Age-Friendly Saskatchewan

Becoming an Age-Friendly Community Workshop

2026/2027

Participant Workbook



SSM (Saskatchewan Seniors Mechanism) is proud to provide leadership for age-friendly initiatives in the Province of Saskatchewan.

Special thanks to:

The Government of Canada:

Funded by the Government of Canada's New Horizons for Seniors Program | Canada

The 2026 edition of *Becoming an Age-Friendly Community*, this companion workbook, and in-person community workshops held throughout Saskatchewan in 2026-2027, were funded by the Government of Canada's New Horizons for Seniors Program.

Public Health Agency of Canada:

Age-Friendly Saskatchewan is a member of the Public Health Agency of Canada's Age-Friendly Reference Group. Leadership and facilitation of pan-Canadian age-friendly discussions and knowledge sharing and collaboration among provinces and territories in Canada contributes to the success of the Age-Friendly initiative in Saskatchewan.

Government of Saskatchewan

The Government of Saskatchewan supports the Age-Friendly Saskatchewan Recognition program, providing formal acknowledgement to communities who demonstrate ongoing commitment to the age-friendly framework and achievement of the milestones of the framework.

Becoming an Age-Friendly Community

Building a community where people of all ages can live, participate, contribute, and age well.

Participant Workbook

Workshop date:

_____

Community/Organization:

_____

Participant name:

_____

Welcome

Thank you for taking part in this workshop.

Becoming an age-friendly community is not simply about creating programs or services for older adults. It is about creating a community where people can **age well, remain connected, have their voices heard, participate in community life, and maintain independence and dignity**. It's neighbours helping neighbours and it is different generations interacting with each other with respect and support.

Everyone in the community is a stakeholder. Municipalities, institutions, organizations, businesses and individuals all have a role to play in developing an age-friendly community. Many of these stakeholders will also become valuable partners and collaborators.

This workbook is designed to guide individuals and/or Age-Friendly committee members in self-reflection and purposeful teamwork as you embark (or continue) on the Age-Friendly journey in your community. It was designed to work in tandem with the Age-Friendly Saskatchewan 'Becoming an Age-Friendly Community' Manual.

Chapter 1: What is Age-Friendly?

The World Health Organization (WHO) identifies eight interconnected areas (domains) that influence how age-friendly a community is. Each area may impact another area of community life. For example, lack of transportation can impact access to community support & health services and negatively impact an individual's ability to take part in social activities. Outdoor spaces and buildings that focus only on a younger demographic does not promote respect and social inclusion. Older adults may feel unable to remain in their own homes due to lack of availability of services such as yard and home maintenance, but it may actually be a lack of awareness of services due to poor communication and information channels that prevents someone from securing those home supports that can facilitate independent living.

- ★ **Transportation**
- ★ **Housing**
- ★ **Social Participation**
- ★ **Respect & Social Inclusion**
- ★ **Civic Participation & Employment**
- ★ **Communication & Information**
- ★ **Community Support & Health Services**
- ★ **Outdoor Spaces & Buildings**

The Age-Friendly framework views these areas through the lens of older adults to identify gaps/needs which are then addressed through concrete actions. Actions may include development of programs, services or policies which may have completion dates attached to them. However, Age-Friendly work is an ongoing journey. Ultimately, this work will create communities that are all ages friendly, for generations to come.

Activity: Personal Reflections

Keeping the age-friendly domains top of mind, please reflect on the following questions and add your comments in the spaces beneath. Be prepared to share a few key points during a group discussion.

What qualities make a place feel like home?

_____

_____

What do you appreciate most about our community? What makes our community a great place to live?

_____

_____

_____

_____

What does a great day look like for you personally?

_____

_____

What does your life look like 10 years from now?

_____

_____

_____

_____

_____

What does your community look like 10 years from now?

_____

_____

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_____

_____

In what ways do I hope that my community becomes more age-friendly?

_____

_____

_____

_____

_____

Chapter 2: Why Become Age-Friendly?

Activity: The Elevator Pitch

When talking with others about Age-Friendly, it is helpful to have a few key points memorized. Answer the following questions individually and then discuss as a team/group to share varying perspectives and ideas. Collectively, your team might decide to emphasize a few specific points when telling others about your work.

