

# **ANNUAL REPORT AND RESOLUTIONS**

**Association of  
Vancouver  
Island and  
Coastal  
Communities**

**TO BE CONSIDERED AT THE 59<sup>th</sup>  
ANNUAL MEETING  
THE WESTIN BEAR MOUNTAIN RESORT  
LANGFORD, B.C.**

**APRIL 11 – 13, 2008**

**Delegates Will Receive a  
Package With Resolution  
Comments Upon Registration**

**ASSOCIATION OF VANCOUVER ISLAND  
and COASTAL COMMUNITIES**

2007-2008 AVICC EXECUTIVE

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NAME	POSITION	PLACE REPRESENTING
Chair Rod Sherrell	President	Mt. Waddington RD
Mayor Barry Janyk	First Vice President	Gibsons
Mayor Christopher Causton	Second Vice President	Oak Bay
Director Barbara Price	Electoral Area Representative	Comox-Strathcona RD
Councillor Barry Avis	Director at Large	Qualicum Beach
Councillor Robert Johnson	Director at Large	Ladysmith
Chair Joe Stanhope	Director at Large	Nanaimo RD
Councillor Bea Holland	Past President	Victoria

# ANNUAL REPORT

## LETTER OF TRANSMITTAL TO AVICC MEMBERS

We are pleased to convey this seventeenth AVICC Annual Report and Resolutions Book. It was the wish of your Executive to provide to all members in advance of the Annual Meeting a record of the year's activities and advance notice of the matters that will be placed before you at the April 11 – 13, 2007 Annual Meeting.

We have divided this publication into two parts:

- Annual Report.
- Resolutions.

### 1. ANNUAL REPORT

In the first part of this publication you will find the:

- President's Report.
- Responses to AVICC's 2007 resolutions - responses that are still awaited will be circulated at the Annual Meeting if available.

### 2. RESOLUTIONS

The second part of this publication contains materials to be considered at the 2007 Annual Meeting. In this section you will also find the Nomination/Election procedures. Under this process, the Nominating Committee issues a call for nominations, manages that process, but does not make recommendations. Information on those nominated for the 2008/2009 AVICC Executive is contained in the March, 2008 AVICC Supplemental Newsletter. The main item in this section is the resolutions to be considered at the 2008 Annual Meeting. The 37 resolutions received before the deadline are printed.

Late Resolutions along with:

- comments/recommendations of the Resolutions Committee on all resolutions
- financial statements
- final convention program

will be available at the time of registration.

*Chair Rod Sherrell*  
*President*

*Eydie Fraser*  
*Executive Coordinator*

**ASSOCIATION OF VANCOUVER ISLAND  
AND COASTAL COMMUNITIES  
2008 ANNUAL REPORT & RESOLUTIONS BOOK**

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## PRESIDENT'S REPORT

We will soon be welcoming you to the 59<sup>th</sup> Annual Meeting in Langford. I look forward to meeting again with all of our members from the Island, Sunshine Coast and the Central Coast.

During the 2007 UBCM Convention members of the AVICC Executive met with the Ministry of Transportation officials and with Minister Coleman. These meetings were reported in the October memo out to members.

At the first UBCM Executive meeting following at the UBCM convention in Vancouver I was appointed to the First Nations Relations Committee and Vice Chair of the Community Economic Development Committee. I have attended the November Executive in Richmond. The April Executive meeting is being held in Victoria in conjunction with the AVICC AGM and Convention. I am pleased to advise that UBCM Executive members will be joining AVICC delegates at the 2008 convention. This is a first for AVICC. The UBCM Executive historically arranges to hold one Executive meeting in conjunction with an Area Association convention when the convention is held outside of Vancouver. The 2008 UBCM convention will be held in Penticton in September.

AVICC co-sponsored with CAVI a very successful Green Infrastructure Leadership Forum in Nanaimo on December 3<sup>rd</sup> with over 85 attendees. This forum assisted the AVICC Executive and CAVI in building on the success of the workshop held at the 2007 convention..

Some of our other activities include:

### EXECUTIVE/COMMITTEES

- 3 meetings of the Executive (at the September Executive meeting the Executive met with Mr. David Hahn of BC Ferries. A report was circulated to all members.)
- Mayor Causton and Eydie Fraser have met with University of Victoria representatives Martin Segger, Dr. Budd Hall and Dr. Evert Lindquist which we reported to you in October. Dr. Hall is planning on participating in the 2008 Convention. Mayor Causton and Eydie Fraser also met later in October with Mr. Segger and held a telephone conference call with Dr. Elaine Gallagher, Director of UVic Centre on Aging. Dr. Gallagher was part of the Local Government Leadership Academy held in February, which many of you attended.

### MEMBERSHIP/FINANCIAL

- 100% membership
- there is no dues increase recommended for 2007 however we will be presenting a revised fees schedule for your review.

## CONVENTION

- the 2007 Convention in Qualicum Beach was very successful and received very high approval. A draft program was circulated to all members well in advance of the convention. Please check the website for details as they are finalized.
- a record 44 resolutions were presented with 38 being endorsed, 1 not endorsed, 2 withdrawn and 3 referred.

## COMMUNICATIONS

- one issue of the AVICC Newsletter was produced and distributed.
- various circulars and member updates
- AVICC website – please check frequently. – [www.avicc.ca](http://www.avicc.ca)

At this time I would like to take the opportunity to extend a thank you to the Executive for their continued support and involvement with AVICC over the past year. I would also like to take this opportunity to extend our sincere appreciation on behalf of the Executive and myself to Eydie Fraser, Executive Coordinator and Richard Taylor of UBCM for their dedication and assistance.

I look forward to seeing you in Langford and your continued involvement with AVICC in the year ahead.

*Chair Rod Sherrell  
President*

# SUMMARY OF 2007 AVICC RESOLUTION RESPONSES

This report summarizes the responses from the provincial government to the resolutions endorsed at the 2007 AVICC Annual General Meeting, submitted to UBCM and endorsed by UBCM:

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**A5 MOTOR FUEL TAX** **Sunshine Coast RD**

THEREFORE BE IT RESOLVED that the provincial government be urged to amend the *Motor Fuel Tax Act* to expand the ability for a tax on gasoline and motive fuel to be instituted by local governments in all Transit Service Areas in order to raise additional revenue for the purposes of the *British Columbia Transit Act*.

**RESPONSE: Awaiting response from the Provincial Government**

**A6 STREAMLINING FUNDING APPLICATIONS** **Gibsons**

THEREFORE BE IT RESOLVED that the federal and provincial governments immediately undertake an overhaul of their Infrastructure Grants applications forms to realistically accommodate for the capacities of all communities so all may have reasonable and equitable opportunity to access these vital funds.

**RESPONSE: Awaiting response from the Provincial Government**

**A8 PROCEDURES FOR HANDLING RESOLUTIONS** **Powell River RD**

THEREFORE BE IT RESOLVED that Rule 27(i) of the UBCM Conference Rules and Procedures for Handling Resolutions be amended to provide that only those who would speak in opposition or propose an amendment to a resolution may request that it be removed from the B1 block and entered for individual consideration:

AND BE IT FURTHER RESOLVED that the change take effect immediately at the 2007 UBCM Convention.

**RESPONSE: Awaiting response from the Provincial Government**

**B1 ULTIMATE LIMITATION PERIOD** **AVICC Executive**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities support a reduction in the ultimate limitation period from 30 years to 10 years.

**RESPONSE: Awaiting response from the Provincial Government**

**B4 PROGRAM FUNDING FOR FIGHT AGAIN  
CRYSTAL METHAMPHETAMINE**

**Sechelt**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request that the provincial government reinstate program funding for local government response to problems associated with the production and use of Crystal Methamphetamine.

**RESPONSE: Awaiting response from the Provincial Government**

**B13 RURAL PARATRANSIT TAX CREDIT**

**Powell River RD**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities work with the Federation of Canadian Municipalities to negotiate with Canada Revenue Agency for transit tax benefits in rural areas.

**RESPONSE: Awaiting response from the Provincial Government**

**B18 COASTAL FERRIES**

**Comox-Strathcona RD**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities petition the provincial government to work with local government and ferry advisory commissions to ensure that coastal ferries remain an affordable and visible part of British Columbia's transportation network.

**RESPONSE: Awaiting response from the Provincial Government**

**B23 PROPERTY TRANSFER TAX REVENUES**

**Courtenay**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities support the BC Real Estate Association's recommendation to direct a portion of Property Transfer Tax revenues to address the affordable housing infrastructure deficit.

**RESPONSE: Awaiting response from the Provincial Government**

**B25 RECYCLING COMPACT FLUORESCENT BULBS**

**Sunshine Coast RD**

THEREFORE BE IT RESOLVED that the Province under take to develop and implement a product stewardship program to handle the safe disposal and/or recycling of compact fluorescent bulbs.

**RESPONSE: Awaiting response from the Provincial Government**



**B27 WATER DECLARATION**

**Tofino**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities recognize and affirm:

- that water supports and connect all life
- that access to clean water is essential to the health and sustainability of all life on this planet
- that the value of Earth’s fresh water to the common good take priority over any possible commercial value; and
- that fresh water is a legacy, a public trust, and a collective responsibility;

AND BE IT FURTHER RESOLVED that the Union of BC Municipalities work with all levels of government to develop water policies that protect and conserve natural sources of water, and ensure that the delivery, management and regulation of water and services is a public responsibility, affordable and accountable to BC citizens.

**RESPONSE: Awaiting response from the Provincial Government**

**B37 DEVELOPMENT COST CHARGES**

**View Royal**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities lobby the provincial government to amend the *Local Government Act* to allow for the imposition of Development Cost Charges in areas other than sewage, water, drainage, highway facilities and park land.

**RESPONSE: Awaiting response from the Provincial Government**

**B39 PARKLAND DEDICATION**

**Parksville**

THEREFORE BE IT RESOLVED that provincial legislation be changed to increase the amount of land that may be required for parkland dedication or a minimum of cash in lieu to 10%.

**RESPONSE: Awaiting response from the Provincial Government**

**B42 TIMBER HARVESTING ON PRIVATE LAND**

**Alberni-Clayoquot RD**

THEREFORE BE IT RESOLVED that the UBCM petition the Province of BC to require timber harvesting on private lands to meet the same standards that are required for harvesting on public land, especially with regard to rate of cut, riparian area protection and public input on proposed logging plans.

**RESPONSE: Awaiting response from the Provincial Government**

**B43 WOODLOT PROGRAM EXPANSION**

**Comox-Strathcona RD**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities encourage the Minister of Forests and Range to give priority effort to resolving any administrative obstacles that might be inhibiting expansion of the woodlot program.

**RESPONSE: Awaiting response from the Provincial Government**

**B44 BC COASTAL LOG EXPORT**

**Mount Waddington RD**

THEREFORE BE IT RESOLVED that, for markets where export taxes are charged on lumber exports but are not charged on Crown log exports, the provincial government enact an export tax on Crown logs that is at least equivalent to the export taxes for lumber;

AND BE IT FURTHER RESOLVED that the resulting monies be return to local governments from where the dutiable exports are harvested.

