



**ASSOCIATION OF VANCOUVER ISLAND
AND COASTAL COMMUNITIES**

525 Government Street, Victoria, BC V8V 0A8

TO: AVICC MEMBERS
FROM: Iris Hesketh-Boles, Executive Coordinator
DATE: February 16, 2010
RE: REMINDER - 2010 RESOLUTIONS DEADLINE

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the AVICC office by **FEBRUARY 26, 2010**.

SUBMISSION REQUIREMENTS

Resolutions submitted to AVICC for consideration shall be submitted as follows:

- one copy of the resolution by regular mail and one copy by email to iheskethboles@ubcm.ca
- the resolution should not contain more than two "whereas" clauses;
- background documentation must accompany each resolution submitted.

Sponsors should be prepared to introduce their resolutions on the Convention floor.

LATE RESOLUTIONS

- a. Resolutions submitted following the expiry of the regular deadline shall be considered "Late Resolutions" and shall comply with all other submission requirements. Resolutions must be received in the AVICC office by Wednesday noon (April 7th) preceding the date of the Annual General Meeting (April 9th).
- b. Late resolutions shall be available for discussion after all resolutions printed in the Resolutions Book have been debated.
- c. Late resolutions are deemed to be appropriate for discussion only if the topic is such that it has arisen since or was not known prior to the regular deadline date for submission of resolutions.
- d. In the event that a late resolution is recommended to be admitted for discussion, AVICC shall produce sufficient copies for distribution to the Convention.