



**MINUTES OF A MEETING
OF THE ASSOCIATION OF VANCOUVER ISLAND
AND COASTAL COMMUNITIES EXECUTIVE
on FRIDAY, March 14th, 2025, 9:00 a.m.
Held electronically via Zoom**

IN ATTENDANCE: Councillor Ben Geselbracht, City of Nanaimo, President
Director Vanessa Craig, RD of Nanaimo, 1st Vice President
Councillor Sarah Fowler, Village of Tahsis, 2nd Vice President
Councillor Will Cole-Hamilton, City of Courtenay, Director at Large (arrived 10:05am)
Councillor Tanille Johnston, City of Campbell River, Director at Large (left at 10:04am)
Director Donna McMahon, Sunshine Coast RD, Electoral Area Representative

STAFF ATTENDANCE: Theresa Dennison, AVICC Executive Director

ABSENT: Director Penny Cote, Alberni-Clayoquot RD, President
Director Travis Hall, Central Coast RD, Director at Large

President Geselbracht called the meeting to order at 9:08 a.m.

1. ADOPTION OF AGENDA AND MINUTES

a. AGENDA

On motion by EA Representative McMahon, seconded by 1st Vice President Craig
THAT the agenda for the April 10, 2025 meeting be adopted as amended to include the
President's Report after the presentation by the Auditor was CARRIED

b. MINUTES

On motion by 2nd Vice President Fowler, seconded by EA Representative McMahon
THAT the minutes of the January 17, 2025 meeting be adopted was CARRIED

2. FINANCIAL AND ADMINISTRATION

a. 2024 Audited Financial Statements

DELEGATION – 2024 Audit – Liette Bates-Eamer, Partner, KPMG

Ms. Liette Bates-Eamer, Audit Engagement Partner from KPMG joined the meeting to review the
2024 Audited Financial Statements and present the Audit Findings Report at 9:10am.

After a round of introductions, she presented the audit findings for 2024. The audit is complete,
and once the Executive approves the financial statements KPMG can send the finalized copy.

Materiality was increased to \$10,000, per the engagement letter, and based on an increase in
revenues. The risks were addressed and there are no significant findings to mention, and no
post-journal adjustment entries. There were no significant deficiencies discovered through the
testing. There are no relevant accounting standard changes that would impact the Association.

She advised that the financial statements present fairly in all respects, and that KPMG was again
able to provide a clean, unqualified opinion. Once approved, we will be in a position to sign the
balance sheet, and representation letter. The report included a list of all of the adjustments that
have been made; the audit did not identify anything that was left uncorrected.

There was a conversation about operating contingency funds – acknowledging that you need to ensure that there is enough cash flow to cover expenses based on when the revenue comes in each year, and if there were a

Theresa Dennison left the meeting at 9:22am and returned at 9:24 am so that the Executive had the opportunity to ask any questions without Staff present.

On motion by 2nd Vice President Fowler, seconded by 1st Vice President Craig
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, 2024 as provided by KPMG be approved;

THAT President Geselbracht and Past President Cote 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 Geselbracht thanked Ms. Bates-Eamer for attending our meeting and Ms. Bates-Eamer left the meeting at 9:24 am.

3. PRESIDENTS REPORT

President Geselbracht reported out on the Joint Area Association Engagement Session on February 28, 2025 – there was great attendance and it went very smoothly. The document by Don Lidstone and a survey went out a week later. He will attend the Area Association meetings to provide an update on what we have heard so far, and to provide further education.

The Executive discussed logistics around the survey, as well as how to move forward with such a large initiative – there are concerns about scope, and the nature of how UBCM and the Province will be able to implement. There was a conversation around staff capacity in getting the video and what we heard completed.

There was a round table with UBCM and the Province regarding the current ‘Tariff-War’ and economic ‘challenges’ brought by the current American economic ‘strategies’ with a focus on ways we can support local procurement and deal with these challenges. There was a conversation about ways we can bring this into our convention. Perhaps we can do a virtual session on this in the Fall.