**RESPONSE: Awaiting response from the Provincial Government**

**R45 LOG EXPORT CRISIS IN BC**

THEREFORE BE IT RESOLVED that:

- 1) A moratorium be placed on the closure of any mills in British Columbia until a full and comprehensive plan for a revitalized manufacturing sector is created;
- 2) Cabinet cease to issue any permits for log exports and place a moratorium on exports from all Crown lands;
- 3) The government reverse its earlier decision to allow Weyerhaeuser to remove its private lands Tree Farm Licence (TFL);
- 4) The government ensure full public consultation on any future proposal to remove land from any TFL;
- 5) The government increase the export tax on raw logs from private lands to ensure there is no economic incentive to export, rather than process locally;
- 6) The provincial government re-introduce measures that will once again make clear the connection between companies logging British Columbia trees and their commitment to manufacturing capacity in the province;
- 7) The federal government retain legislation restricting raw log exports and align federal and provincial forest policies; and
- 8) The federal and provincial governments vigorously oppose the legal challenge to federal legislation restricting raw log exports, which would further erode rights to protect Canadian jobs.

**RESPONSE: Awaiting response from the Provincial Government**

**B62 ONLINE PUBLIC NOTICE**

**Alberni-Clayoquot RD**

THEREFORE BE IT RESOLVED that the Province of British Columbia be requested to amend the *Community Charter* to permit a local government to advertise in a “recognized local online news service” to satisfy the notice provisions of the *Charter*.

**RESPONSE: Awaiting response from the Provincial Government**

**B66 LOCAL GOVERNMENT ACCESS TO  
CONFLICT OF INTEREST COMMISSIONER**

**Sooke**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request that the provincial government provide local government elected officials and the public access to the provincial conflict of Interest Commissioner for conflict of interest complaints under the *Community Charter*.

**RESPONSE: Awaiting response from the Provincial Government**

**B67 BILL 11**

**Sunshine Coast RD**

THEREFORE BE IT RESOLVED that Bill 11 be amended so that the designation of a resort region and the establishment of a resort municipality is contingent upon the support of the affected regional district by resolution and the consent of residents and property owners within the regional district by referendum.

**RESPONSE: Awaiting response from the Provincial Government**

**B71 VACANT AND DERELICT BUILDINGS –  
REQUIREMENTS RE AESTHETIC CONDITION**

**Victoria**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities support an amendment to the *Community Charter* to grant specific local government authority to regulate, prohibit and impose requirements on owners or occupiers of property concerning the aesthetic condition of vacant buildings.

**RESPONSE: Awaiting response from the Provincial Government**

**B72 VACANT AND DERELICT BUILDINGS –  
DIFFERING PROPERTY TAX RATES**

**Victoria**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities support an amendment to the *Community Charter* to grant municipalities the option of setting differing property tax rates for Land and Improvements, thus encouraging development and improved maintenance of derelict buildings and vacant land.

**RESPONSE: Awaiting response from the Provincial Government**

**B74 AMENDMENT TO WILDFIRE ACT**

**Capital RD**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request that the Province enact an amendment to the *Wildfire Act* to make it clear that the *Wildfire Act* and the Wildfire Act Regulation:

- (a) remain in force within the boundaries of a regional district electoral area jurisdiction even where the regional district electoral area may have enacted its own bylaw relating to the lighting, fueling or use of open fires, and
- (b) permit local bylaws relating to the lighting, fueling or use of open fires to be enacted provided that they are not in conflict with the *Wildfire Act* and Wildfire Act Regulation.

**RESPONSE: Awaiting response from the Provincial Government**

**B77 FACILITATE ACQUISITION OF EMERGENCY  
FIRE FIGHTING EQUIPMENT**

**Lake Cowichan**

THEREFORE BE IT RESOLVED that the *Community Charter* be amended to permit the purchase of replacement emergency fire fighting equipment that is mandated under the United Laboratories of Canada and the National Fire Projection Standards without the process of seeking the assent of the voters either through a vote or the alter native approval process.

**RESPONSE: Awaiting response from the Provincial Government**

**B79 VOLUNTEER TRAVEL COSTS FOR TRAINING**

**Tofino**

THEREFORE BE IT RESOLVED that the provincial government be encouraged to expand current programs to provide travel costs to volunteers traveling to cities from remote communities to participate in the required training for volunteer programs.

**RESPONSE: Awaiting response from the Provincial Government**

**B91 VICTIMS OF DOG ATTACKS – RIGHT TO  
RECOVER CIVIL DAMAGES**

**Saanich**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities petition the provincial government to bring in legislation to make owners of dogs legally responsible for damages resulting from any unprovoked attack by their dog, whether or not the owner had prior knowledge of the dog's dangerous tendencies.

**RESPONSE: Awaiting response from the Provincial Government**

**B93 TERASEN GAS LOCATE POLICY Nanaimo City**

THEREFORE BE IT RESOLVED that the Province be asked to amend the Gas Safety Regulation to require the gas utility company to attend on site to mark out buried gas line location in connection with excavation work.

**RESPONSE: Awaiting response from the Provincial Government**

**B100 BIKE LANE FUNDING Sunshine Coast RD**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities urge the provincial government to amend grant application criteria to include consideration of funding for 1.5 metre (shoulder) bike lanes located on only one side of a road.

**RESPONSE: Awaiting response from the Provincial Government**

**B106 MOTORIZED SCOOTERS Ladysmith**

THEREFORE BE IT RESOLVED that the provincial government be requested to establish province-wide guidelines for the safe operation of motorized scooters.

**RESPONSE: Awaiting response from the Provincial Government**

**B109 PROPERTY TRANSFER TAX FOR HOMELESSNESS AND AFFORDABLE HOUSING Saanich**

THEREFORE BE IT RESOLVED that 20 percent of the property transfer tax be directed annually to a pooled fund administered by UBCM and the Province for the purpose of addressing the issues of homelessness and affordable housing.

**RESPONSE: Awaiting response from the Provincial Government**

**B112 CROWN LEASES WITHIN LOCAL GOVERNMENT JURISDICTION Alert Bay**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities urge the Province to require the Integrated Land Management Bureau to:

- consult with the applicable local government prior to the renewal of a Crown lease; and
- provide language in standard tenure agreements to clarify that tenure holders must pay all taxes, fees and charges levied by any government, including a local government jurisdiction;

AND BE IT FURTHER RESOLVED that, should a Crown Lessee default upon its local taxes, the Province will compensate the local government for this loss of revenue and, at its earliest opportunity cancel the Crown lease.

**RESPONSE: Awaiting response from the Provincial Government**

**B113 TAX CREDIT FOR ELECTED OFFICIALS** **Sunshine Coast RD**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities lobby the federal and provincial governments to offer a \$1,000 non-refundable tax credit to local government elected officials in addition to the 1/3 tax exemption.

**RESPONSE: Awaiting response from the Provincial Government**

**B134 PHASED STRATA PLAN DECLARATIONS (FORM P)** **Parksville**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities urge the province to expand and clarify the legislation that addresses Phased Strata Plan Declarations, so as to provide clear discretionary authority to the approving officer over the declaration approval and the ability to address servicing requirements.

**RESPONSE: Awaiting response from the Provincial Government**

**B135 SECTION 946 OF THE LOCAL GOVERNMENT ACT** **Sunshine Coast RD**

THEREFORE BE IT RESOLVED that Section 946 of the *Local Government Act* be amended to clarify the intent, and specifically clearly require that subdivisions to provide a residence for a relative be for the relative of a single owner, and be amended to require proof of a relationship and to require that the title be transferred to the relative at the time of registration of the subdivision.

**RESPONSE: Awaiting response from the Provincial Government**

**B139 PROVINCIAL FUNDING FOR ARCHAEOLOGICAL COSTS BORNE BY LOCAL GOVERNMENT** **North Saanich**

THEREFORE BE IT RESOLVED that the Province of BC consider providing funding equal to 100% of the total expenditures borne by local governments to record and document archaeological findings in accordance with the provincial *Heritage Conservation Act*.

**RESPONSE: Awaiting response from the Provincial Government**

**B144 REVITALIZATION PROGRAMS FOR RESOURCE COMMUNITIES** **Port Alberni**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request that the Province meet to develop effective revitalization programs for the province's resource communities, including an investigation into tax restructuring to eliminate disincentives to upgrade buildings and reintroduction of the Downtown Revitalization Program.

**RESPONSE: Awaiting response from the Provincial Government**

**B146 UTILITIES COMMISSION ACT**

**Sunshine Coast RD**

THEREFORE BE IT RESOLVED that the *Utilities Commission Act* be amended to require IPP developers to provide tangible local community benefits to those area affected by IPP development prior to completion of the provincial permitting and authorization process.

**RESPONSE: Awaiting response from the Provincial Government**

**B147 PROVINCAILLY MANDATED WATER USE PLANS**

**Peace River Rd**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities lobby the provincial government to commit to reviewing and adopting BC Hydro water use plans in a timely manner.

**RESPONSE: Awaiting response from the Provincial Government**

**B148 GEODUCK FARMING**

**Sunshine Coast RD**

THEREFORE BE IT RESOLVED that the Province provide local governments with the scientific information that would provide the rationale for the provincial government's decision to proceed with commercial geoduck farming.

**RESPONSE: Awaiting response from the Provincial Government**

**B149 NOISE ON PRIVATE MANAGED FOREST LAND**

**Comox-Strathcona RD**

THEREFORE BE IT RESOLVED that the provincial government allow local government noise bylaws to apply and to be enforced on private managed forest lands adjacent to residential areas.

**RESPONSE: Awaiting response from the Provincial Government**

**B152 AGE FRIENDLY COMMUNITIES**

**Saanich/Alert Bay**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities urge the provincial government to support, in a coordinated manner across the province, the implementation of age-friendly tools by local governments

**RESPONSE: Awaiting response from the Provincial Government**

**B155 HEALTH AUTHORITY GOVERNANCE**

**Nanaimo RD**

THEREFORE BE IT RESOLVED that the Union of BC Municipalities urge the Province to consider the appointment of local government elected representatives from each regional district to the boards of health authorities in order to enable direct decision making on capital priorities and budgets.

**RESPONSE: Awaiting response from the Provincial Government**

**B163 PLACEMENT OF NEW POWER UTILITY LINES**

**Lake Cowichan**

THEREFORE BE IT RESOLVED that the provincial government and BC Hydro take remedial measures to ensure that future power outages are minimized, if not eliminated, by taking immediate measures to protect transformers, hydro poles and power lines and to place power lines underground in areas where they are especially susceptible to damage by weather.

**RESPONSE: Awaiting response from the Provincial Government**

**B169 BC FERRIES RESERVATIONS AND ASSURED LOADING**

**Ucluelet**

THEREFORE BE IT RESOLVED that the provincial government amend the *Coastal Ferry Act* to require that reservations fees, the percentage of reservations spots, and assured loading tickets also be subject to the public consultation process through the BC Ferry Commission.

**RESPONSE: Awaiting response from the Provincial Government**

**LR6 LOCAL BOARD OF HEALTH LEGISLATION**

**Sunshine Coast RD**

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities support the continuation of Local Boards of Health to address matters of public health.

**RESOLUTIONS REFERRED TO POLICY PAPERS AND/OR SPECIAL SESSIONS AT CONVENTION**

**C3 COASTAL IMPACT OF THE PINE BEETLE**

**Central Coast RD**



## **NOMINATIONS AND ELECTION PROCEDURES AND REPORT FOR THE AVICC EXECUTIVE**

The ongoing administration and policy determination of the AVICC is governed by an 8-person Executive Board that is elected and appointed at the Annual Convention.

