

**City of Port Colborne
Port Colborne Senior Citizens Advisory Committee Meeting Agenda**

Date: Tuesday, January 20, 2026
Time: 10:00 am
Location: Committee Room 3-City Hall
66 Charlotte Street, Port Colborne, Ontario, L3K 3C8

Pages

1. Call to Order
2. Adoption of the Agenda
3. Disclosures of Interest
4. Presentation: Olga Loeffen, Parks and Recreation Strategic Plan Consultants
5. Approval of Minutes 1
6. Nominations: Chair and Vice Chair
7. Staff Updates
 - 7.1 Seniors Community Grant 2026-2027
8. Order of Business
 - 8.1 2026 Committee Workplan 5
 - 8.2 Brochures and Rack Cards
9. New Business
10. Adjournment

City of Port Colborne

Port Colborne Senior Advisory Committee Meeting Minutes

Date: Tuesday, November 18, 2025
Time: 10:00 am
Location: Committee Room 3-City Hall
66 Charlotte Street, Port Colborne, Ontario, L3K 3C8

Members Present: M. Cooper
D. Santarella
N. Salvage
T. McDowell

Member(s) Absent: Deanna Rudyk

Staff Present: M. Aquilina, Councillor
S. McDowell, Public Programmer, Museum and Culture
J. Faccini, Outreach Coordinator

Others Present: John Elcich, community member

1. Call to Order

The interim chair called the meeting to order at 10:11 a.m.

2. Introduction to New Committee Members

New members were not present at the meeting.

3. Adoption of the Agenda

Moved By Nancy Salvage
Seconded By Tammy McDowell

That the Seniors Advisory Committee agenda, dated November 18, 2025, be approved.

Carried

4. Disclosures of Interest

No disclosures of interest.

5. Approval of Minutes

Moved By Tammy McDowell

Seconded By Dorothy Santarella

That the Seniors Advisory Committee minutes, dated October 21, 2025, be approved.

Carried

6. Business Arising from Minutes

6.1 Stop Gap - updated text and application

S. McDowell shared the updated text and application form for the Stop Gap program.

No discussion.

7. Staff Updates

7.1 Outreach Coordinator

J. Faccini gave an update on the Seniors Community Grant project and made suggestions for programs and events that can be implemented in the future like a seniors volunteer fair.

7.2 Staff Liaison

S. McDowell gave an update to committee members on applying to the 2026-2027 Seniors Community Grant.

S. McDowell reported that the committee will be nominating a new Chair and Vice Chair in the new year.

Moved By Nancy Salvage

Seconded By Dorothy Santarella

That S. McDowell will reach out to the recreation department for a grant partnership with a focus on recreation for seniors.

Carried

8. Order of Business

8.1 Meeting with Minister of Seniors and Accessibility

S. McDowell reported that Gary Long, Director of Development and Government Relations will be meeting with the Minister of Seniors and Accessibility in January and has requested the committee's feedback on the needs of seniors in Port Colborne.

The committee shared that there needs to be a dedicated staff member for senior services, focusing specifically on seniors and coordination with local seniors' organizations. The committee also shared the need for more affordable housing for seniors in the community.

S. McDowell will share these insights with Gary Long before the January meeting.

9. New Business

9.1 December Committee Meeting

Moved By Tammy McDowell

Seconded By Dorothy Santarella

That the December Seniors Advisory Committee meeting will take place at The Pie Guys, and will not be an official meeting, but rather, a Holiday get-together before the break.

Carried

9.2 Snow removal and lawn maintenance

S. McDowell reported that there has been several calls from local seniors regarding the need for assistance with snow removal and lawn maintenance for private residences.

S. McDowell shared several local organizations that can assist with this:

- Happy in my Home, Snow Buddies Program
- Happy in my Home, Home Maintenance Program
- Niagara Landscaping, Lawncare and Cleaning
- VanDuzen Lawn Care and Snow Removal

S. McDowell also urged local seniors to fill out the City of Port Colborne's 'Request a Service' form if they need City assistance.

10. Adjournment

The Chair adjourned the meeting at approximately 11:15 a.m.

Chair

Staff Liaison

Work Plan

Committee Name:

Year:

Goal #1:							
Objective	Activities	Who is Responsible?	Timeline	Expected Outcome	Evaluation	Budget Impact	Comments
Goal #2:							
Objective	Activities	Who is Responsible?	Timeline	Expected Outcome	Evaluation	Budget Impact	Comments
Goal #3:							
Objective	Activities	Who is Responsible?	Timeline	Expected Outcome	Evaluation	Budget Impact	Comments

Goal #4:							
Objective	Activities	Who is Responsible?	Timeline	Expected Outcome	Evaluation	Budget Impact	Comments
Goal #5:							
Objective	Activities	Who is Responsible?	Timeline	Expected Outcome	Evaluation	Budget Impact	Comments

Legend

Goal #: What is the Committees Goal?

Objective: Provide Goal description.

Activities: How is the Committee going to accomplish the chosen objective?

Who is responsible?: Who will be responsible for the activities?

Timeline: When will the activities begin and end?

Expected Outcome: What are the Committee’s desired results?

Evaluation: How is the Committee going to measure the outcomes?

Budget Impact: What funds will be required for this activity?