

**Association of
Vancouver Island and
Coastal Communities**



ANNUAL REPORT AND RESOLUTIONS

TO BE CONSIDERED AT THE 62nd ANNUAL MEETING

**THE MARY WINSPEAR CENTRE
SIDNEY, BC**

APRIL 8 – 10, 2011

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

2010-11 AVICC EXECUTIVE

PRESIDENT	Mayor Christopher Causton District of Oak Bay
FIRST VICE PRESIDENT	Chair Joe Stanhope Regional District of Nanaimo
SECOND VICE PRESIDENT	Councillor Barry Avis Town of Qualicum Beach
ELECTORAL AREA REPRESENTATIVE	Director Mary Marcotte Cowichan Valley Regional District
DIRECTORS-AT-LARGE	Mayor John Fraser District of Tofino Mayor Darren Inkster District of Sechelt Councillor Ronna-Rae Leonard City of Courtenay
PAST PRESIDENT	Mayor Barry Janyk Town of Gibsons



Association of Vancouver Island and Coastal Communities

ANNUAL REPORT AND RESOLUTIONS BOOK LETTER OF TRANSMITTAL TO MEMBERS

We are pleased to convey this twentieth 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 2011, members will meet April 8-10 in Sidney, BC.

ANNUAL REPORT

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

- President's Report
- Summary of the 2010 Resolution Responses

2011 ANNUAL GENERAL MEETING & CONVENTION

The second part of this publication contains documents related to the business to be considered at the 2011 Annual General Meeting. A draft of the 2011 AGM and Convention Program has been included.

Following the program are the nominations and election procedures and a report of the nominations received by the February 25, 2011 deadline. Under this process, the Nominating Committee issues a call for nominations and manages that process, but does not make recommendations. Additional background information on those nominated in advance for the 2011-12 AVICC Executive will be published in the pre-convention newsletter distributed to all members in mid to late March.

At the end of the section, you will find the resolutions received before the February 25, 2011 deadline. Late resolutions will be included in the *Supplementary Materials Package* delegates receive during registration at the 2011 AGM and Convention, along with the following:

- The final AGM & Convention Program
- The audited financial statements for the year ending December 31, 2010
- The proposed budget for January 1 – December 31, 2011; and
- The Report of the AVICC Executive on the 2011 Resolutions.

APPENDICES

The appendices include the Constitution and Bylaws, directories of members and life members, and copies of the call for nominations and the resolutions notice.

Mayor Christopher Causton
President

Iris Hesketh-Boles
Executive Coordinator

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AVICC 2010-11 Executive Members

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PRESIDENT'S REPORT

We will soon be welcoming you to the 62nd Annual General Meeting & Convention in Sidney. Once again, I am looking forward to meeting with all of our members from the Island, Sunshine Coast and the Central Coast.

REPRESENTING AVICC ON THE UBCM BOARD

Both Past President Barry Janyk and I have had the honor of continuing to serve on the UBCM Executive. Mayor Janyk is now serving his third term of office with UBCM after being re-elected Director at Large last September in Whistler. As AVICC President, I continue to serve in the capacity of the AVICC representative on the Board. It has been a rewarding and valuable experience. Mayor Janyk continues to participate on the First Nations Relations and Community Economic Development Committees and I will be participating on the Convention and Resolutions Committees.

MEETINGS OF THE AVICC EXECUTIVE

The Executive will have met in person five times this year (April 10, June 14, October 29, 2010 and January 14 and April 7, 2011) and via teleconference twice (April 23 and September 10, 2010) at which time a wide range of issues have been raised and discussed.

Some of the key issues under discussion and actions taken in the current year have included:

Derelict Vessels – At the 2010 AVICC Convention, four resolutions on derelict vessels were endorsed with a further resolution to AVICC to draft, in consultation with the respective sponsors, a single resolution incorporating all of the salient points of the four original resolutions. Mayor Darren Inkster, Sechelt chaired a sub-committee composed of Councillor John Rogers, View Royal; Councillor Adam Olsen, Central Saanich and Director Sheila Malcolmson with assistance from policy analyst, Clare Frater, Islands Trust to draft the resolution. The original sponsors of the four resolutions reviewed and approved the revised resolution. It was then endorsed by AVICC Executive at its June meeting, forwarded to UBCM by the June 30 deadline and was subsequently endorsed by the 2010 UBCM Convention.

In follow-up to the sub-committee's recommendation, a "Finding Solutions to the Management of Derelict Vessels" workshop was also planned as part of the 2010 UBCM Convention. It was held on Thursday, September 30 from 2-4 pm with approximately 90 delegates in attendance. Presenters included: Sheila Malcolmson, Chair, Island Trust Council; Melissa Ferris, Program Manager, Derelict Vessel Removal Program, Washington State Department of Natural Resources; Bob Gowe, Manager, Navigable Waters Protection, Transport Canada; and Duncan Williams, Executive Director, Regional Operations, Crown Land Operations & Aquaculture, Province of BC. The workshop was well received by those in attendance.

In late November the Province initiated the establishment of a Joint Working Group for Removal of Derelict Vessels in BC consisting of policy staff from the three levels of government. Brenda Gibson, UBCM and Clare Frater, Islands Trust will be representing local government. Bob Gowe represents the federal government and Duncan Williams and Melinda Nagy-Surdu represent the Province. The first meeting of the committee took place January 13, 2011 in Victoria. During its January meeting, Brenda Gibson provided a brief update to Executive and in exchange received requested feedback on a number of key points.

BC Ferries Fares and Service – Resolution LR2 - BC Ferries Fare Increases endorsed by AVICC last April was referred directly to the UBCM Executive without need of debate at the 2010 UBCM Convention.

Mr. Tony Law, Chair of the Ferry Advisory Chairs Committee was invited to attend the October Executive meeting to provide an overview of the role of the ferry advisory committees and outline the process to be undertaken leading up to the renewal of the Coastal Ferry Services contract. In follow-up, a letter was written to Minister Shirley Bond highlighting the issues of ferry fares increases and service level reductions and the effects these have made on the island and coastal communities as it related to the renewal of the Coastal Ferry

Contract and requesting the extension of BC Ferries Commissioner Martin Crilly to allow completion of the work in preparation for setting the price caps for Performance Term 3. Assistant Deputy Minister, Kevin Richter responded on January 4, 2011 indicating that Commissioner Crilly's contract had been extended to May 1 to allow a smooth transition to the new Commissioner, Gordon Macatee.

At the November 19, 2010 UBCM Board meeting, an ad hoc committee composed of Mayor Causton, Mayor Janyk, Tony Law, Chair of the Ferry Advisory Chairs Committee and supported by UBCM staff Gary MacIsaac and Marie Crawford was established to respond to the resolution. The first meeting was held January 19, 2011.

Gas Franchise Fees Agreements Expiring December 31, 2011 – At its June meeting, Executive noted that it would again be necessary to meet with the new Minister of Community and Rural Development to provide the background on the file and bring attention to the issue. At the October meeting, Executive established a sub-committee composed of Mayor Causton, Chair Stanhope, Mayor Ruttan and CAO Doug Holmes of City of Nanaimo, and CAO Tim Woods from Central Saanich. A meeting with Terasen Gas originally scheduled for December 7, 2010 was held on January 14, 2011 at the Nanaimo Regional District Office. Terasen Gas representatives included: Gord Schoberg, Carol Greaves and Chris Hyland. Terasen Gas will provide an update on Operating Agreement negotiations with municipalities on Vancouver Island, The Sunshine Coast and Powell River at the 2011 AGM & Convention.

Dialogue with Other Organizations – Executive took the opportunity to invite a number of key people to attend its regular meetings to discuss issues that are impacting AVICC members. They included:

- Vancouver Island Health Authority - Mr. Neil Sweeney, Vice President & Chief, Communications and External Relations and Chief Medical Officer, Dr. Richard Crow attended the June meeting to provide an overview of the operations and issues facing VIHA with strategies and plans for the future.
- Tourism Vancouver Island - Mr. Dave Petryk, President and CEO and Mr. Chuck Fast, Chair, Tourism Vancouver Island provided an overview of the organization's vision, mission, mandate, structure, programs and goals and strategies for the future to Executive at their June meeting. In follow-up, Tourism Vancouver Island will be participating in the 2011 AGM & Convention Mini Marketplace & Tradeshow.
- Department of Fisheries and Oceans - Sean Wouters attended the October meeting via teleconference to provide an overview of the process to develop the new aquaculture regulations and answer questions that arose from members.
- Nanoose First Nations – Band Administrator and Councillor Brent Edwards requested an opportunity to meet with Executive to provide the First Nations' perspective on the DL33 logging issue. Councillor Edwards and Councillor and Elder Tom Bob attended the January regular meeting.

MEMBER VISITS

Member visits this year took me to the following communities: Lake Cowichan, Ladysmith, Parksville, Campbell River, Gold River, Port Alice, Port McNeil, Powell River, Sechelt and Gibsons where I met with the Mayors and in the case of Lake Cowichan and Gibsons, both the Mayors and Councillors. I also met with the Sunshine Coast Regional District Board. The trip provided an opportunity to engage members and discuss the different concerns of the island and coastal communities.

AGM & CONVENTION

The 2010 AGM & Convention held in Powell River was very successful and received a strong approval rating. One referred, 22 regular and four late resolutions were considered with 24 being endorsed, three not endorsed and none being withdrawn. Resolutions endorsed by the 2010 AVICC AGM were submitted to UBCM by the June 30 deadline. Responses to the resolutions endorsed by delegates at the 2010 UBCM Convention are contained in Part 1 of this report.

Executive and staff began working with the 2011 host community in May to begin planning for this year's AGM & Convention. An enthusiastic and inspired local organizing committee chaired by Mayor Larry Cross has helped staff and Executive to create a program that will be a highlight of the year for delegates, sponsors and exhibitors. In addition to thought provoking speakers during the regular business sessions, highlights will include hosting of the Welcome Reception at the exciting new Shaw Ocean Discovery Centre and the banquet at the BC Aviation Museum with guests being entertained by the talented students and alumni of Stelly's Secondary School.

