
**TOWNSHIP OF WEST LINCOLN
WEST LINCOLN AGE FRIENDLY ADVISORY COMMITTEE (WLAFAC)**

MEETING NO. TWO: Friday, Feb 7, 2025, Township Administration Building, 318 Canborough Street, and Smithville – 9:00 a.m. Council Chambers

PRESENT:

Chair:	John Ganann
Members:	Mayor Cheryl Ganann Councillor Greg Maychak Kitty McGrail Sue Langdon Stuart Lord Toni Mills Deb Thomas Denise Lipiec
Regrets:	Linda Sivyer Karen Parker
Guests:	Marianna Felvus Justin Paylove, Clerk Linsey Comley, Clerks Secretary
Staff:	Jacquie Thrower, Executive Assistant

1. **Welcome and Introduction of members/guests**

Chair John Ganann introduced Justin Paylove, Clerk

Justin advised he was in attendance to discuss a few items:

Justin stated that there is a proper process if a member wishes to resign from a Committee. The process is to send a letter to the clerk explaining they wish to resign. A member recently sent Jacquie and the other committee members an email resigning from the Committee. Jacquie forwarded the correspondence to the Clerk and at the next Council meeting the member was removed from the Committee. Justin confirmed the Committee is an extension of Council and the advisory committee falls under similar expectations.

Justin advised that if the Committee wishes to create a database of names, the collection and storage of any personal information or data must be held by the corporation.

Justin advised that Committee Members should not reach out to any staff member directly to request any work be completed. The correct procedure would be for a Committee Member to reach out to Jacquie, as the staff liason, with any requests or inquiries and she would direct the inquiry.

Age Friendly Data Base - Contact list – one page attached as an example

He further stated the need to make sure we are staying in compliance with our Privacy Policy, along with Canada's Anti-Spam Legislation, we may not be able to share details we've collected through other mediums. We could, however, do a call out for people who may be interested in being included on a contact list. Jacquie provided a list to Denise however it was a list asking people to submit their name if they wished to be notified about upcoming events

2. Ratification of Minutes from last meeting – Jan 10, 2025

The minutes of Friday, January 10th, 2025 were ratified by the Committee.

3. Business Arising from Minutes

a) April 11 Event in Council Chambers

Jacquie distributed the draft poster that Beth designed and the Committee confirmed the draft poster. It was the consensus of the Committee that the poster and hand out would be available March 1 for pick up at the office. Chair John Ganann advised that he, Toni and Stuart would post the flyer in the Community. Toni will share the hand out with her Prime Time group on March 5. Direction was given to Jacquie to request a bio from all speakers. Karen will look after refreshments. We will need greeters and committee member to facilitate a list of attendees.

Jacquie confirmed that Cheryle Laba would attend our June 6 event and provide information relating to services that are offered through Community Support Services of Niagara.

John modified the sample brochure from Port Colborne and distributed to the Committee and Jacquie will send the draft via email to members of the Committee for their input. Direction was given to send any comments to Jacquie in order for a final version to given to our Communications Specialist to design. Direction was given to Jacquie to get pricing from Carruthers on producing a brochure similar to the Port Colborne one.

John advised that he, Kitty and Stuart recently attended a zoom meeting with McMaster on Transit.

Stuart advised that the deadline for the Transit survey is Feb 14 and there are 4

options to choose from with option 4 being the best option. Jacquie will resend the link for the survey to Committee Members.

4. Next Meeting – Mar 7

5. Roundtable Discussion

Mayor Ganann advised that there is a grant opportunity available through OACAO and the deadline is March 3, 2025 for In-Person Single-Site & Virtual Fairs. The Fairs must be held between June – September 2025. . In the absence of Brianne Linsey will assist Mayor Ganann in filling out the application. Mayor Ganann reviewed the application with the committee and it was determined that:

It was the consensus of the Committee that the event would be from 9:00 a.m. – 3:00 p.m. with possible topics being:

Estate planning, power of attorney, wills, declutter, estate planning, transit.

The Committee confirmed the event will be accessible for Ontarians with Disabilities Act Standards, and will include a Healthy Meal or Snacks, Presentations/Seminars, Demonstrations/Health Clinics and Participant Bags.

Mayor Ganann reviewed the Terms of Reference and advised that a new Director would be starting with the Township and her title would be Director, Community and Protective Services and our minutes will be sent to the Community Protective Services Committee. She will have recreation, fire and library services under her direction and Chair Jason Trombetta will Chair the Committee Meeting.

Kitty will provide Jacquie with an email that she will distribute to Committee Members reading an invite to attend Grandview Retirement Home in Hamilton on Wednesday February 19, 2025.

Toni advised the guest speaker at the March 5, 2025 Prime Time Event will be Charles Mully. Mr. Mully is the founder and chief executive officer of Mully Children's Family (MCF), based in Kenya that works with disadvantaged populations. Mully is the subject of the documentary film *Mully*.

The meeting adjourned at 11:08 a.m.



Mayor Cheryl Ganann



Jacquie Thrower, Executive Assistant