



**MINUTES OF A MEETING
OF THE ASSOCIATION OF VANCOUVER ISLAND
AND COASTAL COMMUNITIES EXECUTIVE
HELD FRIDAY, MARCH 11, 2016
BY TELECONFERENCE**

IN ATTENDANCE:

Councillor Barbara Price, Comox, President
Director Mary Marcotte, Cowichan Valley RD, First Vice President
Director Edwin Grieve, Comox Valley RD, Second Vice President
Director Noba Anderson, Strathcona RD, EA Representative
Jessie Hemphill, Port Hardy, Director at Large
Councillor Carl Jensen, Central Saanich, Director at Large
Mayor Josie Osborne, Tofino, Director at Large
Director Joe Stanhope, Nanaimo RD, Past President

STAFF ATTENDANCE:

Liz Cookson, Executive Coordinator
Gary MacIsaac, UBCM Executive Director
Kathleen Spalek, UBCM Manager, Finance & Corporate Operations

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

MINUTES

On motion by Past President Stanhope, seconded by Director Jensen,
That the minutes of the January 18, 2016 meeting be adopted was CARRIED

AGENDA

On motion by EA Representative Anderson, seconded by Director Jensen,
That the Agenda be varied to review 2(b) Member Dues before 2(a) Audited Financial Statements as the
KPMG representative was not on the teleconference yet was CARRIED

FINANCIAL AND ADMINISTRATION

Member Fees

Liz Cookson noted that a 2% increase in dues to present to the membership at the AGM was passed at the January 18, 2016 Executive Meeting. A summary showing the dues for each member resulting from the proposed 2% increase was included in the meeting package.

On motion by Second Vice President Grieve, seconded by First Vice President Marcotte,
That the proposed dues be received for presentation to the membership at the AGM. CARRIED

DELEGATION – 2015 Audit – Liette Bates-Eamer, Senior Auditor, KPMG

Liette Bates-Eamer from KPMG joined the teleconference to review the 2015 Audited Financial Statements and present the Audit Findings Report. She advised that KPMG was again able to provide a clean, unqualified opinion. In response to her comment on the funding remaining from the Treaty Advisory Committee, Kathleen Spalek advised that Glen Brown from the UBCM was working through the channels to get approval from the Province to repurpose the funds. Ms. Bates-Eamer also noted the

increase in net assets and recommended the AVICC consider allocating the funds for specific purposes rather than uncommitted surplus.

On motion by First Vice President Marcotte, seconded by Director Hemphill,
That the KPMG Audit Findings Report be received and the March 4, 2016 Draft Financial Statements of the Association of Vancouver Island and Coastal Communities, Year Ended December 31, 2015 as provided by KPMG be approved with President Price and Past President Stanhope signing on behalf of the Board, and that the financial statements be brought forward to the membership at the April 9th Annual General Meeting was CARRIED

Kathleen Spalek and Liette Bames-Eamer left the teleconference.

RESOLUTIONS

2016 Resolutions

Gary MacIsaac reviewed the 2016 Resolutions Report on the 38 resolutions received by the February 22, 2016 deadline. He explained the categorization of resolutions where Part 2 – Section A included resolutions that feature new issues of interest to all members, and Part 2 – Section B included resolutions that support existing UBCM policy (previously considered and endorsed resolutions, or resolutions in keeping with the UBCM policy, including previously approved policy papers or documents). Resolutions in Section C refer to other, similar resolutions that will be considered for debate, so will have already been dealt with. They are provided for reference, and not intended for debate.

Gary advised that the proposed recommendation for Section A resolutions was “No recommendation” as these are items to be debated by the membership for the first time. The proposed recommendation for Section B resolutions is “Endorse” where the resolutions support existing UBCM policy, and “Not Endorse” where they were not supported when previously debated. Where resolutions cover similar topic areas, there is a note below each resolution referring to the other. Late Resolutions will be sent to the Executive for review at the April 7th meeting in order to make a recommendation. These will be included in a package for delegates to collect at registration on April 8th.

On motion by Past President Stanhope, seconded by First Vice President Marcotte,
That the report on the 2016 Resolutions be approved for distribution within the Annual Report and Resolutions book and in the Supplementary Materials Package distributed to delegates during the onsite registration process with the UBCM Executive Director’s explanation of the recommendation methodology CARRIED

Liz Cookson noted a request from the City of Port Alberni to distribute materials to AVICC members in support of the City’s resolutions. The Executive discussed the fairness of doing this for one member but not for all members.

On motion by Past President Stanhope, seconded by Director Jensen,
That the AVICC’s Executive Policies be amended to clarify that the AVICC Office is not able to distribute materials related to individual resolutions to the membership. CARRIED

Block Resolutions

Liz Cookson reviewed the history around the rules for removal of a resolution from the block. At the November 6, 2015 meeting the Executive Committee reviewed the wording of the UBCM conference rules with respect to amending the block and voting on resolutions removed from the block. Rule 27 of

the UBCM rules confirms that the UBCM requires a super majority to remove a resolution from the block. The UBCM's super majority is 60% while AVICC's is 75%. (AVICC bylaws would need to be amended to change this percentage). The amended block is subject to the regular rules for passing a resolution, a simple majority. And the resolution removed from the block is also subject to the simple majority.

