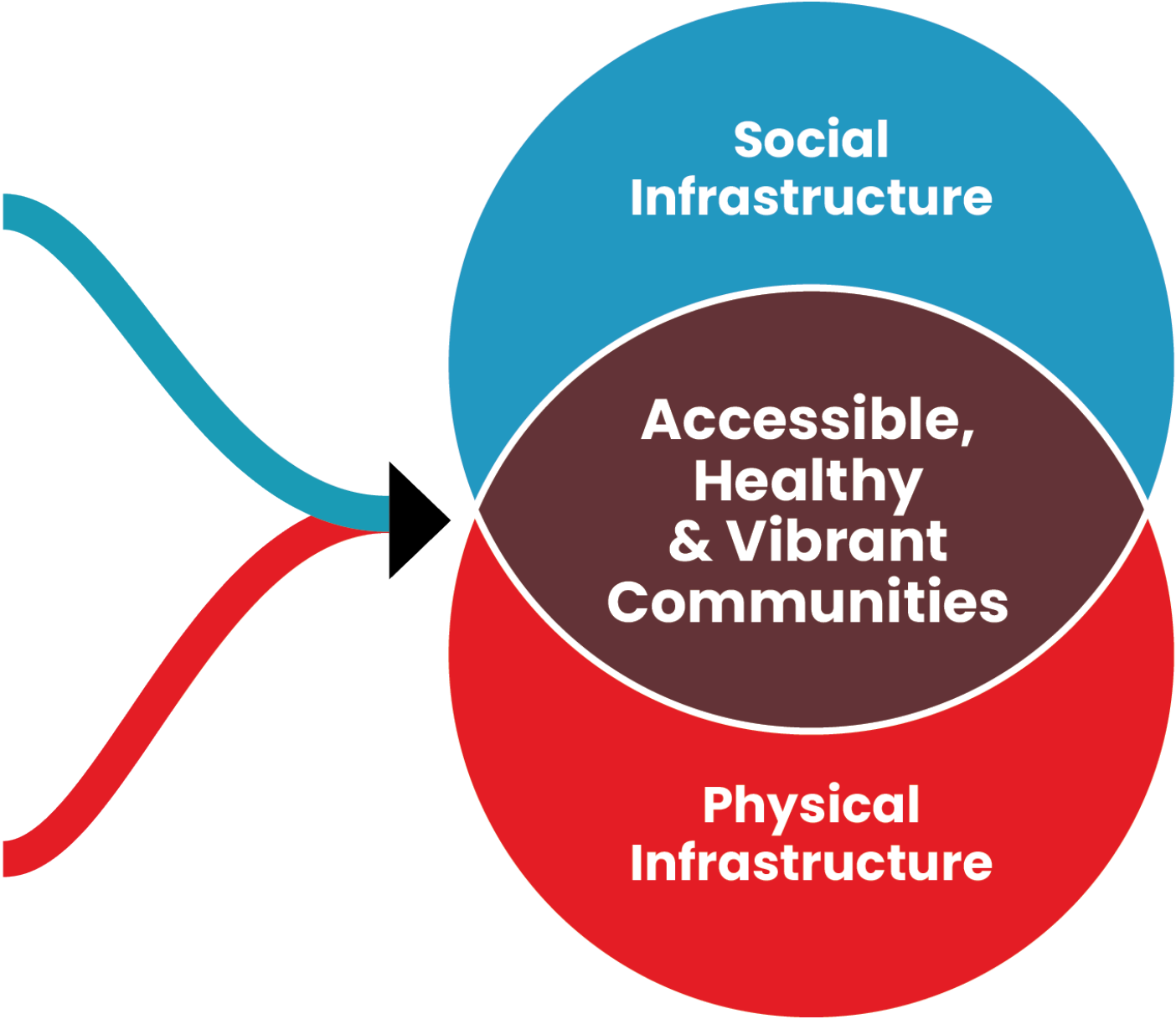
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Introduction

- Urban Matters CCC is a social enterprise dedicated to co-creating inclusive communities where everyone has the opportunity to thrive
- We are part of the Urban Systems Ltd. family, which means we draw upon a very wide range of expertise and resources
- We are a Community Contribution Company (CCC), which means that we dedicate a minimum of 60% of our profits to support community-led projects that advance systems change. We've donated more than \$625,000 since 2016.
- We work to break down barriers to meaningful social and community change by sharing our knowledge as social planners and community development consultants

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S Y S T E M S



OUR WORK SPANS ACROSS THE SPECTRUM OF SOCIAL DETERMINANTS OF HEALTH.



