



# ANNUAL REPORT AND RESOLUTIONS PACKAGE

TO BE CONSIDERED AT THE 69<sup>th</sup> ANNUAL MEETING

**APRIL 13 – 15, 2018**

**Victoria Conference Centre, 720 Douglas Street, Victoria, BC**

1. 2018 AGM & Convention Program .....	1
2. President's Report .....	9
3. Disposition of 2017 Resolutions .....	12
4. Convention Rules & Procedures for Handling Resolutions.....	16
5. Report on the 2018 Resolutions .....	20
6. Nomination Procedures .....	58
7. Nominating Committee Report.....	60
8. Nominated Candidate Biographies .....	61
9. Financial Statements for Year Ending December 31, 2017.....	66
10. 2018 Member Dues Proposed.....	75
11. 2018 Association Budget.....	77
12. Schedule A – Proposed New Bylaws .....	78
13. Appendix B1 – AVICC Members .....	99
14. Appendix B2 – Life Members .....	100
15. 2017/18 AVICC Executive .....	102
16. Floor Plan of Level 2 Conference Centre .....	103
Report on the 2018 Late Resolutions .....	to be distributed on-site at Convention



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

We are pleased to convey this *AVICC Annual Report and Resolutions Package*. The Package has been expanded to include the information formerly provided in the separate Supplementary Materials Package and the Convention Newsletter. This reflects a desire to provide information to the members earlier, and to avoid duplication of materials.

This Report is being emailed out ahead of the Convention, and hard copies will be provided for delegates on-site at the Registration Desk.

The program included in the emailed Report is marked DRAFT and the final version will be included in the hard copy provided on-site. The Late Resolutions will also be provided on-site at the Registration Desk.

In the emailed Report you will find the:

- 2018 AGM and Convention Draft Program (Final Program available on-site at Convention)
- President's Report summarizing the activities undertaken during the year
- Summary of the 2017 Resolution dispositions
- The Convention Rules and Procedures for Handling Resolutions
- The report of the AVICC Executive (Resolutions Committee) on the 2018 Resolutions
- Schedule A with Proposed Bylaws for AVICC (referring to Special Resolution SR2)
- The nominations and election procedures, a report of the nominations received by the February 14, 2018 deadline and candidate biographies
- The 2017 Audited Financial Statements; 2018 Budget; and 2018 Membership Dues Report

The information previously distributed to members on March 12<sup>th</sup> with the Notice of AGM and Convention included the Special Resolutions (proposed new bylaws) and the 2017 Audited Financial Statement. The same information is included in this Annual Report and Resolutions Package.

*Director Mary Marcotte  
President*

*Liz Cookson  
Executive Coordinator*



# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

69<sup>TH</sup> ANNUAL GENERAL MEETING & CONVENTION  
APRIL 13-15, 2018 - VICTORIA, BC

VICTORIA CONFERENCE CENTRE, 720 DOUGLAS STREET  
DRAFT AT MARCH 28, 2018 – FINAL TO BE DISTRIBUTED ON-SITE

**FRIDAY, APRIL 13, 2018**

***Pre-Convention Program – all sessions start at the Victoria Conference Centre, 720 Douglas Street***

- 8:00–9:00 am **Pre-Convention Registration** (*Level 2, Lobby*)
- 9:00 am–Noon **Off-Site Tour: Victoria on the Move**
- 10:00 am–Noon **Off-Site Tour: Innovation – Discover ‘Tectoria’**
- 9:00–11:00 am **Marijuana Regulation After Legislation** (*Carson Hall, Salons B&C*)
- 10:00 am–Noon **Mayors Caucus** (*Level 2, Sidney Room*)
- Noon–6:00 pm **Main Registration** (*Level 2, Lobby*)
- Noon-1:45 pm Ministry of Jobs, Trades and Technology Information Session (*Colwood Room*)
- 1:00 pm Trade Show Opens (*Carson Hall, Salon A*)

***AGM & Convention Main Program – (Victoria Conference Centre, Carson Hall, Salons B&C)***

- 2:00 pm Official Opening  
Convention Welcome & Opening Remarks – *President Mary Marcotte*  
O Canada  
First Nations Welcome  
Welcome from Host Community – *Mayor Lisa Helps*  
Convention Program Overview – *President Mary Marcotte*
- 2:20 pm Mining Association Electric Vehicle – *Bryan Cox*  
Nominating Committee Report – *Past President Barbara Price*
- 2:30 pm KEYNOTE ADDRESS: Happy City: Your City, Your Life  
– *Charles Montgomery*
- 3:30 pm Refreshment Break
- 3:50 pm Nominations from the Floor for Table Officers  
Candidate Speeches
- 4:00 pm Address by The Honourable John Horgan, Premier of British Columbia
- 4:20 pm Connecting the Dots on Affordable Housing – *Ministry of Municipal Affairs & Housing*
- 5:15 pm Island Health Update – *M.J. Whitmarsh*  
Final Comments and Wrap-Up  
Draw for Major Door Prize from Telus – *Tyler Mooi*
- 5:30 pm Adjourn
- 5:30–7:30 pm Welcome Reception in the Trade Show Area, Carson Hall, Salon A

P  
R  
O  
G  
R  
A  
M

# SATURDAY, APRIL 14, 2018

*The Trade Show is Open from 7:15 – 3:00 pm today*

- 7:15 am Breakfast Service Starts – Networking Breakfast (*Lobby and Carson Hall, Salon A*)
- 7:15–8:25 am Working Breakfast – Social Procurement Hub (*Carson Hall, Salons B&C*)
- 8:00–8:30 am Voting for Table Officers (as necessary) (*Lobby*)
- 8:30 am Opening Remarks (*Carson Hall, Salons B&C*)
- 8:35 am Annual Meeting  
Convention Rules and Procedures  
Minutes of 2017 Annual General Meeting  
President’s Address and Annual Report  
2017 Audited Financial Statements  
2019 AGM & Convention Location
- 8:45 am Address by UBCM President – *Wendy Booth, Vice-Chair, RD of East Kootenay*
- 9:05 am Review of Resolution Procedures
- 9:10 am Consideration of Bylaws and Resolutions
- 10:20 am Refreshment Break
- 10:40 am Municipal Insurance Association Update – *Mayor Teunis Westbroek, Qualicum Beach*  
Resolutions, Continued
- 11:40 am Nominating Committee Report  
Nominations from the floor for Directors at Large  
Candidate speeches
- 11:45 am Municipal Finance Authority Update – *Director Joe Stanhope, Nanaimo RD*
- 11:50 am FortisBC Presentation
- 12:00 noon Delegates Lunch
- 12:45–1:30 pm Elections for Directors at Large (*Lobby*)
- 1:00–1:25 pm Island Corridor Foundation Update (*Sidney Room*)
- 1:00–1:25 pm Physical Activity Break Led by 2<sup>nd</sup> VP Carl Jensen (*Meet by Registration*)
- Concurrent Workshops**
- 1:30–2:30 pm #1 – Tools for Resilient Shorelines: Green Shores and More (*Salons B&C*)  
#2 – Electoral Area Directors’ Forum (*Colwood Room*)  
#3 – Open Space (*View Royal Room*)
- 2:30–3:00 pm Refreshment Break
- 3:00–4:00 pm #1 – Working Together to Respond to the VI Overdose Crisis (*Salons B&C*)  
#2 – Electoral Area Directors’ Forum (*Colwood Room*)  
#3 – National Strategy on Abandoned and Wrecked Vessels (*Sidney Room*)
- 6:30–11:30 pm Reception and Banquet (*Palm Court, Crystal Ballroom*)  
6:30 pm Reception  
7:30 pm Dinner and Remarks  
9:00 pm Timebenders Band

P  
R  
O  
G  
R  
A  
M

# SUNDAY, APRIL 15, 2018

- 7:15–8:30 am Delegates Networking Hot Breakfast (*Location: Carson Hall, Salons B&C*)
- 8:30 am Opening Remarks  
Nominating Committee Report  
Nominations from the Floor for Electoral Area Representative  
Candidate Speeches (as necessary)
- 8:35 am Address by the Leader of the BC Green Party, Andrew Weaver
- 8:50 am BC Ideas Showcase – The Possibilities of Tech & Innovation – *Ministry of JTT*
- 9:45 am Address by The Honourable Selina Robinson, Minister of Municipal Affairs & Housing
- 10:15–10:35 am Refreshment Break
- 10:15–10:45 am Elections for Electoral Area Representative (as necessary) (*Lobby*)
- 10:35 am Community Recognition Awards Presentation (*WoodWorks*)
- 10:40 am BC211 Expansion to VI and PR – *United Way, Patricia Jelinski*
- 10:50 am Consideration of Resolutions and Late Resolutions
- 11:45 am Final Business Session  
Nominating Committee Report (as required)  
Installation of New Executive  
Remarks by President Elect  
Prizes and Grand Prize Draw - *Must Be Present To Win*
- BC Ferries prize package
- Noon Adjourn & Safe Travels

## THANK YOU TO OUR HOSTS AND THEIR COMMUNITY PARTNERS

Special thanks are extended to the City of Victoria for hosting the 2018 AGM & Convention including supplying the conference centre facilities and WiFi, decorating for the banquet, organizing the delegate and partner tours, providing local contacts, and speaker gifts.

AVICC Executive and members wish to thank the City of Victoria Council and staff for making the Convention a great experience for our Association.

Complimentary WiFi Password is **AVICC18**



P  
R  
O  
G  
R  
A  
M

# TRADE SHOW

## Hours

Friday – 1:00 – 7:30 pm  
Saturday – 7:15 am – 3:00 pm

## Location

Carson Hall Salon A

## PARTICIPANTS

BC Assessment

BCHAZMAT

BC Lottery Corporation

BC Transit

Council of Forest Industries (COFI)

FortisBC Energy

Health Networks

ICBC

Mining Association of BC (electric vehicle)

Ministry of Jobs, Trade and Technology

Ministry of Public Safety and Solicitor General

Private Forest Landowners Association

Steelhead LNG

TELUS

Tourism Victoria

Trans Mountain Expansion – Kinder Morgan Canada

Union of BC Municipalities

Vancouver Island Economic Alliance

Vancouver Island University

West Coast Environmental Law

Western Forest Products

WoodWORKS! BC

P  
R  
O  
G  
R  
A  
M

## OUR SPONSORS

We wish to thank our sponsors for their contribution toward the 2018 AVICC Convention:

City of Victoria	Host Community and WiFi
FortisBC Energy	Saturday Delegates Lunch
Young Anderson	Banquet Dinner
BC Lottery Corporation	Banquet Entertainment
BC Seafood Alliance	Banquet Reception
Island Health	Friday Opening Session
TELUS	Audio Visual
Mining Association of BC	Trade Show – Electric Vehicle
Municipal Finance Authority	Keynote Speaker
Vancouver Island University	Friday Welcome Reception
Lidstone & Company	Mayors Caucus
ICBC	Saturday Morning Hot Breakfast
Municipal Insurance Association	Sunday Morning Hot Breakfast
BC Assessment	Program
Association for Mineral Exploration BC	Banquet Wine
Wood <i>WORKS!</i> BC Canadian Wood Council	Pre-Convention Session
Council of Forest Industries	Pre-Convention Session
Western Forest Products	Registration Services
Shaw Communications	Communications
Private Forest Landowners Association	Friday Afternoon Refreshment Break
KPMG	Saturday Morning Refreshment Break
Truck Loggers Association	Saturday Afternoon Refreshment Break
CUPE VI	Sunday Morning Refreshment Break
Local Government Leadership Academy	Electoral Area Directors Forum
BC Transit	Transportation
BC Ferry Services	Grand Prize
Pacific Coastal Airline	Prize Draw

P  
R  
O  
G  
R  
A  
M

# SESSIONS AND SPEAKERS

## Keynote Speaker: Charles Montgomery

**Urban Design Consultant, Award-Winning Journalist, & Author of *Happy City***

### **Happy City: Your City, Your Life**

For years self-help experts have told us that we need to do inner work in order to improve our lives. But what if our cities had the power to make or break our happiness? Drawing on brain science, psychology, and rich personal stories, Charles Montgomery explains how cities influence how we feel, behave, and treat other people in ways most of us never realize.

Everything from the length of your commute to the depth of your front yard can have an unseen effect on your mind, emotions, and social life. Montgomery uses fascinating and often funny social experiments to demonstrate that we are not helpless. We can change our lives by changing our relationship with our cities, and each other. By understanding the effect that design has on our emotions and decisions, we can share this empowering new vision.

## Plenary Presentations

### **Friday, 4:20 pm – Connecting the Dots on Affordable Housing**

‘Connecting the Dots on Affordable Housing’ is an interactive engagement session. Access to affordable housing is a crucial issue across British Columbia. No one level of government can solve this alone. The Ministry of Municipal Affairs and Housing staff will present an overview of the 30-point housing plan in Budget 2018 and share information on the HousingHub – a new office at BC Housing that will partner with all levels of government, developer, community and Indigenous partners to actively create more affordable housing.

The Ministry will also share some of the key ideas from the successful Housing Partnerships Conference last December and reference government’s response to the UBCM Housing Strategy report. The facilitators will present and ask for feedback on an innovative proposal for the province and local governments to meet housing goals together through a proposed Housing Affordability Partnership Agreement (HAPA). UBCM Members will have an important opportunity to ask questions, shape the partnership agreement concept and share ideas at this session.

**Presenters:** Jennifer Hill, Planning and Land Use Management Branch; Ministry of Municipal Affairs and Housing;

Virginia Holden, Housing Policy Branch, Ministry of Municipal Affairs and Housing

### **Saturday, 7:15 am – Community Benefit Procurement Hub – Coming Soon to a Local Government Near You!**

Following on from a resolution endorsed by the AVICC membership in 2017, an independent working group of elected officials has developed a proposal for their two year “Community Benefit Hub” to develop appropriate approaches and models to educate, implement and advance strategic procurement across the Vancouver Island and Sunshine Coast region. How can your local government maximize community benefits of purchasing and procurement? Join this panel of elected officials, local government staff and industry staff to hear about their proposal and how your local government can become a founding member of the independent group’s initiative.

**Presenters:** Lisa Helps, Mayor, City of Victoria;  
Rory Kulmala, CEO, Vancouver Island Construction Association;  
Josie Osborne, Mayor, District of Tofino;  
Daniel Sailland, CAO, Town of Qualicum Beach

P  
R  
O  
G  
R  
A  
M



## SESSIONS AND SPEAKERS

### Sunday, 8:35 am – BC Ideas Showcase – The Possibilities of Tech & Innovation

Technology and innovation are transforming how Canadians live, work and play. This wave of technological change presents many exciting opportunities for communities of all sizes and businesses in all sectors.

Presented by the Ministry of Jobs, Trade & Technology, this session explores opportunities for communities of all sizes to capitalize on the digital economy in their economic development efforts. Join Wavefront, Canada's Centre of Excellence for the Mobile & Internet of Things Sector, and a panel of regional experts who have embraced technology & innovation in their own communities. Come learn from those who have already begun their digital transformation.

**Presenters:** Shawn Adrian, co-founder, Input Logic;  
Andrew Brooke, Director of Smart Communities and Clean Technology,  
Ministry of Jobs, Trade and Technology;  
Rose Klukas, Economic Development Officer, City of Campbell River;  
James Maynard, President & CEO, Wavefront;  
Graham Truax, Executive in Residence, Innovation Island

### Concurrent Workshops – Saturday Afternoon

#### 1:30 pm – Tools for Resilient Shorelines: Green Shores and More

Every AVICC community has a remarkable front yard – the ocean shoreline. Shorelines offer biologically rich and diverse habitat and have a key role in providing ecological services such as ocean processes, erosion control and flood management. Waterfront homes are highly valued, contributing to the tax base. Public access to and along the shoreline provides value, enhances livability and is an attractor for new residents. However, sea level rise, climate change adaptation planning and balancing many needs brings complexity in determining appropriate courses of action and the expertise and resources required for shoreline management. This session will provide an opportunity to learn about coastal shoreline processes and the impacts of development, policy and regulatory tools for shoreline management, the Green Shores program, and case studies from two coastal communities followed by facilitated discussions on tools and opportunities for action for resilient shorelines.

**Presenters:** DG Blair, Executive Director, Stewardship Centre for BC;  
Deborah Carlson, Staff Lawyer, West Coast Environmental Law;  
Lehna Malmkvist, Swell Environmental Consulting;  
Kevin Murdoch, Councillor, District of Oak Bay;  
John Readshaw, Sr. Coastal Engineer, SNC-Lavalin

#### 1:30 pm – Open Space Workshop

Open Space is an interactive opportunity for convention participants to seize control of the agenda and talk about the topics that matter to you. "If you find yourself in a situation where you are not contributing or learning, move somewhere where you can." Topics to be chosen by the delegates.

**Facilitator:** AVICC Director and Alberni-Clayoquot Regional Director Penny Cote

#### 1:30 pm – Electoral Area Directors' Forum

The EA Forums have provided an excellent opportunity to discuss issues that are common to many electoral areas. As an EA Director we may often feel that we are unique in the challenges we might have in our area, but by attending the Forum soon realize that there are many shared issues. What is most important from the forum is that we can identify paths to advocate to senior governments to effect change and turn our collaboration into action. A louder voice is better heard. The first session will follow the same format as in past years where participants identify and prioritize the common issues important to them. The second session will focus on those priorities with the goal of developing a collaborative strategy on how to move the issues forward to best address our concerns.

**Facilitator:** AVICC EA Representative and Sunshine Coast RD Director Ian Winn

P  
R  
O  
G  
R  
A  
M

## SESSIONS AND SPEAKERS

### Concurrent Workshops – Saturday Afternoon – con't

#### 3:00 pm – Working Together to Respond to the Vancouver Island Overdose Crisis: Developing Community Level, Cross-Organization Responses

Island Health's service area is experiencing unprecedented rates of deaths due to fatal overdoses. But these fatalities are more than statistics – behind every death is someone's son, sister, parent, friend or loved one. Collective action is needed to save lives and support the health of our communities. Both large and small communities on Vancouver Island are being deeply impacted by overdoses; in fact, some of our smaller communities have higher rates of death as a portion of population size.

This session will explore opportunities for innovative community level responses and the role of local government. A panel discussion will include the experiences of Island Health, the Cities of Victoria and Port Alberni, and service providers who have led improvements related to early engagement and intervention, harm reduction, treatment and recovery.

**Presenters:** Marianne Alto, Councillor, City of Victoria;  
Tara Fitzgerald, Director, Mental Health and Substance Use, Island Health;  
Wes Hewitt, Port Alberni Shelter Society;  
Russ Maynard, Policy and Research Manager, PHS Community Services;  
Mike Ruttan, Mayor, City of Port Alberni;  
Dr. Richard Stanwick, Chief Medical Health Officer, Island Health

#### 3:00 pm – National Strategy on Abandoned and Wrecked Vessels

On October 30, the federal government introduced Bill C-64, the Wrecked, Abandoned or Hazardous Vessels Act. This Act will: prohibit vessel abandonment; strengthen owner responsibility and liability for hazardous vessels and wrecks, including costs for clean-up and removal; and empower the Government of Canada to take proactive measures on hazardous vessels before they become more costly to Canadians.

This session will provide an update on the Act, and review the other federal measures that make up the National Strategy to Address Abandoned and Wrecked Vessels, such as a national inventory, measures to enhance vessel owner identification systems, long-term funding for the removal of wrecked and abandoned vessels, and the five-year Abandoned Boats funding program.

**Presenters:** Jeff Johnson, Manager, Clean Water Policy, Transport Canada;  
Yvette Myers, Executive Director, Oceans Protection Plan for the Pacific Region, Transport Canada;  
Canadian Coast Guard Representative

#### 3:00 pm – Electoral Area Directors' Forum (continued)

The second session of the EA Forum will focus on the priorities that were identified in the session earlier in the afternoon. The goal of this session is to develop a collaborative strategy to move the issues identified forward to best address our concerns.

**Facilitator:** AVICC EA Representative and Sunshine Coast RD Director Ian Winn



**BC ASSESSMENT**

P  
R  
O  
G  
R  
A  
M

## **2017-18 PRESIDENT'S REPORT**

It is a great honour and pleasure to welcome all the delegates and their partners to the 2018 Convention of the Association of Vancouver Island and Coastal Communities. The AVICC Executive and staff member have put together a program that we trust will provide you with networking opportunities, knowledge sharing, review and discussion of resolutions, and of course, socializing with our members.

I will note that this is the very first time that the AVICC Convention has been held in beautiful Victoria. Thank you to the City of Victoria for hosting this event and thank you for the time and effort the Mayor, Councillors, and City staff members have put into making this Convention a memorable one.

And thank you to the current AVICC Executive members for serving this organization in a dedicated and diligent fashion. I wish all of those who are running for an Executive position the very best. And I wish all other current members a successful Local Government Election in October of 2018.

