

**Association of  
Vancouver Island and  
Coastal Communities**



# **ANNUAL REPORT AND RESOLUTIONS**

**TO BE CONSIDERED AT THE 66<sup>th</sup> ANNUAL MEETING**

**The Florence Filberg Centre  
411 Anderton Avenue  
Courtenay, BC**

**APRIL 10 – 12, 2015**

## 2014-15 AVICC EXECUTIVE

PRESIDENT	Councillor Barbara Price Town of Comox
FIRST VICE PRESIDENT	Vacant
SECOND VICE PRESIDENT	Vacant
ELECTORAL AREA REPRESENTATIVE	Director Mary Marcotte Cowichan Valley Regional District
DIRECTOR-AT-LARGE	Councillor Jessie Hemphill District of Port Hardy
ACTING DIRECTORS-AT-LARGE	Director Edwin Grieve Comox Valley Regional District
	Councillor Carl Jensen District of Central Saanich
	Mayor Josie Osborne District of Tofino
	Director Colin Palmer Powell River Regional District
PAST PRESIDENT	Chair Joe Stanhope Regional District of Nanaimo

Thank you to the following members who completed their term November 30, 2014:

- Mayor Larry Cross, Town of Sidney (President)
- Councillor Cindy Solda, City of Port Alberni (1<sup>st</sup> Vice President)
- Councillor Claire Moglove, City of Campbell River (Director at Large)
- Councillor Andrew Mostad, District of Lantzville (Director at Large)



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

We are pleased to convey this twenty-fourth 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 2015, members will meet April 10-12 in Courtenay, BC.

### **ANNUAL REPORT**

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

- President's Report summarizing the activities of the Association undertaken during the year; and
- Summary of the 2014 Resolution dispositions.

### **2015 ANNUAL GENERAL MEETING & CONVENTION**

The second part of this publication contains documents related to the business to be considered at the 2015 Annual General Meeting including the following:

- The 2015 AGM and Convention Draft Program;
- The nominations and election procedures and a report of the nominations received by the February 23, 2015 deadline;
- The 2014 Audited Financial Statement; 2015 Budget; and 2015 Membership Dues Report;
- The Conference Rules and Procedures for Handling Resolutions; and
- UBCM resolutions referred back to the Association, and resolutions received before the February 23, 2015 deadline.

Late resolutions will be included in the *Supplementary Materials Package* delegates receive during registration at the 2015 AGM and Convention, along with the following:

- The final AGM & Convention Program;
- The Conference Rules and Procedures;
- The 2014 Audited Financial Statements; and
- The Report of the AVICC Executive on the 2015 Resolutions.

### **APPENDICES**

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

*Councillor Barbara Price*  
*President*

*Iris Hesketh-Boles*  
*Executive Coordinator*

# ANNUAL REPORT AND RESOLUTIONS

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## **PRESIDENT'S REPORT**

On behalf of the AVICC Executive, I look forward to welcoming you to the 66th Annual General Meeting and Convention April 10-12 in Courtenay. As always, it will be a terrific opportunity for AVICC members to come together to debate resolutions, engage in the discussion of issues, gain some new knowledge, share best practices and socialize with their fellow members. Thank you to the City of Courtenay, our host community for 2015.

As a result of the November 15, 2014 local government elections, Executive went through a fairly significant transition. On behalf of AVICC members, Executive thanked Sidney Mayor Larry Cross, Port Alberni Councillor Cindy Solda, Lantzville Councillor Andrew Mostad and Campbell River Councillor Claire Moglove for their service. Vacancies resulted in the roles of President, First Vice President and two Directors at Large. As provided by the AVICC Constitution and Bylaws, the Second Vice President moved up into the role of President, leaving the First and Second Vice President positions vacant, and members were asked to forward nominations for four Acting Directors at Large to serve the remainder of the 2014-15 term. Nine nominations were received. With the primary criteria being regional representation, Powell River Director Colin Palmer, Comox Valley Regional District Director Edwin Grieve, Central Saanich Councillor Carl Jensen and Tofino Mayor/Alberni Clayoquot Regional District Chair Josie Osborne were selected to serve.

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

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

The AVICC President serves as AVICC's representative on the UBCM Board. Sidney Mayor Larry Cross served until the fall of 2014 participating in the Community Economic Development Committee and the Convention Committee. I will complete the remainder of the 2014-15 terms serving on the Community Economic Development Committee and the First Nations Relations Committee.

AVICC again benefitted from additional representation on the UBCM Board with AVICC's Director At Large and City of Campbell River Councillor Claire Moglove serving on the UBCM Executive as Third Vice President until the end of November. Councillor Moglove served on the Presidents, First Nations Relations and the Resolutions Committees.

Following the November 15 election, Strathcona Regional District Director and Chair Jim Abram and Capital Regional District Chair and Oak Bay Mayor Nils Jensen were appointed to fill two acting Director at Large positions for the remainder of the 2014-15 term. Director Abrams serves on the Resolutions Committee and as Vice-Chair of the Environment Committee. Mayor Nils Jensen serves on the Resolutions Committee and Chair of the Community Safety Committee.

AVICC Past-President and Nanaimo Regional District Board Chair Joe Stanhope replaced Sidney Mayor Larry Cross as AVICC's representative on the Municipal Insurance Association Board. Chair Stanhope will serve a three-year term.

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

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

#### **BC Ferries**

In follow-up to the resolution passed by the 2014 AVICC AGM & Convention from the AVICC Policy Paper #1 titled *Report on the Socio-Economic Impacts of BC Ferries Services Reductions*, April 2014, work continued on

the file with AVICC working with UBCM to support the Special Committee on BC Ferries. The culmination of the work resulted in a follow-up report titled *Boatswains to the Bollards, A Socioeconomic Impact Analysis of BC Ferries*, August 2014 prepared by Larose Research & Strategy, being forwarded to the UBCM membership as Policy Paper #1. The UBCM membership unanimously endorsed the following four actions:

- Request that the Province reverse its November 2013 decision, and restore service levels and ferry fares to 2013 levels.
- Request that the Province take a 'pause' or 'time out' to consider the results of this SEIA and commit to undertaking further socioeconomic impact analysis that will build on these findings.
- Request that the Province take action to recognize the coastal ferry system as an extension of the highway system and administer and fund it accordingly.
- Request that the Province work cooperatively with coastal communities and other interested parties on the development and implementation of a long-term strategy for the coastal ferry system, based on solid socioeconomic impact analysis, that will ensure the sustainability of coastal communities and the ferry service.

Members of the Coastal Regional District Chairs Group met with the Premier and Minister Stone during the UBCM Convention with the agreement that they would meet again in November. A meeting with Minister Stone was held March 5.

UBCM officially conveyed the policy paper and report to BC Ferry Commissioner Gordon Macatee in January, 2015 in light of upcoming decisions being made regarding price caps for fares for the next performance term (2016-2020). The Regional District Chairs Group also met with Mr. Macatee on February 16.

Members serving on the Special Committee were:

- Mayor Larry Cross, AVICC President, Town of Sidney
- Tony Law, Co-Chair, Ferry Advisory Committee Chairs, Hornby Island Trustee, Islands Trust
- Chair Colin Palmer, Coastal Regional District Chairs, Powell River Regional District
- Chair Jim Abram, Coastal Regional District Chairs, Strathcona Regional District
- Chair Joe Stanhope, Past President AVICC / Coastal Regional District Chairs, Nanaimo Regional District
- Chair Sheila Malcolmson, Coastal Regional District Chairs / Islands Trust
- Chair Art Kaehn, UBCM Community Economic Development Committee Chair, Regional District Fraser Fort George
- Chair Barry Pages, Skeena Queen Charlotte Regional District
- Chair Garry Nohr, Sunshine Coast Regional District
- Councillor Claire Moglove, AVICC Executive, UBCM Third Vice-President, City of Campbell River
- Councillor Barbara Price, Second Vice President, AVICC, Town of Comox

## **Natural Gas Operating Agreement Renewal Process**

Through the significant influence of AVICC, its members and FortisBC, the BC Utilities Commission in late February 2014 approved the application for reconsideration for 'postage stamp' rates for natural gas resulting in a phased in 25% reduction in natural gas rates for Vancouver Island and Coastal Communities allowing members to consider the practicality of implementing a 3% operating fee.

Thanks to the timely response and cooperation of members, 26 municipal members served by gas approved the model natural gas operating agreement by the end of October that authorizes the collection of a 3% operating fee beginning in March 2015. The agreements were delivered to FortisBC by the end of November with the understanding that they would be forwarded as a combined application to the BC Utilities Commission for final approval.

Changes to legislation to repeal Section 7(5) of the Vancouver Island Natural Gas Pipeline Act in order to permit collection of operating fees within the AVICC region received royal assent on November 27, 2014 with an effective date of January 1, 2015.

Subsequently, an issue with five major industrial customers on the island (Catalyst Mills and BC Hydro Co-Generation Plant) has arisen which is taking more time than expected to resolve. FortisBC has revised their estimate to implement operating fee collections back to July 1, 2015.

### **Private Managed Forest Lands**

On July 3 and October 20, meetings were held in Nanaimo with local government and other stakeholders to discuss issues involving private managed forest lands.

At its October 30 meeting, AVICC Executive asked staff to support UBCM Victoria Operations General Manager Glen Brown to create a smaller stakeholder group with staff representatives from VIHA, Ministry of Forests, Lands and Resource Operations, UBCM, AVICC, Private Forest Landowners Association and Managed Forest Land Council to develop a terms of reference for a working stakeholder group that could be pulled together as needed to address local or regional concerns.

Regional districts were also invited to contact the Managed Forest Council to consider offering an information session in their region for local government staff and elected officials. The Managed Forest Council has advised that three members took advantage of the invitation.

The Managed Forest Land Council will also be offering a working breakfast session at the 2015 AVICC Convention titled "Regulation of Forest Management Activities on Private Managed Forest Land".

### **Solid Waste Management**

On September 4, 2014, Comox Valley Regional District in partnership with AVICC, hosted a workshop in Nanaimo to discuss common issues, challenges and opportunities surrounding solid waste. The session, attended by 50+ representatives from nine regional districts, was facilitated by Jerry Berry, JB Consultants and resulted in attendees sharing experiences, best practices and developing a greater understanding of solid waste matters faced by Vancouver Island and coastal regional districts.

Key issues identified in the summary report on the workshop included "the inability to locate disposal facilities and control waste flows; funding models that were dependent upon maintaining waste streams; successful diversion strategies impacting disposal volumes; and transportation and disposal security issues. In addition, because individual waste stream volumes in regions within AVICC are so small as to be well below those necessary to benefit from the economies of scale associated with this type of function."

Attendees agreed that a joint effort across the region with cooperation from the Province is needed to obtain a long-term sustainable solution for Vancouver Island and coastal communities. Representatives from Comox Valley Regional District met with AVICC Executive in October proposing establishment of an AVICC Committee on Solid Waste Management. Executive supported the proposal. A preliminary draft of terms of reference and a proposed action plan to move forward with establishing a Special Committee was approved at the January meeting.

At the time of writing this report, a draft terms of reference has been forwarded for consideration by the nine individual member regional district boards that would be involved: Alberni Clayoquot, Capital, Comox Valley, Cowichan Valley, Mount Waddington, Nanaimo, Powell River, Strathcona and Sunshine Coast with a response requested by March 27.

### **DIALOGUE WITH OTHER ORGANIZATIONS**

The regular Executive meeting also provides the opportunity to invite other organizations to meet with AVICC representatives. In addition to those noted above, delegations included Ray Hebden, Hebden Engineering regarding the Mitigation of Seismic Risk to Vital Transportation Links.

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

## **AGM & CONVENTION**

**Reflecting Back on the 2014 Event in Qualicum Beach and Parksville** - The Town of Qualicum Beach and City Of Parksville were co-hosts for the 65<sup>th</sup> AGM & Convention. Both communities cooperated to provide a terrific overall Convention experience. Once again we thank Mayor Teunis Westbroek and Qualicum Beach Council and Mayor Chris Burger and Parksville Council for hosting.

The 2014 Convention attracted 182 voting member delegates, 14 non-voting member delegates, and 70 others including non-member delegates, life members, sponsors, exhibitors, MLA's and MP's, speakers and guests participating at various times. 82 partners/guests joined delegates. A total of 303 participants attended the Friday evening Welcome Reception held at the Tigh Na Mara Resort and 247 attended the Annual Banquet held at the Parksville Community Centre. Overall the AGM & Convention received strong approval ratings with well-deserved accolades to the local host communities. Delegate feedback received is being incorporated into the 2015 event.

**AVICC Annual Luncheon At The 2014 UBCM Convention** – 255 delegates registered for the annual luncheon held September 24 in conjunction with the 2014 UBCM Convention in Whistler. The primary goal of the luncheon is to provide a networking opportunity for members during the UBCM Convention.

**Looking Forward to the 2015 Event in Courtenay** - As one Convention wraps up, work begins on the next. The host community for the 2015 AGM & Convention is the City of Courtenay. Mayor Larry Jangula and Council are thanked in advance for their generous hospitality. Among the highlights will be keynote speaker Tonia Winchester, Deputy Campaign Director for Washington State Initiative 502, singer/songwriter and comedian John Reynolds and young adult singer/songwriter Keisja Cox.

27 resolutions and 7 nominations for the 7 elected Executive positions were received prior to the February 23, 2015 deadline and are reported later in this report. Nominees' biographies will be published in the Pre-Convention Newsletter that will be distributed electronically to members in late March. For full 2015 AGM & Convention details, please see [www.avicc.ca](http://www.avicc.ca).

**Planning for Future Years' AGM & Conventions** - The City of Nanaimo is set to host the 2016 Convention April 8-10. The City of Campbell River has been offered first right of refusal for 2017. Prior to setting dates for the 2017-2019 period, Executive wanted the membership to consider whether the long-standing tradition of holding its AGM & Convention from Friday to Sunday was continuing to meet the needs of the membership. To enable discussion and decision, Executive will be presenting a resolution titled "Annual General Meeting and Convention Timing" for consideration under Part SR – Special Resolutions on Saturday morning.

## **MEMBER VISITS**

As has been the case over the past several years, specific membership visits were not undertaken. Work on behalf of the membership has provided a number of opportunities for the President and Executive to connect with members.

