

CITY OF CHESTERMERE

PROVINCE OF ALBERTA

BYLAW #015-21

A Bylaw of the City of Chestermere, in the Province of Alberta, to amend Committees and Boards Bylaw 003-20.

WHEREAS the Municipal Government Act, RSA 2000, C. M-26 and amendments thereto provides that a Municipal Council may pass bylaws in relation to the establishment and functions of Council Committees and Boards;

AND WHEREAS Council deems it necessary to establish Council Committees to support and facilitate the achievement of Chestermere's Strategic Vision and to advise Council on matters relevant to Committee mandates;

AND WHEREAS Council deems it desirable to amend Bylaw 034-20, being the Committees and Boards Bylaw;

NOW THEREFORE, The Council of the City of Chestermere, duly assembled, enacts as follows:

1. Mandate section of Schedule 6 Human Services Advisory Board is amended to include, g. Inform the equitable allocation of funding for quality programs across the priority outcomes outlined in the Social Investment Framework.
2. Duties section of Schedule 6 Human Services Advisory Board is amended to include, k. Should allocate no more than 35 per cent of available funding for each eligible grant stream per agency.
3. This Bylaw comes into full force and takes effect on the date of the third and final reading.

READ A FIRST TIME this 15th day of June 2021.

READ A SECOND TIME this 15th day of June 2021.

READ A THIRD TIME this 15th day of June 2021.

Resolution Numbers –



MAYOR



CAO

Name: Human Services Advisory Board (HSAB)

Background

The City of Chestermere Community Support Services Department receives annual funding from various sources, two of which are:

- a) Provincial Government Family and Community Support Services (FCSS); and
- b) United Way of Calgary and Area (UW).

This funding is designated by the respective funder for the provision of community services to Chestermere residents which is accomplished through a combination of direct service and grants to support external Not-For-Profit, Charitable and Non-Profit organizations to deliver services.

Mandate

The HSAB is mandated to:

- a. Advocate locally, regionally and provincially for enhanced social infrastructure to benefit the community and its residents;
- b. Actively seek out information from the general population relating to perceived community needs and encourage citizen participation in program development;
- c. Act in an advisory capacity to the Manager of Community Support Services on a range of appropriate preventive social services to meet the needs of residents;
- d. Participate in the identification of community priorities as primary stakeholders in the ongoing review of the Social Investment Framework (or its equivalent);
- e. Provide advice on the establishment of new services, public or private, designed to prevent the emergence of social problems or to provide support to the community; and
- f. Identify community needs and make funding allocations to address those needs.
- g. Inform the equitable allocation of funding for quality programs across the priority outcomes outlined in the Social Investment Framework.

Purpose

The HSAB:

- a) Participates in the development and review of priorities for FCSS project funding in accordance with the terms of the *Family and Community Support*

Services Act and Regulation and for UW project funding based on the terms of the current *Letter of Agreement*;

- b) Prioritizes project applications based on community needs and priorities as identified in the Social Investment Framework (SIF) or its equivalent;
- c) Receives and reviews consolidated funded agency reports prepared by staff to assess service delivery and outcome performance and provide feedback or recommendations accordingly; and
- d) Participates in community-based opportunities to identify and assess needs.

Duties

The duties of the HSAB include:

- a. Attend scheduled meetings;
- b. Review and evaluate grant applications in advance of initial application review meeting;
- c. Attend the application review and selection meeting(s);
- d. Participate in Project Presentations/Interviews of shortlisted applicants, if required;
- e. Designate a Member to attend the annual information session(s), if required;
- f. Attend Cheque Presentation followed by a scheduled meeting;
- g. Coordinate and facilitate the Annual Chestermere United Way Easter Egg Hunt community event fundraiser each year and any other fundraisers/awareness events planned by the Board;
- h. Designate a Member to attend periodic Regional FCSS meetings, United Way Partnership meetings and the November FCSSAA Annual General Meeting each year;
- i. Attend and participate in a funded agency Mid-Year Project Presentation Session made by funded agencies and receive and review Mid-Year Project Summary Reports in advance of application review; and
- j. Receive consolidated Year End Reports, evaluating the performance of funded agencies based on annual service delivery indicators (outputs, outcomes, alignment to SIF).
- k. Should allocate no more than 35 per cent of available funding for each eligible grant stream per agency.
- l.

Composition

The Board will be appointed through Council Resolution and shall comprise of five (5) to ten (10) Public Members and two (2) Council Members.

Term

The term of membership shall be a period of two (2) years for Public Members and one (1) year for Council Members.