

**Association of  
Vancouver Island and  
Coastal Communities**



# **ANNUAL REPORT AND RESOLUTIONS**

**TO BE CONSIDERED AT THE 67<sup>th</sup> ANNUAL MEETING**

**Vancouver Island Conference Centre  
101 Gordon Street  
Nanaimo, BC**

**APRIL 8 – 10, 2016**

## 2015-16 AVICC EXECUTIVE

PRESIDENT	Councillor Barbara Price Town of Comox
FIRST VICE PRESIDENT	Director Mary Marcotte Cowichan Valley Regional District
SECOND VICE PRESIDENT	Director Edwin Price Comox Valley Regional District
ELECTORAL AREA REPRESENTATIVE	Director Noba Anderson Strathcona Regional District
DIRECTOR-AT-LARGE	Councillor Jessie Hemphill District of Port Hardy  Councillor Carl Jensen District of Central Saanich  Mayor Josie Osborne District of Tofino
PAST PRESIDENT	Director Joe Stanhope Regional District of Nanaimo



## **ANNUAL REPORT AND RESOLUTIONS BOOK LETTER OF TRANSMITTAL TO MEMBERS**

We are pleased to convey this twenty-fifth AVICC *Annual Report and Resolutions Book*. Through the years it has been the wish of Executive to provide to all members, in advance of the Annual General Meeting, a record of the year's activities and advance notice of the matters that will be placed before them at the upcoming Annual General Meeting. In 2016, members will meet April 8-10 in Nanaimo, BC.

### **ANNUAL REPORT**

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

- President's Report summarizing the activities of the Association undertaken during the year; and
- Summary of the 2015 Resolution dispositions.

### **2016 ANNUAL GENERAL MEETING & CONVENTION**

The second part of this publication contains documents related to the business to be considered at the 2016 Annual General Meeting including the following:

- The 2016 AGM and Convention Draft Program;
- The nominations and election procedures and a report of the nominations received by the February 22, 2016 deadline;
- The 2015 Audited Financial Statement; 2016 Budget; and 2016 Membership Dues Report;
- The Conference Rules and Procedures for Handling Resolutions; and
- UBCM resolutions referred back to the Association, and resolutions received before the February 22, 2016 deadline with the report of the Resolutions Committee.

Late resolutions will be included in the *Supplementary Materials Package* delegates receive during registration at the 2016 AGM and Convention, along with the following:

- The final AGM & Convention Program;
- The Conference Rules and Procedures;
- The 2015 Audited Financial Statements; and
- The report of the AVICC Executive (Resolutions Committee) on the 2016 Resolutions.

### **APPENDICES**

The appendices include a copy AVICC's Constitution and Bylaws, and a listing of members and life members.

*Councillor Barbara Price*  
*President*

*Liz Cookson*  
*Executive Coordinator*

# ANNUAL REPORT AND RESOLUTIONS

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## **PRESIDENT'S REPORT**

On behalf of the AVICC Executive, I look forward to welcoming you to the 67th Annual General Meeting and Convention to be held April 8-10 in Nanaimo at the stunning Vancouver Island Conference Centre. As always, it will be a terrific opportunity for AVICC members to come together to debate resolutions, engage in the discussion of issues, gain some new knowledge, share best practices and socialize with fellow members. Thank you to the City of Nanaimo, our host community for 2016.

I would like to take this opportunity to thank the current members of the AVICC Executive Committee for serving. It has been a pleasure working with you this past year and I feel proud of what we have accomplished together. Two of our members have announced that they won't be available to serve in 2016-2017. A special thanks to Port Hardy Councillor Jessie Hemphill and to Tofino Mayor Josie Osborne, we certainly hope to see you back on the Executive Committee in the future.

The following provides a summary of the work undertaken on behalf of members during the year.

### **REPRESENTING AVICC ON THE UBCM BOARD AND OTHER BOARDS**

The AVICC President serves as AVICC's representative on the UBCM Board. For the 2015-16 term I am serving as the Vice Chair of the First Nations Relations Committee and as a member of the Community Economic Development Committee.

Two AVICC members also serve as Directors at Large on the UBCM Executive: Strathcona Regional District Director, Jim Abram and Central Coast Regional District Chair, Alison Sayers both serve on the Resolutions Committee as well as on the First Nations Relations Committee.

AVICC Past-President and Nanaimo Regional District Director Joe Stanhope continues as AVICC's representative on the Municipal Insurance Association Board. Director Stanhope also sits on the Municipal Finance Authority's Board of Trustees for 2015-2016.

### **ACTIVITY AND ADVOCACY ON KEY FILES**

The Association's focus for the year has been on three key topic areas: natural gas operating agreements, private managed forest lands, and solid waste management.

#### **Natural Gas Operating Agreement**

Last year I reviewed the history of the AVICC's work on the Natural Gas Operating Agreements to solve a decades old inequity for island municipalities. Other municipalities across the Province have for decades received revenue to compensate for the real costs of maintaining and constructing roads following gas service installations. This compensation was not made available to Vancouver Island municipalities.

The 26 affected member municipalities worked together under the leadership of the AVICC and our host community, the City of Nanaimo who made sure that this project came to fruition. I would like to especially thank our Past President, Joe Stanhope for his dedication to this file. Thanks also go to Paul Murray, now CFO for the District of Central Saanich, and Jerry Berry of Jerry Berry Consulting for all their efforts.

The BC Utilities Commission approved all the agreements with the 26 eligible AVICC municipalities last summer, and the 3% fee on gas supplies began to be collected by Fortis on behalf of the AVICC municipalities as of September 01, 2015. The first payment of the operating fees was set for March 1, 2016.

Our Vancouver Island members are also benefitting from the move to common rates for delivery of natural gas across the Province. This is a 25% reduction phased in over three years for AVICC residents.

This marks the successful conclusion of a process initiated over four years ago with the aim of correcting an historic inequity. It shows how the cohesiveness and resolve of the entire AVICC membership working towards a shared strategic goal can result in a positive outcome.

## **Solid Waste Management**

On September 4, 2014, Comox Valley Regional District in partnership with AVICC, hosted a workshop in Nanaimo to discuss common issues, challenges and opportunities surrounding solid waste. The session was attended by 50+ representatives from nine regional districts. Attendees agreed that a joint effort across the region with cooperation from the Province was needed to obtain a long-term sustainable solution for Vancouver Island and coastal communities. Representatives from Comox Valley Regional District met with AVICC Executive in October proposing establishment of an AVICC Committee on Solid Waste Management. Executive supported the proposal. A preliminary draft of terms of reference and a proposed action plan to move forward with establishing a Special Committee was approved at the January meeting.

In last year's Annual Report I wrote that we were drafting Terms of Reference for this Special Committee. Those were adopted, and the first meeting was held on May 14, 2015. AVICC Second Vice President, Edwin Grieve was elected as Chair of the Special Committee, with Director Alec McPherson, Nanaimo Regional District as Vice Chair.

Tetra Tech EBA consultants were retained to prepare a report that summarized the current state of AVICC regional district solid waste management plans, analyzed the legislative framework, and identified joint solutions. They facilitated a workshop on June 19<sup>th</sup> that included an overview of the solid waste management system; a strengths, weaknesses, opportunities and threats (SWOT) analysis for the Vancouver Island and Coastal Communities; an examination of the trends in solid waste management; and identification and prioritization of potential solutions including the issues and challenges.

The input from the Special Committee was incorporated into a draft report "The State of Waste Management" that was discussed in detail at the September 11<sup>th</sup> workshop. Participants were asked to submit their written input/responses, and the Special Committee met again on October 16<sup>th</sup> to review input and prioritize the report's recommendations. Jerry Berry Consultants facilitated the session, and recorded the Special Committee's priorities grouped into immediate, short-term and long-term categories. The immediate priorities focus on AVICC partnership and Advocacy.

The Special Committee met again on November 20<sup>th</sup> to receive the final Tetra Tech and Jerry Berry Consulting reports, and to discuss reporting back to each of the member regional district boards. Members agreed to bring back a resolution from their board by March 4<sup>th</sup>, with the next workshop set for March 18<sup>th</sup>. Chair Grieve offered to visit each RD and present.

I am writing this report prior to the March 18<sup>th</sup> meeting being held, but the outcome of that meeting and the Special Committee's next steps will be brought to the AVICC Convention for presentation to the members on the afternoon of April 8<sup>th</sup>. This may include a resolution from the AVICC Executive for the membership to consider. The full reports and minutes from each meeting are available on the AVICC website at <http://avicc.ca/solid-waste-management-committee/>

## **Private Managed Forest Lands**

In last year's Annual Report I noted that two meetings were held in Nanaimo in 2014 with local government and other stakeholders to discuss issues involving private managed forest lands. UBCM Victoria Operations General Manager, Glen Brown, was working to create a stakeholder group with staff representatives from VIHA, Ministry of Forests, Lands and Resource Operations, UBCM, AVICC, Private Forest Landowners Association and

Managed Forest Land Council to develop a terms of reference for a working stakeholder group that could be pulled together as needed to address local or regional concerns.

After last year's Convention, the AVICC Executive invited Brian Epps, Source Water Protection Specialist, Ministry of Forests, Lands and Natural Resource to our June meeting as a delegation to discuss next steps. Brian advised the Executive that colleagues within his own Ministry and the Ministry of Health including VIHA who have responsibility for water and watershed protection issues no longer believed that a working stakeholder group similar to the former Drinking Water Teams would be an effective tool to meet the needs of local government. He proposed developing an inter-jurisdictional contact list to assist local governments in identifying key contacts for the specific problem that they need to resolve. This is progressing, and the Executive hopes to provide this tool to the membership in the near future.

## **DIALOGUE WITH OTHER ORGANIZATIONS**

The regular Executive meeting also provides the opportunity to invite other organizations to meet with AVICC representatives. In addition to those noted above, delegations included the City of Duncan's Youth Council and Sandra Hamilton from the North Island College Sustainable Food Procurement Project.

Files under continuing monitoring and advocacy include Island Rail and Derelict Vessels.

## **AGM & CONVENTION**

**Reflecting Back on the 2015 Event in Courtenay** – The City of Courtenay hosted the 66<sup>th</sup> AGM & Convention during the celebration of its 100<sup>th</sup> year of incorporation. Once again we thank Mayor Larry Jangula and Courtenay Council for hosting.

The 2015 Convention attracted 196 voting member delegates, 20 non-voting member delegates, and 50 others including non-member delegates, life members, sponsors, exhibitors, MLA's and MP's, speakers and guests. 82 partners/guests joined delegates. A total of 276 participants attended the Friday evening Welcome Reception and 249 attended the Annual Banquet. Overall the AGM & Convention received strong approval ratings with well-deserved accolades for the local host community. Delegate feedback received is being incorporated into the 2016 event.

**AVICC Annual Luncheon at the 2015 UBCM Convention** – 258 delegates registered for the annual luncheon held September 23<sup>rd</sup> in conjunction with the 2015 UBCM Convention in Vancouver. The primary goal of the luncheon is to provide a networking opportunity for members during the UBCM Convention. We enjoyed speeches from those running for the UBCM Executive, and the Community Recognition Awards from Wood WORKS! BC. We also welcomed guests from the Uchucklesaht and Huu-ay-aht First Nations, who although not AVICC members, have recently become UBCM members.

**Looking Forward to the 2016 Event in Nanaimo** – The host community for the 2016 AGM & Convention is the City of Nanaimo. Mayor Bill McKay and Council are thanked in advance for their generous hospitality. Our keynote speaker will be Chief Dr. Robert Joseph, Ambassador for Reconciliation Canada. The Honourable Peter Fassbender, Minister for Community, Sport and Cultural Development will also be attending and presenting to the delegates.

38 resolutions (up from 27 in 2015) and 7 nominations for the 7 elected Executive positions were received prior to the February 22, 2016 deadline and are reported later in this report. Nominees' biographies will be published in the Pre-Convention Newsletter that will be distributed electronically to members in late March. For full 2016 AGM & Convention details, please see [www.avicc.ca](http://www.avicc.ca).

**Planning for Future Years' AGM & Conventions** – The City of Campbell River is set to host the 2017 Convention April 7-9. At the 2015 AGM AVICC members voted to continue holding our Annual Convention from Friday to Sunday. Dates for 2018 and 2019 have been set as April 13-15 in 2018 and April 12-14 in 2019. The

AVICC Executive has received some strong proposals to host these conventions, and will be announcing the selected communities to the membership following our June meeting.

## MEMBER VISITS

Work on behalf of the membership has provided a number of opportunities for the President and Executive to connect with members, including the visits undertaken by Second Vice President Edwin Grieve in his capacity as Chair of the AVICC Special Committee on Solid Waste Management.

## MEMBERSHIP, FINANCIAL AND ADMINISTRATION

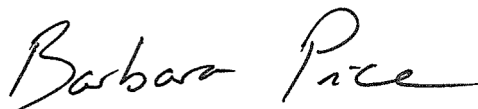
- 100% membership has been maintained.
- AVICC enjoys being in a solid financial position.
- AVICC has renewed a five-year Contract for Services with UBCM and increased the percentage of staff-time to be allocated to our Association.

## COMMUNICATIONS

- The 2015 AGM & Convention Minutes were transcribed and distributed in spring of 2015.
- The 2016 AGM & Convention Program Brochure, this *Annual Report and Resolutions* book, and a Pre-conference Newsletter will have been produced and distributed in preparation for the 2016 AGM & Convention.
- A number of circulars, member updates and news releases were prepared and distributed.
- [www.avicc.ca](http://www.avicc.ca) is maintained as the primary communication tool.

## IN SUMMARY

It is a pleasure to serve on the AVICC Executive. I look forward to having the opportunity to serve the membership as President for a second elected term in the coming year.

A handwritten signature in cursive script that reads "Barbara Price".

Barbara Price, Councillor, Town of Comox  
AVICC President



## SUMMARY OF THE 2015 RESOLUTION DISPOSITIONS

A total of 30 resolutions were submitted to the April 2015 AVICC AGM & Convention. 29 were endorsed and 1 was not endorsed. 27 resolutions were received prior to the deadline, with 1 late resolution and 2 resolutions from the floor.

47 resolutions were submitted to UBCM by the June 30 deadline. Of the 47 resolutions submitted to UBCM, 25 were endorsed, 2 were endorsed as amended at UBCM, 2 were referred back to AVICC as they were regional in nature, 15 were not admitted for debate (referred to other resolutions), 2 were referred to UBCM Executive, and 1 resolution was not endorsed.

