



**AKBLG EXECUTIVE MEETING
MINUTES
5:00 pm PST June 8th and 8:00 am PST June 9th, 2018
Creston is currently on PDT**

***NOTE CHANGE OF LOCATION IS
The CRESTON HOTEL
Located at 1418 Canyon Street (HWY 3)
Banquet Room is reserved for meeting both days**

Present:

President Rob Gay – Chair RDEK
Vice-President Roly Russell – Chair RDKB
Past President Debra Kozak – Mayor of Nelson
Director Garry Jackman – Director RDCK
Director Jason Clarke – Mayor of Silverton
Director Clara Reinhardt – Mayor of Radium
Director Ange Qualizza – Councillor Fernie
Director Diane Langman – Mayor of Warfield
Carolyn Maher – Executive Director

Regrets:

Director Ron Popoff – Councillor Cranbrook

I. Approval of Agenda (att. I)

Welcome Director Diane Langman, Mayor of Warfield, as a new two-year term Director for AKBLG

A. CONSENSUS AGENDA:

II. Approval of Minutes from April 17th and 20th, 2018 (att. II. a & II. b)

III. Executive Director Report (att. III)

Report Submitted

IV. CRTLG Committee Report – LGC Chair Deb Kozak (att. IV. a & IV. b)

Report submitted

V. President Report – President Rob Gay (att. V)

Report submitted

VI. Financials

- a) Budget vs Actual January to June 2018 Collapsed (att. VI. a)
- b) Budget vs Actual January to June 2018 Expanded (att. VI. b)
- c) Balance Sheet as of 31 December 2017 (att. VI. c)

d) AKBLG Financial Statements-Dec 31 2017 (002) from Accountant (att. VI. d)

VII. Communications

- a) Fernie Convention and AGM Article:
<https://www.e-know.ca/regions/elk-valley/fernie/akblg-2018-a-resounding-success/>
- b) AKBLG Executive Contact List 2018 – 2019 (att. VII. b)
- c) Greyhound Transportation - Andy Shadrack - Chair Decision Memo1 (att. VII. c)
- d) Greyhound Transportation - Andy Shadrack - Transmittal letter-recon (att. VII. d)

Motion to accept the Consensus Agenda

Moved by Director Reinhardt, Seconded by Director Langman

CARRIED

B. DISCUSSION / CONSENT REQUIRED AGENDA:

VIII. Communications

- a) Executive Photo for website – BF to UBCM meeting September 12th
- b) UBCM Call for Nominations (att. VIII. b) – Shared with membership

IX. New Business

- a) UBCM Luncheon Protocol
 - Attending MLA's / MP's invited to speak
 - Candidates running for UBCM election invited to speak
 - Woodworks will present awards
 - Remind members of Showcasing their community awards at the AKBLG Convention and AGM "Celebrating the Kootenays and Boundary Awards"
- b) Executive Committee Appointments for 2018 - 2019 (att. IX. b)
 - Replace Directors Clarke and Reinhardt with Directors Jackman and Langman on the Nominating Committee
 - Communications Committee will be struck during the fall Communications Strategy Session
 - Committee Appointments may need to be revisited following the October 22, 2018 Municipal Election. Discussion of CRT LGC Terms of Reference and that AKBLG Executive has an appointment to that committee as well. BF to November meeting

Motion to amend committees as listed

Moved by Director Jackman, Seconded by Director Qualizza

CARRIED

- c) 2019 Convention Coordinator – Job Posting – Draft presented (att. IX. c)
 - The Executive oversees the Convention and AGM
 - The Convention Coordinator will report to the Executive Director
 - A \$15,000 Convention Coordinator Contract will be offered
 - The contract will be formally awarded the week of Sept 17th, 2018

Motion that the Convention Coordinator Contract will be a fee for services of \$15,000.

Moved by Director Clarke, Seconded by VP Russell

CARRIED

- d) 2019 Convention Schedule B – ED Contract for Services – Draft presented (att. IX. d)
 - The 2019 Convention Schedule B for the ED will be paid for actual hours worked.

Moved that the 2019 Convention Schedule B for the ED will be budgeted \$12,000.

