



LOWER MAINLAND

LOCAL GOVERNMENT ASSOCIATION

ANNUAL REPORT AND RESOLUTIONS

**TO BE CONSIDERED AT THE 2021
ANNUAL GENERAL MEETING**

TO BE HELD VIRTUALLY ON THURSDAY, MAY 13th, 2021

2021 LOWER MAINLAND LGA ANNUAL REPORT & RESOLUTIONS BOOK

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LETTER OF TRANSMITTAL TO LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION MEMBERS

We are pleased to convey the fifteenth Annual Report and Resolutions Book of the Lower Mainland LGA. Included in this report is a record of the year's activities and items for consideration at the Annual Meeting to be held virtually on May 13, 2021.

This publication has been divided into two parts:

- 1. Annual Report**
- 2. Nominations and Resolutions**

1. ANNUAL REPORT

In the first part of this publication you will find the:

- President's Report
- 2020 Financial Statements
- 2021 Budget

2. NOMINATIONS AND RESOLUTIONS

The second part of this publication contains materials to be considered at the 2021 Annual General Meeting.

Nominations:

Under this process, the Nominating Committee issues a Call for Nominations and manages that process but does not make recommendations. Information on those nominated for the 2021/2022 Lower Mainland LGA Executive is included in this report and can be found in the AGM newsletter.

Resolutions:

This section contains resolutions to be considered at the 2021 AGM. Included in the package are:

- 4 Executive Sponsored Resolutions
- 28 Resolutions from Members Received by the Deadline

PART 1

ANNUAL REPORT

PRESIDENT'S REPORT

It is hard to know where to begin when writing a President's Report for a year like 2020. To say that it was challenging seems like a gross understatement. I could not have even imagined that a year like that would have existed in my lifetime.

The COVID-19 pandemic has brought unique and unprecedented challenges to local governments including the obvious health risks associated with a pandemic but also parallel issues such as the worsening of the opioid crisis, mental health concerns and remote working with all the challenges that come along with it.

I have watched all our 33 member municipalities and regional districts shift and adapt and I have been impressed with your agility and forward thinking. Whether it was holding Council Meetings and Public Hearings virtually or supporting municipal staff working on the front line and at home, you have shown such resilience.

As much as we had really hoped that we could go back to holding our Annual Conference and AGM in person this year in Harrison Hot Springs, we are not yet there and will instead be holding it virtually from May 12-14, 2021. I know that Mayors and Councillors are social creatures by nature, or we would not have entered public service. We have done our best to include as many social sessions and opportunities for interaction during our virtual conference as possible. We will hold "Book Club" at the end of each day where you can get a chance to interact with authors and our resolutions session will include the usual debate by allowing our members to call in via a phone tree and speak for or against proposed resolutions.

The theme of this year's conference is "The Work Ahead". It has been necessary to be reactive over the past year and as a result some issues that needed immediate attention have only gotten worse. We need to turn our heads back to them. The conference program will focus on those matters.

I look forward to serving you for another year as President.

Take care and I hope see you at our virtual conference!



Councillor Laura Dupont, President

2020 ACCOMPLISHMENTS IN BRIEF

EXECUTIVE/COMMITTEES

- Eight meetings of the Executive were held.

MEMBERSHIP/FINANCIAL

- Membership remains strong with 100% supporting the combined voice of lower mainland local governments.

CONVENTION & EVENTS

- The 2020 Convention was scheduled to be held in Whistler and the theme was “Social, Natural and Financial Assets: Accounting for the Unaccounted”. Unfortunately, the Conference had to be cancelled due to the COVID-19 pandemic.
- A virtual AGM was held during the 2020 virtual UBCM Convention on September 29, 2020
- An expanded CivX event was held virtually from November 23-25, 2020 in conjunction with CivicInfo BC. The theme was “Re-Imagine Local Government-Resilience, Revolution, Recovery: The Road Ahead.” A record 250 delegates attended from across BC.

ADVOCACY

- The Lower Mainland LGA Executive met with five provincial ministers during the UBCM Convention on the following topics important to our membership:
 - Stable Funding for BC Transit Services
 - Increase Zero-Emission Vehicle Interim Targets
 - Continued Expansion of Trans-Canada Highway #1
 - COVID-19 Recovery
 - Flood Risk Mitigation Through Green Infrastructure
 - Strata Insurance
 - Future of Active Transportation Plan

COMMUNICATIONS

- Two member newsletters were emailed to members and posted to the Association’s web site.
- Numerous emails were sent to the membership.



LOWER MAINLAND

LOCAL GOVERNMENT ASSOCIATION

2020 ANNUAL GENERAL MEETING

Via Zoom
September 29, 2020

MINUTES OF BUSINESS MEETING

The Business Meeting was called to order at 2:30 p.m. on September 29, 2020

1. ADOPTION OF AGENDA

It was MOVED and SECONDED.

