



**MINUTES OF A MEETING  
OF THE ASSOCIATION OF VANCOUVER ISLAND  
AND COASTAL COMMUNITIES EXECUTIVE  
on FRIDAY, August 15, 2025, 9:00 a.m.  
Held electronically via Zoom**

**IN ATTENDANCE:** Councillor Ben Geselbracht, City of Nanaimo, President  
Chair Vanessa Craig, RD of Nanaimo, 1<sup>st</sup> Vice President  
Councillor Sarah Fowler, Village of Tahsis, 2<sup>nd</sup> Vice President  
Councillor Will Cole-Hamilton, City of Courtenay, Director at Large  
Councillor Trina Isakson, City of Powell River, Director at Large  
Director Donna McMahon, Sunshine Coast RD, Electoral Area Representative  
Director Penny Cote, Alberni-Clayoquot RD, Past President

**STAFF ATTENDANCE:** Theresa Dennison, AVICC Executive Director

**ABSENT:** Councillor Alison MacKenzie, Town of View Royal, Director at Large

President Geselbracht called the meeting to order at 9:02 a.m.

**1. ADOPTION OF AGENDA & MINUTES**

- a. On motion by Director Cole-Hamilton, seconded by 2<sup>nd</sup> Vice President Fowler  
THAT the agenda for the August 15, 2025 meeting be adopted was CARRIED
  
- b. On motion by 2<sup>nd</sup> Vice President Fowler, seconded by EA Representative McMahon  
THAT the minutes for the June 6, 2025 meeting be adopted was CARRIED

**2. PRESIDENT'S REPORT**

Since we last met, there has been advancements to the Regional District Legislative Reform Initiative. Leading up to the July UBCM Executive Meeting, we submitted a letter signed by all five area associations, asking UBCM to add the project to UBCM's workplan, and it was carried unanimously. We also proposed a workshop for the 2025 UBCM Convention, but it was not selected since the topic was already adopted as a special project and that there had already been a significant amount of engagement on the matter. There were over a hundred proposals for the limited available spots in the program. The new Minister of Housing and Municipal Affairs comes from local government, as does Minister Anderson. There was also a conversation at the UBCM table about Event Safety Commission's recommendations that we will discuss later in this meeting.

On motion by EA Representative McMahon, seconded by Director Cole-Hamilton  
THAT the President's Report be received was CARRIED

**3. POLICY AND ADVOCACY**

**At 9:07 a.m. President Geselbracht welcomed Reece Harding of Young, Anderson to join the meeting in advance of Item 3(a).**

The AVICC Executive recommended that staff reach out to Reece Harding of Young Anderson to facilitate a virtual session on *"Implementing the TRC Calls to Action, and DRIPA in Local Government"*, as he has proposed and presented similar sessions at the AVICC Convention, and to

the UBCM Executive. Mr. Harding has been invited to attend our meeting to provide further information, and to receive direct feedback on the desired outcomes of the session.

Staff shared the following notes from the last meeting with Mr. Harding for his consideration:

- Sometimes it's a bit unclear how and why things are happening the way they are within legislation;
- How do we deal with land-use planning as it relates to First Nations collaboration and consultation?
- Every Ministry is downloading requirements in their directions to local government and not considering what the other Ministries are doing – how to navigate the complex additional capacity required to implement the Province's demands with respect to DRIPA in new legislation (ex EDMA).
- Ensure that the session is relevant to both First Nations and LG members.
- What funding initiatives are out there to help support with the capacity required to implement the updated requirements?

Mr. Harding shared that he would be happy to present on this topic, and he has made a variety of presentations to municipalities from around the Province. This topic is evolving constantly and it's important to stay current.

He also spoke about a recent Supreme Court Case that is significant and consequential to all of our work in local government. He recommended that we get into some of the implications into the litigation as an example for our session. He indicated that he is happy to share time with members of the Executive to collaborate on the session and is willing to pivot as needed as we see how the Province, Government of Canada, and other organizations react to the Supreme Court's ruling.

The Executive provided the feedback, and had a conversation with Mr. Harding about a potential session. Staff shared the notes with him after the meeting for incorporation into the session.

At 9:51 a.m., President Geselbracht thanked Mr. Harding for his participation, and he left the meeting.

