



**MINUTES OF A MEETING  
OF THE ASSOCIATION OF VANCOUVER ISLAND  
AND COASTAL COMMUNITIES EXECUTIVE  
HELD FRIDAY, OCTOBER 25, 2019  
AT NANAIMO REGIONAL DISTRICT**

**IN ATTENDANCE:** Councillor Carl Jensen, District of Central Saanich, President  
Director Penny Cote, Alberni-Clayoquot RD, 2<sup>nd</sup> Vice President  
Director Vanessa Craig, RD of Nanaimo, Electoral Area Representative  
Councillor Hazel Braithwaite, District of Oak Bay, Director at Large  
Councillor Colleen Evans, City of Campbell River, Director at Large  
Councillor Cindy Solda, City of Port Alberni, Director at Large  
Director Edwin Grieve, Comox Valley RD, Past President

**REGRETS:** Chair Ian Morrison, Cowichan Valley RD, 1<sup>st</sup> Vice President (at ICET meeting)

**STAFF ATTENDANCE:** Liz Cookson, Secretary-Treasurer

President Jensen called the meeting to order at 10:00 am and welcomed Committee members and staff.

**AGENDA**

On motion by Director Braithwaite, seconded by Past President Grieve,  
THAT the agenda be adopted as distributed in the meeting package was CARRIED

**MINUTES**

On motion by Director Braithwaite, seconded by Past President Grieve,  
THAT the minutes of the September 13, 2019 Executive Committee meeting be adopted with a correction  
to note that Past President Grieve was not in attendance was CARRIED

**PRESIDENT'S REPORT**

President Jensen advised of a meeting he had attended with the Honourable Scott Fraser, Minister of Indigenous Relations and Reconciliation during the UBCM Convention. The Minister's office had requested the meeting to provide an update on the legislation related to UNDRIP the Province was planning to introduce. Doug Caul, Deputy Minister; Jessica Wood, Assistant Deputy Minister; Ann Marie Sam, Senior Ministerial Assistant; and Liz Cookson also attended the meeting. President Jensen advised that the outstanding TAC funds were discussed at the meeting, and that he was following up with Doug Caul on opportunities to use the funding for AVICC initiatives. Protocol for inviting first nations to join AVICC and participation by the Ministry at the 2020 AVICC Convention were also discussed.

On motion by Director Braithwaite, seconded by EA Representative Craig,  
THAT the President's Report be received was CARRIED

## **FINANCIAL AND ADMINISTRATION**

### **Interim Financials to September 30, 2019**

Liz Cookson reviewed the interim financial statements that were distributed with the meeting package and advised that the Association remained in a good financial position. The convention profit was higher than projected due to much higher registration than when AVICC was last in Powell River, expense management and increased sponsorships. She noted the funds on the balance sheet that are being held by AVICC for the work of the AVICC Special Committee on Solid Waste. The funds reflect a second contribution of \$12,250 collected from the regional districts participating on the Special Committee. Expenses from the previous contribution for the communications initiative are currently shown within the AVICC general expenses but will be noted separately in the final yearly statements.

Liz Cookson also noted that the new AVICC website at \$7,500 was not included in the 2019 budget as it was not anticipated. With the convention profit there is room in the budget to absorb this expense. President Jensen advised that the current AVICC laptop is now 4 years old and overdue for replacement. The laptop is purchased by UBCM who also provides IT support and software licensing. The cost is recovered from AVICC. UBCM currently uses Apple computers which have a higher cost, and the laptop purchased in 2015 was approximately \$3,500.

On motion by Past President Grieve, seconded by EA Representative Solda,  
THAT the report on the interim financial statements to September 30, 2019 be received, and that up to \$4,000 be approved for a replacement laptop for AVICC staff was CARRIED

### **Sponsorship Policy and Revenue Over the Years**

Liz Cookson reviewed AVICC's sponsorship policy and asked for direction on new and returning sponsors for 2020. Director Solda gave additional background on the policy as a representative of the AVICC Executive when the policy was originally developed in 2013. She advised that there had been some complaints about sponsors at that time and the decision was made to have an annual review.

There was general discussion on the desirability of having sponsors at the convention for members to dialogue with, and the AVICC taking whatever actions we can to encourage communication.

On motion by Director Braithwaite, seconded by Director Solda,  
THAT all previous 2018 and 2019 sponsors be approved and invited to continue their sponsorships in 2020 was CARRIED

On motion by Director Evans, seconded by Director Braithwaite,  
THAT the BC Salmon Farmers Association, Boating Association of BC, Ship-Source Oil Pollution Fund, Nanaimo Airport and the Port of Nanaimo be approved as additional sponsors for 2020 was CARRIED

On motion by Director Braithwaite, seconded by Director Solda,  
THAT staff be directed to offer Trans Mountain / Kinder Morgan an opportunity for a sponsorship and trade show booth for the 2020 convention was CARRIED

Direction to staff was to outreach to other groups for their interest in being sponsors, and confirm back any additional sponsorships with the Executive for approval. Further direction was to approach community and non-profit groups for discounted or complimentary trade show booths once space availability is known, and to obtain approval of discounts or free booths with the Executive.

