

## **City of Port Colborne**

### **Port Colborne Senior Advisory Committee Meeting Minutes**

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

**Members Present:** S. Brown  
M. Cooper  
D. Santarella  
Deanna Rudyk  
Nancy Salvage  
Tammy McDowell

**Member(s) Absent:** Robert Carter

**Staff Present:** M. Aquilina, Councillor  
S. McDowell, Public Programmer, Museum and Culture  
B. Boles, CAO, City of Port Colborne

**Others Present:** Ursula Hudson, CARP Representative

#### **1. Call to Order**

The Chair called the meeting to order at 10:00a.m.

#### **2. Adoption of the Agenda**

Moved By Deanna Rudyk  
Seconded By Nancy Salvage

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

Carried

#### **3. Disclosures of Interest**

No disclosures of interest.

#### **4. Approval of Minutes**

Moved By Tammy McDowell

Seconded By Nancy Salvage

That the Seniors Advisory Committee minutes, dated February 18th, 2025, be approved.

Carried

#### **5. Order of Business**

##### **5.1 Seniors Expo**

##### **a. Committee Contacts**

The committee discussed contacting potential vendors for the seniors expo, and what information will be given over email about the event.

S. Brown will email potential vendors about the expo, including marketing and other information.

##### **b. Marketing**

S. McDowell shared two potential flyers that can be sent to vendors with information about the expo.

The committee discussed which flyer was the better option.

S. McDowell will send a final draft of the flyer to S. Brown to circulate to vendors.

##### **c. Workshops/Education Sessions**

The Committee discussed including speakers throughout the day during the seniors expo event.

Due to the size of the facility being used for the expo, there will be no speakers or educational sessions during the expo.

##### **d. Sponsorships**

The committee discussed the need for sponsorships to provide refreshments on the day of the expo.

CAO B. Boles will reach out to the events department, to make initial contact with local restaurants in regards to a sponsorship.

##### **e. Refreshments**

Discussion about offering refreshments at the seniors expo.

**f. Transportation**

The committee will leave the decision of transportation to and from the event until the date and vendors are confirmed.

**6. New Business**

**6.1 New Horizons Grant**

S. McDowell reported the Port Colborne Historical and Marine Museum will be receiving the New Horizon's Grant which supports the 'Community Curators' project, presented to the committee by S. Powell-Baswick at the February 18th Seniors Advisory Committee Meeting. The staff hired for this position will also assist with the June 12th Seniors Expo when available.

**6.2 Survey results - committee feedback**

B. Boles reported the results of the healthcare survey will be available within the next few days, and a meeting will be scheduled for the committee to provide feedback on the survey results with regards to Port Colborne Seniors.

**6.3 Affordable housing and parks master plan**

D. Santarella reminded the committee of the need to discuss homelessness, affordable housing and the master plan within the committee.

B. Boles suggested contacting Cathy Cousins, the Director of Homelessness Services and Community Engagement at the Niagara Region to possibly host a meeting about the subject of homelessness in Port Colborne.

B. Boles also provided an update on the master plan and the accelerated housing fund.

**7. Adjournment**

The Chair adjourned the meeting at approximately 11:40a.m.

A handwritten signature in dark ink, appearing to read "Shawn Brown", written on a light-colored, textured background.

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Chair

A handwritten signature in dark ink, appearing to read "Shawn", written on a light-colored, textured background.

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Staff Liaison