**a. 2025/26 Advocacy: Update and Virtual Session**

Staff presented a report that provided an update on the advocacy activities for the 2024/25 Term and shared information about the Advocacy conversation that took place on advocacy planning at the June 2025 meeting.

Based on the research done to-date, staff recommended that we host a session on *"Implementing the TRC Calls to Action, and DRIPA in Local Government"* for November 2025, and a session on *"Housing Corporations"* for January (or early February).

The AVICC Executive had the following feedback on the November session after the conversation with Mr. Harding:

- There was a conversation about hiring a facilitator/ moderator. It was determined that because the session is only 2 hours long that we would keep the session 'simple' by using the Q&A Function for questions and possibly use breakout rooms to engage the attendees in conversation. We could turn the mics/videos on at the end for additional conversation if there is time.

- Members of the Executive would be able to facilitate / moderate the session with Mr. Harding as a presenter. President Geselbracht, and Director Isakson were identified to help fill this role, but this can be confirmed closer to the date.
- Other members of the Executive could be responsible for ensuring the questions submitted are not in contravention of our Code of Conduct.
- The Code of Conduct should be agreed to when delegates register for the session.
- **We should focus on this case** – the current nature of the content will attract participants and narrow the focus of the session. Other conversations would happen organically from there. Since the topic is so broad overall, it's important to have specific desired outcomes.
- Staff should work with Mr. Harding to come up with a good title for the session, such as ***“Unpacking and Understanding the Case: Cowichan Tribes v. Canada”***
- There may be value in inviting Chief Councillor John Jack of Huy-uu-aht First Nation and the Alberni-Clayoquot Regional District to participate in the conversation to provide a perspective from a Nation with an established modern treaty. It was also a consideration that if we share his perspective, we should include other perspectives from other Nations (including non-treaty nations). There was a conversation about the limited time available for the session and that it may be better to 'keep it simple'

On motion by Director Isakson seconded by 1<sup>st</sup> Vice President Craig THAT Staff work with Reece Harding to confirm a virtual education and discussion session on understanding the recent Cowichan Tribes v Canada case to take place in November 2025; and THAT we have a structured session format that does not include open conversation or require a professional facilitator and that we survey members for questions in advance was CARRIED

There was a comment about ensuring that we are aware of any activities relating to this case taking place at UBCM.

At the June 6 meeting, it was identified that Housing Corporations/ Community Housing Solutions was ranked first in the survey we should ensure the session is focused, and with specific deliverables. Staff shared the comments from the June meeting on this topic.

There are several housing corporations in the AVICC Region. Staff has reached out to the [Capital Region Housing Corporation](#) (CRHC), (owned by large regional district, serving a variety of mostly-urban communities) the [Tofino Housing Corporation](#) (THC), (owned by a small municipality) and the Comox Valley Regional District who is in the process of establishing their own [housing corporation](#). Staff were able to meet with CRHC Staff, who has presented at the [2024 UBCM Housing Summit](#) – he is in support of the session, and would be open to tailoring his presentation to suit the group, and to participation in the session. Staff proposes that we could include a panel conversation with representatives from these three very different examples in different stages of establishment, and with different levels of capacity requirements.

The AVICC Executive had the following feedback:

- Sounds like an interesting session – trying to have a more focused discussion to facilitate housing diversity (such as Tiny Homes) which could be incorporated into this session to draw into communities who aren't looking at housing corporations.
- Looking for more specifics on the process – unexpected drawbacks and challenges – critical to include practical applications and lessons learned in the conversation.
- Balancing between municipalities and electoral areas – How do you create housing options in a rural environment?

- Could also look at Cortes or Gabriola as an example of working outside of the housing corporation mechanism for solutions.
- Someone from the Executive could lead the conversation, and Director Cole-Hamilton, who is also the Chair of the CVRD has offered to facilitate.

Staff also reported that the Regional Resolutions had been conveyed to the Province and that minister meetings at the UBCM convention had been requested on these issues, per the direction at the last AVICC Executive meeting.