What are the main benefits of becoming an Age-Friendly community?

_____

_____

_____

Why are we doing this specifically for our community?

_____

_____

Who is an Age-Friendly community designed to benefit?

_____

_____

_____

_____

How does a community begin their Age-Friendly journey?

_____

_____

Name 3-4 aspects of community might be improved by becoming more age-friendly.

_____

_____

_____

_____

What is an example of an Age-Friendly action that may help our community become more age-friendly?

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_____

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_____

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_____

JUST FOR FUN!

Unscramble these Age-Friendly terms:

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nodsami_____

erdol dulats_____

umcinalytip_____

emtmocite_____

smessantse_____

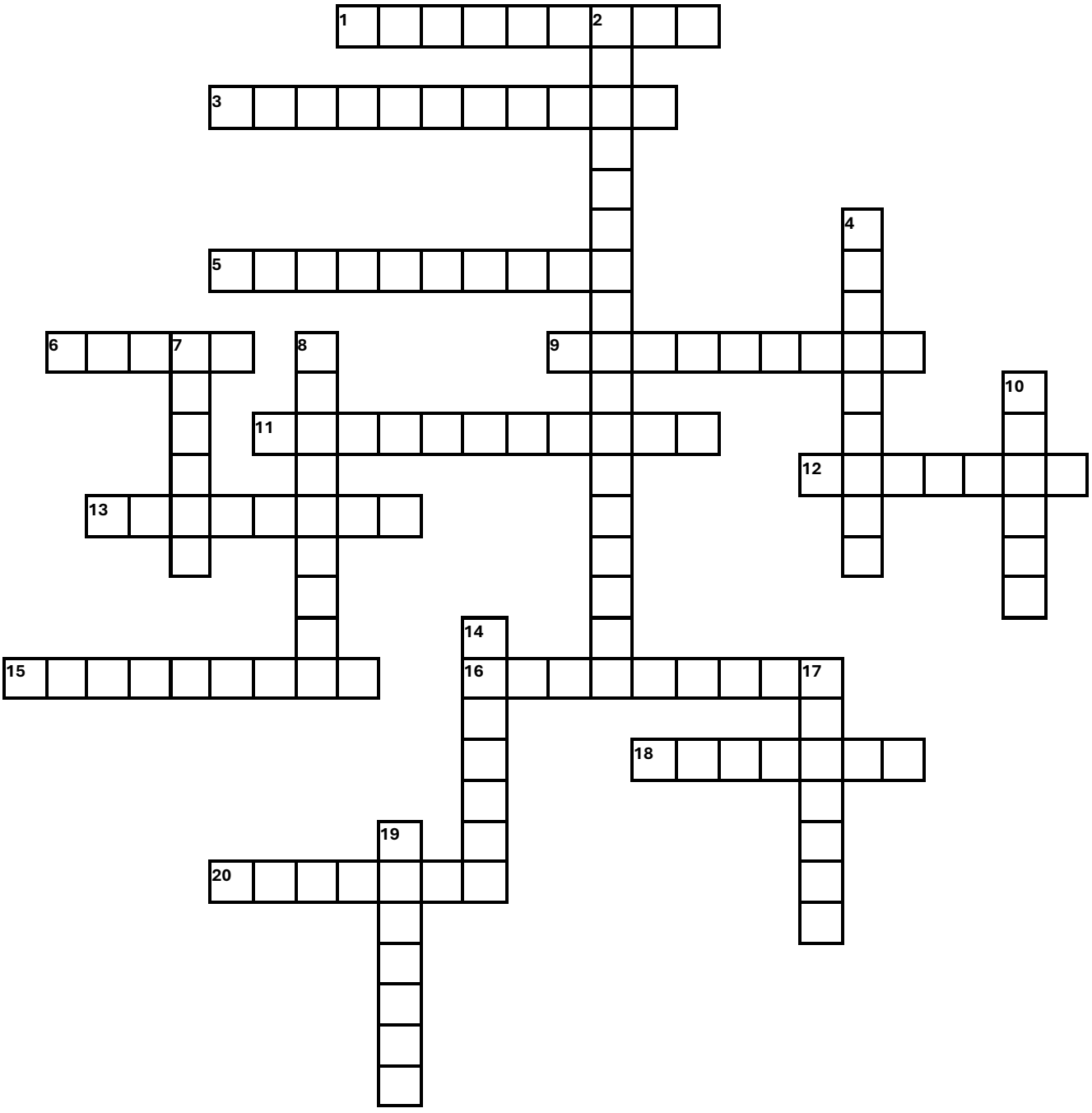
tcanio nalp_____

lvunatieoa_____

yoenrju_____

Age-Friendly Crossword: Community

Answers on page 10.



JUST FOR FUN!

CROSSWORD CLUES

ACROSS

1. An event where people come together