In addition to the resolutions endorsed at the AVICC Convention, AVICC members brought an additional 19 resolutions directly to UBCM. The UBCM resolutions process urges members to submit resolutions first to Area Associations for consideration as endorsement by the Area Association offers sponsors the benefit of having greater support than one that is sent directly with only the support of an individual Council or Board. AVICC Executive seeks members' cooperation in following this process. Of the 19 resolutions brought forward directly to UBCM by AVICC members, 7 resolutions were endorsed, 1 was not endorsed, 2 were referred to UBCM Executive and 9 were not admitted for debate.

All UBCM endorsed resolutions are conveyed to the relevant provincial and federal government department, or other organizations as appropriate. Responses are communicated to sponsors as they are received. Once the responses have been summarized, they are also posted on <http://www.ubcm.ca> under the Resolutions tab (spring annually).

AVICC No.	Resolution Title	AVICC Decision	Sponsor	UBCM No.	UBCM Decision
SR1	AVICC Annual General Meeting and Convention Timing	Endorsed	AVICC Executive		
R1	Candidates for Local Government Elections to Run in One Jurisdiction Only	Endorsed	View Royal	B91	Endorsed
R2	ICET Funding	Endorsed	Campbell River, Strathcona RD, Port McNeill	C37	Not admitted for debate, referred back to AVICC
R3	Land Title Fees	Endorsed as Amended	Nanaimo RD	B86	Endorsed
R4	Funding for Road Maintenance	Endorsed as Amended	Zeballos	B74	Endorsed
R5	Development of an Emergency Response Seismic Mitigation Fund	Endorsed as Amended	Powell River	B77	Endorsed
R6	National Inquiry on Missing and Murdered Aboriginal Women	Endorsed	Victoria	B111	Endorsed
R7	Increasing Corporate Income Tax Rates	Endorsed	Cowichan Valley RD	B82	Endorsed
R8	Vancouver Island Coordinated Solid Waste Strategy	Endorsed as Amended	Campbell River, Strathcona RD	C38	Not admitted for debate, referred back to AVICC
R9	Warning Labels for All Fossil Based Liquid Fuels	Endorsed	Colwood	B112	Endorsed as Amended
R10	Environmental Bill of Rights	Endorsed	Victoria, Ladysmith	C16	Not Admitted for Debate (referred to resolution A5)
R11	Declaration of the Right to a Healthy Environment	Endorsed	Saanich, Central Saanich	C17	Not Admitted for Debate (referred to resolution A5)

<b>AVICC No.</b>	<b>Resolution Title</b>	<b>AVICC Decision</b>	<b>Sponsor</b>	<b>UBCM No.</b>	<b>UBCM Decision</b>
R12	Rural Out-Patient Accommodation	Endorsed	Tahsis	B69	Endorsed
R13	Smart Meters Fire Hazard	Not Endorsed	Tahsis		
R14	Proposed Site C Hydroelectric Dam	Endorsed	Victoria	B71	Endorsed
R15	Regional District Charter	Endorsed	Nanaimo RD	C1	Not Admitted for Debate (referred to resolution B1)
R16	Modernization of Local Government Act	Endorsed	Cowichan Valley RD	B1	Endorsed
R17	Provincial Government – Re-examine Log Export Policy	Endorsed	Alberni-Clayoquot RD	B36	Endorsed
R18	Provincial Sales Tax Revenue Rebates for Local Government	Endorsed	Lake Cowichan	B16	Endorsed
R19	Establishment of a Provincial Fund to Support Search and Rescue	Endorsed	Alberni-Clayoquot RD	B2	Endorsed
R20	Provincial Funding for Police-Based Victim Services	Endorsed	Alberni-Clayoquot RD	C3	Not Admitted for Debate (referred to resolution B4)
R21	Tree Protection Bylaws in Identified Urban Expansion Areas	Endorsed	Courtenay	B39	Endorsed
R22	Expansion of Oil Tanker Traffic in Coastal BC Waters	Endorsed as Amended	Sooke	B29	Endorsed
R23	Trans Mountain Expansion Project	Endorsed	Esquimalt	C14	Not Admitted for Debate (referred to resolution B28)
R24	Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) Funding	Endorsed	Islands Trust	B24	Endorsed
R25	Management of Ungulate Populations	Endorsed	Oak Bay	B25	Endorsed
R26	Rural Tier Two Hydro Rates	Endorsed	Mount Waddington RD, Port Hardy	B40	Endorsed
LR1	Ministry of Energy and Mines Permitting	Endorsed	Cowichan Valley RD	B34	Endorsed
OF1	Oil Spill Preparedness – English Bay Response	Endorsed	Sechelt	B30	Endorsed
OF2	Increase Community Health Supports for Mental Health	Endorsed	AVICC Executive	C28	Not Admitted for Debate (referred to resolution A2)
*	Allocation of New Building Canada Fund	Not Considered by AVICC	North Cowichan	A1	Endorsed as Amended
*	Conservation Tax Incentive Program	Not Considered by AVICC	Comox Valley RD	B15	Endorsed
*	Compliance Under the BC Recycling Regulation	Not Considered by AVICC	Comox	B62	Endorsed
*	Visitor Information Centre Funding	Not Considered by AVICC	North Cowichan	B66	Endorsed

<b>AVICC No.</b>	<b>Resolution Title</b>	<b>AVICC Decision</b>	<b>Sponsor</b>	<b>UBCM No.</b>	<b>UBCM Decision</b>
*	Workers Compensation Act Presumptive Clause for First Responders	Not Considered by AVICC	Central Saanich	B73	Endorsed
*	Office of Auditor General for Local Government	Not Considered by AVICC	North Saanich	B85	Endorsed
*	Prostate Cancer Awareness Month	Not Considered by AVICC	Powell River City	B105	Endorsed
*	Home Renovation Tax Credits	Not Considered by AVICC	Saanich	B119	No Recommendation – Referred Automatically to UBCM Executive
*	Divestment of Fossil Fuel Related Investments in the Municipal Pension Plan	Not Considered by AVICC	Esquimalt	B120	No Recommendation – Referred Automatically to UBCM Executive
*	Downloaded Building Codes	Not Considered by AVICC	Saanich	B121	Not Endorsed
*	Fire Inspections and Enforcement in Unincorporated Areas	Not Considered by AVICC	Cowichan Valley RD	C8	Not Admitted for Debate (referred to resolution A3)
*	Fire Services Act and Regulations	Not Considered by AVICC	Comox Valley RD	C9	Not Admitted for Debate (referred to resolution A3)
*	BC Transit Service Expansion Funding	Not Considered by AVICC	Sunshine Coast RD	C12	Not Admitted for Debate (referred to resolution B55)
*	Independent BC Environmental Review of Trans Mountain Pipeline Expansion Project	Not Considered by AVICC	Colwood	C15	Not Admitted for Debate (referred to resolution B28)
*	Declaration of the Right to a Healthy Environment	Not Considered by AVICC	North Saanich	C19	Not Admitted for Debate (referred to resolution A5)
*	Workers Compensation Act Presumptive Clause for First Responders	Not Considered by AVICC	Colwood	C32	Not Admitted for Debate (referred to resolution B73)
*	Workers Compensation Act Presumptive Clause for First Responders	Not Considered by AVICC	Langford	C33	Not Admitted for Debate (referred to resolution B73)
*	Workers Compensation Act Presumptive Clause for First Responders	Not Considered by AVICC	Esquimalt	C34	Not Admitted for Debate (referred to resolution B73)
*	Optional Electric Vehicle Infrastructure	Not Considered by AVICC	Esquimalt	C35	Not Admitted for Debate (referred to resolution B100)

\* Resolutions forwarded directly to UBCM by the June 30 deadline.



# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

## 67<sup>TH</sup> ANNUAL GENERAL MEETING & CONVENTION APRIL 8-10, 2016 - NANAIMO, BC VANCOUVER ISLAND CONFERENCE CENTRE

*THIS PROGRAM IS DRAFT UNTIL THE CONVENTION*

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### FRIDAY, APRIL 8, 2016

#### **Morning Pre-Conference Program**

- 8:00–9:00 am **Pre-Conference Registration** (*VICC, Newcastle Island Lobby*)
- 8:30–Noon **Understanding the Village** (*VICC, Departure Bay Room*)
- 9:00–11:30 am **Off-Site Tour: Tilray Marijuana Production Facility** (*meet at VICC, Newcastle Island Lobby*)
- 10:00–Noon **Mayors Council** (*VICC, Duke Point Room*)
- Satellite Event: Noon–2:00 pm Coastal Community Network Round-Table** (*VICC, Nanaimo River Room A*)
- Satellite Event: Youth Council** (*VICC, Nanaimo River Room B*)
- 12:30–4:00 pm **Main Registration** (*VICC, Newcastle Island Lobby*)

#### **AGM & Convention Main Program** (*VICC, Ballrooms C & D*)

- 2:00 pm Official Opening  
Piper – *Pipe Major Gordon Webb*  
Convention Welcome & Opening Remarks – *President Barbara Price*  
O Canada – *Singer Kate Krynowsky*  
First Nations Welcome – *Eleanor White, Snuneymuxw First Nations*  
Welcome from Host Community – *Mayor Bill McKay*  
Convention Program Overview – *President Barbara Price*
- 2:20 pm Icebreaker Activity – *AVICC Director and Port Hardy Councillor Jessie Hemphill*
- 2:30 pm Nominating Committee Report, *Past President Joe Stanhope*
- 2:35 pm KEYNOTE ADDRESS: Chief Dr. Robert Joseph, Reconciliation Canada
- 3:30 pm Refreshment Break in Trade Show area – *VICC, Mt. Benson A & B*
- 3:50 pm Address by the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development
- 4:20 pm Nominations from the Floor for Officers  
Candidate Speeches (as necessary)
- 4:25 pm Youth Council Update; AVICC Solid Waste Special Committee; Moosehide Campaign
- 5:20 pm Final Comments and Wrap-Up  
Draw for Major Door Prize - *Must Be Present To Win*
- 5:30 pm Adjourn
- 5:30–7:30 pm Welcome Reception and Trade Show in the Newcastle Island Lobby

# SATURDAY, APRIL 9, 2016

*The Trade Show is Open from 7:15 – 3:00 pm today in VICC, Ballroom A & B*

7:15–8:15 am Working Breakfast Presentation – *Agricultural Land Commission (Location: VICC, Ballroom D)*  
 Delegates Networking Breakfast (*Location: VICC, Ballroom C*)  
*Food will be served in the Departure Bay Rooms*

8:00–8:30 am Voting for Table Officers (as necessary) (*VICC, Newcastle Island Lobby*)

8:30 am Opening Remarks

8:35 am Annual Meeting  
 Adoption of Conference Rules and Procedures  
 Adoption of Minutes of 2015 Annual General Meeting  
 President's Address and Annual Report  
 Adoption of the 2015 Audited Financial Statements  
 Appointment of Auditors  
 Appointment of Scrutineers  
 Appointment of Parliamentarian  
 2017 AGM & Convention Location

8:45 am Address by UBCM President, Al Richmond

9:05 am Review of Resolution Procedures

9:10 am Consideration of Resolutions

10:00 am Refreshment Break

10:20 am Resolutions, Continued

11:20 am Nominating Committee Report  
 Nominations from the floor for Directors at Large  
 Candidate Speeches (as necessary)

11:40 am **Municipal Insurance Association Presentation**

11:50 am **FortisBC Presentation**

12:00 noon Delegates Luncheon (*VICC, Ballrooms C & D*)

1:10–1:25 pm Physical Activity Break - *Tofino Mayor and AVICC Director Josie Osborne and Tofino Councillor Cathy Thicke (Meet in the Newcastle Island Lobby)*

12:45–1:30 pm Elections for Directors at Large (*VICC, Newcastle Island Lobby*)

## Concurrent Workshops

1:30–2:30 pm #1 – **Conflict Engagement and Communications - Skills & Tools Workshop (Nanaimo River)**  
 #2 – **Local Government and First Nations: Foundational Legal Principles (Ballroom D)**  
 #3 – **Open Space Workshop – Topics to be Chosen by Delegates (Duke Point Room)**

2:30–3:00 pm Refreshment Break

3:00–4:00 pm #1 – **Off-site Tour – City of Nanaimo new Water Treatment Plant (until 4:30 pm)**  
 #2 – **Social Procurement – a New Approach to Economic Development (Ballroom D)**  
 #3 – **EA Forum (until 4:30 pm) (Lantzville Room)**  
 #4 – **Open Space Workshop – continued (Duke Point Room)**

6:30–11:00 pm Reception (*VICC, Nanaimo Museum ground floor*); Annual Banquet (*VICC, Ballrooms C & D*)  
 6:30 pm Reception  
 7:30 pm Dinner  
 8:45 pm Short Program  
 9:00 pm Timebenders

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## SUNDAY, APRIL 10, 2016

7:15–8:15 am	Delegates Networking Hot Breakfast ( <i>Location: VICC, Ballrooms C &amp; D</i> )
8:30 am	Opening Remarks Nominating Committee Report Nominations from the Floor for Electoral Area Representative Candidate Speeches (as necessary)
8:35 am	<b>Address by Leader of the Green Party – Dr. Andrew Weaver</b>
8:50 am	Consideration of Resolutions and Late Resolutions
9:45 am	<b>Address by Leader of the Official Opposition – Mr. John Horgan</b>
10:15–10:45 am	Elections for Electoral Area Representative as Necessary ( <i>VICC, Newcastle Island Lobby</i> )
10:15–10:45 am	Refreshment Break
10:45 am	<b>Moving Forward with Integrated Asset Management (looking after infrastructure)</b>
11:45 am	Final Business Session Nominating Committee Report (as required) Installation of New Executive Remarks by President Elect Remarks from Mayor Andy Adams, City of Campbell River Grand Prize Draw - <i>Must Be Present To Win</i> BC Ferries – choice of Assured Loading Pass, Vancouver Vacation or Inside Passage Cruise
Noon	Adjourn

### Saturday Evening Banquet Shuttle Schedule

*Thank you to BC Transit and the Nanaimo Regional District for providing the complimentary shuttle service to the two offsite tours as well as between the hotels and Vancouver Island Conference Centre. Following is the schedule for Saturday night:*

TBA

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## TRADE SHOW

### Hours

Friday – 3:00 pm – 7:30 pm  
Saturday – 7:15 am – 3:00 pm

### Location

Newcastle Island Lobby & Ballroom A & B

### PARTICIPANTS

BC Assessment

BC Hydro

BC Lottery Corporation

BC Transit

Coast Forest Products

Coasts That Work

FortisBC Energy Inc.

