

TOWN OF QUALICUM BEACH
BYLAW NO. 656

A Bylaw to establish the Town of Qualicum Beach Heritage Forest Commission

The Council of the Town of Qualicum Beach, in open meeting assembled, enacts as follows:

TITLE

1. This Bylaw may be cited as "Town of Qualicum Beach Heritage Forest Commission Bylaw No. 656, 2010".

INTERPRETATION

2. In this Bylaw:
 - (1) "Chief Administrative Officer" means the Chief Administrative Officer for the Town of Qualicum Beach, as appointed by Council;
 - (2) "Commission" means the Town of Qualicum Beach Heritage Forest Commission constituted under the terms of this bylaw;
 - (3) "Corporate Administrator" means the Corporate Administrator for the Town of Qualicum Beach, as appointed by Council;
 - (4) "Council" means the municipal Council of the Town of Qualicum Beach;
 - (5) "Qualicum Beach Heritage Forest" means Lot B, Plan VIP64003, District Lot 62 & 63, Newcastle Land District, Except Plan VIP68940; Block AM19, Plan 1802, District Lot 62 & 63, Newcastle Land District; Lot 1, Plan VIP73423, District Lot 64, Newcastle Land District; and Lot 2, Plan VIP73423, District Lot 64, Newcastle Land District, shown on Schedule "A" attached hereto and forming part of this bylaw.
 - (6) "Society" means the Brown Property Preservation Society;
 - (7) "Superintendent of Public Works, Parks and Buildings" means the Superintendent of Public Works, Parks and Building for the Town of Qualicum Beach, as appointed by Council; and
 - (8) "Town" means the Town of Qualicum Beach.

ESTABLISHMENT OF THE COMMISSION

3. Council hereby establishes a commission known as the "Town of Qualicum Beach Heritage Forest Commission" to assist the Town in the provision of effective management of the Qualicum Beach Heritage Forest.
4. The Commission shall be composed of five (5) voting members, as follows:
 - (1) Two (2) members appointed by resolution of Council, with at least one being a member of Council;

- (2) Two (2) members nominated by, and from, the Society, and appointed by resolution of Council. In the event that the Society ceases to exist, two (2) members-at-large shall be appointed by Council; and
- (3) One (1) member-at-large appointed by resolution of the Commission, from applications by electors eligible to vote in Town of Qualicum Beach local elections.

ADVISORY PERSONS TO THE COMMISSION

5. The following persons may participate in meetings of the Commission in an advisory capacity but shall not vote:
 - (1) Chief Administrative Officer;
 - (2) Superintendent of Public Works, Parks and Buildings, or designate; and
 - (3) Corporate Administrator, or designate, as Secretary to the Commission, with clerical assistance for recording minutes, preparing agendas and organizing resource material.

CHAIR, MEETINGS, AND MEMBERSHIP

6. The Commission shall, at the first meeting held each year, elect from its members a Chair who shall preside at all meetings for the balance of the year.
7. Meeting procedures shall be in accordance with the Procedure Bylaw. All matters shall be decided by resolution and by a majority vote of all members present.
8. Meetings of the Commission shall be held on the first Thursday of February, May, September and November.
9. The Commission shall meet for a special meeting at the call of the Chair.
10. The Chair, or in the event that the Chair is not in attendance after the time appointed for a meeting, the member appointed by the Commission as acting Chair for the duration of the meeting, shall call the meeting to order on the date and at the time and place set out in the meeting agenda as soon as a quorum is in attendance.
11. Any three (3) members of the Commission shall constitute a quorum.
12. Should there be no quorum present within 15 minutes after the time appointed for the meeting, the recorder shall record in the minutes the names of the members present at the expiration of such fifteen minutes and the meeting shall stand adjourned until the next scheduled meeting.
13. The Corporate Administrator shall list Commission recommendations to Council on a Council agenda for consideration by Council, and shall provide a copy of the meeting minutes to the secretary of the Society for distribution to its executive for information.
14. Members of the Commission shall serve without remuneration.

15. Commission members shall serve for a term commencing on the adoption of the Council resolution making the appointment and continuing for a term of approximately two years, ending December 31 of the second year of their term, or:
 - (a) earlier, due to member resignation, death or Council, or the Commission where applicable, rescinding the appointment; or
 - (b) later, if no successor has been appointed at the end of the two-year term, until the time that a successor is appointed.
16. Commission members may be appointed for an additional term or terms. No member-at-large shall be automatically re-appointed prior to publicly advertising the availability of the position.
17. A member may resign from the Commission on presentation of written notice at a regular meeting of the Commission. Any member, other than a member of Council, who is absent from three (3) consecutive meetings without cause or without notice to the Chair, shall be deemed to have resigned from the Commission.
18. For members-at-large, applications will be invited from the public when there is a vacancy. From applications received, Council and, where applicable the Commission, will appoint the members at large and may, in any case, decline to appoint an applicant and invite new applications.

DUTIES OF THE COMMISSION

19. The authority or power of the Commission to do any act, or to cause any act to be done, is reserved to that which is expressly referred to herein.
20. The Commission shall:
 - (1) Ensure the public reasonable access and opportunity to observe and appreciate nature, consistent with best practices for preservation and management of the Qualicum Beach Heritage Forest;
 - (2) Provide good management and development of the Qualicum Beach Heritage Forest consistent with the Restrictive Covenant and Conservation Covenant registered against the property;
 - (3) Recommend such rules and limitations on the use of the Qualicum Beach Heritage Forest as it deems appropriate;
 - (4) From time to time, recommend to Council, on the expenditures for the development, operation and maintenance of the Qualicum Beach Heritage Forest for Council's review and approval of the expenditure of any Town funds; and
 - (5) Coordinate funding applications and grants from various groups.

