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**TAMRMS#:** B09

## **Seniors' Advisory Committee Annual Report**

Presented by: Barbara Hahn, Chair, Seniors' Advisory Committee

### **RECOMMENDED MOTION:**

That the Community Living Standing Committee recommend to Council that the Seniors' Advisory Committee's 2020 Year End Report provided as an attachment to the April 12, 2021 agenda report titled "Seniors' Advisory Committee Annual Report", be received as information.

That Community Living Standing Committee recommend to Council that the Seniors' Advisory Committee's Proposed 2021 Priorities:

1. Current/Future impacts of COVID-19 on St. Albert Seniors; and,
2. Joint Project with YAC in creating Intergenerational opportunities for youth and seniors' in St. Albert

be received as information.

### **ALIGNMENT TO COUNCIL (OR COMMITTEE) DIRECTION OR MANDATORY STATUTORY PROVISION**

The SAC Bylaw 26/2018, provided as an attachment to this Agenda item, requires that an annual report be submitted to Council.

### **PURPOSE OF REPORT**

The Seniors' Advisory Committee (SAC) Bylaw 26/2018, requires that an annual report be submitted to Council. The SAC 2020 Annual Report provides a summary of the Committee's activities and advice to Council during the year and the proposed priorities for 2021.

Report Date: April 12, 2021

Author: Brittany Switzer

Department: Legislative Services

Deputy Chief Administrative Officer: Kerry Hilts

Chief Administrative Officer: Kevin Scoble

# SENIORS ADVISORY COMMITTEE

## 2020 YEAR END REPORT

The 2020 Seniors Advisory Committee (SAC) consisting of 8 members from the community voted Jeff Saunders as Chair and Val Ganske as Vice-Chair.

2020 SAC Members: Jeff Saunders – Chair, Val Ganske – Vice Chair, Sandyne Beach-McCutcheon, Ruby Olson, Elizabeth Hurley, Barbara Hahn, Patricia MacGregor and Douwe Vanderwel

### Highlights of 2020:

1. SAC members attended the February 6, 2020 Council Meeting:
  - R. Olson spoke to the impact and rationale of reduced dog license costs for Seniors 65+.
  - P. MacGregor spoke to the impact and rationale for free local transit for Seniors 65+.
  - 15 Mission Hill Village residents attended the Council Meeting to show their support for both motions by wearing the following stickers:



**FREE TRANSIT**

**FOR SENIORS 65+**



**REDUCED**

**Dog Licence Fees for Seniors 65+**



- Council voted 4-3 in favor for a one-year pilot beginning in 2021 whereby dog licensing fees for spayed or neutered dogs be reduced by 50% for St. Albert residents 65 years and older. The pilot was later cancelled in efforts to reduce costs in 2021.
- The motion that St. Albert residents 65 years and older be provided free local transit including the Handibus for a trial period of one year was defeated by Council.
- Instead, Council approved a motion that St. Albert residents 65 years and older that qualify for the “All Aboard Program”, be provided free local transit, including on the Handibus for a trial period of one year.