Gateway Casino

ICBC

Island Corridor Foundation

Ministry of Jobs, Tourism and Skills Training

Private Forest Landowners Association

Steelhead LNG

Tourism Vancouver Island

Vancouver Island University

Western Canada Marine Response Corporation

**Complimentary WIFI Service Available From  
Vancouver Island Conference Centre (VICC)  
(open a browser page and accept conditions)**

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### THANK YOU TO OUR HOSTS & THEIR COMMUNITY PARTNERS

Special thanks are extended to the City of Nanaimo for hosting the 2016 AGM & Convention. AVICC Executive and staff wish to thank the host community for making the Convention a great experience.

## OUR SPONSORS

We wish to thank the following sponsors for their contribution toward the 2016 AVICC Convention:

FortisBC Energy Inc.	Saturday Delegate Luncheon
BC Hydro	Delegate Gift
Young Anderson	Annual Banquet Dinner
BC Lottery Corporation	Annual Banquet Entertainment
Municipal Finance Authority	Gold General Sponsor
Vancouver Island University	Welcome Reception
BC Assessment	Silver General Sponsor
ICBC	Saturday Morning Hot Breakfast
Municipal Insurance Association	Sunday Morning Hot Breakfast
Island Health	Annual Banquet Reception
Association for Mineral Exploration BC and GeoScience BC	Annual Banquet Wine Co-sponsors
Canadian Wood Council	Pre-Conference Program
Private Forest Landowners Association	Bronze General Sponsor
Steelhead LNG	Bronze General Sponsor
Trans Mountain	Bronze General Sponsor
Western Forest Products	Bronze General Sponsor
KPMG	Friday Afternoon Refreshment Break
CUPE VI	Saturday Morning Refreshment Break
Truck Loggers Association	Saturday Afternoon Refreshment Break
Lidstone & Company	Sunday Morning Refreshment Break
Shaw Communications	Communications
BC Transit & Nanaimo Regional District	Transportation
BC Ferry Services Inc.	Grand Prize Award
Great Canadian Gaming	Partner Programs

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## Keynote Speaker

### Chief Dr. Robert Joseph, Ambassador, Reconciliation Canada

Chief Dr. Robert Joseph is a Hereditary Chief of the Gwawaenuk First Nation who upholds a life dedicated to bridging the differences brought about by intolerance, lack of understanding, and racism at home and abroad. His insights into the destructive impacts these forces can have on peoples' lives, families and cultures were shaped by his experience with the Canadian Indian Residential School system. In his talk, Chief Joseph shares his journey of reconciliation, including his childhood experience at St. Michael's Residential School to leading a 70,000-person Walk for Reconciliation during the *Year of Reconciliation* in the City of Vancouver. He speaks about the important role of reconciliation in moving forward through trauma and will address the work that is being done across Canada to build meaningful relationships among Aboriginal peoples and all Canadians. In light of the release of the TRC Findings and Recommendations, it is critical for organizations, communities and local governments to take action and understand the importance of their role in building a new way forward and creating vibrant, resilient and sustainable communities.

## Saturday Morning Working Breakfast

### 7:15 am – Agricultural Land Commission

This session will involve a review of recent changes to the ALC Act and the ALR Use, Subdivision, and Procedure Regulation, and the impacts these changes have or haven't had on application considerations and processing in the ALR. ALC Chair Frank Leonard and ALC CEO Kim Grout will also talk about their new roles and the ALC's direction moving forward following recent announcements from the Provincial Government of increased funding for the ALC to better support the regional panel decision-making process, the planning work that the ALC pursues in partnership with local governments, and the compliance and enforcement work that the ALC does across the province.

**Presenters:** Frank Leonard, ALC Chair; Kim Grout, ALC CEO; Jennifer Dyson, ALC Vice Chair and Chair of the ALC Vancouver Island

## Plenary Presentations

### Friday, 4:25 pm – Youth Council; AVICC Solid Waste Committee; Moosehide Campaign

Representatives from the Youth Councils of Duncan, Nanaimo and Victoria will meet on Friday afternoon and then report back to the delegates with recommendations for involving youth in local government.

Edwin Grieve, Chair of the AVICC Special Committee on Solid Waste Management will update delegates on the work of the committee, the long-term strategy and the immediate, short-term and long-term priorities. The next step will be meeting with the province to discuss their involvement and support.

Howard Houle, Nanaimo Regional Director will give a briefing on the Moosehide Campaign that encourages everyone to stand up to violence against women and children. Moosehide pins will be available for those willing to make the commitment.

### Sunday, 10:45 am – Moving Forward with Integrated Asset Management

Local infrastructure provides the foundation for the health, well-being, and economic prosperity of communities across the country. Dependable core services, such as water, sewer, transportation networks, fire halls, recreation amenities, and more, make up the built environment and exist to provide these basic necessities of life that residents rely on every day. Historically, local governments have built infrastructure and acquired assets with insufficient consideration for depletion, depreciation, and amortization. As a result, politicians and citizens lack a clear understanding of the cost implications of maintaining and renewing existing infrastructure. The long-time practice of short-term decisions about investment, maintenance, and renewal is not sustainable. Managing public assets in a formalized process is no longer a luxury for local governments who have time and resources to put toward the process; it is an absolute necessity. The time has come to quantify the true cost to provide, maintain, and renew, community-owned capital assets, and balance it against the community's willingness to pay for those services and assets.

**Presenters:** Christina Benty, former Mayor of Golden; Glen Brown, UBCM; Wally Wells, Asset Management BC

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## Concurrent Workshops – Saturday Afternoon

### 1:30 pm – Conflict Engagement and Communications - Skills & Tools Workshop

Conversations, from friendly to heated, are the stock and trade of every elected local official. Whether it is with local citizens, individually or in groups, staff, or colleagues around the Board Table our capacity to have productive conversations is a necessary ability to establish and maintain constructive relationships and to successfully engage “conflict” in various settings. This workshop will focus on skills and tools that will help you do just that. The workshop will be interactive and participants will receive take-away materials they can use to hone their skills on an ongoing basis.

**Facilitator:** Michael Shoop, PhD, Principal at The Shoop Group Consulting Ltd.

### 1:30 pm – Local Government and First Nations: Some Foundational Legal Principles

This presentation will focus on providing an overview of some of the foundational legal principles which local government needs to know (s.35(1) Constitution Act; Aboriginal title cases; duty to consult cases) in its important and evolving relations with First Nations. It will then examine the implications and opportunities for local government resulting from the Tsilhqot'in decision. Last, an overview discussion of legal and practical principles will be examined with a focus on reconciliation and how local government can play an important role.

**Presenter:** Reece Harding, Young Anderson Barristers and Solicitors

### 1:30 pm – Open Space Workshop

Open Space is an interactive opportunity for conference participants to seize control of the agenda and talk about the topics that matter to you - so come armed with ideas, questions, and an open mind, and follow the law of two feet: *If you find yourself in a situation where you are not contributing or learning, move somewhere where you can.* Topics to be chosen by delegates.

**Facilitator:** AVICC Director and Port Hardy Councillor Jessie Hemphill

### 3:00 pm – Social Procurement – a New Approach to Economic Development

In November 2015, Prime Minister Trudeau included Social Procurement in his mandate letter to the Minister of Procurement. Social Procurement is law across Europe. Quebec and Ontario have legislation in place to support Social Procurement strategies; Nova Scotia is about to follow. Sandra Hamilton developed British Columbia and Alberta's first Social Procurement frameworks, both for municipal governments. Showcasing her work with Cumberland, BC, Canada's First *Buy Social* municipality, Hamilton's presentation will provide an overview of the concept and explain why Social Procurement is a powerful economic development tool for Vancouver Island. How we buy and how we invest, drives our economy, which shapes our communities. In this session we take a look at how municipalities are taking a more strategic approach to procurement; better leveraging existing spend to increase supply chain diversity and achieve positive community outcomes.

**Presenter:** Sandra Hamilton, Business Consultant & Marketing Specialist

**Panellists** for Q&A Session: Cumberland Councillor Jesse Ketler; Victoria Mayor Lisa Helps

### 3:00 pm – Electoral Area Directors Forum (90 minutes)

This year AVICC is hosting for the first time an Electoral Area Forum where rural area directors will be able to freely speak about issues of immediate relevance to them. Discussion topics will be sought at the beginning of the forum and an open-space format will allow multiple discussions to happen simultaneously where self-selecting groups form. Come with an issue and a curious mind.

**Hosted** by Noba Anderson, AVICC EA Representative and Brian Carruthers, CVRD CAO

### 3: 00 pm – Open Space Workshop - continued

Open Space is an interactive opportunity for conference participants to seize control of the agenda and talk about the topics that matter to you - so come armed with ideas, questions, and an open mind, and follow the law of two feet: *If you find yourself in a situation where you are not contributing or learning, move somewhere where you can.* Topics to be chosen by delegates.

**Facilitator:** AVICC Director and Port Hardy Councillor Jessie Hemphill

### 3:00 pm – Off Site Tour – City of Nanaimo Water Treatment Facility (90 minutes)

Two groups of 10 delegates each concurrently. Sign up at the Convention.

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## NOMINATIONS AND ELECTIONS PROCEDURES

An 8 person Executive Board is elected and appointed at the Annual General Meeting & Convention to provide the ongoing administration and policy determination for the Association.

### **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 has identified a process whereby a notice of the AVICC Executive positions open for nomination and the process and the procedures for nomination was circulated to all members.

The notice states that the nominee must be an elected official of an AVICC member and must be nominated by two elected officials of an AVICC member local government. A nomination and consent form is available and is to be used for all nominations in advance of the AGM & Convention.

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

A candidate may also be nominated from the floor at the AGM & Convention.

**NOMINATING COMMITTEE** is responsible for overseeing the nomination and election process and is appointed by the AVICC President and is composed of two members.

This year's Committee is composed of:

- Chair, Past President Joe Stanhope, (Director, Nanaimo Regional District)
- AVICC Executive Coordinator, Liz Cookson

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 is 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.

The Nominating Committee will report on Friday, April 8<sup>th</sup>, at approximately 2:30 pm on nominations received in advance for positions of President, First Vice-President, Second Vice-President, three Directors at Large and Electoral Area Representative after which time nominations from the floor will be requested as follows.

## **ELECTIONS PROCESS**

The Nominations and Elections Process will then proceed in three steps:

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

FRIDAY, APRIL 8th, 4:20 PM\*

- Nominations from floor for Table Officer positions are received (President, First Vice-President, Second Vice-President)
- Candidate speeches for Table Officer positions (as necessary)

SATURDAY, APRIL 9th, 8:00-8:30 AM\*

- Elections for Table Officer positions (as necessary)

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

SATURDAY, APRIL 9th, 11:20 AM\*

- Nominating Chair presents results of Table Officer elections and announces nominations for three Directors at Large
- Nominations from the floor are received for the position of Director at Large
- Candidate speeches (as necessary)

SATURDAY, APRIL 9th, 12:45-1:30 PM\*

- Elections for Directors at Large (as necessary)

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

SUNDAY, APRIL 10th, 8:30 AM\*

- Nominating Chair presents results of Director at Large elections and announces nominations for Electoral Area Representative
- Nominations from the floor for the above position
- Candidate speeches (as necessary)

SUNDAY, APRIL 10th, 10:15-10:45 AM\*

- Election for EA Representative (as necessary)

SUNDAY, APRIL 10th, 11:45 AM\*

- Nominating Chair presents results of EA Representative (as necessary)

The new Executive will be introduced and installed at 11:45 am, Sunday, April 10th.

\*Note: Times are based on the draft AGM & Convention Program as known at the time of publishing this report. In order to accommodate emergent issues, the program does not become final until just prior to the AGM & Convention. Delegates will receive a copy of the final program as part of the *Supplementary Materials Package* received at the onsite registration desk.

## **NOMINATING COMMITTEE REPORT 2016-17 AVICC EXECUTIVE**

As a result of the Call for Nominations, the Nominating Committee has received and will be placing the following names forward for consideration during the 2016 AGM and Convention:

### **President**

- Councillor Barbara Price, Town of Comox

### **First Vice-President**

- Director Mary Marcotte, Cowichan Valley Regional District

### **Second Vice-President**

- Director Edwin Grieve, Comox Valley Regional District

### **Director at Large** (three to be elected\*)

- Director Penny Cote, Alberni-Clayoquot Regional District
- Councillor Carl Jensen, District of Central Saanich
- Director Ian Morrison, Cowichan Valley Regional District

### **Electoral Area Representative**

- Director Noba Anderson, Electoral Area B, Strathcona Regional District

Photos and biographical information on the candidates will be published in the *2016 Newsletter* to be distributed to all members late March, 2016.

For further information on the nomination and election process contact:

Past President Joe Stanhope  
Chair of AVICC Nominating Committee  
c/o Local Government House  
525 Government St  
Victoria, BC V8V 0A8  
Phone: (250) 356-5122  
Fax: (250) 356-5119

Financial Statements of

**ASSOCIATION OF VANCOUVER ISLAND  
AND COASTAL COMMUNITIES**

Year ended December 31, 2015



**KPMG LLP**  
**Chartered Professional Accountants**  
St. Andrew's Square II  
800-730 View Street  
Victoria BC V8W 3Y7  
Canada

Telephone (250) 480-3500  
Fax (250) 480-3539  
Internet [www.kpmg.ca](http://www.kpmg.ca)

## INDEPENDENT AUDITORS' REPORT

To the Members of Association of Vancouver Island and Coastal Communities

### Report on the Financial Statements

We have audited the accompanying financial statements of Association of Vancouver Island and Coastal Communities, which comprise the statement of financial position as at December 31, 2015, the statements of operations and changes in net assets and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

#### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### *Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

#### *Opinion*

In our opinion, the financial statements present fairly, in all material respects, the financial position of Association of Vancouver Island and Coastal Communities as at December 31, 2015, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.



### **Report on Other Legal and Regulatory Requirements**

As required by the Society Act (British Columbia), we report that, in our opinion, the accounting policies applied by the Association of Vancouver Island and Coastal Communities in preparing and presenting the financial statements in accordance with Canadian accounting standards for not-for-profit organizations have been applied on a basis consistent with that of the preceding year.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, slanted style and is underlined with a single horizontal stroke.

Chartered Professional Accountants

March 11, 2016

Victoria, Canada



# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Statement of Financial Position

December 31, 2015, with comparative information for 2014


	2015	2014
<b>Assets</b>		
Current assets:		
Cash and cash equivalents (note 2)	\$ 213,095	\$ 195,934
Accounts receivable	1,351	1,024
	<u>\$ 214,446</u>	<u>\$ 196,958</u>

## Liabilities and Net Assets

Current liabilities:		
Accounts payable and accrued liabilities	\$ 16,452	\$ 8,010
Deferred contributions (note 3)	44,665	50,415
	<u>61,117</u>	<u>58,425</u>
Net assets:		
Unrestricted	153,329	138,533
Contractual commitments (note 4)		
	<u>\$ 214,446</u>	<u>\$ 196,958</u>

See accompanying notes to financial statements.

