

**THE LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION**  
**EXECUTIVE MEETING**  
**Metro Vancouver Offices, Burnaby, BC**  
**February 15, 2017**

**In attendance:**

Councillor Jason Lum, Interim President – Chair  
Councillor Rick Glumac, First Vice-President  
Mayor Wilfried Vicktor, Third Vice-President  
Councillor Chuck Puchmayr, Past President  
Director Ray Boucher, FVRD  
Angie Quaale, Director at Large  
Councillor Sue Attrill, Director at Large  
Kathleen Spalek, Chief Financial Officer  
Jamee Justason, Executive Coordinator

**Unable to attend:**

Councillor Corisa Bell, President (On temporary leave)  
Director Jack Crompton, SLRD  
Councillor Raymond Louie, Metro RD  
Director Tom Gill, Director at Large

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Interim President Jason Lum called the meeting to order at 11:05am

**1. AGENDA**

A motion was ADOPTED:

That the agenda for the February 15 meeting be adopted as circulated.

**2. MINUTES**

A motion was ADOPTED:

That the Minutes from the January 18, 2017 meeting be approved.

**3. FINANCE AND ADMINISTRATION**

**a) 2017 Budget & Budget Report**

- Kathleen Spalek, Chief Financial Officer at UBCM attended the meeting to provide the Executive with budget highlights and recommendations.

- LMLGA has three sources of revenue: member dues, sponsorship and convention registration fees.
- LMLGA has two budgets: operations and convention.
- The Convention budget has brought in a bit of revenue that has helped to off-set funding shortfalls on the operating side.
- LMLGA's bylaws only allow for a CPI increase from the previous year's dues. This amount has not been sufficient to cover the operating costs. Over the last six years, membership has approved a 10% increase each year.
- For 2017 at a CPI of 1.9%, LMLGA is facing a shortfall.
- A membership dues increase of 4.25% would result in a break-even budget for 2017.
- Going forward it may make sense to change the collection of member dues to a more sustainable formula, that does not require Executive to go to membership year after year, requesting additional increases.
- A question was raised about CivX's budget. CivicInfo BC and LMLGA agree to share equally in any profit or loss from the event. The CivX event aims to break even and operates on a tight budget. Most of the revenue is from registration fees and some from sponsorship.

Motion to adopt the budget was deferred to the next meeting.

#### b) 2016 Financial Report

A motion was ADOPTED:

That the 2016 Financial Report be approved.

#### c) Area Association Funding Comparison & Sponsorship Scenarios

- The Executive discussed funding model options and agreed that going to the membership year after year asking for a 10% increase is not how they want to continue.
- Executive wanted to review the ideas raised at the 2016 Planning Retreat.
- Upon examining how the other Area Associations calculate dues, a MOTION was raised to have staff come up with a workable per capita based dues model, similar to the sliding scale used by AVICC and UBCM.

A motion was ADOPTED:

Staff report back with a workable per capita based sliding scale dues model, similar to AVICC and UBCM.

A motion was ADOPTED:

Approve the 2017 LMLGA budget at a recommended 5% increase.

d) Executive Policies Update for Signing Authority

A motion was ADOPTED:

That the updated Executive Policy be approved.

e) 2017 LMLGA-UBCM Contract

A motion was ADOPTED:

That the 2017 LMLGA-UBCM Contract be approved.

A copy will be sent to Jason Lum for signing.

**4. FINANCE AND ADMINISTRATION**

a) President's Report

Interim President Jason Lum provided this report:

- Convention Invitation Letters to: MLAs, MPs, Host Mayor, First Nations, Area Association Presidents, Minister Fassbender, Leader of the Opposition and the Premier have been mailed this week. Angie requested copies of the letters so that she can follow up with some of her contacts to increase attendance from special invitees.
- Jason received a text message from Corisa Bell that said she was feeling better. She wishes the LMLGA Executive well.
- Jason will attend UBCM's February Executive meeting and Advocacy Days in Victoria next week.

A motion was ADOPTED:

That the President's Report be approved.

b) Flood Control and River Management Committee Report

Jason Lum provided the following report:

- No Committee meeting since the last LMLGA Executive meeting on January 18.
- Flood risk in North is just below average.
- Flood risk in lower mainland is only about 90% of average.
- Fraser River flood risk is quite low right now.
- Chilliwack in good shape and Surrey too – had time to clean up from the rain and melting snow.
- Flood mitigation players are at the table and there appears to be some federal money available.
- We need Ottawa to recognize that the Fraser River is just as important a waterway and economic corridor as the St. Lawrence River.

- Upcoming meetings will take place in the second week of March, another in April and the May meeting may take place in New Westminster.

A motion was ADOPTED:

That the Flood Control and River Management Committee Report be approved.

### c) Staff Report

Jamee provided a staff report on recent activities.

- A calendar for 2017 was created to show the Executive Coordinator's time spent on LMLGA activities. It is a month-by-month visual representation of important dates, deadlines and worktime for LMLGA.

A motion was ADOPTED:

That the staff report be approved.

## **5. SUB-COMMITTEES**

### a) CivX 2017 Sub-Committee Chair's Report

- The sub-committee met at 9am and Todd Pugh from CivicInfo BC joined via conference call.
- Registration is now live.
- There are still sponsorship opportunities available.
- Still need to finalize panel members for the Shared Accommodation panel at the end of the day.
- Key role for committee members is to circulate the email Jamee sent to increase registration numbers.
- Note, this isn't just for elected officials, senior staff are invited too. Our speakers will provide a staff perspective as well.

### b) Convention Sub-Committee

- Most of the sessions are in order
- Raymond Louie may have ideas for speakers from FCM to participate in: Show me the Money: Understanding Federal Funding Opportunities.
- Jamee will reach out to Brant Felker at UBCM Victoria office to see if he and Brian Bedford can speak for Show me the Money, as they are doing a similar presentation for the SILGA Convention.
- Executive should plan to go to Harrison Hot Springs one day early, Tuesday, May 9, to meet to review late resolutions and review your responsibilities for the Convention.

- Jamee will reach out to Telus to see if they will be hosting a dinner the evening of May 9<sup>th</sup>, again this year.
- Rick said Shannon Gordon, a moderator used in Whistler, reached out to him to see if we required her services this year in Harrison. Jamee will ask Sherryl if she thinks we need Shannon or not.

A motion was ADOPTED: MOVED and approved.

That the two sub-committee reports are approved.

## **6) CORRESPONDENCE/COMMUNICATIONS**

The Executive received one item of correspondence:

a) Metro Vancouver LMLGA Appointment – January 30, 2017

b) Coast Forest MOU Update

- Jamee spoke to Susan Gagnon of Coast Forest and told her that the LMLGA Executive had not made a decision to move forward with an MOU and would like more information. She has been invited to attend our June Executive meeting to provide us with more information.

## **7) OTHER BUSINESS**

None at this time.

## **8) NEXT MEETINGS**

The meeting schedule for 2017 is as follows:

- March 8 – Langley Township Civic Facility
- April 19
- May 3 – Resolutions Meeting
- June 21
- September 13
- October 18
- November 15

## **ADJOURNMENT**

The meeting was adjourned at 1:30pm.

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Councillor Jason Lum  
Second Vice-President President

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Jamee Justason  
Executive Coordinator