



**MINUTES OF A MEETING
OF THE ASSOCIATION OF VANCOUVER ISLAND
AND COASTAL COMMUNITIES EXECUTIVE
HELD THURSDAY, OCTOBER 30, 2014**

IN ATTENDANCE: Councillor Cindy Solda, Port Alberni, First Vice-President
Councillor Barbara Price, Comox, Second Vice-President
Director Mary Marcotte, Cowichan Valley RD, EA Representative
Councillor Jessie Hemphill, Port Hardy, Director at Large
Councillor Claire Moglove, Campbell River, Director at Large
Councillor Andrew Mostad, Lantzville, Director at Large
Chair Joe Stanhope, Nanaimo RD, Past President

REGRETS: Mayor Larry Cross, Sidney, President

STAFF ATTENDANCE: Iris Hesketh-Boles, Executive Coordinator
Glen Brown, General Manager of Victoria Operations, UBCM

GUESTS: Chair Edwin Grieve, Vice-chair Jon Ambler and CAO Debra Oakman,
Comox Valley Regional District
Jerry Berry, Consultant

First Vice-President Solda called the meeting to order at 10:35 am and welcomed members, staff and the three guests in attendance. Director Hemphill attended via teleconference.

AGENDA

On a motion by EA Representative Marcotte, seconded by Past President Stanhope,
That the agenda be adopted was CARRIED

MINUTES

On a motion by Director Moglove, seconded by EA Representative Marcotte,
That the minutes of the June 18 and September 10, 2014 meetings be adopted was CARRIED

DELEGATION ON SOLID WASTE MANAGEMENT

First Vice-President Solda welcomed Chair Edwin Grieve, Vice-chair Jon Ambler and CAO Debra Oakman from the Comox Valley Regional District. The guests highlighted the challenges individual regional districts, especially small ones, are having managing solid waste including standards being set by others; diversion is good, but reduces tipping fees collected which reduces funds available for operations; new disposal sites are difficult to locate; transportation and disposal security issues; and lack of volume to be efficient and difficulty in achieving economy of scale.

A disconnect between the Province and regional districts was noted. Minister Polak's announcement at UBCM that the target of removing 70% organics from the waste stream by 2020 will create additional challenges. The need for AVICC regional districts and the Province to work together to develop a Vancouver Island long-term solution was identified. There was agreement that this is a high priority for local governments due to the high cost of services. Glen Brown noted the possibility that funding might be available for capacity building under the Gas Tax Strategic Priorities Fund.

On motion by Past President Stanhope, seconded by EA Representative Marcotte,
That AVICC staff request the assistance of staff from Comox Valley Regional District to identify a steering committee and develop a process or plan to facilitate AVICC regional districts and the Province to work together to develop a collaborative long-term solution for solid waste on Vancouver Island was CARRIED

STAFF REPORT

On a motion by Director Moglove, seconded by Director Mostad,
That the staff report be received was CARRIED

FINANCIAL AND ADMINISTRATION

AVICC-UBCM Contract

Glen Brown provided an overview of the discussion paper on the topic.

On a motion by Past President Stanhope, seconded by Director Moglove,
That AVICC approve the allocation to .83 fte (or 83%) for support by the Executive Coordinator under the AVICC-UBCM Contract for Services including the costs of office space at 83% of the standard office rental rate (currently \$600 per month); that the contract be for a one year period and the language of the contract be updated to ensure that it accurately reflects the services currently being provided and the changes over time in technology; and that UBCM provide an update of real costs/time at the end of the third quarter of 2015 to provide the basis for decision-making moving forward in 2016.

On a motion by Director Moglove, seconded by EA Representative Marcotte,
That the motion be tabled until after the September 30, 2014 Financials are considered was CARRIED

Financials to September 30, 2014

On a motion by Past President Stanhope, seconded by Director Moglove,
That an honoraria and travel expenses be approved for Executive who were in attendance at the July 3 and October 20 Private Managed Forest Lands meetings was CARRIED

On a motion by Past President Stanhope, seconded by Director Moglove,
That the replacement of the staff laptop be budgeted in 2015 was CARRIED

On a motion by Director Moglove, seconded by Second Vice President Price,
That an across the grid dues increase be considered for 2015 was CARRIED

On a motion by Director Moglove, seconded by EA Representative Marcotte,
That if budget warranted it, the across the grid dues increase could be greater than CPI was CARRIED

On motion by Director Mostad, seconded by Director Moglove,
That if budget warranted it, that instead of being cost recoverable only, the Convention could be used as a fundraiser with greater emphasis on it than an increase in dues to balance the budget was CARRIED

On motion by Director Moglove, seconded by EA Representative Marcotte,
That a 20% premium be charged on Convention business session registration fees for non-member delegates was CARRIED

On a motion by Director Moglove, seconded by Past President Stanhope,
That the interim financial statement to September 30, 2014 be received and the feedback on
membership dues and Convention registration fees be incorporated into the development of the
proposed budget for 2015 was CARRIED

