



AKBLG EXECUTIVE MEETING

Minutes

3:00 pm Local Creston Time – Thursday, November 7th, 2019

Creston Hotel – Lower meeting Room

ATTENDANCE:

Present:

President Roly Russell – Chair RDKB
Vice President Clara Reinhardt – Mayor of Radium
Past President Rob Gay – Chair RDEK
Director Garry Jackman – Director RDCK
Director Ron Popoff – Councillor Cranbrook
Director Diane Langman – Mayor of Warfield
Director Ange Qualizza – Mayor of Fernie
Director Rob Lang – Councillor Village of Kaslo
Executive Director – Carolyn Maher

Regrets:

Director Adam Casemore – Director RDCK

1. Approval of Agenda (att. 1)

MOTION to adopt the agenda as presented.

Moved by VP Reinhardt, Seconded by Director Popoff

CARRIED

A. CONSENSUS AGENDA:

2. Previous Executive Meeting Minutes (att. 2)

- a. Motion to approve Minutes from September 25th, 2019

3. Executive Director Report

- a. information for receipt. n/a

4. President Report (att. 4)

- a. information for receipt. Sept/2019 report included as well.

5. Committee & Appointment written reports & committee minutes, received for information:

- a. **New process to come forward next meeting** – This will become a supporting section to point 12 and will hold the consensus documents.

6. Financials

- a. information for receipt.
- b. Alison Sayers NPA quote for Strategic Planning (att. 6. b)
- c. CBT Non-Profit Advisors Program (NPAP) Agreement confirming Grant (att. 6. c)

7. Communications received

- a. information for receipt: n/a

MOTION to endorse the consensus agenda.

Note that this motion includes the following motion(s) that are directly tied to actions:

Approval of minutes.

Moved by VP Reinhardt, Seconded by Past President Gay

CARRIED

B. REGULAR AGENDA:

8. Communications received; for information only

- a) n/a

9. New Business

- a) AKBLG Membership Workshop 2020 – ideas / discussion (att. 9. a) x3 docs
UNDRIP; Indigenous Relations Training; Training Opportunities Links
*Sept 25, 2019 meeting minutes have a suggestion of agriculture.

Other suggestions captured: Communication engagement techniques. Crisis Communication.

Taxation: Expanding on the workshop of 2012 – For Richer, For Poorer. Health Services: Wellness – Access/Improvement of Services. Expand on Aging in the Kootenays: Projections from 5 years ago to Present. Provincial strategy for mitigation and recovery following wildfire/flood season – possible new legislation coming from current discussion paper. Accessible and inclusive trail development.

BF to January meeting for confirming fall 2020 date and location. Location dependent on topic. Any Directors wanting to champion a topic are invited to prepare a written description to be included in the next agenda package.

10. Unfinished Business

- a) Document management system update – Document storage solutions for discussion
Adopted Motion from Sept 25th minutes:

MOTION: 2019-11-07-01 *To refer the issues of document storage to the Policy Committee for review and recommendation.*

Moved by Director Popoff, Seconded by Director Jackman.

Discussion followed by:

MOTION: 2019-11-07-02 *that an ad hoc committee of Pres Russell, VP Reinhardt, Directors Jackman and Qualizza meet and review document management systems and bring forward a recommendation to the whole Executive.*

Moved by Past President Gay, Seconded by Director Popoff

CARRIED

MOTION: 2019-11-07-03 *that Director Qualizza be the interim Chair until the committee meets and determines Chair.*

Moved by Pres Russell, Seconded by VP Reinhardt

CARRIED

11. AKBLG Convention and AGM (Radium April 24 – 26, 2020)

2020 Vision: Embrace the Past to Build the Future

- a) Convention Committee progress to date – Co-Chairs Popoff and Langman (att. 11. a)
 - i. Call for Presenters,
 - ii. Sponsorship Form,
 - iii. Budget

MOTION: 2019-11-07-04 to endorse the 2020 Convention Budget as presented by the Convention Committee
Moved by VP Reinhardt, Seconded by Director Jackman

CARRIED

- b) Verbal update on Pre-Convention Workshop, Thursday April 23rd
Currently sourcing topics/organizations to come forward with ideas.
Following discussion of options:
Recommendation to the Convention Committee to promote a recreational afternoon in Radium. Committee currently has the Radium Golf Course booked for April 23rd. No other Pre-Convention organization will be booked for the 2020 Convention and AGM.

