

# INFORMATION NOTE

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<b>Title:</b>	<b>Membership Status – Seniors Advisory Committee</b>
<b>Date Prepared:</b>	November 13, 2020
<b>Report To:</b>	Seniors Advisory Committee
<b>Councillor and Role:</b>	Councillor Deanne Stapleton, Lead - Seniors Adviosry Committee
<b>Ward:</b>	N/A

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## **Issue:**

To provide status update and direction on fulfilling the membership requirements as per the Committee's Terms of Reference.

## **Discussion – Background and Current Status:**

The Terms of Reference for the Seniors Advisory Committee with respect to membership and length of term states as follows:

The Advisory Committee will be comprised of a minimum of 9 and maximum of 11 total members from the following stakeholder groups:

## **Membership**

### **Committee Chair**

Advisory committees are chaired by members of the public. One advisory committee member will be elected as chair by the committee every two years. The public member chairing a committee will have responsibility for ensuring the committee carries out its work as per the terms of reference.

### **Public Members**

The Committee will be comprised of **no more than 5 residents** who are at least 50 years of age or older, or their caregivers. Public members are volunteers and will receive no compensation for participation. Preference will be given to residents of St. John's.

### **Organizations**

The Committee will be comprised of **no more than 5 persons** serving as organizational representatives who are connected to the interests of older persons in the community. Each organization may also appoint an alternate representative to attend committee meetings in the event that the primary member is unable to attend.

### **Youth Representation**

# ST. JOHN'S

## Membership Status – Seniors Advisory Committee

Individuals between the ages of 19-35 Representation: At least **one public member** will be appointed to each advisory committee between 19-35 at the time their application is submitted.

### Length of Term

#### **Public Members**

Unless otherwise indicated, the advisory committee term of appointment is two years.

Recognizing the value of experience and the need for continuity, incumbents who are willing to seek reappointment may signify their intent to serve an additional two years, **for a total of two two-year terms**. In some cases, members may be encouraged to provide guidance, expertise and attend in a bridging capacity following the end of their term.

#### **Organizations**

The role of an organization will depend on its relationship with the committee and ongoing ability to represent interests of a stakeholder group relevant to the purpose of the advisory committee. **Where appropriate, organizations will be required to alternate appointed representatives following the completion of two two-year terms.**

The following table represents the status of current members:

	Appointed	Term Expiry	
Sharron Callahan	22-Feb-16	18-Dec-19	Org Rep - CARP - (Appointed Feb, 2016 as Citizen Rep. Became CARP Rep in Feb 2018)
Lorraine Best	22-Feb-16	18-Dec-19	Org Rep - Seniors NL
Neil Moores	18-Dec-17	18-Dec-19	Org Rep - Pensioners
Neil Hamilton-	18-Dec-17	18-Dec-19	Org Rep - CARP
Glenda Reid	18-Dec-17	18-Dec-19	Citizen Rep - Eligible for two-year extension
Patsy Yetman	22-Feb-16	18-Dec-19	Citizen Rep - Has served two, two-year terms
Ruby Constantine	18-Dec-17	18-Dec-19	Citizen Rep - Eligible for two-year extension
Devonne Ryan	18-Dec-17	18-Dec-19	Citizen Rep - Eligible for two-year extension

Based on the foregoing, Patsy Yetman is the only member who has exceeded the maximum term of membership. The organization – CARP may be required to alternate appointed representatives following the two, two-year term.

### **Key Considerations/Implications:**

1. Budget/Financial Implications: N/A

**Membership Status – Seniors Advisory Committee**

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2. Partners or Other Stakeholders: Seniors Organizations and Senior Population within the City
3. Alignment with Strategic Directions/Adopted Plans:
  - a) A Connected City: A city where people feel connected, have a sense of belonging, and are actively engaged in community life
  - b) An Effective City: A city that performs effectively and delivers results
4. Legal or Policy Implications: N/A
5. Privacy Implications: N/A
6. Engagement and Communications Considerations: Call for new members will be advertised through the City's Communications Division.
7. Human Resource Implications: N/A
8. Procurement Implications: N/A
9. Information Technology Implications: N/A
10. Other Implications: N/A

**Conclusion/Next Steps:**

Currently the membership composition is eight which falls short of the minimum membership requirement for 9 – 11 members as outlined above. As a result, it is necessary to advertise for additional citizen representatives to replace those who have filled or exceeded their term and to ascertain if there are other organizations interested in serving on the Committee. Existing organizations represented will need to confirm or replace their existing representatives.

**Membership Status – Seniors Advisory Committee**

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**Report Approval Details**

Document Title:	Seniors Advisory Committee - Membership .docx
Attachments:	
Final Approval Date:	Nov 16, 2020

This report and all of its attachments were approved and signed as outlined below:

**Karen Chafe - Nov 15, 2020 - 6:09 PM**

**Elaine Henley - Nov 16, 2020 - 10:27 AM**