## **MEMBERSHIP, FINANCIAL AND ADMINISTRATION**

- 100% membership has been maintained.
- AVICC enjoys being in a solid financial position.
- AVICC has just completed the fifth year of a five-year Contract for Services with UBCM. The agreement was renewed in January 2015 for a one-year term.

## COMMUNICATIONS

- The 2014 AGM & Convention Minutes were transcribed and distributed in fall of 2014.
- The 2015 AGM & Convention Program Brochure, this *Annual Report and Resolutions* book, and a Pre-conference Newsletter will have been produced and distributed in preparation for the 2015 AGM & Convention.
- A number of circulars, member updates and news releases were prepared and distributed.
- [www.avicc.ca](http://www.avicc.ca) is maintained as the primary communication tool.

## IN SUMMARY

It is a pleasure to serve on the AVICC Executive. Although assuming the role of President this past November was unexpected, I've enjoyed the challenges to date and look forward to having the opportunity to continue to serve the membership in this capacity in the coming year.

A handwritten signature in cursive script that reads "Barbara Price". The signature is written in black ink and is positioned above the printed name and title.

Comox Councillor Barbara Price  
President

## SUMMARY OF THE 2014 RESOLUTION DISPOSITIONS

A total of 34 resolutions were submitted to the April 2014 AVICC AGM & Convention. 19 were endorsed; 2 were withdrawn by the sponsors; 7 were not endorsed; and 6 were referred to the AVICC Executive. 29 resolutions were received prior to the deadline. 6 late resolutions were received, but were referred to the AVICC Executive.

24 resolutions were submitted to UBCM by the June 30 deadline. Of the 24 resolutions submitted to UBCM, 17 were endorsed and 2 were endorsed with amendments at UBCM, 2 were referred back to AVICC as they were regional in nature and 3 resolutions were not endorsed.

In addition to the resolutions endorsed at the AVICC Convention, AVICC members brought an additional 14 resolutions directly to UBCM. The UBCM resolutions process urges members to submit resolutions first to Area Associations for consideration as endorsement by the Area Association offers sponsors the benefit of having greater support than one that is sent directly with only the support of an individual Council or Board. AVICC Executive seeks members' cooperation in following this process. Of the 14 resolutions brought forward directly to UBCM by AVICC members, 13 resolutions were endorsed and 1 was not admitted for debate.

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

AVICC No.	Resolution Title	AVICC Decision	Sponsor	UBCM No.	UBCM Decision
SR1	Socio-Economic Impacts of BC Ferries Service Reductions Paper	Endorsed	AVICC Executive	PP1	Endorsed
SR2	Natural Gas Operating Fees	Endorsed	AVICC Executive		Referred back to AVICC as regional in nature
RR1	Protection of Local Water Resources & Watershed Land	Endorsed	Cowichan Valley RD	B88	Endorsed
RR2	Parking Enforcement in Rural Areas	Endorsed	Sunshine Coast RD	B102	Endorsed
R1	Elected Officials Coverage Under Workers Compensation Act	Endorsed	Sechelt District	B98	Endorsed
R2	Equal Standards for Federal & Provincial Building Codes	Endorsed	Alberni-Clayoquot RD	B78	Endorsed
R3	Automatic Fire Sprinklers	Endorsed	Esquimalt	B79	Endorsed
R4	Fukushima Daiichi Nuclear Disaster	Endorsed	Alert Bay	B124	Endorsed
R5	Federal Medical Marihuana Licences	Not Endorsed	Cowichan Valley RD		
R6	Mass Casualty Medical Preparedness	Endorsed	Ucluelet	B48	Endorsed as Amended
R7	Three Year Local Government Term	Not Endorsed	Metchosin		
R8	Regulation of Motorized Mobility Aids Operation	Not Endorsed	Sechelt District		
R9	Utility Bill Deferral	Not Endorsed	Victoria		
R10	Classification Split on Accommodation Hotels	Endorsed	Ucluelet	B110	Endorsed

<b>AVICC No.</b>	<b>Resolution Title</b>	<b>AVICC Decision</b>	<b>Sponsor</b>	<b>UBCM No.</b>	<b>UBCM Decision</b>
R11	Vancouver Island Regional Library Increased Costs	Withdrawn by Sponsor	Alberni-Clayoquot RD		
R12	Environmental Assessments for Coal Transport	Endorsed	Sunshine Coast RD	B92	Endorsed as Amended
R13	Sewer Management Resources for Local Governments	Not Endorsed	Cumberland		
R14	Marihuana Production on Agricultural Lands	Endorsed	Nanaimo City	B113	Endorsed
R15	Owner-Occupancy Requirement for Secondary Suites	Endorsed	View Royal	B114	Not Endorsed
R16	Telecommunications Towers & Antennae	Withdrawn by Sponsor	Nanaimo City		
R17	Social Policy Framework	Endorsed	Duncan	B123	Endorsed
R18	Banning Wildlife Trapping	Not Endorsed	Nanaimo City		
R18A	Shortage of Physicians & Specialists in BC	Endorsed	Alberni-Clayoquot RD	B132	Endorsed
R19	Breach of Closed Meeting Confidentiality	Endorsed	Nanaimo City	B2	Not Endorsed
R19A	Prosecution for Breach of Closed Meeting Confidentiality	Not Endorsed	Nanaimo City		
R20	Adequate Funding to Support Police Based Victim Services	Endorsed	Alberni-Clayoquot RD	B4	Endorsed
R21	Transport Canada Divestiture of Assets	Endorsed	Alberni-Clayoquot RD	B52	Endorsed
R22	Agricultural Land Reserve & Agricultural Land Commission	Endorsed	Victoria	A3	Endorsed
LR1	Water Pricing Principles	Referred to AVICC Executive	Sunshine Coast RD	B63	Endorsed
LR2	Federal Government Support	Referred to AVICC Executive	Port Alberni		Referred back to AVICC as regional in nature
LR3	Protecting Children Through Effective Family Dispute Resolution - Parenting Plan	Referred to AVICC Executive	Metchosin	B134	Not Endorsed
LR4	CSA Certified Standard for Recreational & Sport Helmets	Referred to AVICC Executive	Powell River City	B121	Endorsed
LR5	Provincial Energy Efficiency Programs	Referred to AVICC Executive	Nanaimo RD	B28	Endorsed
LR6	Provincial Woodstove Program	Referred to AVICC Executive	Nanaimo RD	B65	Endorsed
*	Westray Criminal Code Amendments	Not Considered by AVICC	Port Alberni	B127	Endorsed
*	Liquor Revenue Allocation	Not Considered by AVICC	Victoria	B60	Endorsed

<b>AVICC No.</b>	<b>Resolution Title</b>	<b>AVICC Decision</b>	<b>Sponsor</b>	<b>UBCM No.</b>	<b>UBCM Decision</b>
*	Japanese Knotweed Management Plan	Not Considered by AVICC	Sunshine Coast RD	B22	Endorsed
*	Environmental Assessment Review Process	Not Considered by AVICC	Sunshine Coast RD	B25	Endorsed
*	Climate Change Action & Economic Risks of Natural Disasters	Not Considered by AVICC	Saanich	B95	Endorsed
*	Implementation of Nearly Net-Zero Building Regulations	Not Considered by AVICC	Powell River City	B27	Endorsed
*	Home Energy Labeling	Not Considered by AVICC	North Cowichan	B93	Endorsed
*	Library Funding as a Dedicated Line Item	Not Considered by AVICC	Sunshine Coast RD	B17	Endorsed
*	Dedicated Ministry for Local Government Affairs	Not Considered by AVICC	North Saanich	B87	Endorsed
*	Agriculture Funding in BC	Not Considered by AVICC	Cowichan Valley RD	B29	Endorsed
*	9-1-1 Calls on Cellular Phones	Not Considered by AVICC	Comox Valley RD	B8	Endorsed
*	Worker Protection Through the Westray Act	Not Considered by AVICC	Powell River City	LR8	Not Admitted for Debate
*	Environmental Assessment of Trans Mountain Expansion Project	Not Considered by AVICC	Victoria	LR2	Endorsed

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



# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

## 66<sup>TH</sup> ANNUAL GENERAL MEETING & CONVENTION APRIL 10-12, 2015 - COURTENAY, BC

*The program is considered draft until just prior to Convention  
to be able to accommodate programming issues that arise.*

**FRIDAY, APRIL 10, 2015**

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

8:00am–9:00 am **Pre-Conference Registration** (*Upper Foyer, Florence Filberg Centre*)

8:30am-Noon **Pre-Conference Option #1 – Building Cultural Bridges: Reconciliation in Action** (*Back of the Main Hall, Florence Filberg Centre*)

8:30-11:30 am **Pre-Conference Option #2 – Study Tour of the North Island Hospitals Project and Vancouver Island Visitor Centre** (*Front of the Main Hall, Florence Filberg Centre*)

12:30pm-4:00pm **Main Registration** (*Upper Foyer, Florence Filberg Centre*)

### ***AGM & Convention Main Program – (Main Hall, Florence Filberg Centre)***

1:45 pm Official Opening  
Piper – *Pipe Major Bill Quig*  
Courtenay Fire Department Honor Guard  
Convention Opening Remarks – *President Barbara Price*  
O Canada – *Keisja Cox*  
K'mugwe Dancers with First Nations Welcome  
Welcome from Host Community – *Mayor Larry Jangula*  
Convention Program Overview – *President Barbara Price*

2:15 pm Icebreaker Activity – AVICC Director and Port Hardy Councillor Jessie Hemphill

2:25 pm Nominating Committee Report, *Past President Joe Stanhope*

2:30 pm KEYNOTE ADDRESS: **Tonia S. Winchester, Former Deputy Campaign Director, Washington State Initiative 502**

3:30 pm Refreshment Break

3:50 pm **Provincial Address by Parliamentary Secretary Linda Reimer**

4:20 pm Nominations from the Floor for Officers  
Candidate Speeches (as necessary)

4:25 pm **Future of BC Ferries – Colin Palmer**, AVICC Director, Chair of the Regional District Coastal Ferry Group and Powell River RD Director; and **Alison Morse**, Bowen Island Municipal Councillor, Islands Trust Council Trustee and Co-chair of Ferry Advisory Committee

5:20 pm Final Comments and Wrap-Up  
8" Samsung Galaxy Tab 3 16 GB Donated by Monk Office Supply  
*Must Be Present To Win*

5:30 pm Adjourn

5:30 - 7:30 pm Welcome Reception and Marketplace & Tradeshow – (*Native Sons Hall*)  
Background music by Fiddlejam

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# SATURDAY, APRIL 11, 2015

*The Marketplace & Tradeshow is Open from 7:15 – 8:30 am and 12:45 – 1:30 pm Today!*

- 7:15-8:15 am Working Breakfast Presentation – **Regulation of Forest Management Activities on Private Managed Forest Lands** (*Rotary Hall*)  
Delegates Networking Breakfast (*Native Sons Hall*)
- 8:00-8:30 am Voting for Table Officers (As Necessary)
- 8:30 am Opening Remarks
- 8:35 am Annual Meeting  
Adoption of Conference Rules and Procedures  
Adoption of Minutes of 2014 Annual General Meeting  
President’s Address and Annual Report  
Adoption of the 2014 Audited Financial Statements  
Appointment of Auditors  
Appointment of Scrutineers  
Appointment of Parliamentarian  
2016 AGM & Convention Location
- 8:45 am Review of Resolution Procedures
- 8:50 am Consideration of Resolutions
- 10:00 am Refreshment Break
- 10:20 am Resolutions, Continued
- 11:20 am Nominating Committee Report  
Nominations from the floor for Directors at Large  
Candidate speeches (as necessary)
- 11:40 am **Update on Natural Gas Operating Agreements – Gord Schoberg**, Senior Manager,  
Municipal & Aboriginal Relations, FortisBC
- 12:00 noon Delegates Luncheon
- 12:45-1:30 pm Dessert & Coffee and Final Visit to the Tradeshow (*Native Sons Hall*)
- 1:10 – 1:25 pm Activity Break Led by Tofino Mayor and AVICC Director Josie Osborne (*Meet at Main Entrance of the Native Sons Hall*)
- 12:45-1:30 pm Elections for Director at Large (*Main Foyer*)

## Concurrent Workshops

- 1:30-2:30 pm #1 – Why Municipal Support is Necessary: Building Strong Communities Through Affordable Housing (*Front of Main Hall*)  
#2 – Wastewater Treatment/Resource Recovery Advances (*Back of Main Hall*)  
#3 – Open Space Workshop (*Rotary Hall*)
- 2:30-3:00 pm Refreshment Break
- 3:00-4:00 pm #1 – Planning for Island-wide Intermodal Transportation (*Front of Main Hall*)  
#2 – Converting Waste to Energy: How does it work? What does it cost? What are the impacts? (*Back of Main Hall*)
- 6:15-11:00 pm Reception (*Courtenay Museum*) and Annual Banquet (*Florence Filberg Centre Main Hall*)
  - 6:15 pm Reception
  - 7:30 pm Buffet Dinner
  - 8:45 pm Keisja Cox. Musician
  - 9:15 pm Short Program
  - 9:35 pm John Reynolds, Musical Comedian

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## SUNDAY, APRIL 12, 2015

7:15-8:15 am	Delegates Networking Hot Breakfast ( <i>Native Sons Hall</i> )
8:30 am	Opening Remarks Nominating Committee Report Nominations from the Floor for Electoral Area Representative Candidate Speeches (as necessary)
8:35 am	<b>Address by UBCM President – Burnaby Councillor Sav Dahliwal</b>
8:55 am	Consideration of Resolutions and Late Resolutions
9:45 am	<b>Address by Leader of the Official Opposition – Mr. John Horgan</b>
10:15-10:45 am	Elections for Electoral Area Representative as Necessary ( <i>Main Foyer</i> )
10:15-10:45 am	Refreshment Break
10:45 am	<b>Who's Covering Your Assets? – Tom Barnes</b> , CEO and General Counsel, Municipal Insurance Association
11:45 am	Final Business Session Nominating Committee Report (as required) Installation of New Executive Remarks by President Elect Grand Prize Draws - <i>Must Be Present To Win</i> <ul style="list-style-type: none"><li>• Inside Passage Cruise Aboard BC Ferries</li></ul>
Noon	Adjourn

# P R O G R A M

**Keynote Speaker - Tonia S. Winchester, Former Deputy Campaign Director, Washington State Initiative 502**

Marijuana legalization is an important topic facing Vancouver Island and its surrounding communities. With Washington state just across the border implementing a state-wide recreational marijuana system and the launch of Canada’s nationwide medical marijuana mail-to-order program, MMPR, the issue is even more pressing. What are the challenges of implementing full legalization, and how should communities start addressing the topic? What worked in Washington State, and how does the current system in Canada actually operate? Tonia will provide an overview of the Washington state campaign, the current MMPR model, and will answer your questions about what your community needs to be thinking about as you approach the Canadian federal elections this year.

