

BYLAW # 3211

Family and Community Support Services Advisory Board Bylaw

A bylaw of the County of Grande Prairie No. 1 in the Province of Alberta for the purpose of establishing a County of Grande Prairie No. 1 Family and Community Support Services.

WHEREAS: pursuant to section 145 of the Municipal Government Act, RSA 2000., c. M-26 and amendments thereto, a Council may, by bylaw, establish council committees and other bodies; and

WHEREAS: the County of Grande Prairie No. 1 deems it expedient to pass a bylaw for the purpose of establishing the County of Grande Prairie No. 1 Family and Community Support Services Advisory Board; and

WHEREAS: the County of Grande Prairie No. 1 desires to establish a Board to provide advice to Council regarding County and community programs and services.

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the County of Grande Prairie No. 1, in the Province of Alberta, hereby enacts as follows:

INTERPRETATION

1. This Bylaw shall be cited as the "Family and Community Support Services Advisory Board Bylaw".
2. Headings in this Bylaw are for reference purposes only.
3. Words in the masculine gender will include the feminine gender whenever the context so requires and vice versa.
4. Words in the singular shall include the plural or vice versa whenever the context so requires.

DEFINITIONS

5. In this Bylaw:
 - 5.1. "Administration" means the CAO and General Managers of the County;
 - 5.2. "Board" means the County of Grande Prairie No. 1 Family and Community Support Services Advisory Board (FCSS Advisory Board);
 - 5.3. "CAO" or County Manager means the person appointed by Council to the position of Chief Administrative Officer under the Municipal Government Act for the County or designate.
 - 5.4. "Council" means the Reeve and Council Members duly elected in the County of Grande Prairie No. 1 and who continue to hold office;

- 5.5. "Council Member" means a person who is currently a member of the County of Grande Prairie No.1 Council.
- 5.6. "County" means the municipality of the County of Grande Prairie No. 1 having jurisdiction under the Municipal Government Act and other applicable legislation.
- 5.7. "Designate" means an employee who is authorized in writing to act on behalf of the CAO, General Manager, or Director;
- 5.8. "Director" means middle management as outlined in the County's Organizational Chart who reports directly to a General Manager;
- 5.9. "FCSS" means Family and Community Support Services;
- 5.10. "General Manager" means senior administration as outlined in the County's Organizational Chart who reports directly to the CAO;
- 5.11. "Good Standing" means a Member that has not been sanctioned under the Council Code of Conduct.
- 5.12. "Organizational Meeting" means the Meeting held annually not later than 2 weeks after the 3rd Monday in October at which appointments are made to County Boards and Committees.

ESTABLISHMENT OF THE BOARD

- 6. The County FCSS Advisory Board is hereby established as follows:
 - 6.1. the County's general municipal tax revenues, the Province's FCSS grants, fees for service and programs, rentals, and contracted partnerships will serve as sources for funding the operations and expenditures of the FCSS Advisory Board.
 - 6.2. the County shall be the signing authority with respect to the financial management of the FCSS Advisory Board.

PURPOSE OF THE BOARD

- 7. The purpose of the FCSS Advisory Board is to:
 - 7.1. advise Council on policies concerning human services in the County.
 - 7.2. to be concerned with the quality of community services for all age groups and segments within its boundaries.
 - 7.3. determine FCSS policies and procedures, within the framework of the FCSS Act and regulations.
 - 7.4. direct the activities of the FCSS program.
 - 7.5. advise administration of social issues and concerns recognized in the County.

TERM OF OFFICE

- 8. Membership will be appointed annually at the County's Organizational meeting and will be

comprised of nine (9) Board members consisting of:

8.1. either nine (9) Council Members in Good Standing

8.2. or a combination of Council Members and members at large.

