



## AKBLG EXECUTIVE MEETING

### MINUTES

June 9<sup>th</sup>, 10<sup>th</sup>, 2017

Meet at Real Food Café 223 10th Ave N, Creston, BC

5:30-6:00 pm PST local time Friday arrival with dinner meeting starting at 6:00 pm PST  
followed by 8:00 am start Saturday

#### Present:

President Rob Gay – Chair RDEK  
Vice President Roly Russell – Director RDKB  
Past President Debra Kozak – Mayor of Nelson  
Director Garry Jackman – Director RDCK  
Director Jason Clarke – Mayor Silverton  
Director Ron Popoff – Councillor Cranbrook  
Director Clara Reinhardt – Mayor of Radium  
Director Marguerite Rotvold – Councillor of Midway  
Carolyn Maher – Executive Director

#### Regrets:

Director Ange Qualizza – Councillor Fernie

#### I. Approval of Draft Agenda

*Moved by Director Rotvold, Seconded by Director Jackman*

CARRIED

#### II. Approval of Minutes from April 25 & 28th, 2017

*Moved by Director Popoff, Seconded by Director Jackman*

CARRIED

#### III. Executive Director Report

Report Submitted (att.1)

*Moved by Director Reinhardt, Seconded by Director Rotvold*

CARRIED

#### IV. Approval of Financials

a) 2017 Rossland Convention & AGM Financials update

b) Financial Statements (att. 2)

*Moved by Director Clarke, Seconded by Director Reinhardt*

CARRIED

#### V. Communications – Outgoing

a) 2017 Sponsorship thank you (att. 3) distribution to 2017 Convention sponsors

#### VI. Communications – Incoming

a) CBT Kootenay booth letter received  
(discussion recorded in unfinished business)

**VII. New Business**

- a) Potential Convention Hosts 2019, 2020, 2021  
Castlegar for 2019? Radium for 2020? Nelson 2021? (BF)  
Castlegar has been asked to consider 2019. Radium council is exploring possibility of 2020.
- b) Celebrating successes within the Boundaries of AKBLG  
Discussion of launching a new program to acknowledge communities who are awarded for successes. New program "Celebrating the Kootenays" to be announced during the AKBLG luncheon at UBCM. Community successes to be recognized during AKBLG Convention and AGM. PP Kozak and Director Reinhardt to co-chair this new committee with support from ED Carolyn.

*Moved by Director Reinhardt, seconded by Director Clarke*

**CARRIED**

- c) CBT Non-profit Advisory Program update  
Pres Gay, VP Russell, ED Carolyn to book an Assessment of the AKBLG

*Moved by Director Clarke, seconded by Director Reinhardt*

**CARRIED**

**VIII. Unfinished Business**

- a) Committees – Review of descriptions (att. 4) amend and distribute next meeting
- b) Rossland Thoughtexchange evaluation  
Review of 2017 Convention & AGM
- c) Rossland Convention Committee Report  
Reviewed and discussed
- d) Kootenay Booth – Response to Audrey Repin’s presentation of April 3<sup>rd</sup> and May 18<sup>th</sup> letter from RDCK to CBT requesting CPC and CBT continue with coordination support. (att. 5)  
CPC has requested to pass the program coordination to AKBLG. Funding is from the 3 Regional Districts and Columbia Basin Trust at \$5,000 each. Coordination is estimated at 212 hours @ \$30/hour. The committee is comprised of elected officials. Ongoing discussion of who will coordinate the Kootenay Booth in the future. Imagine Kootenay or Kootenay Rockies may be other options for future coordination. (BF)

Motion:

*That AKBLG offer to ‘negotiate’ taking on the coordination and financial administration of the Kootenay Booth.*

*Moved by Director Rotvold, seconded by Director Reinhardt*

**CARRIED**

Motion:

*That Directors, Rotvold, Jackman, Clarke and ED Carolyn request to participate in upcoming Kootenay Booth Committee meetings to learn more of what may be involved in taking over the booth coordination.*

*Moved by Director Reinhardt, seconded by Director Clarke*

**CARRIED**

- e) Website re-construction update – Director Clarke  
One proposal received from 3Birds.ca  
Discussion of quote and requirements.

