



**MINUTES OF A MEETING
OF THE ASSOCIATION OF VANCOUVER ISLAND
AND COASTAL COMMUNITIES EXECUTIVE
HELD FRIDAY, JANUARY 14, 2022
BY ZOOM**

IN ATTENDANCE: Director Ian Morrison, Cowichan Valley RD, President
Director Penny Cote, Alberni-Clayoquot RD, 1st Vice President
Councillor Ben Geselbracht, City of Nanaimo, 2nd Vice President
Councillor Carl Jensen, District of Central Saanich, Past President
Director Vanessa Craig, RD of Nanaimo, Electoral Area Representative
Councillor Colleen Evans, City of Campbell River, Director at Large
Director Mark Gisborne, qathet RD, Director at Large
Director Travis Hall, Central Coast RD, Director at Large

STAFF ATTENDANCE: Liz Cookson, Executive Director

President Morrison advised he had received a request from 1st Vice President Cote to add an item to the agenda to discuss the large increases in property assessments in the AVICC region by BC Assessment. There were no objections to adding this item.

President Morrison called the meeting to order at 9:05 am.

AGENDA

On motion by Director Gisborne, seconded by EA Representative Craig,
That the agenda for the January 14, 2022 meeting as amended to include an item on BC Assessment be adopted was CARRIED

MINUTES

On motion by Past President Jensen, seconded by Director Gisborne,
That the minutes of the December 6, 2021 meeting be adopted was CARRIED

PRESIDENT'S REPORT

President Morrison advised that the UBCM EA Forum and the LGLA conference had been moved from February to April. He further advised that UBCM's Advocacy Days where the UBCM Executive meet with provincial ministers and MLAs has been rescheduled from February to May as a result of the Omicron variant surge.

President Morrison informed the Executive that the UBCM Past President had contacted him to discuss the review of the formula for assessing the value of private managed forest lands. He said he would speak to this topic as part of the discussion on BC Assessment.

On motion by Director Gisborne, seconded by Past President Jensen,
That the President's Report be received was CARRIED

POLICY

Advocacy Direction from December 6, 2021 Strategy Session

Liz Cookson referenced the report received from Tracey Lorensen of CivicExcellence summarizing the issues and considerations discussed on December 6th, and outlining the decisions reached by the Executive. The Executive's decisions were to continue with core advocacy work and to increase AVICC's role as a facilitator and incubator of regional initiatives. The Executive also decided on December 6th that AVICC would not continue with AVICC-led committees, develop policy papers, or operate programs. A diagram in the report summarizes the decisions, and refers to the increasing costs associated with each additional level of advocacy.

After discussion, the Executive confirmed that the report was an accurate reflection of the decisions made on December 6th. AVICC's expanded role as a facilitator and incubator of regional initiatives was reviewed, with the Executive identifying a range of options for how this could be implemented. Examples of the role ranged from putting on virtual "lunch and learns"/virtual workshops to providing services to help convene cross regional zoom meetings on a regional topic.

The cost of the additional services was considered in terms of what the impact would be on dues. Liz Cookson advised that some virtual sessions could be managed within the existing dues structure, but more extensive meetings, including potentially in-person sessions, would need to be financed either from increased dues, drawing on savings, and/or from charging a fee to those participating. President Morrison noted that dues could not be adjusted in advance of a request from members for an initiative as the Executive couldn't know the extent of the initiative before the request comes in. When a request is received, the Executive can review options for funding, and may choose to take the decision to the members for endorsement.

The Executive reviewed options for presenting the recommended decisions to AVICC members. Liz Cookson advised that President Morrison's message in the 2021 Annual Report had stated:

... if AVICC wants to go down the road of taking on additional advocacy work, a clearly defined policy needs to be put before the membership at a future in-person convention for a thorough and rigorous discussion and debate.

She review the suggestions from her report for seeking feedback from members. Her suggestions included: distributing the consultant's report to all members; holding a workshop on advocacy at the 2022 convention; and preparing a resolution from the Executive for member vote.

There was a discussion on whether the report from Tracey Lorensen should be sent out as is, or whether some portions should have additional explanation in order to clarify to members the rationale for some of the decisions. One suggestion was a cover report be prepared to go along with the report.

President Morrison gave direction that:

- Executive members send their feedback on Tracey Lorensen's report and any additional information that should be included to President Morrison and Liz Cookson;
- Liz Cookson to review the feedback with Tracey Lorensen to see if she is comfortable expanding her report to incorporate Executive suggestions;

- The amended report be distributed to the Executive for confirmation. Alternatively, if Ms. Lorensen does not wish to amend her report, a covering report prepared with the President, Past President and 1st Vice President to go along with Ms. Lorensen's report will be distributed to the remaining Executive for review;
- The amended report(s) be sent to the membership along with the President's Report in the Annual Report and Resolutions Package.

President Morrison suggested that the format for the workshop at the convention should be a panel with as many of the Executive participating as possible to hear the feedback directly from the members.

On motion by 1st Vice President Cote, seconded by Past President Jensen, That the report on Advocacy prepared by Tracey Lorensen from CivicExcellence be received and endorsed as reflecting the discussion and decisions made by the Executive on December 6, 2021; and

That the March 4th Executive Meeting agenda include an item to discuss the advocacy workshop and the strategy on presenting the information to the membership for their feedback.

CONVENTION

2022 Convention Planning

Liz Cookson gave an overview of her report on planning for the 2022 Convention. She noted that there were several decision points, and suggested that the Executive pass resolutions on each of these points as the report is considered section by section.