On motion by 1st Vice President Craig, seconded by 2nd Vice President Fowler
THAT the President’s Report be received was CARRIED

4. RESOLUTIONS

a. 2025 Resolutions Received

DELEGATION: Claire Moglove, AVICC’s 2025 Parliamentarian, joined the meeting at 9:42am

Theresa Dennison advised that the Executive is meeting as the Resolutions Committee. She shared the updated *2025 Convention Rules & Procedures for Handling Resolutions* based on the feedback provided at the January 17, 2025 Executive Meeting, with further updates for clarity and a more streamlined process. Updates included a definition of ‘privilege of the floor’, confirmation that EA Director Alternates cannot vote, or speak at the convention and clarity

around amendments and referrals. The biggest change was a proposed re-order so that Executive and Special Resolutions come before the submitted resolutions, and that the endorse block section comes before the resolutions for individual consideration.

There was a conversation about prioritization of these resolutions. The EA Representative wants to focus on the best way to do an advocacy prioritization within AVICC specific to Electoral Areas and there was a discussion about how to best do this.

Ms. Moglove provided her feedback and asked questions.

- Rule 18 – clarify that the Chair can also call the question if the debate continues for an undue length of time. Also if the Chair calls the question there is a way for the Chair to be sustained. Claire will look into this and get back to us.

There was a conversation about Roberts Rules and how it would allow delegates to amend the agenda. It was determined that we would not add this to the rules at this point.

Director Johnston left at 10:04am – and there was no longer quorum
Director Cole-Hamilton joined at 10:05am – there was quorum

The Executive could always move to amend the agenda so that the Off-the-Floor and Late Resolutions can be considered if they are actually determined to be of an urgent nature. The AVICC Executive can discuss a strategy when they meet to consider the Report on Late Resolutions.

On motion by EA Representative McMahon, seconded by 2nd Vice President Fowler
THAT the Resolutions Rules be amended to remove the word ‘only’ and replace with ‘shall be’
from Rule 20 Part 5 was CARRIED

On motion by 1st Vice President Craig, seconded by EA Representative McMahon
THAT the Resolutions Rules be amended to add that the Chair can call the question to Rule 18
was CARRIED

On motion by 2nd Vice President Fowler, seconded by 1st Vice President Craig
THAT the AVICC Executive approve the updated *2025 Convention Rules & Procedures for Handling Resolutions* as amended for inclusion in the 2025 Annual Report.

For 2025, AVICC received 46 resolutions received by the deadline. The draft Book includes 22 resolutions that are not contained in the block (compared to 27 last year), and 20 resolutions with a recommendation of “endorse” which will be voted on as a block. Staff have left the same amount of time as last year for the resolutions sessions.

Staff shared that the Resolutions Committee can amend the comments and recommendations provided by UBCM policy staff before endorsing the resolutions that will go forward for consideration by AVICC members.

There were three resolutions submitted that were regional in nature, included in Part 2 of the book, and it is up to the AVICC Resolutions Committee to determine a recommendation for those resolutions. UBCM has included the history and policy information in the comments for

those resolutions and has indicated that if the resolutions remain as written and are endorsed, they will not be forwarded to UBCM for consideration or action. Instead, they would remain with AVICC where they may be actioned.

On motion by 1st Vice President Craig seconded by President Geselbracht
THAT the AVICC Executive, acting as the Resolutions Committee, update the 2025 Resolutions Book as follows:

- R1– *Addressing Local Community Concerns with Private Managed Forest Lands* remain in Part 2, and be given a recommendation of “No Recommendation” and that the final sentence of the comments

On motion by 2nd Vice President Fowler, seconded by 1st Vice President Craig
THAT the AVICC Executive, acting as the Resolutions Committee, update the 2025 Resolutions Book as follows:

- R2 – *Island Rail Corridor* be given a recommendation of “No Recommendation” and remove the last sentence of the comments was CARRIED

On motion by Director Cole Hamilton, seconded by 1st Vice President Craig

- R3 – *Power Supply Investment North Island* be given a recommendation of “No Recommendation” and the last paragraph be removed from the comments was CARRIED

There was a conversation about a proposed Special Resolution on Priority Ferry Boarding for Livestock and Agricultural Products. Special Resolutions should be submitted by the AVICC Executive to highlight an important issue that has been identified by our members in advance

The sponsor could be asked to put in a late resolution, although in its current form it does not meet the criteria for Late Resolutions, as the issue is not new, and there are no additional pieces of information that were not known prior to the February 6th deadline.

