

BOWEN ISLAND MUNICIPALITY

**Cove Bay Water System Local Management Committee
Purpose and Establishment Bylaw No. 9, 2000**

WHEREAS by Cove Bay Water System Local Service Establishment Bylaw No. 640, 1990 as amended, the Board of Directors of the Greater Vancouver Regional District converted the Cove Bay Public Utility Specified Area to a local service for the purpose of providing a water supply and water distribution system within the boundaries of the Cove Bay Water System Local Service Area;

AND WHEREAS by Cates Hill-Valhalla Water Supply Local Service Establishment Bylaw No. 812, 1995, the Board of Directors of the Greater Vancouver Regional District established a local service for the purpose of providing water supply within the boundaries of the Cates Hill-Valhalla Water Supply Local Service Area, and by Queen Charlotte Heights Water Supply and Distribution System Local Service Area Establishment Bylaw No. 836, 1996, the Board of Directors of the Greater Vancouver Regional District established a local service for the purpose of providing a water supply and distribution system within the boundaries of the Queen Charlotte Heights Water Supply and Distribution System Local Service Area;

AND WHEREAS the Cove Bay, Cates Hill-Valhalla and Queen Charlotte Heights local service areas are supplied with water from the Cove Bay water system;

AND WHEREAS the Letters Patent of the Bowen Island Municipality provide that each local service area is established as separate Specified Area under Division 2 of Part 19 of the *Municipal Act*;

AND WHEREAS the Letters Patent of the Bowen Island Municipality provide that the municipality shall adopt Bylaws providing for the purpose and area of each Specified Area and establishing a Local Management Committee for the Specified Areas;

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

1. The purpose and area of each Specified Area shall be as described in the Greater Vancouver Regional District Bylaws as follows:

Cove Bay Water System Local Service Establishment Bylaw No. 640, 1990 as amended
Cates Hill-Valhalla Water Supply Local Service Establishment Bylaw No. 812, 1995
Queen Charlotte Heights Water Supply and Distribution System Local Service Area Establishment Bylaw No. 836, 1996

2. Each Specified Area shall be administered under the authority of the Cove Bay Water System Local Management Committee established by this Bylaw.
3. There is hereby established a Committee to be known as the "Cove Bay Water System Local Management Committee" (the Committee).

MEMBERSHIP - APPOINTMENT, QUALIFICATION AND TERM OF OFFICE

4. The Committee shall consist of
 - (a) six members, each of whom shall be resident or property owner within either the Cove Bay, Cates Hill-Valhalla or Queen Charlotte Heights local service areas, and

- (b) one Councillor.
- 5. The members set out in clause 2(a) shall be appointed, upon the recommendation of the Chief Administrative Officer, by the Bowen Island Municipal Council.
- 6. The term of office of Committee members shall be three (3) years or until a successor is appointed.
- 7. Committee members shall serve without remuneration.
- 8. The Committee shall also include the water system engineer and the water system operator as non-voting members.

HOLDING OF MEETINGS - QUORUM, VOTING AND CONDUCT

- 9. The Committee shall, at its first meeting in each year, elect from amongst its members a chairperson and a vice-chairperson to hold office for that year or until a successor is chosen.
- 10. The Secretary to the Committee shall be that person who is designated Cove Bay Water System Co-ordinator of Services.
- 11. The Committee 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 a schedule of regular meetings in a newspaper as soon as practicable after setting the schedule.
- 12. Unless specified as a Closed Meeting for reasons allowed under Council Procedure Bylaw No. 1, 1999, all meetings shall be open to the public.
- 13. A special meeting may be called pursuant to provisions of the *Municipal Act*, and “Council Procedure Bylaw No. 1, 1999.”
- 14. A quorum of the Committee is a majority of all voting members.
- 15. Each member on the Committee shall have one vote. All questions before the Committee shall be decided by a majority vote.
- 16. All members present at a meeting of the Committee may vote on questions before it, and in all cases where the votes of the members present are equal for and against the question, the question shall be declared in the negative. Any member who abstains from voting shall be deemed to have voted in the affirmative.

ADMINISTRATION - KEEPING OF MINUTES, PREPARING BUDGETS

- 17. The minutes of the proceedings of all Committee meetings shall be recorded, shall be certified correct by the Secretary, signed by the Chairperson and submitted to Council as soon as practicable.
- 18. In each year the Committee shall prepare an annual budget which indicates clearly the source of revenue and the application of expenditures and shall submit such budget for inclusion and approval in the Municipality’s provisional and annual budgets.
- 19. In each year the Committee shall recommend the provision of funds for capital purposes or the undertaking of capital projects, for inclusion and approval in the Municipality’s Long Range Plan.

AUTHORITIES, RESPONSIBILITIES AND DUTIES

20. There is hereby delegated to the Committee the following authorities, responsibilities and duties:
- (a) the responsibility of the day-to-day administration of the Cove Bay water system;
 - (b) all of the administrative powers with respect to the construction, equipping, operation and maintenance of the Cove Bay water system, including, but without limiting the generality of the foregoing:
 - (i) recommending to Council the letting of such contracts as may be necessary for the operation and maintenance of the water system;
 - (ii) supervising the operation and maintenance of the water system;
 - (iii) authorizing the expenditure of such funds as may be provided in the annual budget of Bowen Island Municipality in respect of the operation and maintenance of the water system;
 - (iv) recommending to Council the enactment of such bylaws as may be necessary for the efficient operation, maintenance and improvement of the water system.
21. The powers delegated to the Committee shall not extend to or include any of the powers of the Bowen Island Municipal Council which are exercised by bylaw only.

CITATION

21. This Bylaw may be cited for all purposes as the “Cove Bay Water System Local Management Committee Purpose and Establishment Bylaw No. 9, 2000.”

READ a first time this 13th day of March 2000.

READ a second time this 13th day of March 2000.

READ a third time this 13th day of March 2000.

RECONSIDERED AND FINALLY ADOPTED this 27th day of March 2000.

(Original signed) _____
Lisa Barrett
Mayor

(Original signed) _____
Richard L. Page
Manager