Moved by Director Jackman, Seconded by Director Clarke

CARRIED

- e) 2020 Convention and AGM dates in Radium
 - Request from AVICC for 2020 AKBLG Convention and AGM be April 24-26.
 - Keep April 22-24 as an option if there is a future decision to not schedule on a weekend.
- f) CRT LGC AKBLG financial process BACKGROUND May 2018 (att. IX. f)
- g) CRT LGC AKBLG financial process DRAFT May 2018 (att. IX. g)
 - CBT does not pay for CRT LG Chair Stipend; Pres Gay will communicate with CBT Pres Johnny Strilaeff to review this decision.

X. Unfinished Business

- a) Fernie Convention Coordinator – Final Report (att. X. a)
 - The report has a high value return on how to improve the process
 - Pres Gay will thank Fernie Mayor Giuliano for hosting the 2018 Convention and AGM
- b) Review of Fernie Convention onsite Evaluation
 - VP Russell will prepare the same convention evaluation questions as an online membership survey and add a second section of ideas for future convention themes to choose from. This section of the survey is intended to provide more areas of educational interest from our membership.
 - We are a diverse Area Association with one voice for Advocacy. Convention presentations explore issues impacting our communities and LG elected officials.
- c) Fernie Convention Financial Report (att. X. c)
- d) Attendance at SILGA Convention Report (att. X. d)
 - Director Reinhardt and ED Carolyn attended the 2018 SILGA Convention and AGM.
 - Learning reported included the resolutions process, some presentations being aligned with sponsorships, timing of the trade show and Executive/Host active participation.
 - Discussion of learning between all of the BC Area Associations.

Motion that AKBLG Pres Gay inquire with UBCM to annually host a meeting of all Area Association ED's and their President or designate from each Association.

Moved by VP Russell, Seconded by Director Qualizza

CARRIED

- e) Direct UBCM Submission of Resolutions endorsed by a Council or Board after the Area Associations' spring meetings.
www.ubcm.ca/EN/meta/news/news-archive/2018-archive/resolutions-deadline.html?utm_source=The+Compass+-+May+30%2C+2018&utm_campaign=The+Compass+-+May+30%2C+2018&utm_medium=email

XI. 2019 AKBLG Convention and AGM – Castlegar

- a) Unexpected new conflict of Convention and AGM dates in Castlegar, April 26-28, 2019.

- Convention Committee Co-Chair Director Reinhardt will follow up with a confirmation of dates for Convention in Castlegar.
- b) 2019 Convention Theme – Ideas/topics noted
 - Climate Today: Mitigation, Adaptation and Resilience
 - A day in the life of a LG Elected Official - Job Description of a LG Elected Official
 - One voice of advocacy being heard by the Province (Victoria)
 - Frame a theme around Back to Basics
 - Potential of 40% newly elected officials following the fall 2018 municipal election; Organizations in the region for new LG EO's to learn more about: CBT, SIDIT, AKBLG
 - Concurrent workshops for newly elected and experienced elected officials
 - Understanding the difference between Mayor and an Area Director
 - Under the good, better, best framework, how do we do a better job?
 - LG – Building a high performing governing team

*Motion to accept the concept of the 2019 Convention theme to be:
 “Improving & Strengthening”*

Tag: Improving LG performance by strengthening our capacities

Moved by VP Russell, Seconded by Director Qualizza

CARRIED

XII. Strategic Planning

- a) Communications Strategy Session update – Kevin Allen – ED update
 - November Executive Workshop in the planning stages with potential funding from the CBT NPA program.

XIII. Policy Development

- a) Policy Development and Terms of Reference – Dropbox documents review
- b) Constitution and Bylaws Adopted April 19, 2018 – Further amendments to be presented at the 2019 AGM to reflect any bylaws being moved to policy. (att. XIII. b)
 - Committee work to be done.

XIV. Good and Welfare – All – two key points of interest

XV. Executive Meeting Dates Schedule

- o September 12, 2018 at UBCM
- o October 23 or 24 Conference call of election impact on Executive
- o November 9th 2018 TBD
- o January 11th TBD
- o Early/Mid-March TBD
- o April Convention in Castlegar
- o June TBD

XVI. Adjournment – 11:45 am June 9th, 2018