

BOWEN ISLAND MUNICIPALITY

Bowen Island Municipality Ferry Advisory Committee Establishment Bylaw No 107, 2004

A bylaw to establish the Bowen Island Municipality Ferry Advisory Committee

WHEREAS the *Community Charter* authorizes Council to establish Advisory bodies;

AND WHEREAS the Council of Bowen Island Municipality is committed to marine transportation and access to that transportation that meets the needs of the Bowen Island Community and the sustainable objectives of the Municipality;

AND WHEREAS the Municipality is desirous of working with the providers of marine and related transportation to address the needs of the Bowen Island Community;

AND WHEREAS the Municipality has limited resources to carry out the actions necessary to achieve that desired objective;

AND WHEREAS Council wishes to establish an Advisory Committee to advise Council on matters related to marine transportation services and means of access thereto on Bowen Island: and to work with the providers of the marine transportation operations for Bowen Island;

The Council for Bowen Island Municipality in open meeting assembled enacts as follows:

1. To establish a Committee to be known as the "Bowen Island Municipality Ferry Advisory Committee".

MEMBERSHIP - APPOINTMENT, QUALIFICATION AND TERM OF OFFICE

2. The Committee shall consist of
 - (a) up to six (6) members, and
 - (b) one member of Council as a non-voting member.
3. The term of office of Committee members shall be three (3) years or until a successor is appointed.
4. Committee members shall serve without remuneration.

HOLDING OF MEETINGS - QUORUM, VOTING AND CONDUCT

5. The members of the Committee shall elect a chairperson and a vice-chairperson, for a one-year term at the first meeting held after January 1st. A member of Council shall not be entitled to hold office on the Committee.
6. The Committee shall meet at least once per month and shall decide from time to time by resolution where and when its regular meetings shall be held for the purpose of dealing with the authorities, responsibilities and duties as hereinafter set out. The Committee shall publish notice of a schedule of regular meetings as soon as practicable after setting the schedule.

7. Unless specified as a Closed Meeting for reasons allowed pursuant to the *Community Charter*, all meetings shall be open to the public.
8. Except as otherwise specified in this bylaw, meetings of the Committee shall be conducted in accordance with "Bowen Island Municipality Council Procedure Bylaw" and amendments thereto insofar as they are applicable and the Community Charter. In the absence of comment in the Procedure Bylaw or the Community Charter, *Robert's Rules of Order* shall apply.
9. A quorum for a meeting of the Committee is a majority of all voting members.
10. Decisions of the Committee shall be decided by consensus where possible, and where consensus cannot be reached, by a majority vote with the substance of any dissenting views to be recorded. Each voting member on the Committee shall have one vote.
11. In those cases where a vote is required, all voting members present at a meeting of the Committee may vote on questions before it, and in all cases where the votes of the voting members present are equal for and against the question, the question shall be declared in the negative. Any voting member who abstains from voting shall be deemed to have voted in the affirmative.
12. The Committee shall appoint a member or members to represent the committee at BC Ferries Coastal Council. The member(s) so appointed will carry forward the consensus views of the Ferry Advisory Committee as a whole.

ADMINISTRATION - KEEPING OF MINUTES, PREPARING BUDGETS

13. The minutes of the proceedings of all Committee meetings shall be recorded, shall be signed by the Chairperson or Vice Chairperson and submitted to Council as soon as practicable.
14. In each year the Committee shall prepare an annual budget that indicates clearly the source of revenue and the application of expenditures and shall submit such budget for inclusion and approval in the Municipality's Financial Plan.

AUTHORITIES, RESPONSIBILITIES AND DUTIES

15. Council hereby delegates to the Committee the following authorities, responsibilities and duties:
 - (a) to provide advice and make recommendations to Council regarding the provision of marine transportation services and the means of access thereto for Bowen Island,
 - (b) to respond to items referred to it by Council,
 - (c) to work with municipal staff, other Island and non-Island groups and individuals:
 - to determine the needs and concerns of residents and particular user groups in relation to existing and future marine transportation service and means of access thereto
 - to build consensus, as requested, as to the community's needs and priorities in relation to its marine transportation service and means of access thereto
 - (d) to act as a liaison between the Bowen Island Municipal Council representing the Bowen Island community, BC Ferry Services Inc. and other marine service providers to ensure effective communication of information and concerns between them.

- (e) to consult with Bowen Island Municipal Council concerning all policy issues and communicate Council's policy to BC Ferry Services Inc. and other marine transportation providers
- (f) to consult with the Bowen Island community, after ratification by Council, about ferry, marine transportation services and the means of access thereto through public meetings, newsletters, electronic means and facilitated group meetings or workshops

16. The powers delegated to the Committee shall not extend to or include any of the powers of the Bowen Island Municipal Council that are exercised by bylaw only.

CITATION

17. This Bylaw may be cited for all purposes as the "Bowen Island Municipality Ferry Advisory Committee Establishment Bylaw No. 107, 2004."

READ a first time as this 22nd day of March, 2004.

READ a second time this 22nd day of March, 2004.

READ a third time this 22nd day of March, 2004.

RECONSIDERED AND FINALLY ADOPTED this 13th day of April, 2004.

(Original signed)

Lisa Barrett, Mayor

(Original signed)

Isabell Hadford, Clerk

Certified to be a true and correct copy of Bylaw No.107, 2004 cited as "Bowen Island Municipality Ferry Advisory Committee Establishment Bylaw No. 107, 2004" as adopted by the Council of Bowen Island Municipality this 13th day of April, 2004.

(Original signed)

Isabell Hadford, Clerk