Tonia is a former Seattle Prosecutor who worked as Deputy Campaign Director, Washington State Initiative 502 that successfully legalized marijuana in Washington State by a 56-44 margin in November of 2012. Her role included forging alliances and getting endorsements from many groups traditionally seen as hostile to marijuana reform, as well as speaking across the state advocating for a new approach to Washington State’s marijuana laws.

Most recently Tonia led the initial operational team that established and managed the Tilray medical marijuana production facility in Nanaimo, British Columbia - one of the largest medical marijuana production facilities in all of Canada. Tonia continues to speak across both the US and Canada advocating for the responsible and regulated legalization of cannabis, as well as working to help ethical and progressive businesses get established within the cannabis industry.

Tonia received her B.A. from the University of Washington and graduated cum laude from Seattle University School of Law.

**Saturday Morning Working Breakfast**

**Regulation of Forest Management Activities on Private Managed Forest Land**

The Managed Forest Council will discuss its role as the regulator of forest management practices on private managed forest land. The session will provide delegates with specific knowledge on the Managed Forest Program, its provincial mandate and the effectiveness of its professional reliance model in protecting five key resource areas on private managed forest land. The presentation is designed to answer questions elected officials may have around Council regulatory standards and how an owner’s performance around these standards are evaluated through its ongoing inspection and investigation program.

Presenter: Rod Davis, Chair, Managed Forest Council

**Plenary Presentations and Concurrent Workshops**

**Future of Coastal Ferry Services**

For decades, local governments have been concerned about the negative impacts of coastal ferry fare increases on their communities. In 2014, concerns intensified with fare increases, the implementation of provincially-mandated service cuts to lifeline ferry routes, and the release of the UBCM report *Boatswains to the Bollards: A Socioeconomic Impact Analysis of BC Ferries* that documented the serious socioeconomic impacts caused by high ferry fares. This session will provide an overview of the BC Ferry Commissioner’s preliminary decision for price caps that will apply to coastal ferry fares for 2016-2020 and resulting potential implications. It will also provide background on the Coastal Regional District Chairs Group’s work and recent meetings with the Minister and the Ferry Commissioner. This session is intended to stimulate a lively discussion about visions for the coastal ferry service from 2016 forward, and next steps for local government to consider as the provincial government reviews the Commissioners Report and the Coastal Ferry Services Contract with BC Ferries from April to June 30.

Presenters: Colin Palmer, Director of the Powell River Regional District, Chair of the Regional District Coastal Ferry Group and AVICC Director and Alison Morse, Bowen Island Municipal Councillor, Island Trust Trustee and Co-Chair of the Ferry Advisory Committee Chairs

**Who’s Covering Your Assets?**

Local governments’ linear assets are the foundation on which our communities are built. The immediate and long-term successful recovery and rebuilding efforts following a natural catastrophe are critical to health, safety and community wellbeing. There is no insurance to cover the cost of repairs, so reliance is currently placed on funding from senior levels of government. Yet funding gaps in disaster programs will produce significant unfunded liabilities at the local government level. These gaps can be addressed with

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measured funding and established risk financing techniques. This session will focus on identifying those funding gaps, assessing their magnitude, and implementing mitigation techniques.

Presenter: Tom Barnes, CEO and General Counsel, Municipal Insurance Association

### **Why Municipal Support is Necessary: Building Strong Communities Through Affordable Housing**

With greater proportions of our population living in core housing need (221,470 of British Columbia households in Core Housing Need in 2006 and 23% of all British Columbia households are paying more than 50% of their income on rent in 2014), compounded by limited funds and shrinking federal government support for housing, non-profit organizations are experiencing increased pressure to service our vulnerable sector with inadequate support. This session is a push for action by local governments to positively utilize their planning power to advance affordable housing initiatives. This session will provide an overview of why effective collaboration between municipal governments and non-profits is necessary, and will highlight specific ways municipal governments can support non-profits in developing affordable housing.

Presenters: Kevin Albers, CEO and Kaela Schramm, Director of Projects and Planning, M'akola Development Services

### **Wastewater Treatment/Resource Recovery Advances**

An advanced wastewater treatment facility, Sechelt's Water Resource Centre (WRC) is designed to process wastewater into dewatered biosolids suitable for composting and high quality effluent water suitable for a wide range of reuses. State of the art technology and innovation in design reduce both pollutant discharge and operating costs. With noise and odour minimization, a compact footprint and appealing design, the WRC is integrated into a park space that complements the adjacent nature reserve and residential community. Removal of hormones and pharmaceuticals from effluent water using biochar made from the biosolids is slated to be tested at the WRC in 2015.

Presenter: Paul Nash, Project Coordinator, Sechelt Water Resource Centre

### **Planning for Island-wide Intermodal Transportation**

Whether the focus is rapid transit in Greater Victoria, container shipping in Nanaimo, LNG in Port Alberni, passenger/cargo rail, export capacity, BC Ferry schedules, new road proposals, airport expansions, public transit efficiencies, foot passenger ferries, peak session shipping capacity, or barging solid waste, it is time for a comprehensive intermodal transportation plan to turn what is widely viewed as an 'Island liability' into an economic advantage. Our panel of experts will engage your ideas as we work toward a prioritized plan to improve connectiveness, efficiency and accessibility.

Panel Members: George Hanson, President, VIEA; Dave Willie, VIEA Director, Member of VIEA Transportation Committee, and former Qualicum Beach Councillor; Josie Osborne, Tofino Mayor and Alberni-Clayoquot RD Chair; Fred Bigelow, CEO, Comox Airport Commission; and Bernie Dumas, President & CEO, Nanaimo Port Authority

### **Converting Waste to Energy: How does it work? How does it fit? What does it cost? What are the impacts?**

This information session will provide a high-level overview of energy extraction from the residual waste stream after recycling. Firstly, technologies will be discussed, from the conventional burning for heat, through the making of fuel from the waste, to the less conventional conversion of waste into burnable gas. We will see how waste to energy fits into an integrated waste management program, and how it might add value and what it could cost. Potential impacts, such as air pollution and ash disposal will be looked at as well as the greenhouse gas balance. Finally we hope to help you answer the question: Should this be something we believe is good for our community and society?

Presenter: Konrad Fichtner, P. Eng., Morrison Hershfield

### **Open Space Workshop**

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

Facilitator: AVICC Director and Port Hardy Councillor Jessie Hemphill

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## NOMINATIONS AND ELECTIONS PROCEDURES

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

### **THERE ARE SEVEN ELECTED POSITIONS:**

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

### **THERE IS ONE APPOINTED POSITION:**

- Immediate Past President

### **NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE**

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

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

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

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

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

This year's Committee is composed of:

- Chair, Past President Joe Stanhope, (Chair, Nanaimo Regional District)
- 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 is prepared under the direction of the Nominating Committee and distributed in the Pre-Convention Newsletter.

### **NOMINATING COMMITTEE REPORT**

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

The Nominating Committee will report on Friday, April 10<sup>th</sup>, at approximately 2:30 pm on nominations received in advance for positions of President, First Vice-President, Second Vice-President, three Directors at Large and Electoral Area Representative after which time nominations from the floor will be requested as follows.

## **ELECTIONS PROCESS**

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

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

FRIDAY, APRIL 10<sup>TH</sup>, 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 11<sup>TH</sup>, 8:00-8:30 AM\*

- Elections for Table Officer positions (as necessary)

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

SATURDAY, APRIL 11<sup>TH</sup>, 11:20 AM\*

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

SATURDAY, APRIL 11<sup>TH</sup>, 12:45-1:30 PM\*

- Elections for Directors at Large (as necessary)

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

SUNDAY, APRIL 12<sup>TH</sup>, 8:30 AM\*

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

SUNDAY, APRIL 12<sup>TH</sup>, 10:15-10:45 AM\*

- Election for EA Representative (as necessary)

SUNDAY, APRIL 12<sup>TH</sup>, 11:45 AM\*

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

The new Executive will be introduced and installed at 11:45 am, Sunday, April 12.

\*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 2015-16 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 2015 AGM and Convention:

### **President**

- Councillor Barbara Price, Town of Comox

### **First Vice-President**

- Director, Electoral Area H., Mary Marcotte, Cowichan Valley Regional District

### **Second Vice-President**

- Director Edwin Grieve, Comox Valley Regional District

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

- Councillor Jessie Hemphill, District of Port Hardy
- Councillor Carl Jensen, District of Central Saanich
- Mayor Josie Osborne, District of Tofino and Chair, ACRD
- Director Colin Palmer, Powell River Regional District

### **Electoral Area Representative**

There were no nominations received.

Photos and biographical information on the candidates will be published in the *2015 Pre-Convention Newsletter* to be distributed to all members late March, 2015.

For further information on the nomination and election process contact:

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

Financial Statements of

**ASSOCIATION OF  
VANCOUVER ISLAND AND  
COASTAL COMMUNITIES**

Year ended December 31, 2014



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

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

## INDEPENDENT AUDITORS' REPORT

To the Members of Association of Vancouver Island and Coastal Communities

### Report on the Financial Statements

We have audited the accompanying financial statements of Association of Vancouver Island and Coastal Communities, which comprise the statement of financial position as at December 31, 2014, the statements of operations and changes in net assets and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

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

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

#### *Auditors' Responsibility*

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

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

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

#### *Opinion*

In our opinion, the financial statements present fairly, in all material respects, the financial position of Association of Vancouver Island and Coastal Communities as at December 31, 2014, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.



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**Report on Other Legal and Regulatory Requirements**

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

*KPMG LLP*

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, slightly slanted style. Below the signature is a long, horizontal, slightly curved line that extends to the right.

Chartered Accountants

March 12, 2015

Victoria, Canada

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Statement of Financial Position

December 31, 2014, with comparative information for 2013

	2014	2013
<b>Assets</b>		
Current assets:		
Cash and cash equivalents (note 2)	\$ 195,934	\$ 181,713
Prepaid expenses	-	2,250
Accounts receivable	1,024	458
	<u>\$ 196,958</u>	<u>\$ 184,421</u>

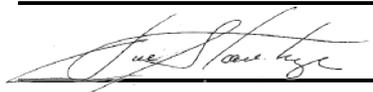
## Liabilities and Net Assets

Current liabilities:		
Accounts payable and accrued liabilities	\$ 8,010	\$ 9,784
Deferred contributions (note 3)	50,415	50,832
	<u>58,425</u>	<u>60,616</u>
Net assets:		
Unrestricted	138,533	123,805
Contractual commitments (note 4)		
	<u>\$ 196,958</u>	<u>\$ 184,421</u>

See accompanying notes to financial statements.

On behalf of the Board:

 Director

 Director

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

## Statement of Operations and Changes in Net Assets

Year ended December 31, 2014, with comparative information for 2013

	2014	2013
<b>Revenue:</b>		
Annual meeting - sponsorships	\$ 44,001	\$ 36,300
Annual meeting - registration	46,477	46,223
Association dues	74,979	76,132
Interest	2,231	2,134
Other	6,175	458
	<u>173,863</u>	<u>161,247</u>
<b>Expenses:</b>		
Annual meeting	67,139	71,493
Communication and staff travel	2,452	1,316
Executive meetings	8,154	9,249
Other meetings	2,693	1,858
Postage, office and miscellaneous	4,535	10,585
Professional fees	6,090	6,090
Union of BC Municipalities contract fees	53,850	53,850
Consulting fees	14,222	-
	<u>159,135</u>	<u>154,441</u>
Excess of revenue over expenses	14,728	6,806
Net assets, beginning of year	123,805	116,999
Net assets, end of year	<u>\$ 138,533</u>	<u>\$ 123,805</u>

See accompanying notes to financial statements.

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

## Statement of Cash Flows

Year ended December 31, 2014, with comparative information for 2013

	2014	2013
Cash provided by (used in):		
Operations:		
Excess of revenue over expenses	\$ 14,728	\$ 6,806
Change in non-cash operating working capital:		
Decrease (increase) in prepaid expenses	2,250	(250)
Increase in accounts receivable	(566)	(319)
(Decrease) increase in accounts payable and accrued liabilities	(1,774)	2,184
(Decrease) increase in deferred contributions	(417)	4,167
Increase in cash and cash equivalents	14,221	12,588
Cash and cash equivalents, beginning of year	181,713	169,125
Cash and cash equivalents, end of year	\$ 195,934	\$ 181,713

See accompanying notes to financial statements.

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Notes to Financial Statements

Year ended December 31, 2014

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## **Nature of operations:**

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

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

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

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

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

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

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

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

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

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

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

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

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Notes to Financial Statements (continued)

Year ended December 31, 2014

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## 1. Significant accounting policies (continued):

### (d) Contributed materials and services:

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

### (e) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Freestanding derivative instruments that are not in a qualifying hedging relationship and equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. The Association has not elected to carry any such financial instruments at fair value.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method (or effective interest rate method).

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indicator of impairment, the Association determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Association expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future year, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

### (f) Capital assets:

In accordance with the ASNPO Handbook section 4431, "Tangible capital assets held by not-for-profit organizations" the Association has not capitalized any expenditures during the year. In 2014 there were no capital expenditures (2013 - \$nil). Capital assets owned by the Association but which are not capitalized under this policy include furniture, computer hardware and software.

