



## Advisory Committee on Aging

Thursday, October 8, 2020

Conducted Electronically via MS Teams

1:00 PM

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### Agenda

#### Public Participation for October 8, 2020 Advisory Committee on Aging Meeting

The Advisory Committee on Aging (Committee) will be conducting the October 8, 2020 Meeting through electronic communications in accordance with the Meeting Procedures (COVID-19 Suppression) Regulation, Order in Council 99/2020.

- Anyone wishing to participate in the meeting is encouraged to do so by registering to speak as a delegate by way of teleconference or by submitting their delegation comments by email.
- To participate by teleconference:
  - Anyone wishing to speak by teleconference to an item on the October 8, 2020 Committee Meeting Agenda must pre-register by 9:00 a.m., October 8, 2020.
  - To register to speak via teleconference, please email [boardsandcommittees@rmwb.ca](mailto:boardsandcommittees@rmwb.ca) or call 780-743-7001 with your name, the phone number that you will be dialing in from and an email address that you can be reached at prior to and during the meeting.
  - You must provide the name of the agenda item that you wish to speak to.
  - All registrants will be emailed the details on how to participate prior to the start of the meeting.
  - Each registrant will be given a maximum of **5 minutes** to address the Committee.
- To make written submissions as a delegation before or during the live meeting:
  - Please email [boardsandcommittees@rmwb.ca](mailto:boardsandcommittees@rmwb.ca) You must include your name for the record.
  - You must provide the name of the agenda item that you wish to speak to in the subject line.
  - Please note that email comments for an agenda item must be received prior to the start of that item during the meeting. Emails that are received after the agenda item has been introduced or are not relevant to an agenda item, will not become part of the record of this meeting.
  - All written submissions are **public** and will be shared with the Committee verbally on the record during the course of the meeting.
  - Each submission will be shared verbally with the Committee for a maximum of **5 minutes**.

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1. **Call to Order**

2. **Adoption of Agenda**

3. **Minutes of Previous Meetings**

3.1. Advisory Committee on Aging Meeting - February 13, 2020

3.2. Advisory Committee on Aging Meeting - September 10, 2020

4. **New and Unfinished Business**

4.1. Proposed Land Use Bylaw and Seniors

4.2. Age Friendly Work Plan Review

4.3. Update on Vulnerable Persons Registry Awareness Campaign

4.4. Committee Member Terms and Recruitment

4.5. Action Log

**Adjournment**

**Minutes of a Meeting of the Advisory Committee on Aging of the Regional Municipality of Wood Buffalo held in the Boardroom 1033 at the Municipal Offices in Fort McMurray, Alberta, on Thursday, February 13, 2020, commencing at 1:00 PM.**

**Present:**

Linda Mywaart, Public-at-Large - Rural  
Joan Furber, Golden Years Society  
Keith McGrath, Councillor  
Luana Bussieres, Public-at-Large - Urban  
Henry Hunter, Wood Buffalo Housing & Development Corporation  
Ingrid Blasius, Wood Buffalo Seniors Resource Committee

**Absent:**

Carol Theberge, Wood Buffalo Health Advisory Council

**Administration:**

Deanne Bergey, Director, Community Services  
Darlene Soucy, Legislative Officer  
Melissa Williams, Program Assistant, Neighbourhood & Community Development

**1. Call to Order**

Chair Linda Mywaart called the meeting to order at 1:08 p.m.

**2. Adoption of Agenda**

**MOTION:**

THAT the Agenda be adopted as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Luana Bussieres, Public-at-Large - Urban
<b>SECONDER:</b>	Joan Furber, Golden Years Society
<b>FOR:</b>	Mywaart, Furber, McGrath, Bussieres, Hunter, Blasius
<b>ABSENT:</b>	Theberge

Minutes Acceptance: Minutes of Feb 13, 2020 1:00 PM (Minutes of Previous Meetings)

### 3. Minutes of Previous Meetings

#### MOTION:

THAT the Minutes of the Advisory Committee on Aging Meeting held on January 16, 2020 be approved as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Ingrid Blasius, Wood Buffalo Seniors Resource Committee
<b>SECONDER:</b>	Henry Hunter, Wood Buffalo Housing & Development Corporation
<b>FOR:</b>	Mywaart, Furber, McGrath, Bussieres, Hunter, Blasius
<b>ABSENT:</b>	Theberge

### 4. New and Unfinished Business

#### 4.1. Age Friendly Work Plan Review

Deanne Bergey, Director, Community Services, provided an overview of the current Age Friendly Work Plan that was developed from the Age-Friendly Needs Assessment initiated by the Advisory Committee on Aging in 2017. The review undertaken by Community Services included benchmarking of other municipalities which have similar advisory committees on aging and the work currently being undertaken by Administration. An updated work plan would be created by reviewing and updating the Committee's priorities. Administration has been invited to provide an overview of the various methods used by the Municipality to work towards being age friendly.