I'd like to give you a short summary of some 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. For the 2017-2018 term I have been serving on the Convention Committee and the Community Economic Development Committee. I also participated in Advocacy Days where UBCM Executive members met with Provincial representatives to raise awareness of key policy priorities. Over two days, Executive members met with 55 MLAs from all parties, including Premier John Horgan, 10 Cabinet Ministers, the leader of the Official Opposition, and both caucus chairs. The meetings focused on affordable housing, infrastructure investments, and mental health and substance abuse.

Other AVICC members on the UBCM Board are Mayor Maja Tait from the District of Sooke as the 2<sup>nd</sup> Vice President, and Central Coast Regional District Chair, Alison Sayers as a Director at Large. It is great to have our area well represented on the Board.

AVICC Director at Large, Penny Cote was nominated by AVICC to represent our organization's interests in MIABC matters. Director Cote accepted the appointment, and MIABC has welcomed Director Cote as our representative.

AVICC's Special Advisor and Nanaimo Regional District Director, Joe Stanhope sits on the Municipal Finance Authority's Board of Trustees for 2017-2018.

### **ACTIVITY AND ADVOCACY**

1. **Bylaws Review:** The AVICC is an Association governed by the Societies Act of BC. The Societies Act was recently revised, and to ensure compliance with the new Act, the AVICC Executive appointed a Bylaws Sub-committee to review the current bylaws and recommend updates. The Sub-committee was made up of myself as President, Past President Barbara Price, 2<sup>nd</sup> Vice President Carl Jensen and Director Ian Morrison. The Sub-committee took the opportunity to take a fresh look at the bylaws, and identified areas that could be improved to be clearer in intent and better represent the operation of the Association. One example of bringing in modern practices is the proposal to send notices by email rather than through Canada Post. Based on the work of the Sub-committee, the Executive will be bringing new Bylaws and an amended Constitution to the AGM & Convention for members' consideration.
2. **Length of Term for AVICC Table Officers:** Currently the AVICC President can serve a maximum of two one-year terms. The issue of whether all Table Officers should serve for a maximum of one year in each role was brought up during discussion at an Executive meeting. Your Executive has put forward a resolution

regarding this matter as Executive Resolution 1, and the issue will be put to the membership for discussion at the 2018 Convention.

3. Coast Forest Products Association (CFPA) Memorandum of Understanding: Last year AVICC signed a Memorandum of Understanding with Coast Forest Products Association. This MOU was based on a desire to strengthen and develop a long term working relationship between the parties based on mutual trust, respect, communication and goodwill. CFPA has now joined together with the Council of Forest Industries (COFI), and AVICC is discussing a new MOU with COFI.
4. Special Committee on Solid Waste Management: First Vice President, Edwin Grieve has been working on this file for quite some time, and with the assistance of staff members from the AVICC member regional districts he is continuing to push this project forward during 2018. In September 2014 the Comox Valley Regional District partnered with AVICC to host a workshop in Nanaimo to discuss common issues, challenges and opportunities surrounding solid waste management. The 50+ attendees from nine regional districts agreed that a joint effort across the region with cooperation from the Province was needed to obtain a long-term sustainable solution for our region. From this desire for cooperation the AVICC Special Committee on Solid Waste was created. A lot of time and effort has been brought to the table to make this project a long-term success. We hope to get more involvement from the Ministry of Environment going forward. The Executive is bringing a resolution forward to the members seeking support for the continuation of the Special Committee.
5. Highway Maintenance Contracts and Vancouver Island Transportation Master Plan: As requested by the membership, your Executive has been corresponding with the Minister of Transportation and Infrastructure on Highway Maintenance Contracts (Resolution 2017 OF1) and on a Vancouver Island Transportation Master Plan (Resolution 2017 R1). Directors Ian Morrison and Ian Winn met with the Honourable Claire Trevena, Minister of Transportation and Infrastructure during the 2017 UBCM Convention. They had a frank discussion with the Minister, and passed on the feedback received from members at the EA Forum on regional input into highway maintenance contracts. The Minister recently wrote to me advising that her staff are reviewing the suggestions that were made regarding communications, community input into assessing maintenance contractor performance, and maintenance specifications. She has asked her staff to schedule a follow up meeting with AVICC to discuss these matters in greater detail. We are currently in the process of setting a date for this meeting in Victoria where we will also discuss the Vancouver Island Transportation Master Plan. The meeting will involve senior staff from member regional districts that were behind the resolutions.
6. Social Procurement: An independent group of elected officials has developed a proposal on social procurement that they sent out to local governments within the AVICC region. The group is separate to the AVICC, and the proposed hub will operate out of the City of Victoria. The AVICC is providing the group with an opportunity at the 2018 Convention to present their proposal to our members. The funds that the group is requesting from AVICC members will not be administered by the AVICC. Thank you to Director Ian Morrison for acting as a liaison to the independent group.
7. Livestreaming the AGM & Convention: A resolution on opening area association meetings to the public including livestreaming originally went to the 2016 UBCM as a late resolution. It was not admitted for debate. The resolution was submitted to the 2017 AVICC Convention where, after considerable debate, it was not endorsed by the members but was instead referred to the AVICC Executive. The Executive has determined that, as an association governed by the Societies Act, the AVICC operates for the benefit of its members, and not for the general public. The Community Charter and Local Government Act do not apply to an association such as the AVICC, and only AVICC members have the privilege of the floor to address other members. Even if the meetings were open, the public would not have the opportunity to comment or give input on the proceedings. The cost of livestreaming is also significant. The Victoria Conference Centre estimated the cost of livestreaming 2 hours a day for 2 days at \$10,000. Future costs would vary depending on the location of the AGM, and some locations may not have adequate internet capability to support livestreaming. The Executive determined that livestreaming through Facebook live or similar did not match the professional approach of the association.

**Reflecting Back on the 2017 Convention in Campbell River** – The City of Campbell River was the very supportive host of our 68<sup>th</sup> AGM & Convention. I'd like to thank Mayor Andy Adams and Council once again for welcoming us, and for providing facilities, staff support and tours for our delegates. The Convention had strong approval ratings with many comments received from members about the warm reception from the community. We are incorporating feedback the delegates provided into the 2018 Convention.

**AVICC Annual Lunch at the 2017 UBCM Convention** – 250 delegates registered for the annual AVICC lunch held at the 2017 UBCM Convention in Vancouver. The primary goal of the lunch is to provide a networking opportunity for members during the UBCM Convention. We also took the opportunity to honour one of our members who has contributed many years of service to the AVICC Executive and to local government. Director Joe Stanhope from the Regional District of Nanaimo was presented an award naming him as a Special Advisor to the AVICC Executive. Being our special advisor means we get to hold on to Joe's wisdom and insights, but it's also our way of expressing our very sincere thanks to Joe for all his contributions to AVICC.

Often our lunch is attended by MLAs from our region, and this year was no different with many in attendance. One of our local MLAs is also now the Premier of BC, and AVICC members had the opportunity to hear from Premier John Horgan at the lunch. We appreciate his continued support and involvement in our Association.

**Looking Forward to the 2018 Event in Victoria** – The host community for the 2018 AGM & Convention is the City of Victoria. I'd like to thank Mayor Lisa Helps and Council in advance for their generous hospitality in providing meeting space at the Victoria Conference Centre, complimentary WiFi for the delegates, and the support of City staff. Our keynote speaker will be Charles Montgomery, an urban design consultant speaking about ways to promote happiness in our communities. We will also have addresses from Provincial political representatives including the Premier, John Horgan; the Minister of Municipal Affairs and Housing, Selina Robinson; and the Leader of the BC Green Party, Andrew Weaver.

36 resolutions from members and 10 nominations for the 7 elected Executive positions were received prior to the February 14, 2018 deadline and are reported later in this report. There are also Special Resolutions regarding the bylaws, and Executive Resolutions from the AVICC Executive. For full 2018 AGM & Convention details, please see [www.avicc.ca](http://www.avicc.ca).

**Planning for Future Years' AGM & Conventions** – At the 2015 AGM AVICC members voted to continue holding our Annual Convention from Friday to Sunday. Dates for 2019 have been set for April 12-14 in the host community of Powell River with joint hosting by the City and the Regional District. We will be going out to the members for offers to host in 2020 and beyond.

## **MEMBERSHIP, FINANCIAL AND ADMINISTRATION**

- 100% membership has been maintained, and we have added the Village of Queen Charlotte and the North Coast Regional District as new members.
- AVICC enjoys being in a solid financial position.
- AVICC has a five-year Contract for Services with UBCM, and continues to benefit from a strong relationship with UBCM staff.

## **IN SUMMARY**

2017/18 has been a busy term for the AVICC Executive as we continue to take on more advocacy work at the direction of our membership. We look forward to serving our members through 2018/19 and welcome your input.

It is a pleasure to serve on the AVICC Executive.

Mary Marcotte, Director, Cowichan Valley Regional District  
AVICC President

## SUMMARY OF THE 2017 RESOLUTION DISPOSITIONS

A total of 42 resolutions were submitted to the April 2017 AVICC AGM & Convention. 34 resolutions were received prior to the deadline, with 5 late resolutions and 3 resolutions from the floor. 38 were endorsed and 1 was not endorsed, and 2 late resolutions were not admitted for debate. 2 resolutions were similar to resolutions in Part A or B, and were included in Part C.

51 resolutions from AVICC were considered at the UBCM Convention. Of these, 31 were endorsed, 3 were endorsed as amended at UBCM, 4 were not admitted for debate (regional in nature), 3 were not admitted for debate (referred to similar resolutions), 3 late resolutions were not admitted for debate, and 4 resolutions were not endorsed. In addition, 1 resolution was referred to UBCM Executive, 1 was referred back to the sponsor, and 1 was referred to AVICC.

AVICC members brought an additional 17 resolutions directly to UBCM after the AVICC Convention. 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.

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.

AVICC No.	Resolution Title	AVICC Decision	Sponsor	UBCM No.	UBCM Decision
SR1	Amend AVICC's Constitution and Bylaws Regarding Membership	Endorsed	AVICC Executive		
AE1	AVICC Special Committee on Solid Waste Management	Endorsed	AVICC Executive		
AE2	Role of AVICC in Advancing Social Procurement Practices	Endorsed as Amended	AVICC Executive		
R1	Vancouver Island Transportation Master Plan	Endorsed	Nanaimo RD		Not admitted for debate (regional)
R2a	Creating a Fair Market Approach to the Lease Rates for Marinas	Endorsed as Amended	Nanaimo City	C7	Referred to sponsor
R2b	Creating a Fair Market Approach to the Lease Rates for Marinas	Referred to AVICC Executive	Nanaimo City		
R3	Extension of Taxing Authority for Vacant and Derelict Buildings to Local Government	Endorsed	Victoria	C1	Referred to similar resolution B91
R4	Bill C-15 Federal Banking "Bail-in" Legislation	Endorsed	Nanaimo RD	B130	Referred to UBCM Executive, Endorsed
R5	Funding for Fire Equipment	Endorsed as Amended	Port Hardy	B61	Endorsed as Amended
R6	Community Works Funding – Small Communities	Endorsed	Sayward	B75	Referred to AVICC at sponsor request
R7	E&N Transportation Corridor Development cost Charge	Endorsed	View Royal	C9	Not admitted for debate (regional)
R8	Comprehensive Reporting of Community Energy & Emissions Inventory	Endorsed	Highlands	B105	Endorsed

<b>AVICC No.</b>	<b>Resolution Title</b>	<b>AVICC Decision</b>	<b>Sponsor</b>	<b>UBCM No.</b>	<b>UBCM Decision</b>
R9	Preventing Polystyrene Foam Pollution in the Marine Environment	Endorsed	Islands Trust	B110	Endorsed
R10	Ending the Inhumane Use of Animal Traps	Endorsed	Nanaimo City	B107	Not Endorsed
R11	Redirecting of Container Deposits to Municipalities to Enhance Recycling Initiatives	Not Endorsed	Nanaimo City		
R12	ALC Policy on Breweries, Distilleries and Meaderies	Endorsed	Sunshine Coast RD	B101	Endorsed
R13	Hazardous Properties Remediation Costs	Endorsed as Amended	Nanaimo RD	B95	Endorsed
R14	Exam Requirements for Owner Building Certification	Endorsed	Nanaimo RD	B128	Endorsed
R15	Open Government at Area Associations	Referred to AVICC Executive	Port McNeill		
R16	Don't Close the Doors on Adult Education	Endorsed	Nanaimo City	B48	Endorsed
R17	Highway Maintenance	Endorsed	Comox Valley RD	B10	Endorsed
R18	Highway Lane Markings	Endorsed	Sayward	B11	Endorsed
R19	Restoration of Land Value Tax	Endorsed	Victoria	B14	Endorsed
R20	Victim Services Program Funding	Endorsed	Nanaimo RD	B5	Endorsed
R21	Future Tripartite Infrastructure Funding Programs	Endorsed	Sayward	B19	Endorsed
R22	Split Classification for Short Term Commercial Accommodation	Endorsed	Tofino	B20	Endorsed
R23	Canada Goose Population Management	Endorsed	Parksville	B30	Endorsed
R24	Removal of Scotch Broom	Endorsed	Qualicum Beach		Not admitted for debate (regional)
R25	Development Permits for Private Institutional Developments	Endorsed	Sechelt	B33	Endorsed
R26	Non-Tenured Value-Added Wood Processors	Endorsed	North Cowichan	B34	Endorsed
R27	Panel on Management and Preservation of Old Growth	Endorsed	Port McNeill	B66	Endorsed
R28	Aboriginal Day	Endorsed	Metchosin	B46	Endorsed
R29	Rental Housing	Endorsed	Esquimalt	B53	Endorsed
L1	Restriction on Single Wide Mobile Homes as Second Dwellings on ALR Properties	Endorsed	Nanaimo RD	B139	Endorsed
L2	On-road Transportation Sector Required in the Community Energy and Emissions Inventory	Not Admitted for Debate	Capital RD	B106	Not Endorsed
L3	Restoration of Previous Provincial Funding Levels for Vancouver Island Regional Library	Endorsed	Ladysmith	C4	Referred to similar resolution B60

<b>AVICC No.</b>	<b>Resolution Title</b>	<b>AVICC Decision</b>	<b>Sponsor</b>	<b>UBCM No.</b>	<b>UBCM Decision</b>
L4	Provincial Assistance to Attract Doctors to BC	Endorsed	Colwood	B42	Endorsed
L5	Endorsement of Resolution from AVICC Social Procurement Working Group	Not Admitted for Debate	Powell River City		
OF1	Regional Level Input	Endorsed	Cowichan Valley RD		Not admitted for debate (regional)
OF2	National Strategy for Abandoned Vessels	Endorsed	Victoria, Oak Bay, Ladysmith	B26	Endorsed
OF3	Health Services Planning	Endorsed	Esquimalt	B40	Endorsed
*	Local Government Election Campaign Financing	Not Presented to AVICC	Oak Bay	A1	Endorsed as Amended
*	Encouraging the Use of Residential Property for Housing	Not Presented to AVICC	Victoria	A2	Endorsed as Amended
*	BC Transit Expansion & Funding Certainty	Not Presented to AVICC	Sunshine Coast RD	B9	Endorsed
*	Local Partnerships for Energy Efficiency Retrofits	Not Presented to AVICC	Victoria	B23	Endorsed
*	Optimizing Community Benefits of Forest Resources	Not Presented to AVICC	Victoria	B36	Endorsed
*	Improvement District Governance	Not Presented to AVICC	Oak Bay	B55	Endorsed
*	Restoration of Previous Provincial Funding Levels for Public Libraries	Not Presented to AVICC	Powell River City	B60	Endorsed
*	Provincial Share of Infrastructure Spending	Not Presented to AVICC	Victoria	B73	Endorsed
*	First Nations & Closed Meetings	Not Presented to AVICC	North Cowichan	B79	Endorsed
*	2017 Federal Budget – Proposed Removal of One-third Non-taxable Expense Allowance	Not Presented to AVICC	View Royal	B94	Endorsed
*	Handling of Motions to Vary the Agenda	Not Presented to AVICC	Port Hardy	B124	Not Endorsed
*	Moratorium on Hydraulic Fracking	Not Presented to AVICC	North Saanich	B131	Not Endorsed
*	Federal Budget Impact on Tax Exemptions	Not Presented to AVICC	Capital RD	C3	Referred to similar resolution B94
	Review of Site C: Consideration of Power Sources	Not Presented to AVICC	North Saanich	LR5	Endorsed



<b>AVICC No.</b>	<b>Resolution Title</b>	<b>AVICC Decision</b>	<b>Sponsor</b>	<b>UBCM No.</b>	<b>UBCM Decision</b>
	Protecting Local Waterways & Local Fish Species	Not Presented to AVICC	Victoria	LR6	Not admitted for debate, referred to AVICC
	Local Government Term of Office	Not Presented to AVICC	Nanaimo City	LR7	Not admitted for debate, referred to AVICC
	Martin Mars Long Term Contract	Not Presented to AVICC	Port Alberni	OF1	Not Endorsed

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

# **2018 AVICC CONVENTION 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. 22 and 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. The sponsor of a motion must confine their remarks to a maximum speaking period of three minutes; other delegates speaking to a resolution are permitted two minutes.
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 AVICC Executive, 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 AVICC Executive for further consideration and report.

## **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 five sections:
  - Part SR - Special Resolutions as defined under the Societies Act
  - Part ER - Executive Resolutions from the AVICC Executive
  - 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 UBCM policy, including previously approved policy papers or other documents.
    - Section “C” – Resolutions in this section refer to other similar resolutions in Sections “A” or “B” and are not intended for debate.
  - Part 3 – Resolutions received after the deadline

### **PROCEDURES FOR RESOLUTIONS PRINTED IN PART ER, PART 1 AND PART 2, SECTION "A"**

20. The Chair will cause the title and the "enactment" clause(s) 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 therefor.
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 two 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 PRINTED IN PART 2, SECTION "B"**

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 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 resolution can be admitted 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).

### **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 Secretary-Treasurer 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. If the Resolutions Committee has recommended against a late resolution being admitted for debate, the sponsor may come forward to the microphone prior to the vote on the Late Resolutions Report, identify which late resolution they wish to have admitted, and make a motion to have it considered for debate. The motion shall require a seconder, and a three-quarters majority vote to pass.
35. Late Resolutions admitted for plenary discussion shall be dealt with in the order presented in the Late Resolutions Report.
36. The Chair will cause the title and "enactment" clause(s) of each Late Resolution admitted 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 AVICC Executive may submit any matters not requiring a 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 AVICC 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 through a 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 two-thirds majority vote of the delegates then present shall be necessary to adopt a Special Resolution. [Bylaws s. 65].

# 2018 RESOLUTIONS

## **PART SR - SPECIAL RESOLUTIONS**

- SR1 Special Resolution to Amend AVICC's Constitution – AVICC Executive Committee
- SR2 Special Resolution to Repeal and Replace AVICC's Bylaws – AVICC Executive Committee
- SR3 Special Resolution to Amend AVICC's Bylaws – AVICC Executive Committee

## **PART ER – AVICC EXECUTIVE RESOLUTIONS**

- ER1 Determining Term of Office for Table Officers – AVICC Executive Committee
- ER2 AVICC Special Committee on Solid Waste Management – AVICC Executive Committee
- ER3 New Employer Health Tax – AVICC Executive Committee

## **PART 1 – REFERRED RESOLUTIONS**

- RR1 Community Works Funding – Small Communities – Village of Sayward

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

**Part 2 - Section "A"** – This section contains resolutions that feature new issues.

- R1 Strata Utility Billing Legislative Change – City of Courtenay
- R2 Strengthen Penalties Regarding Breaches of Confidentiality – City of Nanaimo
- R3 Gender-based Violence Strategy for Youth – City of Victoria
- R4 Seismic Early Warning System – City of Powell River
- R5 Rescind Four Year Local Government Term – District of Metchosin
- R6 Modernizing the Motor Vehicle Act – City of Victoria
- R7 Cannabis Tax Revenue Sharing – Village of Tahsis
- R8 Climate Accountability for Fossil Fuel Companies – City of Victoria
- R9 Business Licensing Authority for Regional Districts – Alberni-Clayoquot RD
- R10 Marijuana Addiction Treatment, Prevention & Education – District of North Saanich
- R11 BC Ferries Medical Priority Loading – Sunshine Coast RD
- R12 Community Social Planning – Village of Cumberland
- R13 Re-evaluation of Resolutions by the Province – Sunshine Coast RD
- R14 Ban Retail Sale of Pets in Pet Stores – City of Nanaimo

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

- R15 Review Requirements for Public Notification – District of Central Saanich
- R16 Notice by Mail – RD of Nanaimo
- R17 Review of Board of Variance Process – City of Victoria
- R18 Local Improvement Charges – City of Powell River
- R19 Active Transportation Infrastructure – City of Courtenay
- R20 Cycling Infrastructure Funding – Sunshine Coast RD
- R21 Protecting Local Waterways & Wild Fish Species – City of Victoria
- R22 Federal Review of Geoduck Aquaculture – Islands Trust
- R23 Uniform Business Regulations for Disposable Plastic Packaging – City of Victoria
- R24 Protecting Coastal Communities & Waterways from Oil Spills – City of Powell River and City of Victoria
- R25 Watershed Governance Model – Sunshine Coast RD
- R26 BC Hydro LED Street Light Conversion – City of Powell River
- R27 Herring Recovery Plan and Moratorium – City of Powell River
- R28 Protection of Native West Coast Salmon – District of Sooke
- R29 Private Managed Forest Land Act Amendment – City of Powell River
- R30 Sustainability of West Coast Fisheries – City of Campbell River
- R31 Log Export Policy – Alberni-Clayoquot RD
- R32 Common Asset Management Policy – City of Courtenay
- R33 Continuation of Income Subsidy Benefits – Village of Cumberland

**Part 2 - Section "C"** – Resolutions in this section refer to other similar resolutions in Sections "A" or "B".

- RR2 Local Government Term of Office (LR7) – City of Nanaimo
- R34 Cannabis Tax Sharing Formula Resolution – District of Port Hardy
- R35 Drought Management – Alberni-Clayoquot RD

# 2018 RESOLUTIONS

Delegates will receive any Late Resolutions on-site at the AGM & Convention.

