

**VILLAGE OF THORSBY
BY-LAW 2007-04**

**BEING A BY-LAW OF THE VILLAGE OF THORSBY, IN THE PROVINCE OF ALBERTA
TO ESTABLISH AND REGULATE THE FAMILY AND COMMUNITY SUPPORT
SERVICES ADVISORY BOARD AND THE REPEALING OF BY-LAW 2004-01.**

WHEREAS pursuant to section 145 of the Municipal Government Act as amended, being Chapter M-26, Statutes of Alberta, 2000, Council may pass a By-law for the establishment and functions of Council Committees; and

WHEREAS, the Village of Thorsby Family and Community Support Services Advisory Board is a part of the County of Leduc Family and Community Support Services program of which the Village of Thorsby is a member.

NOW THEREFORE, The Council of the Village of Thorsby, in the province of Alberta duly assembled enacts as follows:

Definitions:

1. In this By-law:
 - a) "Board" shall mean and include the Family and Community Support Services Advisory Board.
 - b) "Council" shall mean the Council of the Village of Thorsby in the Province of Alberta.
 - c) "Resident" shall mean a person whose principal residence is within the Village of Thorsby and District, as identified on the attached map designated as Schedule A. In exceptional circumstances, Council may deem that persons who reside in the area outside the map identified in Schedule A, but remaining resident within the outer bounds of Leduc County, are eligible for appointment to the Board.
 - d) "F.C.S.S." shall be a short term used to describe the Family and Community Support Services Program.

Appointment and Term:

2. The Board shall consist of 6 members. The membership shall consist of:
 - a) One (1) non-voting member of the Municipal Council of the Village of Thorsby, appointed by resolution of Council.
 - b) Not less than five (5) members, with a maximum of eight (8) of the public at large appointed by resolution of Council, all of whom shall be residents of the Village of Thorsby and District. In the event that the person appointed by the Village of Thorsby representative to the County of Leduc Family and Community Support Services Advisory Committee is not the member of Council appointed to this Board, then one (1) of the members appointed from the public at large to this board shall be the representative appointed to the Family and Community Support Services Advisory Committee.
 - c) One position to the F.C.S.S. Advisory Board appointed to a High School Representative. The High School Representative must be a minimum of fifteen (15) years of age.

3. Appointment of members shall be made at the Organizational Meeting of Council held in October of each year, or at such other time as Council may decide.
4. All members of the Board shall be appointed by resolution of Council for a one year term. All F.C.S.S. Advisory Board positions will be reviewed annually by Council. A member may serve for consecutive terms.
5. A member of the board may resign at any time by giving written notice to the C.A.O. of the Village of Thorsby, such resignation shall be effective at the date and time it is received by the C.A.O.
6. Members appointed to fill a vacancy, however created, shall be appointed by resolution of Council for a term equal to the remainder of the term that would have been served by the vacated member.
7. A member of the Board who ceases to be a resident of the Village or District, shall be ineligible to remain a member of the Board.
8. All members of the Board shall serve at the discretion of Council and may be removed from the Board by resolution of Council.

Responsibility of Member Appointed from Council:

9. The member of the Board appointed from Council shall provide effective and efficient communications between the Board and Council.

Committee Member Disqualification:

10. a) A member who is absent from three (3) consecutive meetings shall be disqualified from remaining a member of the board.

b) A member is not disqualified under subsection 10 a) if the absence is authorized by a resolution of the Board passed prior to the end of the third meeting for which that member has been absent.

Proceedings:

11. The board will hold no less than one scheduled meeting per month unless otherwise approved by resolution of the Board. Time and place of meetings to be determined by resolution of the Board.
12. Special meetings may be called by the Chairman, or any two of the Board Members.
13. All meetings of the Board shall be open to the general public.
14. The Board shall elect a chairman. The member appointed from Council shall not be elected as the Chairman.
15. A quorum of the Board shall be a majority of the Board Members holding office at the time of the meeting.
16. Any decision of the Board reached by a majority of its members at a properly constituted meeting shall be deemed to be the decision of the Board.
17. The Board, should it deem advisable, may request the attendance at its meeting, of any person, or persons, in an advisory capacity.

Secretary:

18. The secretary of the Board shall be the F.C.S.S. Coordinator.
19. The secretary shall:
 - a) Notify all members and advisors of the Board of the holding of a regular or special meeting.
 - b) Keep proper and accurate minutes of the proceedings of all meetings, which shall be retained in the Village Office.
 - c) Maintain all records, correspondence and files that are relevant to the Board.
 - d) The F.C.S.S. Coordinator will provide each F.C.S.S. Advisory Board member with a copy of all Board minutes after each Advisory meeting. The Village of Thorsby's Council representative that attends the monthly F.C.S.S. Advisory meeting will ensure that the information is forwarded to the Village of Thorsby CAO and Council members at regularly scheduled council meetings.

