



**MINUTES OF A MEETING  
OF THE ASSOCIATION OF VANCOUVER ISLAND  
AND COASTAL COMMUNITIES EXECUTIVE  
HELD AT THE VANCOUVER ISLAND CONFERENCE CENTRE  
101 GORDON ST, NANAIMO  
JANUARY 18, 2013**

**IN ATTENDANCE:** Chair Joe Stanhope, Nanaimo RD, President  
Mayor Larry Cross, Sidney, First Vice-President  
Councillor Cindy Solda, Second Vice-President  
Director Mary Marcotte, Cowichan Valley RD, EA Representative  
Councillor Meagan Brame, Esquimalt, Director at Large  
Councillor Claire Moglove, Campbell River, Director at Large  
Chair Colin Palmer, Powell River RD, Director at Large  
Trustee Gary Steeves, Islands Trust, Director at Large

**STAFF ATTENDANCE:** Iris Hesketh-Boles, Executive Coordinator

**GUESTS:** Bill Bourgeois, Healthy Forests-Healthy Communities Initiative  
Randy Decksheimer, Senior Partner, KPMG  
Gord Schoberg and Carol Greaves, FortisBC  
Doug Holmes, City of Nanaimo

President Joe Stanhope called the meeting to order at 11:00 am. Second Vice President Solda joined the group at 11:09 am.

Delegation - Bill Bourgeois, Healthy Forests-Healthy Communities Initiative

President Stanhope welcomed Bill Bourgeois who provided a broad overview of the work that the Healthy Forests-Healthy Communities has undertaken, the strategic action plan that has been developed and the draft report due to be released in February in preparation for the upcoming election. A copy of the presentation notes and the proposed leadership actions by local government and communities is attached. Mr. Bourgeois responded to a number of questions/comments posed by members including:

- Concern regarding forest land being sold for development
- The issue of local governments having to buy back parklands
- A role for AVICC and local governments is to advocate for changes needed to the *Private Managed Forest Land Act*
- The certification process may be able to be used to manage community concerns
- Issues/priorities are not the same for all local governments; need a provincial vision and funding to help communities develop a local vision; timber companies would then need to work with local communities to achieve vision

President Stanhope thanked Mr. Bourgeois for his presentation and expressed appreciation for the work that has been undertaken.

**1. ADOPTION OF MINUTES**

On a motion by Director Brame, seconded by EA Representative Marcotte,  
That the minutes of October 19, 2012 be adopted was

CARRIED

## 2. REPORTS

### President's Report

President Stanhope reported on recent activity that has focussed on work related to gas operating agreement renewal noting that FortisBC representatives would be providing an update later in the meeting.

### Staff Report

Staff referred members to the report distributed in the documentation package.

On a motion by Second Vice-President Solda, seconded by EA Representative Marcotte,  
That the reports be received was CARRIED

## 3. FINANCIAL AND ADMINISTRATION

### Financials to December 31, 2012

Discussion included consideration of a mid-year event for members if it provided value. A questionnaire might follow Convention seeking feedback. There might be opportunity for a forestry related session including workshop by the Health Forests-Healthy Communities Initiative.

On a motion by First Vice President Cross, seconded by Director Brame,  
That the December 2012 interim financial statement be received and that the 2013 proposed budget be approved based on no requirement for a dues increase for the membership was CARRIED

### 2012 Financial Audit

On a motion by Director Steeves, seconded by First Vice President Cross,  
That the 2012 Audit Planning Report be received and the audit plan be approved was CARRIED

### First Nations Membership

On motion by Direct Steeves, seconded by Director Brame,  
That staff review the list of members in the current membership clause as it appears to be missing the names of some of the members, and that the policy paper and resolution be brought forward to the 2013 AVICC AGM & Convention for consideration by the membership was CARRIED

## 4. CONVENTION

### 2013 AGM & Convention Planning

The various session proposals and proposed topics were discussed and key priorities were identified. Executive supported the idea of incorporating working breakfasts both days to allow additional programming opportunities. Staff will forward a survey following the meeting for Executive to further prioritize the topics.

On a motion by Second Vice President Solda, seconded by First Vice President Cross,

- That the UBCM request for a presentation/consultation on behalf of the Select Committee on Local Government Finance be scheduled as a plenary program presentation;
- That feedback obtained on the session proposals/identified topics be incorporated into the planning for plenary presentations, concurrent workshops and working breakfasts; and

- That all presentation proposals/ideas be acknowledged, proponents thanked for submitting, and regret expressed that not all are able to included due to program limitations
- was CARRIED

#### 2013 AGM & Convention Budget and Registration Fees

On motion by EA Representative Marcotte, seconded by Director Steeves,

- That 2013 AGM and Convention registration fees be set as follows:
  - Delegate Fees                 \$127 early; \$152 late
  - Banquet                         \$44 early; \$53 late
  - Reception                     \$27 early; \$34 late
- That the Delegate Fee include the Delegate Welcome Reception as the Welcome Reception will be held in the same venue as the Friday afternoon business session preventing the ability to differentiate events;
- That a separate registration fee be charged to recover the costs of the Pre-Conference Program offerings; and
- That the proposed 2013 AGM & Convention budget be approved

Was CARRIED

#### Pre-Convention Program Planning & Executive Recognition Dinner

On motion by EA Representative Marcotte, seconded by Director Brame,

- That Sooke's suggestions for pre-conference tours be approved and be offered as consecutive tours with the Walk in the Woods Private Forestry Tour and a \$15.00 registration fee be charged to cover the costs and induce commitment to attend; and
- That the Executive Recognition Dinner be held at the Markus' Wharfside Restaurant and Mayor Milne and a guest be invited

