

**THE LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION
EXECUTIVE MEETING**

Metro Vancouver Offices, Burnaby, BC

June 20, 2012

IN ATTENDANCE: Councillor Barbara Steele, President, Surrey
Councillor Patricia Heintzman, First Vice President
Councillor Chuck Puchmayr, Second Vice President, New Westminster
Councillor Lorrie Williams, Past President, New Westminster
Councillor Corisa Bell, Director at Large, Maple Ridge
Councillor Barinder Rasode, Director at Large, Surrey
Councillor Selina Robinson, Director at Large, Coquitlam
Director Dennis Adamson, FVRD Representative
Chair Susan Gimse, SLRD Representative
Joslyn Young, Executive Coordinator

Unable to attend:
Councillor Jason Lum, Director at Large, City of Chilliwack
Councillor Raymond Louie, Metro Vancouver Representative

President Steele called the meeting to order at 12:30 p.m.

1. AGENDA

A motion was ADOPTED:

That the agenda for the June 20, 2012 meeting be adopted as circulated.

2. MINUTES

A motion was ADOPTED:

That the minutes for the April 18, 2012 and May 8, 2012 meetings be approved. Minutes from the May 10, 2012 AGM were received for information and will be approved at the 2013 AGM.

3. REPORTS

President's Report

President Steele welcomed the 2012-2013 LMLGA Board members to their first meeting of the year and expressed how much she is looking forward to working with everyone. She noted that the election process at the AGM was exciting and that she was happy to see so much interest. She concluded her report by saying that we have a lot of work to do and to

keep us on track, has added a new item called "Priorities" to the agenda, which will be reviewed at each meeting.

A motion was ADOPTED:

That the report be received for information.

Priorities for Coming Year

President Steele outlined some of the initiatives she would like to see come to fruition during her year as president, including bringing the LMLGA Board meeting to a member community. She would also like to continue with the goal of the previous Board to bring educational opportunities to the membership outside of the AGM via a workshop or similar entity. And, she would like to increase communications with the membership by sending out a short circular after each Board meeting on the items discussed.

Board members also discussed the upcoming UBCM resolutions voting sessions in September and the best way to support the membership in getting LMLGA resolutions passed.

A motion was ADOPTED:

That a Communications Committee, consisting of the following Board members, be established:

- Councillor Barbara Steele
- Councillor Barinder Rasode
- Councillor Patricia Heintzman
- Councillor Corisa Bell
- Councillor Jason Lum

A motion was ADOPTED:

That a letter be sent to the FVRD to ask if they would be amenable to meeting with and hosting the LMLGA Board in October.

Staff Report

Staff provided a report on recent activities. The Board was asked to consider the timing of annual member dues invoicing and whether they should continue to be sent out after the AGM or should be moved to January. It was determined that the invoices continue to go out post-AGM.

A motion was ADOPTED:

That the report be received for information.

4. FINANCIAL AND ADMINISTRATION

Financials Statement to March 31, 2012

Financial statements were not ready at the time of the meeting and will be presented to the Board at a later date.

Board Meeting Date Review

Staff provided the Board with meeting dates for the remainder of 2012 and up until the 2013 AGM. Some dates were noted as requiring adjustment.

A motion was ADOPTED:

That the following meeting dates be adopted:

| 2012 MEETING DATES | NOTES |
|---------------------------|--|
| <i>July</i> | <i>No scheduled meeting</i> |
| <i>August</i> | <i>No scheduled meeting</i> |
| September 12 | One week prior, due to UBCM conference |
| October 17 | <i>Location TBD: FVRD?</i> |
| December 5 | <i>Location TBD: Metro RD or UBCM Office</i> |

| 2013 MEETING DATES | NOTES |
|---------------------------|--|
| January 16 | At UBCM Office |
| February 20 | |
| March 20 | |
| April 17 | |
| May 1 | Resolutions / pre-con meeting |
| June 19 | |
| <i>July/August</i> | <i>No Meeting</i> |
| September 4 | <i>Two weeks prior, due to UBCM Convention</i> |
| October 16 | |
| November 20 | |

5. CONVENTION

Convention Review – Rare Affairs Report

The Executive Coordinator presented the report on behalf of Sherryl Parsons of Rare Affairs. The audio-visual services provided were discussed and it was agreed that staff will endeavor to work with the supplier to improve sound and equipment quality for 2013.

A motion was ADOPTED:

That the report be received for information.

Convention Evaluation Scores

There was a return of approximately 15% on the Delegate Evaluations at the AGM. Most sessions scored very well. The Board determined that delegates who turn in their evaluation at the 2013 AGM should be enrolled in a prize draw for the “best” giveaway we have available.

A motion was ADOPTED:

That the report be received for information.

Convention Financials

The actual convention expenses of \$86,392.87 exceeded the budget by \$7,532.87. This overture was primarily due to the Hilton raising their catering costs by 20 – 25% shortly before our AGM. As this was an unforeseen cost increase, our budget did not account for it. In an effort to compensate for this situation, we endeavored to and were successful in coming in under budget on several line items.

A motion was ADOPTED:

That a letter be sent to the Hilton Whistler Resort and Spa expressing that we are highly unlikely to return to their property due to our disappointment over the sudden and drastic catering cost increases before our AGM.

Convention Sub-committee Appointments

The President made the appointments to the Convention Sub-committee as follows:

- Director Dennis Adamson
- Councillor Corisa Bell
- Chair Susan Gimse
- Councillor Patricia Heintzman

6. POLICY

Resolutions Forwarded to UBCM

The Executive received the complete list of resolutions and their results, as voted on by the membership at the 2012 AGM. The UBCM has received the LMLGA resolutions that were endorsed.

A motion was ADOPTED:

That the report be received for information.

7. CORRESPONDENCE/COMMUNICATIONS

A motion was ADOPTED:

That correspondence be received for information.

8. OTHER BUSINESS

None at this time.

9. NEXT MEETINGS

It was noted that the next upcoming meeting is as follows:
September 12

ADJOURNMENT

The meeting was adjourned at 2:25 p.m.

Councillor Barbara Steele
President

Joslyn Young
Executive Coordinator