

**TOWN OF OLDS
BYLAW 2019-25**

***BEING A BYLAW OF THE TOWN OF OLDS ESTABLISHING THE TOWN OF OLDS TO
ESTABLISH A FAMILY AND COMMUNITY SUPPORT SERVICES ADVISORY BOARD***

UNDER AUTHORITY OF, and subject to the provisions of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended or repealed and replaced from time to time.

WHEREAS, pursuant to Section 2(a) of the *Family and Community Support Services Act* a municipality may provide for the establishment, administration and operation of a Family and Community Support Services program within the municipality;

AND FURTHER pursuant to Section 2(b) of the *Family and Community Support Services Act* a municipality may enter into agreements with other municipalities to provide for the establishment, administration and operation of joint Family and Community Support Services programs;

AND WHEREAS, the Municipal Council of the Town of Olds (hereinafter referred to as "Council") considers it desirable to establish a Family Services Advisory Board, to provide advice regarding municipal and community preventive programs and services;

AND WHEREAS the Town of Olds has entered into an agreement with the Government of Alberta for the establishment of an FCSS Program;

NOW THEREFORE, the Council of the Town of Olds in the Province of Alberta duly assembled enacts as follows:

1. TITLE

This bylaw may be cited as the Town of Olds "**FCSS Bylaw.**"

2. DEFINITIONS

In this bylaw, the following terms (unless the context specifically requires otherwise) shall have the following meanings:

"Board" shall mean the Town of Olds Family and Community Support Services Advisory Board.

"Board Member" shall mean a Council appointed member to the Olds Family and Community Support Services Advisory Board.

"Council" shall mean the Municipal Council of the Town of Olds.

"Director" shall mean an employee of the Town charged with control over FCSS for the Town and such other duties as may be directed by Council or the Chief Administrative Officer, or (designate).

"FCSS" shall mean Family and Community Support Services.

"MGA" shall mean the Municipal Government Act, R.S.A. 2000, c. M-26, as amended or repealed and replaced from time to time.



"Person" shall include an individual, partnership, association, body corporate, trustee, executor, administrator, or legal representative.

"Preventive social programs/services" shall mean activities proactive in nature to promote and enhance well-being among individuals, families and communities intended to help individuals within their communities to adopt healthy lifestyles, thereby improving the quality of life and building the capacity to prevent and/or deal with crisis situations should they arise.

"Town" shall mean the Municipal Corporation of the Town of Olds.

3. ADVISORY BOARD RESPONSIBILITIES

Purpose of the Board

- 3.1 The Board shall act in an advisory capacity to Council in relation to questions affecting the development of the FCSS programs and services.
- 3.2 The Board may hear and consider representations by individuals, organizations or delegations of citizens with respect to the FCSS program of the Town.
- 3.3 The Board shall review FCSS program, service and project funding applications and recommend to Council funding allocations.
- 3.4 The Board shall encourage collaboration and innovation with organizations - public, private, civic, social and religious – within the community that are involved in preventive social services.

4. LIMITATIONS

- 4.1. The Board makes recommendations to Council through the Director.
- 4.2. The Director (or designate) acts as staff liaison and support to the Board and reports directly to the Chief Administrative Officer.
- 4.3. The Board shall not pledge credit of The Town in conjunction with any matters whatsoever, nor shall the Board have any power to authorize any expenditure to be charged against The Town.

5. MEMBERSHIP

The Board shall consist of a maximum of seven (7) members who shall be appointed by resolution of Council. The Board shall be comprised of:

- 5.1. One (1) member of Council appointed annually at the Organizational Meeting.
- 5.2. Five (5) to six (6) members of the public at large selected to represent a broad cross section of the community.
- 5.3. Members appointed to the Board shall be residents of the Town of Olds. Consideration may be given to appointment of no more than two citizens residing in Mountain View County within the designated Olds Recreation Area.
- 5.4. A member of the Board is eligible to be reappointed for only two (2) additional consecutive terms of office, unless at least 2/3 of the whole council passes a resolution stating that the member may be reappointed as a member for more than three (3) consecutive terms.
- 5.5. Subject to subsection (f), appointments to the Board shall be for a term of up to two (2) years.
- 5.6. All members may remain in office until their respective successors are appointed.
- 5.7. In the event of a position vacancy prior to the completion of an appointed term, the replacement person shall hold office for the remainder of the term for that position. Completion of the unexpired term shall not be considered a full term appointment.
- 5.8. Town of Olds Employees are not eligible for appointment to the Board.
- 5.9. The Director or designate will serve as the administrative liaison to the Board and will



assign recording secretary duties.

6. ATTENDANCE

- 6.1.1. Any Board Member who is absent from three (3) consecutive meetings or more than 50% of the regular Board meetings which are held during the calendar year, shall forfeit their office and the vacancy recruited for the remainder of the term the Board Member shall receive written notice from the Director or designate, advising of the forfeit of their office. The Board Member so forfeiting their office may be considered for reappointment.
- 6.1.2. Council may, request in writing resignation of any Board Member at any time prior to the expiration of the Member's term of office.
- 6.1.3. A Board Member may resign from the Board at any time upon sending a written notice to the Chairman of the Board advising of their resignation and effective date.

7. PROCEDURES

- 7.1.1. The Board shall elect a chair and vice-chair at an annual organizational meeting to be held each November.
- 7.1.2. At least five (5) regular meetings of the Board shall be held annually, the time and place to be determined by the Board at its annual organizational meeting each November. Meeting dates may be changed by the Board from time to time to meet Board Member needs and other circumstances.
- 7.1.3. Special meetings may be called by the Chair, at the request of three (3) Board Members or at the request of the Director or designate on twenty-four (24) hours' notice to all Board Members via EMAIL or telephone.
- 7.1.4. Each Member (including the Chair) is entitled to one (1) vote. In the case of a tie vote, a motion shall be considered defeated.
- 7.1.5. Agendas shall be prepared and disseminated to the FCSS Board electronically, in accordance to the Town of Olds Procedural Bylaw and the Agendas and Minutes Policy.
- 7.1.6. Minutes shall be kept for all regular and special meetings recorded by the recording secretary. Copies of all minutes shall filed in accordance to Town of Olds Records Management Bylaw and the Agendas and Minutes Policy.
- 7.1.7. Quorum shall be four (4) Board Members.
- 7.1.8. The Board may appoint sub-committees 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 one Board Member on the sub-committee.
- 7.1.9. The Board shall define the terms of reference for any sub-committees.

8. REPORT

The Board shall submit an Annual Report to Council, not including the spring and fall grant recommendations.

9. REPEAL

Bylaw 2016-19 and all amendments thereto are hereby repealed.

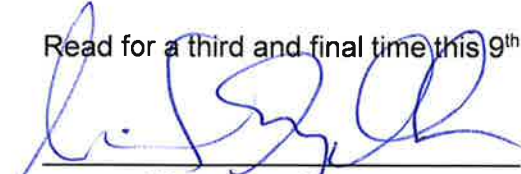
Read for a first time this 9th day of December, 2019.



Read for a second time this 9th day of December, 2019.

Received Unanimous Consent for presentation of third reading this 9th day of December, 2019.

Read for a third and final time this 9th day of December, 2019.



Michael Muzychka, Mayor



Michael Merritt, Chief Administrative Officer

Signed by the Chief Elected Official and the Chief Administrative Officer this 12th day of December, 2019.

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