



## GOVERNMENT SERVICES COMMITTEE

MONDAY, FEBRUARY 21, 2011  
5:30 P.M.

COUNCIL CHAMBERS, CITY HALL  
410 ESPLANADE

*Mandate – To advise Council on a broad spectrum of issues related to departmental matters*

---

COUNCILLOR STEVE ARNETT, CHAIR

Page

### CALL TO ORDER

#### 1. AGENDA APPROVAL

#### 2. MINUTES

2.1. January 21, 2011

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#### 3. DELEGATIONS

3.1. Dan Little, Hayes, Stewart, Little (Auditors)

Audit plans for the year January 1 to December 31, 2010

#### 4. CITY MANAGER'S REPORT

#### 5. STAFF REPORTS

5.1. Public Input Period Prior to Regular Council Meetings

4 - 8

5.2. Building Inspector's Report – January 2011

9

5.3. Trolley Report – January 2011

10

5.4. Fire Chief's Report – January 2011

11

5.5. Coastal Animal Control Services – January 2011 Pound Report

12 - 13

#### 6. MEMBER SUBMISSIONS

6.1. Mayor Hutchins – Attendance at Association of Vancouver Island Coastal  
Communities Annual Conference, April 8 10, 2011

14 - 17

**7. CORRESPONDENCE**

None

**8. NEW BUSINESS**

**9. UNFINISHED BUSINESS**

None

**ADJOURNMENT**



LADYSMITH

TOWN OF LADYSMITH  
MINUTES OF A REGULAR SESSION OF  
THE GOVERNMENT SERVICES COMMITTEE  
MONDAY, JANUARY 17, 2011 – 5:30 P.M.

**COUNCIL MEMBERS PRESENT:**

Councillor Steve Arnett (Chair)  
Councillor Jillian Dashwood  
Councillor Bruce Whittington

Mayor Rob Hutchins  
Councillor Lori Evans

Councillor Scott Bastian

**COUNCIL MEMBERS ABSENT:**

Councillor Duck Paterson

**STAFF PRESENT:**

Ruth Malli  
Erin Anderson  
Joanna Winter

Sandy Bowden  
Patrick Durban

Felicity Adams  
Joe Friesenhan

**CALL TO ORDER**

Councillor Arnett called the meeting to order at 5:30 p.m.

**AGENDA APPROVAL**

Councillor Arnett requested Council's consideration of the following addition to the agenda:

- Composition of salt compound used by Public Works

2011-001

It was moved, seconded and carried that the agenda be adopted as amended.

**DELEGATIONS**

**Ladysmith Website Upgrade Project**

The two finalists for the Ladysmith Website Upgrade project contract – Paul Mycroft, Paul Mycroft Design (in person) and Dale Slattery, Graphically Speaking (by conference call) made presentations and responded to questions from Council.

**MINUTES**

2011-002

It was moved, seconded and carried that the Government Services Committee minutes of December 20, 2010 be adopted as circulated.

**CITY MANAGER'S  
REPORT**

Council discussed the City Manager's report on strategic priorities for the fourth quarter of 2010.

**REPORTS**

Council discussed the fourth quarter reports on strategic priorities from the Directors of Corporate Services, Development Services,

Parks, Recreation and Culture and Public Works.

2011-003

**Selection of Consultant for Website Upgrade Project**

It was moved, seconded and carried that the Committee recommend that Council award the website upgrade project to Graphically Speaking.

2011-004

**Bylaw Complaint – Hedges and Fences**

It was moved, seconded and carried that the Committee recommend that the complaints from Grahame and Marie Quakenbush and Donna Blythe regarding the height of hedges and the definition of 'fence' in the Zoning Bylaw be referred to the next Government Services meeting in order for staff to provide further information regarding bylaws in other municipalities governing height and width of hedges.

2011-005

**Cassidy Aquifer Water Supply Site**

It was moved, seconded and carried that the Committee recommend that Council engage a property agent to begin discussions with Island Timberlands about the right to carry out test drilling at a site identified as Site A in the Technical Memo from EBA Engineering, dated March 26, 2010, and if successful, to negotiate the provision of a community well site within the proposed Timberlands development, with all necessary provisions for wellhead and aquifer protection.

