



**BYLAW NO. 14.21**

*BEING A BYLAW TO ESTABLISH A  
FAMILY AND COMMUNITY SUPPORT SERVICES BOARD*

**WHEREAS**, Part 1, Section 3(b) of the *Municipal Government Act, RSA 2000* states that a purpose of a municipality is to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality;

**AND WHEREAS**, Section 2(a) of the *Family and Community Support Services Act, R.S.A., 2000*, provides for the establishment, administration and operation of a family and community support services program by municipalities;

**AND WHEREAS**, the Council for Yellowhead County deems that a Family and Community Support Service Board, hereinafter referred to as the "Board", shall be appointed to perform such functions as may be assigned to it through this bylaw, in accordance with these Acts;

**NOW THEREFORE**, the Council for Yellowhead County in the Province of Alberta, duly assembled, hereby enacts as follows:

- 1) A Family and Community Support Services Board, hereinafter referred to as "the Board," is hereby established effective October 26, 2021.
- 2) The Board shall consist of seven (7) members appointed by resolution of County Council, one of whom shall be a County Councillor.
- 3) Member-at-large terms shall be (3) years, with a maximum consecutive tenure of six (6) years or two (2) full terms per member.
- 4) Council will determine, by resolution, any partial terms required to ensure continuity of the Board.
- 5) Remuneration for Board members-at-large for attending meetings and related duties shall be as set by the Board Member Remuneration Policy 1100.09.
- 6) Reimbursement paid to members-at-large for expenses related to Board duties shall be the same as set for County employees by the Subsistence and Travel Expenses/ Allowances Policy 1200.08.16.
- 7) In the event of a vacancy occurring on the Board, Council shall replace the member by resolution, and the replacement member shall serve the remainder of the term.
- 8) Service of a partial terms shall not count towards the maximum consecutive tenure of six (6) years or two (2) full terms for any member.
- 9) The Board shall elect a Chairman and a Vice-Chairman from its membership at its inaugural meeting.
- 10) Meetings shall be held at least quarterly or more often as required, with a majority of the Board present to form a quorum.

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- 11) The Director of Community Services for Yellowhead County or his or her designate shall act as the secretary to the Board.
- 12) Council shall be at liberty to remove and replace any member of the Board at any time prior to the expiry date of the member's term of office, and any member of the Board may resign therefrom at any time upon sending a written notice to the Chairman of the Board and to Council.
- 13) Any public member of the Board who has been requested to attend three (3) consecutive meetings of the Board and has not been present shall cease to be a member of the Board for the remainder of their term of office, unless such absence is authorized by resolution of the Board entered upon its minutes.
- 14) The Board's mandate shall be to:
  - a. Review matters and make recommendation to Council on Yellowhead County's provision of family and community support services (FCSS);
  - b. Assist Yellowhead County to design and deliver public engagement on FCSS resources, programs, and services in the municipality;
  - c. Advise Yellowhead County Council and administration on opportunities and matters of concern related to FCSS matters generally;
  - d. With Administration, approve applications for Yellowhead County FCSS grants to approval threshold limits as set by FCSS program guidelines, amended from time to time, provided the funding is available in the annual operating budget;
  - e. Review and make recommendations to Council on requests for Yellowhead County FCSS funding outside of FCSS grant programs.
- 15) This bylaw comes into full force and effect on the day it is duly signed.

READ a first time this 24 day of August, 2021.

READ a second time this 24 day of August, 2021.

READ a third time this 24 day of August, 2021.

SIGNED this 24 day of August, 2021.

Mayor Jim Eglinski

Chief Administrative Officer Luc Mercier