

## **BOWEN ISLAND MUNICIPALITY**

### **Bowen Island Sustainable Community Advisory Committee Establishment Bylaw No. 86, 2003**

A bylaw to establish the Bowen Island Sustainable Community Advisory Committee

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WHEREAS the *Local Government Act* authorizes Council to establish Select Committees to advise Council on issues;

AND WHEREAS the Council of Bowen Island Municipality is committed to a sustainable Bowen Island to meet the needs of the current generation without compromising the needs of future generations, and

AND WHEREAS the Municipality has limited resources to research fully the actions necessary to achieve that desired sustainable state,

AND WHEREAS Council wishes to establish a Local Advisory Committee to advise Council on matters related to social, economic, and environmental sustainability of Bowen Island and the operation of the Bowen Island Municipality;

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 Sustainable Community Advisory Committee".

#### **MEMBERSHIP - APPOINTMENT, QUALIFICATION AND TERM OF OFFICE**

2. The Committee shall consist of
  - (a) up to twelve (12) 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 Committee shall elect a chairperson and a vice-chairperson for a one (1) year term by the members of the Committee at the first meeting held after January 1<sup>st</sup>. 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 under “Bowen Island Municipality Council Procedure Bylaw No. 1, 1999” or the *Local Government Act*, 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 No. 1, 1999” and amendments thereto insofar as they are applicable. In the absence of comment in the Procedure Bylaw, *Robert’s Rules of Order* shall apply.
9. A quorum for a meeting of the Committee is a majority of all voting members.
10. All questions before the Committee shall be decided by consensus where possible, and where consensus cannot be reached, by a majority vote. Each 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.

#### ADMINISTRATION - KEEPING OF MINUTES, PREPARING BUDGETS

12. 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.
13. 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

14. Council hereby delegates to the Committee the following authorities, responsibilities and duties:
  - (a) to provide advice and make recommendations to Council on methods of pursuing social, economic and environmental sustainability on 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 further work consistent with Bowen Island’s sustainability objective, and
  - (d) to educate the public on social, economic and environmental sustainability on Bowen Island.
15. 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

16. This Bylaw may be cited for all purposes as the “Bowen Island Sustainable Community Advisory Committee Establishment Bylaw No. 86, 2002.”

READ a first time as amended this 24<sup>th</sup> day of March, 2003.

READ a second time as amended this 24<sup>th</sup> day of March, 2003.

READ a third time as amended this 24<sup>th</sup> day of March, 2003.

RECONSIDERED AND FINALLY ADOPTED this 28<sup>th</sup> day of April, 2003.

(Original signed) \_\_\_\_\_  
Lisa Barrett, Mayor

(Original signed) \_\_\_\_\_  
Isabell Hadford, Clerk

Certified to be a true and correct copy of Bylaw No. 86, 2003 cited as “Bowen Island Sustainable Community Advisory Committee Establishment Bylaw No. 86, 2003” as adopted by the Council of Bowen Island Municipality this 28<sup>th</sup> day of April, 2003.

(Original signed) \_\_\_\_\_  
Isabell Hadford, Clerk