

THE CITY OF EDMONTON
BYLAW 15155
EDMONTON HOMELESS COMMISSION BYLAW

Whereas, pursuant to section 145 of the *Municipal Government Act*, Council may pass bylaws dealing with the establishment and functions of council committees:

Edmonton City Council enacts:

PART I - PURPOSE, DEFINITIONS AND INTERPRETATION

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| PURPOSE | 1 | The purpose of this bylaw is to establish the Edmonton Homeless Commission and to prescribe powers, duties, structure and procedures for this Commission. |
| DEFINITIONS | 2 | <p>In this bylaw, unless the context otherwise requires:</p> <ul style="list-style-type: none">(a) “City” means the Municipal Corporation of the City of Edmonton;(b) “City Manager” means the Chief Administrative Officer of the City or that person’s delegate;(c) “Commission” means the Edmonton Homeless Commission established under this bylaw;(d) “Council” means the Municipal Council of the City of Edmonton;(e) “Homelessness Plan” means the Plan endorsed by Council on February 4th, 2009, called <i>A Place to Call Home—Edmonton’s 10 Year Plan to End Homelessness</i>;(f) “Member” means a person appointed to the Commission pursuant to this bylaw. |

RULES FOR INTERPRETATION	3	The marginal notes and headings in this bylaw are for reference purposes only.
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PART II - ESTABLISHMENT, FUNCTION AND DUTIES

ESTABLISHMENT	4	The Edmonton Homeless Commission is hereby established as a Committee of Council.
MANDATE	5	The mandate of the Commission is to oversee implementation of the Homelessness Plan.
DUTIES	6	<p>Subject to the provisions of this bylaw and all other City, Provincial and Federal Laws, the Commission, in fulfilling its mandate will:</p> <ul style="list-style-type: none">(a) advocate on behalf of Council in support of the Homelessness Plan;(b) engage the services of and oversee a management agency to manage delivery of the Homelessness Plan;(c) retain the services of consultants to problem-solve and prioritize work on the Homelessness Plan;(d) benchmark progress on the Homelessness Plan and report to Council annually, and to the public periodically;(e) focus public attention and enlist public support for the Homelessness Plan;(f) influence key decision makers to support the Homelessness Plan with funding and policy;(g) engage the community in collaboration and a belief that solutions are possible;(h) evaluate and modify the Homelessness Plan to adapt to changing conditions, and to ensure continuous improvement;(i) ensure high-level research is conducted on issues and solutions to homelessness;(j) liaise with the Provincial Secretariat on Homelessness, other regional governments, and First Nations; and(k) ensure funding for homelessness in Edmonton is directed appropriately.

PART III - STRUCTURE AND PROCEDURES**COMPOSITION**

- 7 (1) The Commission will consist of up to seventeen (17) members, as follows:
- (a) one representative of the City Manager, appointed by the City Manager;
 - (b) one representative of the Province of Alberta, appointed by the Minister of Housing and Urban Affairs; and
 - (c) up to fifteen (15) individuals appointed by Council, who will represent a broad spectrum of the community.
- (2) Council will name a Chair and Vice Chair from the appointments under (1)(c).
- (3) In the absence of the Chair and Vice Chair at a meeting, the Commission will select a Presiding Officer for that meeting.
- (4) Members under (1)(c) will be appointed in accordance with Council's procedures for a term of up to two (2) years;
- (5) A Member may resign at any time by notice in writing to the Chair, and the Commission may vote to continue with fewer Members.
- (6) The Commission in its entirety will serve as a selection committee for the recommendation of vacancies for the Members listed in section 7(1)(c).
- (7) The Commission's selection committee will review its membership status on an ongoing basis and will submit names for Council's consideration to fill any vacancies as the need arises.
- (8) Remuneration of Members may be provided at the discretion of Council.

PROCEDURES

- 8 (1) Subject to this bylaw, the Commission will follow the procedures prescribed by Bylaw 12300, the Procedures and Committees Bylaw.
- (2) At the first meeting of the Commission every calendar year, the Commission will establish a schedule for meetings to include at least three (3) meetings for the year.

- (3) Special meetings may be called by the Chair on three (3) days written notice to all members.
- (4) Quorum for the Commission is a majority of the existing appointed members of the Commission.

SUBCOMMITTEES

- 9 (1) The Commission may establish sub-committees, as required.
- (2) The Commission may appoint persons from outside the Commission to a sub-committee.
- (3) Sub-Committees shall:
 - (a) be chaired by Commission members, and
 - (b) report back to the Commission for consideration of findings.
- (4) The Commission or a sub-committee will consult with the public through the provision of a formal hearing and submission process.

PART IV - FINANCE AND ADMINISTRATION

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| BUDGET | 10 | The Commission must submit a request for a total budget in accordance with City budget procedures. |
| CONTRACTS | 11 | Agreements signed by the Commission must be within the value of the approved budget, and a copy must be forwarded to the City Manager. |
| RESOURCES | 12 | Technical, planning, and administrative resources to the Commission and its sub-committees, as determined by the City Manager in consultation with the Commission, will be provided by the City Manager. |
| COMMISSION REPORTING | 13 | The Commission will report to Council through Executive Committee at least annually. |

PART V - GENERAL**BYLAW REVIEW 14**

The Commission must review the provisions of this bylaw, including the mandate and composition, and report back to Council through Executive Committee by July 31, 2010.

READ a first time this	4 th	day of	February	, A. D. 2009;
READ a second time this	4 th	day of	February	, A. D. 2009;
READ a third time this	4 th	day of	February	, A. D. 2009
SIGNED and PASSED this	4 th	day of	February	, A. D. 2009.

THE CITY OF EDMONTON


MAYOR
CITY CLERK