THAT the Agenda be adopted as circulated.

CARRIED

2. ADOPTION OF MINUTES

2019 Annual General Meeting Minutes dated May 9, 2019

It was MOVED and SECONDED.

THAT the Minutes of the May 9, 2019 AGM be adopted as circulated.

CARRIED

3. PRESIDENT'S REPORT-JACK CROMPTON

It was MOVED and SECONDED.

THAT the President's report be received.

CARRIED

4. REPORTS

Flood Committee Update

The Flood Committee report was presented by Past President Lum. The report was provided for information.

It was MOVED and SECONDED.

THAT the Flood Committee report be received.

CARRIED

5. ELECTION RESULTS

Past President Lum announced that the following positions were elected by acclamation:

President	Councillor Laura Dupont, City of Port Coquitlam
First Vice-President	Councillor Patrick Johnstone, City of New Westminster
Second Vice-President	Councillor Jenna Stoner, District of Squamish
Third Vice-President	Councillor Patricia Ross, City of Abbotsford and FVRD
Directors-at-Large	Councillor Trish Mandewo, City of Coquitlam
	Councillor Michie Vidal, Harrison Hot Springs
	Councillor Paul Albrecht, Langley City

6. 2019 FINANCIAL STATEMENTS

It was MOVED and SECONDED.

THAT the 2019 financial statements be received as circulated.

CARRIED

7. LOWER MAINLAND LGA BUDGET, JANUARY 1, 2020 TO DECEMBER 31, 2020

It was MOVED and SECONDED.

THAT 2020 Budget be received.

CARRIED

8. APPOINTMENT OF THE AUDITOR

It was MOVED and SECONDED.

THAT KPMG be appointed as the Lower Mainland LGA auditor for 2020.

9. THANK YOU TO THE OUTGOING EXECUTIVE

J. Crompton thanked Jason Lum and Samantha Piper for their years of service to the Lower Mainland LGA.

10. WHERE WE HAVE BEEN. WHERE WE ARE GOING

J. Crompton and J. Lum discussed the past, present and future of the Lower Mainland LGA.

11. ADJOURNMENT

It was MOVED and SECONDED.

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 3:15 p.m.

Certified Correct

Shannon Story
Executive Director

Jack Crompton
President

Financial Statements of

**LOWER MAINLAND
LOCAL GOVERNMENT
ASSOCIATION**

And Independent Practitioners' Review Engagement
Report thereon

Year ended December 31, 2020
(Unaudited)



KPMG LLP
PO Box 10426 777 Dunsmuir Street
Vancouver BC V7Y 1K3
Canada
Tel 604-691-3000
Fax 604-691-3031

INDEPENDENT PRACTITIONERS' REVIEW ENGAGEMENT REPORT

To the Members of Lower Mainland Local Government Association

We have reviewed the accompanying financial statements of Lower Mainland Local Government Association, which comprise the statement of financial position as at December 31, 2020, the statement of operations, statement of changes in net assets and statement of cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioners' Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.



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Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Lower Mainland Local Government Association as at December 31, 2020, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

KPMG LLP

Chartered Professional Accountants

Vancouver, Canada

April 12, 2021

Statement of Financial Position

December 31, 2020, with comparative information for 2019
(Unaudited)

	2020	2019
Assets		
Current assets:		
Cash	\$ 94,751	\$ 70,346
Accounts receivable (note 3)	1,218	3,155
Restricted short-term investment (note 4)	10,290	10,140
Investments (note 5)	79,027	78,481
Prepaid expenses	23,451	48,630
	<u>\$ 208,737</u>	<u>\$ 210,752</u>

Liabilities and Net Assets

Current liabilities:		
Accounts payable and accrued liabilities	\$ 10,780	\$ 8,814
Deferred revenue (note 6)	4,500	-
	<u>15,280</u>	<u>8,814</u>
Net assets:		
Unrestricted	137,492	145,973
Internally restricted (note 7)	55,965	55,965
	<u>193,457</u>	<u>201,938</u>
	<u>\$ 208,737</u>	<u>\$ 210,752</u>

See accompanying notes to financial statements.

Approved on behalf of the Board:


_____

LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION

Statement of Operations

Year ended December 31, 2020, with comparative information for 2019
(Unaudited)

	2020	2019
Revenue:		
Membership	\$ 76,815	\$ 76,199
Conference registration fees	-	78,178
Sponsorships	12,250	64,905
Interest income	1,648	3,734
Other income	1,008	-
	91,721	223,016
Expenses:		
Annual general meeting and conference	3,231	115,923
Office and general	96,971	85,605
	100,202	201,528
Excess (deficiency) of revenue over expenses	\$ (8,481)	\$ 21,488

See accompanying notes to financial statements.

LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION

Statement of Changes In Net Assets

Year ended December 31, 2020, with comparative information for 2019
(Unaudited)

	Unrestricted	Internally restricted (note 7)	Total
Balance, December 31, 2018	\$ 124,485	\$ 55,965	\$ 180,450
Excess of revenue over expenses	21,488	-	21,488
Balance, December 31, 2019	145,973	55,965	201,938
Excess of revenue over expenses	(8,481)	-	(8,481)
Balance, December 31, 2020	\$ 137,492	\$ 55,965	\$ 193,457

See accompanying notes to financial statements.

LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION

Statement of Cash Flows

Year ended December 31, 2020, with comparative information for 2019
(Unaudited)

	2020	2019
Cash provided by (used in):		
Operations:		
Excess (deficiency) of revenue over expenses	\$ (8,481)	\$ 21,488
Items not involving cash:		
Accrued interest on investments	(546)	(1,549)
Accrued interest on restricted short-term investment	(150)	(140)
Changes in non-cash operating working capital:		
Accounts receivable	1,937	2,997
Prepaid expenses	25,179	(23,935)
Accounts payable and accrued liabilities	1,966	7,284
Deferred revenue	4,500	(10,000)
	24,405	(3,855)
Investments:		
Purchase of restricted short-term investment	-	(10,000)
Increase (decrease) in cash	24,405	(13,855)
Cash, beginning of year	70,346	84,201
Cash, end of year	\$ 94,751	\$ 70,346

See accompanying notes to financial statements.

LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION

Notes to Financial Statements

Year ended December 31, 2020
(Unaudited)

1. Nature of operations:

Lower Mainland Local Government Association ("Lower Mainland LGA" or "Association") is incorporated under the Societies Act (British Columbia) and its principal activity is to promote the welfare and the well-being of taxpayers and residents of the members of the Lower Mainland LGA. The Lower Mainland LGA is a not-for-profit organization and is exempt from income taxes.

In March of 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization and continues to have an impact. This has resulted in Canadian and Provincial governments enacting emergency measures to combat the spread of virus. The economic situation is dynamic and the ultimate duration and magnitude of the impact on the economy and to the Association is not fully known at this time. Management will continue to monitor the on-going financial impact on the Association's cash and budget forecasts, and adjust its operations as required to ensure its ability to fulfill its obligations and continue operations.

2. Significant accounting policies:

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO") in Part III of the CPA Canada Handbook - Accounting. The Association's significant accounting policies are as follows:

(a) Revenue recognition:

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount received can be reasonably estimated and collection is reasonably assured.

Annual membership dues, registrations, and sponsorships are recognized as revenue in the year when services are provided.

(b) Contributed materials and services:

Due to the difficulty in determining fair value, contributed materials and services are not recognized in the financial statements.

LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION

Notes to Financial Statements (continued)

Year ended December 31, 2020
(Unaudited)

2. Significant accounting policies (continued):

(c) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Freestanding derivative instruments that are not in a qualifying hedging relationship and equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. The Association has not elected to carry any such financial instruments at fair value.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indicator of impairment, the Association determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Association expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future period, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

(d) Use of estimates:

The preparation of financial statements in accordance with ASNPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

3. Accounts receivable:

Included in accounts receivable are \$1,218 (2019 - nil) for Goods and Services Taxes.

LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION

Notes to Financial Statements (continued)

Year ended December 31, 2020
(Unaudited)

4. Restricted short-term investment:

Restricted short-term investment is comprised of a guaranteed investment certificate ("GIC") held as security for the Company's credit card account and not available for general use. The GIC earns interest at 1.20% per annum and matures on May 4, 2021.

5. Investments:

Investments are comprised of pooled investments held with the Municipal Finance Authority in money market funds. For the year ended December 31, 2020, the average annualised yield was 0.85% (2019 - 1.86%).

6. Deferred revenue:

Deferred revenue consists of sponsorship revenues received in advance of the annual conference.

7. Internally restricted:

Internally restricted net assets are comprised of reserves restricted by the Executive Committee of the Lower Mainland LGA for future expenditures related to specific purposes. The Executive Committee approved a contingency reserve of \$55,965 during the fiscal 2018 that is restricted for providing funding in the case of an emergency event such as cancellation of a convention.

8. Financial instrument risks:

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. The Lower Mainland LGA invests in investments traded on the open market, and derived revenue in part, from the income earned on money market funds. As a result, the Lower Mainland LGA is exposed to fluctuations in the market on the value of these investments.

The Lower Mainland LGA believes that it is not exposed to significant credit, currency, interest rate, or liquidity risk arising from financial instruments.

There have been no changes to the risk exposure from 2019.

LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION

Notes to Financial Statements (continued)

Year ended December 31, 2020
(Unaudited)

9. Employee and contractor remuneration:

For the year ended December 31, 2020, 1 contractor for services received total annual remuneration of \$85,000 (2019 - none). No remuneration was paid to any directors of the Lower Mainland LGA during the year.