2011-006

**First Avenue Juniper Trees**

It was moved, seconded and carried that the Committee recommend that Council authorize the removal of the Smarag Junipers in front of Lait Bloomer Florists to the Ladysmith Arboretum, with the cost to be paid by Lait Bloomer Florists.

2011-007

**Building Inspector's Report for December 2010**

It was moved, seconded and carried that the Building Inspector's Report for December 2010 be received.

2011-008

**Trolley Report for December 2010**

It was moved, seconded and carried that the Trolley Report for December 2010 be received.

2011-009

**Fire Chief's Report for December 2010**

It was moved, seconded and carried that the Fire Chief's Report for December 2010 be received.

2011-010

**Animal Control / Pound Report for December 2010**

It was moved, seconded and carried that the Animal Control / Pound Report for December 2010 be received.

**CORRESPONDENCE**

2011-011

**Ladysmith Chamber of Commerce  
2011 Home, Garden and Business Show**

It was moved, seconded and carried that the Committee recommend to Council that the Town participate as an exhibitor with a booth in the 2011 Ladysmith Home, Garden and Business show at a cost of \$250 and that all members of Council participate.

**NEW BUSINESS**

**Chemical Composition of Salt Mix Used on Town Roads**  
Councillor Evans was advised that the salt mixed used on Town roads by Public Works crews during snow periods is calcium chloride.

**ADJOURNMENT**

2011-012

It was moved, seconded and carried that this meeting of the Government Services Committee be adjourned at 6:49 p.m.

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Chair (Mayor R. Hutchins)

**CERTIFIED CORRECT**

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Corporate Officer (S. Bowden)



Town of Ladysmith  
**STAFF REPORT**

To: Ruth Malli, City Manager  
From: Sandy Bowden, Director of Corporate Services  
Date: February 14, 2011  
File No:

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Re: **PUBLIC INPUT PERIOD PRIOR TO REGULAR COUNCIL MEETINGS**

**RECOMMENDATION(S):**

That Council receive this report for information.

**PURPOSE:**

The purpose of this report is to provide a summary of the investigation of public input opportunities either prior to or at the beginning of regular Council meetings offered in selected BC local governments.

**INTRODUCTION/BACKGROUND:**

Council will recall that at the meeting held on January 10, 2011, Council directed staff to investigate the matter of adding a public input period related to Town business prior to the start of a Council meeting. Council directed staff to focus on three specific local governments: Delta, North Vancouver and Dawson Creek. Following is a summary of staff's findings:

**Corporation of Delta**

Delta offers a public question and answer period 15 minutes prior to all regular Council meetings from 6:45 p.m. to 7:00 p.m. The guidelines for the question and answer period are as follows:

1. A questioner must be a property owner, resident of the municipality and/or a person who is deemed to be directly affected by the matter to be addressed.
2. Persons wishing to ask a question must register to do so. Opportunity to register will be available at the Municipal Hall on the day of the meeting from 3:00 pm until 6:30 pm.
3. Registration will not be carried forward from meeting to meeting. Persons that have registered but not addressed their question to Council at the end of Question & Answer Period, will be advised to return to the next Regular Meeting and re-register, or may submit their questions for subsequent written response.

4. Questioners must submit their questions in writing to the Clerk in advance of speaking. Forms will be provided by the Clerk for this purpose, at the time of registration.
5. Questioners must respect the need for Question Period to proceed in a timely fashion and must proceed according to these guidelines:
  - a. address the Presiding Officer when speaking;
  - b. state their name and residential address, prior to presenting their question to Council;
  - c. speak clearly and concisely into the microphone at the "Speakers Podium", when and where one is available; and
  - d. agree to speak for not more than three minutes and to speak only once during the meeting (unless invited by Council to extend the discussion).
6. Questioners are required to ask a question and are not permitted to make a speech. A questioner will be ruled out of order if speaking to matters of current litigation or legal action against the Corporation of Delta. A questioner making political statements, using rude and/or obscene language or defamatory comments or speaking about a bylaw from a closed public hearing will also be ruled out of order.
7. Council reserves the right to defer responding to a question in order to obtain the information required to provide a complete and accurate response.

#### District of North Vancouver

The District of North Vancouver offers a public input session during all regular Council meetings (Agenda Item No. 2). Speakers are limited to speaking for two minutes and the session is limited to a maximum of 30 minutes.