3. To take part in an activity with others

5. To give something to help achieve a common goal

6. Relating to the immediate area or neighbourhood

9. A person living near or next to another

11. To share or exchange information or ideas

12. A feeling or understanding that someone or something is important

13. A person who lives in a specific place

15. A body of persons delegated to consider, investigate, take action, or report on some matter

16. The act of making all people feel welcome, valued, and safe, no matter who they are

18. Showing physcial, mental or emotional wellbeing

20. The shared beliefs and customs of a group

DOWN

2. Existing, occurring, or involving people of different generations

4. Someone who offers help freely without pay

7. The unfair treatment, stereotyping, or prejudice of people based on their age

8. To work together toward a shared purpose

10. Relating to human society, group interactions, or people spending time with each other

14. Showing variety; having many different types

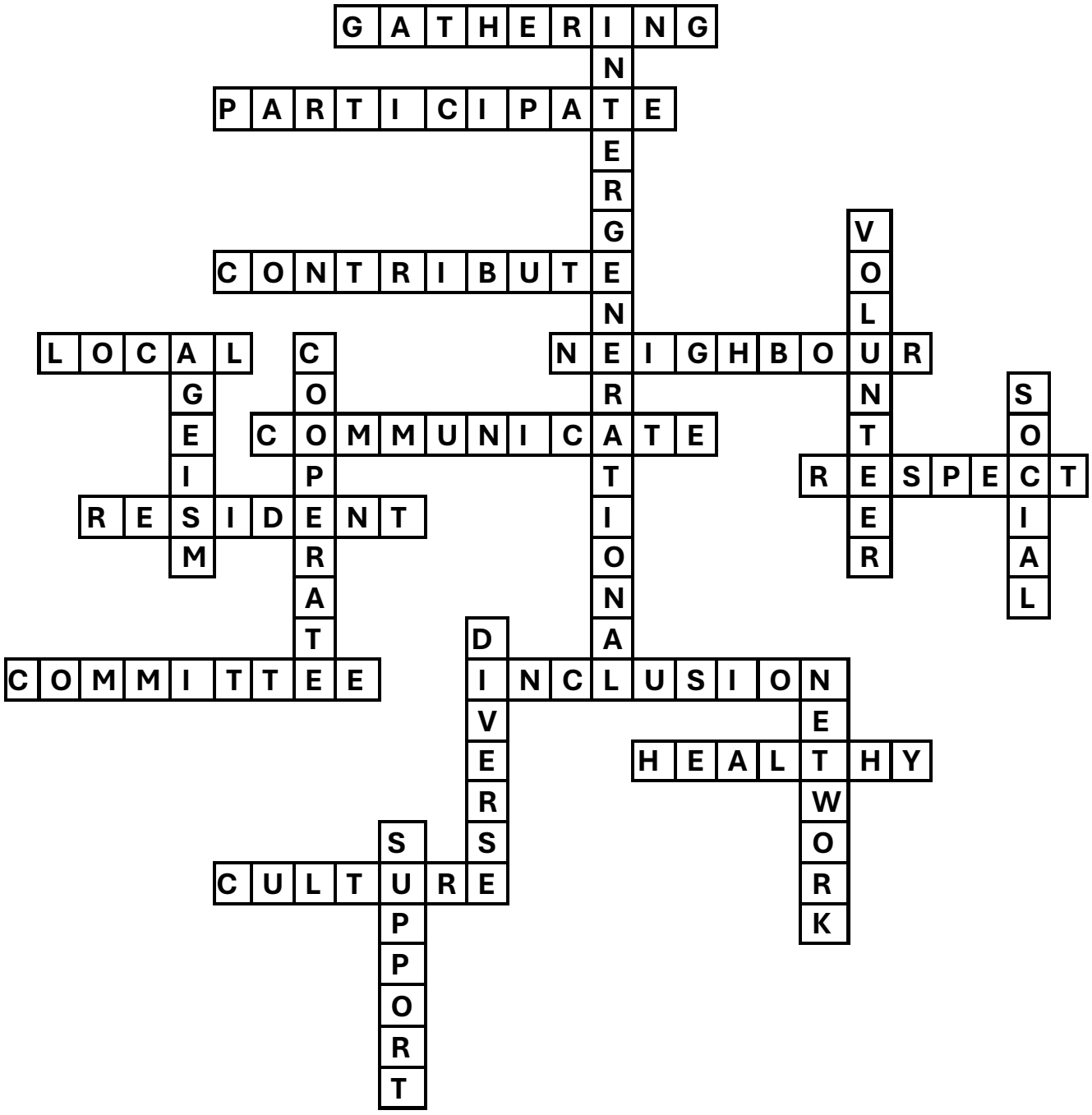
17. A group of two or more connected together to share information or resources