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Notes to Financial Statements (continued)

Year ended December 31, 2014

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## 1. Significant accounting policies (continued):

(g) Use of estimates:

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

## 2. Cash and cash equivalents:

	2014	2013
Cash	\$ 30,181	\$ 22,776
MFA Money Market Funds	165,753	158,937
	\$ 195,934	\$ 181,713

## 3. Deferred contributions:

Deferred contributions consist of \$44,665 (2013 - \$44,665) of provincial grants restricted for the facilitation of the activities of the treaty advisory committee in addition to \$5,750 (2013 - \$6,167) of sponsorship revenues received in advance for the 2014 conference.

## 4. Contractual commitments:

The Association has a contract with the Union of British Columbia Municipalities for secretarial and office services and has committed to pay \$78,000 in 2015 in respect of this contract by way of quarterly payments. The amounts are subject to adjustment each January.

## 2015 AVICC Budget

	2015 Budget	2014 Actuals
<b>GENERAL BUDGET</b>		
<u>Revenues</u>		
Dues <sup>1</sup>	76,500	74,979
Interest <sup>2</sup>	2,200	2,231
Other <sup>3</sup>	<u>500</u>	<u>6,175</u>
<i>Sub-Total General Revenues</i>	79,200	83,385
<u>Expenditures</u>		
UBCM Contract <sup>4</sup>	77,980	53,850
Executive Meetings <sup>5</sup>	9,000	8,154
Other Meetings <sup>6</sup>	2,000	2,693
Staff Travel <sup>7</sup>	700	1,525
Communications <sup>8</sup>	1,000	927
Telephone <sup>9</sup>	1,000	1,596
Office Supplies <sup>10</sup>	1,000	1,289
Audit <sup>11</sup>	6,090	6,090
Other <sup>12</sup>	<u>6,524</u>	<u>15,872</u>
<i>Sub-Total General Expenditures</i>	<u>\$105,294</u>	<u>\$91,996</u>
<b>Revenues Less Expenses - General Budget</b>	<b><u>(\$26,094)</u></b>	<b><u>(\$8,612)</u></b>
 <b>AGM &amp; CONVENTION BUDGET</b>		
AGM & Convention Revenue <sup>3</sup>	91,270	90,478
AGM & Convention Expenses <sup>13</sup>	<u>65,177</u>	67,139
<b>Revenues Less Expenses - AGM &amp; Convention</b>	<b><u>\$26,093</u></b>	<b><u>\$23,339</u></b>
 <b>TOTAL PROFIT/LOSS FOR ALL ACTIVITIES</b>	 <b><u>(\$0)</u></b>	 <b><u>\$14,727</u></b>
 <b>Membership Dues Increase</b>	 <b>2%</b>	 <b>0%</b>

### REVENUES

1. **Dues** - The dues are based on the prior year's population figures on a sliding scale as follows:

1st 5,000 - .1179 per capita

Next 10,000 - .1017 per capita

Next 15,000 - .0857 per capita

Over 30,000 - .0749 per capita

Minimum fee is \$214. Source for population figures is BC Stats, a division of the Ministry of Citizens Services as received from UBCM.

2. **Interest** - Surplus funds are invested with the Municipal Finance Authority.

3. **AGM & Convention** - Includes both sponsorship and registration income. Also included at year-end is any surplus from the AVICC lunch at UBCM Convention

### EXPENDITURES

4. **UBCM Service Contract** - covers the cost of the service agreement with UBCM to provide administrative and executive support services.

5. **Executive Meetings** - covers expenses for the 4 in-person meetings per year.

6. **Other Meetings** - covers costs for other scheduled meetings including visits to members and President's attendance at other Area Associations as per Executive policy.

7. **Staff Travel** - covers staff travel for executive and other meetings as required.

8. **Communications** - covers the costs of maintaining the AVICC Website.

9. **Telephone** - covers long distance calls made by the President and Executive Coordinator, and costs of teleconference meetings.

10. **Office Supplies** - covers the costs of office supplies either purchased directly or recovered by UBCM.

11. **Audit**

12. **Other** - cover miscellaneous expenses not budgetted in other lines including bank charges.

13. **AGM & Convention** - covers all the costs of the AGM & Convention.



# REPORT TO THE MEMBERSHIP AT 2015 AVICC AGM & CONVENTION

## 2015-2016 Membership Dues

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

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

Member	Pop 2014	Pop 2015	2014/2015 % change	Dues 2014	Dues 2015	2014/2015 \$ change	2014/2015 % change
1. Alberni-Clayoquot	7,959	8,220	3.28%	\$873.01	\$916.97	\$43.96	5.04%
2. Alert Bay	440	443	0.68%	\$210.00	\$214.00	\$4.00	1.90%
3. Campbell River	31,601	32,720	3.54%	\$2,952.67	\$3,096.00	\$143.33	4.85%
4. Capital	19,989	20,198	1.05%	\$1,994.08	\$2,051.97	\$57.89	2.90%
5. Central Coast	1,198	1,230	2.67%	\$210.00	\$214.00	\$4.00	1.90%
6. Central Saanich	15,817	15,794	-0.15%	\$1,643.63	\$1,674.55	\$30.92	1.88%
7. Colwood	16,405	16,636	1.41%	\$1,693.02	\$1,746.71	\$53.69	3.17%
8. Comox	13,541	13,862	2.37%	\$1,429.54	\$1,490.77	\$61.23	4.28%
9. Comox Valley	22,300	22,214	-0.39%	\$2,188.20	\$2,224.74	\$36.54	1.67%
10. Courtenay	24,314	24,806	2.02%	\$2,357.38	\$2,446.87	\$89.49	3.80%
11. Cowichan Valley	32,449	32,248	-0.62%	\$3,015.00	\$3,060.60	\$45.60	1.51%
12. Cumberland	3,489	3,506	0.49%	\$403.33	\$413.36	\$10.03	2.49%
13. Duncan	4,592	4,770	3.88%	\$530.84	\$562.38	\$31.54	5.94%
14. Esquimalt	16,389	16,207	-1.11%	\$1,691.68	\$1,709.94	\$18.26	1.08%
15. Gibsons	4,486	4,552	1.47%	\$518.58	\$536.68	\$18.10	3.49%
16. Gold River	1,251	1,261	0.80%	\$210.00	\$214.00	\$4.00	1.90%
17. Highlands	2,186	2,221	1.60%	\$252.70	\$261.86	\$9.16	3.62%
18. Islands Trust	1,198	1,230	2.67%	\$210.00	\$214.00	\$4.00	1.90%
19. Ladysmith	8,077	8,273	2.43%	\$884.78	\$922.36	\$37.58	4.25%
20. Lake Cowichan	3,065	3,112	1.53%	\$354.31	\$366.90	\$12.59	3.55%
21. Langford	32,834	34,677	5.61%	\$3,043.30	\$3,242.78	\$199.48	6.55%
22. Metchosin	5,130	4,968	-3.16%	\$590.96	\$585.73	-\$5.23	-0.89%
23. Mount Waddington	2,102	2,132	1.43%	\$242.99	\$251.36	\$8.37	3.44%
24. Nanaimo City	86,057	88,869	3.27%	\$6,955.19	\$7,307.18	\$351.99	5.06%
25. Nanaimo RD	38,293	38,477	0.48%	\$3,444.54	\$3,527.78	\$83.24	2.42%
26. North Cowichan	29,277	29,760	1.65%	\$2,774.27	\$2,871.43	\$97.16	3.50%
27. North Saanich	10,973	10,941	-0.29%	\$1,173.51	\$1,193.70	\$20.19	1.72%
28. Oak Bay	17,657	17,448	-1.18%	\$1,798.19	\$1,816.29	\$18.10	1.01%
29. Parksville	11,852	12,227	3.16%	\$1,261.14	\$1,324.49	\$63.35	5.02%
30. Port Alberni	16,769	16,683	-0.51%	\$1,723.60	\$1,750.73	\$27.13	1.57%
31. Port Alice	804	799	-0.62%	\$210.00	\$214.00	\$4.00	1.90%
32. Port Hardy	4,023	3,978	-1.12%	\$465.06	\$469.01	\$3.95	0.85%
33. Port McNeill	2,524	2,518	-0.24%	\$291.77	\$296.87	\$5.10	1.75%



# REPORT TO THE MEMBERSHIP AT 2015 AVICC AGM & CONVENTION

## 2015-2016 Membership Dues

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

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

Member	Pop 2014	Pop 2015	2014/2015 % change	Dues 2014	Dues 2015	2014/2015 \$ change	2014/2015 % change
34. Powell River City	13,439	13,108	-2.46%	\$1,419.37	\$1,414.08	-\$5.29	-0.37%
35. Powell River RD	6,301	6,061	-3.81%	\$707.71	\$697.40	-\$10.31	-1.46%
36. Qualicum Beach	8,481	8,500	0.22%	\$925.06	\$945.45	\$20.39	2.20%
37. Saanich	110,879	110,767	-0.10%	\$8,779.61	\$8,949.53	\$169.92	1.94%
38. Sayward	309	307	-0.65%	\$210.00	\$214.00	\$4.00	1.90%
39. Sechelt	9,285	9,983	7.52%	\$1,005.21	\$1,096.27	\$91.06	9.06%
40. Sechelt Indian Govt.	866	814	-6.00%	\$210.00	\$214.00	\$4.00	1.90%
41. Sidney	11,191	11,153	-0.34%	\$1,195.24	\$1,215.26	\$20.02	1.67%
42. Sunshine Coast	14,403	14,257	-1.01%	\$1,515.48	\$1,530.94	\$15.46	1.02%
43. Tahsis	311	307	-1.29%	\$210.00	\$214.00	\$4.00	1.90%
44. Tofino	2,049	2,119	3.42%	\$236.86	\$249.83	\$12.97	5.48%
45. Ucluelet	1,703	1,622	-4.76%	\$210.00	\$214.00	\$4.00	1.90%
46. Victoria	82,959	83,200	0.29%	\$6,727.49	\$6,882.00	\$154.51	2.30%
47. View Royal	10,858	10,714	-1.33%	\$1,162.04	\$1,170.61	\$8.57	0.74%
48. Zeballos	115	110	-4.35%	\$210.00	\$214.00	\$4.00	1.90%
49. Sooke	12,363	12,257	-0.86%	\$1,312.09	\$1,327.54	\$15.45	1.18%
50. Lantzville	3,612	3,496	-3.21%	\$417.55	\$412.18	-\$5.37	-1.29%
51. Strathcona	8,509	8,575	0.78%	\$927.85	\$953.08	\$25.23	2.72%
	<b>786,674</b>	<b>794,330</b>		<b>\$74,978.83</b>	<b>\$77,104.18</b>	<b>\$2,125.35</b>	

Report Date (15-02-25)

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

## **GENERAL RULES**

1. Sessions will begin and end promptly at the scheduled hours.
2. Delegates will use the floor microphones when speaking.
3. All elected officials of members attending the Annual Meeting of the Association shall be delegates entitled to participate in debates and to vote on any matter before the Meeting. [Bylaws s. 23] Other delegates shall not be entitled to the privilege of the floor unless authorized by the Meeting. Guest speakers may be permitted at the direction of the Executive.
4. At all business sessions of the Meeting, fifty-one delegates shall constitute a quorum. [Bylaws s. 16 (3)]

## **VOTING RULES**

5. Only elected officials of members are entitled to vote. [Bylaws s. 23]
6. Voting on ordinary resolutions normally shall be by a show of hands (holding the voting card) and the Chair's decision as to whether a motion is won or lost is final unless, immediately upon the decision of the Chair being declared, ten or more voting delegates then present, by standing, demand a standing vote, whereupon the Chair shall again put the same question to the Meeting to be decided by a count of those standing in favour of and against the motion. In the event that the result of the standing vote is questioned by twenty-five or more voting delegates then present, or at any time in the discretion of the Chair, the Chair shall order that the matter before the Meeting be determined by ballot, and the result of such ballot shall be final.
7. Where voting is by ballot, scrutineers shall be appointed by the Chair to distribute the ballot, collect the same, and to count and report the vote.
8. In all cases, where the votes of delegates then present, including the vote of the Chair, are equal for and against a question, the question shall be negatived, and it shall be the duty of the Chair to so declare.
9. No vote by proxy shall be recognized or allowed [Bylaws s. 22(3)].
10. When voting by show of hands all delegates shall hold their voting card. In the case of a ballot, the voting card must be presented and initialed by the scrutineers before a ballot is issued.

## **RULES OF PROCEDURE**

11. Robert's Rules of Order shall govern the proceedings of the Association, its Executive and Committees, so far as they may be applicable without coming into conflict with the Constitution or rules adopted by the Association. [Bylaws s.67]
12. The Presiding Officer shall enforce order and strict observance of the Constitution and Rules and Procedures. Subject to an appeal to the meeting sustained by a majority vote of delegates present, the Presiding Officer shall have the right to decide all questions of order and the Officer's rulings in this regard shall be final.

13. A delegate wishing to move, second or speak to a motion shall arise and address the Chair and shall wait until he or she is recognized before speaking. Delegates must announce their name, local government office and membership or other qualifications each time they rise to speak.
14. Delegates must confine their remarks to a maximum speaking period of three minutes; including the introducer of a motion.
15. No delegate may speak more than once on any one question unless and until all other delegates desiring to speak have been heard.
16. Any amendment and any motion to withdraw any resolution from consideration of the meeting or to refer the same to the Resolutions Committee, or to any other committee, and any motion affecting the resolution must be moved and seconded from the Meeting Floor.
17. Should discussion continue on any resolution for an undue length of time without reasonable agreement being reached, the resolution may be cleared from the floor by a favourable vote to refer the resolution to the Resolutions Committee for further consideration and report.

(Note: Because the time factor does not allow the Resolutions Committee to properly reconsider resolutions, a motion to refer to the Committee will only be accepted in the event adjournment is imminent and there are regular resolutions which have not been dealt with.)