2021 DRAFT BUDGET

REVENUE	Actual 2019	Actual 2020	Budget 2021
Operating Fund Revenue			
Annual Dues	76,199	76,815	78,878
Investment Income	3,734	1,648	1,700
Other Events/Recoveries	3,650	13,258	13,000
Total Operating Revenue	83,583	91,721	93,578
CONFERENCE/AGM Fund Revenue			
Registration Fees	66,078	0	20,000
Sponsorship & Exhibitors	73,355	0	41,000
Total CONFERENCE/AGM Revenue	139,433	0	61,000
TOTAL REVENUE	\$223,016	\$91,721	\$154,578

EXPENSES

Operating Fund Expenses			
Meeting Expenses	2,622	421	1,500
Office Expenses & Misc.	1,760	903	1,500
Executive Director Contract	68,644	85,000	86,500
Staff Travel & Expenses	1,873	141	1,000
Communications	166	530	600
Bank Charges	71	137	70
Website Development/Maintenance	2,000	1,401	1,500
Contingency	21,488	0	40,527
Strategic Planning	0	0	5,000
Outreach & Advocacy	2,077	1,087	2,000
Insurance	2,105	2,105	2,481
Financial Review/Accountant	4,287	5,246	5,000
Total Operating Expenses	107,093	96,971	147,678
CONFERENCE/AGM Fund Expenses			
Conference/Annual General Meeting	115,923	3,231	6,900
Total CONFERENCE/AGM Expenses	115,923	3,231	6,900
TOTAL EXPENSES	\$223,016	\$100,202	\$154,578
NET PROFIT/LOSS	\$0	-\$8,481	\$0

*** Please note that 2021 Annual
Dues include the 2% annual
increase that had not yet been
approved by the membership**

PART 2

NOMINATIONS **&** **RESOLUTIONS**



LOWER MAINLAND

LOCAL GOVERNMENT ASSOCIATION

TO: Mayor/Chair; Council/Board

FROM: Mayor Jack Crompton, Lower Mainland LGA Past President

DATE: January 26, 2021

RE: 2021 CALL FOR NOMINATIONS FOR LOWER MAINLAND LGA EXECUTIVE

Please include the following information on your next meeting agenda.

This circular is notice of the Lower Mainland LGA Executive positions open for nomination, the process and the procedures for nomination.

The deadline for receipt of your nomination is **Thursday, April 1, 2021**. The Lower Mainland LGA Conference and AGM will be held virtually this year from May 12-14, 2021. Voting for the executive positions will be online. There will be no nominations from the floor this year.

The Lower Mainland LGA is the collective voice for local government in the Lower Mainland, including local governments in the Greater Vancouver Regional District, the Squamish-Lillooet Regional District and the Fraser Valley Regional District. The membership elects directors to the Executive during the Convention, and the Executive is charged with ensuring that policy direction set by the general membership is carried forward. The Executive also provides operational and policy direction to the Lower Mainland LGA between Conventions.

1. POSITIONS OPEN TO NOMINATIONS

The following positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Directors at Large (3 positions)

2. NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE

The candidate must be an elected official of a Lower Mainland LGA member. The candidate must be nominated by two elected officials of a Lower Mainland LGA local government member.

Background information regarding the primary responsibilities and commitments of a Lower Mainland LGA Executive member is available upon request.

A nomination and consent form are attached and should be used for all nominations.

The Chair of the 2021 Nominating Committee is Mayor Jack Crompton, Lower Mainland LGA Past President.

3. NEXT STEPS

It is part of the duties of the Nominating Committee to review the credentials of each candidate. A Report on Nominations including, at the candidate's option, a photo and 200-word biography will be prepared under the direction of the Nominating Committee and distributed in the Lower Mainland LGA Convention Newsletter, which is distributed via email before the conference. It is not the responsibility of the Lower Mainland LGA to edit applicant materials to make them suitable for print. If materials are not provided on time and print ready, the Lower Mainland LGA reserves the right not to include them in the newsletter.

To be included in the Convention Newsletter, send your current photo, biography and completed nomination form to:

sstory@lmlga.ca

**With subject line: Lower Mainland LGA Nomination Package – “applicant name”
Deadline: April 1, 2021**

5. FURTHER INFORMATION

All other inquiries should be directed to:

Shannon Story, Executive Director of the Lower Mainland LGA
at sstory@lmlga.ca
PO Box 729
Pemberton, BC V0N 2L0
604 698-5753

NOMINATIONS FOR THE 2021 LOWER MAINLAND LGA EXECUTIVE

We are qualified under the Lower Mainland LGA Constitution to nominate¹ a candidate and we nominate:

Name of nominee: _____

Local government position (Mayor/Councillor/Director): _____

Local government represented: _____

Lower Mainland LGA Executive office nominated for: _____

Printed Name of nominator: _____ Printed Name of nominator: _____

Position: _____ Position: _____

Local Gov't: _____ Local Gov't: _____

Signature: _____ Signature: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the Lower Mainland LGA Constitution². I also agree to provide the following information to the Executive Director by April 1, 2021:

- 2"x3" Photo (high resolution)
- Biographical information. No more than 200 words in length.