AVICC-UBCM Contract

On a motion by Director Moglove, seconded by EA Representative Marcotte,
That the motion on this topic be lifted from the table for further consideration was CARRIED

The motion by Past President Stanhope, seconded by Director Moglove,
That AVICC approve the allocation to .83 fte (or 83%) for support by the Executive Coordinator under
the AVICC-UBCM Contract for Services and the costs of office space at 83% of the standard office
rental rate (currently \$600 per month); that the contract be for a one year period and the language
of the contract be updated to ensure that it accurately reflects the services currently being provided
and the changes over time in technology; and that UBCM provide an update of real costs/time at the
end of the third quarter of 2015 to provide the basis for decision-making moving forward in 2016 was
then CARRIED

Planning for Board Vacancies

On motion by Director Moglove, seconded by Past President Stanhope,
That immediately following the November 15 elections, a request for nominations to serve as interim
Executive members be distributed electronically to members with a nominations deadline of
December 5; and 9-10 am, Thursday, December 11 be set for Executive to meet via teleconference to
consider the submissions and choose the Board replacements was CARRIED

On motion by Past President Stanhope, seconded by Director Moglove,
That the meeting be adjourned for lunch at approximately 12:15 was CARRIED

The meeting resumed at approximately 12:35 pm.

CONVENTION

UBCM Convention Debrief

First Vice-President Solda and Director Moglove noted their attendance at the meeting arranged by
NCLGA and AKBLG to discuss the resolution process. Further discussion by Executive on the
resolutions process will follow later in the meeting. The chilled relationship with the Province was
also noted. The creative facilitation of the Climate Change workshop to incorporate more audience
participation was highlighted. The keynote speaker and banquet entertainment was exceptional.
Banquet and pricing of hotel rooms in the blocks was noted an issue for some members. Resolution
process went well. Better transportation from ferry to Whistler is needed. First Vice-President
Solda, Director Moglove and staff will communicate feedback into the Executive and Staff debrief
processes. Program planning for the 2015 AVICC Convention will incorporate audience participation
strategies.

2015 Resolution and Nominations Deadline and Resolutions Process Review

Iris Hesketh-Boles provided an overview of the discussion paper and responded to questions.

On motion by Director Moglove, seconded by Past President Stanhope,
That Monday, February 23, 2015 be set as the Resolutions and Nominations deadline; the draft cover
memo be approved to accompany the Resolutions Notice and Call for Nominations; the March 5

Executive Teleconference meeting be rescheduled to Thursday, March 12 from 9-10:30 am to include review of resolutions plus approval of the audited financial statements; and the Resolutions Committee Comments and Recommendations be distributed electronically for Executive review and approval so they can be distributed to delegates in advance was CARRIED

2015 Convention Planning

On motion by Director Moglove, seconded by EA Representative Marcotte, That up to \$4,000 be approved to have Tonia Winchester provide the 2015 keynote address was CARRIED

At 1:10 pm, First Vice-President Solda expressed regrets that she needed to leave the meeting and asked Second Vice-President Price to assume the chair. Second Vice-President Price chaired the remainder of the meeting.

On motion by Director Moglove, seconded by EA Representative Marcotte, That The City of Courtenay's proposal for the *Study Tour of the Vancouver Island Visitor Centre and Courtenay's New Fire Training Ground* be approved pending the outcome of the RFP process and likelihood that it will be sufficiently completed to be able to provide a good experience by delegates; with a repeat of the Deep Bay Research Station Study Tour offered last year as a back-up plan should the building of the Fire Training Ground not be sufficiently advanced was CARRIED

On motion by Director Moglove, seconded by Past President Stanhope, That Port Alberni and LGLA be invited to submit a detailed session proposal through the regular presentation proposal submission process was CARRIED

On motion by Director Moglove, seconded by Past President Stanhope, That a 9-11/EComm session be incorporated into the 2015 Convention program was CARRIED

On motion by Director Moglove, seconded by Director Mostad, That consideration be given to incorporate having Director Hemphill facilitate a "Living Spaces" small table session as part of the Convention program was CARRIED

2015 Convention Sponsorships

On motion by Director Moglove, seconded by Past President Stanhope, That all prior year's sponsors be approved and invited to continue their sponsorships in the coming year; and the revised sponsorship levels and the associated benefits document be approved was CARRIED

2015 Convention Partner Program Proposal

On motion by Director Moglove, seconded by Past President Stanhope, That the proposed offerings for a Historic Walking Tour of Cumberland Village and Saturday Wine Tour be approved as partner activities was CARRIED

2015 Convention Networking, Tradeshow and Social Evening Planning

On motion by EA Representative Marcotte, seconded by Director Moglove, That the proposed plan and timing for the Annual Banquet be approved; that John Reynold be contracted at a cost of \$1,000 + GST to provide the primary entertainment for the 2015 Convention Annual Banquet; and Helen Austin be contracted to provide the secondary entertainment for the 2015 Convention Annual Banquet if the fees will in the range of \$200-300 was CARRIED