### **THERE ARE SEVEN ELECTED POSITIONS:**

President  
First Vice-President  
Second Vice-President  
Director at Large (3 positions)  
Electoral Area Representative

### **THERE IS ONE APPOINTED POSITION:**

Immediate Past President

### **NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE**

The Executive have introduced a process whereby a notice of the AVICC Executive positions open for nomination, the process and the procedures for nomination was circulated to all members. [See Appendix C]

That notice stated that a candidate must be nominated by two elected officials of an AVICC member local government. The candidate must be an elected official of an AVICC member.

Background information for Candidates was made available on request that set out the main responsibilities and commitments of an AVICC Executive member.

A nomination and consent form is available and was to be used for all nominations in advance of the AGM. [Also see Appendix C]

**NOMINATING COMMITTEE** - is appointed under the provisions of the AVICC Constitution and is appointed by the President.

The Nominating Committee is responsible for overseeing the nominating and election process and is appointed by the AVICC President and is composed of two members of the Executive. This year's Committee is composed of:

Past President, Councillor Bea Holland, Chair  
AVICC Executive Coordinator, Eydie Fraser

It is part of the duties of the Nominating Committee to review the credentials of each candidate. A Report on Nominations including, at the candidate's option, a photo and 300-word biography will be prepared under the direction of the Nominating Committee and distributed in the Pre Convention Newsletter.

## **NOMINATING COMMITTEE REPORT**

The Nominating Committee is responsible for reporting to the full Annual Meeting. The Nominating Committee does not make recommendations.

They will report on Friday, April 11<sup>th</sup>, 2:15 p.m. on nominations received for positions of President, First Vice-President, Second Vice-President, three Directors at Large and Electoral Area Representative.

While the nomination process has been expanded, it will not change the process where candidates can be nominated off the floor at the Convention. That process remains in place. The changes outlined above provide for those that are interested in seeking office to be directly nominated prior to the Convention without the "sanction" of a Nominating Committee.

## **ELECTIONS PROCESS**

The process will then proceed in three steps:

### **STEP 1 - ELECTION OF OFFICERS**

FRIDAY, April 11<sup>th</sup>, 2:15 p.m.

Nominating Committee present the nominations for positions of President, First Vice-President, Second Vice-President.

Nominations from floor for Officer positions (President, First Vice-President, Second Vice-President)

Candidate speeches if necessary.

Friday, April 11<sup>th</sup> 4:20 p.m.

Elections for Officers positions (as necessary).

Saturday, April 12<sup>th</sup>, 8:30 a.m.

### **STEP 2 - ELECTION OF DIRECTORS AT LARGE**

Saturday, April 12<sup>th</sup>, 11:30 a.m.

Nominating Committee present nominations for three Directors at Large.

Nominations from the floor for the above positions.

Candidate speeches if necessary.

Elections for remaining Executive positions (as necessary).

### **STEP 3 - ELECTION OF ELECTORAL AREA REPRESENTATIVE**

Sunday, April 13<sup>th</sup>, 9:00 a.m.

Nominating Committee present nominations for Electoral Area Representative  
Nominations from the floor for the above position.

Candidate speeches if necessary.

Election for position (as necessary).

## Appendix C

### THE 2008 EXECUTIVE NOMINATIONS

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As a result of the Call for Nominations, the Committee has received and will be placing the following names forward for consideration during the 2008 Convention:

*President*

- Mayor Barry Janyk, Town of Gibsons

*First Vice-President*

- Mayor Christopher Causton, District of Oak Bay

*Second Vice-President*

- 

*Director at Large (three to be elected)*

- Councillor Barry Avis, Town of Qualicum Beach

*Electoral Area Representative*

- Director Barbara Price, Comox-Strathcona Regional District

For further information on the nomination and election process contact:

Councillor Bea Holland, Past President

c/o Municipal House

545 Superior Street

Victoria, B.C. V8V 1T7

Phone: (250)356-5133

Fax: (250)356-5119

# AVICC CONFERENCE RULES AND PROCEDURES FOR HANDLING RESOLUTIONS

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## GENERAL RULES

1. Sessions will begin and end promptly at the scheduled hours.
  2. Delegates will use the floor microphones when speaking.
  3. All elected officials of members attending the Annual Meeting of the Association shall be delegates entitled to participate in debates and to vote on any matter before the Meeting. [Constitution s. 7] Other delegates shall not be entitled to the privilege of the floor unless authorized by the Meeting. Guest speakers may be permitted at the direction of the Executive.
  4. At all business sessions of the Meeting, twenty-five delegates shall constitute a quorum. [Constitution s. 8g]
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## VOTING RULES

5. Only elected officials of members are entitled to vote. [Constitution s. 7]
6. Voting on ordinary resolutions normally shall be by a show of hands (holding the voting card) and the Chair's decision as to whether a motion is won or lost is final unless, immediately upon the decision of the Chair being declared, ten or more voting delegates then present, by standing, demand a standing vote, whereupon the Chair shall again put the same question to the Meeting to be decided by a count of those standing in favour of and against the motion. In the event that the result of the standing vote is questioned by twenty-five or more voting delegates then present, or at any time in the discretion of the Chair, the Chair shall order that the matter before the Meeting be determined by ballot, and the result of such ballot shall be final.
7. Where voting is by ballot, scrutineers shall be appointed by the Chair to distribute the ballot, collect the same, and to count and report the vote.
8. In all cases, where the votes of delegates then present, including the vote of the Chair, are equal for and against a question, the question shall be negatived, and it shall be the duty of the Chair to so declare.
9. No vote by proxy shall be recognized or allowed.

10. When voting by show of hands all delegates shall hold their voting card. In the case of a ballot, the voting card must be presented and initialed by the scrutineers before a ballot is issued.

## **RULES OF PROCEDURE**

11. Robert's Rules of Order shall govern the proceedings of the Association, its Executive and Committees, so far as they may be applicable without coming into conflict with the Constitution or rules adopted by the Association. [Constitution s.13]
12. The Presiding Officer shall enforce order and strict observance of the Constitution and Rules and Procedures. Subject to an appeal to the meeting sustained by a majority vote of delegates present, the Presiding Officer shall have the right to decide all questions of order and the Officer's rulings in this regard shall be final.
13. A delegate wishing to move, second or speak to a motion shall arise and address the Chair and shall wait until he or she is recognized before speaking. Delegates must announce their name, local government office and membership or other qualifications each time they rise to speak.
14. Delegates must confine their remarks to a maximum speaking period of three minutes; including the introducer of a motion.
15. No delegate may speak more than once on any one question unless and until all other delegates desiring to speak have been heard.
16. Any amendment and any motion to withdraw any resolution from consideration of the meeting or to refer the same to the Resolutions Committee, or to any other committee, and any motion affecting the resolution must be moved and seconded from the Meeting Floor.
17. Should discussion continue on any resolution for an undue length of time without reasonable agreement being reached, the resolution may be cleared from the floor by a favourable vote to refer the resolution to the Resolutions Committee for further consideration and report.

(Note: Because the time factor does not allow the Resolutions Committee to properly reconsider resolutions, a motion to refer to the Committee will only be accepted in the event adjournment is imminent and there are regular resolutions which have not been dealt with.)

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## HANDLING OF RESOLUTIONS STEP-BY-STEP RULES

### PRECEDENCE OF RESOLUTIONS

18. Resolutions shall be dealt with in numerical order. However, two or more similar resolutions, addressing the same subject matter may be dealt with by a single resolution. [i.e. Resolution #14 covers resolution #15 and #16 then only resolution #14 will be considered by the Meeting.]
- 

### PROCEDURES FOR RESOLUTIONS PRINTED IN THE RESOLUTIONS BOOK

19. The Chair will cause the title and the "enactment" clause of the resolution to be read.
20. The resolution will after reading be properly before the Meeting and will not require a mover or a seconder.
21. A spokesperson for the Resolutions Committee will then give the views of the Resolutions Committee together with any suggestions and reasons therefore.
22. The Chair shall then call on a delegate from the sponsoring member to introduce the resolution.
23. The sponsor is permitted three minutes to introduce the resolution.
24. The Chair will then call for discussion from the floor.
25. If there are not speakers opposed to the motion the Chair may call the question.

Discussion shall proceed in accordance with the "Rules of Procedure" (steps 11 to 17)

Delegates must confine their remarks to a maximum speaking period of three minutes.

Voting on the resolution shall proceed in accordance with the "Voting Rules" (steps 5 to 10).

Voting is on the resolution, **NOT** on the recommendation of the Resolutions Committee.

## **PROCEDURES FOR LATE RESOLUTIONS**

26. Resolutions submitted following the expiry of the regular deadline shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution shall be provided to the AVICC by the Wednesday noon preceding the date of the Annual Meeting.
  27. Late Resolutions shall be available for discussion after resolutions printed in the resolutions book have been considered but not before the time printed in the Meeting Program for consideration of Late Resolutions. Late Resolutions shall be dealt with only if the Meeting so decides.
  28. Late resolutions are deemed to be appropriate for discussion only if the topic is such that it has arisen since or was not known prior to the regular deadline date for submission of resolutions.
  29. Late Resolutions admitted for plenary discussion shall be dealt with in the order presented in the Late Resolutions report.
  30. In the event that a late resolution is recommended to be admitted for discussion the sponsor shall produce sufficient copies for distribution to the Convention.
  31. The Chair will cause the title and "enactment" clause of the Late Resolution to be read by a spokesperson for the Resolutions Committee.
  32. The Late Resolution will after reading be properly before the Meeting and the procedures for handling resolutions will apply (Steps 20 to 25).
- 

## **FOR RESOLUTIONS NOT PRINTED IN THE RESOLUTIONS BOOK**

33. Any delegate may, during a Meeting, put forward any motion which, if duly seconded, shall be dealt with as follows: The Chair shall put the question - "Shall the motion before the meeting be admitted for discussion?" - and such question shall require a three-fifths majority vote before the motion can be put forward for discussion by the Meeting.

At the discretion of the Chair any such motion shall be submitted in writing and copies may be required to be provided to all delegates present before consideration thereof.

34. Notwithstanding the foregoing the Executive may submit any matters not requiring Extraordinary Resolution to any Meeting for consideration or action at any time.



## FOR EXTRAORDINARY RESOLUTIONS

35. All resolutions originating at a Meeting workshop or seminar that is not held, as a regular plenary session shall be referred to the Executive unless handled pursuant to Steps 33 or 34.
36. AMENDMENTS TO CONSTITUTION: Any amendments to the Constitution may only be made pursuant to Extraordinary Resolution duly adopted by the Association. [Constitution s. 11].
37. EXTRAORDINARY RESOLUTIONS: Notice of Extraordinary Resolutions intended to be submitted for consideration shall be given in writing to the Secretary not later than forty-five (45) days prior to the date fixed for the Annual meeting, and shall be included in the printed material sent to members by the Secretary at least thirty (30) days prior to the Meeting. A favourable three-fifths majority vote at an Annual Meeting of the delegates then present shall be necessary to adopt an Extraordinary Resolution. [Constitution s. 11].