On behalf of the Board:



Director



Director

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Statement of Operations and Changes in Net Assets

Year ended December 31, 2015, with comparative information for 2014

	2015	2014
<b>Revenue:</b>		
Annual meeting - sponsorships	\$ 44,850	\$ 44,001
Annual meeting - registration	56,581	46,477
Association dues	77,104	74,979
Interest	1,956	2,231
Other	722	6,175
	<u>181,213</u>	<u>173,863</u>
<b>Expenses:</b>		
Annual meeting	64,696	67,139
Communication and staff travel	1,845	2,452
Executive meetings	8,348	8,154
Other meetings	4,726	2,693
Postage, office and miscellaneous	4,067	4,535
Professional fees	6,090	6,090
Union of BC Municipalities contract fees	76,545	53,850
Consulting fees	100	14,222
	<u>166,417</u>	<u>159,135</u>
Excess of revenue over expenses	14,796	14,728
Net assets, beginning of year	138,533	123,805
<b>Net assets, end of year</b>	<b>\$ 153,329</b>	<b>\$ 138,533</b>

See accompanying notes to financial statements.

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

## Statement of Cash Flows

Year ended December 31, 2015, with comparative information for 2014

	2015	2014
Cash provided by (used in):		
Operations:		
Excess of revenue over expenses	\$ 14,796	\$ 14,728
Change in non-cash operating working capital:		
Decrease in prepaid expenses	-	2,250
Increase in accounts receivable	(327)	(566)
Increase (decrease) in accounts payable and accrued liabilities	8,442	(1,774)
Decrease in deferred contributions	(5,750)	(417)
Increase in cash and cash equivalents	17,161	14,221
Cash and cash equivalents, beginning of year	195,934	181,713
<b>Cash and cash equivalents, end of year</b>	<b>\$ 213,095</b>	<b>\$ 195,934</b>

See accompanying notes to financial statements.

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Notes to Financial Statements

Year ended December 31, 2015

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## **Nature of operations:**

Association of Vancouver Island and Coastal Communities (the "Association") is incorporated under the Society Act (British Columbia) and is exempt from the requirement to pay income taxes. Its purpose is to promote autonomy within local government and to advance the principles of local government. The Association represents the various municipalities and regional districts of Vancouver Island, Powell River and the Sunshine and Central Coasts.

## **1. Significant accounting policies:**

These financial statements are prepared in accordance with Canadian Accounting Standards for Not-For-Profit Organizations ("ASNPO") in Part III of the CPA Canada Handbook. The Association's significant accounting policies are as follows:

### **(a) Basis of presentation:**

These financial statements present the financial position, results of operations and changes in net assets of the Association and, as such, do not include all the assets, liabilities, revenue and expenses of the members of the Association.

There is no provision in the accounts for income taxes as the activities of the Association are conducted on a not-for-profit basis.

### **(b) Cash and cash equivalents:**

Cash and cash equivalents are defined as cash and highly liquid investments consisting of term deposits with original maturities at the date of purchase of three months or less.

### **(c) Revenue recognition:**

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount received can be reasonably estimated and collection is reasonably assured.

Annual meeting sponsorships, registration and exhibit revenues are recognized as revenue when the conference takes place.

Association dues are recognized as revenue in the year they are earned and collection is reasonably assured.

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Notes to Financial Statements (continued)

Year ended December 31, 2015

## 1. Significant accounting policies (continued):

### (d) Contributed materials and services:

Due to the difficulty in determining fair value, contributed materials and services are not recognized in the financial statements.

### (e) Financial instruments:

Financial instruments are recorded at fair value on initial recognition and are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. The Association has not elected to carry any such financial instruments at fair value.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment.

### (f) Capital assets:

In accordance with the ASNPO Handbook section 4431, *Tangible Capital Assets held by Not-for-profit Organizations*, the Association has not capitalized any expenditures during the year. In 2015 expenditures of \$2,547 for the purchase of a laptop computer (2014 - nil) were recorded as expense in the statement of operations. Capital assets owned by the Association but which have not been capitalized under this policy include computer hardware.

### (g) Use of estimates:

The preparation of financial statements in conformity with ASNPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

## 2. Cash and cash equivalents:

	2015	2014
Cash	\$ 45,926	\$ 30,181
MFA Money Market Funds	167,169	165,753
	\$ 213,095	\$ 195,934

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Notes to Financial Statements (continued)

Year ended December 31, 2015

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### **3. Deferred contributions:**

Deferred contributions consist of \$44,665 (2014 - \$44,665) of provincial grants restricted for the facilitation of the activities of the treaty advisory committee. In 2014 deferred contributions also included \$5,750 of sponsorship revenues received in advance for the 2015 conference.

### **4. Contractual commitments:**

The Association has a contract with the Union of British Columbia Municipalities for secretarial and office services and has committed to pay \$72,180 in 2016 in respect of this contract by way of quarterly payments. The amounts are subject to adjustment each January.

# 2016 AVICC BUDGET

	2016 Budget	2015 Actuals
<b>GENERAL BUDGET</b>		
<b><u>Revenues</u></b>		
Dues 1	78,646	77,104
Interest 2	2,000	1,956
Other	<u>0</u>	<u>722</u>
<i>Sub-Total General Revenues</i>	80,646	79,782
<b><u>Expenditures</u></b>		
UBCM Contract 4	74,105	76,545
Executive Meetings 5	9,000	8,348
Other Meetings 6	4,000	4,726
Staff Travel 7	1,000	898
Communications 8	1,000	947
Telephone 9	1,000	1,124
Office Supplies 10	1,000	334
Audit 11	6,090	6,090
Other 12	3,000	<u>2,709</u>
<i>Sub-Total General Expenditures</i>	<u>100,195</u>	<u>101,721</u>
<b>Revenues Less Expenses - General</b>	<b><u>(19,549)</u></b>	<b><u>(21,940)</u></b>
<b>AGM &amp; CONVENTION BUDGET</b>		
AGM & Convention Revenue 3	103,392	101,431
AGM & Convention Expenses 13	<u>83,843</u>	<u>64,696</u>
<b>Revenues Less Expenses - Convention</b>	<b>19,549</b>	<b>36,734</b>
<b>TOTAL PROFIT/LOSS</b>	<b><u>0</u></b>	<b><u>14,794</u></b>
<b>Membership Dues Increase</b>	<b>2%</b>	<b>2%</b>

## **REVENUES**

1. **Dues** - The dues are based on the prior year's population figures on a sliding scale as follows:  
 1st 5,000 - .1203 per capita  
 Next 10,000 - .1037 per capita  
 Next 15,000 - .0874 per capita  
 Over 30,000 - .0764 per capita  
 Source for population figures is BC Stats, a division of the Ministry of Citizens Services as received from
2. **Interest** - Surplus funds are invested with the Municipal Finance Authority.
3. **AGM & Convention** - Includes both sponsorship and registration income. Also included at year-end i

## **EXPENDITURES**

4. **UBCM Service Contract** - covers the cost of the service agreement with UBCM to provide administra
5. **Executive Meetings** - covers expenses for the 4 in-person meetings per year.
6. **Other Meetings** - covers costs for other scheduled meetings including Solid Waste Special Committe Area Associations as per Executive policy.
7. **Staff Travel** - covers staff travel for executive, convention planning and other meetings as required.
8. **Communications** - covers the costs of maintaining the AVICC Website.
9. **Telephone** - covers long distance calls made by the President and Executive Coordinator, and costs c
10. **Office Supplies** - covers the costs of office supplies either purchased directly or recovered by UBCM
11. **Audit** - annual expense
12. **Other** - covers miscellaneous expenses not budgetted in other lines including bank charges.
13. **AGM & Convention** - covers all the costs of the AGM & Convention.



# REPORT TO THE MEMBERSHIP AT 2016 AVICC AGM & CONVENTION

## 2016-2017 Membership Dues

Based on Proposed 2% Increase Over the Dues Structure and Changes in Population Since Last Period\*

\*The source for population figures is BC Stats, a division of the Ministry of Technology, Innovation & Citizen's Services, as received by UBCM.

Member	Pop 2015	Pop 2016	2015/2016 % change	Dues 2015	Dues 2016	2015/2016 \$ change	2015/2016 % change
1. Alberni-Clayoquot	8,220	8,157	-0.77%	\$916.97	\$928.88	\$11.91	1.30%
2. Alert Bay	443	440	-0.68%	\$214.00	\$218.00	\$4.00	1.87%
3. Campbell River	32,720	33,395	2.06%	\$3,096.00	\$3,209.22	\$113.22	3.66%
4. Capital	20,198	20,168	-0.15%	\$2,051.97	\$2,090.18	\$38.21	1.86%
5. Central Coast	1,230	1,187	-3.50%	\$214.00	\$218.00	\$4.00	1.87%
6. Central Saanich	15,794	16,046	1.60%	\$1,674.55	\$1,729.92	\$55.37	3.31%
7. Colwood	16,636	16,955	1.92%	\$1,746.71	\$1,809.37	\$62.66	3.59%
8. Comox	13,862	13,986	0.89%	\$1,490.77	\$1,533.35	\$42.58	2.86%
9. Comox Valley	22,214	21,647	-2.55%	\$2,224.74	\$2,219.45	-\$5.29	-0.24%
10. Courtenay	24,806	25,244	1.77%	\$2,446.87	\$2,533.83	\$86.96	3.55%
11. Cowichan Valley	32,248	32,590	1.06%	\$3,060.60	\$3,147.64	\$87.04	2.84%
12. Cumberland	3,506	3,506	0.00%	\$413.36	\$421.77	\$8.41	2.03%
13. Duncan	4,770	4,663	-2.24%	\$562.38	\$560.96	-\$1.42	-0.25%
14. Esquimalt	16,207	16,697	3.02%	\$1,709.94	\$1,786.82	\$76.88	4.50%
15. Gibsons	4,552	4,487	-1.43%	\$536.68	\$539.79	\$3.11	0.58%
16. Gold River	1,261	1,242	-1.51%	\$214.00	\$218.00	\$4.00	1.87%
17. Highlands	2,221	2,270	2.21%	\$261.86	\$273.08	\$11.22	4.28%
18. Islands Trust	1,230	1,187	-3.50%	\$214.00	\$218.00	\$4.00	1.87%
19. Ladysmith	8,273	8,177	-1.16%	\$922.36	\$930.95	\$8.59	0.93%
20. Lake Cowichan	3,112	3,114	0.06%	\$366.90	\$374.61	\$7.71	2.10%
21. Langford	34,677	37,275	7.49%	\$3,242.78	\$3,506.04	\$263.26	8.12%
22. Lantzville	3,496	3,389	-3.06%	\$412.18	\$407.70	-\$4.48	-1.09%
23. Metchosin	4,968	4,972	0.08%	\$585.73	\$598.13	\$12.40	2.12%
24. Mount Waddington	2,132	2,091	-1.92%	\$251.36	\$251.55	\$0.19	0.08%
25. Nanaimo City	88,869	90,524	1.86%	\$7,307.18	\$7,579.59	\$272.41	3.73%
26. Nanaimo RD	38,477	38,172	-0.79%	\$3,527.78	\$3,574.66	\$46.88	1.33%
27. North Cowichan	29,760	29,999	0.80%	\$2,871.43	\$2,949.41	\$77.98	2.72%
28. North Saanich	10,941	10,994	0.48%	\$1,193.70	\$1,223.08	\$29.38	2.46%
29. Oak Bay	17,448	17,474	0.15%	\$1,816.29	\$1,854.73	\$38.44	2.12%
30. Parksville	12,227	12,598	3.03%	\$1,324.49	\$1,389.41	\$64.92	4.90%
31. Port Alberni	16,683	16,149	-3.20%	\$1,750.73	\$1,738.92	-\$11.81	-0.67%
32. Port Alice	799	784	-1.88%	\$214.00	\$218.00	\$4.00	1.87%





# REPORT TO THE MEMBERSHIP AT 2016 AVICC AGM & CONVENTION

## 2016-2017 Membership Dues

Based on Proposed 2% Increase Over the Dues Structure and Changes in Population Since Last Period\*

\*The source for population figures is BC Stats, a division of the Ministry of Technology, Innovation & Citizen's Services, as received by UBCM.

Member	Pop 2015	Pop 2016	2015/2016 % change	Dues 2015	Dues 2016	2015/2016 \$ change	2015/2016 % change
33. Port Hardy	3,978	3,943	-0.88%	\$469.01	\$474.34	\$5.33	1.14%
34. Port McNeill	2,518	2,476	-1.67%	\$296.87	\$297.86	\$0.99	0.33%
35. Powell River City	13,108	12,893	-1.64%	\$1,414.08	\$1,420.00	\$5.92	0.42%
36. Powell River RD	6,061	5,811	-4.12%	\$697.40	\$685.60	-\$11.80	-1.69%
37. Qualicum Beach	8,500	8,940	5.18%	\$945.45	\$1,010.08	\$64.63	6.84%
38. Saanich	110,767	110,803	0.03%	\$8,949.53	\$9,130.93	\$181.40	2.03%
39. Sayward	307	307	0.00%	\$214.00	\$218.00	\$4.00	1.87%
40. Sechelt	9,983	9,773	-2.10%	\$1,096.27	\$1,096.46	\$0.19	0.02%
41. Sechelt Indian Govt.	814	808	-0.74%	\$214.00	\$218.00	\$4.00	1.87%
42. Sidney	11,153	11,065	-0.79%	\$1,215.26	\$1,230.44	\$15.18	1.25%
43. Sooke	12,257	12,181	-0.62%	\$1,327.54	\$1,346.17	\$18.63	1.40%
44. Strathcona	8,575	8,511	-0.75%	\$953.08	\$965.59	\$12.51	1.31%
45. Sunshine Coast	14,257	14,131	-0.88%	\$1,530.94	\$1,548.38	\$17.44	1.14%
46. Tahsis	307	303	-1.30%	\$214.00	\$218.00	\$4.00	1.87%
47. Tofino	2,119	2,053	-3.11%	\$249.83	\$246.98	-\$2.85	-1.14%
48. Ucluelet	1,622	1,515	-6.60%	\$214.00	\$218.00	\$4.00	1.87%
49. Victoria	83,200	84,793	1.91%	\$6,882.00	\$7,141.16	\$259.16	3.77%
50. View Royal	10,714	10,834	1.12%	\$1,170.61	\$1,206.49	\$35.88	3.07%
51. Zeballos	110	101	-8.18%	\$214.00	\$218.00	\$4.00	1.87%
	<b>794,330</b>	<b>800,820</b>		<b>\$77,104.18</b>	<b>\$79,143.52</b>	<b>\$2,039.34</b>	

Report Date (16-03-07)

# **2016 AVICC CONFERENCE RULES AND PROCEDURES FOR HANDLING RESOLUTIONS**

## **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. [Bylaws s. 23] 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, fifty-one delegates shall constitute a quorum. [Bylaws s. 16 (3)]

## **VOTING RULES**

5. Only elected officials of members are entitled to vote. [Bylaws s. 23]
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 [Bylaws s. 22(3)].
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. [Bylaws s.67]
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.)

