

# **THOMPSON-NICOLA REGIONAL DISTRICT**

## **BYLAW NO. 2255**

A BYLAW TO ESTABLISH A COMMITTEE WITHIN ELECTORAL AREA "A"  
(WELLS GRAY COUNTRY) TO MANAGE THE SERVICES PROVIDED TO  
AND FOR THE BENEFIT OF RESIDENTS OF THE ELECTORAL AREA

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WHEREAS the Thompson-Nicola Regional District has taken on the services of Community Parks, Cemeteries, Grants-in-Aids to numerous organizations, Recreation, Street Lights, Television Rebroadcasting, Community Water System, Community Hall, Economic Development and Tourism Promotion within Electoral Area "A" (Wells Gray Country);

AND WHEREAS the former Wells Gray Country Services Committee was established by Bylaw No. 1937, 2003 to oversee the day-to-day operations of services within Electoral Area "A" (Wells Gray Services);

AND WHEREAS the District of Clearwater was incorporated by Letters Patent dated December 3, 2007, and acquired the assets of the North Thompson Sportsplex and the Clearwater Transit System from the Thompson-Nicola Regional District;

AND WHEREAS it is in the public interest that a services committee oversee and monitor the operations of the subject services under a new mandate and membership configuration;

AND WHEREAS it is in the public interest to engage a Manager to assist the Wells Gray Country Services Committee in directing the business and financial affairs of the established services operating within Wells Gray Country;

NOW THEREFORE the Board of Directors of the Thompson-Nicola Regional District, in open meeting assembled, enacts as follows:

1. **CITATION**

- 1.1 This bylaw may be cited as the Thompson-Nicola Regional District "Wells Gray Country Services Committee Bylaw No. 2255, 2009".

2. **ESTABLISHMENT and MANDATE**

- 2.1 The Wells Gray Country Services Committee, hereinafter referred to as the Committee, is hereby established.
- 2.2 The Committee, through a Manager, shall oversee the day-to-day operations of the services hereinafter noted, that are provided to the residents of Electoral Area "A" (Wells Gray Country):
  - (a) Cemeteries;

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- (b) Community Parks;
  - (c) Grants-in-Aids provided to numerous non-profit societies;
  - (d) Recreation;
  - (e) Street Lights;
  - (f) Television Rebroadcasting; and
  - (g) Economic Development and Tourism Promotion
  - (h) Vavenby Community Hall
- 2.3 The mandate of the Committee, through a Manager, for the services listed in Clause 2.2 include but are not limited to:
- (a) Supervising the maintenance and operation of the hereinbefore identified services; and
  - (b) Recommending to the Board of Directors the letting of such contracts as may be necessary for the operation, maintenance and improvement of said services.
- 2.4 In addition, to the services listed under Clause 2.2, the Committee will act as a community liaison between the Regional District and the Vavenby Community Water System users.
- 2.5 The Committee may also recommend to the Board of Directors the establishment and provision of such other services as the Committee deems desirable for the benefit of residents of Electoral Area "A" (Wells Gray Country).

### 3. MEMBERS

- 3.1 The Committee shall consist of seven (7) voting members, as follows:
- a) Five (5) community members residing or owning property within Electoral Area "A" (Wells Gray Country), to be appointed by the Chair of the Board of Directors upon the recommendation of the Director of Electoral Area "A" (Wells Gray Country), as follows:
    - (i) Two (2) members shall hold office until December 31, 2009 and three (3) members shall hold office until December 31, 2010;
    - (ii) The Chair of the Board of Directors upon the recommendation of the Director of Electoral Area "A" (Wells Gray Country) shall appoint a sufficient number of persons, for two (2) year terms, to replace those persons whose terms expire;