19. To give assistance or encouragement to someone

Word List (if you need hints!)

healthy * contribute * resident * participate * social * communicate * committee * support * gathering * intergenerational * volunteer * ageism * neighbour * local * diverse * respect * inclusion * culture * cooperate * network

CROSSWORD ANSWER KEY



Chapter 3: Age-Friendly Domains

Throughout your Age-Friendly journey, you will solicit input from the community regarding the gaps or needs in the Age-Friendly domains.

In this workshop, we invite the team to initially explore these domains from a 'glass half full' perspective, focusing on what IS available already. There are many approaches to this type of Asset-Based Community Development (ABCD).

ABCD is a positive way to initiate teamwork, working together to identify the policies, programs and services that already contribute to the age-friendliness of the community. This reduces potential overlap and helps to inform residents about what IS available.

Activity: Identify what is already available in the community in the following areas:

- **Individuals**
- **Associations**-small informal groups of people who choose to come together to use their gifts or share common interests
- **Institutions**-includes for profit, nonprofit and government
- **Physical**-spaces, places and things
- **Exchange**-local economy where gifts and talents are exchanged, e.g. buying, selling, sharing, trading, bartering, giving
- **Culture**-practices, stories, values, traditions and events that bring people together

Activity: Community Assets

You can also identify the services, programs or policies you are aware of that support older adults in your community within the age-friendly domains. Brainstorm assets in the following chart.

Outdoor Spaces & Public Buildings	Communication & Information
Community Support & Health Services	**Respect & Social Inclusion**

Social Participation	Transportation
Housing	**Civic Participation & Employment**

Chapter 4: Establish and Maintain an Age-Friendly Committee

The Age-Friendly Team

A local committee must be established to carry out this important work. This committee will become a TEAM. It's more fun to join a team than a committee, right?!

Your team may be a committee of Council or it may be a community-based volunteer committee. In either case, the municipality should remain informed about actions.

<u>What kind of team do you want to be?</u>

Committees may be **influencers/advisory**, acting as the eyes, ears and voice for age-friendliness in the community and engaging partners and stakeholders in necessary actions.

OR

Committees may be **action/activity based**, initiating programs and services themselves, in response to identified need. Partners and stakeholders are still crucial to this type of committee.

OR, a combination of the two.

It should be noted that human (volunteer or paid) and financial capacity are considerations when choosing a structure and mandate for the committee.

"Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has." ***-Margaret Mead***

Activity: There is no 'I' in TEAM, but there is 'YOU'

Consider the gifts YOU can bring to this work in relation to yourself as a professional, a practitioner, a learner, and a citizen:

Gifts of the Head: What knowledge do I bring to this work?

Gifts of the Hand: What are things you know how to do and genuinely enjoy doing? What skills do I have to share that could benefit this team?