On motion by EA Representative McMahon, seconded by 2nd Vice President Fowler
THAT staff ask the ACRD to submit the resolution as a Late Resolution and to work with them to ensure that the current economic need for local food is included in the background or preambles to qualify it was CARRIED

On motion President Geselbracht, seconded by 2nd Vice President Fowler
THAT the Resolutions Committee recommendation for Resolutions R29, R41 and R42 be amended to no recommendation was CARRIED

On motion President Geselbracht, seconded by 2nd Vice President Fowler
THAT the Resolutions Committee direct President Geselbracht and 1st Vice President Craig to work with staff to review the comments for tone, (specifically resolution R39, R40, R42 and others) that the comments be amended to ensure appropriate language was CARRIED

On motion by Director Cole Hamilton, seconded by 2nd Vice President Fowler
THAT the report on the 2025 Resolutions with comments of the Resolutions Committee be received; and

THAT the resolutions with comments and recommendations be approved for distribution, as amended was CARRIED

President Geselbracht thanked Ms. Moglove for her support, and she left at 11:05 am.

At 11:10am, the Executive took a break, resuming the meeting at 11:21am

5. CONVENTION

a. 2025 Convention Update and Draft Program

Theresa Dennison shared an update on the progress of planning for the 2025 AVICC AGM & Convention. The program is scheduled to be published after this meeting and remains in draft status until shortly prior to the convention to allow for modifications due to speaker availability and potential emergent issues.

There are several items that require Executive direction, including

- requests for complimentary registration for First Nation Staff
- consider requests for non-member participation
- consider Provincial address by Minister Brittany Anderson
- approve an additional sponsor, FairCare Alliance;
- review not-for-profit tables and consider complimentary registrations;
- confirm a concurrent session (UBCM) and determine which session should be recorded in that time-slot; and
- confirm the speaker gift donations in lieu of physical gifts

The Executive were also asked to provide any additional feedback on the other items included in the update.

Special Guests and Invitations to First Nations

Invitations for complimentary registrations have been extended to Life Members, UBCM & Area Association Presidents, Student Delegates, Provincial MLAs and Ministers, and Federal MPs. Premier Eby was invited to speak, but is unable to attend this year. Minister Osborne has been confirmed to address the delegates on Friday afternoon at 4:10pm but cannot attend the opening ceremonies. Hon. Brittany Anderson, Minister for State for Local Government and Rural Communities can attend and has offered to participate.

On motion EA Representative McMahon, seconded by Director Cole-Hamilton
THAT Minister Anderson be invited to participate in the opening ceremonies and address our delegates was CARRIED

Invitations were also extended through the AVICC Chiefs, Mayors and Chairs to invite the Chiefs from throughout the AVICC Region or their designates to attend at no charge.

On motion by 2nd Vice President Fowler, seconded by Director Cole-Hamilton
THAT the AVICC Executive approve additional complimentary registrations for:

- Andrea Thomas, Executive Director, Esquimalt First Nation; and
- Ned Taylor, Local Government Program Manager, W̱SÁNEĆ Leadership Council

to be covered through the TAC Reserve Fund was CARRIED

Sponsorship and Tradeshow

The revenue from sponsors allows AVICC to keep its registration fees low while delivering a high-quality convention. There is good space for trade show exhibitors at VICC, and this has helped to attract sponsors and trade show participants. This year, we have secured \$104K in Sponsorship Revenue (2024 - \$92,500, 2023 - \$71K).