## **HANDLING OF RESOLUTIONS STEP-BY-STEP RULES**

### **PRECEDENCE OF RESOLUTIONS**

18. Resolutions shall be dealt with in numerical order. However, two or more similar resolutions, addressing the same subject matter may be dealt with by a single resolution. [i.e. Resolution #14 covers resolution #15 and #16 then only resolution #14 will be considered by the Meeting.]
19. Resolutions will be grouped into three sections:
  - Part 1 – Those resolutions referred to AVICC by UBCM.
  - Part 2 – Those resolutions received by the deadline.
    - Section “A” – Those that feature new issues of interest to all members.
    - Section “B” – Those that support existing UBCM policy including:
      - Previously considered and endorsed resolutions; or
      - Resolutions in keeping with the UBCM policy, including previously approved policy papers or other documents.
  - Part 3 – Resolutions received after the deadline

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

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

26. If there are not speakers opposed to the motion the Chair may call the question.  
Discussion shall proceed in accordance with the "Rules of Procedure" (steps 11 to 17)  
Delegates must confine their remarks to a maximum speaking period of three minutes.  
Voting on the resolution shall proceed in accordance with the "Voting Rules" (steps 5 to 10).  
Voting is on the resolution, **NOT** on the recommendation of the Resolutions Committee.

## **PROCEDURES FOR RESOLUTIONS CONTAINED IN PART 2, SECTION "B" OF THE RESOLUTIONS BOOK**

27. After Part 2, Section "A" resolutions have been considered, Part 2, Section "B" resolutions will be entered for discussion with the approval of the Convention.
28. The Chair will introduce a motion to adopt the recommendations for Section "B" resolutions and move the endorsement of the resolutions as a block.
- i) A voting delegate who wishes to have a Part 2, Section "B" resolution entered for individual discussion shall, after being recognized by the Chair, put forward a motion to amend the recommendation of the Resolutions Committee to remove the resolution from the block and have the resolution entered for discussion.
  - ii) If duly seconded, the Chair will ask for the endorsement of the Part 2, Section "B" block as amended – and such question shall require a three-quarters majority vote [Bylaws s. 21 (6)].
  - iii) After the Part 2, Section "B" block has been considered, those resolutions removed for individual consideration will be entered for consideration.

## **PROCEDURES FOR LATE RESOLUTIONS**

29. Resolutions submitted following the expiry of the regular deadline shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution shall be provided to the AVICC by the Wednesday noon preceding the date of the Annual Meeting.
30. Late Resolutions shall be available for discussion after resolutions printed in the resolutions book have been considered but not before the time printed in the Meeting Program for consideration of Late Resolutions. Late Resolutions shall be dealt with only if the Meeting so decides.
31. Late resolutions are deemed to be appropriate for discussion only if the topic is such that it has arisen since or was not known prior to the regular deadline date for submission of resolutions.
32. Resolutions received after the deadline shall be examined by the Resolutions Committee and shall be separated into the following categories:
- i) Emergency Resolutions recommended to be placed before the Convention for Plenary discussion.
  - ii) Resolutions not recommended to be admitted for Plenary discussion.
33. The Chair shall put forward a motion that contains the recommendations of the Resolutions Committee on entering Resolutions Received after the Deadline for discussion which, if duly seconded, will be dealt with as follows: The Chair shall put the question – "Shall the Report of the Resolutions Committee and the recommendations therein be adopted? – and such question shall require a three-quarters majority vote [Bylaws s. 21 (6)].
34. Late Resolutions admitted for plenary discussion shall be dealt with in the order presented in the Late Resolutions Report.
35. In the event that a late resolution is recommended to be admitted for discussion, the sponsor may be asked produce sufficient copies for distribution to the Convention.

36. The Chair will cause the title and "enactment" clause of the Late Resolution to be read by a spokesperson for the Resolutions Committee.
37. The Late Resolution will after reading be properly before the Meeting and the procedures for handling resolutions will apply (Steps 20 to 26).

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

38. Any delegate may, during a Meeting, put forward any motion which, if duly seconded, shall be dealt with as follows: The Chair shall put the question - "Shall the motion before the meeting be admitted for discussion?" - and such question shall require a three-quarters majority vote before the motion can be put forward for discussion by the Meeting [Bylaws s. 21 (6)].

At the discretion of the Chair any such motion shall be submitted in writing and copies may be required to be provided to all delegates present before consideration thereof.

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

#### **FOR SPECIAL RESOLUTIONS**

40. All resolutions originating at a Meeting workshop or seminar that is not held as a regular plenary session shall be referred to the Executive unless handled pursuant to Steps 38 or 39.
41. **AMENDMENTS TO CONSTITUTION AND BYLAWS:** Any amendments to the Constitution and Bylaws may only be made pursuant to Special Resolution duly adopted by the Association. [Bylaws s. 70].
42. **SPECIAL RESOLUTIONS:** Notice of Special Resolutions intended to be submitted for consideration shall be given in writing to the Secretary not later than forty-five (45) days prior to the date fixed for the Annual meeting, and shall be included in the printed material sent to members by the Secretary at least fourteen (14) days prior to the Meeting [Bylaws s. 21]. A favourable majority vote of the delegates then present shall be necessary to adopt a Special Resolution. [Bylaws s. 65].

# 2015 RESOLUTIONS

## **PART SR - SPECIAL RESOLUTIONS**

SR 1 Association of Vancouver Island and Coastal Communities Annual General Meeting and Convention  
Timing - AVICC Executive

## **PART 1 – REFERRED RESOLUTIONS**

None in 2015

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

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

- R1 Candidates for Local Government Elections to Run in One Jurisdiction Only - Town of View Royal
- R2 ICET Funding - City of Campbell River, Strathcona Regional District, Town of Port McNeill
- R3 Land Title Fees - Regional District of Nanaimo
- R4 Funding for Road Maintenance - Village of Zeballos
- R5 Development of an Emergency Response Seismic Mitigation Fund - City of Powell River
- R6 National Inquiry on Missing and Murdered Aboriginal Women - City of Victoria
- R7 Increasing Corporate Income Tax Rates - Cowichan Valley Regional District
- R8 Vancouver Island Coordinated Solid Waste Strategy - City of Campbell River, Strathcona Regional District
- R9 Warning Labels for All Fossil Based Liquid Fuels - City of Colwood
- R10 Environmental Bill of Rights - City of Victoria, Town of Ladysmith
- R11 Declaration Of The Right To A Healthy Environment - District of Saanich, District of Central Saanich
- R12 Rural Out-Patient Accommodation - Village of Tahsis
- R13 Smart Meters Fire Hazard - Village of Tahsis
- R14 Proposed Site C Hydroelectric Dam - City of Victoria

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

- R15 Regional District Charter - Regional District of Nanaimo
- R16 Modernization of *Local Government Act* - Cowichan Valley Regional District
- R17 Provincial Government – Re-examine Log Export Policy - Alberni-Clayoquot Regional District
- R18 Provincial Sales Tax Revenue Rebates For Local Governments - Town Of Lake Cowichan
- R19 Establishment of a Provincial Fund to Support Search and Rescue - Alberni-Clayoquot Regional District
- R20 Provincial Funding for Police-Based Victim Services - Alberni-Clayoquot Regional District
- R21 Tree Protection Bylaws in Identified Urban Expansion Areas - City of Courtenay
- R22 Expansion of Oil Tanker Traffic in Coastal BC Waters - District of Sooke
- R23 Trans Mountain Expansion Project - Township of Esquimalt
- R24 Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) Funding - Islands Trust
- R25 Management of Ungulate Populations - District of Oak Bay
- R26 Rural Tier Two Hydro Rates - Regional District of Mount Waddington, District of Port Hardy

## **PART 3 – LATE RESOLUTIONS**

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

## 2015 RESOLUTIONS

Delegates will receive a *Supplementary Information Package* when they register onsite in Courtenay that will contain the Resolutions Committee's Comments and Recommendations. For those that prefer an electronic copy, it will also be available from [www.avicc.ca](http://www.avicc.ca)

### PART SR - SPECIAL RESOLUTIONS

The following resolution has been submitted by the Association of Vancouver Island and Coastal Communities Executive to engage the membership in a discussion of Convention timing. The Resolution provides two possible alternatives for the enactment clause to initiate discussion by the membership on this issue.

As this Resolution is brought to the Convention floor, the Resolutions Chair will ask for a member and a seconder to move either Alternative Enactment Clause #1 or Alternative Enactment Clause #2.

#### **SR1 Association of Vancouver Island and Coastal Communities AVICC Executive Annual General Meeting and Convention Timing**

WHEREAS prior to selecting Convention dates for 2017-2019, the AVICC Executive would like the membership to consider whether the Friday to Sunday timing is still the most effective;

AND WHEREAS a number of potential impacts and other background has been provided in Appendix A below;

##### Alternative Enactment Clause #1:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities maintain the present timing of its Annual General Meeting and Convention which is Friday afternoon though to noon on Sunday, allowing for an optional Pre-Convention Program on the Friday morning.

Or

##### Alternative Enactment Clause #2:

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities move the timing of its Annual General Meeting and Convention to Wednesday afternoon though to noon on Friday, allowing for an optional Pre-Convention Program on the Wednesday morning.

RECOMMENDATION: **No recommendation**

##### COMMENTS:

The Resolutions Committee advises that, to its knowledge, the AVICC membership has not previously considered a resolution on the subject of AVICC's AGM and Convention timing and offers no recommendation.

#### APPENDIX A – BACKGROUND TO SR 1 - ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES ANNUAL GENERAL MEETING AND CONVENTION TIMING

The Association of Vancouver Island and Coastal Communities Constitution and Bylaws provide no guidance or requirement regarding the days of the week on which the Annual General Meeting (AGM) and Convention may take place. AVICC has historically scheduled its AGM and Convention from Friday afternoon through to noon on Sunday, allowing for a Pre-Convention Program to be scheduled for Friday morning.

Although not an inclusive list, Convention timing has potential impacts, both positive and negative, on member attendance; availability of quality speakers; staff costs for UBCM, Convention sponsors, provincial government speakers, and tradeshow participants; staff costs for AVICC and local government hosts; and participation by Provincial and Federal elected officials. The current practice of Friday through Sunday Convention has resulted

in good member attendance over the years that may be attributed in part to members not needing to take time off from work.

It is noted that the Union of BC Municipalities and three of the four other area associations in BC have consistently held their AGM and Convention from Wednesday through Friday, with the remaining area association holding theirs either Wednesday through Friday or Thursday through Saturday depending on the host community's preference.

#### **PART 1 – REFERRED RESOLUTIONS**

Referred resolutions are those that are referred to the Association by UBCM. There are no referred resolutions in 2015.

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

The following are the resolutions received by the February 23, 2015 resolutions deadline.

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

#### **LEGISLATIVE**

##### **R1 Candidates for Local Government Elections to Run in One Jurisdiction Only Town of View Royal**

WHEREAS the simultaneous running for local government office by a candidate in multiple jurisdictions makes a mockery of the election process;

AND WHEREAS there is currently no mechanism in local government elections-related legislation to prohibit the simultaneous running for local government office by a candidate in multiple jurisdictions;

THEREFORE BE IT RESOLVED THAT the Province of British Columbia be requested to amend Part 3 of the *Local Government Act* to add a prohibition on the simultaneous running for local government office by a candidate in multiple jurisdictions.

RECOMMENDATION: ***No recommendation***

#### COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting amendments to the *Local Government Act* to prohibit candidates from running concurrently for local government office in multiple jurisdictions.

#### **COMMUNITY ECONOMIC DEVELOPMENT**

##### **R2 ICET Funding City of Campbell River, Strathcona Regional District, Town of Port McNeill**

WHEREAS the Island Coastal Economic Trust (ICET) has expended nearly all of its original capitalization;

AND WHEREAS the \$50 million fund has been the key factor enabling ICET to leverage significant levels of other government, nongovernment and private sector funding resulting in important gains for the people, businesses and communities in the AVICC region;

THEREFORE BE IT RESOLVED that AVICC petition the Provincial Government to renew the Island Coastal Economic Trust by recapitalizing the Trust to its original level.

RECOMMENDATION: ***No recommendation***

## COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting that the provincial government provide further funding for the Island Coastal Economic Trust.

## FINANCE

### R3 Land Title Fees

### Regional District of Nanaimo

WHEREAS local governments rely on land title records and survey plans from the Land Title and Survey Authority of BC (LTSA) in their day to day operations beyond those searches conducted for assessment or taxation purposes;

AND WHEREAS the transition from BC Online to myLTSA has limited the fee exemption to land title register searches conducted for taxation and assessment purposes only, resulting in significant additional costs to local governments;

THEREFORE BE IT RESOLVED that the Union of BC Municipalities urge the Land Title and Survey Authority of BC to charge local governments for accessing records in a consistent manner to that of BC Online;

AND BE IT FURTHER RESOLVED that the Union of BC Municipalities urge the Province to, if necessary to achieve the above, amend the *Land Title Act* to expand the purposes under which a local government can search the records of the land title office without charge.

RECOMMENDATION: ***Endorse with the Proposed Amendment***

THEREFORE BE IT RESOLVED that the Union of BC Municipalities urge the Province to amend the *Land Title Act* to expand the purposes under which a local government can search the records of the land title office without charge.

## COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting that the Land Title and Survey Authority (LTSA) harmonize its fee schedule for local government title searches with the fee schedule used by BC Online.

The sponsor in the second recital clause states that the “transition from BC Online to myLTSA has limited the fee exemption to land title register searches conducted for taxation and assessment purposes only, resulting in significant additional costs to local governments”. However, UBCM has information that may clarify the change that has taken place with LTSA’s move from BC Online to its own customer portal, myLTSA.

LTSA has advised that prior to implementing the online myLTSA system, the LTSA had limited access to customer information and, as a result, was unaware that taxing authorities were not being charged service fees for filings and for searches not related to assessment and taxation purposes. LTSA has clarified that under the Land Title Act, the taxing authorities should have been charged service fees for filings and for searches not related to assessment and taxation purposes.

It was only when taxing authorities began signing up for myLTSA accounts that this issue came to LTSA’s attention. The LTSA has advised that the only existing exemption from LTSA fees for local governments is found in Section 381 of the Land Title Act: an exemption for searches in support of property assessment or taxation purposes.

As a publicly accountable corporation, LTSA is required by statute and contract (with the the Province) to collect on behalf of and pay to the Province all statutory fees under the Land Title Act. The Resolutions Committee understands that the LTSA has no discretion in the matter.

