

**Minutes of the Meeting of the Brandon Age Friendly Committee of Council
Held April 18, 2024, at 5:15 p.m. in the Kavanagh Room, 638 Princess Ave.**

Present:

Chair Nancy McPherson, PMH Representative
Co-chair Susan Boyachek, Citizen Representative
Areta Donnelly, Citizen Representative
Doug Fraser, Citizen Representative
Sylvia Barr, Citizen Representative
Greg Hildebrand, Councillor
Heather Karrouze, Councillor
Pamela McTavish, Program Assistant
Perry Roque, City Representative

Guests:

Tom Keep, prospective Citizen Representative

1.0 Call to Order

Chair Nancy McPherson called the meeting to order at 5:18 p.m.

2.0 Approval of Agenda

(20/2024)

Motion: Doug Fraser/ Heather Karrouze

To approve the April 18, 2024, Age Friendly Committee meeting agenda.

Carried

3.0 Approval of Age Friendly Committee Minutes

(21/2024)

Motion: Susan Boyachek/ Doug Fraser

To approve the meeting minutes of March 21, 2024.

Carried

4.0 Presentation

N/A

5.0 Correspondence

A. Age Friendly Manitoba Communities Committed to Healthy Active Aging

This is a virtual event on Wednesday, April 24th from 1:00 – 2:30 pm. Sylvia Barr will participate and will report back at the next meeting.

B. Sonikile Tembo / Carla Richardson – distribution list

Received responses from both Sonikile and Carla about being added to the distribution lists for their Transportation and Development plans. Discussion ensued about how to become involved at a broader level to provide an age-friendly perspective for these plans and other initiatives before they are finalized.

ACTION ITEM: Nancy McPherson and Susan Boyachek will set up a meeting with City Manager Ron Bowles as in accordance with the Action Plan item to develop proactive communication with all departments.

6.0 Old Business

A. Action Plan/Metrics/Terms of Reference/Working Group updates - All

Nancy McPherson thanked Susan Boyachek for updating and distributing the revised 2024 Action Plan.

(22/2024)

Motion: Doug Fraser/ Areta Donnelly

To approve the Action Plan as updated.

Carried

B. Vision Zero Update

Areta Donnelly advised that if there are any ideas brought up that Age Friendly would like to present to the Vision Zero committee, it needs to be submitted to Sam van Huizen (via Working Group lead Areta Donnelly) complete with documentation prior to the meeting to be added to the agenda.

ACTION ITEM: Nancy McPherson will write a letter to the City of Brandon commending them on the crosswalk design on 34th & Lakeview.

C. BU Student Project

1) Reference letters

ACTION ITEM: Nancy McPherson will sign the letters and send them to the students next week.

2) Home care fact sheet/poster revisions

Nancy McPherson advised that there are edits that need to be done but she cannot edit the PDF document.

ACTION ITEM: Nancy McPherson, Doug Fraser, Areta Donnelly, and Susan Boyachek will meet to edit the document.

3) Leech quotes re: home care fact sheet

Susan Boyachek advised that when the fact sheet is revised and committee decides how many copies to print, there will need to be a motion due to the cost of printing/design.

D. Collaboration grant cheque receipt – communication plan

Pamela McTavish created a press release to be submitted to the Brandon Sun which was read over by the committee.

ACTION ITEM: Pamela McTavish will make the edits as suggested by the committee, submit a copy to Louise Hutton for information, and submit to the Brandon Sun as a news item.

E. City Development Plan feedback

Discussed the City Plan including wording, how much the plan will change year to year, which metrics should be included and if there still time to provide feedback on it from an age-friendly perspective.

ACTION ITEM: Sonikile Tembo will be invited to have a conversation about the City Development Plan.

7.0 New Business

A. Seniors for Seniors – AF general inquiries – proposed meeting

In response to an inquiry from Eleysha Klaassen of Seniors for Seniors, the Committee discussed the Age Friendly information telephone line and the best way to manage inquiries when there are on average a couple of callers per month.

ACTION ITEM: Susan Boyachek will forward the email from Seniors for Seniors to Sylvia Barr.

ACTION ITEM: Sylvia Barr will follow up with Eleysha Klaassen and Linda Plowman from Seniors for Seniors about managing these inquiries and re-establishing the working relationship between the committee and their organization.

B. MB AF connecting with communities – May 7th 9:30 am to 3 pm

Discussed the reasons to attend, what to expect from the day, who would be involved in this, and who would be attending from this committee.

ACTION ITEM: Susan Boyachek will register herself, Doug Fraser, and Sylvia Barr for the event.

C. AF Budget Estimate up to April 2024

Presented by Susan Boyachek.

8.0 Information Items

A. Update from Pamela McTavish

Pamela has been working on gaining access to the Age Friendly email inbox. Pamela is currently working on creating work plans for each project she will be working on. Discussed what is being planned to go into the Age Friendly newsletter.

ACTION ITEM: Susan Boyachek will email Merrilea Metcalf to introduce her to Pamela McTavish.

ACTION ITEM: Pamela McTavish will create a mock-up of a newsletter to present at the next Age Friendly Meeting.

9.0 Adjournment

(23/2024)

Motion: Sylvia Barr

To adjourn the meeting at 7:09 pm.

Carried

Co-Chairperson

Date

Next Meeting: May 16, 2024 @ 5:15 pm

Minutes prepared by Kaley Dueck.