Gifts of the Heart: What are the issues, ideas, or values you care deeply about? What are you concerned about?

Consider all your current connections in the community: clubs, activities, businesses, boards, family and friends.

How am I connected with others in the community? Which connections may be helpful in my Age-Friendly work? How can my age-friendly work support the connections that I have?

_____

_____

_____

_____

_____

What do I want or need to learn as part of this experience?

_____

_____

_____

_____

Once you have reflected on all of these questions, share within your team.

Who else do we need?

Now that you have shared your own gifts and heard about other team members' gifts and motivations, answer these questions as a team or in smaller discussion groups.

What voices, skills or demographics may be missing from your current committee composition?

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_____

Where might you recruit new members who can fill these gaps?

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S O C I A L P A R T I C I P A T I O N V
N I O K T Y A Z J M T C E P S E R C N Q
S W H A G E F R I E N D L Y H B D O K T
R O X V S U D D R G W X S F C B I T P M
T F C J G I V E P W I E Y O H T A R W N
N U T I P E R F Q X C M M A A S H O Q E
E S N I A M O D I A J M G P H H E P R I
M S Y S J L J X P E U Q I X H Z A P K N
Y K H E Z Q I S J N X C Z O D W L U F F
O J Q Z B R R N I M I H U B A O T S S O
L W B N Z O W C C T A S O B D B H Y O R
P M I U O P A D R L I W Z Z C Y S T S M
M A Z D I T T A V N U G L J N B E I J A
E Q T P I L P J G F J S V R D R R N J T
Z U Y O D C D B I R H P I D F K V U D I
O K N K I Y W I Y W R H R O C Q I M X O
X I T V X V I G N T A S L X N H C M M N
O T I I T U X W J G I Y M F M Y E O K V
Y C N M N A U K Z E S D E L V C S C I W
P A A T R A N S P O R T A T I O N G R X

SOCIAL PARTICIPATION
CIVIC PARTICIPATION
COMMUNITY SUPPORT
SOCIAL INCLUSION
HEALTH SERVICES
TRANSPORTATION
OUTDOOR SPACES
RESPECT



COMMUNICATION
INFORMATION
AGE FRIENDLY
EMPLOYMENT
BUILDINGS
DOMAINS
HOUSING

Answers on page 31...

Chapter 5: Secure Municipal Government Support

The first step in securing municipal government support is to ask them to pass a resolution supporting the work of the Age-Friendly Committee and the initiatives to become more age-friendly.

Brainstorm additional ways that your local government (including both urban and rural municipalities) might be engaged in the Age-Friendly framework.

What type of support (aside from financial) could you ask them for?

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_____

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_____

What ways could you ensure good communication with elected officials and municipal staff?