In response to questions about the move to myLTSA, the LTSA published information on its website about the new search and filing service:

<http://www.ltsa.ca/cms/for-local-governments>

Based on the information provided, and in order to achieve the outcome desired, the sponsor may wish to amend the resolution by only putting forward the second enactment clause of the resolution and deleting the first.

## **TRANSPORTATION**

### **R4 Funding for Road Maintenance**

**Village of Zeballos**

WHEREAS road infrastructure, the lifeline to many coastal communities, is not under the care and control of the Ministry of Transportation and Infrastructure, but rather entrusted to profit oriented industry.

AND WHEREAS funding levels driven by stumpage and royalties are no longer adequate to sustain and maintain coastal road infrastructure to "community use" standard as expected by the travelling public.

THEREFORE BE IT RESOLVED that the British Columbia Provincial Government be required to re-evaluate stumpage rates and apply an increased operating budget to support additional maintenance funding to the Ministry of Forests, Lands and Natural Resource Operations who is responsible for many of these coastal community lifelines.

RECOMMENDATION: ***No recommendation***

#### COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting that the provincial government re-evaluate stumpage rates with the goal of increasing funding for the Ministry of Forests, Lands and Natural Resources to maintain resource roads.

The Committee notes, however, that members endorsed resolution 1998-B73, calling on the provincial Ministry of Forests to reinstate grants for improvement of forest access roads leading to communities. In its response to the 1998 resolution the provincial government pointed out that the Ministry of Forests and its staff had no mandate or authority for road works outside the scope of a forest agreement.

The Resolutions Committee would seek clarification about the type of road that accesses the community. Is it a forest service road, a resource road, or something else? How the road is classified will determine what funding options are available to assist with road maintenance. As well, with a neighbouring First Nation in the area, is there also not an obligation on the part of the federal government as well as the Province to ensure there are adequate road conditions that meet a "community use standard"?

## **COMMUNITY SAFETY**

### **R5 Development of an Emergency Response Seismic Mitigation Fund**

**City of Powell River**

WHEREAS in 1921 the Province of British Columbia initiated collection of a tax of 4.4% of gross property and vehicle insurance premiums (Insurance Premium Tax) equal to approximately \$450M per year to offset the cost of administering the Fire Marshalls Act, later the Fire Services Act;

AND WHEREAS the March 2014 Auditor General's Report concluded that British Columbia was not adequately prepared for a catastrophic seismic event and it is anticipated that seismic upgrading will be one of the included recommendations contained in the report of Henry Renteria, Chair of the BC Earthquake Preparedness Consultation that has been received by the province;

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities forward a motion to the 2015 Union of BC Municipalities Conference requesting:

THAT the Provincial Government establish an Emergency Response Seismic Mitigation Fund; and further

THAT the Provincial Government allocate \$190,000,000 annually from the Insurance Premium Tax to the fund; and further

THAT up to \$1,000,000 of the fund be made available annually to each of the 190 local government jurisdictions in British Columbia for the purpose of seismic upgrading of municipal emergency response buildings.

RECOMMENDATION: ***No recommendation***

COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution proposing that the provincial government allocate certain revenues from the Insurance Premium Tax towards the establishment and maintenance of an Emergency Response Seismic Mitigation Fund, to be used by local governments for seismic upgrading of local government emergency response buildings.

The Committee notes, however, that UBCM members have endorsed more general resolutions requesting funding from other orders of government for seismic upgrading of local infrastructure (2012-B4, 2008-B117, 2001-B52).

**R6 National Inquiry on Missing and Murdered Aboriginal Women**

**City of Victoria**

WHEREAS Indigenous women and girls in Canada have been murdered or have gone missing at a rate four times higher than non-indigenous women, despite aboriginal women constituting less than five per cent of the Canadian population;

AND WHEREAS the homicide rate in the past decade is roughly seven time higher for Indigenous women and girls than for all other women and girls in Canada;

THEREFORE BE IT RESOLVED THAT the Association of Vancouver Island and Coastal Communities and Union of British Columbia Municipalities requests that the Federal Government convene a national inquiry into the widespread and severe violence faced by Indigenous women and girls in Canada.

AND BE IT RESOLVED THAT AVICC/UBCM encourage member local governments to work together, in collaboration with Indigenous women's organizations, to institute a comprehensive response to the widespread and severe violence faced by Indigenous women and girls.

RECOMMENDATION: ***No recommendation***

COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting that the federal government convene a national inquiry into widespread and severe violence faced by indigenous women and girls; nor have members considered a resolution encouraging local government to work with indigenous women's organizations on this issue.

The Committee notes, however, that members endorsed a related resolution, 2012-C37, calling on the Province to "implement the recommendation of the Highway of Tears Symposium by establishing and funding a shuttle bus service between northern communities." No response was received from the provincial government regarding this resolution.

## TAXATION

### R7 Increasing Corporate Income Tax Rates

Cowichan Valley Regional District

WHEREAS local governments are heavily reliant on property taxes and need to diversify their revenue sources;

AND WHEREAS income tax sharing arrangements are common between senior and local government in other jurisdictions and British Columbia has the second lowest corporation tax rate of all provinces and territories;

THEREFORE BE IT RESOLVED that the Government of British Columbia be urged to increase the corporation tax rate by 1% on large corporations as defined by the Province and transfer any revenue from that tax increase to the local government level.

RECOMMENDATION: ***No recommendation***

#### COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting that the provincial government impose a 1% increase to the income tax rate levied on large corporations, and transfer revenue from such a tax increase to local governments.

## ENVIRONMENT

### R8 Vancouver Island Coordinated Solid Waste Strategy

City of Campbell River,  
Strathcona Regional District

WHEREAS regional districts on Vancouver Island are struggling with the financial implications of managing solid waste, and the demand for diversion programs is increasing;

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities undertake an assessment to determine the feasibility of a Vancouver Island-wide solid waste service.

RECOMMENDATION: ***Endorse with proposed amendment***

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities undertake an assessment to determine the feasibility of a Vancouver Island and coastal communities solid waste service.

#### COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting the AVICC to undertake a feasibility study on implementing a solid waste service serving all of Vancouver Island.

However, AVICC has already established draft Terms of Reference for an AVICC Special Committee on Solid Waste Management for Vancouver Island and Coastal Communities which has been forwarded to the nine affected regional districts for their consideration. The purpose of the Committee as identified in the draft Terms of Reference include:

- prepare a report to summarize AVICC regional district solid waste management plans;
- conduct the required analysis and review including the provincial legislative framework to inform AVICC-wide joint solutions (or sub-AVICC solutions, as appropriate, between partnering jurisdictions) on the topic of solid waste management;
- develop a long-term strategy for solid waste management ensuring that the affected local governments have reached consensus;
- present the findings and recommendations of the analysis as requested by AVICC;
-

- report out on work of the special committee at the 2016 AVICC Annual General Meeting and Convention; and
- present a briefing to the Province of BC.

**R9 Warning Labels for All Fossil Based Liquid Fuels**

**City of Colwood**

WHEREAS there is evidence that combustion of petroleum products such as gas and diesel used in vehicles contribute to greenhouse gas emissions that affect natural systems in ways that area injurious to human health and to the natural environment upon which we all depend for food and life;

AND WHEREAS sea level rise resulting from greenhouse gas emissions will cause significant harm to coastal communities

THEREFORE BE IT RESOLVED that the Vancouver Island and Coastal Communities support, and will implement where possible, legislation to require retailers of petroleum products to provide plastic sleeves (nozzle toppers) with warning labels on pump handles for all fossil based liquid fuels.

RECOMMENDATION: ***No recommendation***

COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution encouraging local governments to enact legislation to require retailers of petroleum products to place warning labels on pump handles for all fossil based liquid fuels.

**R10 Environmental Bill of Rights**

**City of Victoria, Town of Ladysmith**

WHEREAS municipalities and regional districts are the governments nearest to people and the natural environment, and therefore share a deep concern for the welfare of the natural environment and understand that a healthy environment is inextricably linked to the health of individuals, families, future generations and communities;

AND WHEREAS fostering the environmental well-being of the community is a municipal purpose under section 7(d) of the Community Charter and a regional district purpose under section 2(d) of the *Local Government Act*;

THEREFORE BE IT RESOLVED that UBCM request that the Province of British Columbia enact a provincial environmental bill of rights to fulfill the right of every resident to live in a healthy environment by ensuring access to information, public participation in decision making, and access to effective remedies, and without limitation to allow a resident to:

- comment on environmentally significant government proposals,
- ask a ministry or local government to review an existing law, policy, or program,
- ask a ministry, crown agency, or local government to investigate harm to the natural environment,
- appeal, or ask a ministry or local government to review, a decision under an enactment,
- propose a new law, regulation, policy, or program to protect the natural environment,
- use courts or tribunals to protect the environment, and
- have whistleblower protection.

RECOMMENDATION: ***No recommendation***

COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting the provincial government to enact an environmental bill of rights.

## **R11 Declaration Of The Right To A Healthy Environment**

**District of Saanich  
District of Central Saanich**

WHEREAS the David Suzuki Foundation Blue Dot Tour has inspired many Canadians to request that the right to a healthy environment be enshrined in the Charter of Rights and Freedoms through support of the following motion;

AND WHEREAS the District of Saanich understands that people are part of the environment and that a healthy environment is inextricably linked to the well-being of our community;

AND WHEREAS the Saanich Official Community Plan provides a strong policy foundation to pursue actions and initiatives that contribute toward a healthy environment;

AND WHEREAS Saanich has the opportunity to endorse the Declaration of the Right to a Healthy Environment, joining other Canadian cities in re-affirming our commitment to social, environmental and economic sustainability;

THEREFORE BE IT RESOLVED THAT the AVICC endorse the following declaration:

That all people have the right to live in a healthy environment, including:

- The right to breathe clean air;
- The right to drink clean water;
- The right to consume safe food;
- The right to access nature;
- The right to know about pollutants and contaminants released into the local environment;
- The right to participate in decision-making that will affect the environment

AND BE IT FURTHER RESOLVED THAT the endorsed declaration be provided to the Union of BC Municipalities for consideration at their 2015 convention.

RECOMMENDATION: ***No recommendation***

COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution declaring the right of all people to live in a healthy environment.

## **HEALTH**

### **R12 Rural Out-Patient Accommodation**

**Village of Tahsis**

WHEREAS health care services for smaller, rural and remote communities witness the transportation of patients to hospitals in larger urban centres by ambulance and those patients, once discharged, must make other arrangements to return to their communities and therefore require temporary accommodation.

AND WHEREAS a broad spectrum of patients from remote communities undergoing chemotherapy treatment, day surgery, child birth, and the like, are also in need of temporary accommodation; and given that BC Ministry of Health goals include the key action to “work with rural communities, including First Nations, to implement a renewed approach to providing quality health care services across rural and remote areas.”

THEREFORE IT BE RESOLVED that the Union of BC Municipalities appeal to the provincial government to make every effort in providing support, whether through direct funding, initiatives or policy, to organizations that are undertaking the development of lands and other hard assets in the establishment of rural out-patient accommodation.

RECOMMENDATION: ***No recommendation***

COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution asking the provincial government to provide greater support to organizations working to establish accommodation options for outpatients from rural and remote communities.

However, the Committee notes that members have consistently endorsed resolutions seeking more robust assistance for health care related travel costs (2010-B110, 2006-B156, 2005-B146, 2003-B99, 2003-B140, 1998-B96, 1996-B6, 1991-A27).

## **SELECTED ISSUES**

### **R13 Smart Meters Fire Hazard**

### **Village of Tahsis**

WHEREAS smart meters appear to have a significant fire hazard risk as reported from jurisdictions all over North America, particularly in areas susceptible to high precipitation, and for that reason are under moratorium or are even being removed in many places, and also given that a progressive installation and study was overlooked in favour of a blanket rollout installation in British Columbia,

THEREFORE IT BE RESOLVED that the Minister responsible provide statistical evidence proving beyond any doubt that the smart meters currently in use in BC are equal to or superior to analog meters in accuracy, cause no harmful radiation, meet or exceed Canadian Safety Standards, in no way cause or contribute to an increased risk of fire under less than ideal conditions and are in fact, as safe as, or safer than analog meters,

AND FURTHER THAT if the Minister is unable to do so, that BC Hydro be required to provide the option of retrofit with an analog meter, at no cost to the customer, in order to mitigate any safety hazards/concerns, without delay.

RECOMMENDATION: ***No recommendation***

COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution asking the provincial government to provide evidence of the superiority of smart meters over analogue meters.

The Committee does note, however, that members endorsed resolution 2011-B174, which called for a moratorium on installation of wireless smart meters “until the major issues and problems identified regarding wireless smart meters are independently assessed and acceptable alternatives can be made available at no added cost to the consumer.”

In response to the 2011 resolution the provincial government indicated that it would not halt the installation of wireless smart meters, and cited legal requirements in the Clean Energy Act for smart meters. The Province also referenced information from the BC Centre for Disease Control that stated that “BC Hydro’s smart meters emit radio waves at a power density that is significantly below the legal limits governing exposure to radio frequency. Given the current scientific evidence, the consensus of public health practitioners is that at current exposure levels smart meters and other radio-frequency emitting devices, such as baby monitors and fm radio, do not constitute a threat to the health of the public.”

BC Hydro also responded to the 2011 resolution and clarified that the smart meters it used “are safe as confirmed by health and science authorities including BC’s Provincial Health Officer, Health Canada and the World Health Organization.”

## **R14 Proposed Site C Hydroelectric Dam**

**City of Victoria**

WHEREAS the proposed Site C hydroelectric dam project on the Peace River has raised issues including the potential impact on BC Hydro ratepayers and provincial taxpayers, as well as the potential impacts on agricultural, environmental, aboriginal and municipal interests;

AND WHEREAS the District of Hudson's Hope and Peace River Regional District have requested a proper review of the project before any construction or development activities proceed;

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities and the Union of BC Municipalities request that the Province of British Columbia refer the proposed Site C hydroelectric dam project to the BC Utilities Commission for review and consultation prior to any construction and development activities proceeding.

RECOMMENDATION: **Endorse**

COMMENTS:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting that the Province refer the proposed Site C hydroelectric dam project to the BC Utilities Commission for review and consultation.

