



**Minutes - Senior Citizen’s Recreation & Culture Advisory Committee**

**November 21, 2022 11:00AM – 1:00PM Westwinds Senior Centre**

**Participants:** Corinne Lonsdale, David Gayton, Ross Dickson, Moira Biggin-Pound, Janice Tomich, Dave Nabi, François Morel, Christina Rupp, Janice DesJardins, Harjot Thandi (DOS), Tim Hoskin (DOS)

**Facilitator:** Tim      **Recorder:** Harjot

**Purpose:** The Committee will collaborate with and provide recommendations to staff on programs and Senior’s related issues connected to the 55+ Recreation and Culture Programming in Squamish. The Committee will advise on the delivery of recreation and culture across Brennan Park Recreation Centre, The 55 Activity Centre, and Westwind’s facility. (TOR)

**Objectives:** ... to increase the social well-being of 55+ community in Squamish. As well to:

- a. To provide a link to the 55+ community to engage in recommendations, proposals for new programs and accept feedback to improve recreation and culture with the District of Squamish,
- b. To identify barriers to access by 55+ community to recreation and cultural programs and services,
- c. To be inclusive of all community needs and interests and reflect a diverse range of groups and members.

**Agenda:**

ITEM	REQUIRED OUTCOME / ACTION
Welcome & Introductions	<ul style="list-style-type: none"> <li>- Grab a coffee/tea</li> <li>- Introductions &amp; review of Agenda</li> </ul>
Program Life Cycle	<ul style="list-style-type: none"> <li>- Review of process</li> </ul>
Registration Process	<ul style="list-style-type: none"> <li>- Review how it works</li> </ul>
Marketing	<ul style="list-style-type: none"> <li>- How Recreation &amp; Culture Markets</li> </ul>
Measuring Success	<ul style="list-style-type: none"> <li>- Benchmarking Review</li> </ul>
Lunch	<ul style="list-style-type: none"> <li>- Working lunch</li> </ul>
Program Suggestions	<ul style="list-style-type: none"> <li>- Staff Review of last meeting program suggestions</li> <li>- Considering what we learned what should be the focus?</li> </ul>
Maximizing Potential and Experience	<ul style="list-style-type: none"> <li>- How do we capitalize on the energy and experience around the table?</li> <li>- What can be done formally/informally?</li> </ul>
West Winds Kiosk	<ul style="list-style-type: none"> <li>- Informing Seniors</li> <li>- Other opportunities (online, facilities, in person?)</li> </ul>
Wrap-up	<ul style="list-style-type: none"> <li>- Outcomes/decisions reviewed</li> <li>- Action items - assigned responsibilities; set delivery dates;</li> <li>- Next meeting date and location</li> </ul>

**LAST MEETING'S ACTION ITEMS:**

By Whom	What	By When	Update
Devon	Confirm steering report is on website	November Meeting	confirmed
DOS	Review how people register for programs	November Meeting	complete
DOS	Print Program Guide to show to members	November Meeting	complete
DOS	Discussion of Westwinds Kiosk – filling with community wide events and programs	November Meeting	Jan meeting
DOS	Benchmarks – reporting out on BP, WW, marketing, and registration	November Meeting	complete
DOS	Review program suggestions and make recommendations on what should be pursued; if not why?	November Meeting	Carry forward

**MEETING OUTCOMES/ DECISIONS:**

Who	What

**NEW ACTION ITEMS:**

By Whom	What	By When
DOS	Send email re: contact sharing confirmation	Jan Meeting
DOS	provide printouts of steering report for each member	Jan Meeting
Members	Reminder that committee members familiarize report	Jan Meeting
Tim	Review and make suggestions to Committee on how to tap into energy/enthusiasm beyond scope of TOR	Jan Meeting

**Next meeting date: 11am Monday January 23rd at Black Tusk Room at BP Rec Centre**

**Introduction:**

- Creation of name placards
- Tim started meeting
- Recap of previous meeting

## Overview of today's agenda

### **Discussion:**

Showcase of Programs Process document

Discussion of programs process

Question: should the committee visit a neighboring community centre

Call for submission of ideas for future agenda items

Discussion of subsidies

Discussion of staffing

Discussion of fees & charges

Question: what is the % of feedback from participants for programs

Showcase registration process

Discussion of marketing

Suggestion: using mail to highlight programs

Emphasize a focus on current programs

Showcase of benchmarking draft

Suggestion: include programs that are in assessment/planning stage

Suggestion: include location column for each facility

### **Lunch**

Discussion of insurance

Postpone Program Suggestions agenda item

Discussion of informal side projects

Discussion of next meeting objectives

Discussion of ideas for informal meetings and presenting them to committee

Discussion of homework/research for committee members