HEALTHY
INFRASTRUCTURE
& SERVICES



SOCIO-
ECONOMIC
CAPACITY
BUILDING



PHYSICAL AND
MENTAL HEALTH
AND WELLNESS



IDENTITY,
CULTURE
& SOCIAL
CONNECTIVITY



HEALTHY EARLY
CHILDHOOD
DEVELOPMENT &
EDUCATION



FOOD
AVAILABILITY &
SECURITY



CLIMATE
CHANGE & THE
ENVIRONMENT

LINKING CONTRIBUTION TO IMPACT GOALS

OUR IMPACT GOALS



Support community-led systems change efforts intended to cultivate social cohesion and foster community resiliency.



Leave the systems that we interact with in better shape once we move on.



Inspire others to be systems-oriented and to value lived experience.

Project Overview

- Accessibility audit of selected buildings in the RMWB, including municipal and private-owned
- Builds off great work happening by looking at accessibility on a site-specific level to identify deficiencies in policy or form and recommend solutions
- Project is an opportunity to build community awareness and buy-in, as well as new relationships between the RMWB and partners

Work Plan

Phase 1: Kick Off (complete)

- Is about understanding the context and setting the stage for success
- Project start up meetings and managing timelines and expectations
- Overlaps with Phase 2, which is about identifying buildings to be audited

Work Plan

Phase 2: Planning (April – August)

- Identify which buildings are to be audited and begin scheduling site visits
- Connecting with various RMWB Committees to learn more about the municipality's approach to and hopes for enhancing accessibility
- Engaging with property owners to build enthusiasm and willingness to participate in the process
- Identifying and reviewing background documents for contextual knowledge, environmental scan on best practices (summary memo)
- Developing an audit checklist that is accessible and engaging for the public, RMWB staff, and private businesses to utilize
- Exploring how to collect and present audit findings (e.g. online mapping)

Work Plan

Phase 3: Site Visit (today 😊)

- Multi-day visit to the RMWB to audit selected buildings
- Project team debrief and discuss preliminary audit findings
- Meet and greets with building owners, Committees, etc.