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

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

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

After consideration of Section "A" resolutions, a spokesperson from the Resolutions Committee will introduce the following motion:

*"Shall the recommendations of the Resolutions Committee for Part 2, Section "B" Resolutions be adopted?"*

If the motion is approved by delegates, all Part 2, Section "B" Resolutions will be endorsed as a block.

These resolutions will not be debated/discussed individually unless there is a motion introduced to specifically consider a resolution. Such motion would be:

*"I move that resolutions B(x) be removed from the block and considered separately for debate."*

Such a motion would be introduced as an amendment to the general motion stated above.

If the motion is seconded, the resolution would be considered in the order presented after the primary motion was decided.

## **LEGISLATIVE**

### **R15 Regional District Charter**

**Regional District of Nanaimo**

WHEREAS the Final Report from the Regional District Task Force entitled "Enhancing the Tools for Problem Solving in Regions" was presented to the members of the Union of BC Municipalities (UBCM) and to the Province in January 2010;

AND WHEREAS one of the recommendations of the Task Force was “that the Province consider the Task Force consultation finding that a number of RD elected officials are requesting an “RD Charter”;

THEREFORE BE IT RESOLVED THAT the Province be urged to continue the work started with the enactment of the *Community Charter* and proceed with a full review of Regional District legislation with a goal to enact a Regional District Charter or incorporate Regional District legislation fully within the *Community Charter*.

RECOMMENDATION: **Endorse**

COMMENTS:

The Resolutions Committee notes that the UBCM membership has consistently endorsed resolutions seeking to clarify the authorities assigned to, and improve the relationship between, regional districts and municipalities (2014-B68, 2007-A4, 2007-LR9, 2006-B47).

The Committee understands that the Province amended the *Local Government Act* in 2012 and in 2014, with the underlying goal of improvements to regional district governance.

The 2014 amendments to the Act achieved the following:

- removed requirement for Ministerial approval for certain regional district land use bylaws, in an effort to streamline the approval process (this had been a request of regional districts for many years);
- removed requirement for Ministerial approval of soil removal and deposit bylaws that include fees (although approval roles for the Ministers of Environment and Energy remain in place); and
- set a “sunset” date of June 30, 2024 for termination of land use contracts in all local governments, with the requirement that local governments implement zoning by June 30, 2022 for lands covered by land use contracts.

See also similar resolution from Cowichan Valley RD.

#### **R16 Modernization of *Local Government Act***

#### **Cowichan Valley Regional District**

WHEREAS enactment of the *Community Charter* in 2003 has created an imbalance of powers and authorities between municipalities and the regional districts in which they participate; and

WHEREAS many of the regional district powers and authorities provided by the *Local Government Act* do not adequately address the current realities and complexities of regional governance in BC;

THEREFORE BE IT RESOLVED that the AVICC and Union of BC Municipalities strongly encourage the Province to act upon its commitment to modernize and harmonize the legislation governing regional districts.

RECOMMENDATION: **Endorse**

COMMENTS:

The Resolutions Committee notes that the UBCM membership has consistently endorsed resolutions seeking to clarify the authorities assigned to, and improve the relationship between, regional districts and municipalities (2014-B68, 2007-A4, 2007-LR9, 2006-B47).

The Committee understands that the Province amended the *Local Government Act* in 2012 and in 2014, with the underlying goal of improvements to regional district governance.

The 2014 amendments to the Act achieved the following:

- removed requirement for Ministerial approval for certain regional district land use bylaws, in an effort to streamline the approval process (this had been a request of regional districts for many years);

- removed requirement for Ministerial approval of soil removal and deposit bylaws that include fees (although approval roles for the Ministers of Environment and Energy remain in place); and
- set a “sunset” date of June 30, 2024 for termination of land use contracts in all local governments, with the requirement that local governments implement zoning by June 30, 2022 for lands covered by land use contracts.

See also similar resolution from Nanaimo RD.

## **COMMUNITY ECONOMIC DEVELOPMENT**

### **R17 Provincial Government – Re-examine Log Export Policy                      Alberni-Clayoquot Regional District**

WHEREAS Coastal log exports increased 65% by volume from 2010 levels to 6,348,674 m3 in 2013 and the Coast represents 90.6% of total log export volume in the province of BC;

AND WHEREAS the coastal forest industry has grown dependent upon log exports with unintended consequences to the manufacturing sector;

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities request the Provincial Government re-examine the Log Export Policy and the impact this policy has on the Coastal Forest Industry, and that the Provincial Government investigate options for modifying the Log Export Policy in light of the increased Coastal Log Exports over the last several years.

RECOMMENDATION: ***Endorse***

#### COMMENTS:

The Resolutions Committee notes that the UBCM membership has consistently endorsed resolutions opposing expansion of raw log exports (2012-B33, 2007-B44, 2007-B45, 2007-B179, 2003-B27, 2001-B31, 1992-B33).

In its response to resolution 2012-B33 the provincial government indicated that it was at the time engaged in a review of log export policy and would “take measures as necessary to ensure that domestic mills continue to have access to wood advertised for export prior to exports being approved.”

## **FINANCE**

### **R18 Provincial Sales Tax Revenue Rebates For Local Governments                      Town Of Lake Cowichan**

WHEREAS local governments depend almost wholly on property taxation to fund municipal services and are currently facing infrastructure deficits of enormous proportions;

AND WHEREAS local governments and their taxpayers are unnecessarily burdened with sales tax charges on the purchase of all goods and services that include emergency equipment;

THEREFORE BE IT RESOLVED that the Province be petitioned to provide local governments full rebates of sales taxes on all purchases made as are provided by the Federal Government for the goods and services taxes(GST) paid by local governments with no commensurate reduction of current revenue sharing programs.

RECOMMENDATION: ***Endorse***

#### COMMENTS:

The Resolutions Committee notes that the UBCM membership has endorsed resolutions requesting that the provincial government exempt local government from paying provincial sales tax (2006-B21, 2005-B12, 2004-B68).

In response to resolution 2006-B21 the provincial government expressed willingness to consider limited exemptions for local government purchases of specific equipment. However, the Province emphasized that it had “traditionally chosen to support municipal governments in ways other than through sales tax exemptions because exemptions complicate the tax system and set precedents that could ultimately reduce the effectiveness of the tax as an important provincial revenue source.”

## **COMMUNITY SAFETY**

### **R19 Establishment of a Provincial Fund to Support Search and Rescue**

**Alberni-Clayoquot Regional District**

WHEREAS capital and non-operational funding for Search and Rescue in BC is not consistent, equitable, or rationally allocated and SAR organizations bear the large administrative burden of applying to myriad sources, including local governments, on an annual basis;

AND WHEREAS a 2012 Coroner’s Inquest jury recommended that Emergency Management BC review and evaluate funding models to better support SAR operations, and in 2013 the BC Search and Rescue Association recommended a new funding model to EMBC that would provide adequate, predictable and sustainable funding through the establishment and management of a provincial fund;

THEREFORE BE IT RESOLVED that UBCM urge the Province to support BCSARA’s proposal for the development of a provincial SAR fund and that the Province undertake necessary consultation with local governments and other stakeholders to develop, establish, and implement the fund as soon as possible.

RECOMMENDATION: ***Endorse***

#### COMMENTS:

The Resolutions Committee notes that the UBCM membership has consistently endorsed resolutions requesting that the provincial government fund search and rescue organizations (2013-B5; 2009-B11; 2008-B10; 2006-B17; 1998-B40).

In response to resolution 2013-B5 the provincial government suggested that the gaming grant funding was adequate support for search and rescue organizations and indicated that it had not been made aware of any funding gaps.

### **R20 Provincial Funding for Police-Based Victim Services**

**Alberni-Clayoquot Regional District**

WHEREAS the Province does not fully fund police-based victim service programs due to its position that programs should be cost-shared with local governments in communities that contribute to their policing costs;

AND WHEREAS the property taxation system does not provide an equitable method of funding victim services and local governments have no funding formula to allocate funds in a coordinated manner that is responsive to demand for victim services;

THEREFORE BE IT RESOLVED that UBCM continue to lobby the Province to fully fund police-based victim service programs, using a model that equitably and fairly distributes funding across the province.

RECOMMENDATION: ***Endorse***

#### COMMENTS:

The Resolutions Committee notes that the UBCM membership has consistently endorsed resolutions requesting that the Province provide funding for victim services programs (2014-B4; 2011-B14; 2010-B12; 2008-B4; 2006-B9; 2003-Victims Services Program; 1996-B43).

In response to resolution 2011-B14, which called on the provincial government to assume all responsibility for provision and funding of victim services in BC, the Province re-iterated its position that police-based victim service programs should be cost shared with local governments in communities that contribute to their policing costs.

## **REGIONAL DISTRICTS**

### **R21 Tree Protection Bylaws in Identified Urban Expansion Areas**

**City of Courtenay**

WHEREAS Regional Districts are prohibited by law from creating Tree Protection Bylaws;

AND WHEREAS unincorporated areas of Regional Districts include working forests, which are regulated provincially both on public and private land, precluding local/regional regulation;

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities lobby the Province to permit Regional Districts to institute Tree Protections Bylaws in identified urban expansion areas.

RECOMMENDATION: ***Endorse***

COMMENTS:

The Resolutions Committee notes that the UBCM membership endorsed resolution 2003-B41, which requested that the provincial government amend the *Local Government Act* to grant regional districts the authority to enact tree protection bylaws. Reasons for such bylaws might be environmental protection against soil erosion and mudslides, or documented local, historical or ecological significance.

In response to resolution 2003-B41 the provincial government suggested that the *Local Government Act* already provided “considerable scope for regional districts to use development permit powers to deal with environmental protection and hazard protection issues.”

## **ENVIRONMENT**

### **R22 Expansion of Oil Tanker Traffic in Coastal BC Waters**

**District of Sooke**

WHEREAS the result of the District of Sooke assent voting opportunity (community opinion) on November 15, 2014 was in the affirmative that the District of Sooke should join other municipalities in renewing and restating its opposition to the expansion of oil tanker traffic through British Columbia’s coastal waters;

THEREFORE BE IT RESOLVED that District of Sooke renew and restate its opposition to the expansion of oil tanker traffic through British Columbia's coastal waters;

AND BE IT FURTHER RESOLVED that the Association of Vancouver Island and Coastal Communities request the Union of British Columbia Municipalities and Federation of Canadian Municipalities to continue to petition the provincial and federal governments to stop the expansion of oil tanker traffic through British Columbia's coastal waters.

RECOMMENDATION: ***Endorse***

COMMENTS:

The Resolutions Committee notes that the UBCM membership has consistently endorsed resolutions opposing the expansion of oil tanker traffic on the coast of British Columbia (2012-A8, 2010-B139, 2010-B140, 2008-B143).

In response to resolution 2012-A8 the provincial government referenced its technical analysis “Requirements for British Columbia to Consider Support for Heavy Oil Pipelines” and the “key condition” of “world leading marine

spill preparedness and response systems,” comprising 11 recommendations the Province sees as necessary to bring British Columbia to that standard.

**R23 Trans Mountain Expansion Project**

**Township of Esquimalt**

WHEREAS the Union of BC Municipalities endorsed Victoria’s emergency resolution (LR2) in September 2014 calling on the Environmental Assessment Office of the Province of British Columbia to undertake its own Environmental Assessment process of the Trans Mountain Expansion Project and withdraw from the 2010 Equivalency Agreement with the National Energy Board (NEB), but no response has been received to date from the Province;

THEREFORE BE IT RESOLVED that Esquimalt Municipal Council affirms support for the 2014 UBCM resolution (LR2) calling on the Province of British Columbia to withdraw from the 2010 Equivalency Agreement with the NEB and undertake its own Environmental Assessment process of the Trans Mountain Expansion Project, with meaningful participation by First Nations, municipalities and all interested British Columbians;

BE IT FURTHER RESOLVED that the Association of Vancouver Island and Coastal Communities endorse UBCM motion LR2 and call for a prompt response and action by the Province.

RECOMMENDATION: **Endorse**

COMMENTS:

The Resolutions Committee acknowledges that as stated by the sponsor, the UBCM membership endorsed resolution 2014-LR2, calling for the BC Environmental Assessment Office to withdraw from the 2010 Equivalency Agreement with the National Energy Board and instead undertake its own environmental assessment of the Trans Mountain Expansion Project.

Also related, the Committee notes that members endorsed resolution 2011-LR6, which called on the National Energy Board, Port Metro Vancouver, and the federal government to:

“ensure that any applications to expand the amount of oil transported by pipeline ... in British Columbia undergo:

- a. the highest degree of environmental assessment; and
- b. meaningful public consultation, including direct engagement with affected municipalities, regional authorities and British Columbia First Nations.”

**R24 Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) Funding**

**Islands Trust**

WHEREAS the UBCM members previously endorsed resolution 2013-B104 requesting that the Ministry of Forests, Lands and Natural Resource Operations adequately resource the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership; and

WHEREAS in 2015 the Partnership will issue a 30-year Conservation Strategy for the Coastal Douglas-fir biogeoclimatic zone, the most at risk zone in British Columbia, but has insufficient resources to implement the Strategy;

THEREFORE BE IT RESOLVED that the AVICC and the UBCM petition the provincial government to provide core, multi-year funding to the Partnership to assist its members to implement the Conservation Strategy with the Province, First Nations, local governments, the federal government, stakeholders, and the general public.

RECOMMENDATION: **Endorse**

## COMMENTS:

The Resolutions Committee acknowledges that as stated by the sponsor, the UBCM membership endorsed resolution 2013-B104, calling on the provincial government to provide adequate resources to the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership.

In response to the resolution the provincial government indicated that it was working with local government, private landowners and environmental groups to assess and manage the Coastal Douglas-fir zone. In addition, the Province highlighted its \$3,000 contribution towards the organizational development and outreach activities of the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership.

### **R25 Management of Ungulate Populations**

**District of Oak Bay**

WHEREAS the resources, authority and responsibility to manage ungulate populations is with the Province of British Columbia;

AND WHEREAS the combination of favourable habitats, no natural predators, and the inability to allow hunting have contributed to expanding urban deer populations and exacerbated the problem of human-deer conflict in urban areas;

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities request that the Province of British Columbia provide resources, including Conservation Officers and Urban Wildlife Biologists, and build the necessary partnerships with Health Canada and local governments to address deer over population.

