



**CITY OF EDMONTON**

**BYLAW 11926**

**COMMUNITY SERVICES ADVISORY BOARD**

**(CONSOLIDATED ON AUGUST 28, 2013)**

## **BYLAW NO. 11926**

### **A Bylaw to Establish a Community Services Advisory Board**

WHEREAS the Municipal Council of the City of Edmonton (hereinafter referred to as “Council”) considers it desirable to establish a Community Services Advisory Board;

AND WHEREAS it is deemed expedient that Bylaw No. 7117, as amended, being a Bylaw to Establish a Community and Family Services Advisory Committee, be repealed;

AND WHEREAS it is deemed expedient that Bylaw No. 8316, as amended, being a Bylaw to Establish a Parks, Recreation and Cultural Advisory Board, be repealed;

NOW THEREFORE Council, duly assembled, enacts as follows:

#### 1.0 Establishment

1.1 A body known as the Community Services Advisory Board ( the “Board”) is hereby established.

1.2 The Board is established by Council in accordance with the *Family and Community Support Services Act*, and the *Municipal Government Act*. The responsibilities of the Board are to recommend grant funding allocations to Council and to have a key role in developing a long-term plan for community services in Edmonton.

#### 2.0 Composition

2.1 The Board will be comprised of 13 volunteer members appointed at the pleasure of Council for one year terms, and the City Manager or delegate who will serve the Board in a non-voting capacity.

2.2 Members appointed by Council may be re-appointed for successive terms totalling not more than six consecutive years.

2.2.1 Notwithstanding any other provision in this bylaw, Council may make or extend any term of appointment, including the final term, for any length of time it deems appropriate.

2.3 Members who are absent for three (3) or more regular consecutive meetings of the Board will be requested to submit their resignation.

2.4 At the first meeting of the Board for the Term, the Board shall elect a Chairperson for the Term, who shall not be the General Manager of the Community Services Department of the City of Edmonton.

(S.3, Bylaw 16516, August 28, 2013)

### 3.0 Procedure

3.1 The Board shall hold regular meetings during the Term. Special Meetings of the Board may be called by the Chairperson, or at the request of three (3) Members to the Chairperson, on forty-eight (48) hours notice.

3.2 A quorum at any Board meeting shall be seven (7) Members, excluding the General Manager. If the Chairperson is not present at a meeting, those Members who are present shall elect a chairperson for that meeting.

3.3 Each Member is entitled to one (1) vote. In the case of a tie vote, a motion shall be considered defeated.

3.4 The Board may establish, or disband, such committees, sub-committees, or ad-hoc committees (the "Committees"), as the Board may consider necessary.

3.5 The Board shall define the terms of reference for the Committees.

3.6 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.

3.7 Each member of the Committees is entitled to one (1) vote. In the case of a tie vote, a motion shall be considered defeated.

3.8 The Community Services Department of the City of Edmonton shall coordinate and provide administrative support and services to the Board and to the Committees as may be required.

### 4.0 Report

4.1 The Board shall submit an annual report to Council, in such form as the Council may require.

### 5.0 Transition

5.1 Activities commenced prior to the implementation of this Bylaw, before the Community and Family Services Advisory Committee, and before the Parks, Recreation and Cultural

Advisory Board, may be continued, or discontinued, by the Board, as the circumstances may require, and as the Board may deem necessary.

6.0 Repealing Bylaws

6.1 Bylaw No. 7117, as amended, and Bylaw No. 8316, as amended, are hereby repealed.

(NOTE: Consolidation made under Section 69 of the *Municipal Government Act*, R.S.A. 2000, c.L-21 and Bylaw No. 12005, and printed under the City Manager's authority)

Bylaw 11926, passed by City Council January 5, 1999

Amendments

Bylaw 16516, August 28, 2013