Greg Wolf, Chief Building Safety Codes Officer, provided an overview of barrier free accessibility in the Regional Municipality of Wood Buffalo, including opportunities to positively affect accessibility outcomes through the Land Use Bylaw, engineering servicing standards, and the various safety codes.

Matthew Hough, Director, Engineering, provided a summary of engineering servicing standards related to barrier free accessibility, highlighting that accessibility is a key priority in Council's 2018-2021 Strategic Plan; the portion of capital works overseen by Engineering meets or exceeds the barrier free accessibility standards and the current engineering servicing standards are being updated with accessibility as a priority in the proposed standards.

#### 4.2. Advisory Committee on Aging Committee Structure

Chair Linda Mywaart proposed that a review be undertaken of the Committee's membership to ensure the right parties are represented. Deanne Bergey, Director, Community Services, noted that a review of the Committees Bylaw No. 17/024 is planned and welcomes any feedback during that review.

#### 4.3. Action Log

The Action Log was reviewed, and the following updates were provided:

- Melissa Williams reported that the meeting with the Roads Department was successful and that the marking of the specific driveways and clearing of windrows will continue throughout the winter.
- Deanne Bergey reported that Human Resources has set up programming for employees on being an age-friendly and accessible Municipality.
- Additional resources have been coordinated to help with Seniors Week and other groups in the community have been stepping up to assist. Updates will be provided at future meetings.
- Henry Hunter noted that he has had another meeting with the Government of Alberta regarding the Rent Supplement Program and indicated that an interim program was expected in March; however, the full program would not be available for implementation until May or June, with the moratorium on new placements still in effect. Statistical information regarding the Rent Supplement Program recipients was provided to Administration in preparation for the February 11, 2020 presentation to Council.

All other Action Items are ongoing, and updates will be provided at future meetings.

#### 4.4. Organization Reporting

Chair Linda Mywaart, Rural-at-Large, reported that the presentation to Council on February 11, 2020 regarding the Rent Supplement Program was very well received, and noted that Council voted unanimously to send a letter to the Minister of Seniors and Housing regarding the review process and to request a meeting with the Minister during the upcoming Rural Municipalities of Alberta (RMA) Spring Convention.

Henry Hunter, Wood Buffalo Housing & Development Corporation, noted that the focus remains on the changes to the Rent Supplement Program as this affects other residents in addition to the seniors.

Joan Furber, Golden Years Society, reported that the lighting in their building was recently upgraded and planning for work on the kitchen is underway. The new bus will soon have a bus wrap designed to incorporate senior's activities around the Municipality.

#### Exit

Joan Furber exited the meeting at 3:13 p.m.

Ingrid Blasius, Seniors Resource Centre, noted that a representative from the Transit Department was at their last meeting to hear their concerns with the SMART Bus and is

expected to report back to a future meeting. The YMCA is finalizing details for digital literacy workshops in March for seniors.

Councillor Keith McGrath noted that Council is intending to meet with the Government of Alberta during the RMA Spring Convention regarding the Rent Supplement Program and suggested that Henry Hunter may wish to participate.

### Action Items

- Matthew Hough will review the crossing lights at Willow Square before the facility is open.
- Deanne Bergey will provide an update on the facility assessment reports at the next meeting.
- Councillor Keith McGrath requested that Committee Members provide him with any key items for Council to consider in the Strategic Plan Review.
- Deanne Bergey to invite other members of Administration to meetings where input is required for the Age Friendly Work Plan review.
- Melissa Williams will find out the necessary steps for an age-friendly designation from the Government of Alberta.
- Melissa Williams will arrange for the Committee Member bios on the website to be updated.

### **Adjournment**

The Meeting adjourned at 3:28 p.m.

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Chair

**Minutes of a Meeting of the Advisory Committee on Aging held via Electronic Communications in Fort McMurray, Alberta, on Thursday, September 10, 2020, commencing at 1:00 PM.**

**Present:**

Carol Theberge, Wood Buffalo Health Advisory Council  
 Linda Mywaart, Public-at-Large - Rural  
 Joan Furber, Golden Years Society  
 Luana Bussieres, Public-at-Large - Urban  
 Henry Hunter, Wood Buffalo Housing & Development Corporation

**Absent:**

Keith McGrath, Councillor

**Administration:**

Jade Brown, Chief Legislative Officer  
 Deanne Bergey, Director, Community Services  
 Toni Elliott, Senior Manager, Community Services  
 Melissa Williams, Department Administrator

**1. Call to Order**

Chair Linda Mywaart called the meeting to order at 1:08 p.m.

**2. Adoption of Agenda**

Luana Bussieres request the “Role of Secretary” be added to the agenda.

**MOTION:**

THAT the Agenda be amended by adding item 5.4.1 Role of Secretary;

THAT Committee waive any requirement to serve notice relative to the proposed additions; and

THAT the agenda be adopted as amended.

**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** Joan Furber, Golden Years Society  
**SECONDER:** Henry Hunter, Wood Buffalo Housing & Development Corporation  
**FOR:** Theberge, Mywaart, Furber, Bussieres, Hunter  
**ABSENT:** McGrath

### 3. Minutes of Previous Meetings

#### MOTION:

THAT the Minutes of the Special Advisory Committee on Aging Meeting held on June 25, 2020 be approved as presented.