#### City of North Vancouver

The City of North Vancouver offers a public input period during all regular Council meetings (Agenda Item No. 2) commencing at 6:00 p.m. The guidelines for the public input period are as follows:

1. The time allotted for each speaker appearing before Council during the Public Input Period is two minutes. The maximum number of speakers during the Public Input Period is set at five persons.
2. The Public Input Period provides an opportunity for the public to speak directly to Council on items on the Council agenda and to any topic the speaker feels is of relevance to City Council.
3. The Public Input Period provides an opportunity for input only, without the expectation of response from Council and places the speaker's concern on the record.

- c. Speak clearly and concisely into the microphone at the Delegation Table; when and where one is available;
  - d. Agree to speak for not more than three minutes and to speak only once during the meeting (unless invited by the Mayor to extend the discussion).
6. Questioners are required to ask a question and are not permitted to make a speech. A question will be ruled out of order if speaking to matters of current litigation or legal action against the Corporation of the City of Dawson Creek. A questioner making political statements, using rude and/or obscene language or defamatory comments or speaking about a bylaw from a closed public hearing will also be ruled out of order.
7. Council reserves the right to defer responding to a question in order to obtain the information required to provide a comprehensive and accurate response.

### Neighbouring Local Governments

In the Cowichan Valley, the City of Duncan does not offer a formal question period at Council meetings, however they do entertain questions from members of the public on agenda items only; Lake Cowichan offers a question period for the media only; the District of North Cowichan offers a question period at regular Council meetings; the CVRD offers a question period for both the public and the media at regular Board meetings. The City of Nanaimo allows questions from the public pertaining to agenda items only at regular Council meetings.

The Town of Ladysmith offers a question and answer period during all regular Council meetings. It is not recommended that the Town include a second question and answer period prior to regular Council meetings. The purpose of a Council meeting is to consider specific Town business which is itemized on the Council agenda. The Town currently offers other opportunities for public engagement which include:

- Written correspondence to Council for consideration at a Council meeting.
- Weekly Mayor's "Open Door" session.
- Members of the public are encouraged to contact any member of Council or Town staff via telephone, email, fax or written correspondence.
- Question and Answer period during all regular Council meetings.

### SCOPE OF WORK:

If Council wishes to establish a second question and answer period prior to regular Council meetings it is recommended that staff be directed to advertise this in the local media as deemed appropriate. It is also recommended that the session be attended by Council members and the recording secretary.

### ALTERNATIVES:

Council could direct staff to amend current Council meeting procedures by including an additional opportunity for a question period prior to regular Council meetings or Council could receive this report for information only and take no further action in



4. Speakers are requested to place their name on the sign up sheet in order to speak during the Public Input Period. The sign up sheet will be available on the table in the lobby outside the Council Chamber from 5:30 p.m., until 6:00 p.m., on the night of the Council meeting. The Mayor will invite those wishing to speak in the order that their name appears on the sign up sheet.
5. Speakers are requested to omit addressing items that refer to items on the agenda from a concluded Public Hearing/Public Meeting and to Public Hearings, Public Meetings, Policy Committee and Finance Committee meetings, when these meetings are scheduled on the same evening's agenda.
6. Speakers may not speak disrespectfully of any Council Member, staff member, or any other person and must not use offensive words or gestures.
7. Speakers may speak only once at the Public Input Period.
8. When appearing before Council, speakers are requested to state their name and address for the record.
9. Please address the Mayor as Mayor Mussatto or Your Worship and please address Councillors as Councillor followed by their surname.

#### City of Dawson Creek

The City of Dawson Creek offers a question and answer period during all regular Council meetings (Agenda Item m). Guidelines for the question and answer period are as follows:

1. A questioner must be a property owner, resident of the municipality and/or a person who is deemed to be directly affected by the matter to be addressed.
2. Persons wishing to ask a question must register to do so. Opportunity to register will be available at City Hall on the Friday before the meeting from 1:00 p.m. to 4:30 pm.
3. Registration will not be carried forward from meeting to meeting. Persons that have registered but have not addressed their question to Council at the end of Question and Answer Period, will be advised to return to the next Regular Meeting and reregister, or may submit their questions for subsequent written response.
4. Questioners must submit their questions in writing to the Director of Corporate Administration in advance of speaking. Forms will be provided for this purpose, at the time of registration.
5. Questioners must respect the need for Question Period to proceed in a timely fashion and must proceed according to these guidelines:
  - a. Address the Mayor when speaking;
  - b. State their name and residential address, prior to presenting their question to Council;

this regard. Council may wish to consider other opportunities to enhance public involvement such as regular Town Hall meetings.