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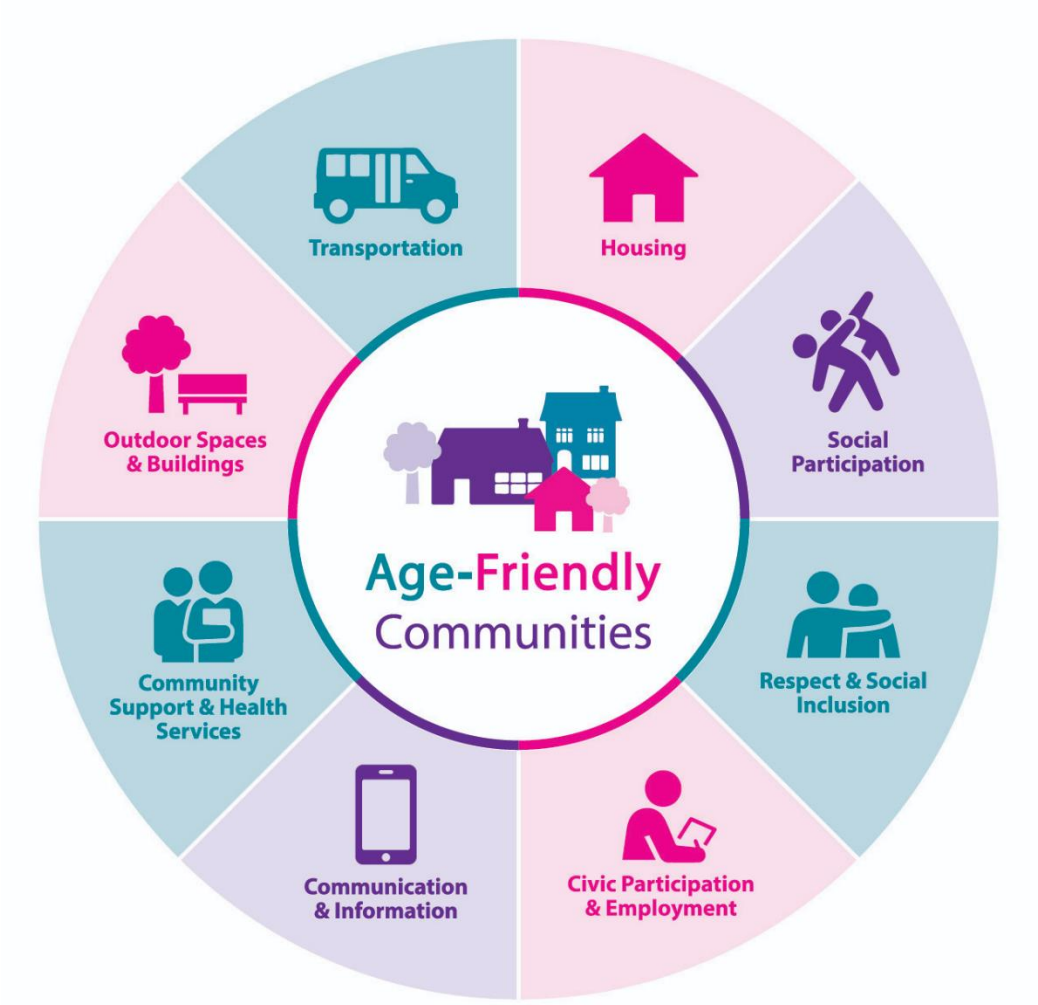
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Chapter 6: Assess Community Needs

On pages 12-13, you listed services, programs and policies that are already in place in your community in each of the Age-Friendly domains. Now it's time to look at what may be missing.

What are the gaps or needs in each of these areas in your community? Base your answers on your own personal lived experience. There are many possible perspectives: as an older adult yourself; as a caregiver for an aging adult or someone of any age who could benefit from a more age-friendly environment; or, as someone who aspires to age actively in your home and community of choice regardless of your current age.



Outdoor Spaces & Public Buildings	Communication & Information
Community Support & Health Services	**Respect & Social Inclusion**

Social Participation	Transportation
Housing	**Civic Participation & Employment**

Chapter 7: Develop and Implement an Action Plan

Using either a real scenario relevant to the local community, or from a selection of scenarios provided by the facilitator, work in teams to create an action plan to address the gap/s or need/s identified in the community. Blank worksheets will be provided. Appoint a recorder.

- **Priority Area:** what is the problem and why is action required

- **Which domain/s are affected by the need/s and or action/s?**

- **Current State:** what is causing the problem and how do we know this

- **Desired Future State:** What is the change we would like to see as a result of any action/s taken?

- **Actions Required-describe:**
  - **What it is**
  - **What resources are needed-people, funding, other**
  - **Who is going to complete the action**
  - **What is the priority of this action (high, medium, low)**
  - **When will the action be completed by**

- **Success Measures:** how will we know we've reached the desired state

- **Stakeholders/Partners:** remember, the committee does not have to embark on the age-friendly journey alone! Who can/should the committee engage for specific actions/tasks?

Chapter 8: Age-Friendly Communications

Whether you are distributing a survey, inviting people to attend an event or providing updates on the work you're doing, you need to be aware of all the ways people see and hear about things in your community.

Activity: Brainstorm a list of all the ways you can think of to communicate information in your community. Be specific!

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_____

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_____

_____

Chapter 9: Record-Keeping and Evaluation

Activity: DOCUMENT, DOCUMENT, DOCUMENT

TRUE OR FALSE

___ Age-Friendly committee minutes MUST be submitted to the Age-Friendly Saskatchewan office following each meeting.

___ Age-Friendly Saskatchewan and SSM require photo consents for children and youth.

___ There is no need to keep a file or record of news articles about your Age-Friendly work from print and digital media.

