



Town of Amherst
Advisory Committee to Reduce Poverty Issues
Agenda

Date: **March 24, 2022**
Time: **4:00 pm**
Location: **Zoom Virtual Meeting**

	Pages
1. Call to Order	
1.1. Approval of Agenda	
2. New Business	
2.1. Introductions	
2.2. Housekeeping and Ground Rules	2 - 4
Terms of Reference, Speaking Order, Managing Expectations	
2.3. Introduce the Strategic Plan	
2.4. Discuss Social Determinants of Health	5 - 6
2.5. Homework Tasks	
3. Next Meeting	
4. Adjournment	

DEPARTMENT: Council and Corporate Services

TITLE: Inter-Municipal Poverty Reduction Advisory Committee

Minutes reference date: October 25, 2021

Purpose

The purpose of the PRAC is to advise all municipalities of Cumberland County on matters regarding poverty reduction through the application of social equity lenses within rural communities. The primary goals of the PRAC are:

1. to increase wellness and quality of life for all constituents living in Cumberland County focusing on what is needed to prevent people from experiencing poverty.
2. To support those who are financially marginalized by focusing on inclusion, empowerment, capacity building, and cross-sectoral collaboration.

Mandate

The mandate of the PRAC is to:

- Develop a Strategic Plan (this is the initial mandate and should be presented to the Municipal Councils within 9 months of the Committee start-up) to be reviewed annually, and approved by the Municipal Councils.
- Provide advice and recommendations to Municipal Councils as determined by the Strategic Plan, or as directly requested by Municipal Councils;
- Create awareness and education around poverty and its impact on social wellness;
- Function as a hub of community-based poverty reduction assets;
- Consider and integrate the advice and activities of other council committees with mandates aligned with poverty reduction;
- Align with strategic priorities of councils that are matters related to the committee's purpose;
- Review these Terms of Reference every three years.

Strategic Plan

The components of the Strategic Plan may contain the following:

- Ongoing asset mapping and statistical analysis of relevant evidence and data sets including, but not limited to, local housing market, Canadian census, employment, health and wellness, etc.
- Outline causes of poverty and identify those that are most likely to experience it.
- Identification of most vulnerable demographics and related service gaps.
- Establish priorities based on the Social Determinants of Health model as they relate to poverty and develop corresponding action plans.
- Messaging and communications needs to actively engage our local community which will be delivered and managed through the Municipal Units communication processes.
- A five-year outlook with actionable goals outlined for years one and two.
- Develop tools to measure the success of the strategic plan and a reporting strategy to communicate results to municipal councils and the public.

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Committee Composition and Term

The committee will endeavor to maintain a diverse and inclusive membership and represent all demographics and cultural groups within Cumberland County.

The membership of the PRAC will be as follows:

- Three Councillors as voting members - One Councillor from each Municipality (Amherst, Oxford and the County).
- Up to six members of the public as voting members, with at least one representative from each municipal unit. Representation from the following sectors preferred when possible:
 - o Business
 - o Non-Profit
 - o Education
 - o Medical
 - o Social Supports
 - o Justice
 - o Lived Experience with poverty
- Each Municipality will appoint one staff person as their lead for the committee. Staff are not voting members.
- Other staff members from each municipal unit may be asked to attend meetings to assist the Committee as required.
- Members will be appointed by their respective Municipal Councils.
- Applications for community representatives will be solicited using radio, newspaper, social media and municipal websites. Interested citizens and organizations will be invited to submit a letter of interest and experience. The staff and Council members appointed to the Committee will review the applications and recommend the community representatives to the respective Municipal Council for approval.

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Delegated Authority

The PRAC is established as an advisory committee to the three Municipal Councils and does not have any delegated authority. The Committee has no authority to direct staff. Any advice requiring implementation, reports or staff actions must first be considered by each of the municipal Councils.

Functioning of the Committee

The Clerks Office of each municipal unit will manage the scheduling and running of Committee meetings. This role will be shared amongst the municipal units on an annual rotating basis.

The Chairperson role shall be shared amongst, and meetings co-chaired by, the elected officials.

A quorum consists of a majority of the members of the Committee. Decisions of the Committee will be made by consensus. For the purposes of this Committee, consensus means general agreement, or a decision that all members of the Committee can live with, even if it is not every member's preferred way forward. If a minority of the Committee strongly objects to a decision, reasonable efforts will be made to find an accommodation. If those efforts fail, the dissenting opinions will be briefly noted in the Committee's recommendations.

Sub-Committees

The PRAC may convene sub-committees with the purpose of implementing specific action items within defined time frames.

Budget and Resources Remuneration

PRAC Committee members serve as volunteers and shall serve without remuneration.

Reimbursement of Expenses

Committee member expense reimbursement will be as per each municipal unit's policy.

Location of the Meetings

The Committee meetings will rotate annually between the three Municipal units with the option to be held virtually.

Frequency of Meetings

It is expected the PRAC will meet monthly or as determined by the Committee. Meetings will normally be held during normal business hours, however special workshops and meetings may be held on weekends or evenings.

Absenteeism

If a Committee member misses three consecutive meetings without the consent of the Committee, the Committee will advise the person or body responsible for the appointment or nomination of the member, and request that they recommend either the continued representation by the member, or the replacement of the member with another person to be named.

Social and economic influences on health

Many factors have an influence on health. In addition to our individual genetics and lifestyle choices, where we are born, grow, live, work and age also have an important influence on our health.

Determinants of health are the broad range of personal, social, economic and environmental factors that determine individual and population health.

The main determinants of health include:

1. Income and social status
2. Employment and working conditions
3. Education and literacy
4. Childhood experiences
5. Physical environments
6. Social supports and coping skills
7. Healthy behaviours
8. Access to health services
9. Biology and genetic endowment
10. Gender
11. Culture
12. Race / Racism

Social determinants of health refer to a specific group of social and economic factors within the broader determinants of health. These relate to an individual's place in society, such as income, education or employment. Experiences of discrimination, racism and historical trauma are important social determinants of health for certain groups such as Indigenous Peoples, LGBTQ and Black Canadians.

Taken from: <https://www.canada.ca/en/public-health/services/health-promotion/population-health/what-determines-health.html>

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