



## **Seniors Advisory Committee Minutes**

**April 2nd, 2025, at 10:00am**  
**Town of Petawawa – Civic Centre**  
**Boardroom**

### **Committee Attendance**

Present:

Committee Chair Theresa Sabourin  
Anna Marie Batelaan  
Lynn Davenport  
Sandy Edwards  
Cindy Nicholas  
Karen Donovan  
Janice Bunn

Manager of Recreation, Culture & Tourism – Colin Coyle  
Seniors Programmer – Joanne Schimmens

Regrets:

None

Absent:

None

Agenda:

**1. Call to Order**

Theresa called meeting to order at 10:00am

**2. Adoption of Agenda**

- Addition of item (f) voting for co-chair and (g)Committee Budget were added to the agenda
- Motioned to Adopt the minutes after updates by Lynn
- Seconded by Cindy
- Motion carried for the Adoption of the Agenda with additions

**3. Adoption of Minutes**

- Addition for discussion under New Business section f) Voting for Co-Chair

- Adoption of the updated Minutes for March meeting motioned Annamarie
- Seconded by Cindy
- Motion carried for the updated minutes for February 5<sup>th</sup>, 2025, carried

#### 4. New Business

- a) **Review of Seniors Community Resources:** discussion about concerns over local bus lines and scheduling and cost. Theresa mentioned she would have a conversation with Christine Mitchell  
*Group to continue to find and add items to the Resource document and will eventually develop a written brochure for seniors as a resource. Further discussion at next meeting*  
*Colin and Annamarie to meet to start process for Seniors Reference Guide*
- b) **Terms of Reference:** Reviewing all terms - Theresa
- c) **Code of Conduct:** Committee Members Annamarie, Lynn and Janice will be attending the Training session.
- d) **National Seniors Day Oct 1<sup>st</sup>.** – Wellness Open House - to start planning ideas next meeting
- e) **Petawawa Recreation Guide:** Promotion for Seniors programming also includes a monthly newsletter from the SLAC, a monthly newsletter from R, C & T Department
- f) **(Addition) Vote for Co-Chair:** This item was added to the schedule for discussion. A motion for interest was put forward by Annamarie.  
*Motion by Janice, seconded by Cindy*  
The committee voted and all were in favour of Annamarie as Vice - Chair
- g) **(addition) Committee Budget:** This item was added to the schedule for discussion as committee has a \$5,000.00 budget. Committee members to bring forward ideas in meeting to come. Can include pull-up banners

#### 5. Committee Member Check-In/ Open Discussion

- Media Release as well as looking into a weekly or monthly article in local papers
- Library is looking for volunteers
- How to reach other seniors?

- Creating a volunteer portal - list - options
- 

**Date of Next Meeting**

- The following meeting will take place May 7th, 2025, at 10:00am at the Petawawa Civic Centre boardroom.

**Meeting Adjourned at 12:00pm**