## PART SR – SPECIAL RESOLUTIONS

### SR1 Special Resolution to Amend AVICC's Constitution

AVICC Executive

Whereas the AVICC's Constitution must comply with the new Societies Act before November, 2018; and

Whereas the AVICC's current Constitution does not address the requirement in the Act to designate as either member funded or non-member funded;

THEREFORE BE IT RESOLVED that The Association of Vancouver Island and Coastal Communities be designated a Member-funded Society, and the Society's Constitution be amended to include the following statement:

#### Section 3. MEMBER-FUNDED

"This society is a member-funded society. It is funded primarily by its members to carry on activities for the benefit of its members. On its liquidation or dissolution, this society may distribute its money and other property to its members."

*AVICC Executive Committee recommendation: Endorse*

*AVICC Executive Committee comments:*

*The AVICC is an Association governed by the Societies Act of BC. The Societies Act was recently revised, and to ensure compliance with the new Act, the AVICC Executive Committee recommends this special resolution.*

*Convention Decision:* \_\_\_\_\_

### SR2 Special Resolution to Repeal and Replace AVICC's Bylaws

AVICC Executive

Whereas the review of the AVICC's Bylaws for compliance with the new Societies Act identified several areas that could be improved to make the bylaws clearer and to reflect current technology options; and

Whereas the AVICC's Bylaws have already been amended several times in the last 15 years and a replacement incorporating direction from the previous bylaws is appropriate:

Therefore be it resolved that the Bylaws of The Association of Vancouver Island and Coastal Communities be repealed and replaced as set out in Schedule A as distributed to members by mail and email on March 9th, 2018.

*AVICC Executive Committee recommendation: Endorse*

*AVICC Executive Committee comments:*

*The AVICC is an Association governed by the Societies Act of BC. The Societies Act was recently revised, and to ensure compliance with the new Act, as well as to clarify intent and reflect current practices, the AVICC Executive Committee recommends this special resolution.*

*Convention Decision:* \_\_\_\_\_

**SR3 Special Resolution to Amend AVICC’s Bylaws AVICC Executive**

Whereas the AVICC’s Bylaws currently state that a director of the AVICC Executive Committee must not be remunerated for being or acting as a director; and

Whereas it is deemed appropriate to pay a reasonable per diem for preparation and attendance at Executive Committee meetings, and this has been addressed in the new bylaws proposed in SR2;

Therefore be it resolved that if AVICC members do not endorse SR2 to repeal and replace the current bylaws at the 2018 AGM and Convention, the existing bylaws of the Society be amended as follows:

- a. Section 30 be deleted and replaced as follows:
  - 30. Directors may be paid a reasonable per diem rate for attendance at members’ meetings and events at a rate to be determined by the Executive from time to time and shall be entitled to be reimbursed for all expenses necessarily and reasonably incurred by the director while engaged in the affairs of the Society.

*AVICC Executive Committee recommendation: Endorse*

*AVICC Executive Committee comments:*

*This Special Resolution will only be introduced if Special Resolution 2 is endorsed. This Special Resolution confirms that AVICC Executive members may be paid a reasonable per diem rate to attend AVICC related meetings. This is consistent with practice at UBCM and other Area Associations.*

*Convention Decision:* \_\_\_\_\_



## **PART ER – EXECUTIVE RESOLUTIONS**

### **ER1 Determining Term of Office for Table Officers**

**AVICC Executive**

Whereas the current policies of the Association of Vancouver Island and Coastal Communities allow the President to be elected for two one-year terms; and

Whereas guidance is sought from the membership on whether a single term is more appropriate for elected service in each of the Table Officer positions:

Therefore be it resolved that AVICC Policies be amended to set a one-year term for the President, 1<sup>st</sup> Vice President and 2<sup>nd</sup> Vice President except in extenuating/extraordinary circumstances such as illness or the removal of an Executive Member from their respective member organization).

*AVICC Executive Committee recommendation: Endorse*

*AVICC Executive Committee comments:*

*At the January 5, 2018 meeting, the AVICC Executive Committee passed a motion to set one-year terms for the Table Officers on the Executive (President, 1<sup>st</sup> Vice President and 2<sup>nd</sup> Vice President). The AVICC Executive Policies currently specify that:*

*(b) No person shall hold a position as Officer of AVICC unless elected as an Officer by the membership of AVICC and no person shall be elected more than twice, whether consecutively or otherwise, as President of AVICC.*

*The President must run for election each year. There is a mix of one and two-year terms permitted at the other UBCM Area Associations. The UBCM bylaws specify a two-year maximum term for President, but practice has been to serve a one year term.*

*3(d) No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union.*

*The Executive seeks input from the membership on term length for AVICC table officer positions.*

*Convention Decision:* \_\_\_\_\_

### **ER2 AVICC Special Committee on Solid Waste Management**

**AVICC Executive**

Whereas the Association of Vancouver Island and Coastal Communities' (AVICC) Special Committee on Solid Waste Management, with representatives from nine regional districts, was formed in 2015 to research, prepare and present the findings and recommendations to the 2016 convention on this mandated service;

And whereas the Special Committee reported out to the AVICC membership at the 2016 and 2017 conventions, the membership endorsed the action plans and further directed the Special Committee to report back to the 2018 convention with outcomes:

Therefore be it resolved that the AVICC endorses and supports the continuation of the Special Committee on Solid Waste Management with areas of work focused on: Partnership; Advocacy; Long-term Disposal; Regulations and Enforcement, and the 2018/19 action plan being:

Partnership – Continue to develop and to expand shared communication campaigns for participating members such as the illegal dumping campaign from 2017 using the shared funding provided by the participating members.

Advocacy – engage the newly elected Minister of Environment with a delegation, and Ministry staff through Committee involvement, with the official support of the AVICC membership as there has been delay due to the change of government.

Long-term Disposal – continue to update the metrics jointly developed to date and forecast future solid waste disposal demand of AVICC member populations in twenty, forty and sixty years time.

Regulations and Enforcement – continue to research and implement disposal bans and bylaws that are consistent across regions to reduce leakage across borders.

And final that the AVICC Special Committee on Solid Waste Management report back to the 2019 convention with outcomes.

*AVICC Executive Committee recommendation: Endorse*

*AVICC Executive Committee comments:*

*The AVICC Executive Committee supports the work of the Special Committee on Solid Waste Management and the continuation of the Special Committee for another term.*

*Convention Decision:* \_\_\_\_\_

**ER3 New Employer Health Tax**

**AVICC Executive**

Whereas the Province has brought in a new employer health tax to replace medical services plan premiums without any consultation with local governments;

And whereas there are apparently significant cost impacts of this new tax for local government members that will need to be recovered through property taxes or through the other limited revenue sources available to local governments:

Therefore be it resolved that AVICC and UBCM request that the Province meet with UBCM to discuss the proposed tax, the implications of the tax, and to request a delay to its implementation until UBCM has had the opportunity to provide feedback to the Province.

*AVICC Executive Committee recommendation: Endorse*

*AVICC Executive Committee comments:*

*The AVICC Executive Committee believes that further policy review and consultation are appropriate before the implementation of a new tax that will have significant cost impacts to local governments.*

*Convention Decision:* \_\_\_\_\_

**PART 1 – REFERRED RESOLUTION**

The following resolution was referred to the Association by UBCM, following the 2017 UBCM Annual Convention.

**Finance**

**RR1 Community Works Funding – Small Communities (B75) Village of Sayward**

Whereas many communities are wrestling with increased infrastructure costs for essential services and in finding adequate sources of funding;

And whereas small communities have very limited funding options for providing basic infrastructure for their residents:

Therefore be it resolved that UBCM work with the Province to change the base level of Community Works Funding to \$100,000 for communities under 5,000.

*Resolutions Committee recommendation: Not Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution asking for the provincial government to amend a federal funding program, specifically the Community Works Fund of the Renewed Gas Tax Agreement, to raise to \$100,000 the base level of funding for communities with a population of less than 5,000.*

*A resolution on this topic was submitted to the 2017 AVICC Convention where it was amended and endorsed by AVICC members (Resolution R6). AVICC forwarded the endorsed resolution to the 2017 UBCM Convention where it was included in the Resolutions Book as Resolution B75. UBCM staff advise that, at the UBCM Convention, the sponsor came to the microphone and made a motion to refer the resolution to the AVICC. UBCM members endorsed the motion to refer the resolution to AVICC.*

*For the reference of the membership, the Resolutions Committee has compiled some background information about the Community Works Fund.*

- *The \$50,000 baseline amount is established within the gas tax framework agreement, meaning that the only way to change the baseline amount is to amend the overall gas tax framework agreement. At this time, the agreement provides an opportunity for the three parties to review the agreement after 5 years (2019).*
- *The \$50,000 base funding is indexed, so it does increase over the life of the program, in accordance with the indexing measures that the federal government prescribed in the agreement.*
- *Consistent with other resolutions requesting UBCM to make amendments to the gas tax framework agreement and programs, UBCM approaches involvement in the federal gas tax program as having two distinct and never intersecting roles – one is as the administrator of the agreement. The other is UBCM’s role as advocate that only can occur during periods when the framework agreement is being reviewed (as established within the agreement) or during open negotiations (during the drafting of a new agreement). A caution here would be that UBCM would not expect either the federal or provincial government to amend a signed agreement at their whim.*
- *Local governments under 5000 in population represent 88 of the 189 local governments that receive Community Works Fund in BC. The total dollar implication of changing the baseline amount awarded to these smaller local governments would be \$4.4 million per year, being taken away from the other 111 local governments that receive Community Works Fund.*
- *In BC, recognizing the unique challenges faced by smaller local governments, both the Province and UBCM supported pooling a portion of the per capita allocation into the Strategic Priorities Fund (SPF). The SPF has been established within the framework agreement. The SPF addresses the issues captured in this resolution, by providing a pooled fund, available through application, that provides smaller local governments the ability to apply and receive up to \$6 million, with 100% funded through the gas tax fund.*

*The Resolutions Committee understands that the \$50,000 baseline is not a standard across the country. BC is one of only 4 jurisdictions (BC, Alberta, PEI and Newfoundland) that provides for a base amount. No jurisdiction delineates the base amount based on population. All others deliver Gas Tax Funds on a per capita basis.*

*The Committee would observe that increasing the base, as proposed by this resolution, could have a particularly negative effect on the federal gas tax funding framework in BC. It could be argued that a larger base funding amount under the Community Works Fund would decrease communities’ need for the SPF, to the point where the provincial and federal governments might question the overall point of the SPF. Losing the SPF would eliminate a key source of funding for local governments: as an example, Sayward, with a population of less than 350, received an SPF grant of \$2.9 million (100% program financed project). A \$50,000 bump to the baseline Community Works Fund received by Sayward would not cover the \$2.9 million opportunity loss to Sayward if the SPF program were to be eliminated.*

*Convention Decision:* \_\_\_\_\_

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

The following are the resolutions received by the February 14, 2018 resolutions deadline.

**Part 2 – Section “A”** – This section contains resolutions regarding new issues.

**Legislative**

**R1      Strata Utility Billing Legislative Change      City of Courtenay**

Whereas many British Columbia municipalities invoice strata corporations directly for the collection of utility services fees;

And whereas billing individual strata property owners directly for utility services fees would have significant financial administrative implications for these municipalities:

Therefore be it resolved that the Minister of Municipal Affairs and Housing be respectfully requested to take forward to the Legislative Assembly amendments to the *Community Charter* and *Strata Property Act* to afford municipalities the option of imposing utility services fees on either strata councils or on individual strata lot owners.

*Resolutions Committee recommendation: No Recommendation*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the issue of providing municipalities with an option to impose utility services fees on either strata councils or on individual strata lot owners has not been considered previously.*

*Convention Decision:* \_\_\_\_\_

**R2      Strengthen Penalties Regarding Breaches of Confidentiality      City of Nanaimo**

Whereas the duty to respect confidentiality is a serious matter in all levels of government and the legal and court costs associated with upholding the confidentiality provisions of Section 117 of the *Community Charter* are prohibitive;

And whereas by exploring other levels of compliance would be beneficial ethically and financially for ensuring that the interests of the general public are upheld:

Therefore be it resolved that AVICC and UBCM strongly encourage the Province to act to expand the avenues to which non-compliance by Council can be deterred by implementing stronger and more easily accessible penalties for contravention of Section 117 of the *Community Charter*.

*Resolutions Committee recommendation: No Recommendation*

*Resolutions Committee comments:*

*The Resolutions Committee notes that the UBCM membership considered but did not endorse resolution 2014-B2, which requested amendments to the Community Charter and Local Government Act to render subject to disqualification from office a council or board member who breached the confidentiality obligations under section 117 of the Community Charter. The elected official would be subject to disqualification in the same manner as if they had a pecuniary interest in a matter in respect of which they participate in the debate and voting.*

*However, the Committee notes that prior to the 2014 resolution the UBCM membership consistently endorsed resolutions emphasizing the importance of the confidentiality obligations codified in section 117 of the Community Charter (2011-B1, 2011-B115, 2007-B63, 2007-B64). As an example resolution 2011-B1 asked the provincial government for additional sanctions, including but not limited to disqualification from office, against elected officials who breach the duty to respect confidentiality.*

*The sponsor has not specifically cited disqualification from office so the Committee is offering no recommendation as the membership has sought additional sanctions but has most recently not supported disqualification as noted in 2014.*

*Convention Decision:* \_\_\_\_\_

**Community Safety**

**R3 Gender-based Violence Strategy for Youth City of Victoria**

Whereas children and youth who have been impacted by violence experience devastating and long-ranging mental health, physical health, social and educational impacts and the #metoo campaign has recently highlighted gender-based violence as one of the most pervasive forms of violence, taking various forms (e.g. cyber, physical, sexual, psychological, emotional, and economic);

And whereas according to Statistics Canada, young women aged 15 to 17 report the highest rate of gender-based violence amongst all age groups (2,710 per 100,000), and Indigenous, LGBTQ2, and disabled girls experience even higher rates of violence, noting that in 2017 the Government of Canada launched “It’s Time: Canada’s Strategy to Prevent and Address Gender-Based Violence,” identifying three priority areas: prevention, engaging men and boys, and support for survivors;

And whereas to support the strategy, the federal government has committed \$100.9 million over five years, and an additional \$20.7 million per year going forward;

And whereas while the BC government recently announced \$5 million to assist organizations working to prevent and respond to gender-based violence, there is currently no cohesive provincial strategy in place;

And whereas in order to combat gender-based violence among youth in BC and support healthy relationships, healthy families and healthy communities, a provincial strategy is needed;

And whereas drawing on the expertise of all relevant ministries, and building on the resources and strategies identified in the federal strategy, a comprehensive provincial strategy can be a catalyst for positive cultural change:

Therefore be it resolved that AVICC call on the Ministry of Education, the Ministry of Child and Family Development, the Ministry of Public Safety, and the Ministry of Mental Health to work together to develop a Gender-Based Violence Prevention Strategy for Youth.

*Resolutions Committee recommendation: No Recommendation*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting various provincial ministries develop a gender-based violence prevention strategy for youth.*

*Convention Decision:* \_\_\_\_\_

**R4 Seismic Early Warning System**

**City of Powell River**

Whereas the provincial government has recently invested five million dollars into Ocean Networks Canada’s earthquake early warning system in BC to increase its number of offshore strong motion sensors and to integrate them with land-based sensors for robust collection and analysis of seismic activity;

And whereas this system is intended to feed a centralized source that in turn can immediately deliver early detection notifications prior to the arrival of the damaging waves of an earthquake to enhance life safety for British Columbians living in areas of the province with seismic risk:

Therefore be it resolved that AVICC and UBCM request that the Province commit to making the earthquake early warning system operational by completing the development of access to this network for communities, and other entities in the public and private sectors, for public safety in all parts of BC vulnerable to earthquake.

*Resolutions Committee recommendation: No Recommendation*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting the Province provide local governments access to Ocean Networks Canada's earthquake early warning system.*

*Convention Decision:* \_\_\_\_\_

## **Elections**

### **R5 Rescind Four Year Local Government Term**

### **District of Metchosin**

Whereas four year terms are onerous for many in small communities, where being an elected official is not a well-paid position, even though the demands of the position can be stressful, time-consuming, and of great consequence to their communities;

And whereas three year terms allow greater accountability to residents, who are able to show, through elections, their regards for the directions their local governments are taking:

Therefore be it resolved that the provincial government reinstate three year local government terms.

*Resolutions Committee recommendation: Not Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee notes that the UBCM membership endorsed resolution 2013-B94 requesting that the term of office be extended to four years, and that legislation be passed to do so in time for the 2014 election.*

*In response to the 2013 resolution, the Province brought forward legislation in March 2014 to implement four year terms, effective for the 2014 local elections.*

*Prior to 2013, the UBCM members' position on terms of office changed over the years. Members considered but did not endorse resolution 2010-A2, which called on the provincial government to extend the term of office for local government elected officials to four years. In 2007 members endorsed resolution B95, which requested the provincial government to "increase the interval between civic elections from three years to four years." However, in the previous year, 2006, members considered resolution A9 with the same wording, but did not endorse the resolution.*

*See also resolution RR2.*

*Convention Decision:* \_\_\_\_\_



**Transportation**

**R6 Modernizing the Motor Vehicle Act**

**City of Victoria**

Whereas the Road Safety Law Reform Group of British Columbia and organizations including the City of Vancouver, British Columbia Cycling Coalition and Trial Lawyers Association of British Columbia have called on the Government of British Columbia to review and modernize the BC *Motor Vehicle Act*;

And whereas modernization of this legislation is necessary to achieve the Government of British Columbia’s “Vision Zero” plan to make BC’s roads the safest in North America and eliminate road-related injuries and deaths by 2020, and where the Road Safety Law Reform Group has provided evidence-based recommendations for increasing safety for vulnerable road users, including children, seniors, people with disabilities, pedestrians and cyclists:

Therefore be it resolved that the Government of British Columbia review and modernize the BC *Motor Vehicle Act*, to increase safety for all road users and achieve the “Vision Zero” objective of making BC’s roads the safest in North America and eliminating road-related injuries and death by 2020.

*Resolutions Committee recommendation: No Recommendation*

*Resolutions Committee comments:*

*UBCM understands that the goal of Vision Zero and the Road Safety Strategy, as stated by the Province, is to “have the safest roads in North America by 2020,” with the ultimate goal of eliminating motor vehicle crash fatalities and serious injuries. The provincial government has not set a timeline for eliminating motor vehicle crash fatalities or serious injuries. However, with this resolution the sponsor suggests that the Province’s goal is to “eliminate road-related injuries and deaths by 2020”—which is, as far as UBCM can ascertain, not the case.*

*The Resolutions Committee notes that the UBCM membership has endorsed numerous resolutions calling for improved road safety. In particular, resolution 2015-B10 requests a thorough review and assessment of roadside safety to reduce deaths and injury on BC roads. In response, the Province noted its new Road Safety Improvement Program, and associated activities.*

*Convention Decision:* \_\_\_\_\_

**Finance**

**R7 Cannabis Tax Revenue Sharing**

**Village of Tahsis**

Whereas municipalities in British Columbia have been enduring financial downloading from both federal and provincial levels of government for decades;

And whereas municipalities in British Columbia will face further increases in costs with the legalization of cannabis, including but not limited to, policing, licensing, enforcement, zoning and zoning enforcement, by-laws and by-law enforcement and possible health issues:

Therefore be it resolved that AVICC call for the Province to provide to BC municipalities an equal share (50/50) of the provincial tax revenue from the sales of cannabis in British Columbia in lieu of the increased financial burden legalization will bring to the municipal level.

