

# How to Pass a Local Council/District Board Resolution: Guidelines for Community Members

If you are a community member interested in encouraging your local council or district board to pass a resolution to support age-friendly initiatives, these steps will assist you. These are general guidelines intended for community members; the process will vary from community to community.

## General Steps:

### 1. Connect with your local government

Get to know your local government staff and council/board to learn what their main priorities and issues are. Check your local government website for an official community plan, sustainability plans, strategic and financial plans, or indications of any age-friendly initiatives in progress. Try to align your age-friendly recommendations with existing priorities and plans.

Contact your local government office to learn about the procedures, rules and regulations to pass a resolution in your community. Ask for an upcoming meeting schedule and information on how to propose items for the agenda. Also, ask about support materials they may need and the length of time you have to speak.

### 2. Develop contacts in the community

Contact people who share your vision and who will assist you in creating an age-friendly community. Consider contacting elected officials, members of the business community, seniors' organizations and other influential community leaders. These supporters might form the beginnings of your age-friendly advisory or steering committee, or will simply assist in spreading the word about what you are trying to do.



### 3. Get ready for the vote

You'll want to prepare information to support your resolution. For relevant statistical information about seniors in the Canadian context please refer to **Canadians in Context – Aging Population**, available online at [www4.hrsdc.gc.ca/.3ndic.1t.4r@-eng.jsp?iid=33](http://www4.hrsdc.gc.ca/.3ndic.1t.4r@-eng.jsp?iid=33) or **A Portrait of Seniors in Canada**, available online at [www.statcan.gc.ca/pub/89-519-x/89-519-x2006001-eng.htm](http://www.statcan.gc.ca/pub/89-519-x/89-519-x2006001-eng.htm).

For statistical information specific to your community, visit the BC Stats website, [www.bcstats.gov.bc.ca/StatisticsBySubject/Census/2011Census.aspx](http://www.bcstats.gov.bc.ca/StatisticsBySubject/Census/2011Census.aspx).

Focus your message on the advantages of improving the community for older people, such as the significant role seniors play in the community and the positive impact age-friendly initiatives can provide to all ages.

Encourage all of the organizations and individuals who have committed to supporting the initiative to attend the council meeting – their visible show of support will be important. If the resolution is not passed the first time you present it, get details on why it was turned down, then revise your presentation and take it back to council.

### 4. Celebrate!

Once the resolution has been passed it is time to celebrate! You have accomplished an important step in implementing your age-friendly initiative. Advertise your success as widely as possible by developing a media release and notifying your local media about this exciting new program in your community. Now you can begin to develop and implement age-friendly initiatives.