___ Incorporated non-profits MUST keep accurate and complete records of meetings, financial statements.

___ All Age-Friendly committees MUST host an annual meeting.

___ Age-Friendly committees must address all gaps that are identified in any of the Age-Friendly domains.

___ Community-wide mass surveys are the best way to collect information about needs in the community.

___ There is no need to create a summary of assessment results for the community. Your committee's job is to review survey or focus group data and determine best courses of action. The community entrusts you with these tasks.

___ Ensure that only one person has access to the hard copy and/or digital files of the committee.

___ A documented Action Plan guides your committee's action and should be reviewed, at least briefly, at each meeting.

ANSWERS TO TRUE AND FALSE:

__F__ Submitting your Age-Friendly committee minutes to the Age-Friendly Saskatchewan office following each meeting is a courtesy rather than a requirement. However, it is an easy way to communicate with Age-Friendly Saskatchewan so that they can stay informed about your work, and it tells them that the committee is continuing to meet.

__T__ Age-Friendly Saskatchewan and SSM DO require photo consents for children and youth. A permission form is available and required if photos are taken.

__T__ Keeping a file or record of news articles about your Age- Friendly work from print and digital media is recommended in order to create a log of the history of your activites and it may be helpful when preparing reports or grant applications, or when writing funding follow-up reports.

__T__ Incorporated non-profits MUST keep accurate and complete records of meetings and financial statements. Ensure that you are familiar with all of the requirements of becoming a registered non-profit organization. Age-Friendly Saskatchewan is unable to provide advice on this.

__F__ Age-Friendly committees must host an annual meeting IF they are a registered non-profit. Regardless of your status, an annual meeting in the community to report on your activities and engage stakeholders and partners is highly recommended as a good method of communication.

__F__ Age-Friendly committees may not be able to address all of the gaps that are identified. Choose a few priority areas and work on achieving small wins initially. Some gaps may require collaborating with partners and stakeholders, too. There is no requirement to address all needs identified and you may want to focus on only a few domains at a time.

__F__ Community-wide mass surveys are part of an overall plan to collect data but beginning with focus groups or personal interviews may get better results. Targeted surveys may also be a better fit depending on the data you wish to collect.

__F__ Part of the Age-Friendly milestones framework involves reporting back to the community on what you learned in your assessment. Remember this important step in communicating what you learned during the assessment. You must also publicize your Action Plan, and continue to update the community on its progress.

_F_ Ensure that MORE THAN one person has access to the hard copy and/or digital files of the committee. Committee members can come and go suddenly due to a variety of unforeseen circumstances. At least two people should know how to access important information.

_T_ A documented Action Plan guides your committee's action and should be reviewed, at least briefly, at each meeting.

Chapter 10: Community Engagement and Stakeholder Development

Activity: Brainstorm a list of potential partners and stakeholders in the community. Name 1 or 2 ways that they could be engaged. (E.g. volunteer, sponsor, donor, getting input or feedback, etc.)

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Chapter 11: Age-Friendly Saskatchewan Resources & Supports

TOP 10 RESOURCES YOU SHOULD KNOW ABOUT!

- ❑ Consult Age-Friendly staff before & during start-up AND any time you would like some support, ideas or encouragement
- ❑ Subscribe to e-newsletter 'The Connector'
- ❑ Participate in the Age-Friendly network Coffee Hour
- ❑ Read the Age-Friendly manual
- ❑ Visit the Age-Friendly Saskatchewan website
- ❑ Contribute to your own community page on the Age-Friendly Saskatchewan website
- ❑ Visit other community pages on the Age-Friendly website
- ❑ Follow the Age-Friendly Saskatchewan Facebook page
- ❑ Visit the Saskatchewan Seniors Mechanism website for other resources & ideas
- ❑ Complete your annual update form to ensure Age-Friendly Saskatchewan is aware of your most current contact information and success stories

Chapter 12: Recognition

What are the benefits of pursuing provincial recognition for your Age-Friendly work?