## **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.]
19. Resolutions will be grouped into three sections:
  - Part 1 – Those resolutions referred to AVICC by UBCM.
  - Part 2 – Those resolutions received by the deadline.
    - Section “A” – Those that feature new issues of interest to all members.
    - Section “B” – Those that support existing UBCM policy including:
      - Previously considered and endorsed resolutions; or
      - Resolutions in keeping with the UBCM policy, including previously approved policy papers or other documents.
  - Part 3 – Resolutions received after the deadline

### **PROCEDURES FOR RESOLUTIONS PRINTED IN PART 1 AND PART 2, SECTION “A” OF THE RESOLUTIONS BOOK**

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

26. 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 RESOLUTIONS CONTAINED IN PART 2, SECTION "B" OF THE RESOLUTIONS BOOK**

27. After Part 2, Section "A" resolutions have been considered, Part 2, Section "B" resolutions will be entered for discussion with the approval of the Convention.
28. The Chair will introduce a motion to adopt the recommendations for Section "B" resolutions and move the endorsement of the resolutions as a block.
- i) A voting delegate who wishes to have a Part 2, Section "B" resolution entered for individual discussion shall, after being recognized by the Chair, put forward a motion to remove the resolution from the block and have the resolution entered for discussion.
  - ii) If duly seconded, the Chair shall put the question – "Shall the resolution be removed from the block and admitted for discussion?" – and such question shall require a three-quarters majority vote before the motion can be put forward for discussion by the Convention. [Bylaws s. 21 (6)].
  - iii) If the motion passes, then the Chair will remove the resolution from the block and it will be considered immediately following the Part 2, Section "B" resolutions.
  - iv) The Chair will ask for the endorsement of the Part 2, Section "B" block as amended – and such question shall require a simple majority vote to pass.
  - v) After the Part 2, Section "B" block has been considered, those resolutions removed for individual consideration will be entered for consideration and the procedures for handling resolutions will apply (Steps 20 to 26).

## **PROCEDURES FOR LATE RESOLUTIONS**

29. 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.
30. 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.
31. 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.
32. Resolutions received after the deadline shall be examined by the Resolutions Committee and shall be separated into the following categories:
- i) Emergency Resolutions recommended to be placed before the Convention for Plenary discussion.
  - ii) Resolutions not recommended to be admitted for Plenary discussion.
33. The Chair shall put forward a motion that contains the recommendations of the Resolutions Committee on entering Resolutions Received after the Deadline for discussion which, if duly seconded, will be dealt with as follows: The Chair shall put the question – "Shall the Report of the Resolutions Committee and the recommendations therein be adopted? – and such question shall require a three-quarters majority vote [Bylaws s. 21 (6)].
34. Late Resolutions admitted for plenary discussion shall be dealt with in the order presented in the Late Resolutions Report.

35. In the event that a late resolution is recommended to be admitted for discussion, the sponsor may be asked to produce sufficient copies for distribution to the Convention.
36. The Chair will cause the title and "enactment" clause of the Late Resolution to be read by a spokesperson for the Resolutions Committee.
37. The Late Resolution will after reading be properly before the Meeting and the procedures for handling resolutions will apply (Steps 20 to 26).

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

38. 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-quarters majority vote before the motion can be put forward for discussion by the Meeting [Bylaws s. 21 (6)].

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.

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

#### **FOR SPECIAL RESOLUTIONS**

40. 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 38 or 39.
41. **AMENDMENTS TO CONSTITUTION AND BYLAWS:** Any amendments to the Constitution and Bylaws may only be made pursuant to Special Resolution duly adopted by the Association. [Bylaws s. 70].
42. **SPECIAL RESOLUTIONS:** Notice of Special 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 fourteen (14) days prior to the Meeting [Bylaws s. 21]. A favourable majority vote of the delegates then present shall be necessary to adopt a Special Resolution. [Bylaws s. 65].

# 2016 RESOLUTIONS

## PART SR - SPECIAL RESOLUTIONS

### PART 1 – REFERRED RESOLUTIONS

None in 2016

### PART 2 – RESOLUTIONS RECEIVED BY THE DEADLINE

**Part 2 - Section “A”** – This section contains resolutions that feature new issues of interest to all members.

- R1 RCMP Funding – City of Courtenay
- R2 Amendment to Local Government Act: Municipal Election Process – City of Victoria
- R3 Island Corridor Foundation: Federal Funding – City of Port Alberni
- R4 Affordable Homes and Property Transfer Tax – Capital RD
- R5 Vancouver Island Regional Library Costs – City of Port Alberni
- R6 Social Procurement – Village of Cumberland
- R7 Marijuana Sales & Distribution Tax Sharing for Local Governments – City of Duncan
- R8 Empowering Local Governments to Pursue Socially Responsible Investing – City of Victoria
- R9 Rainwater as a Potable Water Source – Nanaimo RD
- R10 Pop for Parks: Establishing a Fund for Nature’s Future – District of Highlands
- R11 Protection of Old-Growth Forests – District of Metchosin, City of Colwood
- R12 Funding for Agricultural Rainwater Harvesting Systems – Alberni-Clayoquot RD
- R13 Review of Professional Reliance Model – Cowichan Valley RD
- R14 Recognition and Regulation of Physician Assistants – Central Coast RD
- R15 New North Island Hospitals Parking Fees – Strathcona RD, Village of Tahsis
- R16 National Pharmacare Program – City of Victoria
- R17 Medical Marijuana Retail Dispensaries – Village of Cumberland
- R18 Island Corridor Foundation – City of Langford, Capital RD

**Part 2 - Section “B”** - This section contains resolutions that support existing UBCM policy, including:

- R19 Establishing Local Public Notice Policies – Cowichan Valley RD
- R20 No Forced Amalgamations – District of Metchosin
- R21 Reversal of Recent Amendments to RCMP Auxiliary Constable Program – Town of View Royal
- R22 BC Child Protection Services – City of Colwood
- R23 Pedestrian/Cycling Pathways Along Rural Road Rights-of-Way – Cowichan Valley RD
- R24 Priority for Construction of Bicycle Lanes – Sunshine Coast RD
- R25 Federal Government Cooperation for Oil Spill Response in BC – Alberni-Clayoquot RD
- R26 Assessment and Mitigation of Marine Shipping Risks and Impacts in the Salish Sea – Islands Trust
- R27 Limit or Ban Burning on Forest Lands in Community Airsheds – City of Port Alberni
- R28 Ban on Single Use Shopping Bags – Cowichan Valley RD
- R29 Climate Change Recommendations – Sunshine Coast RD
- R30 Abandoned or Derelict Vessels Programs – District of Saanich
- R31 Site C Dam Project – District of North Saanich
- R32 Business Façade Improvement Grant Programme – Town of Lake Cowichan
- R33 Legislation and Action for a Barrier-Free BC – City of Victoria
- R34 Home Renovation Tax Credits – District of Saanich
- R35 Review of “Down-loaded” Building Codes – District of Saanich

**Part 2 - Section “C”** – Resolutions in this section refer to other similar resolutions in Sections “A” or “B”.

- R36 Management of Woody Debris on Private Managed Forest Land – Village of Cumberland
- R37 Derelict and Abandoned Vessels – Sunshine Coast RD
- R38 British Columbians with Disabilities Act – District of Saanich

# 2016 RESOLUTIONS

Delegates will receive a Supplementary Information Package in Nanaimo containing any Late Resolutions.

## **PART SR - SPECIAL RESOLUTIONS**

### **SR 1 Association of Vancouver Island and Coastal Communities**

**AVICC Executive**

No special resolutions at time of printing.

## **PART 1 – REFERRED RESOLUTIONS**

No resolutions were referred for AVICC consideration in 2016.

## **PART 2 – RESOLUTIONS RECEIVED BY THE DEADLINE**

The following are the resolutions received by the February 22, 2016 resolutions deadline, and contain the Resolutions Committee's Comments and Recommendations.

**Part 2 - Section "A"** – This section contains resolutions that feature new issues of interest to all members.

## **COMMUNITY SAFETY**

### **R1 RCMP Funding**

**City of Courtenay**

Whereas the Comox Valley is served by an integrated detachment of the RCMP and all the jurisdictions in the Comox Valley receive the same level of service from the RCMP regardless of financial commitment or funding contribution;

And whereas the City of Courtenay funds the greatest number of RCMP members in the Comox Valley and pays significantly higher police costs per capita and responsibility of the RCMP funding model for British Columbia rests with the provincial government:

Therefore be it resolved that the provincial government be requested to develop an equitable funding program for all BC municipalities and regional districts including those served by integrated detachments.

*Resolutions Committee recommendation:*        *No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution calling on the provincial government to revisit the funding model for police services provided by the RCMP, specifically to address concerns about the portion of the financial burden borne by larger local governments served by integrated RCMP detachments.*

## **ELECTIONS**

### **R2 Amendment To *Local Government Act*: Municipal Election Process**

**City of Victoria**

Whereas the British Columbia *Local Government Act* prescribes municipal election processes, including the candidate nomination period and other election timelines;

And whereas local governments endeavour to ensure best practices and operational efficiencies are employed to encourage voter turnout;

And whereas the time period between the end of the nomination period and the beginning of the election period, through advance voting opportunities, is insufficient to enable voters who are absent from the jurisdiction during the voting period, to participate in voting through a mail ballot process:

Therefore be it resolved that UBCM request that the Province of British Columbia amend the *Local Government Act*, prior to the 2018 Local General Elections, to increase the time period between the end of the candidate nomination period and the beginning of the election period, to facilitate the administration of the mail ballot process and provide greater voting opportunities for citizens.

*Resolutions Committee recommendation:*            *No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution requesting that the provincial government amend the Local Government Act to increase the time period between the end of the nomination period and the beginning of the election period, in order to allow sufficient time for administration of the mail ballot process.*

## **TRANSPORTATION**

### **R3    Island Corridor Foundation Federal Funding**

**City of Port Alberni**

Whereas the Esquimalt & Nanaimo (E&N) Railway corridor remains a critical transportation asset for the current and future needs of the people and economy of Vancouver Island;

And whereas AVICC passed a resolution urging action in 2012 and further delay in repairs to the corridor jeopardizes its viability:

Therefore be it resolved that AVICC petition the Government of Canada to approve and release the \$7.5 million for capital works on the Victoria to Courtenay rail line in order for work to begin as soon as possible and ensure the future of rail based freight and passenger transportation between Victoria, Courtenay and Port Alberni.

*Resolutions Committee recommendation:*            *No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution requesting that the federal government release \$7.5 million in funding for capital works on the Victoria to Courtenay rail line, to ensure the rail line's continued ability to support rail based freight and passenger transportation.*

*Members have endorsed several resolutions specifically regarding the Esquimalt and Nanaimo rail corridor:*

- *2008-LR4 called on the provincial and federal governments, in partnership with the Island Corridor Foundation, to fund Vancouver Island rail infrastructure upgrades to rejuvenate the E & N right-of-way to meet modern rail transportation standards;*
- *2005-B143 called on the provincial and federal governments to waive certain taxes in order to support the Island Corridor Foundation's efforts to acquire the Esquimalt and Nanaimo Railway Company right-of-way; and*
- *1995-B57 asked the federal government to continue operating the E & N rail service on Vancouver Island or transfer the service to the provincial government with the assurance that the Province would operate the service.*



*UBCM would suggest that the use of this transportation corridor is a regional issue, therefore advocacy on the issue would best be pursued by the area association.*

*See also resolution R18 from Langford on this topic.*

## **TAXATION**

### **R4 Affordable Homes and Property Transfer Tax**

**Capital RD**

Whereas the issue of affordable housing is one of critical growing concern;

Therefore be it resolved that AVICC and UBCM urge the Province of British Columbia take action to reduce the negative impacts on housing affordability in our province by reducing the Property Transfer Tax on both new and existing homes.

*Resolutions Committee recommendation: No Recommendation*

*UBCM comments:*

*The UBCM membership endorsed resolution 2006-B81, which called on the Province to exempt non-profit housing organizations from the property purchase tax, in support of those organizations' role in providing affordable housing. In response to the resolution the provincial government highlighted the work of its own agency, BC Housing, to support the efforts of non-profit housing organizations.*

*UBCM would observe that the scope of the 2016 resolution is broader, in that it seeks to reduce the property transfer tax levied on all property sales. UBCM notes that as part of the 2016 provincial budget, the provincial government expressed intent to increase the property transfer tax rate on the portion of fair market value over \$2 million, to three per cent from two per cent.*

## **FINANCE**

### **R5 Vancouver Island Regional Library Costs**

**City of Port Alberni**

Whereas the Vancouver Island Regional Library (VIRL) is a much-valued cooperative regional library system that serves over 400,000 people on Vancouver Island, Haida Gwaii and the Central Coast and has a member board comprising thirty-eight representative local governments;

And whereas many local governments are struggling to fund significant annual rate increases imposed to levies:

Therefore be it resolved that AVICC petition the Vancouver Island Regional Library to fully consider the ability of local governments to continue to pay for rate increases that impose an increased burden on the already-strained municipal property tax base.

*Resolutions Committee recommendation: No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution requesting that the Vancouver Island Regional Library consider the ability of member local governments to meet rate increases.*

*UBCM would suggest that the member rates levied by the Vancouver Island Regional Library are a regional issue, therefore advocacy on the issue would best be pursued by the area association.*

**R6 Social Procurement****Village of Cumberland**

Whereas fostering the social wellbeing of the community is identified as a municipal purpose by the *Community Charter* and a regional district purpose by the *Local Government Act*;

And whereas the widespread adoption of social procurement practices by all local governments in BC will diversify the vendor pool and further leverage tax dollars to better align with community values:

Therefore be it resolved that AVICC and UBCM advance the use of social procurement practices by local governments;

And be it further resolved that UBCM urge the provincial government to consider the inclusion of social procurement into Part 6 (Financial Management) of the *Community Charter* and Part 11 (Regional District-Financial Management) of the *Local Government Act*.