10:75:CRRP

# 2008 RESOLUTIONS

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## FINANCE

### R1 MUNICIPAL FISCAL IMBALANCE

Nanaimo RD

WHEREAS prior to 1997, the Province of BC Revenue Sharing Act provided for a sharing of provincial revenues with local governments;

AND WHEREAS in 1997, the previous Provincial Government eliminated these transfers, forcing local governments to increase their reliance on property taxes;

AND WHEREAS local governments have been required to act on behalf of their citizens with regards to new regulations and services, which previously were handled directly by the Province;

AND WHEREAS other revenue sources available to local governments cannot fill the gap between the growing costs to service our citizens and a sustainable level of property taxation;

AND WHEREAS the decline in transfers to local governments is in contrast to the rate of federal transfer payments to British Columbia and the other provinces;

AND WHEREAS compared to growing provincial and federal surpluses local governments across Canada are struggling;

THEREFORE BE IT RESOLVED that the Province and Federal governments take steps in their upcoming budgets to address the local government fiscal imbalance by developing a revenue sharing program with local governments and that these revenues be stable over time.

*Conference Decision:* \_\_\_\_\_

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### R2 MUNICIPAL FISCAL IMBALANCE

Parksville

WHEREAS there exists a fiscal imbalance between municipalities and the senior levels of governments as the financial positions of the federal and provincial governments have greatly improved and the transfer payments to local governments have been reduced;

AND WHEREAS this imbalance, coupled with the need to meet increased service demands and to address the issue of replacement of aging infrastructure has resulted in ongoing increases in municipal property and business taxes and user fees which puts an undue burden on the municipal taxpayer;

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities, the Union of BC Municipalities and the Federal of Canadian Municipalities be requested to lobby both the Province of BC and the Government of

Canada to take steps in their upcoming budgets to address the Municipal Fiscal Imbalance by reinstating a revenue sharing program with municipalities and that these revenues be stable over time.

*Conference Decision:* \_\_\_\_\_

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R3 MUNICIPAL FISCAL IMBALANCE

Qualicum Beach

WHEREAS in 1997, the previous Provincial Government eliminated the transfers the *Revenue Sharing Act* provided prior to 1997 for a sharing of provincial revenues with local governments, forcing local governments, forcing local governments to increase their reliance on property taxes;

AND WHEREAS other revenue sources available to local governments cannot fill the gap between the increasing responsibilities and growing costs to service our citizens and a sustainable level of property taxation;

AND WHEREAS giving consideration that the decline in transfers to local governments is in contrast to the rate of federal transfer payments to British Columbia and compared to the growing provincial and federal surpluses:

THEREFORE BE IT RESOLVED that the Provincial Government take steps in their upcoming budget to address the local government fiscal imbalance by reinstating a revenue sharing program with local governments and that these revenues be stable over time.

*Conference Decision:* \_\_\_\_\_

---

R4 BC RESOURCE COMPANIES

Tahsis

WHEREAS resource companies are subject to royalties, and extraction or stumpage fees;

AND WHEREAS local small communities are impacted by the activities of these companies and are challenged to maintain the infrastructure and services they utilize:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities request that the Province return a portion of monies collected in royalties and extraction or stumpage fees to the affected local government.

*Conference Decision:* \_\_\_\_\_

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R5 SUSTAINABLE UNCONDITIONAL FUNDING

Gibsons

WHEREAS municipalities and regional districts throughout British Columbia are coming under increasing pressure to assume new roles in areas of social, environmental and economic responsibilities;

AND WHEREAS senior levels of government are reducing funding in specific programs in the areas of social, environmental and economic responsibilities that cause local governments to come under increasing pressure from its constituents;

AND WHEREAS local infrastructure is falling behind in its maintenance, and replacement, as local governments are reluctant to increase taxation while senior governments are enjoying budget surpluses;

AND WHEREAS many local governments cannot develop long term plans and sustainable solutions as their vital projects are entirely dependent upon receiving non-recurring senior governments grants;

AND WHEREAS a totally new level of taxation for local government would be required to fund the infrastructure needs and the new social, environmental and economic role responsibilities;

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities (AVICC) and the Union of BC Municipalities (UBCM) lobby the Federal and Provincial governments to help local governments address the social, environmental and economic inequities;

AND FURTHER BE IT RESOLVED that both AVICC and UBCM work with senior government to establish sustainable unconditional funding for infrastructure repair and maintenance.

*Conference Decision:* \_\_\_\_\_

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R6 CONSUMPTION BASED TAXATION

Nanaimo City

WHEREAS senior governments are recording record surpluses as a result of significant cuts to social and climate protection services that our citizens expect as fundamental services to Canadian society;

AND WHEREAS local governments, being the only government accessible to our citizens, are obligated to carry out the social and climate protection services that senior governments have abandoned;

AND WHEREAS property taxes are not a fair and representative way to charge for "soft" services that are provided by local governments;

AND WHEREAS due to market conditions, property taxes are no longer representative of one's ability to pay;

AND WHEREAS local governments in the United States have consumption based taxation as one of their revenue tools:

THEREFORE BE IT RESOLVED that the local governments of British Columbia wish to re-open discussions with the Province regarding the use of consumption-based taxation as a revenue tool for local governments.

*Conference Decision:* \_\_\_\_\_

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R7     INFRASTRUCTURE FUNDING FOR FIRE HALLS

Nanaimo RD

WHEREAS all local governments are legislated to prepare and maintain active emergency plans for their communities;

AND WHEREAS communities expect fire departments to play a key role in responding to emergency events;

AND WHEREAS fire halls in many communities are aging and many would suffer long term damage in the event of an earthquake;

AND WHEREAS fire departments contribute to the safety of all persons and property in the Province of BC;

AND WHEREAS there are no designated categories in current Provincial or Federal infrastructure programs to assist with constructing fire halls or to address seismic upgrades:

THEREFORE BE IT RESOLVED that the Province of BC and Government of Canada include seismic upgrading and construction of fire halls as eligible for funding in both current and future infrastructure grant programs.

*Conference Decision:* \_\_\_\_\_

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R8     REIMBURSEMENT OF COSTS FOR  
       KEEPING OF PROVINCIAL PRISONERS

Nanaimo City

WHEREAS federal and provincial prisoners are housed in municipal lockups on a routine basis at a significant cost to the municipal taxpayers;

AND WHEREAS the Provincial reimbursement for the costs of keeping such prisoners does not reflect the actual costs;



AND WHEREAS discussions between the Ministry of Public Safety and Solicitor General and the Union of British Columbia Municipalities, initiated by the endorsement of previous resolutions on this matter, has not resulted in changes to the level of reimbursements:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities (AVICC) and the Union of BC Municipalities (UBCM) continue discussions with the Province to ensure that municipalities housing federal and provincial prisoners are reimbursed at a level that reflects actual costs.

*Conference Decision:* \_\_\_\_\_

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R9 GAS FRANCHISE FEES

Nanaimo City

WHEREAS section 22 of the *Community Charter* provides that a council may, by bylaw adopted with the approval of the electors, enter into an agreement that grants an exclusive or limited franchise for the provision of a public transportation system, water through a water supply system, sewage disposal through a sewage system, or gas, electrical or other energy supply system;

AND WHEREAS such agreements traditionally include a service fee with utility companies to compensate for the costly disruption and repair of roads, water, sewer, storm drains and other municipal infrastructure caused by installation of the utility system works;

AND WHEREAS section 7(5) of the *Vancouver Island Natural Gas Pipeline Act* revoked the ability for municipalities and regional districts on Vancouver Island and the Sunshine Coast to set such rates or charge fees by means of section 22 of the *Community Charter*, thereby passing the infrastructure repair costs onto local taxpayers (including those who will never be connected to natural gas):

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities (AVICC) and the Union of BC Municipalities (UBCM) urge the Provincial government to amend the *Vancouver Island Natural Gas Pipeline Act* immediately in order to restore equal rights on this matter and provide fair and equal treatment for all local government taxpayers in British Columbia.

*Conference Decision:* \_\_\_\_\_

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R10 ELECTED OFFICIALS REMUNERATION

Nanaimo City

WHEREAS on January 30, 2007, the Premier tasked the Independent Commission to Review MLA Compensation to report back to the Speaker of the House in 90 days on the following terms of reference:

- Review MLA compensation including pension arrangements for Members of the Legislative Assembly;
- Recommend the basic compensation including pension arrangements for Members of the Legislative Assembly and stipends for the Premier, Members of Executive Council, the Leader of the Opposition, and the Speaker;
- Recommend allowances for parliamentary secretaries, chairs of legislative caucuses, whips and chairs of legislative committees; and
- Recommend the means by which MLA compensation, including pension arrangements, can be independently reviewed regularly and what, if any, annual adjustments should be made;

AND WHEREAS local governments throughout British Columbia struggle with determining an appropriate level of compensation for their elected officials:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities (AVICC) and the Union of BC Municipalities (UBCM) recommend that the Independent Commission to Review MLA Compensation be mandated to recommend a process for determining appropriate remuneration for local government elected officials.

*Conference Decision:* \_\_\_\_\_

R11 FUNDING FOR FILM COMMISSIONS

Campbell River

WHEREAS film and television production are growing economic sectors on Vancouver Island and in other regions throughout British Columbia, offering a high economic return, low environmental impact industry, consistent with British Columbia's increasing attention to sustainable economic initiatives;

AND WHEREAS promotion through qualified regional film commissions, key to growth and development in this sector, requires consistent, stable and adequate funding to maintain professional international standards for film commissions and commissioners, yet provincial requirements to qualify for and receive core operating funding are beyond the scope of current funding provided by the Province.

THEREFORE BE IT RESOLVED that the Province of British Columbia be requested to provide annual core operating funding matching funds granted from municipal and regional governments.

*Conference Decision:* \_\_\_\_\_

## LEGISLATION

R12 TERM OF OFFICE

Port McNeill

WHEREAS there is a need to maintain the interest of the general public in the activities of their Municipal Council, Regional Board and Local Government generally;

AND WHEREAS the present onerous three year term makes it difficult to get new members to run for office, in comparison to the former two year system where a municipal election was held each year for half the Council members, thus generating on-going interest in local government and ensuring continuity:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Community request the Honourable Minister of Community Services and Minister Responsible for Seniors' and Women's Issues to introduce a change to the legislation to allow for annual municipal elections for half the Council for a two year term, in order:

1. To keep the interest of the public in this most democratic fashion.
2. To allow for continuity and avoid the possibility of a whole Council being defeated in one election.
3. To attract new Councillors who may be daunted by the length of a three-year term but who may be more willing to accept a two-year term.
4. To ensure the highest level of respect for this most important level of government.

Conference Decision: \_\_\_\_\_

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R13 VARYING TAX RATES

Lake Cowichan

WHEREAS the *Community Charter* allows for the establishment of different tax rates for raising municipal revenue from each property class;

AND WHEREAS there is no legislative provision to allow municipalities to impose separate tax rates for each of land and improvements;

AND WHEREAS the current system of property taxation provides little or no incentive for property owners to make significant improvements to their property or provide municipalities the opportunity to reduce the impact of sudden fluctuations in property values by adjusting the tax rates for either land or improvements:

THEREFORE BE IT RESOLVED that the Province amend Section 197 of the *Community Charter* to allow municipalities to have the flexibility of levying separate tax rates for each of land and improvements for each property class.

Conference Decision: \_\_\_\_\_

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R14 ADDITIONAL HOME OWNER GRANT

Sooke

WHEREAS many senior residents of British Columbia have owned and lived in their home for more than twenty years, paid property taxes and intend to continue to live in their home;

AND WHEREAS senior residents have experienced an extraordinary rise in their property assessments over the past twenty years;

AND WHEREAS due to the high assessed value of their property, some senior property owners do not meet the requirements for additional Home Owner Grant and it is a hardship for them to pay their property taxes without the grant:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities and the Union of BC Municipalities urge the Provincial Government to amend the *Home Owner Grant Act* to allow all senior property owners to claim the full additional Home Owner Grant.