A program brochure and the draft program for the upcoming AGM & Convention has been published and distributed to all members. Please check www.avicc.ca for complete session descriptors and other details. 37 resolutions and six nominations for Executive were received prior to the February 25, 2011 deadline. The Resolutions and Nominating Committee Report is contained within this booklet. Nominees' biographies will be published in the Pre-convention Newsletter that will be distributed electronically in late March.

AVICC ANNUAL LUNCHEON AT THE 2010 UBCM CONVENTION - Over 245 delegates attended the annual luncheon held in conjunction with the 2010 UBCM Convention in Whistler. Councillor Lillian Szpak, City of Langford, Councillor Larry Tremblay, District of Metchosin and Councillor John Lutton, City of Victoria were recognized for their leadership in using alternative transportation to travel to Whistler. Mayor Larry Cross, Town of Sidney took a moment to encourage delegates to plan to attend the 2011 AGM & Convention. Peter Moonen, Leader, Sustainable Building Coalition, Canadian Wood Council presented the Nanaimo Regional District with the WoodWORKS Community Recognition Award for its support of the BC Wood Industry and its commitment to use wood in the Transit Services Building. Graham Bruce provided a brief update on the activities of the Island Corridor Foundation. AVICC members who were nominated to positions on the UBCM Board of Directors briefly addressed delegates. 2010 AVICC candidates to the 2011-12 UBCM Board included: Mayor Barry Janyk, Gibsons for Third Vice-President, Councillor Bob Day, Lake Cowichan for Director at Large and Mayor Corrine Dahling, Tahsis for Small Community Representative.

COMMUNICATIONS

- The 2010 AGM & Convention Minutes were transcribed and distributed in the spring of 2010.
- The 2011 AGM & Convention Program Brochure, the 2011 Annual Report and Resolutions Booklet, and a Pre-conference Newsletter will have been produced and distributed in preparation for the 2011 AGM & Convention.
- A number of circulars and member updates were distributed to members.

MEMBERSHIP/FINANCIAL/ADMINISTRATIVE

- 100% membership has been maintained.
- A 3% increase across the membership dues structure will be recommended to the membership when the financial report is presented at the upcoming AGM (memberships fees have remained unchanged since 2008)
- AVICC is in the second of a five-year Contract for Services with UBCM; the agreement expires January 2015 and provides for a wide-range of services to the Association.

It has been my pleasure to serve as your president for the past two years. Thank you for the privilege. I look forward to seeing you in Sidney and your continued involvement with AVICC in the year ahead.

Mayor Christopher Causton
President

SUMMARY OF 2010 RESOLUTION RESPONSES

Part 1 - UBCM 2010 DISPOSITION OF RESOLUTIONS SPONSORED BY AVICC MEMBERS

All endorsed resolutions have been conveyed to the relevant provincial and federal government department, or other organizations as appropriate. Responses have not been received at the time of printing this report. Sponsors will be notified of responses as they are received, and responses will be posted on www.ubcm.ca.

Section B1 – Contains resolutions that have been previously considered and endorsed; or are in keeping with UBCM General Policy or other major previously approved policy documents.

B2 **SUPPORT FOR THE COMMUNITY JUSTICE PROGRAM** District of Sechelt
Convention Decision: Endorsed

B26 **RIPARIAN AREA PROTECTION ON PRIVATE FOREST LANDS** Parksville
Convention Decision: Endorsed

B30 **DERELICT & ABANDONED VESSELS, BARGES & DOCKS** AVICC Executive
Convention Decision: Endorsed

B36 **PARKLAND DEDICATION** Metchosin
Convention Decision: Endorsed

B37 **TREATY SETTLEMENT COSTS** Colwood
Convention Decision: Endorsed

B39 **MEAT REGULATIONS** North Saanich
Convention Decision: Endorsed

B42 **SUPPORT FOR PERSONS WITH MENTAL ILLNESS** Sechelt District
Convention Decision: Endorsed

B48 **ARTS & CULTURE FUNDING** Powell River RD and Powell River City
Convention Decision: Endorsed

Section B2 – Resolutions that address topics not previously considered; were previously considered but not endorsed; involve topics of local or regional significance; involve topics of national significance and recommended as appropriate, for consideration by FCM.

B70 **PHYSICAL ACCESS FOR DISABLE PASSENGERS** AVICC Executive
Convention Decision: Endorsed and Referred to FCM

Federal Response to AVICC: [Ministry Of Transport, Infrastructure And Communities](#)

In Canada, the federal government has established accessibility standards for all modes of transportation under federal jurisdiction. This is accomplished through the use of a variety of policy instruments, including regulations, codes of practice and guidelines.

An active monitoring and compliance program supports the implementation of Canada's regulations, codes and guidelines. This ongoing monitoring of the transportation system, along with the results of the last independent review of the Canada Transportation Act in 2001, indicates that significant progress has been made in removing undue obstacles to the mobility of persons with disabilities, and that, while some accessibility issues remain, this policy approach is proving to be successful.

With respect to the accessibility of passenger rail cars, the Passenger Rail Car Accessibility Code of Practice provisions came into effect on April 1, 2001, and state as follows:

Eventually, every passenger train that provides sleeping car facilities should have at least one sleeping car that has at least one wheelchair-accessible room. Until such time as this goal is reached, any newly manufactured sleeping car ordered, purchased or leased by a rail carrier to be used on or after April 1, 2001, or any existing sleeping car undergoing major refurbishment to be used on or after that same date, should satisfy the accessibility criteria.

I should note that passenger rail cars used in western transcontinental rail service are currently undergoing major refurbishment and will re-enter service in compliance with the Code. The Renaissance rail passenger cars, which are employed in the Toronto-Halifax corridor, are also now undergoing modification so that they too will be in full compliance with the Code when they return to service.

Provincial Response to AVICC: Ministry Of Transportation And Infrastructure

All transit users in British Columbia now have access to low floor buses that can easily accommodate passengers travelling with wheelchairs and scooters, and design guidelines have been adopted to ensure that mobility impaired persons can be accommodated at bus stops. HandyDART, Taxi Saver and Taxi Supplement programs are also available for persons unable to use the regular bus system.

British Columbia's taxpayers contribute \$20 million a year to help keep ferry rates affordable for the disabled, eligible seniors, students and those travelling for medical reasons. Where possible, BC Ferries provides mobility-impaired persons with preferred special vehicle loading, elevator service, specially equipped washrooms and preferred parking.

The Passenger Transportation Board, an independent tribunal, makes decisions on applications for taxis, limousines and inter-city bus licences. The Board has established a policy to encourage the increased number and availability of accessible taxis in urban communities.

B74 EXPANSION OF INFRASTRUCTURE GRANT PROGRAMS TO INCLUDE Central Saanich
MAJOR LOCAL GOVERNMENT FACILITIES

Convention Decision: Endorsed and Referred to FCM

B79 SOUTHERN STRAIT OF GEORGIA NATIONAL MARINE CONSERVATION Islands Trust
AREA RESERVE

Convention Decision: Endorsed

B110 BC FERRIES SUBSIDY Metchosin

Convention Decision: Endorsed

B131 INFRASTRUCTURE STIMULUS FUND Sunshine Coast RD

Convention Decision: Withdrawn

Section C2 – Resolutions that were referred to other resolutions that were considered for debate.

C2 PRIME BC North Cowichan

Convention Decision: Not Admitted for Debate

C5 EMERGENCY MANAGEMENT TRAINING Sunshine Coast RD

Convention Decision: Not Admitted for Debate

C6 RELEASE OF LICENSED MEDICAL MARIJUANA SITES INFORMATION

Sooke

Convention Decision: Not Admitted for Debate

C15 CANADA GOOSE POPULATION

North Saanich

Convention Decision: Not Admitted for Debate

Part 2 - RESOLUTIONS REFERRED TO AVICC EXECUTIVE FOR ACTION BECAUSE OF THEIR REGIONAL NATURE

LR12 RAIL TERMINUS IN NANAIMO

AVICC Executive

THEREFORE BE IT RESOLVED THAT AVICC support the establishment of the main rail terminus in Nanaimo and the proposed two train early morning southbound schedule as a first step in providing improved rail service on Vancouver Island, and encourages VIARail to increase the operating subsidy necessary for this to occur.

AVICC Convention Decision: Endorsed.

Response: Awaiting response from ViaRail.

LR13 COASTAL DOUGLAS FIR MOIST MARITIME LAND USE

AVICC Executive

WHEREAS a logging application has been submitted to Calvin Ross at South Island Forest District in Port Alberni to log the Nanoose Wetland Forest (DL33).

WHEREAS even small parcels like DL33 make important contributions to conservation of coastal Douglas Fir and contains the only remaining intact watershed of any tributary supplying Nanoose Creek, a wild salmon stream.

WHEREAS BC Environment Ministry confirm that nearly every type of Old Growth Douglas Fir Forest on BC dry coastal plain is now rare or endangered.

WHEREAS the coastal Douglas Fir ecosystem that once dominated the Georgia Basin now teetered at the brink of extinction and most of what does remain is the responsibility of British Columbians.

THEREFORE BE IT RESOLVED THAT AVICC request that the Ministry of Environment to allow for the Coastal Douglas Fir Moist Maritime land use order to follow its proper public consultation and ministerial development course and process.

AVICC Convention Decision: Endorsed.