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- (iii) Appointments under the provisions of Clause 3.1 a) (i) or (ii) shall remain in force until the person's term expires, or until the appointment of that person's successor, whichever is later;
    - b) The Thompson-Nicola Regional District Director of Electoral Area "A" (Wells Gray Country), and
    - c) The Thompson-Nicola Regional District Alternate Director of Electoral Area "A" (Wells Gray Country).
  - 3.2 In the event of a vacancy arising from any cause other than the expiration of a community member's term of office, the Chair of the Board of Directors, upon the recommendation of the Director of Electoral Area "A" (Wells Gray Country), may appoint a successor for the remainder of the term.
  - 3.3 Any community member who is absent from two consecutive meetings of the Committee without leave of absence from the Committee or without reason satisfactory to the Committee shall cease to be a member of the Committee.
  - 3.4 Each retiring community member of the Committee shall be eligible for reappointment.
  - 3.5 The Board of Directors may rescind the appointment of a community member of the Committee at any time.
  - 3.6 The Director for Electoral Area "A" (Wells Gray Country) shall be the Chairperson and the Alternate Director for Electoral Area "A" (Wells Gray Country) shall be the Vice-Chairperson of the Committee.
  - 3.7 A Secretary, other than a member of the Committee, shall be employed by the Committee to keep records of meetings and expenses and perform such other secretarial duties as may be assigned by the Committee from time to time.
4. MANAGER
- 4.1 A Manager shall be engaged to oversee the services included within the Committee's mandate.
  - 4.2 The Manager shall report to the Chief Administrative Officer of the Thompson-Nicola Regional District and shall assist the Committee in carrying out its mandate in regards to all the business and financial affairs of those services including the operations and budgets of the Community Parks, Cemeteries, Grants-in-Aids provided to numerous non-profit Societies, Recreation, Street Lights, Television Rebroadcasting, and as well will also assist in developing and implementing marketing, promotional and other programs capable of advancing the economic goals of Electoral Area "A" (Wells Gray Country).
  - 4.3 The Manager shall also assist the Chair of the Committee as the primary spokesperson and to establish and maintain effective working relationships with

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other Committee members, the residents of Electoral Area "A" (Wells Gray Country), industry, business, all levels of government, labour and the media.

5. MEETINGS

- 5.1 The Committee shall hold regular meetings at the call of the Chair.
- 5.2 A quorum shall consist of a majority of the voting members.
- 5.3 Rules of procedure for the Committee shall be as prescribed by the current edition of Robert's Rules of Order, and shall conform to the procedures outlined in the *Local Government Act* of British Columbia.
- 5.4 Notwithstanding the provisions of Clause 5.3 of this bylaw, the Board of Directors retains the right of approval of operational rules, procedures and policies.
- 5.5 The Committee shall keep minutes of all its meetings and shall forward, within two weeks, copies of the minutes to the Regional District.

6. FINANCE and REPORTING

- 6.1 While the Committee shall be responsible to oversee the day-to-day operations of the services under its mandate, the disbursement and receipt of funds related to these services shall be the responsibility of administrative staff at the Regional District.
- 6.2 The Committee shall submit to the Regional District, by September 15 of each year or such other later date acceptable to the Director Finance, a Five year Financial Plan as required by the *Local Government Act*, the plan identifying estimates for administrative, development, maintenance, operational and other expenses, as well as any expected revenues, for approval of the Board of Directors and for inclusion in the annual budget of the Regional District.
- 6.3 The Director of Finance may, at his/her discretion, establish such other financial procedures as may be required.
- 6.4 Committee members shall be entitled to receive an honorarium for attendance at regular meetings and/or other activities approved by the Committee; said honorarium amounts to be paid by the Electoral Area "A" (Wells Gray Country) services and in amounts as approved by the Board of Directors of the Thompson-Nicola Regional District.
- 6.5 Committee members shall also be entitled to reimbursement for expenses for attending regular meetings and/or other activities approved by the Committee at the rates outlined in the current Board of Directors Remuneration Bylaw.

7. MISCELLANEOUS

- 7.1 The Committee shall, annually, provide a list of equipment, playground equipment and buildings to the Regional District; said list to identify purchase date and price, installation date, and current value and location.
- 7.2 The Committee shall see that the premises and equipment are kept in good order and condition and shall promptly make all needed repairs and replacements.
- 7.3 The appointments of Committee Members, pursuant to the authority of "Wells Gray Country Services Committee Bylaw No. 1937, 2003", are hereby rescinded.
- 7.4 This bylaw shall take effect on the date of adoption.

8 REPEAL

- 8.1 "Wells Gray Country Services Committee Bylaw No. 1937, 2003" is hereby rescinded.

READ A FIRST time this 12<sup>th</sup> day of February, 2009.

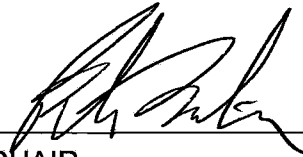
READ A SECOND time this 12<sup>th</sup> day of February, 2009.

READ A THIRD time this 12<sup>th</sup> day of February, 2009.

RECONSIDERED and ADOPTED this 12<sup>th</sup> day of February, 2009.



CLERK



CHAIR