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What steps must be taken in order to apply for recognition?

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_____

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_____

What are the 3 possible levels of recognition and who bestows this recognition?

_____

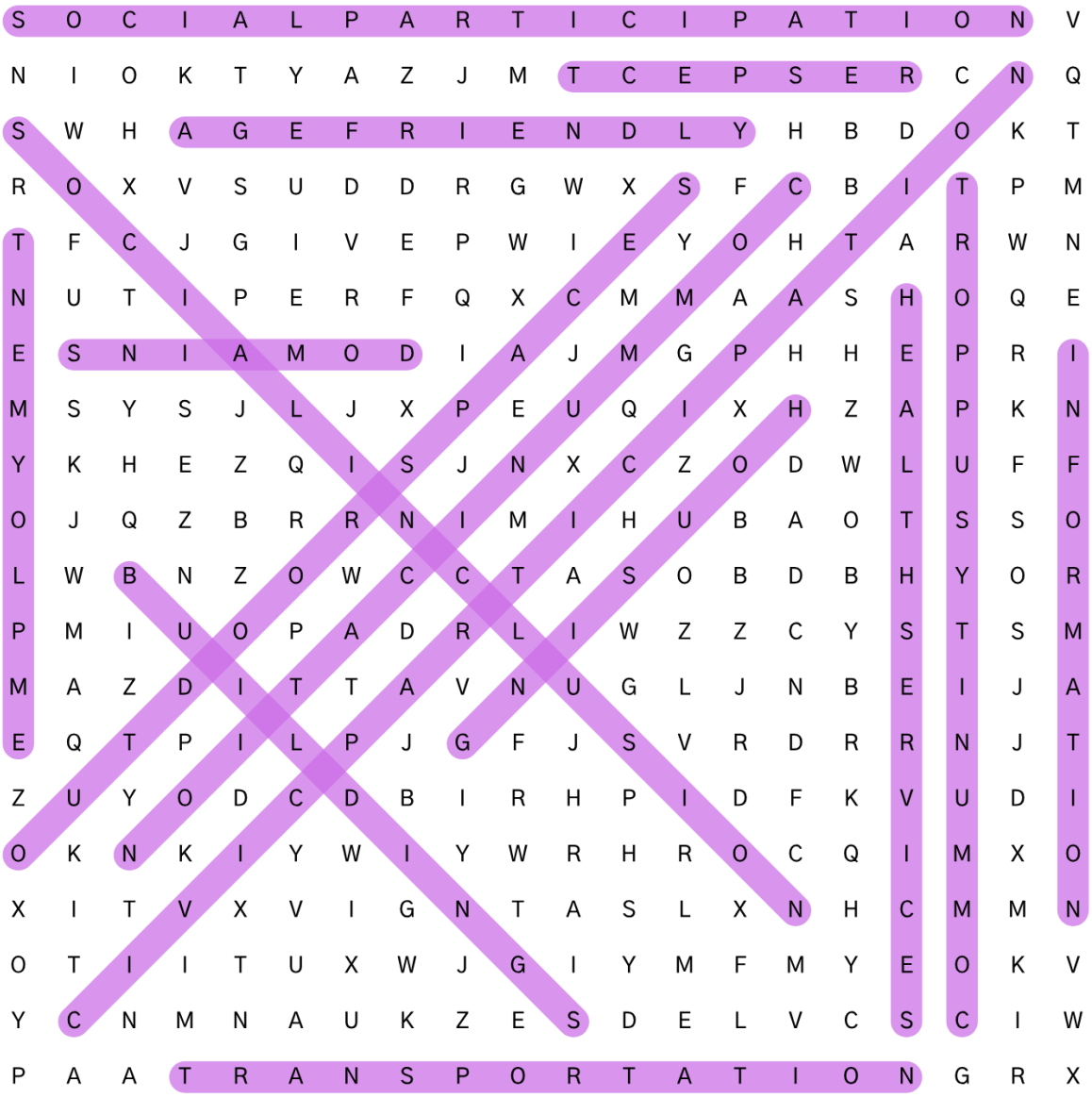
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Answer key for page 18

ANSWER KEY




Older
Adults
Moving
Forward