



**MINUTES OF A MEETING
OF THE ASSOCIATION OF VANCOUVER ISLAND
AND COASTAL COMMUNITIES EXECUTIVE
HELD MONDAY, JANUARY 18, 2016
AT THE REGIONAL DISTRICT OF NANAIMO**

IN ATTENDANCE: Councillor Barbara Price, Comox, President
Director Mary Marcotte, Cowichan Valley RD, First Vice President
Director Edwin Grieve, Comox Valley RD, Second Vice President
Director Noba Anderson, Strathcona RD, EA Representative
Councillor Jessie Hemphill, Port Hardy, Director at Large
Councillor Carl Jensen, Central Saanich, Director at Large
Mayor Josie Osborne, Tofino, Director at Large
Director Joe Stanhope, Nanaimo RD, Past President

STAFF ATTENDANCE: Liz Cookson, Executive Coordinator

President Price called the meeting to order at 10:00 am and welcomed Committee members and staff.

DELEGATION: Home Heating Oil Tanks – Local Government Implications. Tim Pringle, Partnership for Water Sustainability in BC (by teleconference).

On motion by Director Jensen, seconded by First Vice President Marcotte,
THAT the report and background material provided by Tim Pringle under agenda item 5(c) be received
was CARRIED

The Executive Committee had requested a presentation on this report at the April 30, 2015 meeting. Tim Pringle joined the meeting by teleconference, and reviewed the report he prepared through the Partnership for Water Sustainability in British Columbia on *Managing Residential Heat Systems in the Capital Regional District*. The report outlined stakeholder views and actions to prevent fuel oil spills. This included quantifying the financial and environmental risks posed by home heating oil systems in the CRD. Tim advised that underground storage tanks were also used in other parts of Vancouver Island, and posed similar risks to homeowners and to the environment.

The report reviewed inventory systems used by local governments to support programs to manage home heating oil systems with the goal of preventing spills into the environment. One recommendation was that the CRD, on behalf of its municipal members, initiate and coordinate a project to design and adopt one inventory system to track residential properties with oil heating systems in any condition. Tim noted this is an additional expense for local governments, but would help improve problems with voluntary reporting and oil spill risks. Executive Committee members asked about insurance implications and what the AVICC could do to assist in encouraging other local governments to prepare an inventory.

Director Jensen questioned and will follow up on the current status of the inventory with the CRD.

On motion by First Vice President Marcotte, seconded by Second Vice President Grieve,
THAT the AVICC distribute background material on residential oil tank issues to AVICC Regional Districts
with a survey on whether they have an inventory CARRIED

President Price thanked Tim Pringle for his presentation, and Tim left the meeting.

On motion by Second Vice President Grieve, seconded by Director Jensen,
THAT the verbal report from Tim Pringle be received was CARRIED

MINUTES

On motion by First Vice President Marcotte, seconded by EA Representative Anderson,
THAT the minutes of the December 11, 2015 meeting be adopted was CARRIED

REPORTS

President's Report

President Price advised that she had attended the UBCM Executive Committee meetings in November following the UBCM Convention, and will continue serving on the First Nations and Economic Development Committees. She advised that Minister Fassbender was in attendance at the Executive Committee meetings, and that UBCM President Al Richmond will be taking on the issue of DNA testing costs being downloaded to local governments. The next Executive Committee meetings are scheduled for January 21-22, 2016.

President Price referred to information received on new regulations for vehicle registration for all terrain vehicles on Crown land. The report does not apply to local government parks and excludes snowmobiles. She will forward for distribution to the AVICC Executive Committee.

At the January meeting the First Nations Committee will consider evaluation feedback from the first local government cohort of the Provincial Health Services Authority Indigenous Cultural Competency Training. President Price will find out when the 2nd cohort will be available for registration. The First Nations Committee will also hear an update on planning for the 2016 Provincial C2C (community to community) Forum, to be held jointly with the First Nations Summit.