REPEAL

21. "Town of Qualicum Beach Heritage Forest Commission Bylaw No. 585.01, 2005" is hereby repealed and replaced by this bylaw.

READ A FIRST TIME this 14th day of June, 2010.

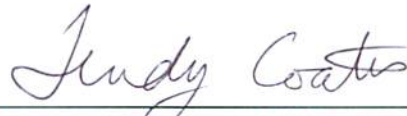
READ A SECOND TIME this 12th day of July, 2010.

READ A THIRD TIME this 28th day of July, 2010.

ADOPTED this 9th day of August, 2010.

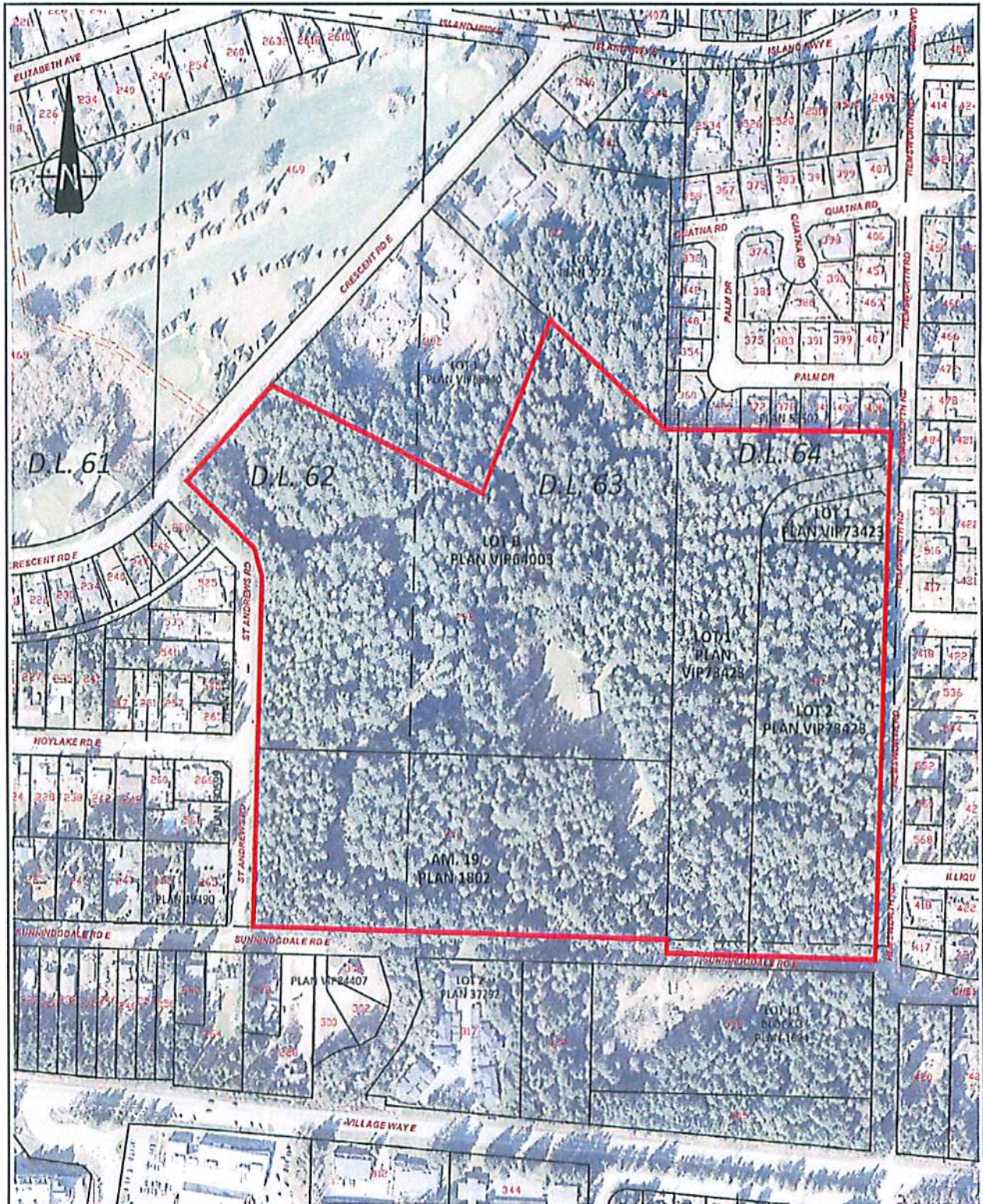



Teunis Westbroek, Mayor



Trudy Coates, Corporate Administrator

Attach: Schedule "A"



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 <p>TOWN OF QUALICUM BEACH</p>		<p>DRAWING TITLE: COMMISSION BYLAW NO. 656, 2010 SCHEDULE "A"</p>	<p>SCALE:</p>	<p>REV:</p>
			<p>PROJECT:</p> <p>DRAWING NAME:</p> <p>FILE NAME: BYLAW656SCHEDA.DWG</p>	