*Resolutions Committee recommendation: No Recommendation*

*Resolutions Committee comments:*

*UBCM understands that provinces and territories will have the ability to impose their own taxes on cannabis in addition to the federal excise tax. It is unclear whether this resolution focuses on the federal excise tax or a possible provincial tax on cannabis sold in British Columbia.*

*The Resolutions Committee notes that the UBCM membership has endorsed several resolutions related to the equitable distribution of cannabis taxation revenue, including resolutions 2016-A3 and 2017-LR1. In response to resolution 2016-A3, the provincial government noted that the issue of cannabis taxation would be addressed after the regulatory framework was completed; and that any transfer of taxation revenue to local governments must first consider the Province’s need to fund the regulatory framework and essential services impacted by cannabis. In response to resolution 2017-SR1, the Province cited the current work of the Joint Provincial-Local Government Committee on Cannabis Regulation (JCCR), and committed to working with local governments to address issues such as revenue sharing, and costs experienced by local governments as a result of cannabis legalization.*

*See also resolution R34.*

*Convention Decision:* \_\_\_\_\_

**Environment**

**R8 Climate Accountability for Fossil Fuel Companies City of Victoria**

Whereas communities in British Columbia face a range of impacts from climate change, including sea-level rise, increased coastal erosion, prolonged summer drought, and increased winter precipitation and communities are required to consider these impacts in infrastructure planning, construction and maintenance, as well as to mitigate the financial impacts of these costs on residents and businesses given the limits of local government revenue raising to property taxes and utilities;

And whereas while the precise amount of increased costs due to the increase in work on infrastructure due to climate change is not yet quantified, local governments in British Columbia are almost certainly already paying significantly increased costs and those amounts will only

increase, noting that fossil fuel companies have played a major role in the creation of climate change, making hundreds of billions of dollars in selling products which cause climate change with the 20 largest fossil fuel companies having contributed—through their operations and products—to approximately 29.3% of greenhouse gases in the global atmosphere today:

Therefore be it resolved that AVICC write a Climate Accountability Letter to the 20 fossil fuel companies outlining the types of costs that communities are incurring and expected to incur due to climate change, and requesting that the companies pay their fair share of those impacts;

And be it further resolved that AVICC forward this motion to UBCM and to FCM and request that those local governments write Climate Accountability Letters on behalf of their member local governments.

*Resolutions Committee recommendation: No Recommendation*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution suggesting that UBCM write a climate accountability letter to the twenty largest fossil fuel companies, requesting those companies to pay to local governments a share of the costs incurred by local governments responding to the impacts of climate change.*

*The Committee hesitates to provide a recommendation on this resolution, since—as the sponsor acknowledges—the “precise amount of increased costs due to the increase in work on infrastructure due to climate change is not yet quantified.” This might then beg the question of whether it is even possible to posit a cause-and-effect relationship between the impacts of climate change and the need for specific repairs, upgrades, or construction of local government infrastructure.*

*The Committee would further observe that the sponsor has not provided an information source for the assertion that the operations and products of “the twenty largest fossil fuel companies” have contributed “29.3 per cent of greenhouse gases in the global atmosphere today.”*

*Convention Decision:* \_\_\_\_\_

**Regional Districts**

**R9 Business Licensing Authority for Regional Districts Alberni-Clayoquot RD**

Whereas regional districts in general have not been granted authority to regulate business or a system to issue business licenses;

And whereas businesses in regional districts periodically operate contrary to bylaws, businesses licenses provide the ability to regulate business operations and enforce compliance with bylaws:

Therefore be it resolved that AVICC request the provincial government grant all regional districts the additional powers, as an extended service, to make bylaws respecting the licensing of businesses in regional districts.

*Resolutions Committee recommendation: No Action Required*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution specifically asking that all regional districts be granted the additional powers, as an extended service, to make bylaws respecting the licensing of businesses in regional districts.*

*The Committee notes that in 1992 members endorsed resolution C4, which asked the Province to amend the then-Municipal Act to grant business licensing powers to regional districts.*

*As noted in the Province’s response to resolution C4, regional districts did have the ability to adopt bylaws allowing for the licensing of business, at the discretion of the regional district. Regional districts continue to have this ability today.*

*It is not clear whether the sponsor is seeking to require all regional districts to take on the licensing of business. The Committee is concerned that the resolution makes a blanket request on behalf of all regional districts, some of which may have deliberately decided not to take on this service within their regional district.*

*Convention Decision:* \_\_\_\_\_

**Health**

**R10 Marihuana Addiction Treatment, Prevention & Education District of North Saanich**

Whereas large profits will be made by the federal government in the form of taxes once the Liberal government passes legislation permitting the recreational use of marihuana in Canada;

And whereas enormous profits will be made through the manufacture, production and distribution of marihuana;

And whereas the human cost will be in the hundreds of millions or possibly billions of dollars;

And whereas the tragic loss of humanity through addiction is immeasurable;

And whereas by legalizing marihuana the federal government will sanction and subsequently legitimize its use among Canadians;

And whereas if we have learned anything from the use of alcohol and tobacco there will be serious and often irreversible effects due to marihuana consumption;

And whereas treatment facilities have to be available for immediate and adequate response for all Canadians, not just for those who can afford private care;

And whereas trained professionals, care facilities and education have to be ahead of the need;

And whereas it is well studied that a proportion of any population is susceptible to becoming dependent on an addictive substance;

And whereas this adds up to tens, even hundreds of thousands of Canadians;

And whereas we have seen huge legal assessments against tobacco and alcohol producers after the harm has already been done and lives lost;

And whereas decades ago tobacco producers denied the harmful effects of smoking, second hand smoke and the addictive nature of tobacco smoking;

And whereas health risks and the potential for addiction cannot be denied and is the direct responsibility of the federal government and manufacturers, producers and distributors of marihuana:

Therefore be it resolved that the federal government commit all its tax revenue derived from the sale of marihuana that has not been designated to the provinces, for use in treatment, prevention and education;

And be it further resolved that those involved in the manufacture, production, distribution and sale of marihuana be required to establish a minimum 500 million dollar trust for the treatment of addicted persons in Canada.

*Resolutions Committee recommendation: Not Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting all federal excise tax revenue be directed towards treatment, prevention and education regarding cannabis use.*

*The Resolutions Committee would observe that, in this resolution, the sponsor makes a number of assertions, including:*

- *the federal government will immediately make “large profits” once legislation permitting non-medical cannabis use is passed;*
- *the “human cost” of non-medical cannabis sales/consumption will be “in the hundreds of millions or possibly billions of dollars;”*
- *non-medical cannabis use will lead to “irreversible effects” similar to those realized from alcohol and tobacco consumption; and*
- *“tens, even hundreds of thousands of Canadians” will potentially become addicted to non-medical cannabis.*

However, the sponsor provides no information sources on which these assertions might be based, which makes the assertions seem like expressions of opinion rather than an overview or analysis of a particular policy landscape. As such, the Resolutions Committee would question whether it is appropriate to propose specific policy solutions (earmarking a portion of federal cannabis tax revenue for provincial treatment, prevention and education programs; and establishment of a national, industry-funded trust of no less than \$500 million for addictions treatment) given that the sponsor has not supported such assertions with any fact-based or policy analysis.

The Committee notes that the UBCM membership has endorsed several resolutions related to distribution of tax revenue derived from non-medical cannabis, including 2017-SR1 and 2016-A3. In response to resolution 2016-A3, the provincial government noted that the issue of cannabis taxation would be addressed after the regulatory framework was completed; and that any transfer of taxation revenue to local governments must first consider the Province's need to fund the regulatory framework and essential services impacted by cannabis. In response to resolution 2017-SR1, the Province cited the current work of the Joint Provincial-Local Government Committee on Cannabis Regulation (JCCR), and committed to working with local governments to address issues such as revenue sharing, and costs experienced by local governments as a result of cannabis legalization.

Convention Decision: \_\_\_\_\_

**R11 BC Ferries Medical Priority Loading**

**Sunshine Coast RD**

Whereas individuals residing in ferry dependent communities who are travelling in relation to significant medical procedures are not automatically given priority loading on BC Ferries which can result in delays and unnecessary suffering;

And whereas applications for medical assured loading require advance planning which is not always possible given the variability of hospital stays and appointment times, and rely on medical practitioner time and awareness of the program:

Therefore be it resolved that the Ministry of Health be requested to modify the Travel Assistance Program to ensure that patients from ferry dependent communities requiring significant medical procedures receive priority loading.

*Resolutions Committee recommendation: No Recommendation*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution that asks for a modification of the medical Travel Assistance Program so that patients from ferry dependent communities can receive priority loading.*

Convention Decision: \_\_\_\_\_

**Selected Issues**

**R12 Community Social Planning**

**Village of Cumberland**

Whereas the Comox Valley Social Planning Society has been in discussions with like organizations in the Capital Regional District, Cowichan and Nanaimo on sharing experiences and developing an Island wide collaboration;

And whereas it has been demonstrated that collaborative, cooperative planning processes increase the efficiency and maximize the impacts of the investments that all levels of government are making in assisting communities to respond to the increasingly complex and inter-connected social issues they face:

Therefore be it resolved that AVICC through UBCM request the provincial government to commit to providing sustained financial support for local community social planning processes that serve to support and integrate responses to social issues throughout British Columbia.

*Resolutions Committee recommendation: No Recommendation*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting that the provincial government commit to providing sustained financial support for local community social planning processes.*

*The Committee cautions that such a request for funding may be perceived as a request for downloading insofar as support and integration of social services is a provincial responsibility.*

*The Committee would note that members have endorsed resolutions 2017-B51 and 2014-B123 calling for improved coordination of social services.*

*Convention Decision:* \_\_\_\_\_

**R13 Re-evaluation of Resolutions by the Province**

**Sunshine Coast RD**

Whereas UBCM, as the conduit between its members and the provincial government, endorses numerous resolutions of significance to all local governments;

And whereas there has been a change in provincial government:

Therefore be it resolved that UBCM review previous resolutions to determine whether they should be re-submitted to the Province within the context of the priorities and policies of the new provincial government.

*Resolutions Committee recommendation: Not Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution that, following the election of a new provincial government, asked UBCM to review previously endorsed resolutions and re-submit some of the resolutions to the new provincial government.*

*In this resolution, the sponsor does not propose a time frame in terms of which resolutions to review. UBCM maintains a database of resolutions and policy decisions made by the membership, dating back to 1984 and numbering over 5000. Further, the paper records of UBCM resolutions and policy decisions date back to the mid-twentieth century. In practice, the course of action set by this resolution would have UBCM staff reviewing thousands of resolutions and the responses received from the provincial government.*

*The sponsor also does not identify which subject areas or issues might be of particular concern to present-day local governments, enough to seek reconsideration by the provincial government. As members can imagine, the breadth and depth of issues that have been raised through the resolutions process is immense.*

*UBCM is a member-driven organization, and because of this, the Resolutions Committee would suggest that a more effective and responsive course of action would be for members to submit resolutions to the UBCM resolutions process, raising current issues or areas of concern that they wish the Province to reconsider.*

*Convention Decision:* \_\_\_\_\_

**R14 Ban Retail Sale of Pets in Pet Stores**

**City of Nanaimo**

Whereas the sale of animals from pet stores is a prominent issue in British Columbia;

And whereas the BC SPCA is opposed to any breeding, transport, confinement or sale of animals that is likely to cause distress or suffering or where their welfare and socialization are likely to be compromised:

Therefore be it resolved that AVICC and UBCM encourage local governments to enforce a ban on the sale of puppies, kittens and rabbits in pet stores.

*Resolutions Committee recommendation: Not Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution encouraging local governments to enforce a ban on the sale of puppies, kittens and rabbits in pet stores.*



The membership considered, but did not endorse, resolution 2010-B134 which asked the Province to ban the sale of rabbits in pet stores. At the time, the Committee noted that the request raised questions as to whether local governments want the Province to move into greater regulation of traditional areas of local government jurisdiction.

On another rabbit-related resolution, the membership endorsed resolution 2012-B123 which asked the Province to implement legislation to regulate the sale of unsterilized rabbits. The Province responded by indicating that the Community Charter provides authority to local governments who wish to regulate the sale of animals, and therefore they would not be introducing legislation.

Convention Decision: \_\_\_\_\_

**Part 2 – Section “B” – Resolutions grouped to be considered as a block.**

This section contains resolutions that support existing UBCM policy, including:

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

**Legislative**

**R15 Review Requirements for Public Notification District of Central Saanich**

Whereas the primary purpose for provincial legislation requiring public notification should be to help municipalities notify residents based on what the metrics demonstrates and based on getting the best value for limited money;

And whereas printed newspapers are no longer the only or most effective means of giving public notice and yet the *Local Government Act* and the *Community Charter* specifically require that all public notices be published in a print newspaper;

And whereas with a new provincial government and new technologies this resolution is aimed at better notifying residents while ensuring money spent on notification is effective:

Therefore be it resolved that the provincial government be requested to review the *Local Government Act* and the *Community Charter* and consider modernizing the language so that newspapers, social media, web sites and other forms of online advertising are all given an equal footing for municipalities to consider how to best inform their residents.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee notes that in 2017 members endorsed resolution B1 which requested the Province to conduct a comprehensive review and evaluation of the statutory advertising provisions with a view to amending such provisions in response to the technological advances of recent years.*

*Prior to 2017, UBCM members endorsed resolution 2016-B1 which requested that the Province amend the Local Government Act and Community Charter to replace the mandatory requirement to advertise in newspapers with the requirement for local governments to adopt a public notice policy based on local criteria that would enable local governments to choose their own manner of providing public notice tailored to best serve their communities.*

*As well resolution 2015-B88 was endorsed which requested that the Province amend the Local Government Act and the Community Charter to allow statutorily required public notices to be published using a variety of media channels, including but not limited to: newspapers, social media, web sites and online advertising, as long as reasonably equivalent or better reach than that of solely using printed newspapers can be demonstrated.*

*In response to the 2015 resolution, the provincial government referenced section 94(7) of the Community Charter, which “provides the option for a local government to broaden the types of media used to publish a notice—that is, a local government must still publish the notice in a newspaper, but may in addition, publish the notice in another way ... .” The Province also noted that Community Charter section 94(4) provides that in communities without a local newspaper, “a community could set alternative means to satisfy the statutory requirement to publish a notice.”*

*Convention Decision:* \_\_\_\_\_

**R16 Notice by Mail**

**RD of Nanaimo**

Whereas Section 220 of the *Local Government Act* requires that notice of a special board meeting must be mailed to each director at least 5 days before the date of the meeting, and the *Interpretation Act* specifies that such mail must be delivered by Canada Post;

And whereas this requirement, which applies to regional districts and not municipalities, creates unnecessary time delays for holding special board meetings and is not in keeping with technological advances of recent years:

Therefore be it resolved that the Province be urged to amend the legislation to permit such notices to be provided by other means, including electronic mediums.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee notes that in 2013 members endorsed resolution B1 that requested the provincial government enact legislation that allows local governments to electronically mail statutorily prescribed notices and other communications and documents.*

*In its response, the Province advised that while it has made amendments to permit the electronic delivery of property tax notices, “expanding electronic delivery of statutorily prescribed notices would require further consideration and consultation by government.”*

*Convention Decision:* \_\_\_\_\_

## **R17 Review of Board of Variance Process**

**City of Victoria**

Whereas the *Local Government Act* requires local governments to appoint boards of variance that are empowered to consider minor variances where a person alleges that complying with a bylaw respecting the siting, size or dimensions of a building would cause them hardship;

And whereas deliberations of local boards of variance provide minimal opportunities for public comment on the requested variances, and provide no role for comment from the elected council of a municipality or the board of a regional district in unincorporated areas:

Therefore be it resolved that the provincial government review the current provisions in the *Local Government Act* relating to boards of variance and consider amendments to ensure that the interests of public accountability, transparency, and local democracy are upheld.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee notes that the UBCM membership referred resolution 2017-B80 to the UBCM Executive. Resolution 2017-B80 called for elimination of boards of variance. Upon consideration of the resolution, the Executive did not endorse the resolution, based on existing UBCM policy regarding boards of variance.*

*Members considered but did not endorse resolution 2012-B140, which asked the provincial government to amend the Local Government Act to allow local governments to opt out of the requirement to establish a board of variance.*

*The Committee would note that members have endorsed a number of resolutions relating to boards of variance including appeal of decisions and limits to their authority (2000-B38; 1996-B59; 1996-A14). Members also endorsed resolution 2006-B34, requesting legislative amendments to circumscribe the scope of powers of boards of variance, and to provide an adequate course of appeal for both citizens and local government councils.*

*Convention Decision:* \_\_\_\_\_

**R18 Local Improvement Charges**

**City of Powell River**

Whereas the Provinces of Nova Scotia and Ontario allow municipalities to offer homeowner financing through local improvement charges to fund improvements to private homes upgrading the energy efficiency of the home and/or adding renewable energy options to the home;

And whereas these improvements reduce energy costs to the homeowner for the lifecycle of the home while reducing energy use and greenhouse gas emissions within the community;

And whereas the local improvement charge model reduces the burden of debt from the homeowner and the debt stays with the house in the form of a property tax until paid off:

Therefore be it resolved that AVICC request the Province of British Columbia to approve enabling legislation to allow municipalities to provide private property owners financing for energy efficiency retrofits and renewable energy upgrades to their homes through the use of local Improvement charges.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee notes that the UBCM membership has consistently endorsed resolutions calling on the provincial government to enact legislation to enable the cost recovery of municipally-financed green energy technologies on private properties through local improvement charges (2017-B23, 2016-B19, 2014-B64).*

*In response to the 2017 resolution, the provincial government pointed out that under existing legislation, municipalities may provide grants to individual households or non-profits to “subsidize a portion of the acquisition of acquiring solar panels.” It would not be possible for the local government to recover costs on such a grant. The Province emphasized that local improvement charges and accompanying public borrowing “are reserved for financing the costs of public infrastructure that are owned and controlled by the municipality ... [and] ... are not the appropriate vehicle to finance private acquisitions that are owned by residents.”*

*Convention Decision:* \_\_\_\_\_

**Transportation**

**R19 Active Transportation Infrastructure**

**City of Courtenay**

Whereas in order to respond to the evolving needs of British Columbians and to diversify the economy, local governments across BC have developed and started to implement: forward-thinking transportation plans, downtown revitalization plans, age-friendly community plans, innovative recreation plans, and integrated community sustainability plans—whose timely implementation will require significant investments in active transportation;

And whereas the operational costs of municipal governments and the costs of basic municipal capital projects have increased significantly over the last 10 years:

Therefore be it resolved that the AVICC and UBCM call on the provincial government to establish a new, dedicated provincial fund to help finance a broad range of active transportation infrastructure projects and programming by local governments, and designed to support: local residents’ diverse mobility needs, access to affordable recreation options, and tourism development.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee notes that in 2013, members endorsed resolution B99 which requested that the provincial tax on fuel sales be increased by \$0.001 and that the entirety of the proposed increase be allocated to local governments on a per capita basis for infrastructure improvements for active transportation.*

*The Province in its response to resolution B99 in 2013 advised that there were a number of implications with this type of request and it “would need to be carefully considered within the context of the tax system as a whole.” The Province also referenced the other infrastructure programs that are available to local governments already.*

*Convention Decision:* \_\_\_\_\_

**R20 Cycling Infrastructure Funding**

**Sunshine Coast RD**

Whereas limited revenue sources constrain local government construction of active transportation facilities that support healthy lifestyles, local economic opportunities through tourism; and reduce congestion, greenhouse gas emissions and localized air pollution;

And whereas the current level of provincial cycling infrastructure grant funding is inadequate to meet the demand:

Therefore be it resolved that the provincial government be urged to increase the BikeBC Fund to \$50 million per year.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution that requests an increase to the BikeBC Fund to \$50 million per year.*

*However, the membership has endorsed several resolutions that would support more funding for cycling infrastructure, including resolution 2016-B9, which asked the Province to “review the*

*BC on the Move Transportation Plan to prioritize the construction of new bicycle lanes within regional districts limited by a single highway and where bicycle usage is a prominent form of transportation and economic driver for tourism”.*

*In response to this resolution, the Province indicated that they have provided \$220 million towards cycling infrastructure since 2001, and that the Bike BC funding is a commitment of \$6 million annually for three years (2015/2016 to 2017/2018).*

*Additional endorsed resolutions on the issue of cycling infrastructure ask the Province to:*

- invest in cycling infrastructure in order to accelerate the availability and broaden the range of cycling opportunities for commuter, recreational, and competitive cyclists living in and visiting rural and urban areas (2012-B63);*
- provide parallel routes, physical separation, and safe facilities for cyclists along highway corridors (2010-B116);*
- allocate appropriate funding including increased capital cost sharing with local governments, and safe cycling infrastructure on provincial routes through local governments (2010-B17); and*
- fund improvements to major roads that intersect the provincial highway system, including improvements related to capacity increases as well as pedestrian and cycling facilities associated with those roadways (2009-B83).*