Response: Ministry Of Forests

The province is well aware of the concerns related to the Coastal Douglas Fir Biogeoclimatic Zone and government has taken significant steps to ensure protection of this and other important ecosystems. In December, the Integrated Land Management Bureau (ILMB) advertised a draft land use order to protect up to 1,600 hectares of the Coastal Douglas Fir ecosystem on southern Vancouver Island and the Sunshine Coast. The public review and comment period on the land use order closed on February 15, 2010. I understand that many local residents have asked that DL33 be included in the proposal Coastal Douglas Fir land use order. ILMB are currently reviewing all submissions received and will incorporate, where appropriate, suggested change to the land-use objectives. We expect a decision on the land use order in the near future. Once the final decision is made it will be publicly communicated.



ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

**62ND ANNUAL GENERAL MEETING & CONVENTION
APRIL 8-10, 2011 SIDNEY, BC**

*All of the Plenary Business Sessions and the Mini Marketplace will be held at the Mary Winspear Centre.
Check the program for locations of Sessions, Breakfasts, Lunch, Receptions and the Annual Banquet.*

FRIDAY, APRIL 8, 2011

Morning	Pre-conference Tours (Register Entrance of Mary Winspear Centre)
8:00-Noon	Saanich Peninsula Agricultural Study Tour
9:15-Noon	Hartland Landfill Study Tour
<i>LOCATION: Charlie White Theatre</i>	
2:00 pm	Official Opening of the 2011 AGM & Convention Greetings from the Official Crier, Town of Sidney - <i>Councillor Kenny Podmore</i> Convention Opening Remarks – <i>President Christopher Causton</i> O Canada – <i>Sasha Moriarty</i> Welcome and Blessing - <i>Elisha Elliott</i> Welcome from Host Community – <i>Mayor Larry Cross</i> Convention Program Overview – <i>President Christopher Causton</i>
2:15 pm	Nominating Committee Report, <i>Past President Barry Janyk</i>
2:20 pm	Dr. Andrew Weaver, Canada Research Chair in Climate Modelling and Analysis, Professor, University of Victoria
3:00 pm	Refreshment Break (<i>Myfanwy Gallery</i>)
3:25 pm	Address by The Honourable Stephanie Cadieux, Minister of Community, Sport and Cultural Development
3:50 pm	BC Ferries Presentation - Robert Clarke, Executive VP and CFO
4:10 pm	Annual Meeting Adoption of Conference Rules and Procedures Adoption of Minutes of 2010 Annual General Meeting President's Address and Annual Report Financial Statements Appointment of Auditors Appointment of Scrutineers Appointment of Parliamentarian 2012 AGM & Convention Location
4:20 pm	Nominations from the Floor for Officers Candidate Speeches (as necessary)
4:30 pm	Provincial Address
5:00 pm	Adjourn
5:30-7:30 pm	Welcome Reception Shaw Ocean Discovery Centre - 9811 Seaport Place (Located Next to the Pier Hotel)

AGM & CONVENTION PROGRAM

SATURDAY, APRIL 9, 2011

7:30 am	Continental Breakfast (<i>Myfanwy Gallery & Bodine Hall</i>)
8:00-8:30 am	Voting for Table Officers As Necessary (<i>Foyer Outside of Bodine Hall</i>)
<i>LOCATION: Bodine Hall</i>	
8:30 am	BC Hydro Presentation
9:00 am	Review of Resolution Procedures
9:10 am	Address by UBCM President, Councillor Barbara Steele, City of Surrey
9:30 am	Consideration of Resolutions
10:00 am	Refreshment Break (<i>Activity Room 2</i>)
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	FortisBC Energy Inc. Presentation Gord Schoberg, Senior Manager, Municipal Relations
12:00 noon	Delegates Luncheon (<i>Bodine Hall</i>)
1:15-1:45 pm	Elections for Director at Large (<i>Foyer Outside of Bodine Hall</i>)
1:45 pm	Concurrent Workshops <ul style="list-style-type: none"> Fisheries Issues Workshop (<i>Bodine Hall</i>) Vancouver Island-Coast Regional Agricultural Outlook Project (<i>Charlie White Theatre</i>)
2:45 pm	Refreshment Break (<i>Myfanwy Gallery</i>)
3:00 pm	Concurrent Workshops Repeated <ul style="list-style-type: none"> Fisheries Issues Workshop (<i>Bodine Hall</i>) Vancouver Island-Coast Regional Agricultural Outlook Project (<i>Charlie White Theatre</i>)
4:00 pm	Adjourn
4:00-4:30 pm	Elections for Director at Large as Necessary (<i>Foyer Outside of Bodine Hall</i>)
6:00-9:30 pm	Reception and Annual Banquet at the BC Aviation Museum 1910 Norsman Road
6:00 pm	Reception with Stelly's Secondary School Jazz Band Performing (<i>Main Hall</i>)
7:00 pm	Buffet Dinner (<i>Henderson Hangar</i>)
8:15 pm	Short Program (<i>Henderson Hangar</i>)
8:30 pm	"A Tribute to the 40's" – Stelly's Secondary School (<i>Henderson Hangar</i>)

SUNDAY, APRIL 10, 2011

7:30 am Hot Breakfast Buffet (*Myfanwy Gallery & Bodine Hall*)

LOCATION: Charlie White Theatre

8:30 am Nominating Committee Report
Nominations from the Floor for Electoral Area Representative
Candidate Speeches (as necessary)

8:35 am Vancouver Island "Spine" Wilderness Hiking and Multi-Use Trail Presentation
Scott Henley, Executive Director and Andrew Pape-Salmon, VISTA Board Member

8:50 am Update from the Island Corridor Foundation - Graham Bruce, Executive Director

9:05 am Canada Food Inspection Agency and Centre for Plant Health Presentation
Dan Thompson, Director

9:35 pm Gulf Islands National Park Reserve Presentation
Wayne Bourque, Park Superintendent

10:05 am Refreshment Break (*Myfanwy Gallery*)

10:05-10:25 am Elections for Electoral Area Representative as Necessary (*Foyer Outside of Bodine Hall*)

10:25 am Address by Mr. Scott Fraser, MLA, Alberni-Pacific Rim, Official Opposition Critic for
Community and Rural Development

10:50 am Nominating Committee Report (as required)
Consideration of Resolutions and Late Resolutions

11:45 am Final Business Session
Installation of New Executive
Remarks by President Elect
Grand Prize Draw – *Must Be Present To Win*

Noon Adjourn

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. [See Appendix C]

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. [Also see Appendix C]

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:

- Past President, Barry Janyk, Chair
- AVICC Executive Coordinator, Iris Hesketh-Boles

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

NOMINATING COMMITTEE REPORT

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

The Nominating Committee will report on Friday, April 8th, at approximately 2:15 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 Committee 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, 1:15-1:45 PM*

- Elections for Directors at Large (as necessary)

STEP 3 - ELECTION OF ELECTORAL AREA REPRESENTATIVE

SUNDAY, APRIL 10TH, 8:30 AM*

- Nominating Committee 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, 10:05-10:25 AM*

- Election for EA Representative (as necessary)

SUNDAY, APRIL 10TH, 10:50 AM*

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

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

*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 2011-12 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 2011 AGM and Convention:

President

- Chair Joe Stanhope, Regional District of Nanaimo

First Vice-President

- Councillor Barry Avis, Town of Qualicum Beach

Second Vice-President

Director at Large (three to be elected)

- Councillor Bob K. Day, Town of Lake Cowichan
- Councillor Ronna-Rae Leonard, City of Courtenay
- Councillor Al Siebring, District of North Cowichan

Electoral Area Representative

- Director Mary Marcotte, Cowichan Valley Regional District

Photos and biographical information on the candidates will be published in the 2011 Pre-convention Newsletter to be distributed to all members mid to late March 2011.

For further information on the nomination and election process contact:

Barry Janyk
Past President and Chair of AVICC Nominating Committee
c/o Local Government House
525 Government St
Victoria, BC V8V 0A8
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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.]

PROCEDURES FOR RESOLUTIONS PRINTED IN THE RESOLUTIONS BOOK

19. The Chair will cause the title and the "enactment" clause of the resolution to be read.
20. The resolution will after reading be properly before the Meeting and will not require a mover or a seconder.
21. A spokesperson for the Resolutions Committee will then give the views of the Resolutions Committee together with any suggestions and reasons therefore.
22. The Chair shall then call on a delegate from the sponsoring member to introduce the resolution.
23. The sponsor is permitted three minutes to introduce the resolution.
24. The Chair will then call for discussion from the floor.
25. If there are not speakers opposed to the motion the Chair may call the question. Discussion shall proceed in accordance with the "Rules of Procedure" (steps 11 to 17) Delegates must confine their remarks to a maximum speaking period of three minutes. Voting on the resolution shall proceed in accordance with the "Voting Rules" (steps 5 to 10). Voting is on the resolution, **NOT** on the recommendation of the Resolutions Committee.

PROCEDURES FOR LATE RESOLUTIONS

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

FOR RESOLUTIONS NOT PRINTED IN THE RESOLUTIONS BOOK

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

34. 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

35. All resolutions originating at a Meeting workshop or seminar that is not held as a regular plenary session shall be referred to the Executive unless handled pursuant to Steps 33 or 34.
36. AMENDMENTS TO CONSTITUTION 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].
37. 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].