FINANCIAL IMPLICATIONS:

There are no direct financial implications; however, if Council wishes to conduct an additional public input period prior to regular Council meetings, staff time will be required to administer the session including any follow-up required to respond to questions raised.

LEGAL IMPLICATIONS:

n/a

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

Opportunities to enhance public involvement with the Town's business are generally positively received by the public.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

n/a

RESOURCE IMPLICATIONS:

No additional resources are necessary at this time.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

n/a

ALIGNMENT WITH STRATEGIC PRIORITIES:

Enhancing opportunities for public engagement aligns with several of the Town's strategic priorities.

SUMMARY:

In January, Council directed staff to investigate the matter of adding a public input period prior to the start of Council meetings. Council directed staff to focus on three specific local governments: Delta, North Vancouver and Dawson Creek. Staff conclude that the District of Delta is the only local government surveyed that schedules a question and answer period prior to regular Council meetings. It is not recommended that a question and answer period be scheduled prior to regular Town Council meetings. It is recommended that the Town pursue other public engagement strategies such as conducting regular Town hall meetings and enhancing the Town's website.

I concur with the recommendation.



Ruth Malli, City Manager



**TOWN OF LADYSMITH**  
 Building Permit Summary - January 2011

	Commercial	No. of Permits	Industrial	No. of Permits	Institutional	No. of Permits	(New) Residential	No. of Permits	Dwelling Units	Residential Adds / Renos	No. of Permits	Permits with Construction value YTD	Bldg & Plbg Permit Fees This Month	Permit Values This Month	Permit Values This Year
JAN	0	0	\$0	0	\$0	0	\$452,202	3	3	\$50,160	7	10	\$4,205	\$502,362	\$502,362

**Year to Date**

JAN	\$0	0	\$0	0	\$0	0	\$452,202	3	3	\$50,160	7	10	\$4,205	\$502,362	\$502,362
FEB															
MAR															
APR															
MAY															
JUN															
JUL															
AUG															
SEP															
OCT															
NOV															
DEC															
<b>TOTAL</b>	\$0	0	\$0	0	\$0	0	\$452,202	3	3	\$50,160	7	10	\$4,205	\$502,362	\$502,362

Demolitions Mth	Demos YTD

Comparison	#DU	Value	#BP	Value
YTD 2011	3	\$452,202	10	\$502,362
YTD 2010	5	\$ 766,498	15	\$ 779,948
YTD 2009	4	\$ 516,000	5	\$ 544,000

*Tom Skarvig*  
 Tom Skarvig, Building Inspector



# TOWN OF LADYSMITH

LADYSMITH TROLLEY BUS ACTIVITY REPORT - Trolley 103/105

January 2011

Day	Date	Passenger Count	Fuel Litres	KM Start	KM Finish	Weather	Wheel Chairs	Service Dogs	Bikes
Sat	1	STAT							
Sun	2								
Mon	3	64	69	81349	81556	Sun	3	1	0
Tue	4	70	93	81556	81767	Cloud/Rain/Snow	0	0	1
Wed	5	67	85	81767	81962	Cloud/Rain	0	0	0
Thu	6	57	91	77016	77218	Cloud/Rain	0	0	0
Fri	7	86	89	77218	77478	Sun/Rain	0	1	2
Sat	8	57	79	77428	77632	Sun/Rain	0	1	2
Sun	9								
Mon	10	91	88	77632	77839	Cloud	0	0	0
Tue	11	82	88	77839	78044	Cloud	0	0	0
Wed	12	NOT IS SERVICE DUE TO EXTREME WEATHER CONDITIONS							
Thu	13	55	85	78044	78235	Cloud/Rain	0	1	0
Fri	14	84	89	78235	78442	Rain	0	1	0
Sat	15	76	85	78442	78647	Rain	0	1	1
Sun	16								
Mon	17	89	91	78655	78859	Sun/Rain	2	1	0
Tue	18	87	92	78859	79062	Sun/Cloud	0	2	2
Wed	19	89	97	79062	79260	Sun	1	2	3
Thu	20	102	90	79260	79462	Cloud/Rain	0	1	4
Fri	21	93	89	79462	79671	Rain	0	1	0
Sat	22	73	69	79671	79822	Sun	0	1	0
Sun	23								
Mon	24	79	88	79822	80027	Rain	0	1	0
Tue	25	87	86	80027	80230	Cloud	1	1	2
Wed	26	93	88	80230	80436	Sun/Cloud	0	1	4
Thu	27	86	88	80436	80641	Cloud	0	0	2
Fri	28	57	89	80641	80847	Sun/Cloud/Rain	0	1	1
Sat	29	60	126	82149	82363	Cloud/Rain	0	0	0
Sun	30								
Mon	31	95	79	82363	82576	Sun	0	0	0
<b>TOTAL</b>		<b>1879</b>	<b>2113</b>				<b>7</b>	<b>18</b>	<b>24</b>

