



CITY OF EDMONTON

BYLAW 13194

**ADVISORY BOARD ON SERVICES FOR PERSONS WITH
DISABILITIES BYLAW**

(CONSOLIDATED ON AUGUST 28, 2013)

THE CITY OF EDMONTON**BYLAW 13194****ADVISORY BOARD ON SERVICES FOR PERSONS WITH DISABILITIES BYLAW**

Whereas, pursuant to section 145 of the *Municipal Government Act*, R.S.A. 2000, c.M-26, Council may pass bylaws in relation to the establishment, functions, procedure and conduct of council committees;

Edmonton City Council enacts:

PART I - PURPOSE, DEFINITIONS AND INTERPRETATION

PURPOSE	1	The purpose of this bylaw is to establish the Advisory Board on Services for Persons with Disabilities and to prescribe powers, duties, functions, structure and procedures.
DEFINITIONS	2	<p>In this bylaw, unless the context otherwise requires:</p> <ul style="list-style-type: none">(a) “Board” means the Advisory Board on Services for Persons with Disabilities;(b) “City” means the municipal corporation of the City of Edmonton;(c) “City Manager” means the Chief Administrative Officer of the City or his delegate;(d) “Council” means the council of the City of Edmonton(e) “Persons with Disabilities” means persons who:<ul style="list-style-type: none">(i) are developmentally delayed,(ii) have a sensory impairment,(iii) have a physical disability, or(iv) have a mental disability.
RULES FOR INTERPRETATION	3	The marginal notes and headings in this bylaw are for reference

purposes only.

PART II - ESTABLISHMENT

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| ESTABLISHMENT | 4 | The Advisory Board on Services for Persons with Disabilities is hereby established as a Council Committee. |
| FUNCTIONS | 5 | <p>Subject to the provisions of this bylaw and all other City, Provincial, or Federal laws, the Board will study and report to Council on matters within the City's jurisdiction which affect or may affect Persons with Disabilities, and in particular:</p> <ul style="list-style-type: none"> (a) advise Council on the status of Persons with Disabilities; (b) consult with City Departments to promote City services and facilities, which meet the needs of Persons with Disabilities; (c) provide information upon request to citizens and organizations within the city of Edmonton regarding services and facilities for Persons with Disabilities; (d) review, monitor and make recommendations respecting accessibility of existing and proposed City facilities and services; (e) receive referrals from Council and its Standing Committees for review and recommendation; (f) nominate persons for appointment to other Agencies, Boards, and Committees as directed by Council. |
| ADVOCACY | 5.1 | <p>(1) In addition to the functions outlined in section 5, if the Board identifies an issue under the jurisdiction of another order of government that affects persons with disabilities in the city of Edmonton, the Board may advise Council on the issue.</p> <p>(2) If the Board wishes to advocate on an issue identified in 5.1(1), the Board will:</p> <ul style="list-style-type: none"> (a) request a decision on Council's position on the issue; (b) advocate the City's position on the issue, as approved by Council; |

- (c) include in the Board's annual report any advocacy actions taken, and an evaluation of any results arising from the advocacy action.

(S.2, Bylaw 13638, March 23, 2004)

PART III - STRUCTURE

COMPOSITION

- 6 (1) The Board will be comprised of 15 volunteer members appointed at the pleasure of Council for one year terms.
- (2) Members will be appointed on the basis of their experience and understanding of issues affecting Persons with Disabilities.
- (3) Members may be re-appointed for successive terms totalling not more than six consecutive years.
- (4) 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 Council deems appropriate.

(S.2, Bylaw 16516, August 28, 2013)

REMOVALS

- 7 The Board will request Council to terminate the appointment of any member who is absent from three consecutive meetings, or who misses three regular meetings in six months unless the absence is authorized by resolution of the Board.

CHAIR AND VICE-CHAIRS

- 8 The Board shall select from its members, a Chair and two Vice-Chairs.
- 9 (1) The duties of the Chair will be to:
 - (a) call meetings of the Board;
 - (b) act as chair at all meetings of the Board; and
 - (c) represent the Board at Council and its Standing Committees, and in other public functions.
- (2) The duties of the Vice-Chairs are to call and chair meetings in the absence of the Chair.

PROCEDURES

- 10 (1) Subject to this bylaw, the Board shall follow the procedures prescribed by Bylaw 12300, the Procedures and Committees

Bylaw.

(2) The Board will meet at the call of the Chair.

11 (1) The Board will meet at least four (4) times per year unless otherwise determined by the Board.

(2) Members shall be given at least three (3) business day's written notice of a Board meeting.

(3) Quorum for the Board is a majority of the existing appointed members of the Board.

(4) The Board may solicit input from the public.

REMUNERATION

12 (1) Membership on the Board is voluntary, and no remuneration will be paid for serving as a Member.

(2) Members shall be reimbursed for their reasonable out-of-pocket expenses to attend each meeting of the Board and its sub-Committees in accordance with City policy.

SUB-COMMITTEES

13 (1) The Board may establish sub-Committees as required.

(2) The Chair will be an ex-officio member of all sub-Committees.

(3) The Board may appoint persons from outside the Board to a sub-committee.

(4) Sub-Committees shall:

(a) be chaired by Board members, and

(b) report back to the Board for consideration of findings.

(5) Sub-committees may solicit input from the public.

PART IV - FINANCE AND ADMINISTRATION

BUDGET

14 (1) A budget for expenses arising from the operation of the Board in the administration of this bylaw will be submitted to Council for approval.

(2) The budget shall be prepared and presented to Council by the City Manager, in consultation with the Board.

(3) The Board's budget will be administered by the City Manager.

RESOURCES

15 Technical, planning and administrative resources to the Board, as determined in consultation with the Board, will be provided by the City Manager.

PART V - GENERAL

**EXECUTIVE
COMMITTEE**

16 The Board will report through the Executive Committee.

(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 No. 13194, passed by Council January 20, 2004

Amendments:

Bylaw 13638, March 23, 2004
Bylaw 16516, August 28, 2013