



**SENIOR'S ADVISORY COMMITTEE
TERMS OF REFERENCE**

MANDATE

To enhance access to Town Services for seniors, the elderly, and their families; and

To identify and suggest solutions to gaps and barriers that impede the full participation of seniors and the elderly in all aspects of life within the Town of Strathmore.

COMMITTEE FUNCTIONS

- Advises on current matters that affect seniors and their families.
- Monitors Town programs to ensure that the needs of the elderly and their families are considered.
- Provides advice to Town Council regarding activities that affect seniors and their families, and on matters it identifies that need action.
- Deals with matters which may be referred by Council.
- Create an annual work plan with specific objectives for approval by Town Council.
- Report to Council quarterly throughout the year describing accomplishments, referencing objectives from the work plan, and identifying issues the Committee responded to.

FREQUENCY OF MEETINGS

The Committee shall meet once a month.
The Committee will not meet in August.

COMMITTEE COMPOSITION

The Strathmore Seniors Advisory Committee shall be comprised of eight (8) members made up from the following:

- Seven (7) Public Members
- One (1) Town of Strathmore Council Member (Non - Voting Member)
- One (1) Town of Strathmore FCSS Staff Member.

ELIGIBILITY CRITERIA

Chair

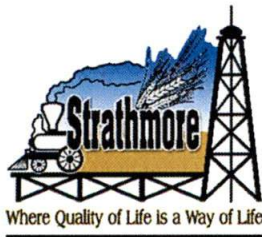
The Committee Chair should:

- a) Be a resident of the Town of Strathmore; and
- b) Be at least 18 years of age;

Preference will be given to applicants who:

- a) Have experience chairing a committee or board meeting;

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- b) Have an understanding of the Town of Strathmore Procedure Bylaw;
- c) Demonstrate strong time management skills; and
- d) Have previous experience in the following:
 - Seniors Outreach;
 - Health Care Professionals who preferably have responsibilities in providing care to seniors;
 - Education Professionals who deal with educational needs and opportunities for seniors;
 - Seniors Housing;
 - Citizens at Large from the community age fifty-five or older.

Public Members

Public Members should be:

- a) Residents of Strathmore; and
- b) At least 18 years of age.

Preference will be given to candidates with experience in the following:

- Seniors Outreach;
- Health Care Professionals who preferably have responsibilities in providing care to seniors;
- Education Professionals who deal with educational needs and opportunities for seniors;
- Seniors Housing;
- Citizens at Large from the community age fifty-five or older.

TERM LENGTHS

The length of term for Public Members shall be one (1) year. Public Members may serve up to a maximum of four (4) consecutive years.

REPORTING

The Seniors Advisory Committee reports directly to Council.

MEETING SUPPORT

Legislative Services will provide support for the Senior's Advisory Committee.

MEMBER RESPONSIBILITIES

Committee Members are expected to attend Committee Meetings. Any absences from regularly scheduled committee meetings must be reported to the Committee Chair at least two business days prior to the date of the meeting whenever possible. A Committee Member may be dismissed from a committee for excessive absences.

Committee Members are required to sign and abide by the Council Code of Ethics and Conduct Policy No. 1103.

PJ