*Conference Decision:* \_\_\_\_\_

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**JUSTICE**

R15 POLICE RECORDS INFORMATION  
MANAGEMENT ENVIRONMENT (PRIME)

Comox

WHEREAS the Province of British Columbia has legislated that all police forces in British Columbia use the same occurrence records management system, which has resulted in the implementation of a common system called the Police Records Information Management Environment (PRIME);

AND WHEREAS the operation of the PRIME system, throughout British Columbia, has resulted in the need for more support resources than anticipated:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities and the Union of BC Municipalities urge the Province of British Columbia to provide additional support resources to police forces in British Columbia for the operation of the PRIME system.

*Conference Decision:* \_\_\_\_\_

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R16 FUNDING FOR VICTIM SERVICES AND RESTORATIVE JUSTICE PROGRAMS

Nanaimo RD

WHEREAS Victim Services and Restorative Justice programs provide support to victims of crime and provide counseling and alternative resolution services to many young and first time offenders;

AND WHEREAS these programs save dollars by reducing the need for trained police personnel to attend in court and/or respond to the needs of victims of crime;

AND WHEREAS there is no specific funding for Restorative Justice programs and very limited Provincial funding for Victim Services programs;

AND WHEREAS all communities contribute significant local resources to policing services despite growing surpluses at both the Provincial and Federal levels:

THEREFORE BE IT RESOLVED that the Province of BC and Government of Canada provide additional and adequate funding to fully support Restorative Justice and Victim Services programs in BC.

*Conference Decision:* \_\_\_\_\_

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**LAND USE**

R17 LOGGING PRACTICES ON PRIVATE FOREST LANDS AND WATERSHED PROTECTION

Alberni-Clayoquot RD

WHEREAS the rate of logging on the private forest lands within the E & N Land Grant on Vancouver Island have been dramatically accelerated:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Community petition the Province of British Columbia to enact legislation requiring private managed forest lands to be regulated and managed to the same standards as crown managed forest lands.

*Conference Decision:* \_\_\_\_\_

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R18 WATERSHED CONTROL

Sunshine Coast RD

WHEREAS a number of resolutions have been endorsed by the Union of British Columbia Municipalities over the years requesting that the Province acknowledge and correct the anomaly that regional districts have an obligation to provide potable water and yet do not have the authority to determine what activities can take place within their watersheds;

AND WHEREAS no action has been taken by the Province to provide regional districts with such authority:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities and the Union of BC Municipalities make this issue a high priority and urge the Province to address this issue.

*Conference Decision:* \_\_\_\_\_

---

R19 PROVINCIAL WORKING ROUNDTABLE ON FORESTRY

Ucluelet

WHEREAS the provincial government has announced a working panel on issues in the forest industry;

AND WHEREAS communities with the Association of Vancouver Island and Coastal Communities region are heavily impacted by the health of coastal forest ecosystems and related economies:

THEREFORE BE IT RESOLVED that the AVICC petition the provincial government to provide a local government seat on the roundtable and all related discussions;

AND FURTHER BE IT RESOLVED that the AVICC refer this resolution to the Union of BC Municipalities Executive for their consideration of representation at the provincial level.

*Conference Decision:* \_\_\_\_\_

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R20 COMMUNITY FORESTS

Tahsis

WHEREAS the Province has eliminated Community Forest License extensions in favor of Community Forest Agreements;

AND WHEREAS the Community Forest Licenses have served the communities (where they are in place) effectively:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities request that the province re-instate community forest licenses and extend them upon expiry.

*Conference Decision:* \_\_\_\_\_

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## TRANSPORTATION

R21 ROAD AND HIGHWAY MAINTENANCE

Port Alberni

WHEREAS the quality of highways road and bridge maintenance services provided by the Ministry of Transportation has a significant impact on the safety of our publicly owned highways;

AND WHEREAS the provision of quality highways road and bridge maintenance services not only ensures safe road conditions for those traveling our highways but also ensures that the maximum life span of our highways infrastructure can be realized;

AND WHEREAS the Ministry of Transportation has introduced a self-regulatory model by contracted service providers to assess compliance with required work standard:

THEREFORE BE IT RESOLVED that the Ministry of Transportation be called upon to ensure that contracted highways road and bridge maintenance providers fulfill their contractual obligations through enhanced monitoring and audits of work performance of contractors conducted by the Ministry of Transportation;

AND FURTHER BE IT RESOLVED that the Ministry of Transportation provide regular accident reports for the service area, conduct comprehensive contractor performance assessments and report any findings semi-annually to key community stakeholders such as local governments, school boards, emergency community stakeholders such as local governments, school boards, emergency services, chambers of commerce and other relevant stakeholders in the service area;

AND BE IT FINALLY RESOLVED that the Association of Vancouver Island and Coastal Communities and the Union of BC Municipalities be called upon to adopt this resolution and urge the Ministry of Transportation to act on it as soon as possible.

*Conference Decision:* \_\_\_\_\_

---

R22 HIGHWAY MAINTENANCE

Alberni-Clayoquot RD

WHEREAS the standard of highway maintenance appears to have dropped this winter compared to previous years;

AND WHEREAS the Ministry of Transportation is responsible for highway maintenance:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities ask the Ministry of Transportation to ensure that there is adequate winter maintenance on Provincial highways.

*Conference Decision:* \_\_\_\_\_

## HEALTH

### R23 LABELLING OF GENETICALLY MODIFIED FOOD

Sunshine Coast RD

WHEREAS it is a fundamental right of the citizens of Canada to make choices regarding what we eat and what we feed our children;

AND WHEREAS genetically modified organisms in our food chain area biologically altered substances often containing the genes of completely unrelated species with no testing of the long-term health implications;

AND WHEREAS the Government of Canada does not currently require food producers to label their products as containing genetically modified organisms, thereby eliminating the ability of Canadians to make fully informed choices with respect to the food we eat:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities and the Union of BC Municipalities request of the federal government that any such food containing genetically modified organisms be labeled as such, including which ingredients are genetically modified organisms.

*Conference Decision:* \_\_\_\_\_

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### R24 WARNING LABELS ON ALCOHOLIC BEVERAGES

Courtenay

WHEREAS warning labels on alcoholic beverages may assist in preventing health problems and reduce the risk to the public:

NOW THEREFORE BE IT RESOLVED that the Provincial Government require the following warning labels on all alcoholic beverages sold in British Columbia:

1. Women should avoid alcoholic beverages during pregnancy because of the risk of birth defects;
2. The consumption of alcoholic beverages impairs your ability to operate machinery and over consumption may cause health problems.

AND FURTHER BE IT RESOLVED that the warning labels contain graphic information similar to that shown on cigarette packages.

*Conference Decision:* \_\_\_\_\_

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R25 TRAINING SPACES FOR DOCTORS AND  
OTHER MEDICAL PROFESSIONALS

Powell River RD

WHEREAS there is a nation-wide shortage of doctors and other medical professionals and this shortage is particularly acute in rural areas, which comprise much of this province;

AND WHEREAS this shortage has resulted in large part, from the lack of training opportunities available at our post-secondary institution:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities lobby the Minister of Health to substantially increase funding provided to universities and other medical training facilities so they can supply the larger number of graduates who will be required to rectify the increasingly critical shortage of medical personnel available to attend to the health care needs of BC residents.

*Conference Decision:* \_\_\_\_\_

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R26 SMALL COMMUNITY WATER AND SEWER SYSTEMS

Tahsis

WHEREAS the regulatory requirements for water distribution and sewage disposal systems are the responsibility of local government;

AND WHEREAS the training and development of water distribution and sewage disposal system operators has become a financial and logistical burden to small communities;

AND WHEREAS the ability to meet the standards for local operators may put the community at risk in maintaining water quality and safety of treated sewage on the environment in small communities:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities request that the Province develop and fund a program to educate and certify water and sewer system operators in small communities.

*Conference Decision:* \_\_\_\_\_

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**ENVIRONMENT**

R27 INTEGRATED OCEANS MANAGEMENT  
PLANNING PROCESS

Alert Bay

WHEREAS the Government of Canada and the Province of British Columbia have signed a Memorandum of Understanding respecting the implementation of Canada's Oceans Strategy on the Pacific Coast of Canada;

AND WHEREAS the process of integrated planning for the Pacific North Coast Integrated Management area (PNCIMA) appears to have stalled due to lack of commitment and adequate funding:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities urge the Government of British Columbia to immediately commit to increased engagement and collaboration in the integrated Oceans Management Planning Process for the Pacific North Coast Integrated Management area (PNCIMA).

*Conference Decision:* \_\_\_\_\_

---

R28 IMPLEMENTATION OF INTEGRATED OCEANS MANAGEMENT  
UNDER CANADA'S OCEANS ACT Central Coast RD

WHEREAS the Pacific Ocean plays a critical role in the economy, culture, ecology and health of BC, especially coastal communities;

AND WHEREAS the Province of British Columbia and the Government of Canada signed a Memorandum of Understanding Respecting the Implementation of Canada's Oceans Strategy on the Pacific Coast of Canada in 2004 and the Government of Canada identified the Pacific North Coast Integrated Management Area (PNCIMA) in 2005 as the lead Large Ocean Management Area (LOMA) for the Pacific Region under Canada's Oceans Action Plan:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities:

1. Urge the Government of Canada to move on its commitment under the *Oceans Act* to work with governments and interested parties to immediately develop an Integrated Oceans Management Planning Process for PNCIMA;
2. Urge the Government of British Columbia to engage in the collaborative process of Integrated Oceans Management Planning;
3. Request that the federal government engages local governments in the PNCIMA planning process;
4. Call for the continued allocation of funds to Integrated Oceans Management in the federal budget, including funds to support the engagement of municipalities;
5. Request that an Integrated Oceans Management Planning Process for PNCIMA be publicly announced before December 31, 2008.

*Conference Decision:* \_\_\_\_\_

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R29 TRANSMISSION LINES ASSOCIATED WITH IPP'S Powell River RD

WHEREAS private interests are proposing an inordinate number of run-of-river Independent Power Projects (IPP's) throughout the Province, with each project requiring a corridor for its transmission line;

AND WHEREAS collectively, these transmission lines have the potential to reduce the forestry value of a large expanse of crown land and to negatively impact recreation and tourism values in their vicinity:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities strongly urge the Provincial Government, together with the BC Transmission Corporation and BC Hydro, to initiate a process which will require the pre-planning and coordination of IPP transmission line routes and capacities with the objective of having companies share this infrastructure in order to reduce its extent and to minimize its impact on other crown land resources and users.

*Conference Decision:* \_\_\_\_\_

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R30 NON-REFILLABLE 15L PET CONTAINERS

Sunshine Coast RD

WHEREAS the Province has made a commitment to the 'Three R's' of reduce, reuse and recycle;

AND WHEREAS the introduction of 15 litre non-refillable PET containers will increase the amount of waste entering landfills:

THEREFORE BE IT RESOLVED that the Ministry of Environment be urged to ban 15 litre non-refillable water containers from use in British Columbia.

