



# CHESTERMERE

**Policy Name:** Seniors Advisory Committee Terms of Reference

**Policy Number:** 855

<b>Effective Date:</b> February 24, 2026	<b>Approved By:</b> Mayor & Council
<b>Policies Amended / Rescinded:</b> Policy #855 - Seniors Advisory Committee Terms of Reference	<b>Policy Type:</b> Council

## **I. Purpose**

1. The Seniors Advisory Committee must follow guidelines and procedures outlined in Bylaw #042-25, being the Committee Bylaw, or its successor.
2. The Seniors Advisory Committee’s purpose is to advise and make recommendations to Council on how the City of Chestermere can improve services and infrastructure to its citizens, with the intent that those citizens will stay in Chestermere. The Committee will place an emphasis on older adults but not limited to that scope. Areas of research for this Committee include affordable housing, physical and mental health supports and services. The Committee will collaborate, research, and develop recommended strategies for Council.

## **II. Duties**

1. The duties of the Senior Advisory Committee include:
  - a. Servicing in an advisory capacity to Council on recommendations for seniors housing, supports, and services for senior advisory;
  - b. Develop a suggested priorities plan for the recommended action items, considering needs, and available financial resources;
  - c. Provide regular updates to Council on progress of the Senior Advisory priorities in the action plan, and any changes to suggested priorities;



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- d. Support the implementation, and monitoring of action items approved by Council;  
and
- e. Support Council with advocacy efforts to other levels of government and regional partners regarding funding and supports for seniors housing.

### III. Membership

1. The Senior Advisory Committee Members shall be appointed through Council Resolution and will consist of:
  - a. Up to two Council Members;
  - b. Seven to ten Public Members; and
  - c. Non-voting administrative liaison, as appointed by the Chief Administrative Officer.
2. Public Members may include senior residents, and representatives from Alberta Health Services, the Older Adults' Coalition of Chestermere, and other agencies.

### IV. Term

1. The term of Membership shall be in accordance with Bylaw #042-25, being the Committee Bylaw, or its successor.

X

Mayor, Shannon Dean

X

Chief Administrative Officer, Kent Edney



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**Last Review Date:** February 24, 2026

**Next Review Date:** February 2030

<b>Revision History (Completed by Legislative Services):</b>		
<b>Policy Title</b>	<b>Date Approved</b>	<b>Resolution Number</b>
Policy #855 - Seniors Advisory Committee Terms of Reference	February 24, 2026	260224-05
Policy #855 - Seniors Advisory Committee Terms of Reference	September 10, 2024	240910-30
Policy #022-02 - Aging in Place Committee	December 22, 2022	221220-41
Committee and Board Bylaw	March 17, 2020	112-20
Policy #841 - Seniors Task Force on Seniors	January 1, 2019	009-19
Policy #841 - Council Task Force on Seniors Housing	November 20, 2018	546-18