On motion by 2nd Vice President Fowler, seconded by 1st Vice President Craig
THAT Fair Care Alliance be approved as a Bronze Sponsor of the Electoral Area Forum and Lunch
was CARRIED

On motion by 2nd Vice President Fowler, seconded by Director Cole-Hamilton
THAT the AVICC Executive offer three complimentary trade show passes for representatives of the Community Health Networks to staff their trade show booth was CARRIED

On motion by Director Cole-Hamilton, seconded by 2nd Vice President Fowler
THAT the AVICC Executive approve the organizations that have requested to participate in the table program, including CPAWS BC, Stewardship Centre of BC, Children's Health Network and Library Associations; and

THAT two complimentary delegate passes and two complimentary trade show passes be approved for the Libraries Associations was CARRIED

On motion by EA Representative McMahon, seconded by 2nd Vice President Fowler
THAT the AVICC Executive approve the Mid-Island Health Alliance and Urban Flow Consulting to register as non-member delegates for the 2025 AVICC AGM & Convention was CARRIED

Session Updates

At the January meeting, the Executive approved the sessions to be included in the program. They tentatively approved a session led by UBCM President Trish Mandewo, Executive Director Gary MacIsaac, and GM Glen Brown to take place as a concurrent session on Saturday at 1:30pm as UBCM had not yet confirmed the session.

On motion by 2nd Vice President Fowler, seconded by 1st Vice President Craig
THAT the AVICC Executive confirm the UBCM session as a concurrent session at the 2025 AVICC AGM & Convention; and
THAT the UBCM Session be recorded was CARRIED

Speaker Gift Donation Charity

On motion by EA Representative McMahon, seconded by 2nd Vice President Fowler
THAT Nanaimo Brain Injury Society and Loaves & Fishes Food Bank be approved to receive a donation in lieu of Speaker Gifts for the 2025 AVICC AGM & Convention was CARRIED

A discussion about bagpipes and processions at the convention took place.

On motion by Director Cole-Hamilton, seconded by EA Representative McMahon
THAT there is no bagpiper at the AVICC Convention was CARRIED
Fowler OPPOSED

There was a conversation about the perception of using public funds for the work we do as an organization, and that we will continue to be a low-cost high-value association in service to our members.

6. POLICY AND ADVOCACY

a. Improvement District Membership

AVICC received a request for an improvement district to join as a member, and considered the request. Staff provided historical context from UBCM who has historically denied requests from Improvement Districts.

On motion by President Geselbracht, seconded by 1st Vice President Craig
THAT The AVICC Executive Policies be amended to exclude Improvement Districts from applying to become members of AVICC was DEFEATED

There was a conversation about how improvement districts do not have a means to advocate on their own behalf. In the future we should update our Bylaws to reflect First Nations as eligible members and that we investigate updating our bylaws in other ways.

At 12:13pm, on motion by 2nd Vice President Fowler, seconded by EA Representative McMahon
THAT the meeting be extended to 1:00 pm was CARRIED

On motion by EA Representative McMahon, seconded by 2nd Vice President Fowler
THAT the application for an improvement district to join AVICC be denied was CARRIED

On motion by 1st Vice President Craig, seconded by Director Cole-Hamilton
THAT The AVICC Executive review and potentially update our membership bylaws in 2026 was CARRIED

b. Joint Area Association Virtual Education Session – verbal update

President Geselbracht and Theresa Dennison provided an update on the current status of the Legislative Reform Initiative and the JAAVES that took place February 28, 2025. The Executive determined that there is value in having the President or designate and the Executive Director each attend one of SILGA and LMLGA Conventions.

At 12:25pm on motion by 1st Vice President Craig, seconded by EA Representative McMahon
THAT the meeting move in-camera to discuss a personnel item was CARRIED

At 12:30pm the meeting went out of camera.

7. Next Meeting

The next meeting of the AVICC Executive is set for April 10th, 2025 Vancouver Island Conference Centre, Lunch to be provided, Room TBD

ADJOURNMENT

At 12:32, on motion by Director Cole-Hamilton, seconded by 2nd Vice President Fowler
THAT the meeting be adjourned was CARRIED