2011 DONATIONS FOR January - \$661.33

2011 DONATIONS YEAR-TO-DATE \$661.33

2011 AVERAGE DAILY RIDER COUNT FOR January - 78



# Ladysmith Fire / Rescue

P.O. Box 760 Ladysmith, B.C. V9G 1A5  
Phone: 250-245-6436 • Fax: 250-245-0917



## FIRE CHIEF'S REPORT

MONTH: January, 2011

TYPE OF CALL OUT	J	F	M	A	M	J	J	A	S	O	N	D	YEAR'S TOTALS
Alarms Activated: Pulled Station													
By mistake													
Electrical problem	4												4
Due to cooking													
Assistance													
Burning Complaint													
Fire: Structure	2												2
Chimney	3												3
Interface / Bush													
Vehicle													
Other	1												1
Hazardous Materials	2												2
Hydro Lines: Down / Fire	2												2
Medical Aid	4												4
Mutual Aid	1												1
MVI	3												3
Rescue													
<b>MONTH TOTALS (not incl. Practises)</b>	<b>22</b>												<b>22</b>
Practises (Totals for each Month)	4												4

### ALARMS ACTIVATED (location/owner):

- FJCC - sprinkler alarm problems, electrical switch  
(four alarms at FJCC)

### COMPARISONS:

Year to Date / 11 22 (excl. practises)  
Year to Date / 10 5 (excl. practises)  
Year to Date / 09 13 (excl. practises)

APPROVED:

*Ray Delcourt*  
Fire Chief

**COASTAL ANIMAL CONTROL SERVICES OF BC LTD**

2202 Herd Rd. Duncan, BC. V9L 6A6

(250) 748-3395

**TOWN OF LADYSMITH POUND REPORT  
JANUARY 2011**

RECEIVED  
FEB 04 2011

<b>Disposition of Impounded Dogs</b>	<b>Current Month</b>	<b>2011 Totals</b>
Stray dogs impounded	4	4
Stray dogs claimed	4	4
Stray dogs put up for adoption	0	0
Stray dogs euthanized	0	0
Stray livestock / cats	0	0
Other	0	0
<b>Calls Received and Investigated</b>	<b>5</b>	<b>5</b>
Aggressive dogs	0	0
Dogs at large	4	4
Noise (barking) complaints	0	0
Other non specific dog related calls	1	1
Wildlife / livestock / cats	0	0
<b>After hour call outs</b>	<b>2</b>	<b>2</b>
<b>Monthly Pound and Board Fees Collected</b>	<b>\$550.00</b>	<b>\$550.00</b>
Impound fees	\$400.00	\$400.00
Daily board fees	\$150.00	\$150.00
<b>Tickets issued</b>	<b>1</b>	<b>1</b>
Unlicenced dog	\$0	\$0
Dog not effectively controlled	\$0	\$0
Dangerous dog not muzzled (12e)	\$250.00	\$250.00
Habitually noisy	\$0	\$0
<b>Licencing Statistics</b>		
	Tags	5
	Revenue	\$110.00

Judi Burnett

# CAS Summary of Service Calls, Ladysmith

5 calls in total

01-Jan-11 to 31-Jan-11

Issue	Call #	Received	Type	Completed
<b>At large</b>		<b>1</b>		
	825	25-Jan-11	Dog	27-Jan-11
<b>Confined</b>		<b>3</b>		
	826	28-Jan-11	Dog	29-Jan-11
	824	23-Jan-11	Dog	25-Jan-11
	823	09-Jan-11	Dog	21-Jan-11
<b>Other</b>		<b>1</b>		
	822	06-Jan-11	Dog	01-Feb-11



## ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES 2011 AGM & CONVENTION

Sidney, BC  
April 8-10, 2011



Executive is pleased to advise that program plans are firming up nicely and registration for the 2011 AVICC AGM & Convention is now open.