On motion by 2<sup>nd</sup> Vice President Fowler, seconded by EA Director McMahon  
 THAT the report on 2025/26 Advocacy Planning be received for information was CARRIED

**b. 2026 AVICC Bylaw & Policy Update – Subcommittee Recommendations**

At the June 6, 2025 meeting, staff requested input from the AVICC Executive on potential updates to the AVICC Bylaws and Executive Policies. Per the direction from that meeting, President Geselbracht, Past President Cote, and Director Cole-Hamilton and met in July to make recommendations to staff on edits to the Bylaws and Executive Policies for consideration by the AVICC Executive.

Staff presented a red-line version of the AVICC Bylaws per the feedback from that meeting. Proposed edits were as follows: The following changes have been proposed (excluding any formatting or grammatical edits):

- **Definitions** have been updated to include the addition of a definition of “First Nation” and the definition of “Executive” has been updated to allow for modifications to the composition of the Executive as required
- **Part 3.1 – Eligibility for Membership** has been updated to include all municipalities broadly rather than listing the specific types of municipalities, to include both the Islands Trust **and** the municipalities in the Islands Trust and to replace ‘other local governments’ with ‘First Nations’.
- **Part 4.10 – Persons entitled to be present** was updated to clarify that only voting members may speak at the microphone during the AGM, and that Electoral Area Alternates may attend the AGM but may not vote or have the privilege of the floor.
- **Part 5.1 – Number of Directors on the Executive:** Based on the feedback of the Executive and the subcommittee, this edit restricts the number of the Executive to be from 8-11 members (not less or more).
- **Part 5.2 – Composition of the Executive** was updated to add an elected Capital Regional District (CRD) member, which would increase our composition to 9 members.
- **Part 5.5 - Election of Electoral Area Representative and Capital Regional District Representative:** The CRD Representative was added to this section clarifying that only member representatives from the CRD are eligible to vote for this position.

The following options were considered but not recommended by the subcommittee, with rationale provided in the report:

- Adding Regional Directors at Large, to represent the regions south of the Malahat, North of the Malahat, and other coastal communities. It was considered to be too complicated logistically, and there would be possible exclusions.
- Adding a First Nations Representative. It was noted that since First Nations are so different from one another, one would not represent the voice of the other. There are

only a few First Nation members at AVICC, and it may force them to participate whether they want to or not.

- Adding Small and Large Community Reps. Many small and large communities are very different from one another, and the 'middle' may feel excluded.
- Eliminating the 2nd Vice President would be an option to make space for more seats if needed.

Staff and the Bylaw Revision Subcommittee asked for feedback on the proposed changes and direction to submit the bylaw revisions to our membership at the 2026 AGM as an Extraordinary Resolution. As a next step, staff will draft the Extraordinary Resolution for the Executive's endorsement and propose a communication plan to ensure that members are prepared to vote on these amendments.

The AVICC Executive had the following feedback:

- There was a conversation about the CRD Representative and whether it was required or have the intended outcome of increasing South-Island participation at AVICC.
- Mayor Alto has offered through Past President Cote to attend an Executive meeting to discuss this.
- The benefit could also be logistical – staff is based on the South Island.
- If the CRD members do not run for the Executive now, there is still no guarantee that people will run for this new position.

On motion by Past President Cote, seconded by Director Isakson

THAT the AVICC Executive TABLE the conversation regarding including a CRD Representative on the AVICC Executive until the next meeting was CARRIED

Director Isakson left the meeting at 10:58 a.m.

Staff was asked to invite Mayor Alto to attend an Executive Meeting to discuss ways to increase participation from the South Island.

AVICC's Bylaws provide the AVICC Executive with the ability to set out more detailed policies in the Association's Executive Policies (Policies). The Policies can be changed by the AVICC Executive without full member approval. AVICC's current Policies can be found on [our website](#). The last update to the Policies took place in October, 2023. Staff identified several updates that should be made and posted on the website immediately:

- **Section 12 (l) – Convention** has been updated as follows:  
*Invitations to Party Leaders to attend and address the delegates may be transferable to other elected party members on approval of the President.*
- **Section 19 – ADVOCACY POLICY** has been added as an additional Policy, to include the endorsed resolution from the 2022 AVICC AGM.
- **Section 11 – LIFE MEMBERSHIP** has also been flagged for an update. Staff recommend that 11(c) be updated as follows:  
*Life Members ~~who no longer hold elected office of a member local government~~ shall be offered complimentary registration to attend the annual convention including complimentary admittance to any AVICC networking events*
- **Section 15 – SIGNING AUTHORITY (b)** has been identified by staff as a section requiring additional clarity, now that electronic payments are possible:

~~Cheques written on~~ **and eTransfer withdrawals from the AVICC bank account will continue to require two signatures approvals. Cash withdrawals from the AVICC bank account are not permitted.**

On motion 2<sup>nd</sup> Vice President Fowler, seconded by 1<sup>st</sup> Vice President Craig THAT the AVICC Executive direct staff to update the Executive Policies as follows:

- (a) Section 12 (l) be updated to “Invitations to Party Leaders to attend and address the delegates may be transferable to other elected party members on approval of the President”;
- (b) Section 19 – ADVOCACY be added to the Executive Policies to reflect the Special Resolution on Advocacy that was endorsed by members at the 2022 AVICC AGM;
- (c) Section 11 (c) be updated to remove the phrase “who no longer hold elected office of a member local government”; and
- (d) Section 15(b) be updated to “Cheques and eTransfer withdrawals from the AVICC bank account require two approvals. Cash withdrawals from the AVICC bank account are not permitted”; and
- (e) That the word “must” be removed from the phrase “must require” in all other cases in the Policies; and

THAT staff post the updated Executive Policies on the AVICC website was CARRIED

The AVICC Executive took a break from 11:10-11:15 a.m.  
Director Isakson returned to the meeting at 11:15 a.m.

There have been several conversations at AVICC Executive meetings regarding the content of **Section 16** our Executive Policies – **RESOLUTIONS PROCESS**. In addition, AVICC received a letter from the Alberni-Clayoquot Regional District, requesting a review of these policies. UBCM is also reviewing their resolutions procedures, and in past meetings, the AVICC Executive indicated that they wanted to wait to change their own policies until UBCM had completed their review so that we would remain consistent with UBCM and their policies on resolutions.

Staff has made some recommendations on how to update the Resolutions Process in our Executive policies, as well as in the 2026 Resolutions Notice (to be approved in October 2025) and the 2026 Convention Rules and Procedures for Handling Resolutions (to be approved in January 2026). Since these three documents cross-reference each other, it is prudent to start these conversations now, so that staff can ensure consistency throughout all three documents. Staff requested feedback on recommendations on potential revisions.

The Executive had the following comments:

- There was consensus that we should change the amount of time to two minutes for the sponsor to introduce the resolution instead of three.
- There were concerns about restricting resolutions per member or prioritizing resolutions, and until UBCM has a policy on this, we should be cautious on the changes we make.
- Restricting the number of resolutions per member may encourage them to only bring forward the most important and relevant ones. It was also noted that this may increase the number of ‘late resolutions’ submitted.
- LGLA should do some education to our members about what the purpose of a resolution is, identifying and recognizing that too many resolutions dilutes the advocacy on the priority issues.
- Not enough people are attending LGLA – are there other opportunities for education? Should AVICC take this on for our members?

- It was noted that the AVICC Executive can put forward resolutions and if we get similar resolutions from multiple members, we can work with the sponsors to collaborate on a sponsored resolution to UBCM.
- There is an election year in 2026 so resolution education needs to take place at the 2027 convention.
- Having a limit of resolutions per member will bring resolutions of priority for consideration
- Where is UBCM in their process to reform their resolutions process?

On motion by President Geselbracht, seconded by EA Representative McMahon  
 THAT the sponsor of each resolution be restricted to 2-minutes to introduce the resolution at the resolutions session at convention; and

THAT each member be limited to submitting a maximum of 3 resolutions per organization was  
CARRIED

Past President Cote, 1<sup>st</sup> Vice President Craig, and 2<sup>nd</sup> Vice President Fowler OPPOSED

There was a conversation about a mechanism to vary the agenda at our AGM during our resolutions session. The Executive identified the following considerations:

- Can we have the ability to deal with just the late resolutions that are actually emergent and deemed eligible for debate?
- Could the Chair or the AVICC Executive be permitted to vary the agenda, while restricting this ability from members? Staff was advised to check with our Parliamentarian.
- We should be able to address resolutions that are actually ‘emergent’ in nature if we do not complete the resolutions submitted by the deadline. We do not want late resolutions that were simply submitted after the deadline to be considered before resolutions submitted on time.

