

THE FOLLOWING DOCUMENT HAS BEEN REPRODUCED FOR CONVENIENCE ONLY and is a consolidation of the following:

1. Maple Ridge-Pitt Meadows Bicycle Advisory Committee Bylaw No. 5510-1996
2. Maple Ridge-Pitt Meadows Bicycle Advisory Committee Amending Bylaw No. 6682-2009

Individual copies of any of the above bylaws can be obtained by contacting the Clerk's Department.

THE CORPORATION OF THE DISTRICT OF MAPLE RIDGE

BY-LAW NO. 5510-1996

A by-law to establish a Bicycle Advisory Committee

WHEREAS Council may establish a Bicycle Advisory Committee pursuant to section 241 of the Municipal Act, R.S.B.C. 1979, Chap. 290 and has expressed an interest in establishing a joint Committee with the District of Pitt Meadows;

NOW THEREFORE the Municipal Council of the Corporation of the District of Maple Ridge, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. This By-law shall be known as "Maple Ridge-Pitt Meadows Bicycle Advisory Committee Bylaw No. 5510-1996".

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Definitions

2. For the purposes of this by-law, unless the context otherwise requires:

"Committee" means the Maple Ridge-Pitt Meadows Bicycle Advisory Committee;

"Councils" means the Council of the District of Maple Ridge and the Council of the City of Pitt Meadows;

"Districts" means the Corporation of the District of Maple Ridge and the City of Pitt Meadows;

"Maple Ridge" means the geographical area known as the District of Maple Ridge;

"Mayors" means the elected Mayors of the Districts;

"Member" means a current Member of the Maple Ridge-Pitt Meadows Bicycle Advisory Committee;

“Pitt Meadows” means the geographical area known as the City of Pitt Meadows.

Mandate

3. Council hereby establishes a committee to be known as the “Maple Ridge-Pitt Meadows Bicycle Advisory Committee”.
4. The purpose of the Committee is to advise the Councils on cycling issues in the community and implementation of the Maple Ridge-Pitt Meadows Bikeways Plan.

Composition and Appointment

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5. The Committee is comprised of seven (7) Members as follows:
 - (a) one Councillor from the District of Maple Ridge who has an interest in cycling;
 - (b) one Councillor from the City of Pitt Meadows who has an interest in cycling;
 - (c) one representative from the Vancouver Area Cycling Coalition (VACC);
 - (d) three Members-at-Large who reside in Maple Ridge;
 - (e) two Members-at-Large who reside in Pitt Meadows.
6. The Councillors are appointed annually by their respective Mayors.

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7. The representative from the VACC (Vancouver Area Cycling Coalition) is appointed bi-annually by the VACC (Vancouver Area Cycling Coalition)”
8. The Members-at-Large are appointed by their respective Councils after a newspaper advertisement is placed asking people who have an interest in cycling to write to the District in which they reside stating their background and their reasons for wanting to be appointed to the Committee.
9. Applicants for the positions of Member-at-Large will be interviewed by their respective Councils and a ballot will be prepared. The applicants with the most votes from the Council become Members of the Committee.
10. Other people who may attend Committee meetings, to provide opinions, advice or information or other services to the Committee, but who are not Members, are;
 - (a) the Mayors of the Districts;
 - (b) the Chief Administrative Officers of the Districts or his/her designate;
 - (c) staff from the Districts.

11. No Member of the Committee will receive any remuneration for services, however, a Member shall be reimbursed for any reasonable out of pocket expenses incurred on behalf of and previously approved by the Committee.
12. No Member of the Committee will serve concurrently on another District of Maple Ridge Advisory Committee.

Term of Appointment

13. The term of appointment for all Members, with the exception of the Councillors, is two years commencing on January 1st in the year they are appointed and terminating two years later on December 31st or until their successors are appointed.
14. Notwithstanding section 13 above, the initial appointments of the Members-at-Large to the Committee shall be as follows:
 - (a) two Members-at-Large from the District of Maple Ridge shall be appointed for a one (1) year term;
 - (b) one Member-at-Large from each of the Districts shall be appointed for a two (2) year term.
15. A person may not serve as a Member for more than six (6) consecutive years.
16. A person appointed to a vacancy with more than one-half of the original term left will be considered to be serving a full term for the purposes of calculating years of service on the Committee.

Vacancy

17. Notwithstanding other sections of this by-law, a vacancy created by death or resignation will be reported as soon as possible to the respective Mayors, who may appoint a replacement for the unexpired term of the former Member.

Chairperson

18. The Members will elect annually a Chairperson and a Vice-Chairperson from amongst themselves by a simple majority vote. The Vice-Chairperson will act in the capacity of the Chairperson at any meeting where the Chairperson is absent.

Absenteeism

19. A Member who is absent, except for reasons of illness or with the leave of the chairperson of the Committee or his/her designate, from three consecutive, or five in any twelve consecutive, regular meetings is deemed to have resigned effective at the end of the third or fifth such meeting, as the case may be.

Quorum and Voting

20. Quorum is four Members.
21. Only Members may vote on issues and resolutions and any Member not voting but present is deemed to have voted in the affirmative.

Meeting Schedule and Procedures

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22. The Committee will conduct its meetings in accordance with parliamentary rules of procedure, provided such procedures do not contravene the Community Charter, District bylaws or other legislations.
23. The Committee will hold regular meetings, at such time and place within the Districts as it may decide, although special meetings over and above the regular meetings may be called by the Chairperson or any two (2) Members as long as each Member is given not less than 48 hours notice of such meeting, which can only be waived by unanimous vote of all the Members of the Committee.
24. The Committee may, from time to time on an affirmative vote of not less than two thirds of the Members present at any meeting, appoint a sub-committee or sub-committees for any specific purpose or purposes and may delegate to such sub-committee or sub-committees authority with or without restrictions or conditions to execute and carry out any of the purposes of the Committee.
25. The minutes of the proceedings of all meetings of the Committee will be maintained in a Minute Book and forthwith following each meeting of the Committee, a copy, when signed by the Chairperson or Member presiding shall be forwarded to the Municipal Clerk of both Districts.
26. The Councils may include in their annual budgets such sums as are necessary to defray the expenses of the Committee. The Committee must provide a detailed budget proposal to the Councils on or before August 1st of the year preceding the budget year.
27. The Committee will be provided with secretarial and staff support to carry out its functions.

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28. When the member's declaration is made, the person recording the minutes of the meeting must record the member's declaration, the reasons given for it, and times of the member's departure from the meeting room, and if applicable, the member's return.

READ a first time this 11th day of February, 1997.

READ a second time this 11th day of February, 1997.

READ a third time this 13th day of May, 1997.

RECONSIDERED and finally adopted the 27th day of May, 1997.

MAYOR

CLERK