On motion by Director Evans, seconded by Director Braithwaite,  
THAT the 10-minute speaking opportunity for the sponsor of the Delegate Lunch be reduced from 10 minutes to 5-7 minutes, that the 5-minute opportunities be restated as 4-5 minute speaking opportunities, and that the 2-3 minute opportunities remain at 2-3 minutes was CARRIED

### **TAC and First Nations Membership in AVICC**

President Jensen recapped the update from his President's Report on the meeting with the Minister of Indigenous Relations and Reconciliation. Liz Cookson referred to the list of 93 First Nation groups in the AVICC region that were obtained from the Ministry's website. She noted that some of the relationships between the groups was unclear, and there may be overlaps.

There was general discussion on: the importance of opening the dialogue and being inclusive; the desire to promote First Nations groups awareness and knowledge of AVICC; the possibility of using the TAC funds to fund delegate registration for first time convention attendees; and the need to obtain approval from the Ministry before using the Treaty Advisory Committee funds. The Executive discussed sending a letter to both the Chief and Band Manager to inform them of who AVICC is, and advising them of the annual convention. The initial letter may not include an invitation for membership or information on membership eligibility. The contents of the letter to be determined following discussion with the Ministry on TAC funds.

On motion by Past President Grieve, seconded by Director Evans,  
THAT the report on Treaty Advisory Committee funds and First Nations Membership be received was CARRIED

On motion by EA Representative Craig, seconded by Director Evans,  
THAT staff reach out to AVICC regional districts to confirm which first nations are in each region to make sure no groups are missed, to review the relationships between the groups, and to obtain contact information for the chief and the band manager was CARRIED

On motion by Past President Grieve, seconded by Director Evans,  
THAT AVICC write a letter to the Ministry of Indigenous Relations and Reconciliation giving notice of AVICC's intention to sponsor some First Nation members to attend the AVICC convention if the Ministry approves the use of TAC funds for this purpose was CARRIED

Details for how the sponsorship would be administered will be revisited if the Ministry agrees to the use of funds.

2<sup>nd</sup> Vice President Cote joined the meeting following her meeting with VIRL.

## **CONVENTION**

### **2020 Resolutions and Nomination Deadline**

Liz Cookson reviewed areas to be considered when setting the deadline for submission of resolutions and nominations for the AVICC Executive.

On motion by Director Solda, seconded by Director Evans,  
THAT the report on the 2020 Resolutions and Nominations Deadline be received, that the deadline be set as February 6, 2020, and that the Executive Policies be amended to remove the 60 day maximum notice period between the deadline and the convention was CARRIED

## **2020 Convention Planning**

Liz Cookson reviewed the convention planning report confirming that the Regional District of Nanaimo will be matching the contribution from the City of Nanaimo as a joint host. Some of the RD's contribution may be in kind (e.g. through bus transportation) similar to the City's in-kind contribution of the conference centre without any rental fee. The Executive confirmed support for local beer and wine to be served at the banquet and reception, and also confirmed a plated menu for the banquet rather than a buffet. Bands were discussed, and the Executive provided a recommendation.

On motion by Past President Grieve, seconded by Director Solda,  
THAT staff contact the Time Well Wasted band from the Comox Valley for banquet entertainment was  
CARRIED

The Executive discussed a keynote speaker, and each expressed their preferences from the suggestions previously provided by the Executive members. These suggestions were distributed in the convention report with biographies and links to video clips of the presenters. President Jensen withdrew Captain Sam Sader from consideration as the CFB Esquimalt base commander is new in his role this year, and may be a good candidate for 2022 when the convention will be held in Victoria.

On motion by Director Braithwaite, seconded by Past President Grieve,  
THAT staff be directed to contact Joe Roberts for the keynote speaker role so long as he fits within the budget of \$5,000 plus expenses;

THAT staff discuss options to share costs for Joe Roberts with Vancouver Island University; and

THAT if the \$5,000 plus expenses budget is not achievable with Joe Roberts that the decision on a keynote speaker be referred back to the Executive by email.

With regard to workshops, Liz Cookson advised that the session proposal form will be emailed out to members shortly along with the call for resolutions and nominations. President Jensen also advised members during the AVICC lunch at UBCM that the form was up on the website and encouraged submissions.

