

BYLAW NO. 14/021

A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO ESTABLISH AN ADVISORY COMMITTEE ON AGING

WHEREAS the *Municipal Government Act* provides that a council may pass bylaws in relation to the establishment and functions of Council Committees;

AND WHEREAS the Council of the Regional Municipality of Wood Buffalo wishes to establish an Advisory Committee on Aging to provide an opportunity for public input into strategic planning and delivery of services for seniors;

NOW THEREFORE the Regional Municipality of Wood Buffalo, in open council assembled, hereby enacts as follows:

1. The Advisory Committee on Aging is established, and is hereinafter in this bylaw referred to as the “Committee”.

SHORT TITLE

2. This Bylaw shall be cited as the “Advisory Committee on Aging Bylaw.”

MEMBERSHIP OF THE COMMITTEE

3. Membership of the Committee consists of one Councillor and six members of the public at large, appointed by resolution of the Council.
4. The public-at-large members of the Committee will be appointed from the following groups to the extent that there are persons within those groups who are willing to serve and, in the opinion of the Council, qualified to serve on the Committee:
 - (a) Seniors-at-large (2 representatives – 1 each from the rural and urban service areas);
 - (b) Golden Years Society board members (1 representative);
 - (c) Wood Buffalo Health Advisory Council (1 representative);
 - (d) Wood Buffalo Housing and Development Corporation board members (1 representative);
 - (e) Wood Buffalo Seniors Resource Committee (1 representative).

MANDATE OF THE COMMITTEE

5. The mandate of the Committee is to provide a forum for stakeholder input on strategies and service delivery issues affecting seniors [including intergovernmental strategies and service delivery issues] and to make recommendations in respect thereof to the Council.

6. In fulfilling its mandate the Committee may draw upon the expertise or advice of any group or organization that has an interest in the well-being of seniors in the Municipality, including without limitation: Alberta Health Services, the Northern Lights Regional Hospital, Wood Buffalo Housing and Development Corporation, and the Municipality itself.
7. The Committee shall deal with matters referred to it by the Council or by another Council Committee, and may on its own initiative deal with matters that are within its mandate.

TERM OF APPOINTMENT AND REIMBURSEMENT OF EXPENSES

8. Initial appointments of public-at-large members of the Committee shall be for either a one year or two year term, and all subsequent terms of appointment will be for two years.
9. The initial appointment of the Council member representative to the Committee will be for a term expiring at the next organizational meeting of the Council, and all subsequent terms of appointment of Council members shall be for one year.
10. If a member of the Committee is unable or unwilling to continue to serve as a member, the Council shall appoint a replacement to serve for the balance of that member's remaining term.
11. Members of the Committee shall serve without remuneration but shall be reimbursed for reasonable out-of-pocket expenses incurred in attending Committee meetings or otherwise conducting the affairs of the Committee.

QUORUM

12. A quorum of the Committee is a majority of its members, including the Chair.
13. The Committee shall hold a meeting only when a quorum is present.

COMMITTEE MEETINGS

14. The Chair of the Committee shall be determined by the members of the Committee at the first meeting of each calendar year.
15. The Chair shall preside over all meetings of the Committee, preserving order and decorum and deciding questions of procedure in accordance with the most current edition of *Roberts Rules of Order Newly Revised*.

16. If the Chair is unable to attend a scheduled meeting or must leave a meeting for any reason, the Committee members in attendance shall select an acting Chair to perform the duties of the Chair.
17. Meetings of the Committee may be held in such locations within the Municipality as the Committee deems advisable, and shall be open to the public except where a matter under discussion allows the Committee to move *in camera* pursuant to the provisions of subsection 197(2) of the *Municipal Government Act*.
18. The Committee shall meet at the call of the Chair.
19. When the Committee passes a resolution in the nature of a recommendation to the Council, the Committee shall prepare and submit to the Chief Legislative Officer a report containing the resolution and the reasons why it was passed.
20. The Committee may from time to time establish such sub-committees, ad-hoc committees or working groups as it considers advisable to fulfill its mandate.
21. The Chief Administrative Officer shall ensure that adequate administrative support is provided to the Committee.

COMING INTO FORCE

22. This bylaw comes into force when it is passed.

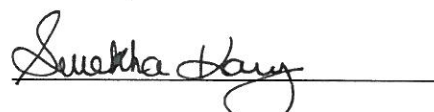
READ a first time this 10th day of June, AD. 2014.

READ a second time this 24th day of June, A.D. 2014.

READ a third time this 24th day of June, A.D. 2014.

SIGNED and PASSED this 24th day of June, A.D. 2014.


Mayor


Chief Legislative Officer