On motion by 2<sup>nd</sup> Vice President Fowler, seconded by Director Isakson

THAT AVICC Executive receive the August 15, 2025 report on Bylaw and Policy Update for information was  
CARRIED

**c. CORRESPONDENCE: Event Safety Commission Recommendations**

The independent Commission of Inquiry into Community Events Safety in B.C. was established in May 2025, to review and recommend improvements for public security at community events in response to the tragic attack at Vancouver’s Lapu Lapu Festival. The [final report](#) of the independent Commission of Inquiry into Community Events Safety was published in June, approximately one month after UBCM delivered its [input](#) to the Commission.

The Commission’s report included six recommendations, including that “all public events be supported by a risk assessment that could be prepared by event organizers, local governments or both, depending on local capacity. The Commission has attached Event Safety Plan and Event Risk Assessment templates as part of its final report, to support this work.” In their submission UBCM “emphasized the need for flexibility, avoiding a one-size-fits-all approach, and consideration for local government resources and capacity levels” and underscored the importance of community events.

Many AVICC members, and other local governments, do not have the capacity to comply with the recommendations in the report, should they be made requirements. In response, AVICC could send a letter to the Minister of State for Community Safety and Integrated Services, composed by EA Representative Donna McMahon, and signed by President Geselbracht per AVICC’s communications policies.

On motion by 1<sup>st</sup> Vice President Craig, seconded by Past President Cote  
THAT the AVICC Executive approve that the letter included with the report on Event Safety  
Commission Recommendations be sent to the Minister of State for Community Safety and  
Integrated Services on behalf of the AVICC Executive was CARRIED

#### 4. FINANCIAL AND ADMINISTRATION

##### a. Appointment of 2025 Auditor

The AVICC Executive approves the appointment of an auditor each year. At the May 12, 2023 meeting, the AVICC Executive appointed KPMG as our auditor, and directed staff to obtain quotes for the Association's 2024 Audit and it was determined that AVICC should continue with KPMG as their auditor for 2024. Staff recommends that we confirm KPMG as our auditor for 2025.

On motion by 1<sup>st</sup> Vice President Craig, seconded by EA Representative McMahon  
THAT KPMG be appointed as auditors for the 2025 fiscal year was CARRIED

#### 5. CONVENTION

##### a. 2026 Convention Sponsorship

On October 25, 2013 the AVICC Executive approved the sponsorship policy that forms part of the Executive Policies. On October 28, 2022, the AVICC Executive made updates to the AVICC Sponsorship Policy that define the three groups of sponsors more clearly, and to remove speaking opportunities from any sponsor that is not included in Group 1. After a brief decrease in sponsorship as a result, staff have recovered and exceeded the contribution amounts seen before the change was made. Sponsorship for the 2025 convention, excluding tradeshow booth revenue, was \$104,000 compared to \$92,500 in 2024, \$71,000 in 2023 and \$81,900 in 2022.

AVICC supports the trade show by holding the Welcome Reception in the same area as the trade show when possible, serving refreshment breaks in the trade show, having live music, and encouraging community groups to attend. In 2025 in Nanaimo, there was space for 34 booths and we were able to secure 8 of these for non-sponsors at a rate of \$2000 each (\$16,000 total) with 24 allocated to sponsors, and 2 provided at no charge to the library associations and the host community. In 2024, in Victoria, an additional \$18,000 in trade show revenue was collected, compared to \$9000 in Nanaimo in 2023 and \$14,200 in Victoria in 2022.

On motion by 1<sup>st</sup> Vice President Craig, seconded by Past President Cote  
THAT all previously approved 2019, 2020, 2021, 2022, 2023, 2024 and 2025 sponsors be approved and invited to continue their sponsorships in 2026 based on the convention being held as an in-person event was CARRIED

On motion by 2<sup>nd</sup> Vice President Fowler, seconded by 1<sup>st</sup> Vice President Craig  
THAT the meeting be extended to 1:00 p.m. was CARRIED

##### b. 2026 AVICC AGM & Convention Planning

The City of Victoria will be the host community of the 2026 Convention, in partnership with other municipalities in the Greater Victoria area to take place April 24-26, 2025. The convention was last held in Victoria in 2024. The City of Victoria Council committed to being our host community, and will provide the in-kind donation of the Victoria Conference Centre (a \$28K value) and a cash donation of \$1000.