Printed Name: _____

Running for (position): _____

Local Government: _____

Signature: _____

Date: _____

¹ Nominations require two elected officials of members of the Association.

² All nominees of the Executive shall be elected representatives of a member of the Association.

**Return to: sstory@lmlga.ca
c/o Lower Mainland LGA, PO Box 729, Pemberton, BC V0N 2L0**

2021 EXECUTIVE NOMINATIONS

As a result of the Call for Nominations, the Committee has received the following nominations:

PRESIDENT:

- Councillor Laura Dupont, City of Port Coquitlam

FIRST VICE-PRESIDENT:

- Councillor Patrick Johnstone, City of New Westminster

SECOND VICE-PRESIDENT:

- Councillor Patricia Ross, City of Abbotsford & Director, Fraser Valley Regional District

THIRD VICE-PRESIDENT:

- Councillor Paul Albrecht, Langley City

DIRECTOR AT LARGE (three to be elected):

- Councillor Michie Vidal, Village of Harrison Hot Springs
- Director Jennifer McCutcheon, Metro Vancouver Regional District
- Councillor Kiersten Duncan, City of Maple Ridge

For further information on the nomination and election process contact:

Mayor Jack Crompton, Past President
c/o Lower Mainland LGA
PO Box 729
Pemberton BC V0N 2L0
Phone: (604) 698-5753

Please note that due to the fact that our conference will be held virtually, there will be no nominations from the floor and all of the above positions have been won by acclamation.

Lower Mainland LGA 2021/2022 Executive

We are pleased to announce that the following people have been acclaimed to our executive for the 2021/2022 year:



PRESIDENT

Laura Dupont

Laura is inspired by nature, she is a member of the Burke Mountain Naturalists, and a Director of the Riverview Horticultural Centre Society. She is a founding member of the Tree Fellowship, a grassroots group

dedicated to educating the community about the importance of nature and the value of trees. She is a member of the Safe Energy Leadership Alliance and Vice Chair of The Tri-City Food Security Group. Laura and her family stay active by biking, hiking and walking Port Coquitlam's numerous parks and trails and beautiful Burke Mountain.



FIRST VICE PRESIDENT

Patrick Johnstone

Patrick Johnstone is serving his second term as City Councillor for the City of New Westminster. He serves on the City's Sustainable Transportation and Facilities and Infrastructure Task Forces, and is a Commissioner on

the New Westminster Electrical Utility Board. He is the Chair of the Board for the Community Energy Association, a non-profit that helps Local Governments meet energy and emissions reduction goals, and previously served as the UBCM representative on the Board of Society of Contaminated Sites Approved Professionals of BC. As a Professional Geoscientist, he works to help local governments manage their liability around contaminated sites and environmental assessments. He has been on the Executive of the Lower Mainland LGA for five years, and values the opportunity to work with and learn from colleagues from Hope to Pemberton.



SECOND VICE PRESIDENT

Patricia Ross

Patricia Ross has 26 years of leadership experience as a councillor and 22 years as a Fraser Valley Regional District board member, serving on a wide variety of committees providing her with a good

knowledge base representing all sectors.

Patricia was chosen to represent Canada in the 5th cohort of Leadership for Environment and Development International, a research and training institute committed to fostering leadership in sustainability worldwide. She graduated from the program in 1996 and has gone on to help train subsequent cohorts. She has used this training to do presentations regarding sustainability all over the world including one on the rewards and challenges of environmental work in local government at the 2004 International Climate Change conference in Buenos Aires, Argentina. Patricia ran her own recycling business for 14 years and is currently the chair of GrowYourBiz Abbotsford, an advisory and mentoring board for women in business.

Patricia has been given many awards for her community work, including several from the Abbotsford Chamber of Commerce, the Paul Harris Rotary Club, Sorooptimist club, Youth Commission, Queen's Jubilee Award and Woman of the Year in 2009 from the Business and Professional Woman's Club.



THIRD VICE PRESIDENT

Paul Albrecht

I have been a councillor in Langley City for the past seven years, Director at Large for LMLGA for the past year, and have been on the UBCM Executive Board as one of two Vancouver Metro Area. During that time,

I have been able to develop very strong connections and relationships with members of the Provincial government as well as other peers in the province. I bring over thirty years of municipal experience in all areas of infrastructure, servicing, planning, land use, land development and economic development that I have used in my elected roles to represent and serve my constituents. My involvement on UBCM's Economic Development and Health and Social Development Committees have been invaluable in highlighting the needs for the Metro region. We in Local Government are facing very uncertain times in so many areas in each of our communities and the value of an experienced executive board with strong relationships with senior orders of government to obtain the required support legislatively and financially for all Local Governments in BC cannot be overstated. Good governance requires the ability to develop strong relationships with many, I have the skills to collaborate, obtain consensus, and help develop the kind of strong team needed for the LMLGA to make a difference in providing actionable solutions to meet all our communities challenges.

