



Terms of Reference: Hagensborg Water Service Advisory Committee:

Purpose:

The Hagensborg Water Service Advisory Committee is an important resource to assist the Central Coast Regional District (CCRD) in the operation of Hagensborg Water Services. The Hagensborg Water Service provides water services to just under 500 residents in the Hagensborg area.

The Hagensborg Water Service Advisory Committee will provide advice, input, and local context to Hagensborg Water Services Operations. The Advisory Committee will report to the CCRD Board of Directors on recommendations and Hagensborg Water service structures.

Establishment, Authority and Composition

The Hagensborg Water Service Advisory Committee will be an advisory committee established and authorized by the Central Coast Regional District (CCRD) Board of Directors and serve at the Board's discretion.

The Advisory Committee will serve a term of two years and then will automatically dissolve unless renewed by the CCRD Board of Directors.

Committee Composition:

- Voluntary participation (no remuneration).
- The Advisory Committee will consist of five (5) members.
- There will be one (1) member from Area C, one (1) member from Area D, and three (3) members-at-large.
- All members are appointed by the Board for a term of two years.
- Committee members may be removed per a 2/3s motion of the Board.
- The Committee will elect their own Chair.
- Quorum of the Committee shall be a majority of its appointed members.

Procedures

CCRD staff will provide materials and support to the Hagensborg Water Service Advisory Committee on a quarterly basis and may provide an orientation session should it be needed.

Deliverables

The Hagensborg Water Service Advisory Committee will be required to submit Water Service Advisory Committee meeting minutes to the CCRD. The Advisory Committee will be expected to provide recommendations and reports for the consideration of the Board as it pertains to the structure and operation of the Hagensborg Water Service. This may include recommendations on Hagensborg Water Service's Budget, fees and charges, upgrades, and other matters in support of a Vancouver Coastal Health compliant water system. These recommendations will support the CCRD in ending the boil water advisory in Hagensborg.