



**MINUTES OF A MEETING
OF THE ASSOCIATION OF VANCOUVER ISLAND
AND COASTAL COMMUNITIES EXECUTIVE
HELD AT THE NANAIMO REGIONAL DISTRICT OFFICE
6300 HAMMOND BAY ROAD, NANAIMO, BC
FRIDAY, OCTOBER 14, 2011**

IN ATTENDANCE: Chair Joe Stanhope, Nanaimo RD, President
Councillor Barry Avis, Qualicum Beach, First Vice-President
Mayor Larry Cross, Sidney, Second Vice-President
Director Mary Marcotte, Cowichan Valley RD, EA Representative
Mayor Darren Inkster, Sechelt, Director at Large
Councillor Claire Moglove, Campbell River, Director at Large
Councillor Cindy Solda, Port Alberni, Director at Large
Mayor Christopher Causton, Oak Bay, Past President

STAFF ATTENDANCE: Iris Hesketh-Boles, Executive Coordinator

GUESTS: Mayor Ross Forest, Town of Lake Cowichan
Don Barry, Marketing Coordinator for Tourism Cowichan

Chair Stanhope called the meeting to order at 10:30 am.

AGENDA

On a motion by Second Vice President Cross, seconded by Director Moglove,
That the agenda be approved was CARRIED

1. ADOPTION OF MINUTES

On a motion by Director Moglove, seconded by First Vice President Avis,
That the minutes of the June 29, 2011 and the September 9, 2011 meetings be approved with the
noted correction to the September meeting date was CARRIED

2. REPORTS

President's Report

President Stanhope provided a brief update on recent activities including a meeting with Premier Clark held during the UBCM Convention on the topic of BC Ferries and advised that FortisBC is expected to make an important announcement in the near future.

Executive Coordinator's Report

Staff provided brief overview of written report and responded to questions arising.

On a motion by Director Moglove, seconded by Past President Causton,
That the reports be received was CARRIED

3. FINANCIAL AND ADMINISTRATION

Financials to August 31, 2011

On a motion by Past President Causton, seconded by First Vice President Avis,
That the report on financials to August 31, 2011 be received was CARRIED

Proposed Additional Expenditures in 2011

On a motion by First Vice President Avis, seconded by EA Representative Marcotte,
That up to \$3,500 be approved to upgrade the AVICC staff computer and \$3,500 to rebuild the AVICC.ca website with noted minor improvements should the current website administrator not release the information needed to transfer the current site to an AVICC owned account was CARRIED

Executive Per Diems

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

Replacement of AVICC Representative on Municipal Insurance Association Board

In addition to the report included in the documentation, Past President Causton provided the following background and recommendations:

- Dec 1 & 2 will be his last meeting; meetings are held 4 x year (3 in Vancouver—Nov, Mar & June and the last in September during the UBCM Convention); sometimes holds a retreat
- MIA is a mixed board—both elected and CAO's supported by a small dedicated staff; a \$200 per diem is available to those serving and there is an orientation for new directors
- Responsibilities involve high finance with \$77 m currently held in reserve
- Recommendation: In January determine who is available and interested and then put it to a vote; it is important that the representative serves for a local government who is a MIA member (some local governments have chosen not to hold membership) and that he/she is willing and able to serve a three year term with AVICC requesting that the representative be appointed for a full three year term as opposed to serving out the remainder of Past President Causton's current term.

On a motion by Director Moglove, seconded by Second Vice-President Cross,
That the recommendations provided by Past President Causton be received was CARRIED

Planning for Anticipated Board Vacancies

The report was reviewed and discussed briefly. It was noted that criteria must provide a balance of geographic and gender representation. Preliminary discussion of process included seeking suggestions for replacements from those leaving office and continuing board members and circulating brief biographical information in advance of an Executive teleconference meeting in late November to discuss the issue.

Final Review – Redesigned Logo and Letterhead

On a motion by Past President Causton, seconded by EA Representative Marcotte,
That the new logo be approved for immediate use was

CARRIED

In a majority vote that the 3rd option for the letterhead be chosen for immediate use.

4. CONVENTION

Debrief 2011 UBCM Convention and AVICC Luncheon

Significant discussion on the resolutions process at the 2011 UBCM Convention occurred with the following feedback noted for Chair Stanhope to bring forward:

- It is important that the member who moves to have a resolution removed from the block be given the opportunity to identify themselves and briefly provide the reason they are asking for the resolution to be removed; the reason should not be debated (changes to AVICC's resolution process must include this capacity)
- Provide a "crib sheet" on each seat that provides a brief overview of resolutions process including an overview of the various resolutions sections, i.e. Part A is..., Part B is...
- Ideally Area Associations would also utilize the electronic voting process in order that delegates become used to the process; boxes for collecting "clickers" should have lids
- The importance of utilizing highly skilled Resolutions Chairs was noted.

No specific feedback was provided in respect of the AVICC luncheon.

By consensus, Executive agreed that no further action is required by AVICC Executive on Resolution B159 – For Profit Clinics sponsored by the City of Victoria.

Director Solda advised that she will follow-up with Port Alberni and the Alberni Clayoquot Regional District to seek their input as to action to be taken on Resolution C41 – Resource Management Authority and bring forward to the next meeting.