*Resolutions Committee recommendation:*            *No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution encouraging local governments to implement social procurement practices; nor has the membership considered a proposal to amend the Community Charter and Local Government Act to include social procurement in the statutory requirements regarding local government financial management.*

*UBCM would observe that local governments already have the discretion and ability to include social procurement in their policies and practices if they so choose.*

**R7 Marijuana Sales & Distribution Tax Sharing for Local Governments****City of Duncan**

Whereas the federal government plans to establish a federal/provincial/territorial task force to seek input from experts in public health, substance abuse, and law enforcement to design a new system of strict marijuana sales and distribution with federal and provincial excise taxes applied;

And whereas regulation and enforcement for medicinal marijuana retail dispensaries will likely fall to the local governments once the law changes, thus creating additional burdens on local government resources:

Therefore be it resolved that AVICC and UBCM call on the federal government to request that a portion of any future federal or provincial tax collected through marijuana sales and distribution be shared with local governments, and that the concept of tax sharing with local governments be forwarded to the task force looking into the new system of marijuana sales and distribution, for consideration.

*Resolutions Committee recommendation:*            *No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution calling on the federal government to share with local governments a portion of future federal or provincial tax revenue collected through marijuana sales and distribution.*

*UBCM notes, however, that members endorsed resolution 2015-B98, which asserted that local governments held the authority to regulate medical marijuana dispensaries.*

*See also resolution R17 from Cumberland on this topic.*

Whereas many local governments have committed to climate action and socially responsible investing;

And whereas a central strategy for climate change mitigation is to reduce emissions into the atmosphere relating to the consumption of fossil fuels, which includes divesting from fossil fuels and reinvesting in renewable sources of energy, employment and revenue;

And whereas local government are empowered in provincial legislation to invest through the Municipal Finance Authority, and the current investment portfolio offered by the Municipal Finance Authority does not include a fossil-fuel free investment option:

Therefore be it resolved that AVICC call on the Municipal Finance Authority to create a fossil-fuel-free investment fund to provide local governments with an investment choice that aligns with priorities for climate action and social responsibility.

*Resolutions Committee recommendation:*            *No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution asking the Municipal Finance Authority to create a fossil-fuel-free investment fund as an investment option for local governments.*

*The Resolutions Committee notes that a related 2015 resolution, B120 sponsored by Esquimalt, due to time constraints was referred automatically to the UBCM Executive. The resolution asked the Municipal Pension Plan (MPP) to report on investments presently held in fossil fuel-related companies, and conduct an impact analysis regarding divestment of fossil fuel-related assets over time.*

*After study by the UBCM Presidents Committee, the UBCM Executive endorsed resolution 2015-B120 with an amendment. With the amended resolution, the UBCM Executive expressed interest in working “with the BC Investment Management Corporation (bcIMC) and the Municipal Pension Plan to prepare a [...] ‘primer’ on the MPP, its board and governance structure as well as its role and that of others with respect to responsible investing that can be shared with the broader UBCM membership as well as other Plan partners as required.”*

*The Committee would observe that the Municipal Finance Authority (MFA) is an organization with its own membership and governance authority. Such a request might best be made directly through the MFA’s own governance and policy processes, rather than through a third-party organization such as AVICC.*

## **ENVIRONMENT**

### **R9 Rainwater as a Potable Water Source**

**Nanaimo RD**

Whereas small water systems that operate under the *Drinking Water Protection Act* and provide water to the public have the need for alternate potable water supplies in rural, un-serviced communities in BC;

And whereas rainwater has the potential to be a safe additional drinking water source to augment low-yielding groundwater or surface water supplies;

Therefore be it resolved that UBCM urge the Province to develop rainwater-specific treatment objectives and standards, source characterization protocols and infrastructure requirements, to enhance the ability of small water system operators to implement and local health authorities to approve rainwater source(s) for potable water.

*Resolutions Committee recommendation:*            *No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution calling on the provincial government to develop regulations to enable use of rainwater as a potable water supply.*

**R10 Pop For Parks: Establishing A Fund For Nature's Future**

**District of Highlands**

Whereas the protection of greenspace is essential to our environmental, social and economic wellbeing and many of BC's most valuable and most threatened ecosystems are found on private lands;

And whereas \$10-15 million could be raised annually for conservation by following the example of several states and recapturing the windfall monies that accrue when consumers fail to redeem container deposits:

Therefore be it resolved that UBCM request the provincial government redirect unredeemed container deposits into an annual fund for the acquisition and protection of privately owned natural spaces in BC.

*Resolutions Committee recommendation: No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution proposing that the Province establish a fund, using revenues from unredeemed container deposits, to acquire and protect privately owned natural spaces in BC.*

**LAND USE**

**R11 Protection of Old-Growth Forests**

**District of Metchosin, City of Colwood**

Whereas old-growth forest is increasingly rare on Vancouver Island, and is gone for centuries once logged;

And whereas old-growth forest has significant economic, social and environmental value as wildlife habitat, tourism resource, carbon sink and much more;

And whereas current plans on provincial Crown land call for logging the remaining old-growth forest, outside of protected areas, Old-Growth Management Areas, and similar reserves, over the next 10-20 years:

Therefore be it resolved that the old-growth forest on provincial Crown Land on Vancouver Island be protected from logging;

And be it further resolved that AVICC send a letter to the provincial government—Minister of Forests, Lands and Natural Resource Operations—as well as relevant government organizations requesting that the *Vancouver Island Land Use Plan* be amended to protect all of Vancouver Island's remaining old growth forest on provincial Crown land.

*Resolutions Committee recommendation: No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution calling on the provincial government to protect all old-growth forest on provincial Crown land from being logged, and to reflect this protected status in the Vancouver Island Land Use Plan.*

*UBCM would observe that the resolution frames protection of old-growth forest on provincial Crown land as a regional Vancouver Island issue. Advocacy on a regional issue would best be pursued by the area association.*

## COMMUNITY ECONOMIC DEVELOPMENT

### R12 Funding For Agricultural Rainwater Harvesting Systems

Alberni-Clayoquot RD

Whereas the cost of water conservation, sustainability, and drought management are currently high profile issues, and developing a policy framework and funding program to support rainwater harvesting systems is vital to supporting the agricultural industry and enhance vibrant local food systems across the province with safe, consistent and affordable access to water;

And whereas the establishment of a fund for the rebate portion for agricultural rainwater harvesting systems will:

- Reduce the draw on regional, municipal and ground water systems,
- Lead to an increase in the amount of irrigated land,
- Increase overall agricultural production,
- Increase water availability for trending urban agricultural initiatives,
- Promote conservation strategies, and
- Showcase simple and effective solutions for increased water system sustainability:

Therefore be it resolved that UBCM request the Province of BC to establish immediately the development of policy and procedures for a rainwater harvesting system rebate program for agricultural users, which includes both above ground (cistern) and in-ground systems province-wide.

*Resolutions Committee recommendation:*            *No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution calling on the provincial government to develop policy and procedures for a rainwater harvesting system rebate program for agricultural users, including both above ground (cistern) and in-ground systems province-wide.*

### R13 Review of Professional Reliance Model

Cowichan Valley RD

Whereas the provincial government is increasingly utilizing professional reliance regimes where industry proponents employ professionals to meet the public interest in natural resource management and environmental protection associated with their projects;

And whereas recent reports and audits suggest serious deficiencies in monitoring and compliance on the part of qualified professionals and a lack of oversight on the part of provincial regulating agencies:

Therefore be it resolved that the Province assess the effectiveness of current professional reliance regimes in order to reduce potential for conflicts of interest, ensure appropriate checks and balances, improve environmental performance and restore government approval authority where necessary.

*Resolutions Committee recommendation:*            *No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution asking the provincial government to conduct a review of liability and risk assessment regarding professional reliance regimes, including but not limited to the professional reliance established through environmental or natural resources regulatory frameworks.*

## HEALTH

### **R14 Recognition and Regulation of Physician Assistants**

**Central Coast RD**

Whereas the BC Ministry of Health has undertaken operational reforms in an attempt to revitalize the primary care system, but communities across the province still experience physician shortages and other significant primary care challenges;

And whereas physician assistants (PAs) are qualified health professionals whose role is to provide a broad range of medical services under physician supervision; who are licensed to practice in many provinces across Canada, as well as in the Canadian Armed Forces; and who are recognized by the Canadian Association of Physician Assistants and the British Columbia Medical Association (Doctors of BC);

Therefore be it resolved that AVICC and UBCM strongly encourage the provincial Ministry of Health to recognize and regulate physician assistants so that they may practice in BC, with establishment of an appropriate system for liability coverage, and regulatory oversight by an organization similar to the College of Physicians and Surgeons of BC, as one of the steps toward meeting health care demands and alleviating physician shortages in all areas of the province.

*Resolutions Committee recommendation: No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution requesting the provincial government to recognize and regulate physician assistants to enable physician assistants to practice in BC.*

### **R15 New North Island Hospitals Parking Fees**

**Strathcona RD, Village of Tahsis**

Whereas the Minister of Health has advised that he is supporting the imposition of parking fees at the new North Island Hospitals in Campbell River and Courtenay,

And whereas our geographic service area is vast and requires many patients and families to travel hundreds of miles, across multiple ferries, etc.,

Therefore be it resolved that AVICC support the North Island in requesting that the Ministry of Health eliminate parking fees at the new North Island Hospitals.

*Resolutions Committee recommendation: No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution calling on the provincial government not to charge fees to park at the new hospitals in Campbell River and Courtenay.*

*UBCM would suggest that the question of parking fees at new hospitals in Campbell River and Courtenay is a regional issue, therefore advocacy on the issue would best be pursued by the area association.*

### **R16 National Pharmacare Program**

**City of Victoria**

Whereas the City of Victoria has been recognized and demonstrated its commitment to the importance of healthy citizens as the foundation of a healthy, engaged and economically vibrant community; and Canada is currently the only country with a national medicare program that does not have a national pharmacare program, with over 3 million Canadians unable to afford the cost of medicines prescribed by doctors, and the risk of having no insurance for medicines particularly high among lower income Canadians, including many workers with precarious and seasonal employment;

And whereas research suggests that adding a national pharmacare program to our national health care system is sound policy, both economically and socially; would lower costs to businesses by as much as \$8 billion per year, with a corresponding competitive advantage for Canadian companies; and could produce substantial cost savings for local government expenditures on employee benefits;

And whereas a national prescription drug formulary would support better quality prescribing, including reducing dangerous and inappropriate prescribing to Canadian seniors:

Therefore be it resolved that the Government of British Columbia work with all provinces and the federal government to develop and implement a national pharmacare program as an extension of Canadian Medicare, to improve the health outcomes of citizens, ensure fairness in access to medicine, and provide for greater efficiency and effectiveness in Canada's health care system.

*Resolutions Committee recommendation:*            *No Recommendation*

*UBCM comments:*

*A similar resolution, 2015-B114, sponsored by the City of Vancouver, was brought forward to the 2015 UBCM Convention but due to time constraints was referred automatically to the UBCM Executive. After study by the UBCM Healthy Communities Committee, the UBCM Executive referred resolution 2015-B114 to the Lower Mainland Local Government Association (LMGLA) for consideration by their membership at their annual meeting in spring 2016. The LMLGA annual meeting has not yet taken place.*

*In its comments on the 2015 resolution, the Resolutions Committee advised that the UBCM membership had not previously considered a resolution requesting the provincial government to work with the other provinces and territories and the federal government to develop and implement a national pharmacare program.*

## **SELECTED ISSUES**

### **R17 Medical Marijuana Retail Dispensaries**

### **Village of Cumberland**

Whereas the federal Marijuana for Medical Purposes Regulation authorizes Health Canada to approve access to marijuana for medical use to help treat the symptoms of certain medical conditions;

And whereas the legalization of storefront medical marijuana dispensaries and regulation by local governments would benefit local communities through legitimate contributions to economic development and vibrancy in commercial areas:

Therefore be it resolved that UBCM request the federal Minister of Health and the Minister of Justice proceed with the legalization of medical marijuana dispensaries without delay.

*Resolutions Committee recommendation:*            *No Recommendation*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution calling on the federal government to legalize medical marijuana dispensaries.*

*UBCM notes, however, that members endorsed resolution 2015-B98, which asserted that local governments held the authority to regulate medical marijuana dispensaries.*

*See also resolution R7 from Duncan on this topic.*

Whereas the Island Corridor Foundation (ICF) was established in 2003 to oversee the management and operations of the Esquimalt and Nanaimo (E&N) rail line which has a direct impact on many municipalities on Vancouver Island but these same municipalities have no direct representation on the ICF board;

And whereas although the rail service has not been operating for the past several years, and the services provided to municipalities along the corridor by the management of ICF have not met the standard expected, the costs to local governments to support the ICF continue to be significant:

Therefore be it resolved that AVICC work with impacted local governments and the ICF board to conduct a financial and governance review of the Island Corridor Foundation;

And be it further resolved that the review include the consideration of options to provide a cost effective transportation alternative should the costs of resurrecting rail prove too costly.

*Resolutions Committee recommendation:           No Recommendation*

*AVICC Executive comments:*

*The AVICC Executive notes that we have not in the past been involved in conducting financial and government reviews, and do not have the capacity to take this on.*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution calling for a finance and governance review of the Island Corridor Foundation, including “consideration of options to provide a cost effective transportation alternative should the costs of resurrecting rail prove too costly.”*

*Members have endorsed several resolutions specifically regarding the Esquimalt and Nanaimo rail corridor:*

- *2008-LR4 called on the provincial and federal governments, in partnership with the Island Corridor Foundation, to fund Vancouver Island rail infrastructure upgrades to rejuvenate the E & N right-of-way to meet modern rail transportation standards;*
- *2005-B143 called on the provincial and federal governments to waive certain taxes in order to support the Island Corridor Foundation’s efforts to acquire the Esquimalt and Nanaimo Railway Company right-of-way; and*
- *1995-B57 asked the federal government to continue operating the E & N rail service on Vancouver Island or transfer the service to the provincial government with the assurance that the Province would operate the service.*

*See also resolution R3 from Port Alberni on this topic.*



**Part 2 - Section “B”** - This section contains resolutions that support existing UBCM policy, including:

- Previously considered and endorsed resolutions; or
- Resolutions in keeping with the UBCM policy, including previously approved policy papers or other documents.

## LEGISLATIVE

### **R19 Establishing Local Public Notice Policies**

### **Cowichan Valley RD**

Whereas newspaper closures in communities throughout British Columbia are affecting local governments' ability to publish mandatory public notification advertisements in local newspapers especially in regional districts which already have unique geographical challenges due to local newspaper circulation areas not aligning with regional district boundaries;

And whereas the *Municipalities Act* of the Province of Saskatchewan enables local governments to choose their own manner of providing public notice that suits their communities;

Therefore be it resolved that both the *Local Government Act* and *Community Charter* be amended to replace the mandatory requirement to advertise in newspapers with the requirement for local governments to adopt a public notice policy based on local criteria that would enable local governments to choose their own manner of providing public notice tailored to best serve their communities.

