



TERMS OF REFERENCE

Salmo Seniors Working Group

Objective

The primary objective of the Salmo Seniors Working Group is to provide input and support to the Chief Administrative Officer (CAO) for the development and implementation of age-friendly initiatives within: (a) the budget and priorities set by Council, and (b) the administration and reporting requirements set by grant agencies.

Working Group Terms of Reference

1. The members of the Salmo Seniors Working Group (hereinafter Group) are community seniors, caregivers of seniors and senior service providers engaged through a volunteer call out.
2. A summary of the agreed to actions of the Group will be maintained by the Village.
3. The Group's responsibilities shall include the following:
 - Deliberation and recommendation of a proposed set of initiatives within the prescribed age-friendly grant and Village budget;
 - Identification of possible community partners, volunteers and interested residents to carry out age-friendly initiatives;
 - Support as required for the implementation age-friendly activities, including: community assistance to complete surveys; attendance and possible participation at community forums and events; guidance on local arrangements, service providers, or potential sponsors, etc.

Group Members

4. The Group shall consist of a minimum of three volunteer members and include the Council member assigned to the Seniors portfolio.

Term of Office & Time Commitment

5. The term of office is ongoing and is for as long as the Village is pursuing age-friendly initiatives. Group members are expected to participate in meetings as scheduled by the Village of Salmo.

Selection of Members

6. The Village advises seniors groups of the volunteer requirement for the Group and appointments are made by the CAO ensuring sufficient and balanced expertise and the minimum complement of volunteers are in place.

Reporting

7. The CAO reports to Council and in this way the work of the Group is reflected in recommendations made to the governing body of the Village of Salmo.