The Executive reviewed workshops and tours for the convention. Suggestions included revisiting the 2016 Tilray tour; cannabis management (covering the introduction of edibles, ALR regulations and sharing of revenue with the Province); libraries (funding issues, role of libraries in the community, day shelter for homeless, community programming); climate (possibly involving organizers of climate caucus at previous AVICC and at UBCM convention); circular economy; UNDRIP implications; Greater Nanaimo Pollution Control Centre tour (GNPCC); Gabriola petroglyphs tour with elder Geraldine Manson; a tour proposed by the City of Nanaimo of the Georgia Greenway Project and BMX park; a workshop on handling complaints from the public; and a session on the women in leadership project (with Councillor Erin Hemmens from the City of Nanaimo who has a grant from FCM).

President Jensen, 2<sup>nd</sup> Vice President Cote and Director Evans will investigate a session on libraries. They will look at getting participation from VIRL, GVPL, VIU and possibly the North Island.

The Executive directed staff to contact the City of Nanaimo regarding a panel on dealing with homelessness including lessons learned from Nanaimo's 2018 tent city and relocating residents to new modular housing. The panel could potentially include Minister Robinson and a representative from BC Housing along with Mayor Krog.

On motion by Director Braithwaite, seconded by Director Evans,  
THAT three tours be offered for the convention: the City of Nanaimo's suggested tour of the Georgia Greenway Project and BMX park; the Regional District of Nanaimo's suggested tour of the Greater Nanaimo Pollution Control Centre; and a tour of the Tilray cannabis production facility was CARRIED

On motion by EA Representative Craig, seconded by Director Solda,  
THAT the AVICC continue to use CivicInfo for online convention registration was CARRIED

On motion by EA Representative Craig, seconded by Director Evans,  
THAT the AVICC borrow electronic voting devices from UBCM to use during the resolutions sessions was CARRIED

### **Host Community for 2021**

Liz Cookson advised of her site visit with Kelsey Mackay-Smith of UBCM to Ucluelet from October 8-10. The site visit was conducted in conjunction with a site visit to Nanaimo, and an initial meeting with Nanaimo host community staff supporting the 2020 Convention.

She noted that the Ucluelet Community Centre would be tight for the number of delegates that attend AVICC now compared to previous years. Seating would need to be theatre style in the plenary rather than at round tables. A tent would be required for the trade show as in 2010, and this would necessitate a revision of the AVICC's previous policy prohibiting the use of temporary structures for convention events. Delegates would not all be able to eat lunch in the same room, and would be spread throughout the community centre though hopefully being able to eat outside at picnic tables if the weather is good.

The sessions would be split between the Ucluelet Community Centre and Black Rock Resort, similar to the arrangement in 2010. There has been delay in receiving a proposal from Black Rock Resort, and confirmation of room pricing and use of the meeting rooms and the lobby for the welcome reception has not been received yet. Liz Cookson will follow up further with the Resort and the District of Ucluelet. Following that President Jensen may need to contact Mayor Noel to ask for assistance in getting cooperation from the resort.

On motion by 2<sup>nd</sup> Vice President Cote, seconded by Past President Grieve,  
THAT the motion previously passed by the Executive Committee on June 19, 2013 citing that the venues for all convention activities must be of a permanent nature due to weather risk be amended to specify that venues for all convention activities should be of a permanent nature, although tents or other temporary structures may be used only when necessary was CARRIED

### **1:30 pm DELEGATION – AVICC Representatives to Department of Fisheries and Oceans Committees**

The two AVICC representatives on DFO Committees joined the meeting. Mayor Josie Osborne, District of Tofino joined by phone, and Director Daniel Arbour, Comox Valley Regional District attended in person.

In June 2019 the DFO announced a number of initiatives to enhance aquaculture sustainability in Canada, including the establishment of three Technical Working Groups and a coordinating Indigenous and Multi-Stakeholder Body (IMAB) that reviews the outcomes of the Technical Groups. UBCM and AVICC were offered the opportunity to have two representatives on these groups. The representatives are:

Indigenous and Multi-Stakeholder Advisory Body – Josie Osborne, Mayor, District of Tofino

Technical Working Groups:

- Area Based Management – Daniel Arbour, Director, Comox Valley RD
- Aquaculture Production Technologies – no representative
- Fish Health – no representative

After introductions, Mayor Osborne advised that IMAB had an initial meeting in August that was focussed on building relationships and participants getting to know each other. The second scheduled meeting was delayed due to the federal election, and is now scheduled for the end of November. Originally the Ministry had wanted to finalize the work of the groups by the end of December but this seems unlikely now.

The focus of the DFO groups is on fish farms but they are also discussing shellfish. They will be looking at the pros and cons of policy decisions. There was considerable discussion at the first meeting on how first nations will be involved. Mayor Osborne believes it is desirable to have a more formal voice from local government around the table, and that she cannot represent the viewpoints of all local governments.