In Nanaimo, the City and Regional District share the costs for several of the expenses, including the trade show, décor, speaker gift donations, honoraria, and entertainment (other than the Banquet Band) totaling approximately \$10K. In 2024, the City of Victoria reached out to other municipalities in the Greater Victoria area to offset some of this cost, and we received donations of \$500 from five members in the CRD in addition to Victoria's contributions. The City also recommended that a \$15 per room night additional fee be charged for AVICC delegates' guestrooms, which will also help to offset the costs to the Host Community.

At the June 6, 2025 meeting, the AVICC Executive directed staff to draft a letter of invitation to the CRD and to all municipalities in the CRD, requesting that they participate and contribute to the convention. This letter was drafted to include opportunities to make a cash donation of \$500-\$1000 to go towards expenses, and in return, we would mention them in the Program, thank you slides, on our website and the opportunity for the organizations to showcase their communities and any upcoming projects at a table in the pre-function area. Non-financial ways to contribute outlined in the letter recommended that these communities submit proposals for the Study Tours, programming Recommendations, volunteer opportunities for staff, entertainment recommendations and a request for a donation of door prizes or gift baskets showcasing their communities.

- Add all the benefits that our conference provides our value to their communities, economic value, showcase local government
- Is it worthwhile to strengthen the request – by putting the request for people and participation at the beginning of the letter
- Add that their participation is crucial
- President should reach out directly if possible

On motion by President Geselbracht, seconded by 2nd Vice President Fowler

THAT Staff work with President Geselbracht to send the letter attached to the August 15 2025 Convention Update report to the Capital Regional District (CRD) Chair and Board and the Mayor and Councils of all municipalities within the CRD, inviting them to contribute as a co-host of the 2026 AVICC AGM & Convention as amended to reflect the comments from the meeting was

CARRIED

Staff provided updates on the planning for the convention, which includes information about the venue, hotel room rates and commitments and catering from the venue, which can include 'Island Good' products. The Banquet has been confirmed as a 'reception style' event to take place in the Rattenbury Ballroom per the direction from the June meeting.

It was recommended that the elections take place electronically once again, with both in-person and virtual candidate speeches, and with the option for member representatives who are not in attendance at the convention to register to be added to the electors' list.

On motion by 1<sup>st</sup> Vice President Craig, seconded by EA Representative McMahon

THAT the 2026 AVICC Elections be held by electronic ballot, with candidate speeches held both online and in-person; and

THAT voter registration for the 2026 AVICC Elections be offered to all member representatives, including those who are not registered to attend the convention and those who are registered to attend was

CARRIED

The AVICC Executive considered a proposed “2026 Convention at a Glance” document that follows the same basic format as in the past four in-person conventions, with the same fixed schedule as last year for the Nominating Committee Reports to allow for in-person candidate speeches. Feedback from the 2024 and 2025 Convention indicated that we may have had too many presentations in the program, which caused us to run behind schedule throughout the weekend – this has been factored into the attached proposed schedule.

On motion by 2<sup>nd</sup> Vice President Fowler, seconded by Director Cole-Hamilton  
THAT the 2026 AVICC AGM & Convention follow the same basic format as the 2022-2025 AVICC AGM & Convention as presented in the August 15, 2025 report on the 2026 Convention Planning Update was CARRIED

Based on feedback following the June Executive meeting, staff conducted research on several keynote speakers, including the following:

- [Justin McElroy \(CBC\)](#)
- [Norm Van Eeden Petersman \(Strong Towns\)](#)
- [Waneek Horn-Miller](#)
- [Shachi Kurl](#)
- [Anthony Wilson-Smith](#)

At this time, we have quotes and availability information for all but Justin McElroy. The decision about the Keynote Speaker should be confirmed by the October 17<sup>th</sup> meeting, and staff requested feedback from the Executive, who had the following comments:

- Justin McElroy could be contacted through one of our members – he is an entertaining speaker – media speaker was so well-received as last year’s keynote.
- Norm Van Eeden Petersman is a great speaker that could be either a Keynote, or Plenary Session Presenter.
- Shachi Kurl – what other topics could they do? She has a great history with AVICC and Provincial politics and could be a great ‘media’ option with a different twist.
- We should select either Justin McElroy OR Shachi Kurl, but not both as they are both from the media.
- Consider diversity when selecting speakers.
- Could Lynk Creations host a plenary session instead of a workshop? (not really a keynote)

Staff also confirmed the process for the other workshops, study tours and sessions, including a quote from professional facilitators from [Lynk Creations](#). Staff will send out the session proposal call-out after the next Executive meeting in late-October.

Past President Cote left the meeting at 12:28 p.m.

The Audio-Visual is always an important component to the annual convention. The costs of A/V varies significantly depending on the venue, and their in-house A/V companies. Staff confirmed that the inhouse A/V company that resides at the VCC has been confirmed as our 2026 A/V provider at a lower cost than in 2024.

On motion by Director Cole-Hamilton, seconded by 2<sup>nd</sup> Vice President Fowler  
THAT the report on 2026 Convention Planning be received for information was CARRIED

**c. 2025 UBCM Convention Planning & Student Delegates**

As in past years, AVICC will host a luncheon at the UBCM Convention on Wednesday, September 24<sup>th</sup>, 2025. UBCM has confirmed that our event is taking place in the Crystal Gardens, and that there are currently 170 delegates registered, and registration is still open for another month.

At the June meeting, the AVICC Executive directed staff to invite the Premier to speak, and if he is not available, that the Minister of Housing and Municipal Affairs or the Minister of Infrastructure would be invited. The Premier has recently let us know that he is unavailable, and an invitation has been sent to the new Minister of Housing and Municipal Affairs, Hon. Christine Boyle, and we are awaiting her reply. The Executive was asked to confirm another alternate Provincial speaker.

On motion by 2<sup>nd</sup> Vice President Fowler, seconded by EA Representative McMahon  
THAT if Minister Boyle is unavailable to attend our delegates at the UBCM Lunch, we invite *Minister Osborne, then Minister Neill* to address our delegates at the 2025 AVICC Luncheon at the UBCM Convention was CARRIED

Staff updated the Executive on a meeting that took place with AVICC member representatives, per direction at the last meeting, that included a conversation about strategies we could take to support our members in their campaigns to be elected to the UBCM Executive. Staff also confirmed the requests for three Minister meetings per the direction at the June meeting, relating to all three regional resolutions endorsed at the 2025 AVICC AGM & Convention.

The UBCM Convention Committee has once again invited each Area Association to register up to three student participants for the 2025 Convention in Victoria on a complimentary basis. The student registration information was sent to members in mid-July, shortly after it was received to allow as much time as possible for our members to identify suitable candidates in their communities. If AVICC wants to offer to support a portion of the travel, and provide a lunch ticket, this will be communicated with a reminder to members about the opportunity.

On motion by 2<sup>nd</sup> Vice President Fowler, seconded by Director Cole-Hamilton  
THAT the AVICC Executive direct staff to communicate the opportunity for student registration at UBCM to all members, and offer to assist with a 50% travel and accommodation reimbursement for up to \$1000 per student participant to assist with the student's travel costs;

THAT one complimentary ticket to the AVICC lunch be offered by AVICC for each student participant; and  
THAT AVICC is not responsible for the student delegate at the convention was CARRIED

On motion by 1<sup>st</sup> Vice President Craig, seconded by Director Cole-Hamilton  
THAT the report on 2025 UBCM Convention Planning be received for information was CARRIED

**ADJOURNMENT**

At 12:37 p.m. on motion by 2<sup>nd</sup> Vice President Fowler, seconded by EA Representative McMahon  
THAT the meeting be adjourned was CARRIED

**6. Next Meeting**

The next meeting of the AVICC Executive is set for Friday October 17, 2025 at 10:00 a.m. to be held in-person at the Regional District of Nanaimo. Zoom login may also be available for those who have barriers to attend in person.