2011 RESOLUTIONS

Finance

- R1 Treaty Advisory Committee Funding (Sunshine Coast RD)
- R2 Provincial Housing Trust Funds (North Saanich)
- R3 Funding for Visitor Centres (North Saanich)
- R4 Public Library Funding (Nanaimo City)
- R5 Funding for Public Libraries (North Saanich)
- R6 Heritage Funding (Victoria)

Transportation

- R7 Bike Lane Sweeping (Sunshine Coast RD)
- R8 ORV Licensing & Safety (Powell River RD)
- R9 Greyhound Canada Proposed Service Reductions (Strathcona RD)

Taxation

- R10 Varying Tax Rates (Lake Cowichan)
- R11 University Property Tax Payments (Port Alberni)
- R12 Delinquent Tax on Crown Land (Alert Bay)
- R13 BC Hydro Fair Compensation (Nanaimo RD & Sunshine Coast RD)

Community Safety

- R14 Homicide Investigation Costs (North Saanich & Sidney)

Environment

- R15 Pacific Aquaculture Regulations (Strathcona RD)
- R16 Aquaculture Agreement (AVICC Executive)
- R17 Consultation with Local Government Regarding Resource Management (Alberni-Clayoquot RD)
- R18 DFO Referral Times (Alert Bay)
- R19 Annual Halibut Quota (Capital RD)
- R20 Glass Sponge Reef Protection (Sunshine Coast RD)
- R21 Illegal Dumping (Sunshine Coast RD)
- R22 Control of Canada Geese (Methosin)
- R23 Bee Importation (North Saanich)
- R24 Natural Area Tax Exemption Program (Sunshine Coast RD)
- R25 Development of a Nature & Climate Conservation Strategy (Tofino)
- R26 Endangered Species & Ecosystems Protection Act (North Saanich)

Health

- R27 Food Safety at Community Events (Alert Bay)
- R28 Elimination of MSP Premiums for Seniors (Victoria)
- R29 Elimination of MSP Premiums for Seniors (North Saanich)
- R30 Restore Funding to Hospitals (Sechelt)
- R31 For-profit Clinics (Victoria)
- R32 Tax on Selected Processed Foods (Tofino)
- R33 Age Restrictions on Indoor Tanning (Esquimalt)

Elections

- R34 Lowering the Voting Age (Tofino)
- R35 Allow Voters More Choice (Tofino)

Selected Issues

- R36 Charitable Status of Canadian Environmental Organizations (Port McNeill)
- R37 Animal Abuse (Victoria)

PART 1 – REFERRED RESOLUTIONS

A late resolution from the 2010 UBCM Convention was referred forward to the 2011 resolutions cycle for consideration by AVICC. The sponsor, City of Nanaimo, has chosen to withdraw that resolution and resubmit a resolution on the same topic numbered R4 below.

PART 2 – RESOLUTIONS RECEIVED BY THE DEADLINE

The following are the resolutions received by the February 25, 2011 resolutions deadline. Delegates will receive a *Supplementary Information Package* when they register onsite in Sidney that will contain the AVICC Executive's comments and recommendations.

FINANCE

R1 TREATY ADVISORY COMMITTEE FUNDING

Sunshine Coast RD

WHEREAS the 2008 Memorandum of Understanding between UBCM and the Province of British Columbia included 'New Relationship' matters within the mandate of the Treaty Advisory Committee, in addition to treaty negotiations;

AND WHEREAS there is no formal pathway within the context of New Relationship funding which includes the interests of local governments;

AND WHEREAS the information gained from these advisory committees is invaluable for negotiations with First Nations thereby benefitting all parties:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities urge the Ministry of Aboriginal Relations and Reconciliation to provide adequate core funding to Treaty Advisory Committees and related organizations.

R2 PROVINCIAL HOUSING TRUST FUNDS

North Saanich

WHEREAS leadership, sustained funding, and strong partnerships are required to increase the supply and diversity of affordable housing across British Columbia;

AND WHEREAS a Provincial housing trust fund, similar to the Capital Regional District's Regional Housing Trust Fund model, is needed to create a stable base of financial resources for the Province to provide subsidized housing in partnership with the private sector and other levels of government:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island Coastal Communities petition the Province to create Regional Housing Trust Funds from Property Transfer Tax revenues to provide subsidized, supportive and affordable housing for communities where affordable housing is not accessible for those with low incomes such as seniors, single parent families and people with disabilities;

AND BE IT FURTHER RESOLVED that the funds levied for this purpose be kept within the regions they are levied from and disbursement be contingent on financial or in-kind local contributions.

R3 FUNDING FOR VISITOR CENTRES

North Saanich

WHEREAS many local visitor centres in British Columbia are in need of a higher level of funding to maintain current levels of services to attract more visitors, which provides economic opportunities for local communities;

AND WHEREAS there is an inadequate level of provincial funding provided to visitor centres and local governments are unable to address this financial shortfall:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities petition the Province to increase the level of funding for the improvement and operation of effective visitor centres.

R4 PUBLIC LIBRARY FUNDING

Nanaimo City

WHEREAS public libraries enhance the lives of all British Columbians and are an essential resource in all the communities they serve, especially in times of economic hardship;

AND WHEREAS reduced Provincial funding impacts the ability of libraries to adequately provide services, materials, and maintain facilities:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities and the Union of British Columbia Municipalities work with the British Columbia Library Trustees Association to lobby the provincial government to restore grants for public libraries to 2009 levels;

AND BE IT FURTHER RESOLVED that the amount of grants be adjusted annually thereafter to reflect changes in the Consumer Price Index for British Columbia.

R5 FUNDING FOR PUBLIC LIBRARIES

North Saanich

WHEREAS local governments are continuously facing the need for higher tax levies to support British Columbia's public library system to provide libraries with the resources needed to adequately provide services and maintain and upgrade facilities;

AND WHEREAS systemic reductions in funding from the Province to British Columbia's public library system has been significantly reducing the ratio of provincial grant to municipal tax levy contributions since 1985:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island Coastal Communities petition the Province to restore public library funding so that the ratio of provincial grants to municipal tax levies is restored to the ratio that existed in 1985.

R6 HERITAGE FUNDING

Victoria

WHEREAS the Province of British Columbia has a responsibility to support and conserve the heritage resources of the province, and funding cuts to the Heritage Branch of the Ministry of Tourism, Trade and Investment, Heritage BC and local governments across the province have resulted in a state of crisis for heritage conservation;

AND WHEREAS financial investments in heritage conservation can stimulate urban revitalization, employment, tourism and community pride:

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities urge the Province of British Columbia to renew its commitment to heritage conservation in the following manner:

1. Invest a further \$10 million in the Heritage Legacy Fund;
2. Restore community support for both local government and community heritage organizations such as Heritage BC;
3. Adopt the draft Provincial Heritage Strategy;
4. Restore the budget of the Heritage Branch; and
5. Resolve the Heritage Properties question.

TRANSPORTATION

R7 BIKE LANE SWEEPING

Sunshine Coast RD

WHEREAS governments invest in the provision of cycling lanes adjacent to provincial roadways to promote healthy lifestyles and provide alternatives to single occupancy vehicles;

AND WHEREAS gravel and other debris on the cycling paths pose a risk to cyclists and act as an impediment to the use of alternative modes of transportation:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities urge the Ministry of Transportation and Infrastructure to amend road maintenance contracts to increase the frequency of bike lane sweeping.

R8 ORV LICENSING & SAFETY

Powell River RD

WHEREAS the provincial government planned to introduce legislation in late 2010 to provide for ATV licensing and safety features;

AND WHEREAS such legislation would greatly enhance back-country activities in rural British Columbia:

THEREFORE BE IT RESOLVED that the AVICC urge the Province of British Columbia to enact legislation as soon as possible in 2011.

R9 GREYHOUND CANADA PROPOSED SERVICE REDUCTIONS

Strathcona RD

WHEREAS the B.C. Passenger Transportation Board is considering an application by Greyhound Canada Transportation ULC for service reductions between Vancouver and Nanaimo which has been initiated as a result of a dispute over terminal parking at B.C. Ferries facilities;

AND WHEREAS the reductions contemplated would have an adverse effect on those who rely on bus transportation between Vancouver Island communities;

THEREFORE BE IT RESOLVED that the B.C. Passenger Transportation Board requested service reductions be denied.

TAXATION

R10 VARYING TAX RATES

Lake Cowichan

WHEREAS there is no legislative provision to allow municipalities to impose separate tax rates for each of land and improvements to encourage property owners to make significant improvements to their properties or to reduce the impact of sudden fluctuations in property values;

AND WHEREAS the current legislative mechanisms such as the revitalization tax exemption or the assessment averaging provisions provided under the *Community Charter* and Assessment Averaging and Phasing Regulation, B.C. Reg. 370/2003, respectively, have not been proven to be useful tools for mitigating the impact of uneven assessment changes on taxation:

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

R11 UNIVERSITY PROPERTY TAX PAYMENTS

Port Alberni

WHEREAS section 27(2)(w) of the *University Act* grants the Board of Governors of a university the following powers:

- (w) to pay to a municipality incorporated under an Act a grant in a year not exceeding the lesser of
 - (i) the amount that would be payable as general municipal taxes in the year on property of the university within the municipality if the property were not exempt from these taxes, and
 - (ii) the amount specified by the minister or calculated in the manner specified by the minister;

AND WHEREAS municipalities have identified considerable loss of tax revenue due to the low amounts calculated under *University Act* section 27(2)(w)(ii), but local governments have noted no provincial action in response to UBCM resolution 2008-B104, which requested the Province to amend the *University Act* by replacing section 27(2)(w) with the following:

To pay to a municipality incorporated by or under an act a grant in a year equal to general municipal taxes in the year on property of the university within the municipality if the property were not exempt from these taxes:

THEREFORE BE IT RESOLVED that AVICC and the UBCM urge the Province to address the issue of university grants-in-lieu of taxes by amending section 27(2)(w) of the *University Act* to specify that a university must pay to a municipality a grant equal to general municipal taxes.

R12 DELINQUENT TAX ON CROWN LAND

Alert Bay

WHEREAS the primary source of revenue for BC municipalities is property tax revenue and service fees;

AND WHEREAS and most unpaid fees can be added to property taxes for the purpose of collection;

AND WHEREAS delinquent taxes owed by fee simple properties are collected by tax sale;

AND WHEREAS delinquent taxes owed by crown lease properties cannot be collected by tax sale and are instead cancelled by the Province in the event of non-payment:

THEREFORE BE IT RESOLVED that the Province of BC undertake to pay all delinquent property taxes owed by properties which are under crown lease tenures.