By consensus, Executive agreed that AVICC should host a consultation meeting in Courtenay for members with DFO staff on the topic of Aquaculture Regulation to be held the week immediately following municipal elections with an invitation for each AVICC municipality and regional district to send one member (elected official or staff).

2012 AVICC Convention Planning

On a motion by Second Vice President Cross, seconded by Director Moglove,
That the Ucluelet's proposal for the Welcome Reception, the Annual Banquet and Partner Program be approved, that the entertainment budget remain at the previously established level and that February 24, 2012 be set as the Resolutions and Nominations Deadline was

CARRIED

Executive provided the following input to be incorporated into the AGM & Convention planning:

- A letter will be written to the new Mayor and Council of Tofino immediately following the November elections to seek their suggestions for a pre-conference offering.
- A tour of the Wickinnish Interpretive Centre was identified as an alternative for a pre-conference offering.
- Ensure that delegates are provided with information about the plans and encourage them to come prepared with appropriate dress, footwear, umbrellas, etc.

- Resolutions deadline reminder to reiterate that late submissions of resolutions will not be admitted for debate unless they meet the identified criteria.
- Bob Wright should be considered as a potential sponsor as opposed to keynote speaker.

5. POLICY

Delegation – Pacific Marine Circle Route

Following a lunch break from 12:20 to 1:00 pm, President Stanhope welcomed Mayor Russ Forrest, District of North Cowichan and Don Barry, Marketing Coordinator with Tourism Cowichan to talk about the Pacific Marine Circle Route. Mayor Forrest provided a brief update on the four meetings held since the close of the 2011 AVICC AGM & Convention by those interested in working cooperatively to meet common goals. Don Barry then provided an overview of the issues involved and activities being undertaken. Executive posed a questions and provided the following observations:

- What can AVICC do to provide support? When a new name is agreed upon, provide political support that will be required to have the Province change the signage. If infrastructure needs were provided to AVICC, a letter could be sent to the Province to take advantage of the present Provincial goals of tying infrastructure development as it relates to tourism.
- In addition to directional signage at an attraction, providing additional signage in advance of the attraction would build desire to stop thereby increasing traffic to the attraction.
- Marketing to car rental companies may be beneficial because they precipitated the paving of the roads by not allowing travel in rented vehicle off paved roads.

On behalf of Executive, President Stanhope thanked Mayor Forrest and Don Barry for their presentation and for attending the meeting, wished them success in attaining the group's common goals and reiterated that if there was any assistance that AVICC could provide, that Executive would be prepared to respond.

Transition Issues Arising From First Nations Treaties

Director Solda volunteered to follow-up with the Alberni Clayoquot Regional District to seek their input as to action to be taken. Depending on progress of the transition, the inclusion of a panel presentation at the 2012 AVICC AGM & Convention might be considered.

Agricultural Advisory Services

Following a brief discussion, Executive asked that the topic be brought forward to the January meeting for further discussion.

Provincial Healthy Families BC Communities Initiative

On a motion by EA Representative Marcotte, seconded by Past President Causton, That staff communicate the recommendation to the Ministry of Health planning committee to hold one or two sessions in January or February 2012 in a central location was CARRIED

Request for Letter of Support: Partner Funding for ICET Application – Sechelt Airport Rehabilitation Project

On a motion by Second Vice President Cross, seconded by First Vice President Avis, That the request be received was CARRIED

Derelict Vessels

Past President Causton and Director Inkster reported on the meeting initiated by Islands Trust held with the Minister during the UBCM Convention indicating that the Minister had acknowledged that there had been some slippage, expressed concern and provided a commitment that he would respond to Chair Malcolmson within two weeks. Staff was asked to follow-up with Islands Trust and, depending on response, with Brenda Gibson to get Working Group back together, and report back to the Board.

BC Ferries

See President's Report for brief report on meeting held with Premier Clark.

6. CORRESPONDENCE/COMMUNICATIONS

- a) June 30, 2011 - The Honourable Denis Lebel from Islands Trust Chair
Re: Developing Geographic Response Plans for Oil Spills in the Islands Trust Area of the British Columbia Coast
- b) July 26, 2011 – The Honourable Steve Thomson from UBCM President
Re: Analysis of Log Export Policy Options

On a motion by Second Vice President Cross, seconded by EA Representative Marcotte,
That the correspondence be received was

CARRIED

7. INFORMATION

None.

8. OTHER BUSINESS

E & N Rail Trail

Past President Causton advised Executive to expect some news to arise out of the October 19 CRD Parks Board Meeting on this topic.

9. NEXT MEETING

10:30-2:30 pm; Friday, January 13, 2011 in Nanaimo was confirmed.

ADJOURNMENT

On a motion by Past President Causton, seconded by First Vice President Avis,
That the meeting be adjourned was

CARRIED

President Stanhope thanked Past President Causton and First Vice President Avis for their years of service on the Executive and acknowledged their significant contributions to AVICC as an Association.

The meeting was adjourned at 2:25 pm.

Chair Joe Stanhope
President

Iris Hesketh-Boles
Executive Coordinator