



**MINUTES OF A MEETING
OF THE ASSOCIATION OF VANCOUVER ISLAND
AND COASTAL COMMUNITIES EXECUTIVE
HELD FRIDAY, MARCH 4, 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

Liz Cookson advised that under Other Business she would update the Executive on interest for membership received from two first nations located in the AVICC region. 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 March 4, 2022 meeting be adopted was **CARRIED**

MINUTES

On motion by EA Representative Craig, seconded by Director Evans,
That the minutes of the January 14, 2022 and January 28, 2022 meetings be adopted was **CARRIED**

PRESIDENT'S REPORT

President Morrison updated the Executive on the recent UBCM Executive meetings he had attended. He highlighted the information presented to the UBCM Environment Committee regarding the Province's engagement on the discussion paper on watershed governance, and the Watershed Security Strategy and Fund.

On motion by President Morrison, seconded by EA Representative Craig,
That the President's Report be received was **CARRIED**

RESOLUTIONS

2022 Resolutions Received with UBCM Comments

President Morrison welcomed UBCM Executive Director, Gary MacIsaac to the meeting, and thanked him for joining to assist with the discussion on the 2022 resolutions.

Liz Cookson advised that the Executive is meeting as the Resolutions Committee, and can amend the comments and recommendations provided by UBCM policy staff before endorsing the resolutions that will go forward for consideration by AVICC members. The resolutions in Part B, the Endorse block, reflect previous UBCM policy, and the comments provide information on whether the issue covered in the resolution has come forward to UBCM previously, and what the decision of the UBCM membership was when previously considered.

President Morrison suggested the Executive review the resolutions sequentially, and focus on whether the recommendations were accurate and were supported by the Executive. Mr. Maclsaac provided an overview of the process UBCM follows to arrive at the comments and recommendations. Resolutions that reflect current UBCM policy typically have a recommendation to endorse. Resolutions on new issues typically have no recommendation and the membership decides the outcome by debate and vote. If there are policy implications, for example, things that the members should consider before voting, those will be noted in the comments.

There was a question regarding whether Resolution 6 from the City of Victoria on *Partnerships for Fare-free Public Transit* had previously been endorsed by AVICC. After review, Liz Cookson confirmed that it was submitted to AVICC in 2020, but in that year AVICC did not debate resolutions due to the pandemic and forwarded resolutions directly to UBCM. In 2021, this resolution was not submitted to AVICC.

Director Hall joined the meeting.

Regarding Resolution 13 from the Regional District of Nanaimo on *Tiny Home Building Standard*, EA Representative Craig questioned whether the comments should note that Resolution 2020-NR71 Tiny Home Legitimization was considered by the UBCM Executive rather than by the UBCM membership. That resolution was not entered for debate in 2021 at UBCM due to time constraints. Mr. Maclsaac commented that UBCM would review to ensure consistency in wording for resolutions in similar situations.

Executive members questioned whether the recent announcements about new proposed legislation for BC Ferries governance would impact the resolutions from the Village of Queen Charlotte on BC Ferries. Mr. Maclsaac said he would follow up and advise. Ms. Cookson said she had referred this question to the CAO of the Village of Queen Charlotte.

On motion by Past President Jensen, seconded by Director Evans,
That the report on the 2022 Resolutions with comments of the Resolutions Committee be received; and

That the comments and recommendations be approved for distribution to the membership with the following changes:

- the recommendation be changed from Not Endorse to No Recommendation for Resolution 5 from the District of Central Saanich on Expanding the Fare-Free Transit Program;
- the recommendation be changed from Not Endorse to No Recommendation for Resolution 6 from the City of Victoria on Partnerships for Fare-free Public Transit;
- that the comments for Resolution 13 from the Regional District of Nanaimo on Tiny Home Building Standard be amended to reflect that 2020-NR71 was considered by the UBCM Executive rather than the UBCM membership

was

CARRIED

President Morrison thanked Gary MacIsaac for his assistance, and Mr. MacIsaac left the meeting.

CONVENTION

Election Procedures

Liz Cookson gave an overview of her report on suggested nomination and election procedures at the 2022 Convention. The key issues in the report were that members were not advised that there would not be an opportunity for nominations from the floor, and that the previous decision to open the election before the convention is not possible if nominations are taken from the floor. As well, candidates are being asked to send in a pre-recorded candidate speech, so there was a question on whether those nominated from the floor would have the opportunity to give a live speech.

On motion by Past President Jensen, seconded by 2nd Vice President Geselbracht,
That the report on election procedures for the 2022/23 Executive Committee be received;

That the Executive approve multiple elections for table officers, directors at large, and electoral area representative to be held during the convention through on-line voting, and

That the Executive approve nominations from the floor without live candidate speeches, and without the opportunity for those nominated from the floor to post on-line candidate speeches was **CARRIED**

Advocacy Session and Materials

The Executive reviewed the report about how to present the advocacy plan at the 2022 Convention that was originally discussed at the January 14, 2022 meeting, as well as the additional report prepared for today’s meeting. The Executive discussed the format of the Advocacy workshop, possible slots in the program for the workshop, methods to collect feedback from members during the session and also following the workshop, and whether to include the consultant who facilitated the December 6, 2021 strategy session.

As discussion continued on the workshop, the delegation from KPMG joined the meeting to discuss the next item on the agenda, the audited financial statements and the Executive chose to adjourn discussion to follow the delegation.

On motion by Director Gisborne, seconded by 1st Vice President Cote,
That discussion on the advocacy session and materials be adjourned to recommence after the delegation from KPMG to present the audit findings was complete was **CARRIED**

FINANCIAL AND ADMINISTRATION

2021 Audited Financial Statements

DELEGATION – 2021 Audit – Liette Bates-Eamer, Partner, KPMG

Ms. Liette Bates-Eamer, Partner from KPMG joined the meeting to review the 2021 Audited Financial Statements and present the Audit Findings Report. She advised that the financial statements present fairly in all respects, and that KPMG was again able to provide a clean, unqualified opinion.