R13 BC HYDRO FAIR COMPENSATION

Nanaimo RD and Sunshine Coast RD

WHEREAS Crown Corporations are expected to pay their fair share of property taxes by providing a grant-in-lieu;

AND WHEREAS private utilities pay property taxes to municipalities and regional districts on property including rights-of-way for distribution and transmission lines, and private utilities and BC Hydro provide municipalities a 1% tax on gross sales revenues within their jurisdictions:

THEREFORE BE IT RESOLVED that the AVICC and the UBCM lobby the Province of British Columbia to explore the taxation of BC Hydro and implement a fair and equitable method of compensation to all local governments for the provision of local and regional services.

COMMUNITY SAFETY

R14 HOMICIDE INVESTIGATION COSTS

North Saanich and Sidney

WHEREAS the *Police Act* makes municipalities responsible for the investigation of homicides in British Columbia based on the jurisdiction in which a victim's body is discovered;

AND WHEREAS the increasing average cost for investigating a homicide could have a major impact to local tax payers in most small and mid-sized communities;

AND WHEREAS equal treatment of homicide investigations should not be impaired by the ability of any given municipality to pay for the investigation costs:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island Coastal Communities petition the Province to amend the *Police Act* to share the costs of homicide investigations with the province in a way that does not significantly and unfairly impact municipal tax payers.

ENVIRONMENT

R15 PACIFIC AQUACULTURE REGULATIONS

Strathcona RD

WHEREAS the federal government has developed Pacific Aquaculture Regulations under the *Fisheries Act* which have established a new regulatory regime with respect to commercial aquaculture operations on the British Columbia coast;

AND WHEREAS it is critical that operational compliance standards under the regulations include provisions to mitigate the potential for negative impacts on adjacent land uses:

THEREFORE BE IT RESOLVED that Fisheries and Oceans Canada be requested to expand the current license templates for marine finfish, shellfish and freshwater aquaculture to include specific operational compliance standards that serve to mitigate the potential for negative impact of aquaculture operations on adjacent land uses;

AND BE IT FURTHER RESOLVED that Fisheries and Oceans Canada be requested to defer approval of new aquaculture operations pending written confirmation from local governments that such operations are in compliance with local government regulations;

AND BE IT FURTHER RESOLVED that Fisheries and Oceans Canada be requested to convene a meeting of British Columbia coastal communities, regional districts, local governments and First Nations to provide more clarity on the Pacific Aquaculture Regulations."

R16 AQUACULTURE AGREEMENT

AVICC Executive

WHEREAS on February 9, 2009, the Supreme Court ruled that the federal government – not the provinces – should regulate fish farms, prompting both orders of government to negotiate an Aquaculture Agreement that was reached on December 10, 2010;

AND WHEREAS neither the provincial nor federal government sought to consult with UBCM about how the Aquaculture Agreement would impact local governments, specifically those communities that have bylaws (including zoning) in place with respect to where and how fish farms operate:

THEREFORE BE IT RESOLVED that the AVICC request that the provincial and federal governments recognize the authorities and responsibilities of local governments with respect to aquaculture and immediately consult with them about the impact and implications of the new Aquaculture Agreement;

AND BE IT FURTHER RESOLVED that the provincial and federal governments recognize and respect local government bylaws (including zoning) in the siting, approval and operation of fish farms.

**R17 CONSULTATION WITH LOCAL GOVERNMENT REGARDING
RESOURCE MANAGEMENT**

Alberni-Clayoquot RD

WHEREAS local government has expressed its duty to be consulted by elected and appointed representatives of the Government of Canada and the Government of British Columbia, in more than 100 resolutions from the Union of BC Municipalities since 1983;

AND WHEREAS the duties and obligations of local government are expressed in the Government of British Columbia in the *Community Charter* SBC 2003 Part 1 and Par 9 Division 1, which does not identify Local Government as a “Stakeholder”, but rather, a duly appointed Order of Government;

AND WHEREAS the Coastal Community Network, an independent non-government organization comprised of local governments and First Nations collaborating and operating within the Pacific Coast Watershed, expects to be included as a correspondent of all federal and provincial spatial planning processes and policy development as a clearing house of information:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities and the Coastal Community Network:

- a) develop a mechanism(s) that ensures meaningful consultation with Canada and British Columbia with respect to all sustainability policies and processes affecting life in the Pacific Coast Watershed;
- b) establish an appropriate platform for community-to-community relations between the urban/rural local governments and First Nations at an appropriate regional level across the Pacific Coast Watershed; and
- c) advise and promote the Coastal Community Network as a suitable organization for Canada and British Columbia to jointly invest in as a one stop resource management assessment and referral delivery authority, co-Chaired by elected leaders drawn from the local government and First Nation leadership resident on the coast, as a long term and final solution to sustainment.

R18 DFO REFERRAL TIMES

Alert Bay

WHEREAS all new and remedial development in riparian and marine environments, including emergency response measures and work to repair, develop or maintain essential infrastructure, must be referred to the Department of Fisheries and Oceans for approval;

AND WHEREAS response time from Department of Fisheries and Oceans to referrals varies widely and often leads to unacceptable project delays resulting in local governments’ inability to respond to urgent public safety issues and/or economic hardship to governments and communities;

NOW THEREFORE BE IT RESOLVED THAT the Department of Fisheries and Oceans adopt a policy committing the Department to provide a response to referrals within 30 days of receipt of any development referral from a Local Government or First Nation Government;

AND THAT any referral which goes unanswered after 30 days of receipt be deemed to be approved.

R19 ANNUAL HALIBUT QUOTA

Capital Regional District

WHEREAS the recreational and sport fishing industry is an essential economic driver for many communities along the coast of British Columbia;

AND WHEREAS the federal government changed the quota system in 2003 requiring the recreation fishing industry to rely on a fixed percentage of the annual catch;

AND WHEREAS the allocation between recreational and commercial sectors in the Canadian halibut fishery during years of low abundance will destroy the economic viability of coastal communities and deny Canadian citizens access to the common property resource of halibut;

AND WHEREAS a base guaranteed limit is a more fair and equitable approach that would allow the recreation and commercial fishing industries to survive during years of low annual quotas:

THEREFORE BE IT RESOLVED that the federal government purchase or lease the required commercial halibut quota to establish a permanent annual guaranteed base limit and season for recreational fishermen of 1 halibut per day, 2 in their possession, February 1 to December 31 of each year.

R20 GLASS SPONGE REEF PROTECTION

Sunshine Coast RD

WHEREAS ancient and fragile glass sponge reefs previously thought to be extinct exist off British Columbia's coast and are at risk from disturbances caused by trawling, trapping and anchoring;

AND WHEREAS Fisheries and Oceans Canada has designated the Hecate Strait/Queen Charlotte Sound glass sponge reefs as an Area of Interest within the Pacific North Coast:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities urge Fisheries and Oceans Canada to also designate the glass sponge reefs in the Southern Strait of Georgia (specifically McCall Bank, Howe Sound, Fraser Ridge, Active Pass, Nanaimo, Coulee Bank and Parksville) as "areas of interest" for protection.

R21 ILLEGAL DUMPING

Sunshine Coast RD

WHEREAS illegal waste disposal is detrimental to the environment and our communities;

AND WHEREAS local governments are being called on to expend greater resources in order to monitor and clean up illegal dump sites:

THEREFORE BE IT RESOLVED that the Ministry of Environment be requested to make additional financial and human resources available to assist with enforcement, monitoring and clean up of illegal dump sites on Crown land.

R22 CONTROL OF CANADA GEESE**Metchosin**

WHEREAS the Canada Goose was introduced and habituated to the Capital Region in the early 1950s by the BC Fish and Wildlife Service to provide stock for hunting purposes;

AND WHEREAS recent population counts of Canada Geese now fluctuate between 3000 to 5000 in the Capital Region and these geese inflict significant damage to farms crops in Metchosin and on the Saanich Peninsula:

THEREFORE BE IT RESOLVED that AVICC and UBCM work with the provincial and federal governments to manage and control burgeoning populations of Canada geese which, left uncontrolled, present major and significant human health and safety, food production, environmental, recreational, water quality and other impacts; and that AVICC support continued provincial support for the multi-phased approach adopted by the Peninsula Agriculture Commission.

R23 BEE IMPORTATION

North Saanich

WHEREAS local honey bee populations on Vancouver Island and the Gulf Islands are in danger of contracting diseases and pests from mainland North America that significantly affect the health of honey bees, and which are not currently present on Vancouver Island and the Gulf Islands;

AND WHEREAS the Province recently lifted a 22 yearlong quarantine that prohibited the importation of honey bees from mainland North America to Vancouver Island and the Gulf Islands:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island Coastal Communities petition the Province to protect the health of island bee populations by restoring the former quarantine that had prohibited the importation of honey bees from mainland North America to Vancouver Island and the Gulf islands.

R24 NATURAL AREA TAX EXEMPTION PROGRAM

Sunshine Coast RD

WHEREAS the Islands Trust currently offers a Natural Area Protection Tax Exemption Program which provides property tax relief of up to 65% for owners who wish to enter into a conservation covenant to protect important natural features of their property;

AND WHEREAS Regional Districts may wish to support and encourage property owners to preserve natural areas for the benefit of future generations:

THEREFORE BE IT RESOLVED that the Ministry of Community, Sport and Cultural Development be requested to grant regional districts the legislative authority to implement natural area protection tax exemption programs.

R25 DEVELOPMENT OF A NATURE AND CLIMATE CONSERVATION STRATEGY

Tofino

WHEREAS the Province-led Biodiversity BC has declared that without immediate action, BC's globally significant biodiversity and the ecological services on which we all depend, are vulnerable to rapid deterioration due to the challenges posed by expanding human settlement and development, especially in light of climate change;

AND WHEREAS the 179 local governments to date that have signed-on to the BC Climate Action Charter, recognize both the urgent need to implement effective measures to reduce GHG emissions and anticipate and prepare for climate change impacts, and that protecting the environment can be done in ways that promote economic prosperity, e.g., forest conservation carbon credits:

THEREFORE BE IT RESOLVED that the AVICC recommend that the Province of British Columbia develop a science-based Nature and Climate Conservation Strategy, that would concurrently accomplish:

- allowing more species to survive and adapt to a changing climate;
- protecting the natural carbon stores in our primary and intact forests other ecosystems;
- protecting water and other vital ecosystem services that support both human well-being and a conservation-based economy; and
- supporting sustainable natural resource management that is based on prioritizing the needs of the ecosystems.