*Convention Decision:* \_\_\_\_\_

**Environment**

**R21 Protecting Local Waterways & Wild Fish Species City of Victoria**

Whereas British Columbia’s coastal communities rely on healthy waterways and healthy marine ecosystems including fisheries for economic, social and ecological wellbeing and where the proliferation of open-net fish farms with non-native fish species threatens local waterways and wild fish species, undermining the economic, social and ecological wellbeing of local communities;

And whereas many open-net fish farms have been established in indigenous territories in the absence of adequate consultation with indigenous governments, undermining the shared objective of reconciliation and respectful relations between indigenous and non-indigenous governments:

Therefore be it resolved that the Province of British Columbia consult First Nations governments, local governments, conservation organizations and industry on a transition plan to closed-containment aquaculture, including a just transition for affected workers.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee notes that the UBCM membership endorsed resolution 2009-B127, which asked the Province and federal government to establish a closed system aquaculture innovation fund, and that a plan be implemented to transition open net-cage salmon farms to closed containment system aquaculture.*

*In its response to 2009-B127, the Province noted that its position toward closed containment was “consistent with the recommendation of the Pacific Salmon Forum, which called for a detailed assessment of containment technology prior to any substantive investment of public funds in commercial trials. It is reasonable to take these initial steps to ensure government, as well as industry, focus investments strategically and provide the best possible chance of developing viable and sustainable systems, including the development of a closed system aquaculture innovation fund.” The Province also noted that funding had been provided to undertake comprehensive technical reviews of closed containment technology.*

*The Committee also notes that the UBCM membership endorsed resolution 2006-B123, which sought federal funding to thoroughly research the environmental and economic benefits of closed containment fish farming.*

*Convention Decision:* \_\_\_\_\_

**R22 Federal Review of Geoduck Aquaculture**

**Islands Trust**

Whereas Fisheries and Oceans Canada (DFO) approved the Integrated Geoduck Management Framework in 2017 (IGMF);

And whereas the IGMF will lead to increased applications for geoduck aquaculture which has the potential to negatively impact the marine environment:

Therefore be it resolved that UBCM request that DFO conduct an ecosystem-based study of potential and cumulative impacts of increased geoduck clam aquaculture and consider increased monitoring and enforcement.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a request asking that DFO conduct an ecosystem-based study of potential and cumulative impacts of increased geoduck clam aquaculture, with increased monitoring and enforcement.*

*The membership considered and endorsed a resolution on geoduck farming in 2007 (B148), which asked the Province to provide the scientific information and rationale for the provincial government’s decision to proceed with commercial geoduck farming. In response to this resolution, the Province indicated that “responsibly located and managed subtidal geoduck*

*aquaculture is an environmentally benign activity and any environmental impact associated with the activity can be mitigated”.*

*Convention Decision:* \_\_\_\_\_

**R23 Uniform Business Regulations for Disposable Plastic Packaging City of Victoria**

Whereas uniform regulations of businesses provide predictability, certainty and efficiency for consumers and business operators;

And whereas unrestricted use of disposable plastic packaging is inconsistent with values of British Columbia residents and imposes costs on local governments in British Columbia, prompting communities to examine options for business regulations limiting disposable plastic packaging in order to contain costs and manage solid waste streams responsibly:

Therefore be it resolved that the Province of British Columbia work with local governments and retailers to introduce uniform, province-wide business regulations in relation to disposable plastic packaging, to substantially reduce the volume of disposable plastic packaging in local solid waste streams.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee notes that the UBCM membership has consistently endorsed resolutions seeking provincial regulations to reduce the volume of disposable plastic packaging in waste streams (2008-B31, 2006-B29, 1990-A14, 1987-B69).*

*Resolution 2008-B31 in particular called on the provincial government to develop strategies to reduce unnecessary packaging of all products in British Columbia. In response to the 2008 resolution, the Province pointed out that the Recycling Regulation regulates industry-led product stewardship and “makes producers and consumers responsible for the lifecycle management of end-of-life products.” The Province also indicated that it was consulting with industry and the BC Product Stewardship Council to “collaborate and consider solutions to packaging reduction and recycling.”*

*Convention Decision:* \_\_\_\_\_

**R24 Protecting Coastal Communities & Waterways from Oil Spills City of Powell River  
City of Victoria**

Whereas the Province of British Columbia is pursuing regulations to restrict the transport of diluted bitumen until such time as adequate safeguards are in place to protect coastal communities and waterways from the harm caused by oil spills;



And whereas the impacts of oil spills on local communities are severe, including: costs relating to emergency response, clean-up and recovery; damage and loss of enjoyment of shoreline areas; damage to biological diversity of plant and animal species; reduced property values; public health impacts; and economic losses in tourism, fishing and other sectors:

Therefore be it resolved that AVICC endorse the efforts of the Province of British Columbia to introduce regulations that will safeguard coastal communities and waterways from harm caused by oil spills.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution that would support the Province's proposal to introduce regulations to protect BC waters from spills.*

*UBCM understands that this resolution is referring to the Province's announcement on January 30, 2018 to introduce a second set of spill preparedness and response regulations under the Environmental Management Act, including regulations that would provide "Restrictions on the increase of diluted bitumen transportation until the behaviour of spilled bitumen can be better understood and there is certainty regarding the ability to adequately mitigate spills". However, on February 28, 2018, the Province released an intentions paper and the regulations on restricting an increase in diluted bitumen are no longer part of the proposed regulations.*

*Further, the Committee notes that the UBCM membership has endorsed several resolutions on spill preparedness and response, including requests for the Province and the federal government to:*

- implement regulations that ensure pipeline safety standards are to the highest available standards and include mandatory external hydrocarbon sensing technologies (2017-B112);*
- assess the cumulative risks and impacts associated with projected vessel traffic increases in the Salish Sea and develop an innovative 20-year mitigation plan (2016-B21);*
- support the Province of British Columbia's position with respect to the need for world-class marine oil spill prevention, preparedness and response, and call on the federal government to support and co-operate with BC to the fullest extent, committing sufficient resources, to achieve the highest level of spill prevention, preparedness and response capacity on Canada's West Coast (2016-B20);*
- order an independent audit of the current state of oil spill preparedness in BC. (2015-B30); and*
- stop the expansion of oil tanker traffic through British Columbia's coastal waters (2015-B29).*

*Convention Decision:* \_\_\_\_\_

**R25 Watershed Governance Model**

**Sunshine Coast RD**

Whereas UBCM has consistently advocated for providing water purveyors with greater control over the watersheds that provide drinking water to their communities;

And whereas an integrated watershed governance approach that recognizes indigenous water rights and utilizes a collaborative, consensus building approach to decision making could provide a model that addresses community needs while balancing the resource and capacity limitations experienced by local governments and First Nations:

Therefore be it resolved that the Province recognize and support local watershed collaborative governance entities and adequately resource these entities.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution requesting that the Province recognize and support local watershed collaborative governance entities, and adequately resource these entities.*

*However, the UBCM membership has endorsed several resolutions on watershed management, including resolution 2016-B25 which called on the Province to mandate through regulation “an increased local role in key decision making in matters affecting the health and protection of watersheds, including the right for local watershed authorities to be the agencies responsible for approvals and controls of activities in watersheds.”*

*The Committee understands that the Water Sustainability Act (WSA) and regulations came into force as of February 29, 2016. The first phase of WSA regulations addressed water management functions, such as dam safety, groundwater protection and water sustainability fees. The next phase of regulations will address dedicated agricultural water, livestock watering, water sustainability plans.*

*See also resolution R35.*

*Convention Decision:* \_\_\_\_\_

**R26 BC Hydro LED Street Light Conversion**

**City of Powell River**

Whereas high pressure sodium (HPS) streetlights are a major energy burden to municipalities and contribute significantly to green house gas emissions and light pollution;

And whereas BC Hydro owns the majority (approximately 75%) of all municipal streetlights:

Therefore be it resolved that AVICC request the Province of British Columbia to direct BC Hydro to begin an LED streetlight conversion project to programmable LED streetlights in all municipalities.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee notes that the UBCM membership endorsed resolution 2014-B96, which called on the Province to make changes to BC Hydro to switch all BC Hydro owned streetlights to LED lights.*

*In response to this resolution, the Province indicated that BC Hydro was reviewing their street lighting rates; and conducting a pilot of LED technology to better understand the potential energy and maintenance savings. The results of the pilot were expected in spring 2016. UBCM has not seen the results of the pilot program.*

*Convention Decision:* \_\_\_\_\_

**R27 Herring Recovery Plan & Moratorium**

**City of Powell River**

Whereas Fisheries and Oceans Canada, despite being mandated to use the precautionary principle when making decisions affecting fish populations, continues to open commercial herring fisheries in BC while populations are severely depleted from historic levels and ecosystem requirements are poorly understood;

And whereas a previous moratorium on the commercial fishing of herring in the late 1960s resulted in significant recovery of herring populations:

Therefore be it resolved that AVICC and UBCM call upon Prime Minister Justin Trudeau to direct the Department of Fisheries and Oceans to develop a west coast herring recovery plan through a process involving First Nations, independent scientists, naturalists, other levels of government and relevant non-government organizations;

And be it further resolved that a moratorium on all commercial fishing of herring in British Columbia be instituted immediately until populations recover to the level decided upon by the herring recovery plan.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee notes that the UBCM membership endorsed resolution 2016-B127, which made a very similar request of the federal government. Specifically, a west coast herring recovery plan involving a range of stakeholders; and a moratorium on commercial fishing of herring in BC, pending establishment of a recovery plan.*

*UBCM did not receive a response to the 2016 resolution from the federal government.*

*Convention Decision:* \_\_\_\_\_

**R28 Protection of Native West Coast Salmon**

**District of Sooke**

Whereas British Columbia's native west coast wild salmon can be negatively impacted by commercial salmon farms due to increased levels of diseases and parasites from farmed salmon; degradation of their genetic makeup through interbreeding with escaped farmed salmon; and ecological competition with escaped farmed salmon:

Therefore be it resolved that AVICC and UBCM urge the Province of British Columbia to enact legislation that would protect British Columbia's wild salmon stock from the negative impacts of commercial salmon farms.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution specifically calling for legislation to protect BC's wild salmon stocks.*

*However, the Committee notes that members have endorsed a number of resolutions related to the protection of wild salmon stocks. In 2007 members endorsed resolution B172 which asked all governments to work together to ensure the sustainability of wild Pacific salmon as a priority and mitigate threats. Resolution 2006-B151 requested the Province to place a moratorium on any expansion of open-net fish farming on the BC coast until the Special Committee on Sustainable Aquaculture reported to the House (no later than May 31, 2007).*

*In its response to resolution 2017-B172, the Province referenced existing resources and efforts to protect fish and fish habitat; and in its response to resolution 2006-B151 the Province indicated that it was "proceeding with caution and looks forward to receiving the recommendations of the Committee so that the Ministry can continue to improve our approach to having both farmed and wild salmon for the benefit of all British Columbians."*

*Convention Decision:* \_\_\_\_\_

**Land Use**

**R29 Private Managed Forest Land Act Amendment**

**City of Powell River**

Whereas Section 21 of the *Private Managed Forest Land Act* is an unacceptable restriction on the authority of local governments to regulate activities on private managed forest land (PMFL);

And whereas local governments and communities would benefit significantly from PMFL owners sharing their management commitment, operations maps, harvesting plans and supporting assessments and long-term disposition or development intentions for their land;

And whereas PMFL regulations are not equivalent to forestry regulations that apply to Crown forest land:

Therefore be it resolved that AVICC and UBCM call on the Province to amend the *Private Managed Forest Land Act* and Regulations to provide local government more authority to regulate activities on PMFL; require the owners of PMFL to annual consultation and sharing of management commitments, operations maps, harvesting plans and supporting assessments and long-term disposition or development intentions for land within municipal boundaries; and amend the *Private Managed Forest Land Act* and Regulations to standards that are equivalent to Crown forest land regulations.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee notes that the UBCM membership endorsed resolutions 2011-B50 and 2008-B34, both of which sought to revise the Private Managed Forest Land Act and related regulations to improve forestry practices on private managed forest lands to a standard equivalent or better than Crown forest land regulations.*

*In response to the most recent endorsed resolution (2011-B50) the Province advised that “based on the monitoring results received to date, government is satisfied that current standards are ensuring that the objectives for key environmental values as set out in the Private Managed Forest Land Act are being met. Government and the Council will continue to monitor results and look for ways to improve practices when necessary.”*

*Further, members endorsed resolution 2010-B26, which asked the Province to amend the PMFL Act to ensure riparian area protection; and resolution 2005-B27, which asked the Province to establish a transparent and open mechanism for regular inspection and monitoring of forestry operations on private lands where such operations occur in community watersheds.*

*The Committee notes that members considered, but did not endorse resolution 2007-B149, asking for local government authority to apply their noise bylaws to private managed forest land.*

*Convention Decision:* \_\_\_\_\_

**Community Economic Development**

**R30 Sustainability of West Coast Fisheries**

**City of Campbell River**

Whereas fisheries are an important economic driver for the Province of British Columbia, particularly on Vancouver Island;

And whereas fisheries in BC is defined as inclusive of commercial, indigenous, recreation and aquaculture:

Therefore be it resolved that the Province ensure that all decisions with regards to the management of all fisheries, and protection of the natural environment, are made based on current data, technology, science and traditional knowledge.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee advises that UBCM members have not previously considered a resolution that has specifically asked that all decisions with regards to the management of all fisheries, and protection of the natural environment, are made based on current data, technology, science and traditional knowledge.*

*However, UBCM members have endorsed a number of resolutions in support of actions for the protection of fish and fish habitat (1996-B68, 1997-B48, 2005-B38, 2009-B126, 2012-B80, 2013-B28).*

*Convention Decision:* \_\_\_\_\_

**R31 Log Export Policy**

**Alberni-Clayoquot RD**

Whereas billions of dollars of forest industry investment sits idle or is under-utilized in the Province of British Columbia, particularly on Vancouver Island;

And whereas \$805 million of unprocessed logs were exported from British Columbia in 2017, compared to \$278 million exported in 2008, forgoing the opportunity to add value to and create local jobs in this province’s forestry sector:

Therefore be it resolved that the Government of British Columbia enact policy that prohibits raw log export from British Columbia without provincial wood processing needs and capacity being evaluated and met.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee notes that UBCM membership endorsed resolution 2015-B36, which asked the Province to “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.”*

*In its response, the Province responded in part:*

*“The provincial government would prefer for all logs to remain in BC for domestic use; however, permitting limited log exports is a critical component of the coastal forest sector’s economic health. All logs are offered for domestic sale first but may be exported when there are no domestic bidders, often at premium prices [...].*

*After a comprehensive policy review, we revised the fee-in-lieu for log exports in March 2013 to a sliding scale that recognizes the difference between the export price and domestic price for a log. In 2014, log exports on the coast were about 31 per cent of the total harvest, resulting in approximately \$30 million in log export fees. Province-wide, the volume of public timber exported as logs constitutes less than ten percent of the annual harvest of public timber.”*

*Prior to 2015, members endorsed resolution 2012-B33, which opposed “any measures that would increase the export of raw logs from British Columbia.” Further, the Committee notes that members have consistently endorsed resolutions opposing expansion of (raw) log exports (2007-B44, 2007-B45, 2007-B179, 2003-B27, 2001-B31, 1999-LR10, 1992-B33).*

*Convention Decision:* \_\_\_\_\_

**Selected Issues**

**R32 Common Asset Management Policy City of Courtenay**

Whereas the purposes of a British Columbia municipality and regional district include providing for stewardship of the public assets of its community;

And whereas the powers, duties and functions of British Columbia municipal and regional district Chief Administrative Officers include:

- a) overall management of the operations of the local government;
- b) ensuring that the policies, programs and other directions of the council or board are implemented; and
- c) advising and informing the council or board on the operation and affairs of the local government;

Therefore be it resolved that AVICC support sound asset management practices as the means to achieve local sustainable service delivery;

And be it further resolved that BC municipalities and regional districts, their respective CAOs and staffs would benefit from guidance to a common communications approach to enhance asset management practices;

And be it further resolved that the AVICC recommends that UBCM resolve to develop and implement such a common communications approach in partnership with the Local Government Management Association (LGMA) and Asset Management BC.

*Resolutions Committee recommendation: Endorse with Proposed Amendment*

*Therefore be it resolved that AVICC support sound asset management practices as the means to achieve local sustainable service delivery;*

*And be it further resolved that BC municipalities and regional districts, their respective CAOs and staffs would benefit from guidance to a common communications approach to enhance asset management practices;*

*And be it further resolved that **the Asset Management BC partnership develop and implement a common communications approach to enhance asset management practices.***

*Resolutions Committee comments:*

*The Resolutions Committee advises that the UBCM membership has not previously considered a resolution regarding asset management or the need to support the delivery of asset management within local governments through a common communications approach.*

*For reference to the membership, the Resolutions Committee notes that:*

- Communities build and maintain infrastructure to provide services. These services support quality of life, protect health and safety, and promote social, economic and environmental well-being. Failure to care for infrastructure, manage natural resources and protect the services provided by nature, risks degrading - or even losing - the services communities enjoy and future generations will rely on. Sound asset management practices support sustainable service delivery by integrating community priorities, values, and an informed understanding of the trade-offs between risks, costs, and services.*
- Asset Management BC has been established through a partnership agreement in order to develop and implement an asset management approach in BC for local governments. UBCM and the Local Government Management Association, along with the Government Finance Officers Association of BC, the Planning Institute of BC, the Municipal Insurance Association of BC, the Public Works Association of BC, CivicInfo, British Columbia Water & Waste Association and the Ministry of Municipal Affairs and Housing are all signatories to the partnership agreement. Asset Management BC is a stakeholder-driven community of practice that benefits from local government practitioners (local government knowledge and expertise in asset management) providing strategic direction, sharing knowledge, and sharing resources and best management practices, that support BC local governments. The BC approach is designed to be non-prescriptive, flexible, scalable and incremental.*
- All BC local governments are now required, through the Gas Tax Fund, to show progress in the development and implementation of asset management practices. Therefore, opportunities to build BC local government capacity through education, building tools and developing resources is supported by Asset Management BC.*



*The Resolutions Committee suggests that if the development and implementation of a common communications approach is needed, it is an effort that is best led by the Asset Management BC partnership.*

*Convention Decision:* \_\_\_\_\_

**R33 Continuation of Income Subsidy Benefits**

**Village of Cumberland**

Whereas the support portion of Income Assistance (\$335 for a single person) is frequently used to supplement the shelter portion of Income Assistance (\$375 for a single person) to cover housing costs;

And whereas persons entering a residential recovery program maintain the shelter portion of Income Assistance but lose the support portion, often resulting in that person not being able to maintain their current housing, and putting the person at greater risk of homelessness upon exiting of the program:

Therefore be it resolved that AVICC and UBCM request that the Ministry of Social Development and Poverty Reduction continue the support portion of Income Assistance benefits for individuals living in temporary housing, such as recovery programs and protective housing, for the duration of their recovery.

*Resolutions Committee recommendation: Endorse*

*Resolutions Committee comments:*

*The Resolutions Committee advises that UBCM membership has not previously considered a resolution requesting that the provincial government continue the support portion of Income Assistance benefits for individuals living in temporary housing.*

*However the Committee would note that members have endorsed numerous resolutions in support of increased income assistance, including resolutions 2016-B120, 2013-B55, and 2011-B175.*

*Convention Decision:* \_\_\_\_\_

**Part 2 – Section “C” – Resolutions not recommended to admit for debate.**

The following resolution was referred to the Association by UBCM, following the 2017 UBCM Annual Convention.

**RR2 Local Government Term of Office (LR7) City of Nanaimo**

Whereas the term of office for local government elected officials in BC was increased from 3 to 4 years beginning with the 2014 local general election;

And whereas in many communities, the service of local government elected officials is considered to be a part time commitment, with levels of remuneration that reflect this, and the 4-year term may deter elected officials from running for a second term, thereby reducing the number of experienced elected officials on regional district boards and municipal councils throughout the province:

Therefore be it resolved that the provincial government amend the *Local Government Act* to reduce to 3 years the term of office for local government elected officials, allowing a broader range of elected officials with experience to participate in local government.

*Resolutions Committee recommendation: Refer to Similar Resolution*

*Resolutions Committee comments:*

*Refer to resolution R5.*

**R34 Cannabis Tax Sharing Formula Resolution District of Port Hardy**

Whereas the Federal Government of Canada intends to pass legislation in 2018 allowing for the legalization of cannabis which will permit consumption and retail sale of cannabis throughout Canada;

And whereas the impact of the legalization of cannabis will be felt at the local level through increased costs of administration including but not limited to administration of building codes, planning, licensing, protective services, public health, social services and communications:

Therefore be it resolved that AVICC call on the Province of British Columbia to negotiate a tax sharing formula of the provincial tax share with local governments adequate and equitable to cover the increased costs from the legalization and sale of cannabis in BC.