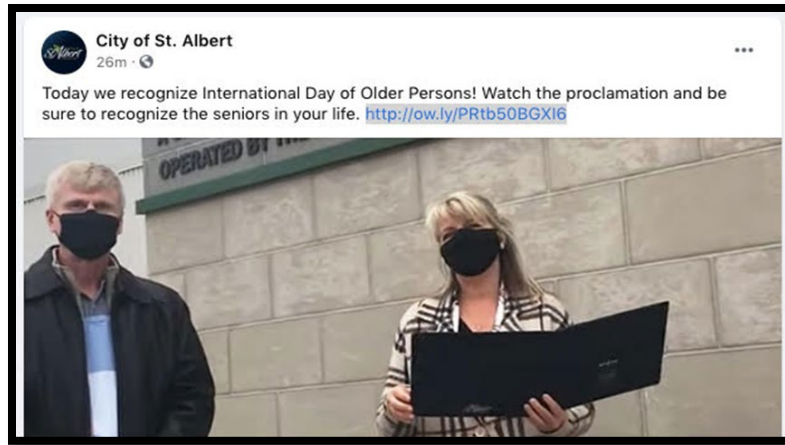
- At the council meeting we learned that St. Albert Transit had implemented a new bus fare effective February 1, 2020 for St. Albert residents on the AISH program and for lower income households. The “All Aboard Pass” provides free local transit passes and lower cost commuter transit passes for eligible recipients.
2. Continuing with priorities from 2019 on Accessing Information, Cory Sinclair, the City of St. Albert’s Manager of Corporate Communications and Design attended the February SAC meeting and provided information and answered questions related to the City’s website including navigation, design and needs from a Senior’s perspective.
  3. On March 11, the World Health Organization declared COVID-19 a pandemic as the coronavirus illness had spread to over 110 countries and territories around the world with the sustained risk of further global spread. The SAC meetings were cancelled in March and April due to precautions taken by the City of St. Albert to avoid the spread of COVID-19.
  4. SAC meetings resumed in May remotely using the ZOOM platform. Committee members discussed the following topics between May to November:
    - **Municipal Development Plan** – Members reviewed the MDP from a Senior’s perspective and provided feedback for consideration by the Flourish Committee.
    - **Priorities for 2020** – It was decided that this year’s focus should be on the impact of COVID-19 on Seniors.
    - **COVID-19 Current & Future Impacts / concerns for Seniors** -
      - SAC members wrote a letter to Councilor Watkins outlining the continued need for Curbside Pickup & Designated Seniors Shopping Hours at local businesses. The letter was forwarded to the City COA, Economic Development and Chamber of Commerce.
      - SAC members asked City administration to complete an awareness campaign about the sharing of trails and sidewalks for the safety of both pedestrians and cyclists as a few seniors were almost struck by cyclists as so many residents are outside using the same trails and sidewalks for walking, running, and enjoying bicycles, scooters, and skateboards.
      - SAC members asked if the City would consider implementing Seniors Hours at its facilities when they reopen.
      - SAC members agreed that the City needs to advocate for an AHS COVID-19 testing site for residents exhibiting symptoms of the coronavirus as Seniors are having to travel to either South Edmonton or Sherwood Park for testing.
      - SAC members approved a motion to support Council’s decision to have the Mask Bylaw continue until the end of 2020. Committee members later supported a 3- month extension to the Mask Bylaw until March 31, 2021.
      - SAC members suggested the City’s COVID-19 Recovery Task Force include a member of the Youth Advisory Committee.
    - **International Day of Older Persons, October 1, 2020:** - SAC members approved a motion recommending the City of St. Albert declare October 1, 2020 the International Day of Older Persons in St. Albert.

- **Joint Meeting with YAC** – Committee members agreed to participate in a joint meeting with the Youth Advisory Committee on October 21, 2020.

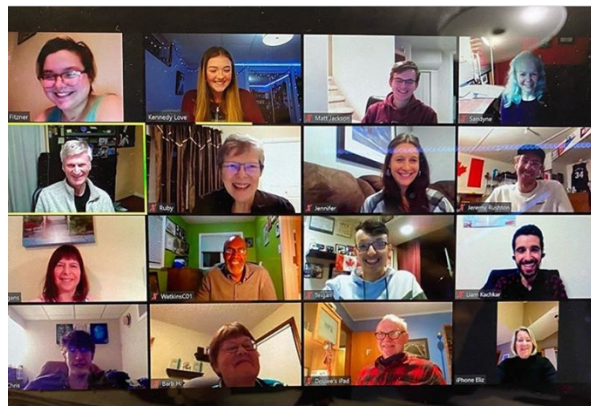
5. In May, a SAC member attended a virtual town hall presented by Josephine Pon, Minister of Seniors and Housing and Dr. Deena Hinshaw, Chief Medical Officer, discussing the latest information regarding COVID-19 and its impact on Seniors.
6. In June, SAC members attended the following meetings:
  - Flourish Project Team meeting to provide SAC’s comments on the Municipal Development Plan.
  - Community Living Standing Committee meeting to watch the presentation of the “Housing Affordability & Accessibility Project Update” by city staff.
  - On-line presentation by the St. Albert Housing Coalition on “HomeSharing” a shared living arrangement and affordable housing initiative being considered for St. Albert.
7. In September, SAC members attended the following meetings:
  - Focus group meeting to discuss the proposed changes to St. Albert’s Traffic Bylaw.
  - Interagency Meeting for community-based organizations providing services to seniors and youths in St. Albert. Attendees shared issues, community trends and impacts of COVID-19 on seniors and youths. Learned that 2-1-1 is now available in St. Albert.
  - Participated in the “Universal Accessibility Assessment” of Servus Place by providing City Staff and Consultants with feedback on accessibility within the facility, parking lot and entrances from a Senior’s perspective. SAC also shared accessibility concerns residents shared about St. Albert Place in the 2019 Seniors Survey.



8. The Mayor proclaimed October 1, 2020 as the **International Day of Older Persons in St. Albert**. SAC Chair, J. Saunders attended the ceremony and accepted the proclamation on behalf of SAC. The proclamation will be permanently displayed at the St. Albert Seniors Centre.