Board Members:

20. Each Board member will have one vote. All members, including the Chairman, shall vote on all questions and in the event of a tie, the resolution is lost.
21. Members shall abstain from voting when there is an apparent conflict of interest. Members in conflict shall leave the room during the actual vote and discussion.
22. Neither the Board, nor any member thereof, shall have the power to pledge the credit of the Village in connection with any matters whatsoever, nor shall the said Board nor any member thereof, have any power to authorize any expenditure to be charged against the Village.
23. The Board shall act in an Advisory capacity to the Council in relation to all matters relating to social programs. The Board will deal directly with the community by providing preventative social programs, referral services and education information.
24. The Board may appoint sub-committees to study and report on special phases of any matter within the scope and jurisdiction of the Board. Some sub-committees may be composed of citizens at large, provided that at least one member of the appointed Board is a member of the sub-committee.
25. The Board shall have the authority to recommend policies, procedures, and regulations it deems necessary to Council for their approval, provided such policies, procedures, and regulations are not inconsistent with the authority granted herein. Copies of all such policies, procedures, and regulations shall be filed with the CAO of the Village of Thorsby, who shall ensure that copies are distributed to the proper authorities.
26. The Board shall cooperate with and encourage all organizations within the Village and District to support and promote a broad range of social programs.
27. The Board shall hear and consider representations from any individual, organization or delegation of citizens on any matter

concerning social programs and make such recommendations as the Board feels to be in the best interest of the community.

28. The F.C.S.S. Board shall prepare and present an Annual Budget to the Chief Administrative Officer for inclusion in the municipal budget presentation to the Village Council. Once a budget is approved, the F.C.S.S. Coordinator shall have the authority to authorize and requisition expenditure of such sums as are provided for in the budget. All accounts shall be paid by the Village under signature of its usual signing authorities.

Resources and Advisors to the Board:


29. The Village of Thorsby Councillor that attends the FCSS Advisory Board meetings, will provide the Village CAO and Councillors with ongoing reports.
30. The F.C.S.S. Coordinator shall act as a resource person and advisor to the Board, however, shall not be a member of the Board.

READ A FIRST TIME THIS 28 DAY OF FEBRUARY 2007.

READ A SECOND TIME THIS 28 DAY OF FEBRUARY 2007.

READ A THIRD TIME AND PASSED THIS 28 DAY OF FEBRUARY 2007.


Rick Hart, Mayor


M. Taylor, C.A.O.

Feb 28/07
Date Signed

TOWN OF THORSBY
BYLAW 2019-02

BEING A BY-LAW TO AMEND BYLAW 2007-04 TO ESTABLISH AND REGULATE THE
FAMILY AND COMMUNITY SUPPORT SERVICES ADVISORY BOARD

THEREFORE pursuant to section 63(1) of the Municipal Government Act the Council of the Town of Thorsby enacts the following changes to Bylaw 2007-04, to establish and regulate the Family and Community Support Services Advisory Board law:

1. Amend Section 2. of Bylaw 2007-04 as follows;

The Board shall consist of a minimum of 6 members and up to a maximum of 10 members. The membership shall consist of:

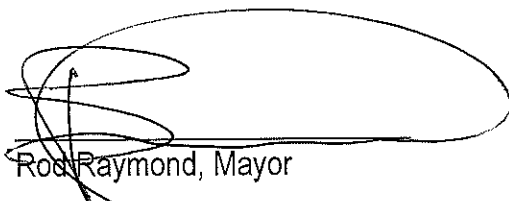
- a) One (1) non-voting member of the Municipal Council of the Town of Thorsby, appointed by resolution of Council and
- b) Not less than 5 (five) voting members, with a maximum of nine (9) from the public at large appointed by resolution of Council and of which, one (1) member must be a High School representative, minimum of fifteen (15) years of age.

2. This bylaw comes into effect on the date of third reading.

READ A FIRST TIME THIS 8th DAY OF January, 2019

READ A SECOND TIME THIS 22nd DAY OF January, 2019

READ A THIRD TIME AND PASSED THIS 22nd DAY OF January, 2019



Rod Raymond, Mayor



Christine Burke, CAO

January 22, 2019
Date Adopted