**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** Henry Hunter, Wood Buffalo Housing & Development Corporation  
**SECONDER:** Luana Bussieres, Public-at-Large - Urban  
**FOR:** Theberge, Mywaart, Furber, Bussieres, Hunter  
**ABSENT:** McGrath

With the consent of the Committee, items 5.1, 5.2 and 5.3 were dealt with in advance of item 4.1.

### 5. New and Unfinished Business

#### 5.1. Impact of Flood and COVID-19 on Seniors

Through discussions of the Committee, it was noted that the flood and COVID-19 has impacted seniors in several ways including being isolated due to a lack of contact and interaction with others, rising case of elder abuse, and caregiver support issues. It was indicated that various groups in the Municipality are actively working to help impacted seniors by providing such things as virtual programming, phone calls and assistance with flood recovery paperwork.

#### 5.2. Vulnerable Person's Registry

Melissa Williams, Department Administrator, provided an update on the Vulnerable Persons Registry (VPR), noting that currently there are 44 individuals registered and the VPR Administrator calls each registrant on a monthly basis to check in and provide resources as required. It was noted that community members may not be aware of the VPR or how to register.

#### 5.3. Provincial Age Friendly Designation

Melissa Williams, Department Administrator, provided an update on the Provincial Age Friendly Designation, noting that in order to obtain the Designation, the Committee's



workplan must be completed and approved by Council. Deanne Bergey, Director, Community Services, noted that continuation of the workplan review would be on the next Committee meeting agenda.

#### **4. Presentation**

##### **4.1. Murray Crawford, Alberta Health Services, re: Medical Services for Seniors**

Murray Crawford, Senior Operating Officer, Northern Lights Regional Health Centre, Area 10, and Darline Reid, Area Manager, Seniors Health, provided an update on the Willow Square Continuing Care Centre, noting that the building is 90% completed and will have a final capacity of 144 single rooms. It was indicated that there was some flood damage to the basement of the building that has delayed the occupancy of the building until Spring 2021 and that the building has been built to meet 1:100 year flood requirements.

#### **5. New and Unfinished Business (continued)**

With consensus of the Committee, Items 5.4, 5.4.1 and 5.6 were dealt with together.

##### **5.4. Advisory Committee on Aging Committee Structure, 5.4.1 Role of Secretary and 5.5. Committee Member Recruitment**

Chair Linda Mywaart indicated that at the February 13, 2020 Committee Meeting, Administration provided an update on a planned review of the Committees Bylaw No. 17/024. It was noted by Administration that this review is ongoing, and that the results of research and benchmarking should be coming back to the Committee in the first quarter of 2021.

Luana Bussieres acknowledged the work of Administration in supporting the Committee and offered support to complete the minutes and to act as Committee Secretary. Administration thanked Luana Bussieres and indicated they would let her know should anything arise that she could support the Committee on.

Luana Bussieres raised a concern with respect to Committee members with terms expiring and the lost time in 2020 as a result of COVID-19. Administration indicated that this topic has been discussed amongst Administrators previously. It was noted that the Committee may make a recommendation to Council to have Committee members reappointed and the application of the Selection Committee Policy waived to ensure continued viability of the Committee in 2021.

Jade Brown, Chief Legislative Officer, spoke to the annual Boards and Committees recruitment campaign which typically begins mid to late September of each year and runs for approximately one month.

## 5.6. Action Log

The Action Log was reviewed and the following updates were provided:

- Toni Elliott noted that the review of the crosswalk light has been reassigned to Keith Smith, Director, Public Works, and she will be following up with him.
- Administration will invite Amanda Haitas, Senior Manager, Planning and Development, to the next meeting to provide input on the Age Friendly Work Plan, noting that Planning and Development staff are currently involved with flood matters.
- It was noted that there were a number of resources and sources of information available to support seniors during the flood and no gaps were identified.

All other action items are ongoing and updates will be provided at future meetings.

## 5.7. Organization Reporting

Henry Hunter, Wood Buffalo Housing & Development Corporation, reported that they are continually getting updates from Alberta Health Services as well as operational process to implement.

Luana Bussieres, Urban-at-Large, noted that gaps have been identified in the region regarding caregiver support, isolation and strengthening the skills of seniors to effectively deal with elder abuse, and indicated that groups such as the Red Cross and the school boards are working collaboratively to try to fill those gaps.

Action Items:

- Administration will follow up on the ongoing awareness of the Vulnerable Persons Registry and report back to the Committee.
- Deanne Bergey indicated that Administration would review and update the draft workplan and provide to the Committee in advance of the next meeting, which has been identified as one of the main agenda items for the October ACoA meeting.
- Committee Members requested to have the draft agenda for the next meeting circulated to the Members on the Monday of the week before the meeting.

## Adjournment

The meeting adjourned at 3:34 p.m.

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Chair