*Conference Decision:* \_\_\_\_\_

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#### SELECTED ISSUES

R31 PEARL LAKE WATERSHED

Comox-Strathcona RD

WHEREAS the Pearl Lake watershed is one of the few remaining Vancouver Island old growth watersheds in the Georgia Strait Basin;

AND WHEREAS Pearl Lake is a major source of the Oyster River, which supports a community water system and a highly successful salmon enhancement project;

AND WHEREAS the Pearl Lake valley is contiguous with Strathcona Provincial Park:

THEREFORE BE IT RESOLVED that the provincial government acts to preserve the Pearl Lake watershed and include it in Strathcona Provincial Park.

*Conference Decision:* \_\_\_\_\_

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R32 DEREGULATION OF COMMUNITY PROGRAMMING Comox-Strathcona RD

WHEREAS the Canadian Radio Television and Telecommunications Commission (CRTC) is considering that “it might be appropriate to eliminate the regulatory requirement that a community channel, if offered, be distributed as part of the basic service (Ref. 2007-10, Paragraph 73);

AND WHEREAS community programming is an important asset to our communities and one that supports our citizens in a variety of ways by giving them access to local news, events and views and is an important element of communications in our communities;

THEREFORE BE IT RESOLVED that the Canadian Radio Television and Telecommunications Commission (CRTC) be informed as soon as possible that the Association of Vancouver Island and Coastal Communities is not in favour of the proposal to deregulate community programming, but is in favour of the CRTC continuing to protect community programming by maintaining the current regulations which mandates that a community channel, if offered, be distributed as part of the basic cable service.

*Conference Decision:* \_\_\_\_\_

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R33 COMMUNITY BASED MENTAL HEALTH PROJECT

Metchosin

WHEREAS the Capital Regional District Family Court and Youth Justice Committee has developed an integrated identification, diagnosis and mental health management service Pilot Projects to be delivered to children and youth at Rock Heights Middle School (S.D. #63) and Belmont Secondary (S.D. #62);

AND WHEREAS the Union of British Columbia Municipalities passed resolution B153 in 2006 to encourage the development of mental health services along the lines of the Pilot Projects proposed by the Capital Regional District Family Court and Youth Justice Committee:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities request the Ministries of Education, Health and Children and Family Development work together to fund the Community Based Mental Health Pilot Projects developed by the Capital Regional District Family Court and Youth Justice Committee.

*Conference Decision:* \_\_\_\_\_

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R34 PUBLIC PROPERTY OWNERSHIP

Lake Cowichan

WHEREAS it is recognized that public education is a function of the school district;

AND WHEREAS it is desirable and necessary that school districts simply concentrate on the provision of good quality public education;

THEREFORE BE IT RESOLVED that the provincial government be petitioned to transfer the ownership and operation of properties presently owned by the school districts to the municipalities in which these are located;

AND FURTHER BE IT RESOLVED that the use of required properties for education facilities by the school districts be achieved by lease agreements between the municipalities and the school districts so that the latter can concentrate on their mandate of providing excellent public education in the most cost effective and efficient manner.

Conference Decision: \_\_\_\_\_

R35 MANUFACTURED HOME PARKS

Cowichan Valley RD

WHEREAS Manufactured Home Parks are a unique form of affordable housing that offer a lifestyle for residents who enjoy a community atmosphere, yet the infrastructure in many of the older Manufactured Home Parks is failing and in need of significant upgrades to meet present day environmental standards;

AND WHEREAS there are various restrictions placed on Manufactured Home Park owners with respect to raising funds to pay for upgrades to infrastructure:

THEREFORE BE IT RESOLVED that the Province provide incentives to new and existing manufactured home park owners so that this form of affordable housing will attract new investment dollars and permit the upgrading of existing manufactured home park infrastructure.

Conference Decision: \_\_\_\_\_

R36 MANUFACTURED HOME PARK TENANCY ACT

Nanaimo City

WHEREAS the province, through the BC Housing and Policy Branch commissioned a study on the redevelopment of manufactured home parks and the displacement of tenants who lived in these parks;

AND WHEREAS the study recommended that the Province amend the *Manufactured Home Park Tenancy Act* in order to increase the base level of compensation for displaced manufactured home tenants from a 12-month pad rental, which is currently required:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities (AVICC) and the Union of British Columbia Municipalities (UBCM) urge the Province to amend the *Manufactured Home Park Tenancy Act* in order to increase the compensation for displaced manufactured home park tenants.

*Conference Decision:* \_\_\_\_\_

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R37 INCLUSION OF BC FERRIES IN  
OMBUDSMANS MANDATE

Sunshine Coast RD

Whereas the Provincial Government has exempted BC Ferry Services from the oversight provisions of the *Ombudsman Act*;

AND WHEREAS the *Ombudsman Act* provides British Columbian's an important avenue by which to register complaints of administrative unfairness by a public agency and BC Ferry Services receives substantial public funds:

THEREFORE BE IT RESOLVED that the Province be urged to include BC Ferry Services in the oversight provisions of the *Ombudsman Act* to allow an avenue for impartial investigations of complaints about the administrative actions of the agency.

*Conference Decision:* \_\_\_\_\_

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BYLAWS  
OF  
ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

**Part 1 – Interpretation**

1. (1) In these Bylaws, unless the context otherwise requires:  
  
    “**directors**” mean the directors of the Society for the time being;  
  
    “**Society Act**” means the *Society Act* of British Columbia from time to time in force and all amendments to it;  
  
    “**registered address**” of a member means the member’s address as recorded in the register of members.  
  
    (2) The definitions in the *Society Act* on the date these Bylaws become effective apply to these bylaws.
2. Words importing the singular include the plural and vice versa, and words importing a male person include a female person and a corporation.

**Part 2 – Membership**

3. The members of the Society are the applicants for incorporation who are the municipalities and regional districts on Vancouver Island and in the northern coastal communities more particularly described as the Regional Districts of Alberni-Clayoquot, Capital Region, Central Coast, Comox-Strathcona, Cowichan Valley, Mount Waddington, Nanaimo, Powell River and Sunshine Coast; and the municipalities of Alert Bay, Campbell River, Central Saanich, Comox, Courtenay, Lake Cowichan, Langford, Lantzville, Metchosin, Nanaimo, North Cowichan, North Saanich, Oak Bay, Parksville, Port Alberni, Port Alice, Port McNeill, Port Hardy, Powell River, Qualicum Beach, Saanich, Sayward, Sechelt, Sidney, Sooke, Tahsis, Tofino, Ucluelet, Victoria, View Royal and Zeballos; and the Sechelt Indian Government District; and Islands Trust and any other municipality or regional district on Vancouver Island or in the northern coastal communities of British Columbia, and a person who holds the office of mayor or councillor of a member municipality or chairperson or director of a member regional district or a trustee of the Islands Trust and who subsequently becomes a member, in accordance with these Bylaws and, in either case, have not ceased to be members.
4. (1) A municipality or regional district on Vancouver Island or in the northern coastal communities, or the Islands Trust may apply to the directors for membership in the Society and on acceptance by the directors is a member.

- (2) Except for a person who is an authorized representative under Bylaw 23(2) of a member municipality, regional district, or Islands Trust, any person who holds the office of mayor or councillor or a member municipality or of chairperson or director of a regional district may apply to the Directors for membership in the Society and on acceptance by the Directors is a member until they no longer hold office.
5. Every member must uphold the constitution and comply with these Bylaws.
6.
  - (1) The amount of the first annual membership dues must be determined by the directors and after that the annual membership dues must be determined at the general meeting of the Society.
  - (2) The annual membership dues must be paid before the annual general meeting and before members will be permitted to vote at the annual general meeting.
  - (3) A person accepted for membership under Bylaw 4(2) is not required to pay any annual membership dues.
7. A person ceases to be a member of the Society.
  - (a) by delivering his or her resignation in writing to the Secretary of the Society or by mailing or delivering it to the address of the Society.
  - (b) on his or her death or, in the case of a corporation, on dissolution.
  - (c) on being expelled, or
  - (d) on having been a member not in good standing for 12 consecutive months.
  - (e) if he or she was accepted for membership under Bylaw 4(2), on ceasing to hold the office of mayor or councillor of a member municipality or of chairperson or director or a member regional district; or
  - (f) on becoming an authorized representative under bylaw 23(1).
8.
  - (1) A member may be expelled by a special resolution of the members passed at a general meeting.
  - (2) The notice of special resolution for expulsion must be accompanied by a brief statement of the reasons for the proposed expulsion.
  - (3) The person who is the subject of the proposed resolution for expulsion must be given an opportunity to be heard at the general meeting before the special resolution is put to a vote.



9. All members are in good standing except a member who has failed to pay his or her current annual membership fee, or any other subscription or debt due and owing by the member to the Society, and the member is not in good standing so long as the debt remains unpaid.

### **Part 3 – Meetings of Members**

10. General meetings of the Society must be held at the time and place, in accordance with the *Society Act*, that the directors decide.
11. Every general meeting, other than an annual general meeting, is an extraordinary general meeting.
12. The directors may, when they think fit, convene an extraordinary general meeting.
13.
  - (1) Notice of a general meeting must specify the place, day and hour of the meeting, and, in case of special business, the general nature of that business.
  - (2) The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice does not invalidate proceedings at that meeting.
14. The first annual general meeting of the Society must be held not more than 15 months after the date of incorporation, and after that an annual general meeting must be held at least at least once in every calendar year and not more than 15 months after the holding of the last preceding annual general meeting. The location of an annual general meeting other than the first annual general meeting must be determined by ordinary resolution at the annual general meeting.

### **Part 4 – Proceedings at General Meetings**

15. Special business is
  - (a) all business at an extraordinary general meeting except the adoption of rules of order and
  - (b) all business conducted at an annual general meeting, except the following:
    - (i) the adoption of rules of order;
    - (ii) the consideration of the financial statements
    - (iii) the report of the directors
    - (iv) the report of the auditor; if any
    - (v) the election of directors;
    - (vi) the appointment of the auditor, if required;
    - (vii) the other business that, under these Bylaws, ought to be conducted at an annual general meeting, or business that is brought under

consideration by the report of the directors issued with the notice convening the meeting.

16. (1) Business, other than the election of a chair and the adjournment or termination of the meeting, must not be conducted at a general meeting at a time when a quorum is not present.
  - (2) If at any time during a general meeting there ceases to be a quorum present, business then in progress must be suspended until there is a quorum present or until the meeting is adjourned or terminated.
  - (3) A quorum is 51 members present or a greater number that the members may determine at a general meeting.
17. If within 30 minutes from the time appointed for a general meeting a quorum is not present, the meeting, if convened on the requisition of members, must be terminated, but in any other case, it must stand adjourned to the same day in the next week, at the same time and place, and if, at the adjourned meeting, a quorum is not present within 30 minutes from the time appointed for the meeting, the members present constitute a quorum.
18. Subject to Bylaw 19, the president of the Society, the vice president or, in the absence of both, one of the other directors present, must preside as chair of a general meeting.
19. If at a general meeting
- (a) there is no president, vice president or other director present within 15 minutes after the time appointed for holding the meeting, or
  - (b) the president and all the other directors present are unwilling to act as the chair,
- the members present must choose one of their number to be the chair.
20. (1) A general meeting may be adjourned from time to time and from place to place, but business must not be conducted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- (2) When a meeting is adjourned for 10 days or more, notice of the adjourned meeting must be given as in the case of the original meeting.
- (3) Except as provided in this Bylaw, it is not necessary to give notice of an adjournment or of the business to be conducted at an adjourned general meeting.
21. (1) The chair of a meeting may move or propose a resolution.

