



September 11, 2025

Mayor Barbara Desjardins & Council  
Township of Esquimalt  
1229 Esquimalt Road  
Esquimalt, BC V9A 3P1

By email: [barb.desjardins@esquimalt.ca](mailto:barb.desjardins@esquimalt.ca)  
[council@esquimalt.ca](mailto:council@esquimalt.ca)

**RE: 2026 AVICC AGM & CONVENTION – CRD Member Contribution Opportunity**

Dear Mayor Desjardins & Council:

On behalf of the AVICC Executive, we are looking forward to hosting the [2026 AVICC AGM & Convention](#) in downtown Victoria at the Victoria Conference Centre from April 24-26, 2026. Once again, the City of Victoria has generously supported the event by providing the venue in-kind, along with a financial contribution to help offset costs. We truly appreciate the ongoing partnership of our host communities—thanks to previous contributions, we have been able to deliver engaging, memorable conventions while maintaining the lowest registration fees among the five area associations. We would like to express our sincere appreciation to the Township of Esquimalt for your support of the 2024 Convention. Your contribution was instrumental to the success of our 75th AGM!

Historically, the AVICC Convention has rotated among our members' communities, but growing attendance and space needs now require the larger facilities available in the City of Nanaimo and City of Victoria. We recognize the annual convention as a special opportunity for members to highlight their unique communities and collaborate with colleagues across the region. The 2024 convention in Victoria was attended by over 350 delegates, and brought over 450 room nights into the region, along with an economic impact throughout the Greater Victoria area. We organized study tours in Saanich and Metchosin and worked with vendors from throughout the region.

For 2026, following the City of Victoria's recommendation, we are inviting the Township of Esquimalt along with all AVICC members located in the Capital Regional District to get involved in a variety of ways. Financial contributions are appreciated and provide additional opportunities

for exposure at the conference to members who are able to provide \$500-\$1000 to offset some of our convention costs. Your involvement is critical to the success of our event, as costs are rising and our intent is to keep registrations as low as possible acknowledging that our members' travel costs are also increasing.

In addition, we are asking you to participate by:

- Recommending study tours and sessions;
- Suggesting local entertainment;
- Providing volunteer opportunities for local government staff; and
- Showcasing your community through door prizes.

These are just a few of the meaningful ways you can contribute—please see the attached document for more details and additional opportunities.

We encourage you to review the attached opportunities and contact us with your recommendations or contribution confirmations **by October 10, 2025** so together we can make the 2026 Convention a resounding success. Your contributions, past and future, are what make this event truly special, and we look forward to your continued engagement and collaboration.

For reply and arrangements, we ask your office to contact Theresa Dennison, Executive Coordinator. She can be reached at 236-237-1202 or by email at [tdennison@avicc.ca](mailto:tdennison@avicc.ca). Thank you for considering our invitation; we look forward to hearing from you.

Yours sincerely,



Ben Geselbracht  
President, AVICC  
Councillor, City of Nanaimo

cc: Theresa Dennison, Executive Director, AVICC – [tdennison@avicc.ca](mailto:tdennison@avicc.ca)  
Dan Horan, CAO – [dan.horan@esquimalt.ca](mailto:dan.horan@esquimalt.ca)  
Corporate Services – [Corporate.Services@esquimalt.ca](mailto:Corporate.Services@esquimalt.ca)

# 2026 AVICC AGM & Convention

## CRD MEMBER CONTRIBUTION OPPORTUNITIES

### Co-Host Member Sponsorship - \$1000

- ◇ Logo and Co-Host recognition in the Convention Program, AVICC Website, and Slide displays throughout the event;
- ◇ Thank you by the Chair in the opening and closing ceremonies;
- ◇ Information table in convention pre-function area, including complimentary registration for one staff person to attend the table during the trade show hours (\$400 value); and
- ◇ Two additional Welcome Reception tickets to be used for guests not attending the convention business sessions (\$100 value)

### Contributing Member Sponsorship - \$500

- ◇ Logo and Contribution recognition in the Convention Program, AVICC Website, and Slide displays throughout the event
- ◇ Thank you by the Chair in the opening and closing ceremonies
- ◇ Information table in convention pre-function area (staff registration not included)

### ADDITIONAL PARTICIPATION OPPORTUNITIES

- ◇ **Study Tour Proposals:** If you have a recommendation of a Study Tour in your community, please submit your proposed tour idea. AVICC will work with the organization directly on logistics, and coordinate transportation.
- ◇ **Entertainment Recommendations:** AVICC accepts recommendations for entertainment for the Welcome Reception and Banquet – let us know if you would like to suggest suitable talent from your community to entertain our delegates.
- ◇ **Door Prizes or Gift Baskets:** Each year, AVICC asks for donations from local businesses to be given away as prizes to our delegates throughout the event. Any organizations who donate a door prize or gift basket will be featured on a thank-you slide displayed throughout the convention and acknowledged when the prize is given away.
- ◇ **Volunteer Opportunities for Staff:** AVICC relies on staff volunteers from the host communities to provide support at the registration desk and other duties as needed. This is a great opportunity for someone from your team to connect with AVICC elected officials, staff and other delegates at the convention. Volunteers are welcome to attend convention business sessions outside of their assigned volunteer duties and will be provided with meals and refreshments at the event.
- ◇ **Programming Recommendations:** The AVICC Executive calls for session proposals each Fall, with a submission deadline of early December. Members within the CRD will have the opportunity to submit session proposals in advance of this call-out for early consideration.

To confirm your contribution, or to further discuss participation options, please contact  
Theresa Dennison, AVICC Executive Director at 236-237-1202 or [tdennison@avicc.ca](mailto:tdennison@avicc.ca)