



**The Corporation of the Township of Tay
Seniors Advisory Committee**

Agenda

January 14, 2019

2:00 p.m.

Municipal Office – Administration Board Room

- 1. Call to Order:**
 - 1.1 Appointment of Chair
- 2. Acceptance of Agenda:**
- 3. Declarations of Pecuniary Interest:**
- 4. Adoption of Minutes:**
- 5. Correspondence:**
- 6. Items for Information:**
- 7. New & Unfinished Business:**
 - 7.1 2019 Meeting Schedule
 - 7.2 Review of Terms of Reference
 - 7.3 Speaker Series
 - 7.4 Seniors Recreation Planning
- 8. Adjournment:**

Seniors Advisory Committee – 2019 Calendar

<i>Date</i>	<i>Time</i>
January 14	2:00 pm
March 11	2:00 pm
May 13	2:00 pm
July - Summer Break	No meeting
October 15	2:00 pm
December 9	2:00 pm

Meetings are held in the Administration Board Room at the Municipal Office

TAY SENIORS ADVISORY COMMITTEE TERMS OF REFERENCE

DEFINITIONS

For the purpose of this by-law, the following definitions shall apply:

- (a) "Township" means the municipal corporation of the Township of Tay;
- (b) "Committee" means the Seniors Advisory Committee established by this bylaw;
- (c) "Council" means the governing body of the Township;
- (d) "Councillor" means an elected official of the Township including the Mayor;
- (e) "Mayor" means the chief elected official of the Township;
- (f) "Member" means an individual appointed to the Committee;
- (g) "Municipal Act" means the Municipal Act 2001, as amended;
- (h) "Procedural Bylaw" means the Township By-law which provides for the Rules of Procedure for Council and its' Committees;

ROLE

As a Committee of Council, the Tay Seniors Advisory Committee (TSAC) shall act as a liaison to enrich and enhance the lives of seniors in the Township, identify barriers, form partnerships with the community, and act as a public forum for issues affecting seniors.

Each voting member of the Committee is an independent representative to the Committee and shall not represent the concerns of only group. The members of this Committee shall work together for the purpose of developing a common approach that is reasonable and practical.

COMMITTEE COMPOSITION

The Committee shall consist of one member of Council and four members of the general public.

Staff support shall consist of the Clerk/or designate and other staff as required.

Quorum and rules of procedure will be in accordance with Township of Tay Procedural By-law.

APPOINTMENTS

The Committee members shall be appointed at the beginning of the new term of Council for the duration of the term.

The Committee shall review the Terms of Reference of the Committee prior to the last regularly scheduled Committee meeting of the Council term and make any recommendations for amendments prior to the appointment of the new Committee.

COMMUNICATIONS

The Committee shall maintain an open avenue of contact throughout the year with senior management, as applicable, to strengthen the committee's knowledge of relevant current and prospective organizational issues.

MEETING ATTENDEES

The Committee may require any parties/individuals to attend the Tay Seniors Advisory Committee or Council to explain items in greater detail.

MEETINGS

The Tay Seniors Advisory Committee shall meet bi-monthly on the second Monday of the month, with additional meetings to be called by the Chair as required for review of particular plans and drawings.

At its first meeting of each term of office, the Committee shall elect a Chairperson from among its members.

If the role of Chairperson becomes vacant for any reason, the Committee shall elect a new Chairperson from among its members.

An Agenda shall be prepared and distributed to all Members of Council for each regular Committee meeting and the business of the Committee shall be taken up in the order in which it appears on the Agenda.

GENERAL POWERS & RESPONSIBILITIES OF THE COMMITTEE

The Committee shall:

- a) To act as a liaison for seniors in the Township, and advise on ways to enrich and enhance the health and quality of life of seniors in the community.

- b) Solicit input and act as a public forum for issues that affect seniors in the Township.
- c) Provide advice based on input received to improve the programs, policies and services provided to seniors.
- d) Research and gather information on seniors programs and serves as well as opportunities for external funding.
- e) Coordinate seniors programs and services in the community on behalf of the Township or in partnership with other seniors groups.
- f) Prepare promotional materials and organize/participate in events to promote or assist seniors.
- g) Identify barriers to access by seniors to Township services and programs.
- h) Form partnerships in the community to educate, inform and improve quality of life for seniors.

COMMITTEE STIPEND

Each member of the Tay Seniors Advisory Committee shall receive a stipend of \$25 per meeting they attend.

OTHER

Ensure that Committee members receive appropriate orientation regarding the work of the Committee.



Senior's Talks

Wednesday, Feb. 20th, 2019 - Estate Financial Planning, Death Benefits, Did you know?

Wednesday, March 20th, 2019 - General Income Tax for Seniors

Wednesday, April 17th, 2019 - Make your House a Home for a Lifetime, and Accessibility Resources

Starting at 2:00 p.m. in the Harbour Shore Community Room
Light snacks and beverages provided.

In Partnership with Tay Township Senior's Advisory Committee



Tay Township Public Library

Theo & Elaine Bernard Branch 145 Albert St.
Victoria Harbour, Ontario L0K 2A0 | 705-534-3581
<http://www.tay.library.on.ca/>