

**Village of Cremona
Province of Alberta**

Family and Community Support Services (FCSS) By-law No. 479-17

A BY-LAW OF THE VILLAGE OF CREMONA IN THE PROVINCE OF ALBERTA FOR THE CREMONA FAMILY AND COMMUNITY SUPPORT SERVICES BOARD BYLAW AND TO RESCIND BYLAW 412-08 RESPECTING THE CREMONA FAMILY AND COMMUNITY SUPPORT SERVICES BYLAW.

WHEREAS the Family and Community Support Services Act, R.S.A. 1981, Chapter F-1.1 authorizes that a municipality to provide for the establishment, administration and operation of a family and community support services program within the municipality;

AND WHEREAS the Municipal Council of the Village of Cremona, in cooperation with the Province of Alberta, has authorized a Family and Community Support Services Program in the community to develop community awareness and resources, to strengthen and preserve human initiative, to preclude individual or family breakdown, and to include any activity of which all members of the community can avail themselves for the enrichment of their physical, mental and social well-being;

AND WHEREAS the Municipal Council of the Village of Cremona (hereinafter referred to as "Council") considers it desirable to establish a Cremona Family and Community Support Services Advisory Board;

NOW THEREFORE Council, duly assembled, enacts as follows:

Title

101. This Bylaw may be cited as the FCSS Bylaw.

Establishment

201. A body known as the Cremona Family and Community Support Services Board (the "FCSS Advisory Board") is hereby established.

202. The FCSS Advisory Board is established by Council in accordance with the Family and Community Support Services Act, and the Municipal Government Act. The responsibilities of the FCSS Advisory Board are to:

- (b) Supervise the operation of all Family and Community Support Services programs approved by the Village of Cremona Council, with the exception of staff whom are supervised by the Chief Administrative Officer.
- (c) Recommend approval on all expenditures to the Chief Administrative Officer.
- (d) Have a key role in community services in Cremona, which shall consist of acting in an advisory capacity to Council in regards to long term planning and operational community service issues.

Composition

301. The FCSS Advisory Board shall consist of 5 to 7 Members:
- (b) 3-4 voting members who are citizens of the Village of Cremona, with 1 being a member of the Village of Cremona Council who is appointed at the organizational meeting each year.
 - (c) 3-4 voting members who reside within the Cremona Recreational Area boundaries of Mountain View County. Mountain View County shall submit names for these positions when vacancies arise, if names are not submitted by October 1st of each year Village Council will appoint persons from within the Cremona Recreation area of the County.
 - (d) All members shall be appointed by resolution of Council for a term not exceeding three years. They may be reappointed upon expiry of their term.
302. At the first meeting of the FCSS Advisory Board after October of each year, the FCSS Advisory Board shall elect by a majority vote a Chairperson and a Vice Chairperson for the period ending October 31.
303. The FCSS Coordinator shall take the minutes of the meetings.

Resignation

401. Members who are absent for three (3) or more regular consecutive meetings of the FCSS Advisory Board shall forfeit their office unless the absence has been recognized by the FCSS Advisory Board Chair or FCSS Coordinator.
402. Any member of the FCSS Advisory Board may be removed for cause by Resolution of Council at any time.
403. Members may resign at any time by submitting their resignation to the Chairperson or the Chief Administrative Officer.
404. An appointment to fill a vacancy on the FCSS Advisory Board shall be made by Council for the remainder of the term in which a vacancy occurs unless deemed unnecessary by Council.

Procedure

501. The FCSS Advisory Board shall hold regular meetings as agreed upon by the Board. Special Meetings of the FCSS Advisory Board may be called by the Chairperson, or at the request of three (3) Members to the Chairperson, on forty-eight (48) hours' notice.
502. A quorum at any FCSS Advisory Board meeting shall be a majority of the total members. If the Chairperson is not present at a meeting the Vice Chairperson shall chair the meeting. In the event neither the Chair or Vice Chair are not present, they present members shall elect a chairperson for that meeting.
503. Each member is entitled to one (1) vote and shall vote on every question except where he or she has a conflict of interest in which case they must leave the room for the vote. In the case of a tie vote, a motion shall be considered defeated.
504. All meetings of the FCSS Advisory Board shall be open to the public, unless the FCSS Advisory Board adopts a resolution to meet in –camera. No formal business of the FCSS Advisory Board shall be conducted during an in-camera session.
505. The FCSS Advisory Board may establish, or disband, such committees, sub-committees, or ad-hoc committees (the “Committees”), as the FCSS Advisory Board may consider necessary.
506. The FCSS Advisory Board shall define the terms of reference for the Committees.
507. Each of the Committees shall elect a chairperson who shall be a member, or a past member. The Committees may appoint individuals from the community at large to serve as members of the Committees.
508. Each member of the Committees is entitled to one (1) vote if present. In the case of a tie vote, a motion shall be considered defeated.
509. The Chief Administrative Officer or their designate of the Village of Cremona, or their designate, shall coordinate and provide administrative support and services to the FCSS Advisory Board and to the Committees as may be required.
510. The FCSS Advisory Board shall submit an annual report and budget as well as monthly minutes to Council, in such form as the Council may require.
511. The business intended to be dealt with by the FCSS Advisory Board shall be in the following order:
 1. Call to Order
 2. Agenda
 3. Adoption of the previous minutes
 4. Business arising out of the minutes
 5. Delegations
 6. Old Business
 7. New Business
 8. Confidential Items
 9. Adjournment

512. The FCSS Advisory Board shall not pledge credit of the Village in connection with any matters whatsoever, nor shall the FCSS Advisory Board have any power to authorize any expenditures to be charge against the Village.

Passage of Bylaw

601. Bylaw 465-15is rescinded upon the passing of this Bylaw.
602. This Bylaw shall come into effect on the date and final passing thereof.

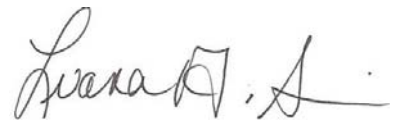
Read a first time this 19th day of December, 2017

Read a second time this 19th day of December, 2017

Read a third and final time this 19th day of December, 2017



Mayor



Chief Administrative Officer