Was CARRIED

#### Sponsorship Policy

On motion by Director Steeves, seconded by EA Representative Marcotte,

1. That a written sponsorship policy be established.
2. The policy should explain the purpose of convention sponsorship is to enhance the exchange of information between local government representatives and other governments, agencies, corporations, associations, and organizations in our communities. And further that sponsorship arrangements are an important source of funding for AVICC Conventions and keep the cost of the conventions affordable for all local governments.
3. The policy should provide for the division of potential sponsors of AVICC Conventions into three categories. The first group would consist of other governments, government agencies and crown corporations. The second group would be associations and non-profit organizations. And the third grouping would consist of private for profit corporations.
4. The policy should provide for approval criteria for each category.
5. The approval criteria for the first category would be the definition of the category (governments, their agencies and crown corporations). If the organization fell into this group, approval would be automatic with staff simply reporting to the Executive.
6. Approval for organizations falling into the second and third category would remain the prerogative of the Executive as per present practice and the Executive would apply criteria including appropriateness of the group, the issues that may be involved, financial implications and so on.

7. The policy should also include a list of do's and don't's for sponsoring organizations that clarify their role at the convention and what is appropriate conduct.

Was

CARRIED

#### Proposals – 2014-16 Host Community

On a motion by Director Steeves, seconded by Director Brame,  
That Executive recommends to the membership that the host community for the AVICC AGM & Convention for 2015 be awarded to Courtenay, 2016 be awarded to Nanaimo and first right of refusal be given to Campbell River for 2017 was

CARRIED

### **5. POLICY ISSUES**

#### Delegation – Gord Schoberg and Carol Greaves, Fortis BC and Doug Holmes, City of Nanaimo re Gas Operating Agreement Renewal Process Update

President Stanhope welcomed Gord, Carol and Doug who provided an update and distributed the proposed timelines attached as an appendix to these minutes. Key points/comments included:

- Template agreement was given to municipal lawyer this week; issues raised are not expected to be significant; anticipate that template agreement can be finalized by February.
- Communications strategy will be important; avoid terms such as “harmonization” and “amalgamation.”
- Agreement is predicated on required legislative changes being made in fall of 2013; will require local government advocacy to Ministry of Environment in spring, 2013.
- Issues with conflict of interest provisions aren't anticipated; not raised recently with introduction of operating fees in Revelstoke.
- Relative to local governments' willingness to accept the template operating agreement, the City of Nanaimo has taken the lead in working with Fortis BC to develop the template, but has involved other local governments in the process. The legal review has been completed and paid for by the City of Nanaimo as it would have been difficult administratively to obtain the necessary approvals to split the costs.
- Although the template agreement will include provision for collecting operating fees, the decision will be made locally on whether to implement the fees. If operating fees are implemented, the first payout would be March 1, 2015 and each year thereafter. Carol Greaves can provide estimates upon request.

On a motion by EA Representative Marcotte, seconded by Director Moglove,  
That the delegation be received and that if the template agreement has been finalized and Executive is being asked to support and encourage members to sign the agreement during the 2013 Convention presentation that representatives be asked to provide an update to the April 11 Executive meeting was

CARRIED

President Stanhope excused himself from the meeting. First Vice President Cross assumed the Chair.

#### Derelict Vessels

On a motion by Director Steeves, seconded by EA Representative Marcotte,  
That the report be received was

CARRIED

### Aquaculture Agreement

On a motion by Director Moglove, seconded by Second Vice President Solda,  
That the December 19, 2012 correspondence from Fisheries and Oceans Canada and the staff report  
be received, and that President Stanhope take the opportunity during next week's UBCM Executive  
Meeting to meet with President Sjostrom to reiterate the importance of this issue for AVICC  
members and the involvement of AVICC representation in the proposed process was CARRIED

### Tsunami Debris Management

On a motion by EA Representative Marcotte, seconded by Director Brame,  
That the report be received was CARRIED

### BC Ferries

On a motion by Director Moglove, seconded by EA Representative Marcotte,  
That the copy of the Islands Trust December 20, 2012 correspondence be received and President  
Stanhope forward a letter to BC Ferries President and CEO Mike Corrigan and/or BC Ferry  
Commissioner Gord Macatee requesting that a report on the results of the consultation process be  
provided to members at the April 12-14 AGM & Convention was CARRIED

President Stanhope returned to the meeting and resumed the Chair.

## **6. CORRESPONDENCE**

- a) October 25, 2012 – cc of Cumberland's Mayor Baird's letter to Prime Minister Harper  
Re: Canada-China Investment Promotion and Protection Agreement
- b) December 6, 2012 – cc of Nanaimo Acting Mayor Bestwick to Passenger Train Board  
Re: Letter of Support for Tofino Bus Transportation Application

The role of local governments in transportation issues involving private companies was discussed. In  
the current example, Greyhound has applied to the Passenger Transportation Board to reduce  
services and the Board has asked for feedback from affected local governments. The need for a  
public transportation policy/plan for Vancouver Island was identified.

On a motion by Director Steeves, seconded by First Vice President Cross,  
That the correspondence be received was CARRIED

## **7. INFORMATION**

None arising.

## **8. OTHER BUSINESS**

None arising.

## **9. NEXT MEETING**

- 9:00 am – Friday, March 8, 2013 Teleconference (Review Audit Report)
- 12:30 – 3:30 pm – Thursday, April 11, 2013 (Sooke) – Regular Pre-Convention Meeting
- 7:00 – 9:30 pm – Thursday, April 11, 2013 (Sooke) – Executive Recognition Dinner

**ADJOURNMENT**

On a motion by EA Representative Marcotte, seconded by Director Palmer,  
That the meeting be adjourned was

CARRIED

The meeting was adjourned at 3:02 pm.

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Chair Joe Stanhope  
President

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Iris Hesketh-Boles  
Executive Coordinator