

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2015-16

A Bylaw of the County of St. Paul No. 19 in the Province of Alberta to establish the Family and Community Support Services Board (FCSS) of the County of St. Paul and Town of Elk Point.

WHEREAS, Section 145 of the Municipal Government Act. S.A. 2000, Chapter M-26 enables a Council to pass a bylaw to establish the functions of an FCSS Board.

NOW, THEREFORE, the Council of the County of St. Paul No. 19, in the Province of Alberta, duly assembled hereby enacts as follows:

1. Area

1.1 The County of St. Paul No. 19 FCSS Board will encompass the area designated as the County of St. Paul and the area designated as the Town of Elk Point.

2. Purpose

The County of St. Paul and Elk Point FCSS shall manage the ongoing development and operation of the FCSS Program in accordance with the Alberta Act and Regulations of Family and Community Support Services.

3. Membership

3.1 Effective August 1, 2015, the County of St. Paul and Elk Point FCSS Board shall have a total of nine (9) members and the Board composition procedures will be as follows:

- a) The County of St. Paul and Elk Point FCSS Board will retain seven (7) members including three (3) elected members and four (4) members-at-large previously appointed by County Council for a term lasting until the October 2015 organizational meeting.
- b) Town Council shall appoint one (1) elected member to the FCSS Board for a term extending until the Town's organizational meeting to be held no later than two weeks following the next municipal election to be held on October 16, 2017.
- c) One (1) member-at-large shall be appointed by Town Council for a term extending until the Town's organizational meeting to be held no later than two weeks following the next municipal election to be held on October 16, 2017.

3.2 Following the October 2015 County organizational meeting, the following Board composition procedures will take effect:

- a) The County of St. Paul and Elk Point FCSS Board shall have a total of seven (7) members.
- b) County Council shall appoint two (2) elected members to the FCSS Board for a term extending until the County's organizational meeting to be held no later than two weeks following the next municipal election to be held on October 16, 2017.

- c) Three (3) members-at-large, shall be appointed by County Council for a term extending until the County's organization meeting to be held no later than two weeks following the next municipal election to be held on October 16, 2017. Although not a requirement, due consideration will be given to members-at-large from Divisions that are not represented by Council.
 - 3.5 Following the next municipal election on October 16, 2017, the following Board composition procedures will take effect:
 - a) County Council shall appoint two (2) elected members to the FCSS Board for a four (4) year term.
 - b) Three (3) members-at-large shall be appointed by County Council for a four (4) year term. Although not a requirement, due consideration will be given to members-at-large from Divisions that are not represented by Council.
 - c) Town Council shall appoint one (1) elected member to the FCSS Board for a four (4) year term.
 - d) One (1) member-at-large shall be appointed by Town Council for a four (4) year term.
 - 3.6 All appointed FCSS Board Members will serve as a people's representative for the Municipality as a whole.
 - 3.7 Remuneration will be paid as per section 4(f) of the Family and Community Support Services Regulations.
 - 3.8 County FCSS Board Members may be required to serve as a County FCSS representative on other Boards, Agencies or Committees.
 - 3.9 If an appointed Board Member is absent from three (3) regular consecutive meetings without being authorized by a resolution of the FCSS Board, he/she will be disqualified from the Board.
4. Officers and Duties
 - 4.1 Chairperson

The FCSS Board Chairperson shall be appointed by the Board annually for a one (1) year term at the October meeting.
 - 4.2 Vice-Chairperson

The Vice-Chairperson shall be elected by the FCSS board annually for a one (1) year term and will assume the Chairperson's role in the absence of the Chairperson.
 - 4.3 Recording Secretary

The recording secretary shall be appointed by the FCSS Board to meet the needs of the FCSS Board.
5. Regular Meeting
 - 5.1 The FCSS Board shall meet, at a minimum, bi-monthly at an

established date, time and designated place agreed to by the membership.

- 5.2 Any additional meetings shall be scheduled at the discretion of the chairperson in consultation with the FCSS Director.
- 5.3 Agenda items shall be submitted to the FCSS Director prior to the meeting date. However, any board member may raise additional items not previously raised before the board. All unfinished business shall be forwarded to the next meeting.
- 5.4 A quorum for conducting business at a regular meeting shall not be less than four (4) members.

6. Bylaw No. 1599 is hereby repealed.

7. This Bylaw comes into effect upon its final passing thereof.

Read a first time in Council this 8th day of July, A.D. 2015.

Read a second time in Council this 8th day of July, A.D. 2015.

Read a third time in Council this 8th day of July, A.D. 2015.

(Original signed by Reeve S. Upham)

(Original signed by CAO S. Kitz)

Reeve

Chief Administrative Officer