- (2) In the case of a tie vote, the chair does not have a casting or second vote in addition to the vote to which he or she may be entitled as a member, and the proposed resolution does not pass.
  - (3) Unless the *Society Act* or these Bylaws otherwise provide, any action to be taken by a resolution of the members of the Society may be taken by ordinary resolution.
  - (4) Resolutions will be considered by the Society at the annual general meeting only if they are in the hands of the secretary/treasurer no later than 45 days prior to the annual general meeting in sufficient copies to permit distribution to the clerk or secretary of the members.
  - (5) Copies of the resolutions received by the secretary/treasurer must be distributed to the clerk or secretary of the members at least 14 days prior to the annual general meeting.
  - (6) Notwithstanding the foregoing, the members may submit any matter to the Annual General Meeting for consideration or action at any time if  $\frac{3}{4}$  of members in attendance at the Annual General Meeting approve.
  - (7) Despite clause (6) above, a resolution to amend the Constitution or these Bylaws must be given in writing to the secretary/treasurer 45 days before an annual general meeting or special meeting.
22. (1) A member in good standing present at a meeting of members is entitled to one vote.
- (2) Voting is by show of hands.
  - (3) Voting by proxy is not permitted.
23. (1) A member municipality, regional district, or Island Trust may vote by its authorized representative who is entitled to speak and vote, and in all other respects exercise the rights of a members, and that representative must be considered as a member for all purposes with respect to a meeting of the Society.
- (2) Only a mayor or councillor of a member municipality, a chairperson or director of a member regional district, of a trustee of the Islands Trust, may be an authorized representative under Bylaw 23(1) for either a member municipality, a member regional district, or the Islands Trust, in which he or she holds office, but not both.
  - (3) If a mayor or councillor of a member municipality, a chairperson or director of a member regional district, or a trustee of the Islands trust is a member under Bylaw 4(2), upon being made an authorized representative under Bylaw 23(1), that person then ceases to be a member of the Society in accordance with Bylaw 7(f).

## Part 5 – Directors and Officers

24. (1) The directors may exercise all the powers and do all the acts and things that the Society may exercise and do, and that are not by these Bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in a general meeting, but subject, nevertheless, to
- (a) all laws effecting the Society,
  - (b) these Bylaws, and
  - (c) rules, not being inconsistent with these Bylaws, that are made from time to time by the Society in a general meeting.
25. (1) The President, immediate past president, first vice president, second vice president, three directors at large, Electoral Area Representative elected annually at the Annual Meeting, and one or more other persons are the directors and the executive of the Society.
- (2) The number of directors must be 8 or a greater number determined from time to time at a general meeting.
- (3) A person is eligible to be a director only when they are and while they remain either a councillor or mayor on a municipal council, a director on a regional district board or a trustee of the Islands Trust.
26. (1) The directors must retire from office at each annual general meeting when their successors are elected.
- (2) Separate elections must be held for each office to be filled.
- (3) An election may be by acclamation, otherwise it must be by ballot.
- (4) If a successor is not elected, the person previously elected or appointed continues to hold office.
- (5) A director may be nominated in writing in advance of the annual general meeting or may be nominated from the floor at the annual general meeting.
- (6) All elected official members of the Society are eligible to stand for election to the executive provided however, that the position of Electoral Area Representative must be filled by an Electoral Area Director.
- (7) All elected official members of the Society present at the annual general meeting are entitled to vote for the executive position of Director at Large.

- (8) Only elected official members of the Society representing Electoral Areas are entitled to vote for the position of Electoral Area Representative.
  - (9) Voting by proxy shall not be permitted.
27. (1) The directors may at any time and from time to time appoint a member as a director to fill a vacancy in the directors.
- (2) A director so appointed holds office only until the conclusion of the next annual general meeting of the Society, but is eligible for re-election at the meeting.
28. (1) If a director resigns his or her office or otherwise ceases to hold office, the remaining directors must appoint a member to take the place of the former director.
- (2) An act or proceeding of the directors is not invalid merely because there are less than the prescribed number of directors in office.
- (3) If a director ceases to be a councillor or mayor on a municipal council, a director on a regional district board, or a trustee of the Islands Trust, the director ceases to hold office as a director of the Society.
29. (1) The members may, by special resolution, remove a director, before the expiration of his or her term of office, and may elect a successor to complete the term of office.
- (2) The office of a director must be vacated if the director:
- (a) delivers a resignation in writing to the secretary or mails or delivers it to the address of the Society.
  - (b) is convicted of an indictable offence, and the directors have resolved to remove him;
  - (c) fails to attend three consecutive meetings of the directors without good and sufficient reason in the opinion of the directors and the directors must have resolved to remove him;
  - (d) if he is found by a Court to be of unsound mind;
  - (e) if he becomes bankrupt; or
  - (f) on death.
30. A director must not be remunerated for being or acting as a director but a director must be reimbursed for all expenses necessarily and reasonably incurred by the director while engaged in the affairs of the Society.

#### **Part 6 – Proceedings of Directors**

31. (1) The directors may meet at the places they think fit to conduct business, adjourn and otherwise regulate their meetings and proceedings, as they see fit.

- (2) The directors may from time to time set the quorum necessary to conduct business, and unless so set the quorum is 5 of the directors then in office.
- (3) The president is the chair of all meetings of the directors, but if at a meeting the president is not present within 30 minutes after the time appointed for holding the meeting, the first vice president must act as chair, but if neither is present the directors present may choose one of their number to be the chair at that meeting.
- (4) A director may at any time, and the secretary, on the request of a director, must, convene a meeting of the directors.
- (5) Without limiting the generality of Bylaw 31(1), the directors of the Society must manage the affairs and the property of the Society, including, but not limited to, the power to:
  - (a) enter into contracts and agreements on behalf of the Society and to delegate in such terms and conditions it considers appropriate the entering into contracts and agreements.
  - (b) authorize expenditures on behalf of the Society from time to time;
  - (c) delegate by unanimous resolution to an officer or officers of the Society the right to employ and pay salaries to employees;
  - (d) enter into trust arrangements with a trust company, bank or the Municipal Finance Authority for the purpose of creating a trust fund in which the capital interest may be made available for the benefit of promoting the interest of the Society in accordance with the terms as the directors may prescribe;
  - (e) take any steps it deems requisite to enable the Society to acquire, accept, solicit or receive legacies, gifts, grants, settlements, bequests, endowments and donations of any kind whatsoever for the purpose of furthering the objects of the Society; and
  - (f) subject to section 32 of the *Society Act*, the directors may from time to time on behalf of the Society invest the funds of the Society in any investments whatsoever which in the director's discretion it may consider advisable, and the Board may delegate on such terms and conditions as it considers appropriate the power to invest the funds of the Society.
- (6) Reasonable notice of a meeting must be given by specifying the place, the date and the hour of such meeting by mail, postage prepaid, addressed to each of the directors at his or her address as it appears on the books of the Society or by leaving it at his or her usual business or residential address or by telephone, telegram, telex or any method of transmitting legibly

recorded messages or by personal service. Reasonable notice must be seven days or a lesser period if agreed to by all 8 directors.

- (7) The directors may confer and vote by teleconference or by other electronic means.
32. (1) The directors may delegate any, but not all, of their powers to committees consisting of the director or directors as they think fit.
- (2) A committee so formed in the exercise of the powers so delegated must conform to any rules imposed on it by the directors, and must report every act or thing done in exercise of those powers to the earliest meeting of the directors held after the act or thing has been done.
33. A committee must elect a chair of its meetings, but if no chair is elected, or if at a meeting the chair is not present within 30 minutes after the time appointed for holding the meeting, the directors present who are members of the committee must choose one of their number to be the chair of the meeting.
34. The members of a committee may meet and adjourn as they think proper.
35. For a first meeting of directors held immediately following the appointment or election of a director or directors at an annual or other general meeting of members, or for a meeting of the directors at which a director is appointed to fill a vacancy in the directors, it is not necessary to give notice of the meeting to the newly elected or appointed director or directors for the meeting to be constituted, if a quorum of the directors is present.
36. A director who may be absent temporarily from British Columbia may send or deliver to the address of the Society a waiver of notice, which may be by letter, telegram, telex or cable, of any meeting of the directors and may at any time withdraw the waiver, and until the waiver is withdrawn.
- (a) a notice of meeting of directors is not require to be sent to that director, and
  - (b) any and all meetings of the directors of the Society, notice of which has not been given to that director, if a quorum of the directors is present, are valid and effective.
37. (1) Questions arising at a meeting of the directors and committee of directors must be decided by a majority of votes.
- (2) In the case of a tie vote, the chair does not have a second or casting vote.
38. A resolution proposed at a meeting of directors or committee of directors need not be seconded, and the chair of a meeting may move or propose a resolution.

39. A resolution in writing, signed by all the directors and placed with the minutes of the directors, is as valid and effective as if regularly passed at a meeting of directors.

#### **Part 7 – Duties of Officers**

40. (1) The president presides at all meetings of the Society and of the directors.
- (2) The president is the chief executive officer of the Society and must supervise the other officers in the execution of their duties.
- (3) The president must designate the bank with which the Society's accounts must be kept.
- (4) Either the president or a director authorized by resolution of the Board must co-sign with the secretary/treasurer banking resolutions and cheques drawn on the Society's bank account.
- (5) The president must generally exercise such oversight of the affairs of the Society as may best promote its prosperity and protects its interest.
- (6) The president must be the chair of the meetings held by the directors.
- (7) The president may appoint two persons to audit the accounts of the secretary / treasurer if he deems it necessary.
- (8) The president may appoint such special committees as he deems necessary.
- (9) The Executive of the Society shall appoint a secretary-treasurer.
41. The vice president must carry out the duties of the president during the president's absence.
42. The secretary must do the following:
- (a) conduct the correspondence of the Secretary;
- (b) issue notices of meetings of the Society and directors;
- (c) keep minutes of all meetings of the Society and directors;
- (d) have custody of all records and documents of the Society except those required to be kept by the treasurer;
- (e) have custody of the common seal of the Society;
- (f) maintain the register of members.



- (g) in January of each year advise all members in the Society the amount of their annual dues.
43. The treasurer must
- (a) keep the financial records, including books of account, necessary to comply with the *Society Act*, and
  - (b) render financial statements to the directors, members and others when required;
  - (c) deposit all monies to the credit of the Society's bank and pay all accounts due by the Society;
  - (d) present at the annual general meeting a full and complete statement of the finances of the Society, showing all receipts and disbursements for the year and listing by membership the annual fees paid;
  - (e) document director expenses incurred in the performance of his or her duties including, but without limiting the generality of the foregoing, long distance phone calls, photocopying, postage, stationary, etc. and charge these to the Society as administrative and overhead fees.
44. (1) The offices of secretary and treasurer may be held by one person who is to be known as the secretary treasurer.
- (2) If a secretary treasurer holds office, the total number of directors must not be less than 5 or the greater number that may have been determined under Bylaw 25(2).
- (3) The secretary / treasurer must be appointed by the directors and may be made an employee by resolution of the directors.
- (4) The secretary / treasurer must be employed for one year from the date he or she is hired, but must be re-eligible for rehiring at the expiration of their employment term.
- (5) The secretary / treasurer must be subject to removal by resolution of the directors at any time.
45. In the absence of the secretary from a meeting, the directors must appoint another person to act as secretary at the meeting.

#### **Part 8 – Seal**

46. The directors may provide a common seal for the Society and may destroy a seal and substitute a new seal in its place.