*Resolutions Committee recommendation:*            *Endorse*

*UBCM comments:*

*The UBCM membership endorsed resolution 2015-B88, which called on the provincial government to amend the Local Government Act and the Community Charter to “allow statutorily required public notices to be published using a variety of media channels [...] as long as reasonably equivalent or better reach than that of solely using printed newspapers can be demonstrated.”*

*UBCM is awaiting the provincial government response package for the 2015 UBCM resolutions.*

### **R20 No Forced Amalgamations**

### **District of Metchosin**

Whereas local governments in Canada have traditionally been viewed as "creatures of the Province" and do not enjoy separate distinct legislative status, but rather are subject to the wishes and will of provincial authority;

And whereas In British Columbia, local governments enjoy the highest level of autonomy among Canada's local governments and the nation's most equitable relationship with provincial authority, as laid out in the *Community Charter*;

And whereas the practice of the current provincial government has been to recognize and respect the local autonomy of local governments over matters of local jurisdiction including on matters of local government amalgamation;

And whereas more specifically, Section 279 of the *Community Charter* titled "No Forced Amalgamations", legally ensures and reinforces that municipal autonomy is the highest value in the relationship with the provincial government:

Therefore be it resolved that AVICC seek confirmation from the provincial government and all provincial political parties within the British Columbia legislature with respect to their position on maintaining and respecting Section 279 of the *Community Charter*.

*Resolutions Committee recommendation:*            *Endorse*

*UBCM comments:*

*Resolution 2002-C59 in part expressed support for provisions to be included in the Community Charter to prevent forced amalgamations of local governments. The resolution was referred to a UBCM policy paper on the Community Charter, published the same year. Members endorsed the Community Charter policy paper.*

## **COMMUNITY SAFETY**

### **R21 Reversal of Recent Amendments to RCMP Auxiliary Constable Program      Town of View Royal**

Whereas in January 2016 amendments to the RCMP Auxiliary Constable Program came into effect, including the immediate elimination of ride-alongs with RCMP members in police cars and firearms familiarization training, as well as the review of duties that could eliminate auxiliary constable participation in special events and crowd/traffic control;

And whereas public safety is a critical objective of BC local governments, RCMP detachments and municipal police departments with auxiliary constables serving an important role in assisting and complementing an already overburdened police force in the provision of public safety programs and in the delivery of basic police services:

Therefore be it resolved that the Province of British Columbia be requested to exert pressure on both the Government of Canada and the RCMP's "E" Division for the immediate reinstatement of the Auxiliary Constable Program in British Columbia to its pre-January 2016 role complete with the ride-along and firearms familiarization training programs as well as continued participation in special events and crowd or traffic control.

*Resolutions Committee recommendation:      Endorse*

*UBCM comments:*

*While members have not previously considered a resolution reacting specifically to January 2016 amendments to the RCMP Auxiliary Constable Program, the UBCM membership has consistently endorsed resolutions supporting continued funding and a robust role for RCMP Auxiliary Constables, including special events, crowd or traffic control, and firearms training (2003-B47, 2000-B5, 1999-A12, 1999-A13, 1998-B39, 1998-ER, 1997-B28).*

### **R22 BC Child Protection Services      City of Colwood**

Whereas the Victoria Family Court and Youth Justice Committee has recommended improvements to the delivery of BC child protection services, and for the Province of BC to adhere to the principles enunciated in the UN Convention on the Rights of the Child;

And whereas the Sooke School District (No. 62) has also called for these improvements and for the province to fully fund the Office of the Representative for Children and Youth:

Therefore be it resolved that the BC government be asked to take action to improve the delivery of BC child protection services, fully fund the office of the BC Representative for Children and Youth, and follow the provisions in the United Nations Convention on the Rights of Children.

*Resolutions Committee recommendation:      Endorse*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution that generally called on the provincial government to improve the delivery of child protection services in BC.*

*UBCM would acknowledge, however, that members have consistently endorsed resolutions seeking to enact legislation and implement practical measures to reduce the risk of abuse, exploitation, or trafficking of children and youth (2014-B3, 2004-B1, 2004-B100, 2004-B102, 2002-B2, 2002-B3, 2001-B48, 1998-B49, 1996-B24, 1994-B22, 1994-B29).*

## **TRANSPORTATION**

### **R23 Pedestrian/Cycling Pathways Along Rural Road Rights-Of-Way**

### **Cowichan Valley RD**

Whereas the Ministry of Transportation and Infrastructure has formally recognized the importance of mobility alternatives in achieving transportation goals pertaining to reduced greenhouse-gas emissions and promotion of healthy lifestyles;

And whereas rural communities are experiencing growing populations that rely on road infrastructure not suited to mobility options:

Therefore be it resolved that UBCM request the Ministry of Transportation and Infrastructure to demonstrate the Province's commitment to mobility alternatives in rural areas by introducing regional government authority in the planning and development of regional off-road transportation networks and infrastructure within Ministry road rights-of-way.

*Resolutions Committee recommendation: Endorse*

*UBCM comments:*

*The UBCM membership endorsed resolution 2012-B63, which called on the Province to “invest in cycling infrastructure in order to accelerate the availability and broaden the range of cycling opportunities for commuter, recreational, and competitive cyclists living in and visiting rural and urban areas.”*

*See also resolution R24 from Sunshine Coast Regional District on this topic.*

### **R24 Priority for Construction of Bicycle Lanes**

### **Sunshine Coast RD**

Whereas the provision of safe cycling infrastructure is a costly but critical component of improving transportation options;

And whereas the construction of bicycle lanes on provincial highways within regional districts would alleviate safety concerns for cyclists, support growth in bicycle tourism and promote alternative transportation options that would reduce local greenhouse gas emissions:

Therefore be it resolved that the provincial government review the “BC on the Move Transportation Plan” to prioritize the construction of new bicycle lanes within regional districts limited by a single highway and where bicycle usage is a prominent form of transportation and economic driver for tourism.

*Resolutions Committee recommendation: Endorse*

*UBCM comments:*

*The UBCM membership endorsed resolution 2012-B63, which called on the Province to “invest in cycling infrastructure in order to accelerate the availability and broaden the range of cycling opportunities for commuter, recreational, and competitive cyclists living in and visiting rural and urban areas.”*

*See also resolution R23 from Cowichan Valley Regional District on this topic.*

## ENVIRONMENT

### **R25 Federal Government Cooperation for Oil Spill Response in BC**

**Alberni-Clayoquot RD**

Whereas the Province of British Columbia has declared that Canada should become a world leader in marine spill prevention, preparedness and response and has stated its concern about the current level of marine protection and potential spill response available on Canada's West Coast;

And whereas the Province of British Columbia is acting on the development and implementation of such protection and response but requires cooperation and support from the federal government in order to implement most of the recommendations it has identified to strengthen Canadian capacity for marine oil spill prevention, preparedness and response on Canada's West Coast;

Therefore be it resolved that UBCM and FCM support the Province of British Columbia's position with respect to the need for world-class marine oil spill prevention, preparedness and response, and lobby the federal government to support and co-operate with BC to the fullest extent, committing sufficient resources, to achieve the highest level of spill prevention, preparedness and response capacity on Canada's West Coast.

*Resolutions Committee recommendation:*            *Endorse*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution specifically supporting a provincial government commitment to world-class marine oil spill prevention, preparedness and response, and calling on the federal government to support such an initiative. UBCM would seek clarification as to whether the provincial government has, in fact, made such a commitment – or whether the Province has focused rather on a response strategy for land based spills, not marine spills.*

*UBCM represents local government on the Advisory Committee for the proposed provincial Land Based Spills Preparedness and Response Strategy, and has undertaken ongoing advocacy regarding the issue, based on several key tenets:*

- any oversight organization must be provincially led, industry funded*
- establishment of a BC-based contingency fund that is 100% industry funded – including a full cost recovery mechanism to reimburse local governments who engage in spill cleanup*
- any application for expansion of oil pipelines or tanker traffic should undergo the highest degree of environmental assessment, including meaningful public consultation with local governments and First Nations*

*More generally, UBCM members have consistently endorsed resolutions expressing concerns about potential negative impacts of land based and marine spills (including but not limited to 2015-A4, 2015-B13, 2015-B30, 2015-B31, 2014-LR3, 2012-A8, 2012-B122, 2011-LR6, 2010-B87, 2010-B139, 2008-B32, 2008-B143, 2007-B6, 2007-B19, 2007-B173, 2006-LR2, 2005-LR4, 2003-B23).*

*See also resolution R26 from Islands Trust on this topic.*

### **R26 Assessment and Mitigation of Marine Shipping Risks and Impacts in the Salish Sea**

**Islands Trust**

Whereas numerous projects are proposed that would increase marine traffic and anchorage use in the confined waterways of the Salish Sea;

And whereas the Salish Sea is among the most productive marine ecosystems in the world, and presents challenging conditions for oil spill response:

Therefore be it resolved that Transport Canada assess the cumulative risks and impacts associated with projected vessel traffic increases in the Salish Sea and develop an innovative 20-year mitigation plan.

*Resolutions Committee recommendation:*            *Endorse*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution requesting that the federal government assess projected vessel traffic increases in the Salish Sea and the potential cumulative risks and impacts of such increases, and develop a mitigation plan.*

*UBCM notes, however, that members have consistently endorsed resolutions expressing concerns about potential negative impacts of increased marine traffic in the Salish Sea and other BC coastal waters - especially increased tanker traffic (2012-A8, 2011-LR6, 2010-B139, 2008-B143, 2003-B23).*

*See also resolution R25 from Alberni-Clayoquot Regional District on this topic.*

## **R27 Limit or Ban Burning on Forest Lands in Community Airsheds**

**City of Port Alberni**

Whereas data from the BC Ministries of Environment and Health indicate that seasonal air quality concerns from outdoor wood burning combined with common air ‘inversion’ events greatly impact the health of residents, and noting that municipalities and regional districts have taken strong measures to limit or ban outdoor burning by residents;

And whereas the BC *Wildfire Act* and *Environmental Management Act* permit the burning of woody debris (“slash”) from forestry operations on private and Crown land within community air-sheds that often contribute to poor seasonal air quality:

Therefore be it resolved that AVICC petition the BC Ministry of Environment to bring forward new regulations to further limit or ban the burning of wood debris piles on private and crown forest lands within community air-sheds in order to ensure communities and industry are synchronized in working toward the same goal of a safe and healthy environment for all.

*Resolutions Committee recommendation:*            *Endorse with Proposed Amendment*

*Therefore be it resolved that AVICC petition the BC Ministry of Environment to bring forward new regulations to further limit or ban the burning of wood debris piles on private and crown forest lands within community air-sheds in order to ensure communities and industry are synchronized in working toward the same goal of a safe and healthy environment for all.*

***And be it further resolved that the Province encourage industry to chip wood debris for biofuel or sell it for heating homes in energy efficient woodstoves.***

*UBCM comments:*

*The UBCM membership endorsed resolution 1990-B39, which called on the provincial government to require “all clearing debris less than four inches in diameter or less than merchantable timber be disposed of or dealt with in manners other than incineration.”*

*UBCM also notes that members have consistently endorsed resolutions proposing that wood waste from forestry operations be used for co-generation (1998-B12, 1996-B10, 1993-B47, 1992-B106).*

*UBCM would propose an amendment to reflect the resolution from Cumberland on this topic, as well as aligning with previous policy direction endorsed by the membership.*

*See also resolution R36 from Cumberland on this topic.*

## **R28 Ban on Single Use Shopping Bags**

**Cowichan Valley RD**

Whereas the use of thin film plastic shopping bags continues to impose a variety of negative impacts on our natural and human environments;

And whereas bans have been proven in many countries to be the single most effective method of controlling the volume of plastic bags entering the waste stream and our environment:

Therefore be it resolved that the provincial government enact legislation to prohibit the distribution of thin film plastic shopping bags by businesses.

*Resolutions Committee recommendation:*            *Endorse*

*UBCM comments:*

*The UBCM membership endorsed resolution 2008-B88, which called on the provincial government to ban thin film plastic grocery bags.*

## **R29 Climate Change Recommendations**

**Sunshine Coast RD**

Whereas communities are vulnerable to the impacts of climate change and local governments are seeking ways to strengthen their resiliency;

And whereas the provincial government has committed to developing a Climate Leadership Plan that supports mutually beneficial climate actions:

Therefore be it resolved that the provincial government be urged to implement all 32 policy action recommendations set out in the "Climate Leadership Team Recommendations to Government" report and work collaboratively with local governments in order to develop policies and programs to mitigate the impacts of climate change on BC communities.

*Resolutions Committee recommendation:*            *Endorse*

*UBCM comments:*

*While members have not previously considered a resolution that specifically supported provincial implementation of all policy action recommendations from the "Climate Leadership Team Recommendations to Government," the UBCM membership has consistently endorsed resolutions proposing policy and actions to mitigate the effects of climate change. These resolutions include but are not limited to 2015-B38, 2015-B75, 2014-B26, 2014-B27, 2014-B95, 2014-B96, 2013-B75, 2012-B25, 2012-B35, 2012-B63, 2012-B79, 2012-B121, 2011-B22, 2011-B79, 2011-B91, 2011-B98, 2010-B15, 2010-B18, 2010-B31, 2010-B32, 2010-B40, 2010-B47, 2010-B83, 2010-B101, 2010-B140.*

## **R30 Abandoned or Derelict Vessels Programs**

**District of Saanich**

Whereas the November 2012 Transport Canada Study recommends the establishment of an inter-jurisdictional working group that would address and provide recommendations on issues related to abandoned and derelict vessels, including potential sources of funding to remove abandoned and derelict vessels;

And whereas the incidents of vessels left abandoned or derelict by owners through neglect or lack of financial resources to dispose of the vessel cause municipalities serious concerns for public safety and the potential harm to the environment and have significant financial impact to taxpayers for removal and cleanup:

Therefore be it resolved that AVICC, UBCM and FCM urge the federal and provincial governments to proceed with recommendations of the 2012 Transport Canada Study to establish an “Abandoned and Derelict Vessel Program” funded through reasonable fees sourced from vessel purchases, registration, insurance and moorage, and that such funds be available for disposition costs;

And be it further resolved that the federal and provincial governments further establish an “End of Life” Vessel Disposal Program that is sustainable and protects the environment, including appropriate facilities and coordination with local landfills and private sector for proper disposal methods.

