



**MINUTES OF A MEETING
OF THE ASSOCIATION OF VANCOUVER ISLAND
AND COASTAL COMMUNITIES EXECUTIVE
HELD FRIDAY, DECEMBER 11, 2015
BY TELECONFERENCE**

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

President Price called the meeting to order at 9:00 am.

MINUTES

President Price advised of a change to the wording of the President's Report in the November 6, 2015 minutes to note that the Cultural Competency course was an online course, and that she had received the cultural competency certification.

On motion by 2nd Vice President Grieve, seconded by Director Jensen,
That the minutes of the November 6, 2015 meeting be adopted as amended was CARRIED

2016 CONVENTION

2(a) Sponsorship Policy and Applications

Liz Cookson reviewed her report on potential sponsors and sponsorship categories, noting that this is in keeping with the Sponsorship Policy adopted by the Executive Committee on October 25, 2013.

On motion by 2nd Vice President Grieve, seconded by Director Hemphill,
That the report on the Sponsorship Policy and Applications for the 2016 Convention be received was CARRIED

On motion by Director Hemphill, seconded by Director Jensen,
That all previous year's sponsors be approved and invited to continue their sponsorships in the coming year; that sponsorships from CUPE, the Truck Loggers Association and Young Anderson be approved; that the proposed sponsorship levels and the associated benefits be approved for the 2016 Convention; and that staff prepare a review of sponsorship levels and benefits by October 2016 for the 2017 Convention was CARRIED

2(b) Proposals for Convention Program

Liz Cookson referred to her report noting that a request for proposals had been circulated to the membership in June with a link for on-line submissions available on the website. A summary of the proposals received, as well as scans of the full proposals, were attached. She reviewed the time slots available for the plenary and concurrent sessions in the proposed program.

On motion by Director Jensen, seconded by Director Osborne,
That the report from the Executive Coordinator be received was

CARRIED

The Committee discussed the proposals received for interest, relevance and potential timing. Key outcomes were:

- Liz Cookson requested to find out more information about the timing and content of the Electoral Area Director forum proposal.
- Director Osborne suggested a stand-alone Mayors Council of about 2 hours be held before the Convention starts (similar to UBCM Convention – AVICC to provide meeting space for the Mayors Council but to be organized separately from the AVICC Convention).
- Youth Council could also be a stand-alone held before the Convention start – Director Hemphill renewed her offer from the November 6th meeting to act as the liaison. Youth Council could report back to the Convention delegates as part of a plenary. Timing wise Friday afternoon would work best for this as Youth Council members would not be staying for the Convention.
- An off-site tour to view the City's new [water treatment plant](#) or the Tilray Medical Marijuana Production Facility could potentially be scheduled on Saturday afternoon from 3:00 pm, using one of the six spots for concurrent workshops. Liz Cookson to review availability of both facilities for either Friday morning or Saturday afternoon of the Convention.
- The timing of sessions that relate to resolutions will attempt to be coordinated so that the session happens before the resolution is reviewed; however this can not be guaranteed as the timing of resolutions can vary based on length of debate.

9:55 am Director Noba Anderson joined the teleconference

10:05 am 1st Vice President Mary Marcotte joined the teleconference. She advised that the Electoral Area Forum proposal was intended to be similar to the one held at the UBCM Convention, but with a focus on Vancouver Island issues. It was envisioned as a pre-convention session.

10:15 am Director Osborne left the teleconference

- Of the sessions proposed by LGLA, preference is for a session on mediation and conflict resolution and director to director relations. Director Hemphill to review the notes relating to this topic from the Open Space Session at the 2015 Convention.
- Liz Cookson to send out a survey to the Executive Committee for ranking the session proposals received to date. Results to be reviewed at the January Executive Committee meeting.

2(c) Partner Programs

The Committee reviewed the suggestions for Partner activities received from the City of Nanaimo, and requested a separate survey to indicate each member's top two suggestions.

2(d) Convention Name Tags

Liz Cookson advised that the AVICC could use the same supplier of name badges as those used at the UBCM Convention, and take advantage of the UBCM’s volume discount. This badge could have the AVICC logo and be reused each year as much as possible.

On motion by 1st Vice President Marcotte, seconded by Director Jensen,
That the AVICC adopt name badge pouches for the 2016 Convention to be sourced from the same supplier as the UBCM and displaying the AVICC logo. CARRIED

CORRESPONDENCE

On motion by 1st Vice President Marcotte, seconded by Director Anderson,
That the correspondence be received was CARRIED

NEXT MEETING

Liz Cookson advised that several members of the Executive Committee had advised that they would no longer be available for the next scheduled AVICC meeting on January 14, 2016.

On motion by 2nd Vice President Grieve, seconded by Director Anderson,
That the Executive Coordinator send out a Doodle to reschedule the next meeting of the AVICC Executive Committee in January. CARRIED

ADJOURNMENT

At approximately 11:00 am, on motion by Director Jensen, seconded by Director Hemphill,
That the meeting be adjourned was CARRIED



Councillor Barbara Price
President

Liz Cookson
Executive Coordinator