The discussion started with registration and the potential impact of COVID-19 and the current variants. If registration opens and then the in-person needs to be cancelled, there will be a cost to AVICC for the credit card processing fees and CivicInfo registration. There was support for implementing a very lenient last-minute refund policy with AVICC retaining an administration fee to cover some of the out of pocket costs.

On motion by Past President Jensen, seconded by 2nd Vice President Geselbracht, That the Executive authorize that registration go ahead for early February with a refund policy for delegates who have to cancel at the last minute due to illness and a reminder not to attend if they are experiencing any symptoms was CARRIED

The Executive considered whether to require that delegates be vaccinated. Liz Cookson advised that the current orders from the Public Health Officer require double vaccination at the conference centre. If that order is rescinded prior to the convention, the Executive could choose to require vaccination status to protect delegates, speakers and staff. This is the policy that UBCM has adopted for the EA Forum, LGLA and the RD Forum. SILGA has also adopted this policy, and LMLGA will be considering it at their next meeting. Liz Cookson advised there may be speakers as well as delegates who are not comfortable attending without that requirement, and it puts staff in a position they may not be comfortable with. Liz Cookson advised that she would feel safer if attendees were vaccinated.

On motion by 2nd Vice President Geselbracht, seconded by Director Evans, That the Executive will follow the orders of the Public Health Officer, and if the vaccination requirement is rescinded, that AVICC will not require convention attendees to be vaccinated was CARRIED

The Executive discussed an option for adding a virtual portion to the conference for 2022. The decision was that this would not be possible for 2022 with the timeframe and the financial commitments to the hotel and conference centre. The next Executive could consider this for future years.

The draft convention program and proposed tours were considered.

On motion by Director Evans, seconded by Past President Jensen,
That the three study tours proposed by the City of Victoria for Friday morning be approved, with restrictions on the number of participants from each local government for smaller tours was CARRIED

On motion by Director Evans, seconded by 1st Vice President Cote,
That AVICC continue the practice from previous in-person conventions with two resolution sessions on Saturday morning and one on Sunday morning was CARRIED

On motion by Past President Jensen, seconded by Director Gisborne,
That Ryan Wainwright from Emergency Management BC be confirmed as the sole keynote speaker was CARRIED

On motion by President Morrison, seconded by 1st Vice President Cote,
That the draft program be endorsed in principle with flexibility for the Executive Director to adjust session timing based on responses from the session proponents; and

That a session on AVICC Advocacy be added to the program prior to any resolution sessions; and

That Young Anderson be asked to add a first nations representative to their session on first nations and local government governance was CARRIED

The Executive considered the methods of voting for resolutions and elections. There was discussion that opening the voting on elections prior to the convention would mean that there would not be an opportunity for nominations from the floor.

On motion by Director Evans, seconded by Director Gisborne,
That candidate speeches be available on-line prior to the convention as in 2021, and that voting take place on-line with the election closing during the convention was CARRIED

On motion by Past President Jensen, seconded by 1st Vice President Cote,
That voting on resolutions be conducted with voting cards and standing votes when necessary was CARRIED

On motion by EA Representative Craig, seconded by Past President Jensen,
That options for electronic voting at future conventions be explored, including consulting with UBCM on their plans for future voting devices was CARRIED

There was direction to staff to ask delegates if they had an access to an electronic device capable of online voting during the convention.

On motion by Past President Jensen, seconded by Director Evans,
That AVICC make donations to charities around the AVICC region in lieu of presenting physical speaker gifts was CARRIED

On motion by 1st Vice President, seconded by Director Gisborne,
That AVICC hire the TimeBenders band for the banquet at the 2022 convention was CARRIED

FINANCIAL AND ADMINISTRATION

Interim Financial Statements to December 31, 2021 and 2022 Budget Considerations

As the discussion on the previous items had been extensive, the Executive determined there was not enough time left to consider this item fully. The Executive agreed to continue today's meeting to 8:30 am on Friday, January 28th to discuss the two financial and administration items.

As the Executive wished to open convention registration in late January/early February, the decision was made to make a decision on the registration fee.

On motion by Past President Jensen, seconded by Director Gisborne,
That the registration fee be set at \$350 plus \$75 for the banquet was CARRIED

On motion by Past President Jensen, seconded by Director Gisborne,
That the items on financial statements, budget considerations and the audit plan was deferred to a continuation of this meeting at 8:30 am on January 28th was CARRIED

2021 Audit Plan and Financial Practices

This item was deferred to the continued meeting on January 28th.

Past President Jensen and Director Evans left the meeting at noon for other commitments.

OTHER BUSINESS

1st Vice President Cote spoke to the impact to her community of the increased assessed values that had been announced on January 1st by BC Assessment. She commented that younger people are being priced out of housing, and that the increased values are really affecting rural areas.

On motion by Director Gisborne, seconded by EA Representative Craig,
That President Morrison write a letter to UBCM, the Minister of Finance, and BC Assessment regarding the impact of increased housing values on communities, and the difficulties it is creating in rural areas was CARRIED.

On motion by 1st Vice President Cote, seconded by Director Gisborne,
That BC Assessment be invited to appear as a delegation at the March 4th Executive Meeting to explain the process they follow in setting assessed values was CARRIED.

NEXT MEETING

The January 14th meeting will continue on January 28th at 8:30 am. The next meeting of the Executive is set for March 4th from 9 am to noon.

ADJOURNMENT

At 12:25 pm, on motion by 1st Vice President Cote, seconded by Director Gisborne, that the meeting be adjourned was

CARRIED

Ian Morrison
President

Liz Cookson
Executive Director