On motion by EA Representative Anderson, seconded by Second Vice President Grieve,
THAT the verbal report from the President be received was CARRIED

Staff Report

Liz Cookson reviewed highlights of work on the 2016 Convention including confirmation that Minister Fassbender will be attending to present. Liz will be conducting a site visit to Campbell River the end of January to review facilities and arrangements for the 2017 Convention. Other work included preparing a powerpoint presentation for Second Vice President Grieve to take to regional districts for the Solid Waste Strategy. Liz advised she had been offered a complimentary registration to the LGLA Leadership Forum in Richmond in February where several speakers scheduled for the AVICC Convention will be presenting.

On motion by Second Vice President Grieve, seconded by First Vice President Marcotte,
THAT the AVICC support the Executive Coordinator's attendance and expenses for the Local Government Leadership Academy (LGLA) session was CARRIED

On motion by First Vice President Marcotte, seconded by Director Jensen,
THAT the verbal report from the Executive Coordinator be received was CARRIED

FINANCIAL AND ADMINISTRATION

Interim Financials to December 31, 2015 and Proposed 2016 Budget

Liz Cookson reviewed the report on the financial results for 2015 and the proposed budget for 2016, and answered questions from the Executive Committee. The report identified the history of increases to AVICC Membership Fees since 2009, a comparison of AVICC convention fees with other Area Associations, and a history of increases in convention fees since 2009. The report included a table showing the impact on the budget of four scenarios for convention fees – no increase, a \$25 increase, a \$50 increase and a \$75 increase.

Expenses for the Convention do not include any allocation of the Executive Coordinator's staff time. EA Representative Anderson requested that next year's budget include an allocation to reflect full costing. This would allow a better understanding of whether or not the convention registration fees, sponsorships and trade show fees are covering the full cost of the convention. It would also help the Executive Committee make a decision when setting fees on whether any surplus is available to use for policy work.

On motion by Second Vice President Grieve, seconded by Past President Stanhope,
THAT the 2016 proposed budget be approved based on a 2% across the structure dues increase for the membership which will need to be approved at the 2016 AGM and Convention was **CARRIED**

On motion by Second Vice President Grieve, seconded by Director Jensen,
THAT the dues for the 2016 Convention reflect an increase of \$25 (11%) made up of \$18 for the Business Sessions; \$2 for the Welcome Reception; and \$5 for the Annual Banquet with rates for non-members continuing to be 20% higher for business sessions was **CARRIED**

On motion by Director Hemphill, seconded by First Vice President Marcotte,
THAT the December interim financial statements be received was **CARRIED**

CONVENTION UPDATE

Report 4(a) provided an update on registration, the trade show sponsors and social event planning.

Registration

The Committee discussed whether to open up attendance at the business sessions to those that were not paying delegates – such as partners, spouses and guests.

On motion by First Vice President Marcotte, second by Director Hemphill
THAT business sessions and tours be restricted to registered delegates and presenters on the agenda, and that partners, spouses and guests are not eligible to attend without the prior approval of the Executive Committee was **CARRIED**

Smaller horizontal ribbons for AVICC, Life Member, Host Community, Sponsor, Exhibitor and Speaker to be ordered to add to name tags and identify delegates.

Sponsors

The sponsorship policy for 2016 was updated at the December 11, 2015 Executive Meeting, with existing sponsors confirmed and additional sponsors approved. Since then, Steelhead LNG has applied to be a 2016 sponsor which requires a resolution from the Executive Committee.

On motion by Director Jensen, seconded by Past President Stanhope,
THAT Steelhead LNG be approved as a new sponsor for the 2016 Convention consistent with the AVICC
Sponsorship Policy was CARRIED

BC Ferries will remain as the grand prize sponsor but Liz will ask for other options for the winner to choose from rather than continuing to only offer the Inside Passage Cruise. The Committee also supported having more coverage from sponsor Shaw Communications of the Convention. Liz to follow up on potential for having a Voice of Shaw session in Nanaimo. There was also support for sponsor receptions at the AVICC Convention, similar to those at the UBCM. This will be investigated for 2016 but may not be able to be implemented until 2017. Lorena Staples will continue her sponsorship as Parliamentarian for 2016.