R26 ENDANGERED SPECIES & ECOSYSTEMS PROTECTION ACT

North Saanich

WHEREAS the rich biodiversity of British Columbia, which is of critical importance to maintaining ecosystem integrity and human well-being, is in danger from the more than 1,900 species that are at risk of extinction or extirpation in British Columbia;

AND WHEREAS there is little legislation in British Columbia to protect the vast majorities of species and ecosystems that are at risk of extinction:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island Coastal Communities petition the Province to enact an effective Species and Ecosystem Protection Act to protect British Columbia's biodiversity.

HEALTH**R27 FOOD SAFETY AT COMMUNITY EVENTS**

Alert Bay

WHEREAS the Village of Alert Bay has a long tradition of tournaments and festivals which have traditionally included street vendors selling locally prepared food;

AND WHEREAS there has never been a case of food borne illness associated with the consumption of the food from these street vendors;

AND WHEREAS the Vancouver Island Health Authority is taking enforcement action against street vendors and sellers and providers of homemade food at community events:

THEREFORE BE IT RESOLVED that the AVICC request that the Vancouver Island Health Authority develop reasonable policies that will allow the sale and provision of foods prepared in non-commercial kitchens and which are not cost prohibitive or otherwise prohibitively onerous to the average citizen.

R28 ELIMINATION OF MSP PREMIUMS FOR SENIORS

Victoria

WHEREAS all seniors living in British Columbia must pay Medical Services Plan (MSP) premiums;

AND WHEREAS, with the elimination of MSP premiums, British Columbia seniors would have more money for healthy living:

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities (UBCM) support, in principle, the elimination of MSP premiums for all seniors in the Province of British Columbia;

AND BE IT FURTHER RESOLVED that the UBCM conduct a workshop on all of the factors involved in such a resolution.

R29 ELIMINATION OF MSP PREMIUMS FOR SENIORS

North Saanich

WHEREAS British Columbia is the only provincial jurisdiction in Canada in which senior citizens must pay Medical Service Plan premiums for medical insurance;

AND WHEREAS the Municipal Pension Fund has to joint fund the Medical Service Plan premiums for retirees;

AND WHEREAS there would be additional pension funds to support group health benefits if the Municipal Pension Fund did not have to pay towards Medical Service Plan premiums:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island Coastal Communities petition the Province to eliminate Medical Service Plan premiums for medical insurance in the province of British Columbia for all seniors.

AND BE IT FURTHER RESOLVED that the Union of British Columbia Municipalities support the retirees of the Municipal Pension Plan by agreeing that upon the elimination of Medical Service Plan premiums that the present percentage of employers' contributions previously used for MSP premiums, be used to assist in the payment of group health benefits.

R30 RESTORE FUNDING TO HOSPITALS

Sechelt

WHEREAS provincial funding to properly equip and operate hospitals in British Columbia has been inadequate for a number of years;

AND WHEREAS this lack of funding causes unfair inequities from community to community, and leaves some hospital's without equipment and others with high levels of resources:

THEREFORE BE IT RESOLVED that the provincial government be urged to properly fund construction of and supply of adequate equipment and furnishing for hospitals in this Province.

R31 FOR-PROFIT CLINICS

Victoria

WHEREAS everyone must have the right to high quality, responsive and appropriate health care which is publicly funded, publicly accountable and publicly controlled, regardless of an individual's income, ability, age, cultural heritage, sex, sexual orientation or geographical location;

AND WHEREAS for-profit clinics represent an increasing and serious threat to British Columbians' health and the financial stability of the health care system;

AND WHEREAS the number of private, for-profit surgical and MRI/CT facilities in BC has more than doubled in the past five years, with a growing number of for-profit facilities operating in breach of the *Canada Health Act's* criteria requiring universality and accessibility by charging patients privately for medically necessary and MSP insured hospital or physician services;

AND WHEREAS there is clear evidence that such clinics cost more than public facilities, increase wait times by draining scarce health human resources from the public system, and compromise patient safety:

THEREFORE BE IT RESOLVED that the Union of BC Municipalities (UBCM) request that the Province of British Columbia;

1. Establish a moratorium on any further expansion of private, for-profit surgical and MRI/CT clinics;
2. Require an end to public funding of for-profit clinics, including the contracting-out of day surgeries and the provision of Health Authority contracts to for-profit clinics;
3. Require full accountability and transparency on the part of for-profit clinics by ensuring that they submit to all oversight and regulatory mechanisms currently applied to public facilities operating under the B.C. *Hospital Act*; and
4. Expand public capacity by requiring the development of publicly funded and administered outpatient facilities;

AND BE IT FURTHER RESOLVED that UBCM continue to research and monitor the threat to universal public health care posed by the operations of private, for-profit surgical and MRI/CT facilities in its member communities.

R32 TAX ON SELECTED PROCESSED FOODS

Tofino

WHEREAS over the past several years, Canada has experienced an alarming increase in obesity rates among adults, children and youth, and obesity is a preventable disease;

AND WHEREAS obesity is an important individual and population health issue, as it is a contributor to a wide variety of chronic diseases, such as diabetes, cardiovascular disease, hypertension and liver disease, as well as breast, colon and prostate cancer;

AND WHEREAS the costs of medical care are expected to soar in the coming years and currently, in many jurisdictions "sin taxes" already exist on cigarettes and alcohol which help to fund medical care resulting from using these products:

THEREFORE BE IT RESOLVED that the provincial government impose a tax no less than 10% on processed food that contains levels of sugar, sugar substitutes, salt, or fats, that exceed the nutritional allowance contained in Health Canada's guidelines and that these monies be used to help offset the medical costs associated with obesity.

R33 AGE RESTRICTIONS ON INDOOR TANNING

Esquimalt

WHEREAS using indoor tanning devices is particularly damaging for youth and increases their risk of melanoma (the deadliest form of skin cancer);

AND WHEREAS the Medical Health Officers' Council of BC calls upon the Province of British Columbia to use its regulatory powers to restrict use of indoor tanning beds by persons under the age of 18:

THEREFORE BE IT RESOLVED that UBCM lobby the provincial government to introduce legislation to ban indoor tanning for youth under the age of 18.

ELECTIONS

R34 LOWERING THE VOTING AGE

Tofino

WHEREAS the historic turnout of eligible voters for Provincial and Civic elections is getting less and less each year, in the future, it is possible that the majority of people eligible to vote, won't vote;

AND WHEREAS when a citizen is 16 years old, they can obtain a drivers licence, work full time and pay tax, be tried in courts as adults, and join a political party and have voting rights within that party;

AND WHEREAS, civic politics can be a required subject to be taught in high schools and would likely increase the interest of youth in the political process:

THEREFORE BE IT RESOLVED that AVICC and UBCM urge the provincial government to lower the voting age to sixteen years.

R35 ALLOW VOTERS MORE CHOICE

Tofino

WHEREAS if citizens do not like the candidates on a ballot, they simply stay away from the polling booth because they have no way to register their dissatisfaction. This is against democratic principles, the right to choose and not to choose. A "None of the Above" (NOTA) option would allow everyone to participate in the democratic process;

AND WHEREAS all legitimate consent requires the ability to withhold consent; "None of the Above" gives the voter the ballot option to withhold consent from an election to office, just as voters can cast a "No" vote on a ballot question;

AND WHEREAS those ridings where the majority of the votes cast are for "None of the Above", that jurisdiction would ensue a by-election within a time frame designated by the province;

AND WHEREAS provincially, currently, political parties decide who would run in each riding. A NOTA option would decide the fate of the political parties' choices, instead of the parties deciding the voters' choices. This would further the ability for the people, not the political parties to determine their representative:

THEREFORE BE IT RESOLVED that AVICC and UBCM urge the Provincial government to allow for the NOTA clause on all ballots in a provincial and civic election.

SELECTED ISSUES

R36 CHARITABLE STATUS OF CANADIAN ENVIRONMENTAL ORGANIZATIONS

Port McNeill

WHEREAS millions of dollars annually are transferred from US-based charitable foundations such as Tides USA to registered charities in Canada such as Tides Canada;

AND WHEREAS some of the activities of these registered charities do not appear to be charitable:

THEREFORE BE IT RESOLVED that the Federal Minister of Revenue be requested to review the "charitable" status of these organizations and if justified, cancel their "charitable" status.

R37 ANIMAL ABUSE

Victoria

WHEREAS there have been many incidents of animal abuse in the news lately, and, the British Columbia Society for the Prevention of Cruelty to Animals (BC SPCA) receives no government funding to conduct animal cruelty investigations and lacks sufficient resources to enforce the provisions of the *Prevention of Cruelty to Animals Act*, resulting in increased demands on local government to take action in response to animal welfare complaints;

AND WHEREAS Saskatchewan recently increased the maximum fine for animal abuse under its *Animal Protection Act* to \$25,000, while the maximum fine in BC under the *Prevention of Cruelty to Animals Act* is \$5,000 for the first and \$10,000 for a second or subsequent offence:

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities request the Province of British Columbia to demonstrate its commitment to the welfare of animals in the province by:

1. providing appropriate funding to allow the BC SPCA to effectively prevent and respond to incidents of animal abuse; and
2. investigating whether increases to the maximum penalties under the *Prevention of Cruelty to Animals Act* may assist in reducing incidents of animal abuse.