*Resolutions Committee recommendation: Refer to Similar Resolution*

*Resolutions Committee comments:*

*Refer to resolution R7.*

**R35 Drought Management**

**Alberni-Clayoquot RD**

Whereas reliable, consistent and affordable access to water for agriculture has been identified as a primary concern for agricultural producers in the region;

And whereas drought management, climate adaptability and watershed protection are key factors in fostering community resiliency and improving regional food security:

Therefore be it resolved that AVICC request that the Province fund comprehensive, multi-stakeholder regional watershed committees in order to develop drought management plans, regional watershed management plans and to address local watershed challenges.

*Resolutions Committee recommendation: Refer to Similar Resolution*

*Resolutions Committee comments:*

*Refer to resolution R25.*

## NOMINATIONS AND ELECTIONS

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 composed of two people.

This year's Committee is composed of:

- Chair, Past President Barbara Price, (Councillor, Town of Comox)
- AVICC Executive Coordinator, Liz Cookson

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 to the members.

### **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 13<sup>th</sup>, at approximately 2:25 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 13th, 3:50 PM

- Nominations from the floor for Table Officer positions may be received (President, First Vice-President, Second Vice-President)
- Candidate speeches for Table Officer positions

SATURDAY, APRIL 14th, 8:00-8:30 AM

- Elections for Table Officer positions (as necessary)

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

SATURDAY, APRIL 14th, 11:40 AM

- Nominating Chair presents results of Table Officer elections and announces nominations for three Directors at Large
- Nominations from the floor may be received for the positions of Director at Large
- Candidate speeches

SATURDAY, APRIL 14th, 12:45-1:30 PM

- Elections for Directors at Large (as necessary)

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

SUNDAY, APRIL 15th, 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 15th, 10:15-10:45 AM

- Election for EA Representative (as necessary)

SUNDAY, APRIL 15th, 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 15th.

# NOMINATING COMMITTEE REPORT

## 2018-19 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 2018 AGM and Convention:

**President** (\*one to be elected\*)

- Director Edwin Grieve, Comox Valley Regional District
- Director Mary Marcotte, Cowichan Valley Regional District

**First Vice-President**

- Councillor Carl Jensen, District of Central Saanich

**Second Vice-President**

- Director Ian Morrison, Cowichan Valley Regional District

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

- Councillor Kirsty Begon, Village of Gold River
- Councillor Hazel Braithwaite, District of Oak Bay
- Director Penny Cote, Alberni-Clayoquot Regional District
- Councillor Colin Plant, District of Saanich
- Director Samuel Schooner, Central Coast Regional District

**Electoral Area Representative**

- Director Ian Winn, Sunshine Coast Regional District

For further information on the nomination and election process contact:

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

2018 AVICC  
AGM & CONVENTION

Victoria, BC  
April 13-15, 2018



**CANDIDATES FOR EXECUTIVE**

**FOR PRESIDENT**

**Comox Valley Regional District Director Edwin Grieve**



Edwin has been an elected official of the Comox Valley Regional District for the Puntledge-Black Creek area (Electoral Area C) since 2008, and was Chair of the board from 2011-2014. He is committed to representing all the areas and to the principles of regionalism. Edwin has served on the:

- Comox Valley Regional District Board
- Committee of the Whole
- Chair, Electoral areas services committee
- Black Creek-Oyster Bay services committee
- Comox Valley sports centre commission
- Comox Valley water committee
- Comox Valley water supply commission
- South sewer select committee
- Director, Comox Strathcona Regional Hospital Board
- Chair, AVICC Special Committee on Solid Waste
- First Vice President AVICC

As a volunteer, Edwin has organized numerous fundraisers and benefits over the years and has worked with many service clubs and non-profit societies including Comox Valley Economic Development Society, The Comox Valley Community Justice Centre and the Comox Valley Social Planning Society. For these efforts he was awarded the "Freeman of the City of Courtenay" in 2007 and Queen Elizabeth Diamond Jubilee Medal in 2012. Edwin believes that in order to move forward on the issues and projects facing the region, elected officials need access to the best information, and should be willing to talk openly and honestly with one another in an atmosphere of respect and decorum.

**FOR PRESIDENT**

**Cowichan Valley Regional District Director Mary Marcotte**



Mary Marcotte was first elected as Director of Electoral Area H (North Oyster/ Diamond) in the Cowichan Valley Regional District more than 20 years ago, and she has continued to serve in this position until the present. During her mandate, she has served three years as the Chair of the CVRD Board, as well as serving as Chair for numerous regional committees.

Looking at the bigger picture, Mary serves on the Vancouver Island Regional Library Board, the Island Agricultural Show Board as well as other positions. In 2008 Mary was elected to the AVICC executive as the Electoral Area representative and served in that role until 2015 when she was elected as First Vice-President of the Association of Vancouver Island and Coastal Communities.

Mary has gained extensive knowledge of the issues and challenges of local governance, and will work diligently to bring your interests to the forefront. She is known as a person who participates wholeheartedly in working with the members to bring Island and Coastal Communities issues to the attention of senior governments.

Mary is now seeking your support to continue as President. Her solid performance record coupled with her knowledge regarding areas of local government concern that our Association can positively impact, makes her a proven choice for the continued leadership role of President of the AVICC.

## CANDIDATES FOR EXECUTIVE, CONTINUED

### FOR FIRST VICE-PRESIDENT

#### District of Central Saanich Councillor Carl Jensen



Carl Jensen is a second-term Councillor in Central Saanich, which is home of the WORLD FAMOUS Butchart Gardens. Carl is a family man and he currently works in the Ministry of Public Safety and Solicitor General where he works in RoadSafetyBC. Carl has a MBA from Royal Roads University and a BA from the University of Victoria. He is the President of the Peninsula Track and Field Club where he coaches and competes as a Master himself. He is a Director on the Victoria Highland Games Association board where he was previously the Athletic Director and yes, he remains a kilt-wearing, stone hurling, caber-tosser! Carl's municipal experience has included the following:

- Councillor with the District of Central Saanich since 2011
- Director on the AVICC Executive since December 2014
- Chair of the Central Saanich Administration and Finance Committee since 2017
- Chair of the Central Saanich Planning and Development Committee 2014 – 2017
- Chair of the Peninsula Recreation Commission from 2011 – 2014
- Municipal Liaison on the Saanich Peninsula Chamber of Commerce Board from 2012 – 2014
- Central Saanich Advisory Planning Commission from 2007 – 2011

Carl Jensen is looking to become your next First Vice President. He brings a wealth of experience, education and an abundance of energy to everything he does in his Councillor role, workplace, coaching, social media, and his current role with the AVICC Executive!

Carl has the enthusiasm to represent each and every one of you at the AVICC Executive table! Please vote Carl Jensen for Second Vice President! **#carl4VP1**

### FOR SECOND VICE-PRESIDENT

#### Cowichan Valley Regional District Director Ian Morrison



AVICC 2018 Delegates.

My name is Ian Morrison and I'm stepping forward to serve as your 2nd Vice President.

I was elected in 2008 as the Electoral Area Director for Cowichan Lake South/Skutz Falls, in the Cowichan Valley Regional District. I've served you the past two years, as a Director at Large, on the AVICC Executive.

The Cowichan Valley R.D. Board selected me to participate in the AVICC Solid Waste project, and your Executive appointed me to serve as AVICC liaison to the "Social Procurement Hub" initiative in 2017.

I approached both roles and AVICC executive duties, including our thorough review of bylaws, policies, and new Societies Act responsibilities, with enthusiasm, flexibility, and a solid work ethic.

Should I be unopposed for 2nd Vice President, I thank you for your confidence.

If there is an election, I ask for your support.



## CANDIDATES FOR EXECUTIVE, CONTINUED

### FOR DIRECTOR AT LARGE (3 POSITIONS AVAILABLE)

#### Village of Gold River Councillor Kirsty Begon



My name is Kirsty Begon. I'm currently serving in my 3rd term as a Councillor for the Village of Gold River. I'm seeking support for AVICC Director at Large. I'll keep this short and sweet...

I'm a business owner of 10 years. I've been married for 10 years. I have 3 adult children and 1 fantastic grandson. And my Mom lives with my husband and myself.

I have 4 generations living on Vancouver Island. I have a vested interest in so many aspects.

I'm eager to learn. And do any job I can to the best of my abilities. I might not know everything there is to know.... but I'll give it my all.

Much easier to talk to me directly if you have any

questions. Thank you for your time and consideration.

#### District of Oak Bay Councillor Hazel Braithwaite



Hazel Braithwaite is serving her third term as a Councillor in the District of Oak Bay, but has been involved in the community for much longer than that. As well as her political work, she is also the Director, Community Campaign for United Way Greater Victoria helping to raise funds to support programs and a network of services from Sooke to Sidney, the Juan de Fuca electoral area and the Southern Gulf Islands.

During her almost 10 years on council, Hazel has served in many different appointed positions including Parks, Recreation and Culture Liaison, CRD Climate Action Steering Committee, Community Initiatives Committee, Child and Youth Committee, Budget Committee and Tax Roll Review Panel. She is also an avid volunteer for many worthy organizations and charities – and has been known to don a costume or two to help raise funds (yes...there are pictures).

Hazel is married to Rod who is the COO at Victoria Hospice. They have one daughter, Lauren who lives in California. Hazel is a keen softball player and loves to go adventure hiking with Rod. She has hiked some of the most remote areas of Vancouver Island, Canada, South America and Papua New Guinea. She was recently honoured with a Paul Harris Award from Rotary and was named the Oak Bay News, Women in Business, Community Leader of the Year in March.

On Council, Hazel is seen as a sound decision maker, a hard worker and a good listener – all attributes she will bring to the AVICC table.

## CANDIDATES FOR EXECUTIVE, CONTINUED

### FOR DIRECTOR AT LARGE (3 POSITIONS AVAILABLE)

#### Alberni-Clayoquot Regional District Director Penny Cote



Penny Cote was first elected as the Sproat Lake Electoral Area Director on the Alberni-Clayoquot Regional District (ACRD) in 2005 after years of volunteering with the Sproat Lake Community Association on community safety and water quality issues.

Now into her 4th consecutive term on the ACRD with many elected and appointed positions served, including the ACRD Vice-Chair, Alberni-Clayoquot Regional Hospital District Chair, and the Alberni-Clayoquot Health Network Chair. Penny is an active participant working for positive local government decision-making and action through local partnerships, including the inaugurated 4 Treaty First Nations to the ACRD.

Particular interests include community policy and development, emergency planning, housing and transportation issues, agriculture and fisheries support.

Penny believes that respectful collaboration within all our individual communities with every level of government is vital to improve the outcomes for the challenges we all face.

Finding and connecting those affordable and sustainable opportunities to address the health and related needs, in a safe and supported environment, that thread through all services is work that is rewarding and is making a difference.

#### District of Saanich Councillor Colin Plant



Colin is a Councillor in the District of Saanich and a Director on the Capital Regional District board. In addition to his political work, he is also a high school Drama teacher. He has four sons, one moody cat, and an amazingly supportive wife.

Colin would like to continue to serve on the AVICC Executive to help address and advance the issues that our organizations deems important. Having an executive comprised of members from throughout the AVICC is also important. Despite living in the Island's largest municipality, he grew up in the small interior community of Sicamous and understands the challenges small communities face. Additionally, Saanich is a municipality that faces both rural and urban issues, much like the AVICC itself.

In his current role for the District of Saanich Colin chairs the Healthy Saanich Committee and serves on the Personnel Committee. He also chaired the Saanich LGBTQ Committee in 2016. In his role as a CRD Director he is Chair of the CRD Arts Commission. He also chairs the CRD Traffic Safety Commission and is a member of the CRD Governance, Planning and Protective Services, Regional Parks and Core Area Liquid Waste Management committees.

His educational background includes a Master's Degree in Leadership, and bachelor degrees in Theatre and Education. He has been a classroom teacher for 16 years. He has come to learn that sometimes the political and educational environments are surprisingly similar. It would be a privilege to continue to serve the AVICC membership.

## CANDIDATES FOR EXECUTIVE, CONTINUED

### FOR DIRECTOR AT LARGE (3 POSITIONS AVAILABLE)

#### Central Coast Regional District Director Samuel Schooner



I was named after my great-grandfather Samuel Pootlass from my mother's side. My family are descendants of Captain Schooner on my father's side. The Pootlass family's traditional territory is Q'umk'uts' or what is now known as the Bella Coola Townsite in Nuxalk Ancestral Territories.

I was elected to the Central Coast Regional District in 2014 as Director for Area E (Townsite). I enjoy seeing others succeed, being on the land, and would like to see our community become more self-sufficient. Having been through the catastrophic 200 year flood in 2010 that the Bella Coola Valley is still recovering from and then serving as an elected local government official through the 2017 wildfires and our extended state of local emergency, I am very passionate about creating a more self-reliant community. I am currently the chair of our Region's Emergency Management Program and my work is focused on bringing our governments together to work at making our communities stronger, safer and more resilient.

After graduating from high school, I left Bella Coola to pursue work in trades, construction and forestry. I returned home in 2009 because I wanted my daughter to grow up in our Ancestral Territories and learn our Nuxalk culture. Since returning I have enrolled in the Nuxalk Nation's carpentry program and I am awaiting entry into my third-year apprenticeship.

The CCRD has a very limited budget due to its small tax base. However, I believe that the solution to many of these obstacles lies in unity with other levels of government and organizations. Together we can be the change our communities need to move forward and this is what I'm working to promote.

### ELECTORAL AREA REPRESENTATIVE (1 POSITION AVAILABLE)

#### Sunshine Coast Regional District Director for Area F Ian Winn



Ian was elected as Director for Area F, West Howe Sound in 2014, and this is his first term in office. He is currently the SCRCD Board Vice-Chair and has served as Chair of the Planning and Community Development committee and Chair of the Corporate and Administrative Services committee. Ian is Board representative to the Solid Waste Plan Monitoring Committee, and Area F appointee to the Gibsons and District Fire Commission. Ian was elected as AVICC's EA Representative in 2017. He also serves as the SCRCD appointee to the AVICC Special Committee on Solid Waste Management. The ecological recovery of Howe Sound is extremely important to Ian, and he serves on a number of task forces and ad hoc committees to represent his constituents on matters related to environmental protection and economic growth.

Ian and his wife Mary, knew, when they visited 25 years ago that they wanted to make the Sunshine Coast their home. They purchased a cottage and enjoyed their weekends and summer vacations in Tuwanek. In 2005 they became full time residents, building and operating a B&B in Tuwanek. In 2010 they moved to Williamson's Landing where they continue to operate a successful B&B.

A BCIT graduate in the industrial electronics program, Ian's career grew to include many managerial and leadership roles in resource based manufacturing, supply chain management, and industrial engineering. Ian travelled throughout the world as a manufacturing project manager, while never losing sight of the importance of his wife, and 2 children, He has been active with youth organizations, volunteering with Scouting, Air Cadets, and Scientist and Innovators in the classroom. Since retiring from the corporate world, Ian has been working as an elected official, a kayak guide, assisting in the operation of their B&B, completing many home renovation projects and best of all embracing fun times with his 4 grandchildren.

Ian supports sustainable economic development and regional growth throughout the Sunshine Coast, recognizing the need for our industries to operate in harmony with our residents. He strongly believes that continued economic growth, should never have a detrimental impact on the environment.

Financial Statements of

**ASSOCIATION OF VANCOUVER ISLAND  
AND COASTAL COMMUNITIES**

Year ended December 31, 2017



KPMG LLP  
St. Andrew's Square II  
800-730 View Street  
Victoria BC V8W 3Y7  
Canada  
Tel (250) 480-3500  
Fax (250) 480-3539

## **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, 2017, 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 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, 2017, 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.

**Report on Other Legal and Regulatory Requirements**

As required by the Societies Act (British Columbia), we report that, in our opinion, the accounting policies applied by 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*

---

Chartered Professional Accountants

Victoria, Canada

March 9, 2018

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Statement of Financial Position

December 31, 2017, with comparative information for 2016

	2017	2016
<b>Assets</b>		
Current assets:		
Cash and cash equivalents (note 2)	\$ 249,779	\$ 219,346
Prepaid expenses	7,700	5,000
Accounts receivable	1,170	1,091
	<u>\$ 258,649</u>	<u>\$ 225,437</u>

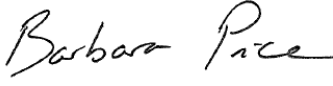
## Liabilities and Net Assets

Current liabilities:		
Accounts payable and accrued liabilities	\$ 25,773	\$ 7,036
Deferred contributions (note 3)	57,390	52,875
	<u>83,163</u>	<u>59,911</u>
Net assets:		
Unrestricted	175,486	165,526
Contractual commitments (note 4)		
	<u>\$ 258,649</u>	<u>\$ 225,437</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, 2017, with comparative information for 2016

	2017	2016
<b>Revenue:</b>		
Annual meeting - sponsorships	\$ 52,400	\$ 58,950
Annual meeting - registration	71,443	61,853
Association dues	83,940	79,144
Interest	2,444	1,929
Other	8,173	684
	<u>218,400</u>	<u>202,560</u>
<b>Expenses:</b>		
Annual meeting	95,804	87,705
Communication and staff travel	1,633	1,258
Executive meetings	9,575	8,710
Other meetings	9,347	5,425
Postage, office and miscellaneous	6,405	677
Professional fees	5,350	5,250
Union of BC Municipalities contract fees	78,154	72,180
Consulting fees	2,172	9,158
	<u>208,440</u>	<u>190,363</u>
Excess of revenue over expenses	9,960	12,197
Net assets, beginning of year	165,526	153,329
<b>Net assets, end of year</b>	<b>\$ 175,486</b>	<b>\$ 165,526</b>

See accompanying notes to financial statements.



# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

## Statement of Cash Flows

Year ended December 31, 2017, with comparative information for 2016

	2017	2016
Cash provided by (used in):		
Operations:		
Excess of revenue over expenses	\$ 9,960	\$ 12,197
Changes in non-cash operating working capital:		
Increase in prepaid expenses	(2,700)	(5,000)
Decrease (increase) in accounts receivable	(79)	260
Increase (decrease) in accounts payable and accrued liabilities	18,737	(9,416)
Increase in deferred contributions	4,515	8,210
Increase in cash and cash equivalents	30,433	6,251
Cash and cash equivalents, beginning of year	219,346	213,095
<b>Cash and cash equivalents, end of year</b>	<b>\$ 249,779</b>	<b>\$ 219,346</b>

See accompanying notes to financial statements.

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Notes to Financial Statements

Year ended December 31, 2017

---

## **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, North and Central Coasts. On November 28, 2016, the new Societies Act (British Columbia) became effective. The Society has until November 28, 2018 to continue under the new act.

## **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, 2017

## 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 and 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.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment.

### (f) Capital assets:

In accordance with the ASNPO Handbook section 4431, *Tangible Capital Assets held by Not-for-profit Organizations*, the Association has met the criteria to be considered a small organization and as such has not capitalized any expenditures. Capital assets owned by the Association but which have not been capitalized under this accounting policy include computer hardware.

### (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:

	2017	2016
Cash	\$ 49,198	\$ 20,557
MFA Money Market Funds	200,581	198,789
	<b>\$ 249,779</b>	<b>\$ 219,346</b>

# ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

Notes to Financial Statements (continued)

Year ended December 31, 2017

---

### 3. Deferred contributions:

Deferred contributions include \$44,665 (2016 - \$44,665) of provincial grants restricted for the facilitation of the activities of the Treaty Advisory Committee.

Also included in deferred contributions is \$12,725 (2016 - \$8,210) in contributions restricted for the activities of the Special Committee on Solid Waste Management. During 2017, \$11,790 was collected and restricted for the work of the Special Committee on Solid Waste Management and \$7,275 was recognized as revenue for costs incurred by the Committee. This revenue has been included in the "Other" revenue line.

### 4. Contractual commitments:

The Association has a contract with the Union of British Columbia Municipalities for administrative, office and various support services and has committed to pay \$72,180 in 2018 in respect of this contract by way of quarterly payments. The contract term ends on December 31, 2020. The amounts are subject to adjustment each January.