On motion by EA Representative Marcotte, seconded by Past President Stanhope,
That complimentary activity in the Tradeshow area be limited to the Welcome Reception, Saturday morning breakfast and the Saturday lunch dessert and coffee; with the coffee breaks being held in the back of the plenary session was CARRIED

POLICY

Solid Waste Management

On motion by EA Representative Marcotte, seconded by Director Moglove,
That the morning's delegation and correspondence on the topic be received was CARRIED

On motion by Director Moglove, seconded by EA Representative Marcotte,
That staff draft a letter to the UBCM Environment Committee to highlight the challenges and opportunities that were identified in the September 4 Solid Waste Workshop requesting assistance from UBCM to advocate on behalf of local governments with the Province to facilitate and support regional solutions was CARRIED

BC Ferries

Past President Stanhope provided a brief overview of the meeting held by the Coastal Chairs Group with the Premier and Ministers during the UBCM Convention advising that a follow-up meeting was agreed to for November. The importance of putting forward a consistent message was highlighted noting that the message contained in the Islands Trust letter was different than what was endorsed by members at the UBCM Convention.

On motion by Director Moglove, seconded by Past President Stanhope,
That the report and correspondence on the topic be received and that an offer be extended to the Coastal Chairs Group that if there was to value of having representation from UBCM at the meeting to put forward a one-voice approach, they could request UBCM participation was CARRIED

Director Hemphill left the meeting to facilitate Jerry Berry's participation for the next item.

Update on Natural Gas Operating Agreement File

Second Vice-President Price welcomed Jerry Berry, FortisBC's Consultant on this file who joined the meeting via teleconference to provide an update. He confirmed that all 26 agreements have been signed with 22 already being delivered. They will be consolidated and forwarded to BCUC for approval. Local government is ahead of the Province in that legislation is being considered and the Order in Council dealing with the major industrials will not be considered by the Minister for at least another month. Paul Murray was in contact with the ADM and would report back to Past President Stanhope.

On motion by Past President Stanhope, seconded by EA Representative Marcotte,
That the delegation and correspondence on the topic be received was CARRIED

Director Hemphill re-joined the meeting.

Private Managed Forest Land

Executive who participated in the two meetings offered their comments.

On motion by EA Representative Marcotte, seconded by Director Mostad,
That AVICC staff support Glen Brown to create a smaller stakeholder group with staff representatives from VIHA, FLNRO, UBCM, AVICC, PFLA and PFLC to develop a terms of reference for a working stakeholder group that could be pulled together as needed to address local or regional concerns; that AVICC advise members that PFLC is willing to offer an information sessions and that they may wish to consider offering a jointly sponsored information session in their region that could be open to the public if there are concerns in their region, as well as for the information of local government staff and elected officials; and that PFLC be invited to submit a presentation proposal for the 2015 AVICC Convention was CARRIED

Update on Status of AVICC Resolutions

On motion by EA Representative Marcotte, seconded by Director Moglove,
That the report be received and a letter be written to the Honourable Denis Lebel, Minister of Infrastructure, Communities and Intergovernmental Affairs to communicate the endorsed Port Alberni resolution for increased funding for transportation infrastructure and economic development was CARRIED

CORRESPONDENCE

On a motion by Past President Stanhope, seconded by Director Moglove,
That the September 10, 2014 – EM from Russ Cameron, President, IWPA be received was CARRIED

On a motion by Past President Stanhope, seconded by Director Moglove,
That the September 29, 2014 – AVICC Member Update be received was CARRIED

On a motion by Director Moglove, seconded by EA Representative Marcotte,
That the October 1, 2014 – Letter from Official Opposition: J. Horgan and S. Robinson be received was CARRIED

On a motion by Director Moglove, seconded by EA Representative Marcotte,
That the October 16, 2014 – Letter to Minister Stone be received was CARRIED

On a motion by Director Mostad, seconded by Director Moglove,
That the October 21, 2014 – EM from Bill Bourgeois be received was CARRIED

On a motion by Director Mostad, seconded by Director Moglove,
That the October 23, 2014 – EM from Kevin Washbrook be received was CARRIED

OTHER BUSINESS

On motion by Past President Stanhope, seconded by Director Moglove,
That AVICC send a letter of congratulations to Director Mike Kokura acknowledging receipt of an award for 35 years of service was CARRIED

NEXT MEETING

10:30 am – 2:30 pm, January 15, 2015
Nanaimo

ADJOURNMENT

At approximately 2:10 pm,

On motion by Past President Stanhope, seconded by EA Representative Marcotte,

That the meeting be adjourned was

CARRIED

Councillor Barbara Price
President

Iris Hesketh-Boles
Executive Coordinator