47. The common seal must be affixed only when authorized by a resolution of the directors and then only in the presence of the persons specified in the resolution, or if no persons are specified, in the presence of the president and secretary or president and secretary treasurer.

#### **Part 9 – Indemnities to Directors and Officers**

48. Subject to the provisions of the *Society Act*, the directors must cause the Society to indemnify a director or former director of the Society and the heirs and personal representatives of any such person against all costs, charges and expenses, including an amount paid to settle an action or satisfy a judgment actually and reasonably incurred by him, her or them including an amount paid to settle an action or satisfy a judgment in a civil or administrative action or proceeding to which he or she or they are made a party by reason of his or her being or having been a director of the Society, including any action brought by the Society. Each director of the Society on being elected or appointed must be deemed to have contracted with the Society on the terms of the foregoing indemnity.
49. Subject to the provisions of the *Society Act*, the directors may cause the Society to indemnify any officer of the Society and his or her heirs and personal representatives against all costs and expenses whatsoever incurred by him or them and resulting from acting as an officer of the Society.
50. The directors may cause the Society to purchase and maintain insurance for the benefit of any person who is or was serving as a director or officer of the Society and his or her heirs or personal representatives against any liability incurred by him or her as such director or officer.

#### **Part 10 – Execution of Documents**

51. Contracts, documents or any instruments in writing requiring the signature of the Society, must be signed by any two officers and all contracts, documents and instruments in writing so signed must be binding upon the Society without any further authorization or formality. The directors must have the power from time to time by unanimous agreement of the directors to appoint an officer or officers on behalf of the Society to sign specific documents, contracts and instruments in writing. The directors may give the Society's power of attorney to any registered dealer in securities for the purposes of the transferring of and sealing with any stocks, bonds and other securities of the Society.

#### **Part 11 – Borrowing**

52. In order to carry out the purposes of the Society the directors may, on behalf of and in the name of the Society, raise or secure the payment or repayment of money in the manner they decide, and, in particular but without limiting that power, by the issue of debentures.
53. A debenture must not be issued without the authorization of a special resolution.

54. The members may, by special resolution, restrict the borrowing powers of the directors, but a restriction imposed expires at the next annual general meeting.

#### **Part 12 – Auditor**

55. This Part applies only if the Society is required or has resolved to have an auditor.
56. The first auditor must be appointed by the directors who must also fill all vacancies occurring in the office of auditor.
57. At each annual general meeting the Society must appoint an auditor to old office until the auditor is re-elected or a successor is elected at the next annual general meeting.
58. An auditor may be removed by ordinary resolution.
59. An auditor must be promptly informed in writing of the auditor's appointment or removal.
60. A director or employee of the Society must not be its auditor.
61. The auditor may attend general meetings.

#### **Part 13 – Notices to Members**

62. A notice may be given to a member, either personally or by mail to the member at the member's registered address.
63. A notice sent by mail is deemed to have been given on the second day following the day on which the notice is posted, and in proving that notice has been given, it is sufficient to prove the notice was properly addressed and put in a Canadian post office receptacle.
64. (1) At least 30 days written notice of a general meeting must be given to
  - (a) every member shown on the register of members on the day notice is given, and
  - (b) the auditor, if Part 10 applies.(2) No other person is entitled to receive a notice of a general meeting.

#### **Part 14 – Voting of Members**

65. At all meetings of members of the Society every question must be determined by a majority of votes unless otherwise specifically provided by statute or by these Bylaws.

### **Part 15 – Financial Year**

66. Unless otherwise ordered by the directors the fiscal year end of the Society will be December 31<sup>st</sup>.

### **Part 16 – Rules and Regulations**

67. The proceedings of the annual general meeting must be governed by the Society's Rules and Procedures for Handling Resolutions and, where not in conflict with thee, the last edition of Roberts Rules of Order applies.
68. The Board of Directors may prescribe such rules and regulations not inconsistent with these Bylaws relating to the management and operation of the Society as they deem expedient, provided that such rules and regulations will have force and effect only until the next annual general meeting of the members of the Society when they will be confirmed, and failing such confirmation at such annual general meeting of members, will at and from time to time cease to have any force and effect.

### **Part 17 – Bylaws**

69. On being admitted to membership, each member is entitled to, and the Society must give the member without charge, a copy of the Constitution and Bylaws of the Society.
70. These bylaws must not be altered or added to except by special resolution. Resolutions to amend the Bylaws shall be submitted in writing at least forty-five days prior to the Annual Meeting.

## APPENDIX B (1)

### 2008 AVICC MEMBERS

#### CITIES

Campbell River  
Colwood  
Courtenay  
Duncan  
Langford  
Nanaimo  
Parksville  
Port Alberni  
Powell River  
Victoria

#### VILLAGES

Alert Bay  
Cumberland  
Gold River  
Port Alice  
Sayward  
Tahsis  
Zeballos

#### DISTRICTS

Central Saanich  
Esquimalt  
Highlands  
Lantzville  
Metchosin  
North Cowichan  
North Saanich  
Oak Bay  
Port Hardy  
Saanich  
Sechelt  
Sechelt Indian Government District  
Sooke  
Tofino  
Ucluelet

#### REGIONAL DISTRICTS

Alberni-Clayoquot  
Capital  
Central Coast  
Comox-Strathcona  
Cowichan Valley  
Mount Waddington  
Nanaimo  
Powell River  
Sunshine Coast  
Islands Trust

#### TOWNS

Comox  
Gibsons  
Ladysmith  
Lake Cowichan  
Port McNeill  
Qualicum Beach  
Sidney  
View Royal

## APPENDIX B(2)

### AVICC LIFE MEMBERS

DATE	POSITION/NAME	PLACE
1949-1950	Lorne Jordan	Port Alberni
1951-1952	Earl Westwood	Nanaimo
1953	Bert Beasley	North Cowichan
1954	Bill Henderson	Cumberland
1955-1956	C.A.P. Murson	North Cowichan
1957	Alf Wurtele	Esquimalt
1958	Jack Dobson	Duncan
1959	Bill Moore	Courtenay
1960	George Chatterton	Saanich
1962	John Cook	Nanaimo
1963	Don Morton	North Cowichan
1964	Reeve Lee	Central Saanich
1965	Fred Bishop	Port Alberni
1966	Doug Watts	Oak Bay
1967	Les Hammer	Port Alberni
1968	Rob Baird	Victoria
1969	Kay Grouhel	Ladysmith
1970	S.A.D. Pike	Powell River
1971-1972	Archie Galbraith	Central Saanich
1973-1974	G.H.A. MacKay	Nanaimo

1974-1975	William (Bronco) Moncrief	Cumberland
1975-1976	Ed Lum	Victoria
1976-1977	George McKnight	Port Alberni
1977--1978	K. Paskin	Duncan
1978-1979	Ken Hill	Esquimalt
1979-1980	Mayor George Piercy	Comox
1980-1981	Mel Couvelier	Saanich
1981-1982	Mayor Anne Fiddick	Gold River
1982-1983	Alderman Dick Winkleman	Nanaimo
1983-1984	Mayor Norma Sealey	Sidney
1984-1985	Mayor Robert Ostler	Campbell River
1985-1986	Mayor Gillian Trumper	Port Alberni
1986-1987	Alderman William (Bill) Kinley	Port McNeill
1987-1988	Mayor Tom McCrae	Tahsis
1989-1990	Mayor Frank Ney	Nanaimo
	Director George Borza	Nanaimo R.D.
	Mayor George Cochrane	Courtenay
	Alderman Walter Behn	Port Alberni
	Alderman Eric Simmons	Victoria
1990-1991	Alderman Bill Cox	Ladysmith
1992-1993	Mayor Ron Webber	Courtenay
1993-1994	Mayor Al Huddleston	Port Hardy
1994-1995	Councillor Martin Segger	Victoria

1995-1996	Councillor Maxine Williams	Alert Bay
1996-1997	Director Jim Gurney	Sunshine Coast R.D.
1998-1999	Mayor James Lornie	Campbell River
1999-2000	Councillor John Crook	Langford
2000-2001	Mayor Frank Leonard	Saanich
2001-2003	Mrs. Pearl Myhres	Zeballos
2004-2005	Councillor Mary Ashley	Campbell River
2005-2006	Mayor W. J. (Jack) Peake	Lake Cowichan





# CALL FOR NOMINATIONS FOR AVICC EXECUTIVE

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AVICC is the collective voice for local government on Vancouver Island, the Sunshine Coast, Powell River and the Central Coast. The membership elects directors during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides the direction to the AVICC between Conventions.

This circular is notice of the AVICC Executive positions open for nomination, the process and the procedures for nomination.

## 1. POSITIONS OPEN TO NOMINATIONS

The following positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Director at Large (3 positions)
- Electoral Area Representative

## 2. NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE

A candidate must be nominated by two elected officials of an AVICC local government member. The candidate must be an elected official of an AVICC member.

Background information for Candidates is available on request that sets the main responsibilities and commitments of an AVICC Executive member.

A nomination and consent form is available and should be used for all nominations.

The Chair of the 2008 Nominating Committee is:

- Councillor Bea Holland, Past President

## 3. NEXT STEPS

It is part of the duties of the Nominating Committee to review the credentials of each candidate. A Report on Nominations including, at the candidate's option, a photo and 300-word biography will be prepared under the direction of the Nominating Committee and distributed in the March Supplemental AVICC Newsletter.

**To Be Included In This Report, Nominations Must Be Received By February 22, 2008.**

#### **4. FINAL COMMENTS**

The nomination process does not change the process where candidates can be nominated off the floor at the Convention. That process remains in place. The process outlined above provides for those that are interested in seeking office to be directly nominated prior to the Convention without the "sanction" of a Nominating Committee.

#### **5. FURTHER INFORMATION**

Copies of the "consent form" or duties of Executive members are available from the AVICC office.

All other inquiries should be directed to:

Councillor Bea Holland, Past President  
Chair, 2008 Nominating Committee  
c/o AVICC  
545 Superior Street  
Victoria, B.C.  
V8V 1T7

Phone: (250) 356-5133  
Fax: (250) 356-5119  
Email: [efraser@civicnet.bc.ca](mailto:efraser@civicnet.bc.ca)

# NOMINATIONS FOR THE 2008 AVICC EXECUTIVE

We are qualified under the AVICC Constitution to nominate<sup>1</sup> a candidate and we nominate:

Name: \_\_\_\_\_

Position in local government (Mayor/Councillor/Director): \_\_\_\_\_

Municipality or Regional District represented: \_\_\_\_\_

AVICC Executive Office Nominated for: \_\_\_\_\_

Signed:

Name \_\_\_\_\_

Name \_\_\_\_\_

Position: \_\_\_\_\_

Position: \_\_\_\_\_

Mun/RD \_\_\_\_\_

Mun/RD \_\_\_\_\_

Signature \_\_\_\_\_

Signature

\_\_\_\_\_

## CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the AVICC Constitution<sup>2</sup>. I also agree to provide the following information to the Chair, AVICC Nominating Committee (c/o AVICC Office) by February 22, 2008.

- photo (to size set by Nominating Committee Chair)
- biographical information. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall edit as required.

Signed Name: \_\_\_\_\_

Position: \_\_\_\_\_

Mun/RD: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

<sup>1</sup> Nominations require two elected officials of members of the Association.

<sup>2</sup> All nominees of the Executive shall be elected representatives of a member of the Association. Nominee for electoral area representative must hold the appropriate office.

