

BOWEN ISLAND MUNICIPALITY

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

CONSOLIDATED FOR CONVENIENCE – JUNE 2010

AMENDMENT BYLAW	DATE OF ADOPTION
BYLAW No. 251	OCTOBER 19, 2009

The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaw on this subject.

BOWEN ISLAND MUNICIPALITY

**Cove Bay Water System and Local Advisory Committee
Purpose and Establishment Bylaw**

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 Director of Engineering and Operations.
3. There is hereby established a Committee to be known as the "Cove Bay Water System Local Advisory Committee" (the Committee).

MEMBERSHIP - APPOINTMENT, QUALIFICATION AND TERM OF OFFICE

4. Each Committee shall consist of a minimum of 3 members to a maximum of 7, each of whom shall be a resident or property owner within the Water System Specified Area, and

- .5. The members of the Committee shall be appointed by Council.
6. The term of office of Committee members shall be three (3) years. A member shall be eligible for reappointment. Where a member resigns or ceases to act as a member, they may be replaced by Council
7. Committee members shall serve without remuneration.

HOLDING OF MEETINGS - QUORUM, VOTING AND CONDUCT

8. The Committee shall elect a chairperson and a vice-chairperson for a one (1) year term at the first meeting held after January 1st.
9. The Committee shall decide from time to time by resolution where and when its meetings shall be held. The Committee shall post notice of a meeting in accordance with the municipality's procedure bylaw. The committee shall meet a minimum of once a year.
10. Unless specified as a Closed Meeting for reasons allowed under "Bowen Island Municipality Council Procedure Bylaw No. 1, 1999" or any successive bylaw (the "Procedure Bylaw") or the *Community Charter*, all meetings shall be open to the public.
11. Except as otherwise specified in this bylaw, meetings of the Committee shall be conducted in accordance with the Procedure Bylaw. In the absence of an applicable provision in the Procedure Bylaw, *Robert's Rules of Order* shall apply.
12. A quorum for a meeting of the Committee is 2 if there are 3 voting members, 3 if there are 4 or 5 voting members, and 4 if there are 6 or 7 voting members.
13. Each voting member on the Committee in attendance at a meeting shall have one vote. All questions before the Committee shall be decided by a majority vote.
14. 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 – COSTS OF COMMITTEE FUNCTION, KEEPING OF MINUTES

15. All costs related to the functioning of the Committee shall be charged to the related Specified Area.
16. The minutes of the proceedings of all Committee meetings shall be recorded and submitted to Council. All minutes once approved by the Committee shall be signed by the Chairperson.

RESPONSIBILITIES AND DUTIES

17. Council hereby assigns to the Committee the following responsibilities and duties:

- a) to provide advice and recommendations to staff and Council on the water supply and distribution system with respect to, but not limited to:
 - (i) the operation and maintenance of the water supply and distribution system;
 - (ii) the enactment of such bylaws as may be necessary for the efficient operation, maintenance and improvement of the water supply and distribution system;
 - (iii) planning for future improvements related to the system; and
 - (iv) communications to users of the water system;
 - (v) the Five Year Financial Plan as prepared by staff;
 - (vi) the provision of funds for capital purposes or the undertaking of capital projects, for inclusion and approval in the Municipality's Financial Plan as prepared by staff.

- b) work with staff to arrange the holding of the annual information meeting of the residents and property owners of the specified area; and

- c) the chair and vice chair shall meet at least once a year with the chairs and vice chairs of the other water system local advisory committees. Meetings shall be at the call of the Municipality or of three of the chairs

CITATION

- 18. This Bylaw may be cited for all purposes as the “Bowen Island Municipality Cove Bay Water System Local Management Committee Purpose and Establishment Amendment Bylaw No. 251, 2009.

CITATION

- 19.. This Bylaw may be cited for all purposes as the “Cove Bay Water System Local Advisory 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