Social Events

On motion by EA Representative Anderson, seconded by First Vice President Marcotte,
THAT three partner tours be offered including a tour of Nanaimo Bastion and Museum; the Taste of
Nanaimo; and a tour to Newcastle Island was CARRIED

On motion by Second Vice President Grieve, seconded by EA Representative Anderson,
THAT the Timebenders be hired for Banquet entertainment with a budget of \$4,500 was CARRIED

On motion by First Vice President Marcotte, seconded by Second Vice President Grieve,
THAT the pre-banquet reception be held in the Nanaimo Museum and that the City of Nanaimo be
requested to secure live background musicians for the reception was CARRIED

The Executive Committee discussed attending a City of Nanaimo Council meeting to update the Nanaimo Mayor and Council on the planning for the Convention, and to thank them for their support as hosts. Liz to arrange with the City of Nanaimo.

2016 Convention Program Planning

On motion by First Vice President Marcotte, seconded by Director Jensen,
That the report from the Executive Coordinator on 2016 Convention Program Planning be received was CARRIED

On motion by Director Hemphill, seconded by First Vice President Marcotte,
THAT the draft program dated January 18, 2016 be approved with the following changes:

- addition of the Moosehide Campaign on Friday afternoon;
- the EA Forum replacing Understanding the Forest on Saturday afternoon concurrent session for a 90 minute session;
- a second session of the Open Space Workshop could be a backup
- Asset Management selected for the Sunday morning plenary;
- and Accessibility 2024 to be offered a complimentary trade show booth was CARRIED

2018 and 2019 Convention Locations

Liz Cookson reviewed the report 4(c) identifying a detailed joint proposal from the City and Regional District of Powell River, and expressions of interest from the City of Victoria and the District of Port Hardy. Director Hemphill noted that Port Hardy is planning on building a new recreation facility, subject to holding a referendum. Port Hardy would not likely have the facility in place by 2019 and having right of first refusal for 2020 would be more appropriate.

On motion by Director Hemphill, seconded by First Vice President Marcotte
THAT the Executive Coordinator confirm whether the City of Victoria will be submitting an expression of interest;

THAT the joint bid from the City and Region District from Powell River be approved for either 2018 or 2019 subject to a site visit to Powell River by the Executive Coordinator following the 2016 Convention;
and

THAT the District of Port Hardy be requested to submit a detailed expression of interest for 2020.

POLICY

Update on the Special Committee on Solid Waste Management

Second Vice President Grieve reviewed the AVICC powerpoint presentation he will be taking to the boards of the regional districts participating in the AVICC Solid Waste Committee. The Capital Regional District and the Nanaimo Regional District have not requested a presentation. This presentation reviews the process to date; the immediate, short-term and long-term priorities; the recommended resolution; and the proposed next steps of reporting back to the membership at the Convention and then to the Minister of Environment.

On motion by Director Jensen, seconded by Director Hemphill,
That the presentation to the regional districts and the verbal report from Second Vice President Grieve be received was CARRIED

Update on the Natural Gas Operating Agreement

Past President Stanhope provided a verbal report on the FortisBC Gas Operating Agreement including the coverage in the Times Colonist of the reduced rates and the common rates being implemented starting in January.

On motion by Second Vice President Grieve, seconded by Director Jensen,
That the verbal report from Past President Stanhope be received was CARRIED

CORRESPONDENCE

On motion by Director Jensen, seconded by EA Representative Anderson,
That the correspondence be received was CARRIED

ADJOURNMENT

At approximately 2:15 pm, on motion by Director Jensen, seconded by Past President Stanhope,
That the meeting be adjourned was CARRIED

Councillor Barbara Price
President

Liz Cookson
Executive Coordinator