9. **SAC and YAC Joint Meeting** was held remotely on October 21, 2020. Committee members discussed Transit, low-income issues and accessing city services, affordable housing, mental health, and COVID-19 impacts on both seniors and youths. Members approved the following motions:
- Request Council for the addition of a direct North to South Transit Route in St. Albert to ease travel from one end of the City to the other.
  - Request Council to amend the Terms of Reference for both Committees to allow for the scheduling of an annual joint meeting since committee members concluded there are many benefits to having future meetings since we have so much in common.



10. In November, Jonna Grad, Executive Director of the St. Albert Seniors Association attended the SAC meeting and provided information on their services, products, program offerings and shared the impact COVID-19 is having on their organization. They are conducting a survey asking St. Albert residents 50+ to share how COVID-19 has impacted them. Survey results are expected to provide a better understanding of what supports are needed for Seniors in the future. Jonna asked for our help to spread the word about the Survey. Survey results will be shared with SAC in 2021.

## Challenges & Opportunities in 2020

- COVID-19 - SAC members were able to adjust from in-person meetings to meeting remotely using ZOOM after the pandemic was declared. SAC members were still able to provide feedback on City related issues, attend on-line and in person events and make recommendations to Council on ways to keep our Seniors safe during these unprecedented times.
- Lack of reliable Wi-Fi resulted in one SAC member's resignation.
- Established a good working relationship with Youth Advisory Committee which will make civic life better for both Seniors and Youths in St. Albert in the coming years.

## AND THAT'S A WRAP FOR 2020





Consolidated Version  
of  
**the Seniors' Advisory Committee Bylaw**

(being Bylaw No. 26/2018 of the City of St. Albert, as amended by Bylaw No. 5/2019, and 41/2019 consolidated and printed under the authority of the Chief Administrative Officer of the City of St. Albert)

This is certified to be a true copy of consolidated  
Bylaw No. 26/2018 of the City of St. Albert.

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**David S. Leflar**  
Director of Legal and Legislative Services  
Chief Legislative Officer

The text shown in parentheses in various locations throughout this document identifies the corresponding amending bylaw which authorized the change. For example (BL 5/2019) refers to Bylaw No. 5/2019.

**CITY OF ST. ALBERT**

**BYLAW 26/2018**

**A Bylaw to form the Seniors' Advisory Committee**

WHEREAS under the authority of the Municipal Government Act RSA 2000, Chapter M-26, as amended from time to time, authorizes the Council to pass, repeal, or amend any Bylaw; AND

WHEREAS under the provisions of the Municipal Government Act RSA 2000, Section 145, and any amendments thereto, a council may pass bylaws in relation to (a) the establishment and functions of council committees and (b) the procedure and conduct of council committees and the conduct of members of council committees established by the council; AND

WHEREAS under the provisions of the Municipal Government Act RSA 2000, and any amendments thereto, under Section 146 a council committee may consist of a combination of councillors and other persons; AND

WHEREAS Council deems it in the best interest of the municipality to form a committee to advise council on issues relating to seniors in the community;

The Council of the City of St. Albert duly assembled hereby ENACTS AS FOLLOWS:

**Title**

- 1. This Bylaw may be referred to as the "Seniors' Advisory Committee Bylaw"

**Definitions**

- 2. In this Bylaw:
  - a.0 "Chief Administrative Officer" or "CAO" means the individual appointed by Council to the position of Chief Administrative Officer under section 205 of the *Municipal Government Act* and pursuant to the Chief Administrative Officer Bylaw; **(BL 5/2019)**
  - a. "City" means the City of St. Albert;
  - b. DELETED **(BL 5/2019)**





- c. "Committee" means the City of St. Albert Seniors' Advisory Committee established by this Bylaw;
- d. "Council" means the Municipal Council of the City of St. Albert;
- e. "Councillor" means an elected official of the City of St. Albert;
- f. "Member" means a member of the Seniors' Advisory Committee;
- g. "Senior" means an individual 55 years or older; and
- h. "Standing Committee" means the standing committee established pursuant to the Community Living Standing Committee Bylaw 39/2019. **(BL 41/2019)**

### **Committee Establishment**

- 3. A Council Committee is hereby established and shall be referred to as the St. Albert Seniors' Advisory Committee.