12. Committee & Appointments written reports & committee minutes:

- a) **Finance, Human Resource and Personnel Committee** – President Russell (att. 12. a) x2 docs
 - i. HR Cte Meeting 20191024
 - ii. Draft ED Performance Review Policy

Motion 2019-11-05

to endorse the Executive Director Performance Review Policy

Moved by Director Langman, Seconded by Past President Gay

CARRIED

- iii. ED Contract Signing
 - Establish a contract for 2019
 - Work towards a forward-looking 2020 contract

Motion 2019-11-06

that the HR committee have authority to sign off on the 2019 ED Contract

Moved by Director Popoff, Seconded by Director Langman

CARRIED

- b) **Policy Committee** – Chair Director Jackman (att 12. b) x4 docs
 - i. Policy Committee Minutes Oct 19
 - ii. Policy Committee Report Oct 10
 - iii. Motions for Consideration re: adoption and updates of policies

Motion 2019-11-07

*To endorse that any and all references in the Handbook to 'Governance Committee' or 'Governance/Policy Committee' be amended to read only as **Policy Committee**.*

Moved by VP Reinhardt, Seconded by Director Jackman

CARRIED

Motion 2019-11-08

*That the Policy **Life Memberships** be endorsed as presented.*

Moved by VP Reinhardt, Seconded by Director Jackman

CARRIED

Motion 2019-11-09

*That the Policy **Pre-Convention / Post-Convention Workshops** be endorsed as presented.*

Moved by VP Reinhardt, Seconded by Director Jackman

CARRIED

Motion 2019-11-10

*That the Policy **Executive Expenses** be endorsed as presented.*

Moved by VP Reinhardt, Seconded by Director Jackman

CARRIED

Motion 2019-11-11

*That the Policy **Membership Fees** be endorsed as presented.*

Moved by VP Reinhardt, Seconded by Director Jackman

CARRIED

- iv. Convention Code of Conduct
UBCM Convention Code of Conduct is referred to

MOTION 2019-11-12 *That the Policy committee is tasked to review the UBCM Code of Conduct and report back to the Executive with a recommendation for an AKBLG Convention Code of Conduct.*

Moved by President Russell, Seconded by Director Qualizza

CARRIED

- c) **Convention and AGM Committee** – Co-Chairs Directors Langman and Popoff
 - i. Report submitted (att. 12 c), also see 11. a)
- d) **Nominations and Elections Committee** – Director Casemore – no report
- e) **Resolutions Committee** – Director Qualizza (att. 12. e)
 - i. Report Submitted

MOTION 2019-11-13 *to endorse the Terms of Reference in the attached October 29, 2019 Committee Report with the removal of the year(s) listed throughout the Timeline.*

Moved by VP Reinhardt, Seconded by Past Pres Gay

CARRIED

- f) **CRT LG Committee Report** – Director Qualizza (att. 12. f)
 - i. AKBLG Appointment Report - CRT LGC Chair report to AKBLG
 - g) **MIABC** – Past President Gay – no report
2020 Risk Management Conference document distributed Save the Date April 7-9, 2020
 - h) **UBCM** – President Russell – included in President’s report 4.a.
- 13. Strategic Planning (Session Nov. 8 ,2019)**
- a) Strategic Planning Workshop – CBT NPA Facilitator Alison Sayers (att. 13) x 3 historic docs.
 - 2015 AKBLG Strategic Plan
 - 2018 AKBLG Planning Report
 - Alison Sayers CV 2018
 - b) Strategic Planning materials will be provided directly via email a week in advance of the session.
Discussion of the 3-hour assessment with Alison Sayers.

14. In-Camera

- a. Evaluation Review of the Executive Director - will be a late item
- b. CRT LGC; discussion to clarify AKBLG roles and responsibilities.
 - i. Summary on AKBLG contractual agreements with Province of BC & CBT
Discussion of vulnerabilities and threats.
 - ii. CBT – AKBLG 2018 agreement for information
 - iii. CBT – AKBLG 2019 update
 - iv. Province of BC – AKBLG agreement for information
 - v. AKBLG MOA Draft 5 17Oct2019 (003); draft received from CBT LGC for discussion

Adjourned – 8:20 pm to recess until next day

Moved by VP Reinhardt, Seconded by Director Jackman

CARRIED

15. Good and Welfare – All – two key points of interest from each Director

16. Executive Meeting Dates Schedule

Dates to be confirmed:

- January 22, 2020 by telecon 8:00 am pst /9:00 am mst
- March 12-13, 2020 in Radium Hot Springs 2:00 pm pst /3:00 pm mst until noon on the 13th
- April 23, 2020 late afternoon Exec Mtg in Radium Hot Springs with dinner (3:00 mst?)
- April 24 – 26, 2020 Convention and AGM in Radium Hot Springs
- April 26, 2020 @ Noon following Convention and AGM in Radium (30-45 Minutes)
- June 2020 date TBD

17. Adjournment on November 8th – 2:15 pm