On motion by Past President Stanhope, seconded by EA Representative Anderson,
That the AVICC Conference Rules and Procedures for Handling Resolutions and the related procedures documents including the Resolutions Report template and Chair and Resolutions Committee instructional notes be amended to reflect the amended Step 28 as follows:

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 remove the resolution from the block and have the resolution entered for discussion.

(ii) If duly seconded, the Chair shall put the question – "Shall the resolution be removed from the block and admitted for discussion?" – and such question shall require a three-quarters majority vote before the motion can be put forward for discussion by the Convention. [Bylaws s. 21 (6)].

(iii) If the motion passes, then the Chair will remove the resolution from the block and it will be considered immediately following the Part 2, Section "B" resolutions.

(iv) The Chair will ask for the endorsement of the Part 2, Section "B" block as amended – and such question shall require a simple majority vote to pass.

(v) After the Part 2, Section "B" block has been considered, those resolutions removed for individual consideration will be entered for consideration and the procedures for handling resolutions will apply (Steps 20 to 26)

was

CARRIED

Gary MacIsaac left the teleconference.

CONVENTION

Convention Update

Liz Cookson spoke to her report updating the Executive Committee on several aspects of the Convention, and seeking guidance on a few issues.

Director Hemphill left the teleconference.

The Island Corridor Foundation has scheduled a short railway trip for AVICC delegates who are ICF members between noon and 1:30 pm on Friday, April 8th.

On motion by First Vice President Marcotte, seconded by Director Osborne
That the AVICC Office liaise with the Island Corridor Foundation and inform the Convention delegates of this tour approximately one week before the Convention, and advise how those who are not in ICF areas may obtain tickets was

CARRIED

The BC Mayors Climate Leadership Council has scheduled a “shoulder session” targeting AVICC delegates for the afternoon immediately following the Convention on Sunday, April 10th. The AVICC Office sought direction from the AVICC President, and then included this information as an item in the March update which goes to all AVICC members. The BCMCLC has asked for a targeted email with additional information to those who have registered for the Convention. The Executive Committee discussed whether this was using member emails who signed up for the Convention for another purpose.

On motion by First Vice President Marcotte, seconded by Director Jensen,
That no additional information for the Energy Leadership Workshop be sent to Convention delegates
was CARRIED

The Nanaimo Chamber of Commerce has requested a complimentary booth in the trade show area, this has been provided to some host communities in the past.

On motion by EA Representative Anderson, seconded by First Vice President Marcotte,
That the Executive Policies be updated to support the Chamber of Commerce for all host communities
being offered a complimentary booth in the trade show was CARRIED

The host city is responsible for acquiring donations from local businesses for prize draws. The City of Nanaimo has been unable to acquire any donations. They have purchased one gift basket but have no suggestions on additional gifts. The AVICC could purchase a few gifts if prize draws throughout the convention are deemed important by the Executive Committee.

On motion by Director Jensen, seconded by First Vice President Marcotte,
That Past President Stanhope ask the Mayor of Nanaimo for assistance in finding prizes from the local
community for prize draws was CARRIED

Additional Sponsorships

Two additional applications for sponsorship were received since the last Executive Committee meeting:

- 1) Trans Mountain Expansion Project (Kinder Morgan) would like to be a Bronze Level sponsor (\$1,750). They were a trade show exhibitor at the 2015 Convention.
- 2) Great Canadian Casino has also requested to be a 2016 sponsor at the \$1,200 level.

On motion by Past President Stanhope, seconded by Director Jensen,
That Trans Mountain Expansion Project (Kinder Morgan) and Great Canadian Casino be approved as
additional sponsors for the 2016 Convention was CARRIED

Future Host Communities

THAT the Executive Coordinator schedule a site visit to Powell River following the 2016 Convention to review facilities;

AND THAT the Executive Coordinator review the details of the submissions from the City of Victoria and the District of Ucluelet and bring a report back to the June meeting was CARRIED

POLICY

Update on the Special Committee on Solid Waste Management

Second Vice President Grieve provided a verbal report on his presentations to the Boards of the Regional Districts participating on the Special Committee. He referred to the resolutions and other feedback referred to date attached to the meeting package. He noted there would be a Committee meeting held March 18, 2016 to review the input received from each Regional District and discuss reporting back to the membership and to the Province.

On motion by First Vice President Marcotte, seconded by Second Vice President Grieve,
That the Executive Committee receive the resolutions and other feedback from member regional districts to date, and review any recommended resolution arising from the March 18, 2016 Special Committee meeting to consider as an AVICC Executive resolution. CARRIED

President Price noted that the AVICC Executive Committee must be the final approving body of any resolution to be brought forward to the membership from the AVICC Executive, and the proposed resolution can be discussed at the April 7, 2016 meeting.

CORRESPONDENCE

On motion by EA Representative Anderson, seconded by Director Jensen,
That the correspondence be received was CARRIED

ADJOURNMENT

At approximately 11:30 am, on motion by Director Jensen, seconded by EA Representative Anderson,
That the meeting be adjourned was CARRIED

Councillor Barbara Price
President

Liz Cookson
Executive Coordinator