Motion:

*That a tender be prepared for submission of proposals for the redesign of the AKBLG website.*

*Moved by PP Kozak, seconded by Director Reinhardt*

**CARRIED**

Director Russell to develop the invitation for proposal submissions by regional networks.

- f) NCLGA AGM May 2-6, 2017 in Terrace, BC  
Director Clarke attended and reported
- g) Pre-convention 2018 workshop – Interior Health Authority  
IHA has indicated interest in offering a pre-convention workshop.  
Possible focus includes Water: protection, treatment, watershed, quality, infrastructure, sustainability processes.

Motion:

*That Directors Popoff and Jackman communicate with IHA for a pre-convention workshop at the 2018 Fernie AKBLG Convention and AGM.*

*Moved by Director Reinhardt, seconded by Director Rotvold*

**CARRIED**

**IX. Strategic Plan (2015 att. 6) (60 minutes allocated)**  
**See Appendix A to these minutes**

Additional notes of Strategy discussion:

- a) Invite Regional MLA's to the Friday night of the Nov Exec Meeting for a non-partisan meeting?
- b) Have a Friday night education session with guests to the Nov Exec Meeting?
- c) Offer a session at AKBLG Convention and AGM "How to Craft a Resolution"?
- d) What are the top 3 issues of the Kootenay Boundary? How do we gauge?
- e) Collaborate with other Area Associations on common issues?
- f) Implement sending out media releases following UBCM, AKBLG Convention and AGM re: Resolutions.

Policy issues derived from the Strategic Planning Session:

- a) Communications and Website
- b) Resolutions (move some points from bylaw to policy?)
- c) Executive Meetings & Expenses
- d) Executive Director Role and Workplan
- e) Life Memberships (Policy or Bylaw)
- f) Pre-convention workshop guideline (TofR?)

Terms of Reference topics derived from the Strategic Planning Session:

- a) Role of Executive Directors
- b) Role of Committees
- c) Role of Parliamentarian
- d) Nominations and Elections process
- e) Guidelines for accepting additional contracts

**X. Policy Development/Review/Amendments**

- a) Strategies for new framework of bylaws and policies
  - 2017/18 action plan; identified teams; timelines  
(Discussed in IX. Strategic Plan)
- b) Societies Act Transition Timeline  
Societies Act changes to be communicated by email to all elected officials by late January 2018. *It is noted that notice of amendments going forward to the AGM must be communicated to the membership no later than Feb 18<sup>th</sup>, 2018 as per the existing*

*Constitution and Bylaws.* Committee Chair Director Popoff to follow up with Jon Wilsgaard for consultation. Committee to meet and provide a draft for Sept. Executive meeting.

- c) Convention Policy Draft (att. 7 and att. 9)  
Review of Policy and comments provided from the Rossland Convention Committee  
Future consideration of an AKBLG Education Committee to define theme and programming for the Convention. AKBLG is responsible for the AGM business portion of the Convention.
- d) Convention MOU Draft (att.7 and att. 9)  
Discussion of intent with the MOU.

**XI. CRTLGC – Year-end March 31, 2017**

- a) New Fiscal Year Contracts – MEM signing delayed due to Provincial election outcome
- b) Terms of Reference – Amendment to 4-year appointments on committee (att. 10)

**XII. President Report – President Rob Gay (att. 11)**

Report submitted

**XIII. Good and Welfare – All**

**XIV. Executive Meeting Dates Schedule**

- During UBCM – (TBD) Tentatively set following luncheon on Wednesday Sept 27<sup>th</sup>
- Friday evening, Saturday, Nov 3<sup>rd</sup> – 4<sup>th</sup> in Creston
- Thursday, Jan 18<sup>th</sup> 2:00 pm PST by teleconference
- Friday afternoon, Saturday, March 2<sup>nd</sup> – 3<sup>rd</sup> in Fernie
- Tuesday April 17<sup>th</sup> late afternoon in Fernie
- Wednesday – Friday, April 18<sup>th</sup> – 20<sup>th</sup> Convention & AGM in Fernie

**XV. Adjournment – 1:57 pm PST local**