On motion by Director Gisborne, seconded by Director Evans,
That the KPMG Audit Findings Report be received and the Draft Financial Statements of the Association of Vancouver Island and Coastal Communities, Year Ended December 31, 2021 as provided by KPMG be approved;

That President Morrison and Past President Jensen sign on behalf of the Board, and

That the financial statements be brought forward to the membership at the Annual General Meeting was
CARRIED

President Morrison thanked Ms. Bates-Eamer for her presentation, and Ms. Bates-Eamer left the meeting.

CONVENTION – con’t

Advocacy Session and Materials – con’t

On motion by Director Gisborne, seconded by EA Representative Craig,
That discussion on the advocacy session and materials recommence was
CARRIED

The Executive further discussed the purpose of the session and preferred timing. Liz Cookson noted that the Sunday timing suggested by Director Gisborne could work well, as members would have had a chance to re-engage with AVICC over the course of the convention. Newly elected members in 2018 would have only had the chance to attend the convention in Powell River, and during the pandemic AVICC has been less active than previously. There was a preference to establish the timing of the Executive Resolution before the convention agenda goes out, and not change it during the week-end. The Executive confirmed that adequate time needed to be set aside for this session with the members.

On motion by Past President Jensen, seconded by Director Evans,
That staff be directed to schedule at least 45 minutes in the Convention program for the Advocacy Session, and that the session be held prior to the time set in the program for consideration of the Executive Resolution on AVICC Advocacy was
CARRIED

President Morrison and the Executive Director will draft the Executive Resolution on AVICC Advocacy, and distribute to the Executive for an email vote on a resolution to endorse the resolution.

POLICY

Appointment to Municipal Insurance Association of BC

Liz Cookson reviewed her report on MIABC’s updated procedure for appointing area association representatives to its Board. AVICC is still able to nominate the person who will represent AVICC on the MIABC Board, but that person must run for election during the MIABC AGM.

Representatives that were not nominated by the AVICC Executive could run against the AVICC Executive’s nominee and be elected as AVICC’s representative.

On motion by Director Evans, seconded by EA Representative Cote,
That 1st Vice President Cote be nominated to continue as AVICC’s representative on the Board of the Municipal Insurance Association of BC was
CARRIED

Role of BC Assessment – Delegation

Bill Dawson from the Local Government and Indigenous Relations Team of BC Assessment joined the meeting. He had been invited following the Executive's discussion at the January 28th meeting when a delegation from BC Assessment to provide background on the increased assessment values was requested.

Mr. Dawson's presentation covered information about BC Assessment's history, how valuations are carried out, the types of property classifications, the assessment cycle & key dates, the relationship between assessments & taxes, the 2022 assessment roll overview, and the appeals process. Mr. Dawson replied to questions from the Executive and confirmed his availability for any follow up questions from the Executive. President Morrison thanked Mr. Dawson for his presentation. Liz Cookson will email Mr. Dawson's presentation and contact information to the Executive members.

FINANCIAL AND ADMINISTRATION – con't

2022 Budget and Member Dues

Liz Cookson advised that she had received the updated population numbers from BC Stats through UBCM required to prepare the 2022 member dues. She distributed the 2022 member dues as an on-table item based on those population numbers and the direction received from the Executive at the January 28th meeting. This was an information item rather than a decision item, as the resolutions on the dues increase and the budget had been set at the January 28, 2022 meeting.

CONVENTION – con't

2022 Convention Update

Liz Cookson gave a verbal update on the 2022 Convention including the Executive Meeting on March 31st, suggested charities for speaker gift donations, and an additional complimentary trade show booth. The speaker gifts are chosen to represent the host community, however the Executive had previously asked for charities that covered the whole AVICC region. The host mayor had suggested donations to the Aboriginal Coalition to End Homelessness – We Stand Together to End Homelessness (acehsociety.com). Another possible charity identified is the Island Kids Cancer Association.

On motion by Past President Jensen, seconded by President Morrison,
That the donations in lieu of speaker gifts be split between the Aboriginal Coalition to End Homelessness and the Island Kids Cancer Association was CARRIED

On motion by Director Evans, seconded by President Morrison,
That a complimentary table be provided to the Children's Health Foundation of Vancouver Island for the 2022 Convention was CARRIED

Liz Cookson asked the Executive Committee members to let her know which sessions they would be interested in facilitating at the convention.

EA Representative Craig questioned the procedure for resolutions of the floor, with concerns that AVICC (and UBCM) do not require a Board or Council resolution. President Morrison noted this could be discussed by a future Executive, and could be reviewed with the Parliamentarian.

OTHER BUSINESS

Liz Cookson advised that she had been contacted by two first nations within the AVICC region that were interested in becoming members of AVICC – the Tla’amin from the Powell River area and the Toquaht Nation who are also represented by a director on the Alberni-Clayoquot Regional District. They have not sent in the applications yet.

Past President Jensen advised that letters of invitation had been sent out to all first nations within the AVICC region to in March 2020, and asked staff to send a copy to Executive members.

This letter also included the membership criteria which is set out in AVICC’s Executive policies:

1. elected representation;
2. ability to tax; and
3. ability to exercise regulatory power or provide local services.

NEXT MEETING

The next meeting of the Executive is set for March 31st from noon to 3 pm as an in-person meeting in Victoria, room to be advised.

ADJOURNMENT

At 12:20 pm President Morrison declared that the meeting was adjourned.



Ian Morrison
President



Liz Cookson
Executive Director