# REPORT TO THE MEMBERSHIP AT 2018 AVICC AGM & CONVENTION

## 2018 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 Citizens' Services, as received by UBCM.

Member	Pop 2017	Pop 2018	2017/2018 % change	Dues 2017	Dues 2018	2017/2018 \$ change	2017/2018 % change
1. Alberni-Clayoquot	8,429	8,758	3.90%	\$1,004.92	\$1,061.51	\$56.59	5.63%
2. Alert Bay	436	432	-0.92%	\$229.00	\$234.00	\$5.00	2.18%
3. Campbell River	33,696	33,698	0.01%	\$3,370.12	\$3,400.37	\$30.25	0.90%
4. Capital	22,207	22,606	1.80%	\$2,382.10	\$2,418.73	\$36.63	1.54%
5. Central Coast	1,238	1,299	4.93%	\$229.00	\$234.00	\$5.00	2.18%
6. Central Saanich	15,895	16,213	2.00%	\$1,802.66	\$1,831.85	\$29.19	1.62%
7. Colwood	17,583	17,952	2.10%	\$1,957.62	\$1,991.49	\$33.87	1.73%
8. Comox	14,400	14,425	0.17%	\$1,655.16	\$1,657.88	\$2.72	0.16%
9. Comox Valley	20,578	21,635	5.14%	\$2,232.56	\$2,329.59	\$97.03	4.35%
10. Courtenay	26,056	26,185	0.50%	\$2,735.44	\$2,747.28	\$11.84	0.43%
11. Cowichan Valley	33,262	33,762	1.50%	\$3,305.48	\$3,405.61	\$100.13	3.03%
12. Cumberland	3,562	3,699	3.85%	\$449.88	\$467.18	\$17.30	3.85%
13. Duncan	4,768	5,040	5.70%	\$602.20	\$635.86	\$33.66	5.59%
14. Esquimalt	16,830	16,899	0.41%	\$1,888.49	\$1,894.83	\$6.34	0.34%
15. Gibsons	4,550	4,614	1.41%	\$574.67	\$594.28	\$19.61	3.41%
16. Gold River	1,254	1,250	-0.32%	\$229.00	\$234.00	\$5.00	2.18%
17. Highlands	2,394	2,561	6.98%	\$302.36	\$323.45	\$21.09	6.98%
18. Islands Trust	1,238	1,299	4.93%	\$229.00	\$234.00	\$5.00	2.18%
19. Ladysmith	8,342	8,949	7.28%	\$995.44	\$1,061.55	\$66.11	6.64%
20. Lake Cowichan	3,169	3,016	-4.83%	\$400.24	\$380.92	-\$19.32	-4.83%
21. Langford	39,936	38,317	-4.05%	\$3,681.68	\$3,778.66	\$96.98	2.63%
22. Lantzville	3,408	3,379	-0.85%	\$430.43	\$426.77	-\$3.66	-0.85%
23. Metchosin	4,792	4,764	-0.58%	\$605.23	\$601.69	-\$3.54	-0.58%
24. Mount Waddington	2,034	2,147	5.56%	\$256.89	\$271.17	\$14.28	5.56%
25. Nanaimo	38,321	39,972	4.31%	\$3,753.71	\$3,914.21	\$160.50	4.28%
26. Nanaimo City	93,351	94,743	1.49%	\$7,957.58	\$8,399.95	\$442.37	5.56%
27. North Coast	977	949	-2.87%	\$229.00	\$234.00	\$5.00	2.18%
28. North Cowichan	30,229	30,616	1.28%	\$3,097.50	\$3,147.95	\$50.45	1.63%
29. North Saanich	11,143	11,093	-0.45%	\$1,300.47	\$1,295.03	-\$5.44	-0.42%
30. Oak Bay	17,368	18,717	7.77%	\$1,937.88	\$2,061.72	\$123.84	6.39%
31. Parksville	12,883	13,001	0.92%	\$1,489.96	\$1,502.81	\$12.85	0.86%
32. Port Alberni	16,236	15,788	-2.76%	\$1,833.96	\$1,792.84	-\$41.12	-2.24%
33. Port Alice	785	776	-1.15%	\$229.00	\$234.00	\$5.00	2.18%



# REPORT TO THE MEMBERSHIP AT 2018 AVICC AGM & CONVENTION

## 2018 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 Citizens' Services, as received by UBCM.

Member	Pop 2017	Pop 2018	2017/2018 % change	Dues 2017	Dues 2018	2017/2018 \$ change	2017/2018 % change
34. Port Hardy	3,731	3,735	0.11%	\$471.23	\$471.73	\$0.50	0.11%
35. Port McNeill	2,500	2,547	1.88%	\$315.75	\$321.69	\$5.94	1.88%
36. Powell River City	13,729	13,476	-1.84%	\$1,582.09	\$1,585.68	\$3.59	0.23%
37. Powell River RD	5,848	5,810	-0.65%	\$723.85	\$719.71	-\$4.14	-0.57%
38. Qualicum Beach	8,687	8,812	1.44%	\$1,033.01	\$1,046.63	\$13.62	1.32%
39. Queen Charlotte	943	939	-0.42%	\$229.00	\$234.00	\$5.00	2.18%
40. Saanich	110,889	115,864	4.49%	\$9,585.98	\$10,129.76	\$543.78	5.67%
41. Sayward	311	314	0.96%	\$229.00	\$234.00	\$5.00	2.18%
42. Sechelt	9,490	9,592	1.07%	\$1,120.46	\$1,131.57	\$11.11	0.99%
43. Sechelt Indian Govt.	852	855	0.35%	\$229.00	\$234.00	\$5.00	2.18%
44. Sidney	11,129	11,349	1.98%	\$1,298.95	\$1,322.91	\$23.96	1.84%
45. Sooke	11,868	13,957	17.60%	\$1,379.43	\$1,606.92	\$227.49	16.49%
46. Strathcona	8,931	9,337	4.55%	\$1,059.59	\$1,103.80	\$44.21	4.17%
47. Sunshine Coast	14,372	14,350	-0.15%	\$1,652.11	\$1,649.72	-\$2.39	-0.14%
48. Tahsis	295	295	0.00%	\$229.00	\$234.00	\$5.00	2.18%
49. Tofino	2,190	2,200	0.46%	\$276.60	\$277.86	\$1.26	0.46%
50. Ucluelet	1,634	1,724	5.51%	\$229.00	\$234.00	\$5.00	2.18%
51. Victoria	85,192	86,130	1.10%	\$7,497.38	\$7,694.55	\$197.17	2.63%
52. View Royal	10,137	10,380	2.40%	\$1,190.92	\$1,217.38	\$26.46	2.22%
53. Zeballos	99	99	0.00%	\$229.00	\$234.00	\$5.00	2.18%
	814,177	830,319		\$83,939.98	\$86,483.09	\$2,543.11	

Report Date (18-03-23)

# 2018 AVICC BUDGET

2018 BUDGET

2017 ACTUALS

## GENERAL BUDGET

### Revenues

Dues <sup>1</sup>	86,483	83,940
Interest <sup>2</sup>	1,924	2,444
Other	<u>0</u>	<u>8,173</u>
<i>Sub-Total General Revenues</i>	88,407	94,557

### Expenditures

UBCM Contract <sup>4</sup>	79,366	78,154
Executive Meetings <sup>5</sup>	10,500	9,575
Other Meetings <sup>6</sup>	2,000	2,072
Communication and Staff Travel <sup>7,8</sup>	1,700	1,633
Postage, office and miscellaneous <sup>9</sup>	1,000	6,405
Audit <sup>10</sup>	5,400	5,350
Advocacy <sup>11</sup>	1,600	7,275
Other <sup>12</sup>	2,000	2,172
<i>Sub-Total General Expenditures</i>	<u>103,566</u>	<u>112,636</u>

**Revenues Less Expenses - General** **(15,159)** **(18,079)**

## AGM & CONVENTION BUDGET

AGM & Convention Revenue <sup>3</sup>	137,062	123,843
AGM & Convention Expenses <sup>13</sup>	<u>121,904</u>	<u>95,804</u>
<b>Revenues Less Expenses - Convention</b>	<b>15,159</b>	<b>28,039</b>

**TOTAL PROFIT/LOSS** **0** **9,960**

### REVENUES

1. **Dues** - The dues are based on the prior year's population figures on a sliding scale  
Source for population figures is BC Stats, a division of the Ministry of Citizens' Services as received from UBCM
2. **Interest** - Funds are invested with the Municipal Finance Authority
3. **AGM & Convention** - Includes both sponsorship and registration income

### EXPENDITURES

4. **UBCM Service Contract** - covers the cost of the service agreement with UBCM
5. **Executive Meetings** - covers expenses for the in-person and teleconference meetings
6. **Other Meetings** - includes costs for other meetings including Solid Waste Special Committee
7. **Staff Travel** - covers staff travel, convention travel is included under convention expenses
8. **Communications** - covers the costs of maintaining the AVICC Website
9. **Postage, Office, Miscellaneous** - covers the costs of office supplies and postage
10. **Audit** - annual expense
11. **Advocacy** - added in 2017, Solid Waste Special Committee video clip and consultant costs included
12. **Other** - covers miscellaneous expenses not budgetted in other lines. Includes Bylaws Review in 2017
13. **AGM & Convention** - covers all the costs of the AGM & Convention except AVICC staff

**SCHEDULE A: Proposed Bylaws of**  
**The Association of Vancouver Island Coastal Communities**  
**(the "Society")**

**Part 1 – DEFINITIONS AND INTERPRETATION**

**Definitions**

**1.1** In these Bylaws:

**"Act"** means the *Societies Act* of British Columbia as amended from time to time;

**"AGM"** means the Annual General Meeting of the Society;

**"Bylaws"** means these Bylaws as amended from time to time;

**"Member's Administrator"** means the Chief Administrative Officer of the Member, or their appointed subordinate, who has authority to act on that Member's behalf, including with respect to receiving notice and communications by the Society, but who carries no voting rights;

**"Director" or "Directors"** means the person(s) elected or appointed to the Executive in accordance with these Bylaws;

**"Electoral Areas"** has the meaning set out in the *Local Government Act*, RSBC 2015 c 1, as amended from time to time;

**"Executive"** means the board of directors of the Society, comprised of the President, First Vice-President, Second Vice-President, Electoral Representative, the immediate Past President and the Directors at Large elected by the Members at the AGM;

**"Executive Policies"** means the policies pertaining to the Society as approved by a majority of the Executive from time to time, which shall be made available to the Members;

**"Member"** means a Member admitted under section 3.2 of these Bylaws who has not ceased to be a Member;

**"Member's Representative"** means persons who are officials of Members by virtue of having been elected in accordance with the laws of British Columbia or Canada, for as long as they hold office;

**"Officer" or "Officers"** means the President, First Vice-President, Second Vice-President, Past President, Secretary and Treasurer;

**"Table Officers"** means the President, First Vice-President, Second Vice-President, and the Past President.



### **Definitions in Act apply**

**1.2** The definitions in the Act apply to these Bylaws.

### **Conflict with Act or regulations**

**1.3** If there is a conflict between these Bylaws and the Act or the regulations under the Act, the Act or the regulations, as the case may be, prevail.

### **Interpretation**

**1.4** In these Bylaws, unless the context otherwise requires, words imparting the singular number or the masculine gender shall include the plural number or the feminine gender, as the case may be, and vice versa. The division of these Bylaw into articles and sections and the insertion of headings are for convenience of reference only and shall not affect the construction or interpretation hereof. Unless otherwise provided, each reference to an article or a section is to the corresponding article or section hereof. Whenever the words "include", "includes" or "including" are used in this Bylaw, unless the context otherwise requires, such words shall be deemed in each instance to be followed by the words "without limitation."

## **Part 2 – GENERAL**

### **Registered Office**

**2.1** The registered office of the Society shall be in the Province of British Columbia.

### **Financial Year**

**2.2** Unless otherwise approved by the Executive, the financial year of the Society shall end on the 31st day of December in each year.

### **Maintenance of Records**

**2.3** The Executive shall see that all necessary books and records of the Society required by these Bylaws or by any applicable statute or law are regularly and properly kept.

## **Part 3 – MEMBERS**

### **Eligibility for Membership**

**3.1** The following entities shall be eligible for membership in the Society:

- (a) 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, North Coast, Powell River, Strathcona and Sunshine Coast;

- (b) the Islands Trust; and
- (c) other local governments located within or partly within the regional districts listed in section 3.1(a) or located within the Islands Trust .

#### **Application for membership**

- 3.2** An entity set out in section 3 may apply to the Executive for membership in the Society, and the person becomes a Member on the Executive's acceptance of the application. In considering an application for membership, the Executive will have regard to the criteria for membership set out in the Executive Policies.

#### **Life Members**

- 3.3** The Executive may grant Life Memberships to persons who meet the criteria set out in the Executive Policies. Life Members shall have the rights set out in the Executive Policies, but shall not be entitled to vote unless also serving as a Member's Representative.
- 3.4** All Past-Presidents of the Society shall be admitted as Life Members.

#### **Duties of members**

- 3.5** Every Member must uphold the constitution of the Society and must comply with these Bylaws.

#### **Appointment of Member's Administrator**

- 3.6** Each Member must confirm the contact information and provide an email address for the Member's Administrator on being accepted as a Member of the Society.

#### **Amount of membership dues**

- 3.7** The amount of the annual membership dues and payment dates will be set out in the Executive Policies.

#### **Member not in good standing**

- 3.8** A Member is not in good standing if the Member fails to pay the Member's annual membership dues, if any, and the Member is not in good standing for so long as those dues remain unpaid.

#### **Member not in good standing may not vote**

- 3.9** Where a Member is not in good standing:
- (a) its Member's Representatives may not vote at a general meeting, and
  - (b) it is deemed not to be a voting Member for the purpose of its Member's Representatives consenting to a resolution of the voting Members.

### **Termination of membership**

**3.10** A Member shall cease to be a Member:

- (a) if the Member is not in good standing for 6 consecutive months;
- (b) by delivering the Member's resignation in writing to the Secretary of the Society or by mailing it or delivering it to address of the Society, such resignation to be effective upon delivery or at the time specified in the written resignation, whichever is earlier;
- (c) on being expelled in accordance with these bylaws; or
- (d) on the Member's dissolution.

### **Expulsion of Member**

**3.11** A Member may be expelled by a special resolution of the Members passed at a general meeting provided that:

- (a) a notice of special resolution for expulsion, along with a brief statement of the reason(s) for the proposed expulsion is provided 14 days in advance of the general meeting; and
- (b) the Member who is the subject of the proposed resolution for expulsion shall be given an opportunity to be heard at a general meeting before the special resolution is put to a vote.

### **Transferability**

**3.12** Membership is not transferable.

## **Part 4 – GENERAL MEETINGS OF MEMBERS**

### **Time and place of general meeting**

**4.1** A general meeting must be called at least once in each calendar year. General meetings shall be held in British Columbia at the time and place determined by the Executive.

### **Calling of Meetings**

**4.2** The Executive shall have power to call, at any time, a general meeting. In addition, the Executive shall call a general meeting on written requisition of Member's Representatives holding at least ten percent of the votes that may be cast at a general meeting of the Members.

### **Notice of Meeting**

- 4.3** Written notice of the date, time and location of a general meeting shall be sent to every Member whose name is entered in the register of Members at the close of business on the record date for notice at least 14 days, and not more than 60 days, before the meeting.
- 4.4** Notice of general meetings shall be given by e-mail, mail, courier or personal delivery to each Member entitled to attend such meeting, or to a Member's Administrator, as applicable.
- 4.5** Notice of a general meeting must state the nature of the business to be transacted at the meeting and shall include the text of any special resolution proposed, together with sufficient detail of any special business to permit a Member receiving the notice to form a reasoned judgment concerning that business.

### **Accidental Omission**

- 4.6** 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.

### **Ordinary business at general meeting**

- 4.7** At a general meeting, special business is all business conducted at a general meeting, except the following:
- (a) adoption of rules of order;
  - (b) consideration of any financial statements of the Society presented to the meeting;
  - (c) consideration of the reports, if any, of the Executive or auditor;
  - (d) election or appointment of directors;
  - (e) appointment of an auditor, if any;
  - (f) business arising out of a report of the Executive not requiring the passing of a special resolution.

### **Chair of general meeting**

- 4.8** The following individual is entitled to preside as the chair of a general meeting:
- (a) the President;
  - (b) the First Vice-President, if the President is unable to preside as the chair;
  - (c) the Second Vice-President, if the President and First Vice-President are unable to preside as the chair; or

- (d) In the absence of the President, First Vice-President and Second Vice-President, one of the other Directors present.

#### **Alternate chair of general meeting**

- 4.9** If there is no individual entitled under these Bylaws who is able to preside as the chair of a general meeting within 15 minutes from the time set for holding the meeting, the Member Representatives who are present must elect an individual present at the meeting to preside as the chair.

#### **Persons entitled to be present**

- 4.10** The only persons entitled to attend a general meeting shall be the Members, the Life Members, the Members' Representatives, the Directors and the auditor, if any. Any other persons may be admitted only on the invitation of the Executive. For greater certainty, only Member's Representatives will have the right to speak and vote at such meetings although others present at such meetings in accordance with these bylaws shall be allowed to speak with the consent of the meeting.

#### **Quorum required**

- 4.11** Business, other than the election of the chair of the meeting and the adjournment or termination of the meeting, must not be transacted at a general meeting unless a quorum of voting Members is present.

#### **Quorum for general meetings**

- 4.12** The quorum for the transaction of business at a general meeting is 20 voting members, which shall be determined by at least 20 Member's Representatives, representing different Members, being present. No business shall be transacted at a general meeting unless a quorum of Members is present.

#### **Lack of quorum at commencement of meeting**

- 4.13** If, within 30 minutes from the time set for holding a general meeting, a quorum of voting Members is not present, the meeting stands adjourned to the same day in the next week, at the same time and place, and if, at the continuation of the adjourned meeting, a quorum is not present within 30 minutes from the time set for holding the continuation of the adjourned meeting, the Member's Representatives who are present constitute a quorum for that meeting.

#### **If quorum ceases to be present**

- 4.14** If, at any time during a general meeting, there ceases to be a quorum of voting Members present, business then in progress must be suspended until there is a quorum present or until the meeting is adjourned or terminated.

### **Adjournments by chair**

- 4.15** The chair of a general meeting may, or, if so directed by the Member's Representatives at the meeting, must, adjourn the meeting from time to time and from place to place, but no business may be transacted at the continuation of the adjourned meeting other than business left unfinished at the adjourned meeting.

### **Notice of continuation of adjourned general meeting**

- 4.16** It is not necessary to give notice of a continuation of an adjourned general meeting or of the business to be transacted at a continuation of an adjourned general meeting except that, when a general meeting is adjourned for 30 days or more, notice of the continuation of the adjourned meeting must be given.

### **Voting**

- 4.17** The Member Representatives of each Member having the right to vote on a matter shall each be entitled to one vote on such matter. No Member Representative shall have more than one vote, regardless of whether they represent more than one Member.

### **Methods of voting**

- 4.18** Every question at a general meeting shall be decided on by a show of hands, except for the election of directors which shall occur by ballot.
- 4.19** Notwithstanding the voting procedures set out above, voting may occur at a general meeting by electronic means approved by the Executive. The Executive may establish rules for voting by electronic means, provided such rules allow Member Representatives reasonable access to voting and ensure confidentiality, security and integrity of the voting process.

### **Announcement of result**

- 4.20** Whenever a vote has occurred, a declaration by the chair that the vote has been carried, carried by a particular majority, or not carried, and an entry to that effect in the minutes of the meeting, shall be prima facie evidence of the fact without proof of the number or proportion of votes recorded in favour of or against any resolution or other proceeding in respect of the said question, and the results of the vote so taken shall be the decision of Members upon the said question.

### **Attendance by electronic means**

- 4.21** No general meetings shall be held by teleconference, videoconference or other electronic means.

### **Proxy voting not permitted**

- 4.22** Voting by proxy is not permitted.

### **Casting Vote**

**4.23** In the case of an equality of votes, the chair shall not have a casting or second vote.

### **Matters decided at general meeting by ordinary resolution**

**4.24** A matter to be decided at a general meeting must be decided by ordinary resolution unless the matter is required by the Act or these Bylaws to be decided by special resolution or by another resolution having a higher voting threshold than the threshold for an ordinary resolution.

### **Member's Resolutions at AGM**

**4.25** Voting Members , either via its Members' Administrator or its Member Representatives, may submit resolutions to be considered at the AGM in accordance with the policies and procedures set out in the Executive Policies, which may include, but are not limited to submission deadlines, late submission deadlines, mechanisms for block voting and delivery requirements.

### **Executive Resolutions**

**4.26** Notwithstanding anything in these Bylaws to the contrary, the Executive may submit any matter not requiring a special resolution to the Members at a general meeting at any time.

## **Part 5 – DIRECTORS**

### **Number of Directors on the Executive**

**5.1** The number of Directors must be 8 or a greater number determined from time to time by the Members.

### **Composition of the Executive**

**5.2** The Executive shall consist of the following positions:

- (a) President;
- (b) immediate Past-President;
- (c) first Vice-President;
- (d) second Vice-President;
- (e) Electoral Area Representative; and
- (f) Directors at large.

### **Authority and Responsibility**

- 5.3 Subject to the provisions of the Act and these Bylaws, the Executive shall manage or supervise the management of the Society.