Sidney, this year's host community, features terrific convention facilities and an enthusiastic and inspired local organizing committee that have helped to create a program that will be a highlight of the year for delegates, sponsors and exhibitors.

### THE PROGRAM FORMAT

The 2011 program will integrate the regular business of the annual general meeting, debate on resolutions and holding of elections with a variety of presentations and workshops on topical issues, addresses by key political speakers and networking opportunities. Pre-convention program activities include a Saanich Peninsula Agricultural Study Tour and a Capital Regional District Hartland Landfill Study Tour.

A draft of the detailed program will be available by mid-February on [www.AVICC.ca](http://www.AVICC.ca). In order to accommodate emergent issues the program does not become final until just prior to the AGM & Convention.

### KEYNOTE SPEAKER

**Dr. Andrew J. Weaver, Climate Scientist and Professor, School of Earth and Ocean Sciences, University of Victoria**

The foundations of the science of global warming will be presented and a discussion of our present climate will be framed within a historical perspective of the Earth's climate over the last 800,000 years. The range of projections of climate change over the next century will be summarized and the public confusion arising from the media portrayal of the science and its entry into the political arena will be discussed. Finally, how various policy options fit within the framework of necessary actions required to reduce greenhouse gas emissions will be reviewed.



Dr. Andrew J. Weaver is a Professor and Canada Research Chair in Climate Modelling and Analysis in the School of Earth and Ocean Sciences, University of Victoria. He was a Lead Author in the United Nations Intergovernmental Panel on Climate Change 2nd, 3rd and 4th Scientific Assessments and was the Chief Editor of the Journal of Climate from 2005-2009. His book *Keeping our Cool: Canada in a Warming World* was published by Viking Canada in September 2008. His second book *Generation Us: Global Warming and the Path to Its Solution* will be published by Orca Books in 2011 and will provide the basis for the keynote presentation.

Please be reminded that the Resolutions and Nominations deadline is **February 25, 2011**. The notices and nominations form are located on the website at [www.AVICC.ca](http://www.AVICC.ca).

### BRIEF PROGRAM OVERVIEW

#### Friday, April 8, 2011

- |         |  |
|---------|--|
| Morning | Pre-Conference Study Tours   |
| 2:00 pm | Official Opening, Keynote Address, Provincial Representatives Addresses, AGM & Presentations |
| 5:30 pm | Welcome Reception  |

#### Saturday, April 9, 2011

- |         |  |
|---------|--|
| 7:45 am | Deluxe Continental Breakfast                                     |
| 8:30 am | Elections, UBCM President's Address, Resolutions & Presentations |
| Noon    | Delegates Luncheon   |
| 2:00 pm | Concurrent Workshop Sessions                                     |
| 6:00 pm | Reception, Dinner & Entertainment                                |

#### Sunday, April 10, 2011

- |         |  |
|---------|--|
| 7:30 am | Hot Breakfast  |
| 8:30 am | Elections, Presentations, Address by the Acting Leader of the Opposition, Resolutions & Late Resolutions, Closing Session, Installation of New Executive & Grand Prize Award |
| 12 noon | Adjournment  |





# 2011 AGM & CONVENTION

April 8-10, 2011 Sidney, BC

## DELEGATE REGISTRATION FORM

**IMPORTANT:** If completing by hand, please print. For electronic completion, download the Word form document from [www.AVICC.ca](http://www.AVICC.ca) and use only the tab key (not the return key) to move through the fields and a mouse click to check the boxes. Thank you.