8.2.1. Positions not filled by a Council Member shall be filled by a member at large.

8.2.2. The majority of the membership shall be Council Members.

CONDUCT OF MEETINGS

9. The FCSS Advisory Board shall appoint a Chairperson and Vice-Chairperson for the Family and Community Support Services Advisory Board at the first meeting of the Board following the County's annual Organizational meeting each year.
10. Five (5) Board members shall be considered quorum.
11. The Chairperson shall call the vote on any question and in the event of a tie vote, the motion shall be deemed lost.
12. Each FCSS Advisory Board member shall have one (1) vote.
13. Special meetings of the Board may be called by the Chairperson.
14. Each Board member present at the meeting of the Board shall vote when the vote is taken unless prohibited from doing so by reason of pecuniary interest, in which case the member shall declare the interest and ask to be excused from the meeting room while discussion of the matter occurs and while the related vote is taken.
15. Regular meetings of the Board shall be held quarterly at a place and time determined by the Board and these meetings shall be scheduled in advance yearly and approved at the first Board meeting following the County's Organizational Meeting.
16. FCSS Advisory Board meetings will be held in public unless the meeting is closed for reasons permitted by the Municipal Government Act and the Freedom of Information and Protection of Privacy Act.
17. The minutes will be recorded for all regular and special Board meetings and retained in accordance with County's Records and Information Management Bylaw.
18. The minutes of the FCSS Advisory Board meetings shall be approved by the Board at the next FCSS Board meeting.
19. The Board will follow the meeting procedures set out in the County's Procedural Bylaw.
20. All Board members shall follow the Council Code of Conduct Bylaw.

POWERS AND DUTIES OF THE BOARD

21. The FCSS Advisory Board shall have the power to make rules and regulations and to draft policies as it may deem necessary from time to time, provided such rules, regulations and policies are consistent with the powers herein conferred by the Municipal Government Act and the FCSS Act and Regulations and any other applicable legislation.

22. The Board shall be concerned with:
 - 22.1. identifying the needs of County residents;
 - 22.2. deciding what programs and activities will take place or be funded;
 - 22.3. act in the advisory capacity to Council in regards to long term planning and operations of FCSS issues;
 - 22.4. working with other municipalities to contract FCSS if required and resources are available;
 - 22.5. provide public relations for FCSS.
23. The Board shall:
 - 23.1. recommend policy to Council for consideration and approval;
 - 23.2. provide co-operation and joint planning with related community groups and agencies where feasible and practical and in the best interests of the County as a whole;
 - 23.3. encourage community groups and interested citizens to make representations to the Board in the development and review of the Board's policy recommendations to Council;
 - 23.4. encourage citizen participation in program development;
 - 23.5. review and recommend to Council FCSS grants to agencies providing preventative social programming in accordance with the FCSS Act and Regulations.

GENERAL REQUIREMENTS OF THE FCSS ADVISORY BOARD

24. The Board shall:
 - 24.1. present to County Council bi-annually a report, written by the FCSS Director, outlining the activities of the FCSS Advisory Board and County's FCSS department;
 - 24.2. forward annual reports and other reports of interest from time to time to Council;
 - 24.3. enter into and execute any agreements in order to complete the provisions and requirements of this Bylaw.
 - 24.4. appoint subcommittees to address any of the matters coming within the scope and jurisdiction of the Board and may engage members of the community as long as there is at least two (2) Board member and one (1) FCSS staff member on the subcommittee.

LIMITATIONS OF THE FCSS ADVISORY BOARD

25. The Board makes recommendations to Council through the County's FCSS department.

26. The FCSS Director acts as staff liaison and support to the Board and reports directly to the General Manager, Community Services.
27. Neither the FCSS Advisory Board, nor any member thereof shall have the power to pledge the credit of the County in connection with any matter whatsoever, nor shall the said FCSS Advisory Board or any member thereof have any power to authorize any expenditures to be charged against the County;

SEVERABILITY

28. Every provision of this bylaw is independent of all other provisions and if any provision is declared invalid by a Court, then the invalid provisions shall be severed and the remainder provisions shall remain valid and enforceable.

REPEAL

29. Bylaw 3042 and amendments thereto are hereby rescinded.

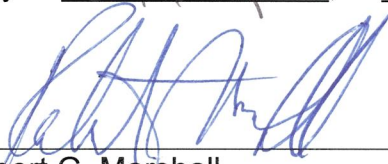
EFFECTIVE DATE

30. This Bylaw shall come into force and effect on the third and final reading thereof.

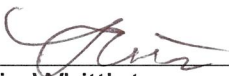
Read a FIRST time this 31 day of October, 2023

Read a SECOND time this 31 day of October, 2023

Read a THIRD time and finally passed this 31 day of October, 2023



Robert G. Marshall
Reeve



Joulia Whittleton
County Manager