

THE VILLAGE OF PORT CLEMENTS
BYLAW NO. 346, 2004.

**Being a bylaw for the purpose of establishing a Multi-Purpose Building
Construction Committee.**

WHEREAS: Under the statutory powers of the Community Charter, Part 5, Division 2, Section 141 Council may establish a standing committee for funding and constructing the Port Clements Multi-Purpose Building.

NOW THEREFORE: The Council of the Village of Port Clements in open meeting assembled enacts as follows:

1. This bylaw shall be cited as the "Village of Port Clements Multi-Purpose Building Construction Committee Bylaw No. 346, 2004."
2. There is hereby established a standing committee known as the Village of Port Clements Multi-Purpose Building Construction Committee.

3. Interpretation.

This bylaw, unless the context otherwise requires;

- a. The word "Village" shall mean the Village of Port Clements.
- b. The word "Council" shall mean the Council of the Village of Port Clements.
- c. The word "Committee" shall mean the Village of Port Clements Multi-Purpose Building Construction Committee.

4. Committee membership.

The committee shall be composed of all members of the Council and three members of the community to be appointed as follows:

- a. Dennis Reindl
- b. Corrina Hornidge
- c. Lisa Waring
- d. One member of the community at large
- d. All appointments to the Committee shall be for a two year term.
- e. Should a committee member resign, an alternate shall be appointed to fill the position at the next regular Council meeting.

5. Procedures for meetings of the Committee.

- a. The Chairperson and alternate shall be elected from the non-Council representatives of the committee.

5. continued

- b. The Chairperson shall preside at all meetings of the committee and if the Chairperson is absent the alternate Chairperson shall preside.
- c. The Committee shall hold a regular monthly meeting.
- d. All procedures of the Committee's meetings not explicitly addressed in this bylaw shall be governed by The Village of Port Clements Procedures Bylaw No. 312.
- e. A quorum shall be a majority of the members in good standing of the committee.
- f. An employee of the Village shall be assigned the task of recording the minutes. All minutes once approved by the committee shall be signed by the chair.
- g. The Committee shall not make any decision except by an affirmative motion of a minimum of two thirds of the Committee members present. Motions that do not achieve a two thirds majority vote shall be referred to Council.

6. Duties of the Committee.


The Committee shall be accountable to the Council for the following:

- a. The overall safe and efficient construction of the Port Clements Multi-Purpose Building.
- b. The preparation of an annual budget for approval by Council prior to March 30th of each fiscal year.
- c. The monthly updating of the work plan and budget including reassessment.
- d. Preparation of Request For Proposals and Tender Documents.
- e. Awarding contracts in relation to the construction of the Multi-Purpose Building.

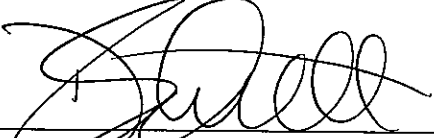
7. Authority.

All instruction and direction from the Committee to the Design Build Contractor shall be given by the Chairperson, or their designate.

READ A FIRST TIME THIS	14 ^h DAY OF DECEMBER, 2004
READ A SECOND TIME THIS	14 th DAY OF DECEMBER, 2004
READ A THIRD TIME THIS DAY	14 th DAY OF DECEMBER, 2004
RECONSIDERED AND ADOPTED THIS	20 TH DAY OF DECEMBER, 2004



Dale Lore
Mayor



Dana Schmidt
Clerk/Treasurer