Delegate Surname: _____	First Name: _____ <small>(to appear on nametag)</small>
Partner/Guest Surname: _____	First Name: _____ <small>(to appear on nametag)</small>
Delegate Title: _____ <small>(e.g. Mayor, Councillor, Chair, Director, Administrator, CAO, Clerk, Treasurer)</small>	
Municipality/RD/Ministry/Org: _____	<b>For AVICC Use</b>
Hotel/Motel/B&B Where Delegate is Staying: _____	Cheque #: _____
Delegate Email Address: _____	Date: _____
	Amount: _____

### REGISTRATION FEES

	<i>Postmarked by March 18, 2011</i>	<i>Postmarked after March 19, 2011</i>	<i>Amount Enclosed</i>
<b>Delegate: (Member - Voting &amp; Non-voting, and Non-Member)</b>			
<input type="checkbox"/> Delegate Business Sessions	\$121	\$145	
<input type="checkbox"/> Delegate Banquet (Saturday evening)	\$42	\$50	
<input type="checkbox"/> Delegate Welcome Reception (Friday evening)	\$26	\$32	
<input type="checkbox"/> Delegate Pre-Conference CRD Hartland Landfill	No Fee	No Fee	0
<input type="checkbox"/> Delegate Pre-Conference Saanich Peninsula Agricultural Tour	\$10	\$12	
<b>Partner or Guest:</b>			
<input type="checkbox"/> Partner/Guest Welcome Reception (Friday evening)	\$26	\$32	
<input type="checkbox"/> Partner/Guest Banquet (Saturday evening)	\$42	\$50	
<input type="checkbox"/> Partner/Guest Pre-Conference Saanich Peninsula Agricultural Tour	\$10	\$12	
	Registration Fees Sub-total		
	Add 12% HST (82945 4362)		
	<b>TOTAL FEES ENCLOSED</b>		
	<i>(Payment must accompany registration.)</i>		

### CANCELLATION POLICY

Full Refund: Notice of cancellation must be received by **March 18, 2011**.

Non-Refundable: Notice of cancellation received after **March 19, 2011**.

Note: Please forward notifications by email to [iheskethboles@ubcm.ca](mailto:iheskethboles@ubcm.ca) even if fees are non-refundable. Any refunds owing will be processed after the AGM & Convention.

### PLEASE RETURN FORM AND MAKE CHEQUE PAYABLE TO:

Association of Vancouver Island and Coastal Communities (AVICC)  
525 Government Street  
Victoria, BC V8V 0A8

For program, registration or other information please see [www.AVICC.ca](http://www.AVICC.ca) or email [iheskethboles@ubcm.ca](mailto:iheskethboles@ubcm.ca) or call 250-356-5122.



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Sidney, this year's host community, features terrific convention facilities and an enthusiastic and inspired local organizing committee that have helped to create a program that will be a highlight of the year for delegates, sponsors and exhibitors.

### THE PROGRAM FORMAT

The 2011 program will integrate the regular business of the annual general meeting, debate on resolutions and holding of elections with a variety of presentations and workshops on topical issues, addresses by key political speakers and networking opportunities. Pre-convention program activities include a Saanich Peninsula Agricultural Study Tour and a Capital Regional District Hartland Landfill Study Tour.

A draft of the detailed program will be available by mid-February on [www.AVICC.ca](http://www.AVICC.ca). In order to accommodate emergent issues the program does not become final until just prior to the AGM & Convention.

### KEYNOTE SPEAKER

**Dr. Andrew J. Weaver, Climate Scientist and Professor, School of Earth and Ocean Sciences, University of Victoria**

The foundations of the science of global warming will be presented and a discussion of our present climate will be framed within a historical perspective of the Earth's climate over the last 800,000 years. The range of projections of climate change over the next century will be summarized and the public confusion arising from the media portrayal of the science and its entry into the political arena will be discussed. Finally, how various policy options fit within the framework of necessary actions required to reduce greenhouse gas emissions will be reviewed.



Dr. Andrew J. Weaver is a Professor and Canada Research Chair in Climate Modelling and Analysis in the School of Earth and Ocean Sciences, University of Victoria. He was a Lead Author in the United Nations Intergovernmental Panel on Climate Change 2nd, 3rd and 4th Scientific Assessments and was the Chief Editor of the Journal of Climate from 2005-2009. His book *Keeping our Cool: Canada in a Warming World* was published by Viking Canada in September 2008. His second book *Generation Us: Global Warming and the Path to Its Solution* will be published by Orca Books in 2011 and will provide the basis for the keynote presentation.