### **Election of directors**

- 5.4 At each AGM, the voting Members entitled to vote for the election of directors must elect the Executive. Each Director will be elected to a specific position on the Executive, excepting the outgoing president who will be appointed to hold his or her position of the Executive.

### **Election of Electoral Area Representative**

- 5.5 Only Member's Representatives of the Society representing Electoral Areas are entitled to vote for the position of Electoral Area Representative.

### **Acclamation**

- 5.6 An election may be by acclamation, otherwise it must be conducted by ballot.

### **Nominations**

- 5.7 The Executive may establish nomination procedures for the election of directors, which procedures shall be set out in the Executive Policies.

### **Qualifications of Directors**

- 5.8 In addition to the qualifications of Directors set out in the Act, all directors must be a Member's Representative.

### **Executive may fill casual vacancy on Executive**

- 5.9 The Executive may, at any time, appoint a Member's Representative as a director to fill a vacancy that arises on the Executive as a result of the resignation, death or incapacity of a director during the director's term of office.

### **Term of appointment of director filling casual vacancy**

- 5.10 A director appointed by the Executive to fill a vacancy ceases to be a director at the end of the next AGM.

### **Termination of Directorship**

- 5.11 A person shall immediately cease to be a Director of the Society:
- (a) upon delivering his or her resignation in writing to the secretary of the Society or upon delivering it to the address of the Society;



- (b) ceasing to be a Member's Representative by reason of ceasing to be an elected official of that Member;
- (c) on being elected to a provincial or federal office;
- (d) on ceasing to be qualified as a Director under the Act or these Bylaws;
- (e) upon his or her death; or
- (f) by special resolution of the Members removing a director.

#### **Director seeking provincial or federal office**

**5.12** A director may remain on the Executive while seeking a nomination for provincial or federal office. If the director is successful in securing the nomination, he/she will take a leave of absence from the Executive until the election is over. If successful in the election, the director will resign from the Executive; if not successful the director may return to the Executive.

### **Part 6 – DIRECTORS' MEETINGS**

#### **Calling Executive meeting**

**6.1** The Secretary, on the request of any two Directors, shall call a meeting of the Executive.

#### **Number of meetings**

**6.2** There shall be a minimum of one meeting of the Executive per year or such greater number of meetings as is determined, from time to time, by the Executive.

#### **Notice of Executive meeting**

**6.3** Notice of an Executive meeting may be given by mail, telephone, fax, email or other means of recorded electronic communication to each director not less than seven days prior to the Executive meeting, unless all directors agree otherwise.

#### **Content of Notice**

**6.4** A notice of the meeting of the Executive need not specify the purpose of or the business to be transacted at the meeting, except that a notice of a meeting of directors shall provide notice of any of the following matters to be dealt with at the meeting:

- (a) submit to the Members any question or matter requiring the approval of Members;
- (b) fill a vacancy among the directors or to appoint additional directors between AGMs;  
or
- (c) approve the Annual Financial Statements.

### **Waiver of Notice**

- 6.5** The attendance of a director at a meeting of the Executive is a waiver of notice of the meeting, except if the director attends a meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting is not lawfully called.

### **Regular meetings**

- 6.6** The Executive may, by resolution of the Executive, establish the date, time and place of regular meetings of the Executive. A copy of such resolution or a list of such dates, time, and places shall be sent to each director immediately following the passage of such resolution and no further notice of these scheduled meetings will be required to be sent notwithstanding section 6.4.

### **Conduct of Executive meetings**

- 6.7** The Executive may regulate their meetings and proceedings as they think fit, provided that in the event of a conflict these bylaws shall prevail.

### **Attending by Teleconference, Videoconference and other electronic means**

- 6.8** Any director may attend a meeting of the Executive by teleconference, videoconference and other electronic means as permit all persons participating in the meeting to communicate adequately with each other during the meeting, and a director participating in the meeting by those means is deemed to be present at the meeting. Any such consent shall be effective whether given before or after the meeting to which it relates and may be given with respect to all meetings of the Executive while a director holds office.

### **Voting while participating electronically**

- 6.9** A director participating in the meeting by any of the means set out in section 6.8 may vote, and that vote may be held by teleconference, videoconference or any other electronic means that the Society has made available for that purpose.

### **Seconding motions**

- 6.10** A resolution proposed at a meeting of the Executive must be seconded prior to being voted on.

### **Proceedings valid despite omission to give notice**

- 6.11** The accidental omission to give notice of an Executive meeting to a director, or the non-receipt of a notice by a director, does not invalidate proceedings at the meeting.

### **Quorum of directors**

- 6.12** The quorum for the transaction of business at an Executive meeting is 5 directors.

## **Voting**

**6.13** Subject to these Bylaws, any question arising at any meeting of the Executive shall be decided by a majority of votes. Each director (including for greater certainty, the chair) is entitled to exercise one vote. All votes at any such meeting shall be taken by show of hands in the usual manner of assent or dissent. Whenever a vote by show of hands shall be taken upon a question, a declaration by the chair that a resolution has been carried and an entry to that effect in the minutes shall be admissible in evidence as prima facie proof of the fact without proof of the number or proportion of the votes recorded in favour of or against such resolution, and the result of the vote so taken shall be the decision of the Executive upon the said question.

## **Chair of Executive meetings**

**6.14** The following individual is entitled to preside as the chair of an Executive meeting:

- (a) the President;
- (b) the First Vice-President, if the President is unable to preside as the chair; or
- (c) the Second Vice-President, if the President and the First Vice-President is unable to preside as the chair.

**6.15** If none of the President, First Vice-President or Second Vice-President is present within 15 minutes of the time fixed for the holding of the meeting, the directors present and entitled to vote shall choose one of the directors to chair the meeting.

## **Casting Vote**

**6.16** In the case of an equality of votes at any Executive meeting, the chair shall not have a second or casting vote and the question shall be deemed to be decided in the negative.

## **Persons entitled to be present**

**6.17** The only persons entitled to attend meetings of the Executive shall be the directors and the Secretary. Any other person may be admitted only on the invitation of the chair of the meeting or with the consent of the meeting. Only the directors and the Secretary will have the right to speak at such meetings although others duly present at such meetings shall be allowed to speak with the consent of the meeting.

## **Resolution in Writing**

**6.18** A resolution consented to in writing by all the directors shall be as valid and effectual as if it had been passed at a meeting of the Executive duly convened and held. Such resolution may be in one or more counterparts, each signed by one or more directors, which together shall be deemed to constitute one instrument.

## **Part 7 – EXECUTIVE POSITIONS**

### **Role of President**

- 7.1** The President is the chair of the Executive and is responsible for supervising the other directors in the execution of their duties. The President shall also perform such other duties as determined by the Executive from time to time.

### **Role of First Vice-President**

- 7.2** The First Vice-President is the vice-chair of the Executive and is responsible for carrying out the duties of the president if the President is unable to act. The First Vice-President shall also perform such other duties as determined by the Executive from time to time.

### **Role of Second Vice-President**

- 7.3** The Second Vice-President is responsible for carrying out the duties of the First Vice-President if the First Vice-President is unable to act. The Second Vice-President shall also perform such other duties as determined by the Executive from time to time.

### **Role of secretary**

- 7.4** The secretary is responsible for doing, or making the necessary arrangements for, the following:
- (a) issuing notices of general meetings and Executive meetings;
  - (b) taking minutes of general meetings and Executive meetings;
  - (c) keeping the records of the Society in accordance with the Act;
  - (d) conducting the correspondence of the Executive;
  - (e) filing the annual report of the Society and making any other filings with the registrar under the Act.

The secretary shall also perform such other duties as determined by the Executive from time to time.

### **Absence of secretary from meeting**

- 7.5** In the absence of the secretary from a meeting, the Executive must appoint another individual to act as secretary at the meeting.

### **Role of treasurer**

**7.6** The treasurer is responsible for doing, or making the necessary arrangements for, the following:

- (a) receiving and banking monies collected from the Members or other sources;
- (b) keeping accounting records in respect of the Society's financial transactions;
- (c) preparing the Society's financial statements;
- (d) making the Society's filings respecting taxes.

The treasurer shall also perform such other duties as determined by the Executive from time to time.

### **Secretary/Treasurer may be an employee**

**7.7** The Society may hire an employee or contractor to act as Secretary and/or Treasurer and such employee may be hired on terms and conditions as the Executive deems fit.

## **Part 8 – REMUNERATION OF DIRECTORS**

### **Remuneration of directors**

**8.1** The directors shall receive no remuneration for acting as directors or officers, but shall be entitled to receive a reasonable per diem in accordance with the Executive Policies and to be paid their reasonable expenses properly incurred in the performance of their duties, including their travel and other expenses properly incurred by them, for their attending meetings of the Executive or of any committee of the Society which they serve on, or any other meeting which has been approved in advance by the Executive as being properly incurred by them in connection with carrying out the activities of the Society. No director shall receive compensation for attendance at the AGM.

## **Part 9 - COMMITTEES**

### **Constitute Committees**

**9.1** The Executive may delegate any, but not all, of their powers to committees consisting of such persons as they think fit, provided each committee shall have at least one Director serving on it.

### **Committee Rules and Procedures**

**9.2** A committee so formed shall conform to any rules that from time to time may be imposed on it by the Executive and shall report any act or thing done in exercise of the delegated powers to the next meeting of the Executive held after the act or thing has

been done. Any member of any such committee may be removed from a committee at any time at the discretion of the Executive.

**9.3** Membership in each committee shall not be restricted to persons who are directors unless directed by the Executive.

**9.4** The members of a committee may meet and adjourn as they think proper.

#### **Disbanding of Committees**

**9.5** The Executive shall have the power to disband any committee which it creates.

#### **Committee Chair**

**9.6** A committee shall elect a Chair of its meeting but if no Chair is elected or at any meeting the Chair is not present within thirty (30) minutes after the time appointed for holding the meeting, the directors present who are members of the committee shall choose one of their number to be Chair of the meeting.

### **Part 10 PROTECTION OF DIRECTORS AND OFFICERS**

#### **Limitation of Liability**

**10.1** Every director and officer in exercising his or her powers and discharging his or her duties shall act honestly and in good faith with a view to the best interests of the Society and exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances. Subject thereto, no director or officer shall be liable for the acts, receipts, neglects or defaults of any other director or officer or other individual acting in a similar capacity, or for joining in any receipt or other act for conformity, or for any loss, damage or expense to the Society arising from the insufficiency or deficiency of title to any property acquired by or on behalf of the Society, or for the insufficiency or deficiency of any security in or upon which any of the moneys of the Society are invested, or for any loss, damage or expense arising from the bankruptcy, insolvency, act or omission of any person, firm or corporation with whom or which any monies, securities or other property of the Society are lodged or deposited, or for any loss, damage or expense occasioned by any error of judgment or oversight on such director's, officer's or other individual's part, or for any other loss, damage or expense related to the performance or non-performance of the duties of his or her respective office or in relation thereto unless the same shall happen by or through his or her own wrongful and wilful act or through his or her own wrongful or wilful neglect or default.

#### **Indemnity**

**10.2** Subject to the limitations contained in the Act, but without limiting the right of the Society to indemnify any individual under the Act or otherwise to the full extent permitted by law, the Society shall, from time to time and at all times, indemnify each director or officer or former director or officer (and each such director's, officer's or other individual's respective heirs, executors, administrators, or other legal personal representatives and his or her

estate and effects), or another individual who acts or acted at the Society's request as a director or an officer or in a similar capacity of another entity), against all costs, charges and expenses, including an amount paid to settle an action or satisfy a judgment, reasonably incurred by the individual in respect of any civil, criminal, administrative, investigative or other proceeding in which the individual is involved because of that association with the Society or other entity provided that the individual to be indemnified:

- (a) acted honestly and in good faith with a view to the best interests of the Society or, as the case may be, to the best interests of the other entity for which the individual acted as director or officer or in a similar capacity at the Society's request; and
- (b) in the case of a criminal or administrative action or proceeding that is enforced by a monetary penalty, had reasonable grounds for believing that the individual's conduct was lawful.

#### **Advance of costs**

**10.3** The Society may advance money to a director, an officer or other individual for the costs, charges and expenses relating to a proceeding referred to in Section 10.2. The individual shall repay the money if the individual does not fulfil the conditions of Sections 10.2(a) and (b).

#### **Insurance**

**10.4** The Society may purchase and maintain insurance for the benefit of an individual referred to in Section 10.2 against any liability incurred by the individual in the individual's capacity as a director or an officer, or in the individual's capacity as a director or an officer, or in a similar capacity, of another entity, if the individual acts or acted in that capacity at the Society's request.

#### **Indemnities not limiting**

**10.5** The provisions of this article 10 shall be in addition to and not in substitution for or limitation of any rights, immunities and protections to which an individual is otherwise entitled.

### **Part 11 DISCLOSURE OF INTEREST**

#### **Disclosure of Interest**

**11.1** Without limiting the disclosure of interest provisions in the Act, a director or an officer shall fully and promptly disclose to the Executive, in writing or by requesting to have it entered into the minutes of meetings of the Executive or of committees, the nature and extent of any direct or indirect material interest in:

- (a) a contract or transaction, whether made or proposed, of the Society; or

- (b) a matter that is or is to be the subject of consideration by the Executive, if that interest could result in the creation of a duty or interest that materially conflicts with that director's duty or interest as a director of the Society.

#### **Time of Disclosure for Director**

- 11.2** The disclosure required by a director pursuant to section 11.1 shall be made promptly, but in any event shall be no later than:
- (a) at the meeting at which the proposed contract or transaction is first considered;
  - (b) if the director was not, at the time of the meeting referred to in Section 11.2(a), interested in the proposed contract or transaction, at the first meeting after the director becomes so interested;
  - (c) if the director becomes interested after the contract or transaction is made, at the first meeting after the director becomes so interested; or
  - (d) if an individual who is interested in the contract or transaction later becomes a director, at the first meeting after the individual becomes a director.

#### **Time of Disclosure for Officer**

- 11.3** The disclosure required by an officer who is not a director pursuant to section 11 .1 shall be made promptly, but in any event shall be no later than:
- (a) immediately after the officer becomes aware that the contract, transaction, proposed contract or proposed transaction is to be considered or has been considered at a meeting;
  - (b) if the officer becomes interested after the contract or transaction is made, immediately after the officer becomes so interested; or
  - (c) if an individual who is interested in the contract or transaction later becomes an officer, immediately after the individual becomes an officer.

#### **Voting**

- 11.4** A director or officer who is required to make a disclosure under Section 11 .1 shall:
- (a) leave the Executive meeting:
    - (i) when the contract, transaction or matter is being discussed, unless requested to remain to provide information; and
    - (ii) in the case of a director, when the remaining directors vote on the contract, transaction or matter; and
  - (b) refrain from any action intended to influence the discussion or vote.



**11.5** Section 11.4 shall not apply where the contract, transaction or matter:

- (a) is for indemnity or insurance pursuant to section 10.4; or
- (b) related to the purchase or maintenance of directors and officers liability insurance;

#### **Continuing disclosure**

**11.6** For the purposes of this Section, a general notice to the Executive declaring that a director or an officer is to be regarded as interested, for any of the following reasons, in a contract or transaction made with a party, is a sufficient declaration of interest in relation to the contract or transaction:

- (a) the director or officer is a director or an officer, or acting in a similar capacity, of a party referred to in subsection (b) or (c);
- (b) the director or officer has a material interest in the party; or
- (c) there has been a material change in the nature of the director's or the officer's interest in the party.

#### **Access to Disclosures**

**11.7** The Members may examine the portions of any minutes of meetings of Executive or any minutes of meetings of committees that contain disclosures contemplated by Section 11.1, and of any other documents that contain those disclosures, during the Society's usual business hours.

#### **Avoidance Standards**

**11.8** A contract or transaction for which disclosure is required under section 11.1 is not invalid, and a director or officer is not accountable to the Society or its Members for any profit realized from the contract or transaction, because of the director's or officer's interest in the contract or transaction or because the director was present or was counted to determine whether a quorum existed at the meeting of the Executive or that considered the contract or transaction, if:

- (a) disclosure of the interest was made in accordance with section 11.1;
- (b) the Executive approved the contract or transaction; and
- (c) the contract or transaction was reasonable and fair to the Society when it was approved.

## **Part 12 EXECUTION OF DOCUMENTS, BANKING AND BORROWING**

### **Signatories**

- 12.1** Except for documents executed in the usual and ordinary course of the Society's business, which may be signed by the Secretary or President, any contract or other record on behalf of the Society may be signed by any individual(s) appointed by the Executive to sign a specific document or specific type of document or generally on behalf of the Society. Any document so signed may, but need not, have the Society's seal applied, if there is one.

### **Facsimile Signatures**

- 12.2** The signatures of any person authorized to sign on behalf of the Society, may, if specifically authorized by resolution of the Executive, be written, printed, stamped, engraved, lithographed or otherwise mechanically reproduced. Anything so signed shall be as valid as if it had been signed manually, even if that person has ceased to hold office when anything so signed is issued or delivered, until revoked by resolution of the Executive.

### **Banking**

- 12.3** The banking business of the Society shall be transacted with such banks, trust companies or other firms or corporations carrying on a banking business in Canada, or elsewhere as may from time to time be designated by or under the authority of the Executive. Such banking business or any part thereof shall be transacted under such agreements, instructions and delegations of power as the Executive may, from time to time, prescribe or authorize.

### **Borrowing**

- 12.4** The Executive may not do any of the following unless approved by special resolution of the Members:
- (a) borrow money on the credit of the Society;
  - (b) issue, reissue, sell, pledge or hypothecate debt obligations of the Society;
  - (c) give a guarantee on behalf of the Society to secure performance of an obligation of any person; or
  - (d) mortgage, hypothecate, pledge or otherwise create a security interest in all or any property of the Society, owned or subsequently acquired, to secure any obligation of the Society.

### **Standard of Care**

- 12.5** In investing the funds of the Society, the Executive may make any investments in which a prudent investor might invest. Subject to the provisions of the Act, the Executive shall not

be liable for any loss that may result in connection with any such investments made by the Executive.

### **Executive Delegation**

- 12.6** From time to time the Executive may authorize any director, officer or committee, to make arrangements with reference to the monies borrowed or to be borrowed as aforesaid and as to the terms and conditions of the loan thereof, and as to the security to be given therefor, with power to vary or modify such arrangements, terms and conditions and to give such additional security for any monies borrowed or remaining due by the Society as the Executive may authorize, and generally to manage, transact and settle the borrowing of money by the Society.

## **Part 13 NOTICE**

### **Procedure for Sending Notices**

- 13.1** Any notice (which term includes any communication or document) to be given sent, delivered or served pursuant to the Act, these Bylaws or otherwise, to a Member or director shall be sufficiently given if sent to the principal address of the applicable person as last shown in the Society's records. A notice so delivered shall be deemed to have been received when it is delivered. A notice so mailed shall be deemed to have been received on the fifth day after mailing (excluding each day during which there exists any general interruption of postal services due to strike, lockout or other cause). A notice sent by means of electronic, transmitted or recorded communication shall be deemed to have been received when so sent. The president may change or cause to be changed the recorded address of any Member or director in accordance with the information believed by him or her to be reliable.

### **Undelivered Notices**

- 13.2** If any notice given to a Member pursuant to Section 13.1 is returned on two consecutive occasions because such Member cannot be found, the Society shall not be required to give any further notice to such Member until such Member informs the Society in writing of such member's new address.

### **Computation of Time**

- 13.3** In computing the date when notice must be given under any provision requiring a specified number of days' notice of any meeting or other event, the date of giving the notice shall be excluded and the day of the meeting or other event shall be included.

### **Certification re: Delivery**

- 13.4** The statutory declaration of the Secretary or the President or of any other person authorized to give notice of a meeting that notice has been given pursuant to these Bylaws shall be sufficient and conclusive evidence of the giving of such notice.

## **Part 14 RULES AND PROCEDURES**

- 14.1** 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.

## 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  
Queen Charlotte  
Sayward  
Tahsis  
Zeballos

#### REGIONAL DISTRICTS

Alberni-Clayoquot  
Capital  
Central Coast  
Comox Valley  
Cowichan Valley  
Mount Waddington  
Nanaimo  
North Coast  
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	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	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	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	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
2017	Joe Stanhope	Nanaimo

## 2017-18 AVICC EXECUTIVE

PRESIDENT	Director Mary Marcotte Cowichan Valley Regional District
FIRST VICE PRESIDENT	Director Edwin Grieve Comox Valley Regional District
SECOND VICE PRESIDENT	Councillor Carl Jensen District of Central Saanich
ELECTORAL AREA REPRESENTATIVE	Director Ian Winn Sunshine Coast Regional District
DIRECTOR-AT-LARGE	Director Penny Cote Alberni-Clayoquot Regional District
DIRECTOR-AT-LARGE	Director Ian Morrison Cowichan Valley Regional District
DIRECTOR-AT-LARGE	Councillor Colin Plant District of Saanich
PAST PRESIDENT	Councillor Barbara Price Town of Comox