PART 3 – LATE RESOLUTIONS

Delegates will receive a *Supplementary Information Package* when they register onsite in Sidney that will contain the AVICC Executive's report on resolutions received after the February 25, 2011 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 of the areas defined in section 3.

The objects 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 municipalities in British Columbia for the advancement of the principles of local government.
- (d) To secure united action among its member municipalities and regional districts and to promote greater autonomy within local governments.
- (e) To acquire and distribute amongst the members, municipal information that may be deemed to be of value to members.
- (f) To hold meetings for promoting the objects aforesaid.

BYLAWS

Part 1 – Interpretation

1. (1) In these Bylaws, unless the context otherwise requires:

“**directors**” mean the directors of the Society for the time being:

“**Society Act**” means the *Society Act* of British Columbia from time to time in force and all amendments to it;

“**registered address**” of a member means the member’s address as recorded in the register of members.

- (2) The definitions in the *Society Act* on the date these Bylaws become effective apply to these bylaws.
2. Words importing the singular include the plural and vice versa, and words importing a male person include a female person and a corporation.

Part 2 – Membership

3. The members of the Society are the applicants for incorporation who are the municipalities and regional districts on Vancouver Island and in the northern coastal communities more particularly described as the Regional Districts of Alberni-Clayoquot, Capital Region, Central Coast, Comox-Strathcona, Cowichan Valley, Mount Waddington, Nanaimo, Powell River and Sunshine Coast; and the municipalities of Alert Bay, Campbell River, Central Saanich, Comox, Courtenay, Lake Cowichan, Langford, Lantzville, Metchosin, Nanaimo, North Cowichan, North Saanich, Oak Bay, Parksville, Port Alberni, Port Alice, Port McNeill, Port Hardy, Powell River, Qualicum Beach, Saanich, Sayward, Sechelt, Sidney, Sooke, Tahsis, Tofino, Ucluelet, Victoria, View Royal and Zeballos; and the Sechelt Indian Government District; and Islands Trust and any other municipality or regional district on Vancouver Island or in the northern coastal communities of British Columbia, and a person who holds the office of mayor or councillor of a member municipality or chairperson or director of a member regional district or a trustee of the Islands Trust and who subsequently becomes a member, in accordance with these Bylaws and, in either case, have not ceased to be members.
4.
 - (1) A municipality or regional district on Vancouver Island or in the northern coastal communities, or the Islands Trust may apply to the directors for membership in the Society and on acceptance by the directors is a member.
 - (2) Except for a person who is an authorized representative under Bylaw 23(1) of a member municipality, regional district, or Islands Trust, any person who holds the office of mayor or councillor or a member municipality or of chairperson or director of a regional district may apply to the Directors for membership in the Society and on acceptance by the Directors is a member until they no longer hold office.
5. Every member must uphold the constitution and comply with these Bylaws.
6.
 - (1) The amount of the first annual membership dues must be determined by the directors and after that the annual membership dues must be determined at the general meeting of the Society.
 - (2) The annual membership dues must be paid before the annual general meeting and before members will be permitted to vote at the annual general meeting.
 - (3) A person accepted for membership under Bylaw 4(2) is not required to pay any annual membership dues.
7. A person ceases to be a member of the Society.
 - (a) by delivering his or her resignation in writing to the Secretary of the Society or by mailing or delivering it to the address of the Society.
 - (b) on his or her death or, in the case of a corporation, on dissolution.
 - (c) on being expelled, or
 - (d) on having been a member not in good standing for 12 consecutive months.

- (e) if he or she was accepted for membership under Bylaw 4(2), on ceasing to hold the office of mayor or councillor of a member municipality or of chairperson or director or a member regional district; or
 - (f) on becoming an authorized representative under bylaw 23(1).
8. (1) A member may be expelled by a special resolution of the members passed at a general meeting.
- (2) The notice of special resolution for expulsion must be accompanied by a brief statement of the reasons for the proposed expulsion.
- (3) The person who is the subject of the proposed resolution for expulsion must be given an opportunity to be heard at the general meeting before the special resolution is put to a vote.
9. All members are in good standing except a member who has failed to pay his or her current annual membership fee, or any other subscription or debt due and owing by the member to the Society, and the member is not in good standing so long as the debt remains unpaid.

Part 3 – Meetings of Members

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

Part 4 – Proceedings at General Meetings

15. Special business is
- (a) all business at an extraordinary general meeting except the adoption of rules of order and
 - (b) all business conducted at an annual general meeting, except the following:
 - (i) the adoption of rules of order;
 - (ii) the consideration of the financial statements
 - (iii) the report of the directors

- (iv) the report of the auditor; if any
 - (v) the election of directors;
 - (vi) the appointment of the auditor, if required;
 - (vii) the other business that, under these Bylaws, ought to be conducted at an annual general meeting, or business that is brought under consideration by the report of the directors issued with the notice convening the meeting.
- 16.
 - (1) Business, other than the election of a chair and the adjournment or termination of the meeting, must not be conducted at a general meeting at a time when a quorum is not present.
 - (2) If at any time during a general meeting there ceases to be a quorum present, business then in progress must be suspended until there is a quorum present or until the meeting is adjourned or terminated.
 - (3) A quorum is 51 members present or a greater number that the members may determine at a general meeting.
- 17. If within 30 minutes from the time appointed for a general meeting a quorum is not present, the meeting, if convened on the requisition of members, must be terminated, but in any other case, it must stand adjourned to the same day in the next week, at the same time and place, and if, at the adjourned meeting, a quorum is not present within 30 minutes from the time appointed for the meeting, the members present constitute a quorum.
- 18. Subject to Bylaw 19, the president of the Society, the vice president or, in the absence of both, one of the other directors present, must preside as chair of a general meeting.
- 19. If at a general meeting
 - (a) there is no president, vice president or other director present within 15 minutes after the time appointed for holding the meeting, or
 - (b) the president and all the other directors present are unwilling to act as the chair,
 the members present must choose one of their number to be the chair.
- 20.
 - (1) A general meeting may be adjourned from time to time and from place to place, but business must not be conducted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
 - (2) When a meeting is adjourned for 10 days or more, notice of the adjourned meeting must be given as in the case of the original meeting.
 - (3) Except as provided in this Bylaw, it is not necessary to give notice of an adjournment or of the business to be conducted at an adjourned general meeting.
- 21.
 - (1) The chair of a meeting may move or propose a resolution.
 - (2) In the case of a tie vote, the chair does not have a casting or second vote in addition to the vote to which he or she may be entitled as a member, and the proposed resolution does not pass.
 - (3) Unless the *Society Act* or these Bylaws otherwise provide, any action to be taken by a resolution of the members of the Society may be taken by ordinary resolution.

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

Part 5 – Directors and Officers

24. (1) The directors may exercise all the powers and do all the acts and things that the Society may exercise and do, and that are not by these Bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in a general meeting, but subject, nevertheless, to
- (a) all laws effecting the Society,
 - (b) these Bylaws, and
 - (c) rules, not being inconsistent with these Bylaws, that are made from time to time by the Society in a general meeting.
- (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 either a councillor or mayor on a municipal council, a director on a regional district board or a trustee of the Islands Trust.
26. (1) The directors must retire from office at each annual general meeting when their successors are elected.
- (2) Separate elections must be held for each office to be filled.
- (3) An election may be by acclamation, otherwise it must be by ballot.
- (4) If a successor is not elected, the person previously elected or appointed continues to hold office.
- (5) A director may be nominated in writing in advance of the annual general meeting or may be nominated from the floor at the annual general meeting.
- (6) All elected official members of the Society are eligible to stand for election to the executive provided however, that the position of Electoral Area Representative must be filled by an Electoral Area Director.
- (7) All elected official members of the Society present at the annual general meeting are entitled to vote for the executive position of Director at Large.
- (8) Only elected official members of the Society representing Electoral Areas are entitled to vote for the position of Electoral Area Representative.
- (9) Voting by proxy shall not be permitted.
27. (1) The directors may at any time and from time to time appoint a member as a director to fill a vacancy in the directors.
- (2) A director so appointed holds office only until the conclusion of the next annual general meeting of the Society, but is eligible for re-election at the meeting.
28. (1) If a director resigns his or her office or otherwise ceases to hold office, the remaining directors must appoint a member to take the place of the former director.
- (2) An act or proceeding of the directors is not invalid merely because there are less than the prescribed number of directors in office.
- (3) If a director ceases to be a councillor or mayor on a municipal council, a director on a regional district board, or a trustee of the Islands Trust, the director ceases to hold office as a director of the Society.
29. (1) The members may, by special resolution, remove a director, before the expiration of his or her term of office, and may elect a successor to complete the term of office.

- (2) The office of a director must be vacated if the director:
- (a) delivers a resignation in writing to the secretary or mails or delivers it to the address of the Society.
 - (b) is convicted of an indictable offence, and the directors have resolved to remove him;
 - (c) fails to attend three consecutive meetings of the directors without good and sufficient reason in the opinion of the directors and the directors must have resolved to remove him;
 - (d) if he is found by a Court to be of unsound mind;
 - (e) if he becomes bankrupt; or
 - (f) on death.

30. A director must not be remunerated for being or acting as a director but a director must be reimbursed for all expenses necessarily and reasonably incurred by the director while engaged in the affairs of the Society.