It would be an honour to serve as Third (3rd) Vice President on the strong LMLGA Board Team that we have developed. In these uncertain times, I feel it is vital to develop a strong and respected executive board that will listen to all our lower mainland communities when dealing with housing, homelessness, mental health, childcare, transit, tax relief, revenue loss, economic recovery, climate change and financial opportunities with other orders of government.



DIRECTOR AT LARGE

Michie Vidal

Throughout her life, Michie has demonstrated a history of community commitment, leadership and organizational expertise. Ranging from participating in a monthly Feed the Homeless' campaign to a Past

President of her professional association, her commitment to benefiting the lives of others is evident. Her career as an emergency services 911 dispatcher provided extensive knowledge in local government structure and systems. Following retirement to the Village of Harrison Hot Springs, Michie continued her dedication to community. She united local residents, businesses and all levels of government towards a common goal related to a significant environmental and economic concern. The culmination of these experiences led her to seek election in 2018 and is currently serving her first term as Councillor with the Village of Harrison Hot Springs. She is proud to represent the Village with her portfolio appointments and liaison responsibilities including:

- Fraser Valley Regional District Indigenous Relations Committee
- Fraser Valley Regional District Board, Alternate Municipal Director
- Fraser Valley Regional Hospital District Board, Alternate Municipal Director
- Agassiz Harrison Healthy Communities Committee
- Local Community to Community Forums

Smaller communities face unique challenges in governance and Michie strongly supports the benefits of coordinated action through the LMLGA. She welcomes the opportunity to advance these goals as a Director at Large member of the Executive team.



DIRECTOR AT LARGE

Jennifer McCutcheon

Jen serves as the Director for Metro Vancouver's (MV) only electoral area, which includes approximately 16,000 people on the UBC peninsula, and a number of rural communities and islands across the region. She was

elected in a by-election in 2019, and serves on MV's Finance and Intergovernment, Climate Action, and Mayor's committees, as well as the MV Board. Jen is a member of TransLink's Mayor's Council and the Ocean Watch Action Committee, and also sits on the Board for both EComm and the Fraser Valley Regional District Library.

Prior to entering politics, Jen utilized her doctoral degree in public health to help manage complex health projects in various countries across Africa for ten years, and still consults in public health. In her spare time, Jen volunteers extensively in her community, stays physically active, and spends as much time as she can out in nature with her husband and two children.

Director McCutcheon approaches her decisions from a social and climate justice lens and is passionate about issues such as climate action and environmental protection, affordability and equity. She would be honoured to contribute her energy and expertise on the LMLGA

Board. For more information, visit www.areaajen.ca



DIRECTOR AT LARGE

Kiersten Duncan

Kiersten is a 2 term Councillor at the City of Maple Ridge.



LOWER MAINLAND
LOCAL GOVERNMENT ASSOCIATION



LOWER MAINLAND

LOCAL GOVERNMENT ASSOCIATION

2021 RESOLUTIONS

PART 1 - EXECUTIVE RESOLUTIONS

ER1 MEMBER DUES CALCULATION

Lower Mainland LGA Executive

Whereas the current member dues calculation structure depends solely on member population increases for annual member fee increases;

And whereas a significant amount of the Lower Mainland LGA members have remained neutral or are decreasing in population;

Therefore be it resolved that the Lower Mainland LGA membership approve that on top of the current dues calculation structure, that an annual 2% increase be included to ensure that the organization is properly funded.

Comments: See Appendix A to see 2021 member fees with and without the 2% increase.

Conference Decision:

ER2 HELP CITIES LEAD

Lower Mainland LGA Executive

Whereas emissions by buildings account for 40-60% of a community's green-house gas (GHG) emissions, and current actions in British Columbia to reduce GHG emissions from buildings are insufficient to achieve the province's GHG targets for 2030 and 2050;

And whereas the November 2020 mandate letters to ministers include direction to provincial ministries to move forward with three of the five policy measures included in the Help Cities Lead campaign to drive GHG reduction in British Columbia's building sector;

Therefore be it resolved that the Lower Mainland Local Government Association and UBCM call upon the provincial government to immediately introduce legislation supporting the three measures identified by Help Cities Lead and addressed in ministerial mandate letters: GHG requirements for new buildings, PACE financing, and home energy labelling; and

And be it further resolved that the Lower Mainland Local Government Association and UBCM call upon the provincial government to introduce empowering legislation to permit local governments who so choose to implement the remaining two measures identified in the Help Cities Lead's campaign: GHG requirements for existing buildings and building energy benchmarking.