### **Membership**

- 4. The Committee shall consist of a minimum of eight (8) members with a maximum of twelve (12) members and will include one (1) appointed Member of Council. The appointed Member of Council is entitled to be recognized by the chair for participation in debate or discussion on any matter before the Committee but may not make motions or vote. **(BL 41/2019)**
- 5. To be eligible for nomination, an individual must be aged 55 years or older as of September 1 of that year.
- 6. Council will interview and appoint Members. Appointees shall represent a diverse range of ages, life experiences and personal backgrounds.
- 7. Committee Members will be appointed for one (1) or two (2) year terms with a maximum of six (6) years of continuous service. If a Member vacates his or her membership on the Committee during that Member's term, Council may appoint a replacement Member to serve for the remainder of the vacating Member's Term.
- 8. Committee Members will receive no salary or honorarium for their voluntary services. The City of St. Albert will reimburse any out of pocket expenses in accordance to the City of St. Albert's policies.

9. The CAO shall provide the Committee with such administrative support as is reasonably required. **(BL 5/2019)**

### **Quorum, Meetings, and Rules of Procedure**

10. A quorum of any Committee meeting shall be the majority of its Members.
11. At its first meeting of each calendar year Members shall designate:
- a. One (1) Member as chair, to act as the spokesperson for the Committee;
  - b. One (1) Member as vice chair, to act in the chair's absence; and
  - c. Establish a schedule for meetings of the Committee.
12. All meetings of the Committee shall be open to the public.
13. Public notice of meetings of the Committee shall be given by posting a notice on the City's website.
14. The CAO or designate may attend any regular Committee meeting, including any in camera session, but may not debate, make motions, or vote on any issue before the Committee. **(BL 5/2019)**
15. Any Member of City Council may attend any regular Committee meeting, including any in camera session, but may not debate, make motions, or vote on any issue before the Committee.
16. Minutes shall be taken at each Committee meeting and published on the City's website when approved by the Committee.
17. Members must follow the code of conduct attached to this Bylaw as Schedule A.
18. Except as otherwise provided in this Bylaw, rules governing the procedures of the Committee are as follows, from high to low:
- a. The Municipal Government Act, associated Regulations or other applicable legislation;
  - b. The Bylaw;
  - c. Any rules of procedure for Committee meetings that have been adopted by the Committee;
  - d. Committee terms of reference;
  - e. Council or CAO approved policies, procedures, and guidelines specifically applicable to the Committee; and **(BL 5/2019)**

- f. Robert's Rules of Order, Newly Revised.
19. Nothing in this Bylaw shall be interpreted as authority for the Committee or Committee Members to have control over or to direct City Administrative matters including, but not limited to:
- a. Giving direction to any City employee;
  - b. Establishing or directing organizational structures or assignments;
  - c. Authorizing any expenditure of City Funds or pledging credit of the City; and
  - d. Officially speaking on behalf of the City, without prior Council approval.

### **Committee Roles and Responsibilities**

20. An advisory Committee, the Senior's Advisory Committee shall:

- a. Through a seniors' lens, review and provide input into policy and other City initiatives as requested by Council, Administration, or the Standing Committee; **(BL 41/2019)**
- b. Upon direction from Council or the Standing Committee, prepare work or reports on matters that impact seniors; **(BL 41/2019)**
- c. Provide recommendations for Council's or the Standing Committee's consideration on issues or initiatives that would support the well-being of seniors; **(BL 41/2019)**
- d. Inform Council or the Standing Committee of initiatives of other levels of government or community trends that could affect seniors; **(BL 41/2019)**
- e. Develop and maintain relationships with individuals and organizations that focus on seniors' matters, as required within the scope of the Committee; and
- f. Solicit feedback from seniors in the community when the topic is in the scope of the committee mandate or at the direction of Council or the Standing Committee. **(BL 41/2019)**
- g. **DELETED (BL 41/2019)**

20.1 The chair shall provide an in-person report to the Standing Committee at least once per year regarding:

- a. the Committee's progress and activities over the past year relative to its mandate;
- b. issues of significance to the Committee; and
- c. the Committee's work plan for the upcoming year, including the Committee's annual priorities and goals.

**(BL 41/2019)**

- 21. The Committee may form sub-committees to manage specific issues referred to that sub-committee by the Committee.

PREVIOUSLY DISTRIBUTED

## Schedule A – Code of Conduct

1. Members of the Seniors' Advisory Committee must conduct themselves in a positive, respectable, friendly and law-abiding manner.
2. Members are committed to working together toward a common vision and are committed to setting aside individual agendas.
3. Committee meetings must be a safe place to speak openly, where each member has a voice and is heard.
4. Members must be committed to attending meetings. If a member fails to attend three (3) consecutive meetings without prior approval by the committee, that member is disqualified from the committee.
5. All members of the committee shall abide by all stipulations of the Freedom of Information and Protection of Privacy Act.
6. Committee members shall comply with any additional requirements as outlined in any bylaw or Council Policy that sets out the conduct expectations of Council committee members.