*Resolutions Committee recommendation: Endorse*

*UBCM comments:*

*The UBCM membership has consistently endorsed resolutions calling on the provincial and federal governments to develop a solution to the issue of abandoned and derelict vessels (2014-B23, 2014-B62, 2013-B30, 2012-B23, 2012-B78, 2010-B30, 2005-B112).*

*See also resolution R37 from Sunshine Coast Regional District on this topic.*

## **LAND USE**

### **R31 Site C Dam Project**

**District of North Saanich**

Whereas the proposed 60 meter high dam project at Site C on the Peace River will flood over approximately 12,000 hectares of high quality agricultural land between Fort St. John and Hudson's Hope in creating an 83 kilometer long reservoir, while pre-empting the Agricultural Land Reserve status of the land;

And whereas the flooding will devastate a major portion of ungulate winter range, will impact migratory bird flyways, and will destroy a major heritage site and countless First Nations' burial grounds and hunting, gathering, and trapping areas on their recognized traditional territories:

Therefore be it resolved that AVICC petition the BC Government to call on BC Hydro and its contractors to immediately suspend all work until the project can be reviewed by the BC Utilities Commission and proceed through a public hearing and consultation process.

*Resolutions Committee recommendation: Endorse*

*UBCM comments:*

*The UBCM membership endorsed resolution 2015-B71, which asked the Province to refer the proposed Site C hydroelectric dam project to the BC Utilities Commission for review and consultation.*

*UBCM is also aware that members have consistently endorsed resolutions supporting a full and robust role for the BC Utilities Commission in the oversight of all power projects undertaken in BC (2014-B108, 2010-B102, 2007-B146, 2006-A4, 2003-B96).*

## **COMMUNITY ECONOMIC DEVELOPMENT**

### **R32 Business Façade Improvement Grant Programme**

**Town of Lake Cowichan**

Whereas the smaller local governments are looking at ways and means of encouraging the revitalization of their downtowns through incentives that would encourage small businesses to undertake much needed improvements to building facades, signage and siding;

And whereas the Province had previously instituted a grant programme that provided financial assistance to businesses so they may undertake improvements through application to their respective local governments:

Therefore be it resolved that the Province be petitioned to re-implement the Business Improvement Grant Programme that will provide each local government an annual intake to a maximum of \$20,000 so local businesses may participate in a programme that would see the rejuvenation of business areas with the end goal of enhancing community appearance and pride which are integral to economic activity and growth.

*Resolutions Committee recommendation:*            *Endorse*

*UBCM comments:*

*The UBCM membership endorsed resolution 2009-B22, which asked the provincial government to reinstate the downtown building façade revitalization grant program, to assist building owners with façade improvements that conform to adopted downtown design guidelines.*

## **SELECTED ISSUES**

### **R33 Legislation and Action for a Barrier-Free BC**

**City of Victoria**

Whereas British Columbians with disabilities encounter a variety of physical, sensory and technological barriers as well as ones related to communication, education, employment, attitudes and many others on a daily basis;

And whereas the Government of British Columbia launched a non-mandatory, non-legislated initiative entitled “Accessibility 2024” in 2014 with the goal of making BC the most progressive province in Canada for people with disabilities by the year 2024;

And whereas both the Province of Ontario and the Province of Manitoba have enacted disability legislation with the Province of Nova Scotia working toward the introduction and enactment of disability legislation in 2016:

Therefore be it resolved that AVICC believe it is important to achieve a barrier-free province for all persons with disabilities and calls upon BC’s Legislative Assembly to enact a strong and effective British Columbians with Disabilities Act.

*Resolutions Committee recommendation:*            *Endorse*

*UBCM comments:*

*The UBCM membership has not previously considered a resolution requesting specifically that the provincial government enact a British Columbians with Disabilities Act.*

*However, UBCM notes that members have consistently endorsed resolutions seeking to reduce barriers and provide accessible places and services for individuals with disabilities (including but not limited to 2015-B8, 2015-B110, 2015-B118, 2014-B12, 2013-B55, 2013-B140, 2012-B43, 2011-A2, 2011-B62, 2011-B67, 2010-B70, 2010-B70, 2009-B145, 2009-B167, 2009-B174, 2008-B157, 2008-B158, 2008-B159, 2007-B106, 2007-B191, 2007-B199, 2006-B73, 2006-B132, 2002-B62, 2002-B94, 2000-B113).*

*See also resolution R38 from Saanich on this topic.*

### **R34 Home Renovation Tax Credits**

**District of Saanich**

Whereas the Quebec government has recently announced a new tax credit to encourage home renovations, and the Official Community Plan of Saanich and of municipalities across British Columbia and Canada recognize the importance of home renovations, housing variety, affordability and adaptability in their communities’ quality of life, health, sustainability and economy;



And whereas housing renovations are recognized to help seniors stay at home, help the special needs of a family member or convert a house to an intergenerational home, and create skilled employment for young people, and the use of refundable tax credits for renovations is known to boost energy efficiency, local economies and reduce off-permit renovations:

Therefore be it resolved that UBCM urge the governments of the Province of British Columbia and Canada to create new tax credit programs for consumers to help encourage home renovations that focus on energy efficiency, improved mobility and aging in place projects, that are over \$1,000.

*Resolutions Committee recommendation:*            *Endorse*

*UBCM comments:*

*In 2015 the sponsor brought forward a similar resolution, 2015-B119, calling on the provincial and federal governments to establish tax credit programs for general home renovations. Due to time constraints, the resolution was referred automatically to the UBCM Executive. After further study by the UBCM Community Economic Development Committee, the UBCM Executive endorsed the resolution with an amendment to specify that home renovation tax credit programs should include criteria for minimum project cost, and should focus on projects intended to improve energy efficiency, mobility and access, or the ability to age in place. The amendment reflects previous policy direction on this topic, endorsed by UBCM members.*

### **R35 Review of “Down-loaded” Building Codes**

**District of Saanich**

Whereas after much debate about the accuracy and effectiveness of the code revision process, under recent changes to the BC Building Code, national building regulations now apply to smaller two-storey homes under 2,000 square feet, while previously these regulations applied only to larger buildings;

And whereas the Victoria Residential Builders Association has expressed concern to local governments that applying additional new regulations to two-storey homes under 2,000 square feet will drive construction costs upwards, thereby triggering extinction of affordable housing for the average BC family;

And whereas the affordability of new housing, particularly work-force housing such as smaller two-storey homes under 2,000 square feet, is a key component to local government economic vibrancy and sustainability:

Therefore be it resolved that AVICC urge the Governments of British Columbia and Canada to engage a qualified, independent third party to undertake a cost-benefit review of the impacts on affordability, as well as on safety and energy efficiency, of applying future new national building regulations to two-storey homes under 2,000 square feet.

*Resolutions Committee recommendation:*            *Endorse*

*UBCM comments:*

*The UBCM membership considered but did not endorse a similar resolution from the same sponsor, 2015-B121, which requested the provincial and federal governments to “undertake a review, by independent third parties, of the appropriateness of provisions of the National Building Code on two-storey homes under 2,000 square feet, and the imposition of this on housing affordability.”*

*In its comments on the 2015 resolution, the Resolutions Committee expressed concern that the proposal to relax code requirements for a particular type of building did not address the potential impacts on health, safety and energy efficiency of the buildings. The Committee observed that the request seemed contrary to past member direction, which has been to pursue greater stringency in building regulation.*

*UBCM would acknowledge that the sponsor has responded to concerns regarding resolution 2015-B121, and that the 2016 resolution proposes review of the impact of building code amendments on a range of factors including affordability, safety and energy efficiency.*

**Part 2 - Section “C”** – Resolutions in this section refer to other similar resolutions in Sections “A” or “B”. The resolutions in this section are provided for reference, and are not intended for debate.

**R36 Management of Woody Debris on Private Managed Forest Land**

**Village of Cumberland**

Whereas many communities on Vancouver Island are surrounded by private managed forest land whose owners continue to burn wood waste piles in open fires;

And whereas local air quality is compromised due to slash burning:

Therefore be it resolved that the province restrict the burning of wood slash piles by private forest companies and encourage them to chip it for biofuel or sell it for heating homes in energy efficient wood stoves.

*Resolutions Committee recommendation: Refer to Similar Resolution*

*UBCM comments:*

*Refer to resolution R27 from Port Alberni on this topic.*

**R37 Derelict and Abandoned Vessels**

**Sunshine Coast RD**

Whereas the UBCM membership previously endorsed resolutions in 2005, 2010, 2012, 2013 and 2014 encouraging the provincial and federal governments to take action on the issue of derelict and abandoned vessels, and the current approach for the removal of derelict and abandoned vessels from the waters of coastal British Columbia is still not effectively serving communities with the timely removal of such vessels;

And whereas the issue of derelict and abandoned vessels continues to pose serious risks with respect to our marine environment, environmental contamination, property damage, public safety and aesthetic values important to tourism:

Therefore be it resolved that support be re-affirmed for strongly encouraging the provincial and federal government to take action in implementing a solution that provides a timely response for the removal of derelict and abandoned vessels from the waters of coastal British Columbia.

*Resolutions Committee recommendation: Refer to Similar Resolution*

*UBCM comments:*

*Refer to resolution R30 from Saanich on this topic.*

**R38 British Columbians With Disabilities Act**

**District of Saanich**

Whereas growing older is the greatest cause of disabilities and the number of British Columbians with disabilities is expected to grow in the next 15 years as our society ages;

And whereas at least 750,000 British Columbians with disabilities face unfair accessibility barriers in areas that the provincial government in BC can regulate;

And whereas a British Columbians with Disabilities Act would build on, and not replace or weaken any existing disability or human rights protections:

Therefore be it resolved that AVICC and UBCM urge the provincial government to enact a strong and effective British Columbians with Disabilities Act that incorporates the principles advocated for by Barrier-Free BC.

*Resolutions Committee recommendation: Refer to Similar Resolution*

*UBCM comments:*

*Refer to resolution R33 from Victoria on this topic.*

### **PART 3 – LATE RESOLUTIONS**

Delegates will receive a *Supplementary Information Package* when they register onsite in Nanaimo that will contain the Resolutions Committee's Report on Resolutions Received after the Deadline.

## APPENDIX A

### FORM 3 - SOCIETY ACT CONSTITUTION OF THE ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

#### 1. NAME

The name of the society is the Association of Vancouver Island and Coastal Communities.

#### 2. PURPOSES

The Association of Vancouver Island and Coastal Communities is a body formed for the purpose of representing in one organization the various municipalities, regional districts and other local governments on Vancouver Island, and within the Islands Trust, the Central Coast, Sunshine Coast and Powell River Regional Districts.

The purposes of the Association shall be:

- (a) To secure all possible united action in dealing with local government matters.
- (b) To co-operate with other organizations dealing with matters under Provincial and Federal jurisdiction.
- (c) To co-operate with the Union of B.C. Municipalities and other associations of local governments in British Columbia for the advancement of the principles of local government.
- (d) To secure united action among its member local governments and to promote greater autonomy within local governments.
- (e) To acquire and distribute amongst the members, information that may be deemed to be of value to local governments.
- (f) To hold meetings for promoting the objects aforesaid.

#### BYLAWS OF THE 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
  - (1) the applicants for incorporation of the Society;
  - (2) the cities, districts, townships, towns, villages and regional districts located within or partly within the following Regional Districts: Alberni-Clayoquot, Capital Regional, Central Coast, Comox Valley, Cowichan Valley, Mount Waddington, Nanaimo, Powell River, Strathcona and Sunshine Coast, that have been accepted by the directors to join the Society as local government members; and
  - (3) other local governments located within or partly within the regional districts listed in Bylaw 3(2) that meet the criteria established by the Executive for membership.
  - (4) persons who are officials of members by virtue of having been elected in accordance with the laws of British Columbia or Canada ['Elected Officials'], and who have subsequently become members in accordance with these Bylaws, for as long as they hold office.
4.
  - (1) A city, district, township, town, village, regional district or other local government that meets the criteria in Bylaw 3(2) and (3) may apply to the directors for membership in the Society and on acceptance by the directors and having paid the membership dues is a member.
  - (2) Except for a person who is an authorized representative under Bylaw 23(1) of a member local government, any person who is an official of a member by virtue of having been elected in accordance with the laws of British Columbia or Canada ['Elected Officials'], 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 referred to in Bylaw 4(2); 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 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 local government 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 member accepted under Bylaw 4(2) may be an authorized representative under Bylaw 23(1) for either a member municipality, a member regional district, the Islands Trust or other local government, in which he or she holds office, but not for more than one of them.
  - (3) When a member accepted under Bylaw 4(2) has been 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.



- (2) A rule, made by the Society in a general meeting, does not invalidate a prior act of the directors that would have been valid if that rule had not been made.
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 eligible for membership under Bylaw 4(2).
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 hold the elected office required by Bylaw 4(2) for membership in the Society, 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 hold 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 these, 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)

### AVICC MEMBERS

#### CITIES

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

#### DISTRICTS

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

#### TOWNS

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

#### VILLAGES

Alert Bay  
Cumberland  
Gold River  
Port Alice  
Sayward  
Tahsis  
Zeballos

#### REGIONAL DISTRICTS

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



## APPENDIX B (2)

### AVICC LIFE MEMBERS

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	Anne Fiddick	Gold River
1982-1983	Dick Winkleman	Nanaimo
1983-1984	Norma Sealey	Sidney
1984-1985	Robert Ostler	Campbell River
1985-1986	Gillian Trumper	Port Alberni
1986-1987	William (Bill) Kinley	Port McNeill
1987-1988	Tom McCrae	Tahsis
1989-1990	Frank Ney	Nanaimo
	George Borza	Nanaimo RD
	George Cochrane	Courtenay
	Walter Behn	Port Alberni
	Eric Simmons	Victoria
1990-1991	Bill Cox	Ladysmith

1992-1993	Ron Webber	Courtenay
1993-1994	Mayor Al Huddleston	Port Hardy
1994-1995	Martin Segger	Victoria
1995-1996	Maxine Williams	Alert Bay
1996-1997	Jim Gurney	Sunshine Coast RD
1998-1999	James Lornie	Campbell River
1999-2000	John Crook	Langford
2000-2001	Mayor Frank Leonard	Saanich
2001-2003	Pearl Myhres	Zeballos
2003-2005	Mary Ashley	Campbell River
2005-2007	W. J. (Jack) Peake	Lake Cowichan
2007-2008	Bea Holland	Victoria
2008	Mayor Gerry Furney	40 Years Service
2008-2009	Rod Sherrell	Mt. Waddington RD
2009	Eydie Fraser	AVICC Executive Coordinator
2009-2011	Barry Janyk	Gibsons
2011	Christopher Causton	Oak Bay
2014	Larry Cross	Sidney