



VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

AGE-FRIENDLY COMMITTEE MEETING

Date: Thursday, February 1, 2018
Time: 2:00 p.m.
Location: Council Chambers, 495 Hot Springs Road
 Harrison Hot Springs, British Columbia

1. CALL TO ORDER	
Meeting called to order by the Chair.	
2. INTRODUCTION OF LATE ITEMS	
3. APPROVAL OF AGENDA	
4. ADOPTION OF MINUTES	
(a) THAT the Minutes of the Age-friendly Committee Meeting held December 7, 2017 be adopted.	Item 4(a) Page 1
5. ITEMS FOR DISCUSSION	
(a) Round Table Introductions <i>Time Allotted: 6 minutes</i>	Item 5(a)
(b) Age-Friendly Committee Overview & Terms of Reference <i>Time Allotted: 10 minutes</i>	Item 5(b) Page 5
(c) Meeting Structure Overview <i>Time Allotted: 8 minutes</i>	Item 5(c)
(d) Community Services Manager Role Overview <i>Time Allotted: 3 minutes</i>	Item 5(d)
(e) Meeting Schedule Update <i>Time Allotted: 3 minutes</i>	Item 5(e)
(f) Computer Training Updates <i>Time Allotted: 10 minutes</i>	Item 5(f)
(g) Quick Project Updates <i>Time Allotted: 15 minutes</i>	Item 5(g)
i. Movies in the Park <i>Time Allotted: 5 minutes</i>	Item 5(g)(i)
ii. Speaker Series <i>Time Allotted: 5 minutes</i>	Item 5(g)(ii)
iii. Home Services Questionnaire <i>Time Allotted: 5 minutes</i>	Item 5(g)(iii)
6. ADJOURNMENT	

VILLAGE OF HARRISON HOT SPRINGS
AGE-FRIENDLY COMMITTEE MEETING

DATE: Thursday, December 7, 2017
TIME: 2:00 p.m.
PLACE: Council Chambers
495 Hot Springs Road
Harrison Hot Springs, BC

IN ATTENDANCE: Councillor John Hansen, Chair
Marg Doman
Allan Jackson
Elisabeth Scotson
Ken Smith
Community Services Manager, Chelsea Woolhouse

ABSENT:

Recording Secretary: Nicole Sather

1. CALL TO ORDER

The Chair called the meeting to order at 2:13 p.m.

2. INTRODUCTION OF LATE ITEMS

- Home Services Survey
- Aging Process Workshop

3. APPROVAL OF AGENDA

Moved by Marg Doman
Seconded by Ken Smith

THAT the agenda be approved as amended.

**CARRIED
UNANIMOUSLY**

4. ADOPTION OF MINUTES

Moved by Allen Jackson
Seconded by Elisabeth Scotson

THAT the minutes of the Age-friendly Committee Meeting held on
November 9, 2017 be adopted.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Age-friendly Committee Meeting
December 7, 2017*

Discussion ensued on Computer Training and Aging Process Workshop.

6. **MOTION FOR CONSIDERATION TO CLOSE MEETING**

Moved by Elizabeth Scotson
Seconded by Marg Doman

THAT the meeting be closed to the public at 3:38 p.m. except for Committee and senior staff in accordance to Section 90(1) of the Community Charter to consider matters pursuant to:

90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

**CARRIED
UNANIMOUSLY**

7. **RECONVENE OPEN MEETING**

The Chair reconvened the meeting at 3:57 p.m.

8. **RISE AND REPORT OUT OF THE CLOSED MEETING**

Moved by Marg Doman
Seconded by Allan Jackson

THAT Vivian Walker and Ken Gisborne be appointed to the Age-Friendly Committee, subject to receipt of Elizabeth Scotson's resignation.

**CARRIED
UNANIMOUSLY**

9. **ADJOURNMENT**

Moved by Allan Jackson
Seconded by Marg Doman

THAT the meeting be adjourned at 3:58 p.m.

**CARRIED
UNANIMOUSLY**

John Hansen
Chair

Debra Key
Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS

TERMS OF REFERENCE

Age-Friendly Committee

MISSION STATEMENT

The Age-friendly Committee aims to promote opportunities, information, services and events that may benefit, enhance or augment the lives of residents of Harrison Hot Springs.

PURPOSE

To provide recommendations and advice to Council on matters relating to age-friendliness in the Village of Harrison Hot Springs (the Village). Age-friendliness is recognized to include improvements and amenities which benefit people of all ages and abilities.

MEMBERSHIP

The committee shall consist of six (6) members and should have a minimum of five (5) members at all times, as appointed by Council. One member of the committee will be a member of Council. A quorum shall consist of three members.

PROCEDURES

1. The Chairperson shall be appointed by Council.
2. The Committee may meet as required and shall structure its activities to meet at least three times per year. The Committee is not required to meet every month of the year.
3. Upon adoption, Committee meeting minutes shall be forwarded to Council for information.
4. The time and date of the next Committee Meeting shall be scheduled at the end of each Committee meeting.
5. Committee meetings are open to the public.
6. If a Committee member is absent from a meeting for four (4) consecutive regularly scheduled meetings, a member may be disqualified from holding office as a Committee member. Disqualification will not apply if the absence is due to illness or injury or is with leave of the membership.

RESPONSIBILITIES

1. The Age-Friendly Committee shall consider the following or other matters as directed by Council:
 - a) Provide recommendations on the implementation of the Age-Friendly Action Plan;
 - b) Serve as the age-friendly champion for the community by developing a vision, gathering momentum and encouraging action;
 - c) Develop a coordinated approach between local government, citizens, service providers and community organizations to make the community age-friendly;
 - d) Promote awareness of age-friendly principles to residents, local agencies and businesses;
 - e) Encourage the community to view policies, projects and programs with an age-friendly lens;
 - f) Monitor changes to age-friendliness, with consideration of the impact on people of all generations and abilities; and
 - g) Make recommendations to local government on a regular basis to continue age-friendly initiatives.

2. The Committee may hear and consider representations by any individual, organization or delegation of citizens on matters regarding the above or as may be referred to it by Council.

REPORTING AND AUTHORITY

In the provision of their services to the Village, the Age-Friendly Committee and its members have a responsibility to act in the best interests of the Village and within the procedures, policies and guidelines established by the Village.

TERMINATION OF THE COMMITTEE

The Committee exists at the pleasure of Council and may be reconstituted at the first meeting of Council in January of each year.

Save with respect to matters expressly dealt with or provided for in this bylaw, the rules governing proceedings of the Committee shall be those governing proceedings of the Council under the "Village of Harrison Hot Springs Council Procedure Bylaw No. 1002, 2012".