Conference Decision:

ER3 WATERSHED SECURITY

Lower Mainland LGA Executive

Whereas watershed security is recognized as central to the health and well-being of British Columbians with over 80 percent asserting that ongoing access to abundant clean fresh water in their regions is essential to health, food security, salmon, fire safety, jobs, economic well-being, and overall quality of life, both today, and in the years to come;

And whereas the Province of BC has committed to lead work to protect clean water through the creation of a Watershed Security Strategy and Watershed Security Fund;

And whereas the Watershed Security Fund is an essential mechanism for implementing the Watershed Security Strategy and to:

- support local Watershed Boards & regional partnership initiatives;
- create good, sustainable local jobs in restoration, monitoring, technology and community planning;
- support education and training in the watershed sector;
- build a connection between communities and their watersheds;
- support local tourism and recreation;
- provide sustainable, long-term funding for Indigenous capacity and community resilience, and advance DRIPA through co-governance partnerships with First Nations.

Therefore be it resolved that UBCM requests that the Province of BC create a dedicated, sustainable, annual funding source for the Watershed Security Fund that provides \$75 million annually for community-driven watershed security initiatives.

Conference Decision:

Whereas the Fraser River Estuary is a diverse and productive ecosystem, supporting over 100 species at risk, including salmon and southern resident killer whales, and, is under increased development pressure and impacts of climate change, including flooding of industrial and agricultural lands, and would benefit from a regional planning approach that balances the needs of the ecosystem, people and the economy.

And whereas Indigenous people have lived in and stewarded the Fraser River Estuary since time immemorial, and know the various species, habitat, and ecosystems as integral to their existence and identity, and are integral to the planning and governance of the of the Fraser River Estuary.

Therefore be it resolved that UBCM call on the Federal and Provincial governments to allocate the necessary resources and appropriately fund and support a renewed Fraser River Estuary Management planning process that will collectively protect the ecosystem of the Estuary through inter-agency collaboration. That planning process includes, but is not limited to: First Nations, Federal Government and Provincial governments.

Conference Decision:

PART 2 – REFERRED RESOLUTIONS

UBCM has referred late resolutions from the 2020 resolutions cycle for consideration by LMLGA members.

None received.

PART 3 – RESOLUTIONS RECEIVED BY THE DEADLINE

LEGISLATIVE

**R1 Support for a Provincial Code of Conduct for Local
Government Elected Officials**

City of Port Moody

Whereas there is no current legislation to hold elected officials, across the province, to a consistent set of standards of accountability for their behavior and actions;

And whereas elected officials should have a right to a respectful and safe workplace;

Therefore be it resolved that UBCM ask the Province of British Columbia to develop a code of conduct, which is informed by a review of elected official experiences and with input from

equity seeking groups, that is overseen by the Province, so that all elected officials have access to a consistent, formal set of standards and process for complaint against other elected officials.

Comments:

The Resolutions Committee notes that resolution 2016-B70, which called upon the province to develop enabling legislation so that local governments could appoint integrity commissioners, was referred to UBCM Executive for further policy work. In response, UBCM Executive created the Working Group on Responsible Conduct (WGRC), a staff level working group drawn from UBCM, LGMA and the Province.

The WGRC brought a policy paper and workplan that was endorsed by the membership at the 2017 UBCM Convention. Based on that direction provided by the UBCM members, the WGRC set about developing resources to strengthen the framework that supports responsible conduct by local elected officials. This work included the development a set of foundation principles to guide responsible conduct by local elected officials. The WGRC also developed a Model Code of Conduct to provide guidance for local governments seeking to adopt a Code of Conduct.

The WGRC consulted with local governments during 2019 to explore options for the enforcement of Codes of Conduct, and sought feedback on whether the membership supported a mandatory Code of Conduct for all local governments in BC. The results of the survey indicated that there was not sufficient support for mandatory Code of Conduct, and that an enabling approach to enforcement was preferred.

Earlier this year, the WGRC introduced a follow up guide that provides advice to local governments that wish to develop enforcement mechanisms for Codes of Conduct. The guide indicates that Codes of Conduct are enforceable provided that the process for doing so is fair.

The Resolution Committee notes that permissive approach to supporting responsible conduct adopted by the WGRC is consistent with the local government principle of ‘autonomy’. Further, the Resolution Committee notes that if the province were to support this request, it would result in superceding Codes of Conduct that have been adopted and are currently in use by local governments.

The Committee would also note that resolution 2020-NR6 called on the Province to establish an Independent Office of Integrity to work towards the development, application and enforcement of Codes of Conduct for local government. 2020-NR6 was referred to the UBCM Executive due to a lack of time at Convention. The Executive referred 2020-NR6 to the Working Group on Responsible Conduct.