RECOMMENDATION: Endorse

## COMMENTS:

The Resolutions Committee notes that the UBCM membership has consistently endorsed resolutions calling on the provincial and federal governments to establish partnerships and provide greater resources to address wildlife populations in urban and agricultural areas, including deer (2013-B27, 2013-B74, 2012-B21, 2012-B72, 2012-B105, 2010-B25, 2003-B32).

Resolution 2013-B27 in particular called on the Province to provide “adequate funding to effectively manage and mitigate the impacts of urban wildlife and in particular ungulates.” In its response to the resolution the provincial government expressed interest in working with local government to develop “socially acceptable urban deer management solutions.”

The Committee is aware that to this end, UBCM and provincial staff in January 2015 organized a two-day workshop on the issue of urban deer. Draft recommendations arising from the workshop are being circulated to affected communities for comment. The deadline for comments is March 31, 2015, and the Province has committed to responding to feedback within three months.

## SELECTED ISSUES

### **R26 Rural Tier Two Hydro Rates**

**Regional District of Mount Waddington, District of Port Hardy**

WHEREAS BC Hydro has adopted a two tiered rate structure to encourage energy consideration with the lower rate threshold based on approximately 90% of the provincial median household consumption of electricity and this average is weighted from the consumption patterns of two-thirds of BC households that are able to use natural gas for their heating, hot water and cooking energy requirements;

AND WHEREAS the BC Utilities Commission (BCUC) reduced the upper price threshold charged by BC Hydro from the requested 1600 kilowatt hours to 1350 kilowatt hours for the bi-monthly billing period and most

households in rural and remote communities do not have access to natural gas and cannot reduce their consumption by conservation measures sufficiently to avoid the higher tiered rate;

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities request the BC Utilities Commission to review the BC Hydro residential electrical tariff structure and increase the amount of kilowatt hours that qualify for the lower rate in all areas that do not have natural gas service.

RECOMMENDATION: ***Endorse***

COMMENTS:

The Resolutions Committee notes that the UBCM membership endorsed resolution 2013-B85, which asked the provincial government to review the impact of a tiered electricity rate structure on low-income British Columbians. The resolution further requested that if the rate structure review revealed a negative impact, the provincial government amend the tiered rate structure to “minimize the effect for those less fortunate and those who have limited options to reduce their electricity usage (i.e. no access to natural gas).”

In response to resolution 2013-B85 the provincial government indicated that it was monitoring the impact of the tiered rate structure. The Province pointed out, however, that the rates charged by FortisBC, as a privately-owned utility, are regulated by the BC Utilities Commission.

More generally, the Committee notes that UBCM members have endorsed resolutions supporting postage stamp, cost-based rates for electricity (1996-B7; 2001, 2002 and 2003 UBCM energy policy positions). In 2004, members endorsed resolution B87 which objected to BC Hydro’s proposed increase in electricity rates. Prior to that, resolution 1992-B99 requested that BC Hydro be encouraged to promote electric heating at equitable rates in homes that are adequately insulated, especially in areas where natural gas service is not available.

### **PART 3 – LATE RESOLUTIONS**

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

APPENDIX A

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

**1. NAME**

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

**2. PURPOSES**

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

The purposes of the Association shall be:

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

**BYLAWS OF THE ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES**

**Part 1 – Interpretation**

- 1. (1) In these Bylaws, unless the context otherwise requires:
  - “**directors**” mean the directors of the Society for the time being;
  - “**Society Act**” means the *Society Act* of British Columbia from time to time in force and all amendments to it;
  - “**registered address**” of a member means the member’s address as recorded in the register of members.
- (2) The definitions in the *Society Act* on the date these Bylaws become effective apply to these bylaws.
- 2. Words importing the singular include the plural and vice versa, and words importing a male person include a female person and a corporation.

## Part 2 – Membership

3. The members of the Society are
  - (1) the applicants for incorporation of the Society;
  - (2) the cities, districts, townships, towns, villages and regional districts located within or partly within the following Regional Districts: Alberni-Clayoquot, Capital Regional, Central Coast, Comox Valley, Cowichan Valley, Mount Waddington, Nanaimo, Powell River, Strathcona and Sunshine Coast, that have been accepted by the directors to join the Society as local government members; and
  - (3) other local governments located within or partly within the regional districts listed in Bylaw 3(2) that meet the criteria established by the Executive for membership.
  - (4) persons who are officials of members by virtue of having been elected in accordance with the laws of British Columbia or Canada ['Elected Officials'], and who have subsequently become members in accordance with these Bylaws, for as long as they hold office.
4.
  - (1) A city, district, township, town, village, regional district or other local government that meets the criteria in Bylaw 3(2) and (3) may apply to the directors for membership in the Society and on acceptance by the directors and having paid the membership dues is a member.
  - (2) Except for a person who is an authorized representative under Bylaw 23(1) of a member local government, any person who is an official of a member by virtue of having been elected in accordance with the laws of British Columbia or Canada ['Elected Officials'], may apply to the Directors for membership in the Society and on acceptance by the Directors is a member until they no longer hold office.
5. Every member must uphold the constitution and comply with these Bylaws.
6.
  - (1) The amount of the first annual membership dues must be determined by the directors and after that the annual membership dues must be determined at the general meeting of the Society.
  - (2) The annual membership dues must be paid before the annual general meeting and before members will be permitted to vote at the annual general meeting.
  - (3) A person accepted for membership under Bylaw 4(2) is not required to pay any annual membership dues.
7. A person ceases to be a member of the Society,
  - (a) by delivering his or her resignation in writing to the Secretary of the Society or by mailing or delivering it to the address of the Society;
  - (b) on his or her death or, in the case of a corporation, on dissolution;
  - (c) on being expelled, or
  - (d) on having been a member not in good standing for 12 consecutive months.

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

### **Part 3 – Meetings of Members**

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

### **Part 4 – Proceedings at General Meetings**

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

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

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

#### **Part 5 – Directors and Officers**

24. (1) The directors may exercise all the powers and do all the acts and things that the Society may exercise and do, and that are not by these Bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in a general meeting, but subject, nevertheless, to
- (a) all laws effecting the Society,
  - (b) these Bylaws, and
  - (c) rules, not being inconsistent with these Bylaws, that are made from time to time by the Society in a general meeting.

- (2) A rule, made by the Society in a general meeting, does not invalidate a prior act of the directors that would have been valid if that rule had not been made.
25. (1) The president, immediate past president, first vice president, second vice president, three directors at large, Electoral Area Representative elected annually at the Annual Meeting, and one or more other persons are the directors and the executive of the Society.
- (2) The number of directors must be 8 or a greater number determined from time to time at a general meeting.
- (3) A person is eligible to be a director only when they are and while they remain eligible for membership under Bylaw 4(2).
26. (1) The directors must retire from office at each annual general meeting when their successors are elected.
- (2) Separate elections must be held for each office to be filled.
- (3) An election may be by acclamation, otherwise it must be by ballot.
- (4) If a successor is not elected, the person previously elected or appointed continues to hold office.
- (5) A director may be nominated in writing in advance of the annual general meeting or may be nominated from the floor at the annual general meeting.
- (6) All elected official members of the Society are eligible to stand for election to the executive provided however, that the position of Electoral Area Representative must be filled by an Electoral Area Director.
- (7) All elected official members of the Society present at the annual general meeting are entitled to vote for the executive position of Director at Large.
- (8) Only elected official members of the Society representing Electoral Areas are entitled to vote for the position of Electoral Area Representative.
- (9) Voting by proxy shall not be permitted.
27. (1) The directors may at any time and from time to time appoint a member as a director to fill a vacancy in the directors.
- (2) A director so appointed holds office only until the conclusion of the next annual general meeting of the Society, but is eligible for re-election at the meeting.
28. (1) If a director resigns his or her office or otherwise ceases to hold office, the remaining directors must appoint a member to take the place of the former director.
- (2) An act or proceeding of the directors is not invalid merely because there are less than the prescribed number of directors in office.
- (3) If a director ceases to hold the elected office required by Bylaw 4(2) for membership in the Society, the director ceases to hold office as a director of the Society.

29. (1) The members may, by special resolution, remove a director, before the expiration of his or her term of office, and may elect a successor to complete the term of office.
- (2) The office of a director must be vacated if the director:
- (a) delivers a resignation in writing to the secretary or mails or delivers it to the address of the Society;
  - (b) is convicted of an indictable offence, and the directors have resolved to remove him;
  - (c) fails to attend three consecutive meetings of the directors without good and sufficient reason in the opinion of the directors and the directors must have resolved to remove him;
  - (d) if he is found by a Court to be of unsound mind;
  - (e) if he becomes bankrupt; or
  - (f) on death.
30. A director must not be remunerated for being or acting as a director but a director must be reimbursed for all expenses necessarily and reasonably incurred by the director while engaged in the affairs of the Society.

#### **Part 6 – Proceedings of Directors**

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

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

- (2) In the case of a tie vote, the chair does not have a second or casting vote.
- 38. A resolution proposed at a meeting of directors or committee of directors need not be seconded, and the chair of a meeting may move or propose a resolution.
- 39. A resolution in writing, signed by all the directors and placed with the minutes of the directors, is as valid and effective as if regularly passed at a meeting of directors.

#### **Part 7 – Duties of Officers**

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

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

#### **Part 8 – Seal**

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

#### **Part 9 – Indemnities to Directors and Officers**

48. Subject to the provisions of the *Society Act*, the directors must cause the Society to indemnify a director or former director of the Society and the heirs and personal representatives of any such person against all costs, charges and expenses, including an amount paid to settle an action or satisfy a judgment actually and reasonably incurred by him, her or them including an amount paid

to settle an action or satisfy a judgment in a civil or administrative action or proceeding to which he or she or they are made a party by reason of his or her being or having been a director of the Society, including any action brought by the Society. Each director of the Society on being elected or appointed must be deemed to have contracted with the Society on the terms of the foregoing indemnity.

49. Subject to the provisions of the *Society Act*, the directors may cause the Society to indemnify any officer of the Society and his or her heirs and personal representatives against all costs and expenses whatsoever incurred by him or them and resulting from acting as an officer of the Society.
50. The directors may cause the Society to purchase and maintain insurance for the benefit of any person who is or was serving as a director or officer of the Society and his or her heirs or personal representatives against any liability incurred by him or her as such director or officer.

#### **Part 10 – Execution of Documents**

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

#### **Part 11 – Borrowing**

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

#### **Part 12 – Auditor**

55. This Part applies only if the Society is required or has resolved to have an auditor.
56. The first auditor must be appointed by the directors who must also fill all vacancies occurring in the office of auditor.
57. At each annual general meeting the Society must appoint an auditor to hold office until the auditor is re-elected or a successor is elected at the next annual general meeting.
58. An auditor may be removed by ordinary resolution.
59. An auditor must be promptly informed in writing of the auditor's appointment or removal.
60. A director or employee of the Society must not be its auditor.

61. The auditor may attend general meetings.

#### **Part 13 – Notices to Members**

62. A notice may be given to a member, either personally or by mail to the member at the member's registered address.

63. A notice sent by mail is deemed to have been given on the second day following the day on which the notice is posted, and in proving that notice has been given, it is sufficient to prove the notice was properly addressed and put in a Canadian post office receptacle.

64. (1) At least 30 days written notice of a general meeting must be given to
- (a) every member shown on the register of members on the day notice is given, and
  - (b) the auditor, if Part 10 applies.
- (2) No other person is entitled to receive a notice of a general meeting.

#### **Part 14 – Voting of Members**

65. At all meetings of members of the Society every question must be determined by a majority of votes unless otherwise specifically provided by statute or by these Bylaws.

#### **Part 15 – Financial Year**

66. Unless otherwise ordered by the directors the fiscal year end of the Society will be December 31<sup>st</sup>.

#### **Part 16 – Rules and Regulations**

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

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

#### **Part 17 – Bylaws**

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

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

## APPENDIX B (1)

### AVICC MEMBERS

#### CITIES

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

#### DISTRICTS

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

#### TOWNS

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

#### VILLAGES

Alert Bay  
Cumberland  
Gold River  
Port Alice  
Sayward  
Tahsis  
Zeballos

#### REGIONAL DISTRICTS

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

## APPENDIX B (2)

### AVICC LIFE MEMBERS

1949-1950	Lorne Jordan	Port Alberni
1951-1952	Earl Westwood	Nanaimo
1953	Bert Beasley	North Cowichan
1954	Bill Henderson	Cumberland
1955-1956	C.A.P. Murson	North Cowichan
1957	Alf Wurtele	Esquimalt
1958	Jack Dobson	Duncan
1959	Bill Moore	Courtenay
1960	George Chatterton	Saanich
1962	John Cook	Nanaimo
1963	Don Morton	North Cowichan
1964	Reeve Lee	Central Saanich
1965	Fred Bishop	Port Alberni
1966	Doug Watts	Oak Bay
1967	Les Hammer	Port Alberni
1968	Rob Baird	Victoria
1969	Kay Grouhel	Ladysmith
1970	S.A.D. Pike	Powell River
1971-1972	Archie Galbraith	Central Saanich
1973-1974	G.H.A. MacKay	Nanaimo
1974-1975	William (Bronco) Moncrief	Cumberland
1975-1976	Ed Lum	Victoria
1976-1977	George McKnight	Port Alberni
1977-1978	K. Paskin	Duncan
1978-1979	Ken Hill	Esquimalt
1979-1980	Mayor George Piercy	Comox
1980-1981	Mel Couvelier	Saanich
1981-1982	Anne Fiddick	Gold River
1982-1983	Dick Winkleman	Nanaimo
1983-1984	Norma Sealey	Sidney
1984-1985	Robert Ostler	Campbell River
1985-1986	Gillian Trumper	Port Alberni
1986-1987	William (Bill) Kinley	Port McNeill
1987-1988	Tom McCrae	Tahsis
1989-1990	Frank Ney	Nanaimo
	George Borza	Nanaimo RD
	George Cochrane	Courtenay
	Walter Behn	Port Alberni
	Eric Simmons	Victoria
1990-1991	Bill Cox	Ladysmith

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