

**March 5<sup>th</sup>, 2014 – 5:00 p.m.****Attendance**

Councillor Peter Papp, Town Clerk Nancy Bozzato (presentation & portion of the meeting), Joe Bouchard, Bob Hildebrandt, Ed Minchin, Judy Reid, Anne Robbins, Del Leney, Melanie Lachnit, David Swan, Sharon Cook, Gail Hilyer, Susan Buckingham, Martha Toscher.  
Guest – Andrea Goertzen, Health Advocacy Service.

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**Call to Order**

Councillor Peter Papp called the meeting to order at 5:05 p.m. Councillor Papp chaired the meeting until the point in the meeting when the Chairperson was elected.

**Introductions**

Everyone in attendance provided a brief introduction which included their name, history and background on their interest in serving on the Committee.

**Orientation**

Nancy Bozzato (Town Clerk) provided a presentation on Parliamentary Procedure to the Pelham Seniors Advisory Committee to orient the members with proper procedure and meeting etiquette. A copy of the presentation is attached.

Following a few questions from the Committee with regard to Rules of Procedure, Nancy Bozzato advised that Town of Pelham By-Law No. 3427 (2013), being a by-law to govern the proceedings of the Town of Pelham Council and Committees, the conduct of its members, and the calling of meetings also applies to the Pelham Seniors Advisory Committee (PSAC).

**Election of Pelham Seniors Advisory Committee Executive**

Nominations were called three (3) times for each position: Chairperson, Deputy Chairperson and Secretary.

Chairperson:

Gail Hilyer was nominated by: Joe Bouchard and nomination was seconded by: Sharon Cook

David Swan was nominated by: Del Leney and nomination was seconded by: Judy Reid

Judy Reid was nominated by: Ed Minchin and nomination was seconded by: David Swan

Gail Hilyer and Judy Reid accepted their nominations. David Swan declined nomination. Votes were cast, collected and tallied. The Pelham Seniors Advisory Committee Chairperson elect is Judy Reid.

Judy Reid took over the meeting as Chairperson of the Committee from this point in the meeting forward.

**March 5<sup>th</sup>, 2014 – 5:00 p.m.**Deputy Chairperson:

Joe Bouchard was nominated by: Sharon Cook and nomination was seconded by: David Swan

Gail Hilyer was nominated by: Judy Reid and nomination was seconded by Joe Bouchard

Joe Bouchard and Gail Hilyer accepted their nominations. Votes were cast, collected and tallied. The Pelham Seniors Advisory Committee Deputy Chairperson elect is Joe Bouchard.

Secretary:

Del Leney was nominated by: Melanie Lachnit and nomination was seconded by: Bob Hildebrandt

Gail Hilyer was nominated by: Sharon Cook and nomination was seconded by: Joe Bouchard

Del Leney and Gail Hilyer accepted their nominations. Votes were cast, collected and tallied. The Pelham Seniors Advisory Committee Secretary elect is Del Leney.

Moved by: Judy Reid

Seconded by: Joe Bouchard

*That the ballots for Chairperson, Deputy Chairperson and Secretary be destroyed immediately following this meeting.*

CARRIED.

Bob Hildebrandt left the meeting at 6:00 p.m. due to previous commitment.

**Terms of Reference**

Sharon Cook suggested the Committee work with the current Terms of Reference as is. Joe Bouchard commented that he had assisted with the preparation of the Pelham Seniors Advisory Committee Terms of Reference. He noted that the Terms of Reference (T of R) specify review on an annual basis.

Joe Bouchard further added that objective number two (2) on the list (T of R), states "...age friendly" which means age friendly to ALL age groups, not just seniors.

Consensus of the Committee is to operate under the current Terms of Reference for the time being.

**Meeting Schedule**

Moved by: Joe Bouchard

Seconded by: Sharon Cook

**March 5<sup>th</sup>, 2014 – 5:00 p.m.**

*That the Pelham Seniors Advisory Committee conduct their regular monthly meetings on the first Wednesday of each month beginning at 4:00 p.m.*  
CARRIED.

The next regularly scheduled meeting of the PSAC is Wednesday, April 2<sup>nd</sup> at 4:00 p.m. in the Council Chambers.

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**New Business**

Councillor Papp suggested the “Ramp It Up” Leadership Niagara campaign organizers make presentation at the next PSAC meeting. Judy Reid advised that she will make contact with the organizers to schedule a suitable time for a presentation.

Judy Reid suggested that PSAC conduct a working session to solidify the group’s short term and long term goals for PSAC. Councillor Papp outlined the Creative Problem Solving Process adopted and used by Town Council. Following some discussion on the models used by Pelham Active Transportation Committee, Mayor’s Youth Advisory Council and the Joint Accessibility Advisory Committee, PSAC agreed to the Creative Problem Solving approach to short and long term goal setting. Councillor Papp to contact facilitators to attend the next regularly scheduled meeting of the PSAC.

**Adjournment**

Moved by: Joe Bouchard

Seconded by: David Swan

*That the Pelham Seniors Advisory Committee do now adjourn.*

CARRIED.