Work Plan

Phase 3b: Site Visit Reporting

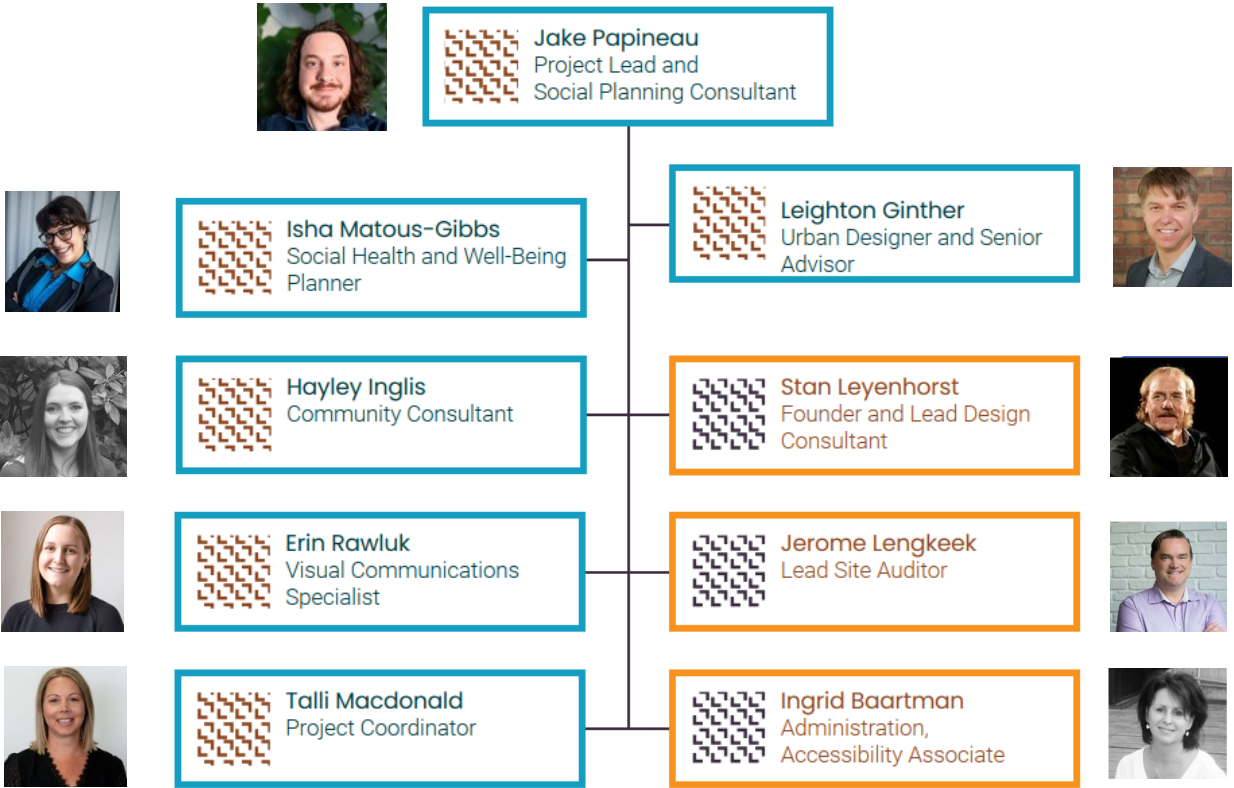
- Produce audit reports for all buildings visited
- Provide reports to RMWB and property owners for review and information

Work Plan

Phase 4: Project Completion (Aug-Sept)

- Development of a broader project report that:
 - Discusses accessibility and best practices from a municipal perspective (context documents, environmental scan) – where the RMWB is at
 - Presents an overview of audits and identification of gaps - where buildings or policy is deficient – summaries of detailed reports
 - Articulates recommendations to improve accessibility – what the RMWB can do
 - Summarizes engagement or other stories through site visits – what we heard in the field

Project Team



Timelines

| RMWB ACCESSIBILITY AUDIT UPDATED WORK PLAN SCHEDULE | | | | 2023 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|-------|----|----|----|-------|----|----|----|-----|---|----|----|------|---|----|----|------|---|----|----|--------|----|---|----|-----------|----|---|----|----|----|
| | | | | March | | | | April | | | | May | | | | June | | | | July | | | | August | | | | September | | | | | |
| | | | | 6 | 13 | 20 | 27 | 3 | 10 | 17 | 24 | 1 | 8 | 15 | 22 | 29 | 5 | 12 | 19 | 26 | 3 | 10 | 17 | 24 | 31 | 7 | 14 | 21 | 28 | 4 | 11 | 18 | 25 |
| PROJECT MANAGEMENT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 0.1 | Ongoing Project Management | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 0.2 | Bi-weekly Meetings (assume 6 month delivery) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PHASE 1 - KICK OFF | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.1 | Kick-Off Meeting with Project Team | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.2 | Finalize Project Plan | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.3 | Collect and Review Background Information | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PHASE 2 - PLANNING | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.1 | Confirm Selected Buildings | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.2 | Accessibility Committees Meet and Greet | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.3 | Connect with Building Owners/Representatives | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.4 | Public Accessibility Checklist/Toolkit | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.5 | Interactive Web-based Mapping Tool <i>(Optional Value Add)</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PHASE 3 - SITE VISIT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.1 | Undertake Accessibility Audits | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.2 | Project Team Audit Debrief Meeting | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.3 | Prepare Accessibility Audit Summary Report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.4 | Working Group Review Meeting | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.5 | Public Education and Engagement <i>(Optional Value Add)</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PHASE 4 - PROJECT COMPLETION | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.1 | Complete Draft Project Documentation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.2 | Finalize Project Documentation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.3 | Share Findings | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.4 | Complete Project Closure Report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

THANKS!
QUESTIONS?

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