Director Arbour added that he is also pushing for more representation from local governments. Past President Grieve commented that in his role as FCM representative for the coast he could assist with pressuring the DFO for additional representation. President Jensen asked what the process is for letting AVICC members know about the work of the DFO groups, and what their opportunity is to provide comments. Director Arbour will talk to the DFO about conducting a survey to get input from the membership.

Director Arbour advised that the Area Based Management group is focussed solely on the Pacific coast. The plans of the Provincial government to change regulation of fish farms is not discussed and out of scope for the group. The DFO is looking at creating an aquaculture act and splitting it out from the fisheries act <https://dfo-mpo.gc.ca/aquaculture/consultations/loi-eng.html>

Director Arbour is also the AVICC representative to the Aquaculture Management Advisory Committee (AMAC) for shellfish. With regard to this group, he advised that there has just been one meeting this year in the spring, but a second one is being scheduled as a two day meeting with an agenda that will cover the proposed new aquaculture act. He advised that they had received a report that plastics in shellfish are coming mostly from sewage and not related as much as thought to industry operations. He will be trying to set up a meeting with MLA Sheila Malcolmson, Parliamentary Secretary for the Environment on plastics, and will invite the AVICC Executive to attend. 2<sup>nd</sup> Vice President Cote advised that she had attended a meeting with Sheila Malcolmson and George Heyman, Minister of Environment at UBCM to discuss banning docks made from Styrofoam.

President Jensen thanked the appointees to the DFO aquaculture committees for representing the AVICC and for joining the meeting to update the Executive on the work of the committees.

On motion by Past President Grieve, seconded by Director Evans,  
THAT the verbal reports from the AVICC representatives on DFO committees be received, and that information on the work of the committees be added to the new website was CARRIED

### **AVICC Policy on Campaigning for Election at Convention**

Liz Cookson advised that AVICC does not currently have a policy on campaigning by candidates for the Executive at the AVICC convention. The Executive reviewed the UBCM policy provided, and determined it would be appropriate to have a similar policy in place for future AVICC conventions.

On motion by Director Solda, seconded by Director Evans,  
THAT AVICC establish an Executive Policy on campaigning during the AVICC Convention that follows UBCM policy that:

Candidates for Executive positions will be permitted to distribute campaign materials on site but are not permitted to post material on the walls or on easels within the Convention venue. In the event of non-compliance, any damages will be the financial responsibility of the candidate.

Candidates for Executive positions are not permitted to distribute campaign materials at meal functions during the Convention.

was

CARRIED

The information on the new campaigning policy to candidates should include a comment on the environmental impact of the campaign materials, and asking candidates to be mindful of the environment.

### **POLICY**

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

Past President Grieve discussed the convention session he moderated at the UBCM convention on “Let’s Not WASTE Time”. The session involved representatives from Metro Vancouver, Comox Valley RD, Strathcona RD and Morrison Hershfield engineers. Past President Grieve was the UBCM Executive chair as well as a presenter at the session. He advised that there was consideration at the session on expanding the Special Committee to a province-wide committee.

Liz Cookson referred to the report provided on the “Recycle Right – at Home” campaign that was developed by the Communications Group of the Special Committee. The report summarized the coordinated roll-out of the five videos developed by the group through a wide variety of channels.

Liz Cookson advised that there had been a meeting scheduled with CAOs and technical staff last week to discuss the work plan and implementation of tasks identified in the work plan for the Special Committee. Unfortunately, the meeting had to be cancelled the day before as most participants were no longer available (although the meeting was set two months prior).

The CAOs and technical staff had met in January 2019 to discuss the future of the special committee, and determined that there was still value in it and they wanted to continue to participate. They drafted recommended priorities for an action plan that went to the Special Committee in March. The action plan was endorsed by the elected officials, and a recommended resolution for the AVICC Executive was prepared. The resolution was endorsed by AVICC members at the April convention. The CAOs and technical staff are tasked with implementing their recommended priorities and work plan under the policy direction of the Special Committee. Another meeting will be set up by AVICC staff with the CAOs to review next steps. Without support from the Regional District staff it may be appropriate to wind up the Special Committee as it has taken considerable time away from other AVICC work.

On motion by Director Solda, seconded by Director Braithwaite,  
THAT the verbal reports from Past President Grieve and Liz Cookson be received,

THAT the Communications Group report on “Recycle Right – at Home” be received, and

THAT staff include links to the videos from the campaign on the new AVICC website was CARRIED

**ADJOURNMENT**

At 2:20 pm, on motion by Director Braithwaite, seconded by Director Solda,  
that the meeting be adjourned was CARRIED

\_\_\_\_\_  
Carl Jensen  
President

\_\_\_\_\_  
Liz Cookson  
Secretary-Treasurer