



**SENIORS ADVISORY COMMITTEE  
MINUTES  
MEETING No. 2012-01  
Wednesday January 18<sup>th</sup>, 2012 at 2:00 p.m.  
in the Loyalist Room, City Hall**

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**MEMBERS PRESENT**

Ms. Diane Luck, Chair  
Ms. Mary Carol Thompson, Vice-Chair  
Ms. Christine Bell  
Mr. David Crane  
Ms. Anne Graham  
Ms. Louise Richer  
Mr. Paul Switzer

**REGRETS**

Councillor Liz Schell  
Ms. Michaela Jones

**STAFF PRESENT**

Ms. Cheryl Hitchen, Manager, Social  
Planning & Policy  
Ms. Susan Powley, Committee Clerk  
Ms. Julie Salter-Keane, Accessibility  
Compliance Project Manager

**ALSO PRESENT**

Mr. Howard Stone  
Mrs. Vivian Stone

**THIS IS NOT A VERBATIM REPORT**

**MEETING TO ORDER**

Ms. Diane Luck, Chair, called the meeting to order, and welcomed Mr. and Mrs. Howard Stone to the meeting.

**APPROVAL OF THE AGENDA**

*Moved by Mr. Crane  
Seconded by Ms. Thompson*

***THAT*** the agenda be confirmed.

**CARRIED**

**CONFIRMATION OF MINUTES**

*Moved by Mr. Crane  
Seconded by Ms. Thompson*

***THAT*** the minutes of the Seniors Advisory Committee Meeting No. 2011-02 held on 16<sup>th</sup> November 2011 be confirmed.

**CARRIED**

**DISCLOSURE OF PECUNIARY INTEREST**

None was declared.

## DELEGATIONS

## BRIEFINGS

## BUSINESS

- i.* **Update by Focus Group Working Group** (Ms. Louise Richer, Ms. Michaela Jones and Mr. Paul Switzer and staff)

Ms. Salter-Keane advised that the working group had met together. She referenced the information package for Focus Group Participants which had been distributed to members. Advertising included ads in the Kingston Whig Standard and posters. She described the groups which have been adjusted to accommodate those who are participating, noting that the response was double their requirement. An adjustment was made to the 75+ group, to include those with an age of 74.

Ms. Salter-Keane described the sorting of the list by way of postal codes in order to ensure a good cross section of the City. GIS mapping will be used to portray geographic areas where participation was drawn from, as well as age.

The Age – Friendly Cities Project - Focus Group Sessions have been scheduled as follows:

January 23 <sup>rd</sup>	1-4 pm, POH - Ages 75 +
January 24 <sup>th</sup>	6-9 pm, Seniors Centre - Ages 45-59
January 30 <sup>th</sup>	1-4 pm, POH - Ages 60-74
February 1 <sup>st</sup>	6-9 pm, Seniors Centre - Ages 45-59
February 7 <sup>th</sup>	1-4 pm, POH - Ages 60-74
February 9 <sup>th</sup>	6-9 pm, Seniors Centre - Ages 60-74
February 13 <sup>th</sup>	1-4 pm, POH - Service Providers – Businesspeople and Merchants
February 21 <sup>st</sup>	1-4 pm, POH – Service Providers – Community Organizations
February 23 <sup>rd</sup>	1-4 pm – POH – Service Providers – City Staff*

[\*this date has been updated to March 6<sup>th</sup> from 1-4]

Ms. Luck congratulated staff for the work they have done.

- ii.* **Discussion** regarding invitees to the Service Provider Focus Groups

Ms. Hitchen noted a traditional focus on the health service providers field. At this time, staff are also seeking business people and community organizations to be part of the discussion. Ms. Salter-Keane added that two service provider group sessions are planned. Members provided suggestions for staff consideration to be included in discussions which will take place the end of February.

Ms. Hitchen said that the same questions will be considered in all focus groups, sessions will be 3 hours in length, and questions will be provided to members ahead of time so those attending can come prepared.

*iii.* **Update regarding Submission of Application for membership to the WHO Global Network of Age-Friendly Cities**

Ms. Salter-Keane advised that members will be advised when this takes place, and the City Communications Department will provide a press release.

**MOTIONS**

**NOTICE OF MOTION**

**OTHER BUSINESS**

Attendance at Focus Sessions

Ms. Hitchen and Ms. Salter-Keane noted that sessions will be recorded. Members are welcome to attend. It was suggested that members identify which sessions they would like to attend. Locations have been chosen to accommodate transportation needs.

**CORRESPONDENCE**

**NEXT MEETING DATES**

A discussion took place regarding next meetings. It was determined that the February meeting would not be held as the Focus Groups will be meeting during February. The March meeting will be postponed to April 04<sup>th</sup> in order to receive a compilation of the results of the Focus Groups. The regular April meeting date will be retained.

The following schedule of meetings has been established for 2012 at 2:00 p.m. in the Loyalist Room:

- February (no meeting)
- March (no meeting)
- April 04
- April 18
- May 16
- June 20
- July 18
- August (no meeting)
- September 19
- October 17
- November 21

Any updates regarding the location, date and time will be noted on each meeting agenda and on the City meeting calendar at: <http://www.cityofkingston.ca/calendar/meetings/all/>.

**ADJOURNMENT:**

The meeting adjourned at 2:45 p.m.

