

DATE OF MEETING MARCH 20, 2024

AUTHORED BY DONNA STENNES, ADMINISTRATIVE ASSISTANT TO MAYOR
AND COUNCIL

SUBJECT HOSTING THE 2025 AVICC CONFERENCE

OVERVIEW

Purpose of Report

To seek Council's endorsement for hosting the 2025 Annual (April 11-13) Association of Vancouver Island and Coastal Communities (AVICC) Conference and to consider hosting the conference bi-yearly thereafter.

Recommendation

That the Finance and Audit Committee recommend that Council:

1. Accept the invitation to host the AVICC conference at the Vancouver Island Conference Centre (VICC) in 2025 (April 11-13)
2. Approve adding a project to 2025 for \$48,000 for hosting the event, to be funded within existing project funding.
3. Extend an invite to co-host and cost share 50% of the AVICC Conference to the Regional District of Nanaimo (RDN) reducing the overall cost to the City to \$24,000.
4. Consider hosting the AVICC conference bi-yearly at the VICC and budget accordingly.

BACKGROUND

The Association of Vancouver Island and Coastal Communities (AVICC) is a body formed for the purpose of representing, in one organization, the various municipalities, regional districts and local government on Vancouver Island and Sunshine Coast comprising of 53 municipalities. The objectives of the Association (there are five Associations in BC) is to secure united actions among its members to promote greater autonomy within local government through resolutions and debates.

The Annual General meeting and Conference for AVICC is always held in April and the City of Nanaimo has hosted in 2007, 2016, 2020 (cancelled due to COVID), and 2023. For the first time in 2023, the City of Nanaimo and the Regional District of Nanaimo (RDN) co-hosted with much success.

The City of Nanaimo has been asked to once again host the 2025 Conference from April 11 – 13 (see Attachment 1). Historically the Conference has been held in many of the AVICC locations but in recent years the attendance and occupancy requirements have exceeded all but the facilities available in the City of Nanaimo and the City of Victoria. As such, the AVICC Executive has asked the City of Nanaimo to consider hosting the conference every second year after 2025, with the City of Victoria hosting in the off years.

DISCUSSION

The following is the projected budget for 2025 based on what is required by the AVICC to host the conference. Listed is also the projected economic impact to the City. A small buffer has also been added for potential inflation.

ITEM	ESTIMATED COSTS 2025
TOTAL ESTIMATED COST	\$42,690
50% cost share with the RDN	(\$21,345)
ITEM	ECONOMIC IMPACT
500 people x 3 days x *\$392. per	\$588,000

**Provided by Tourism Nanaimo 2024*

FINANCIAL CONSIDERATIONS:

For 2025, the AVICC would be added to the budget as a project and funded from the annual allocation from general taxation for projects. For 2027 forward, the conference would be added to the base operating budget of the City and funded from general taxation.

OPTIONS

That the Finance and Audit Committee recommend that Council:

- 1) Accept the invitation to host the AVICC at the Vancouver Island Conference Centre (VICC) in 2025 (April 11-13)
 - The advantage is the economic impact to the community, showcase the community, and have a positive impact on the tourism industry.
 - Council would not have to travel out-of-town and incur expenses for travel and accommodations.
 - The disadvantage would be if the City had to bear the full cost of the conference without financial contributions from the RDN.

- 2) Approve adding a project to 2025 for \$48,000 for hosting the event, to be funded within existing project funding.
 - The amount (slightly higher than the total estimated cost of \$42,690) allows for a contingency to address inflationary increases or unanticipated expenses.
 - Should the RDN co-host the conference the City's share would be reduced.
 - The 2024 – 2028 Financial Plan would be amended for final to include the project.

- 3) Extend the invite to co-host and cost share 50% the AVICC Conference to the RDN
 - The advantage would be strong support and recognition for both the City and RDN.
 - Cost sharing offsets the City's funding contribution.
 - Budget planning for the RDN has this item noted for pending approval from the Board of \$24,000.

- 4) Consider the City of Nanaimo location bi-yearly after 2025 and budget accordingly.
- The advantage of this option would show regional leadership. Additionally, the City of Victoria and City of Nanaimo are the only two cities on Vancouver Island that can accommodate AVICC Conference attendees
 - The disadvantage of this option would be to bear all costs should the RDN opt not to cost share bi-yearly.
 - The 2024 – 2028 Financial Plan would be amended for final.

SUMMARY POINTS

- The Annual General Meeting & Conference is held in April each year and provides members with the opportunity to bring forward issues and concerns from their individual communities.
- Hosting the Conference would provide opportunities to showcase the City to other local governments, promote the partnership in co-hosting the conference with the RDN and would also mean Nanaimo City Council would not need to travel out-of-town for the event.
- Staff estimate the cost of the 2025 AVICC Conference at \$48,000. but if 50% is shared with the RDN the overall amount would be reduced to \$24,000.

ATTACHMENTS

Attachment 1 – Letter from AVICC – Invitation to Host the 2025 AVICC Convention

Submitted by:

Donna Stennes,
Administrative Assistant to Mayor and Council

Concurrence by:

Sheila Gurrie,
Director, Legislative Services

Wendy Fulla,
Director, Finance

Dale Lindsay, CAO