Part 6 – Proceedings of Directors

- 31, (1) The directors may meet at the places they think fit to conduct business, adjourn and otherwise regulate their meetings and proceedings, as they see fit.
- (2) The directors may from time to time set the quorum necessary to conduct business, and unless so set the quorum is 5 of the directors then in office.
- (3) The president is the chair of all meetings of the directors, but if at a meeting the president is not present within 30 minutes after the time appointed for holding the meeting, the first vice president must act as chair, but if neither is present the directors present may choose one of their number to be the chair at that meeting.
- (4) A director may at any time, and the secretary, on the request of a director, must, convene a meeting of the directors.
- (5) Without limiting the generality of Bylaw 31(1), the directors of the Society must manage the affairs and the property of the Society, including, but not limited to, the power to:
- (a) enter into contracts and agreements on behalf of the Society and to delegate in such terms and conditions it considers appropriate the entering into contracts and agreements.
 - (b) authorize expenditures on behalf of the Society from time to time;
 - (c) delegate by unanimous resolution to an officer or officers of the Society the right to employ and pay salaries to employees;
 - (d) enter into trust arrangements with a trust company, bank or the Municipal Finance Authority for the purpose of creating a trust fund in which the capital interest may be made available for the benefit of promoting the interest of the Society in accordance with the terms as the directors may prescribe;
 - (e) take any steps it deems requisite to enable the Society to acquire, accept, solicit or receive legacies, gifts, grants, settlements, bequests, endowments and donations of any kind whatsoever for the purpose of furthering the objects of the Society; and

- (f) subject to section 32 of the *Society Act*, the directors may from time to time on behalf of the Society invest the funds of the Society in any investments whatsoever which in the director's discretion it may consider advisable, and the Board may delegate on such terms and conditions as it considers appropriate the power to invest the funds of the Society.
- (6) Reasonable notice of a meeting must be given by specifying the place, the date and the hour of such meeting by mail, postage prepaid, addressed to each of the directors at his or her address as it appears on the books of the Society or by leaving it at his or her usual business or residential address or by telephone, telegram, telex or any method of transmitting legibly recorded messages or by personal service. Reasonable notice must be seven days or a lesser period if agreed to by all 8 directors.
- (7) The directors may confer and vote by teleconference or by other electronic means.
- 32. (1) The directors may delegate any, but not all, of their powers to committees consisting of the director or directors as they think fit.
- (2) A committee so formed in the exercise of the powers so delegated must conform to any rules imposed on it by the directors, and must report every act or thing done in exercise of those powers to the earliest meeting of the directors held after the act or thing has been done.
- 33. A committee must elect a chair of its meetings, but if no chair is elected, or if at a meeting the chair is not present within 30 minutes after the time appointed for holding the meeting, the directors present who are members of the committee must choose one of their number to be the chair of the meeting.
- 34. The members of a committee may meet and adjourn as they think proper.
- 35. For a first meeting of directors held immediately following the appointment or election of a director or directors at an annual or other general meeting of members, or for a meeting of the directors at which a director is appointed to fill a vacancy in the directors, it is not necessary to give notice of the meeting to the newly elected or appointed director or directors for the meeting to be constituted, if a quorum of the directors is present.
- 36. A director who may be absent temporarily from British Columbia may send or deliver to the address of the Society a waiver of notice, which may be by letter, telegram, telex or cable, of any meeting of the directors and may at any time withdraw the waiver, and until the waiver is withdrawn.
 - (a) a notice of meeting of directors is not require to be sent to that director, and
 - (b) any and all meetings of the directors of the Society, notice of which has not been given to that director, if a quorum of the directors is present, are valid and effective.
- 37. (1) Questions arising at a meeting of the directors and committee of directors must be decided by a majority of votes.
- (2) In the case of a tie vote, the chair does not have a second or casting vote.
- 38. A resolution proposed at a meeting of directors or committee of directors need not be seconded, and the chair of a meeting may move or propose a resolution.

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

Part 7 – Duties of Officers

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

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

Part 8 – Seal

46. The directors may provide a common seal for the Society and may destroy a seal and substitute a new seal in its place.
47. The common seal must be affixed only when authorized by a resolution of the directors and then only in the presence of the persons specified in the resolution, or if no persons are specified, in the presence of the president and secretary or president and secretary treasurer.

Part 9 – Indemnities to Directors and Officers

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

Part 10 – Execution of Documents

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

Part 11 – Borrowing

52. In order to carry out the purposes of the Society the directors may, on behalf of and in the name of the Society, raise or secure the payment or repayment of money in the manner they decide, and, in particular but without limiting that power, by the issue of debentures.
53. A debenture must not be issued without the authorization of a special resolution.
54. The members may, by special resolution, restrict the borrowing powers of the directors, but a restriction imposed expires at the next annual general meeting.

Part 12 – Auditor

55. This Part applies only if the Society is required or has resolved to have an auditor.
56. The first auditor must be appointed by the directors who must also fill all vacancies occurring in the office of auditor.
57. At each annual general meeting the Society must appoint an auditor to 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 31st.

Part 16 – Rules and Regulations

67. The proceedings of the annual general meeting must be governed by the Society's Rules and Procedures for Handling Resolutions and, where not in conflict with thee, the last edition of Roberts Rules of Order applies.

68. The Board of Directors may prescribe such rules and regulations not inconsistent with these Bylaws relating to the management and operation of the Society as they deem expedient, provided that such rules and regulations will have force and effect only until the next annual general meeting of the members of the Society when they will be confirmed, and failing such confirmation at such annual general meeting of members, will at and from time to time cease to have any force and effect.

Part 17 – Bylaws

69. On being admitted to membership, each member is entitled to, and the Society must give the member without charge, a copy of the Constitution and Bylaws of the Society.

70. These bylaws must not be altered or added to except by special resolution. Resolutions to amend the Bylaws shall be submitted in writing at least forty-five days prior to the Annual Meeting.

APPENDIX B1

AVICC MEMBERS

CITIES

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

VILLAGES

Alert Bay
Cumberland
Gold River
Port Alice
Sayward
Tahsis
Zeballos

DISTRICTS

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

REGIONAL DISTRICTS

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

TOWNS

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

APPENDIX B2

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

1990-1991	Alderman Bill Cox	Ladysmith
1992-1993	Mayor Ron Webber	Courtenay
1993-1994	Mayor Al Huddleston	Port Hardy
1994-1995	Councillor Martin Segger	Victoria
1995-1996	Councillor Maxine Williams	Alert Bay
1996-1997	Director Jim Gurney	Sunshine Coast RD
1998-1999	Mayor James Lornie	Campbell River
1999-2000	Councillor John Crook	Langford
2000-2001	Mayor Frank Leonard	Saanich
2001-2003	Mayor Pearl Myhres	Zeballos
2004-2005	Councillor Mary Ashley	Campbell River
2005-2006	Mayor W. J. (Jack) Peake	Lake Cowichan
2007-2008	Councillor Bea Holland	Victoria
2008	Mayor Gerry Furney	40 Years Service
2008-2009	Chair Rod Sherrell	Mt. Waddington RD
2009	Eydie Fraser	AVICC Executive Coordinator

APPENDIX C



2011 AGM & CONVENTION

CALL FOR NOMINATIONS FOR AVICC EXECUTIVE

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

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

1. POSITIONS OPEN TO NOMINATIONS

The following positions are open for nomination:

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

2. NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE

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

Background information that defines the key responsibilities and commitments of an AVICC Executive member is available on request from the AVICC Office.

A nomination and consent form should be used for all nominations (available by calling the AVICC Office or on the website at www.avicc.ca).

The Chair of the 2011 Nominating Committee is Barry Janyk, Past President.

3. NEXT STEPS

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

**To Be Included In *The Report on Nominations*,
Nominations Must Be Received By
FEBRUARY 25, 2011**

4. FINAL COMMENTS

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

5. FURTHER INFORMATION

Copies of the "consent form" or duties of Executive members are available from the AVICC office or on the website at www.avicc.ca

All other inquiries should be directed to:

**Barry Janyk, Past President
Chair, 2011 Nominating Committee
c/o AVICC
525 Government Street
Victoria, BC V8V 0A8**

Phone: (250) 356-5122
Fax: (250) 356-5119
Email: iheskethboles@ubcm.ca

NOMINATIONS FOR THE 2011-12 AVICC EXECUTIVE

We are qualified under the AVICC Constitution to nominate¹ a candidate and we nominate:

Name: _____

Local Gov't Position (Mayor/Councillor/Director): _____

Municipality or Regional District Represented: _____

AVICC Executive Office Nominated For: _____

Printed Name: _____ Printed Name: _____

Position: _____ Position: _____

Muni/RD: _____ Muni/RD: _____

Signature: _____ Signature: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the AVICC Constitution². I also agree to provide the following information to the Chair, AVICC Nominating Committee (c/o AVICC Office) by **February 25, 2011**.

- 2"x3" Photo
- Biographical information. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall edit as required.

Printed Name: _____

Position: _____

Muni/RD: _____

Signature: _____

Date: _____

¹ Nominations require two elected officials of members of the Association.

² All nominees of the Executive shall be elected representatives of a member of the Association. Nominees for electoral area representative must hold the appropriate office.

**Return To: Chair, Nominating Committee, AVICC
525 Government Street, Victoria, BC V8V 0A8 or Fax: 250-356-5119**

APPENDIX D



2011 AGM & CONVENTION

RESOLUTIONS NOTICE

REQUEST FOR SUBMISSIONS

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the AVICC office by: **FEBRUARY 25, 2011**

SUBMISSION REQUIREMENTS

Resolutions submitted to the AVICC for consideration shall be received as follows:

- One copy of the resolution by regular mail and one copy by email to iheskethboles@ubcm.ca;
- The resolution should not contain more than two "whereas" clauses; and
- Background documentation must accompany each resolution submitted.

Sponsors should be prepared to introduce their resolutions on the Convention floor.

LATE RESOLUTIONS

- a. 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 must be forwarded to the AVICC by the Wednesday noon preceding the date of the Annual General Meeting. This year's late resolution deadline is **April 6, 2011**.
- b. Late resolutions shall be available for discussion after all resolutions printed in the Resolutions have been debated.
- c. 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.
- d. In the event that a late resolution is recommended to be admitted for discussion AVICC shall produce sufficient copies for distribution to the Convention.

AVICC
525 Government Street
Victoria, BC V8V 0A8
Telephone: 250-356-5122 Fax: 250-356-5119
Email: iheskethboles@ubcm.ca