### BRIEF PROGRAM OVERVIEW

#### Friday, April 8, 2011

- |         |  |
|---------|--|
| Morning | Pre-Conference Study Tours   |
| 2:00 pm | Official Opening, Keynote Address, Provincial Representatives Addresses, AGM & Presentations |
| 5:30 pm | Welcome Reception  |

#### Saturday, April 9, 2011

- |         |  |
|---------|--|
| 7:45 am | Deluxe Continental Breakfast                                     |
| 8:30 am | Elections, UBCM President's Address, Resolutions & Presentations |
| Noon    | Delegates Luncheon   |
| 2:00 pm | Concurrent Workshop Sessions                                     |
| 6:00 pm | Reception, Dinner & Entertainment                                |

#### Sunday, April 10, 2011

- |         |  |
|---------|--|
| 7:30 am | Hot Breakfast  |
| 8:30 am | Elections, Presentations, Address by the Acting Leader of the Opposition, Resolutions & Late Resolutions, Closing Session, Installation of New Executive & Grand Prize Award |
| 12 noon | Adjournment  |

Please be reminded that the Resolutions and Nominations deadline is **February 25, 2011**. The notices and nominations form are located on the website at [www.AVICC.ca](http://www.AVICC.ca).

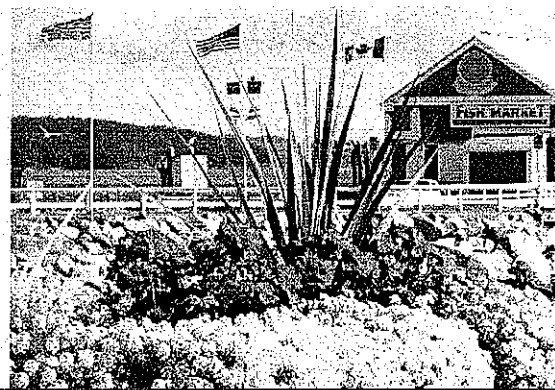


## LOGISTICS

### 2011 AGM & CONVENTION

Sidney, BC

April 8-10, 2011



#### THE VENUES

Welcome Reception – Shaw Ocean Discovery Centre, 9811 Seaport Pl  
Business Meetings and Marketplace – Mary Winspear Centre, 2243 Beacon Ave  
Delegates Luncheon – Mary Winspear Centre, 2243 Beacon Ave  
Annual Banquet – BC Aviation Museum, 1910 Norseman Rd

#### HOW TO REGISTER

Registration forms are available on the [www.AVICC.ca](http://www.AVICC.ca) website or by emailing [iheskethboles@ubcm.ca](mailto:iheskethboles@ubcm.ca). As in the past, there is an early bird and cancellation deadline of **March 18, 2011**.

	Early (Before March 18)	Late (After March 19)
Delegate Fees	\$121	\$145
Banquet	\$42	\$50
Reception	\$26	\$32

#### ACCOMMODATIONS

The Town of Sidney has a wide variety of accommodations in the town site itself. In addition, contacts have been made with several accommodations providers beyond the town site itself. For a list of accommodations, please visit [www.AVICC.ca](http://www.AVICC.ca).

#### THE LOCAL HOST AND ORGANIZING COMMITTEE

Host for the 2011 AGM & Convention is the Town of Sidney. Mayor Larry Cross and the many participants serving on the local organizing committee are an enthusiastic and inspired group with great ideas. Sincere appreciation is extended for their leadership and contribution in making the 2011 AGM & Convention a highlight of the year. Acknowledgement is also provided to the Districts of North Saanich and Central Saanich, and the Town of Sidney's community partners for their contributions.

#### FOR MORE INFORMATION

The most current information will be posted on [www.AVICC.ca](http://www.AVICC.ca). Please check back regularly for updates. For specific questions, contact:

Iris Hesketh-Boles, AVICC Executive Coordinator  
Email: [iheskethboles@ubcm.ca](mailto:iheskethboles@ubcm.ca)  
Telephone: 250-356-5122

#### OUR SPONSORS

The AVICC AGM & Convention benefits from the significant contributions of our sponsors – some who have been sponsoring this event for many years. 2011 committed sponsors include:

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1st Team Consulting  
Private Forest Landowners, Timberwest  
and Islands Timberland  
BC Transit  
ICBC  
District of North Saanich  
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Sponsors are thanked for their generosity. Delegates will look forward to various opportunities provided by the AGM & Convention to learn about your organization's new programs or services and plans for the future.