Recommendation: Not Endorse

Conference Decision:

Whereas green roofs serve multiple societal goals, including improved stormwater management, better regulation of building temperatures, reduced urban heat island effects, and increased urban wildlife habitat and biodiversity;

And whereas currently the *Local Government Act* allows a local government to require landscaping under section 527 and to control runoff under section 523, but the *Local Government Act* and *Community Charter* do not empower local governments to require and enforce the related building standard of construction (prohibited under the *Building Act*) or require and enforce maintenance of green roofs, including with security requirements:

Therefore be it resolved that UBCM request that the Province amend the *Local Government Act* to empower local governments with enabling legislation, should they choose to implement it, to expressly require green roofs and enforce the related building standard of construction and maintenance of green roofs, including with security requirements.

Comments:

The Resolutions Committee advises that the UBCM membership considered, but did not endorse, a similar resolution 2020-NR4. 2020-N4 requested that the Province amend the Local Government Act to empower local governments to expressly require green roofs and enforce the related building standard of construction, and to require and enforce maintenance of green roofs, including with security requirements.

This resolution differs from 2020-NR4 as it offers flexibility for local governments to choose to implement the green roof requirement, it isn't asking that all local governments be mandated to require green roofs and to enforce the related building standard of construction and maintenance.

Recommendation: No Recommendation

Conference Decision:

COMMUNITY SAFETY

R3 Civil Forfeiture Proceeds

City of Chilliwack

Whereas the provision of police services places a significant financial burden on local government;

And whereas the Civil Forfeiture Crime Prevention and Crime Remediation Grant Program fund community crime reduction and crime prevention activities, but does not address local government policing costs, including expenditures related to investigations and police work that results in seizures of proceeds of crime:

Therefore be it resolved that LMLGA and UBCM respectfully request that the Province share seizures of proceeds of crime with local governments to help address protective services costs.

Comments:

The Resolutions Committee notes that the UBCM membership has consistently endorsed resolutions calling for proceeds from the disposition of forfeited property to be transferred to local governments (2019-B4, 2014-B16, 2011-B15, 2009-B4, 2004-A1, 2004-B3, 2004-B7, 2003-B3, 1998-B2, 1992-B58).

In response to endorsed resolution 2019-B4, the Province did not directly respond to the request to share seizures of proceeds of crime with local governments to address protective services costs.

Recommendation: Endorse

Conference Decision:

R4 Updating BC's Wrongful Death Law

City of Vancouver

Whereas tragically, hundreds of British Columbians will experience the loss of a loved one each year, and in the event of a wrongful death, many will discover they cannot access legal representation or recourse because Wrongful Death Law in BC is legislated by the *Family Compensation Act* and provisions in the *Wills, Estates and Succession Act* in determining the "worth" of a deceased family member. Currently, access to the courts requires that the deceased was a breadwinner, and otherwise precludes opportunities for independent investigation, recourse, or accountability that could avail justice, system change, economic or non-economic damages;

And whereas the *Family Compensation Act* is antiquated legislation that's had no significant or meaningful updates since the 1800s, and British Columbia is the last remaining province in Canada to modernize its wrongful death legislation to provide a fair standard of human value, dignity, and protection under the law. BC's *Family Compensation Act* discriminates against children, the elderly and many people with disabilities when killed by the recklessness and harm of another;

Therefore be it resolved that UBCM request the Government of British Columbia and Attorney General modernize and reform wrongful death law in British Columbia to ensure access to justice, accountability, and compensation in British Columbia for the surviving family members of those wrongfully killed.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution asking the Province to modernize and reform wrongful death law in British Columbia to ensure access to justice, accountability, and compensation in British Columbia for the surviving family members of those wrongfully killed.

Recommendation: No Recommendation

Conference Decision:

ELECTIONS

R5 Local Choice: Tools to Improve Representation in Local Government Elections

City of Vancouver

Whereas local government elections in British Columbia typically see low levels of engagement, and result in inadequate representation of Indigenous, Black, and People of Colour residents, women, and renters;

And whereas there is no one-size-fits-all solution for local elections; recognizing that each local government:

- has unique challenges, history, size and demographics; and
- is best positioned to tailor their local election system and rules to respond to local issues and needs, if provided with the tools and options:

Therefore be it resolved that UBCM request that the Province establish legislation that grants local governments the power to consider, choose and adopt more inclusive voting systems (such as the opt-in provisions for municipal ranked ballot voting described in the Province of Ontario's *Municipal Elections Modernization Act*, 2016) as a means of improving representation and racial diversity on Councils and Boards in future elections.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution asking the Province to create legislation that grants municipalities the power to consider, choose and adopt more inclusive voting systems as a means of improving representation and racial diversity on Council in future elections.

The Committee notes that the membership has supported legislative changes to encourage greater voter engagement by allowing permanent residents to vote (2019-B109); implement online voting opportunities (2019-B14); reducing the voting age to 16 (2019-B108); and enhance mail ballot processes to provide greater voting opportunities (2016-B65).

These previous resolutions all speak to province-wide changes to enhance overall voter engagement and turnout during elections, but this 2021 resolution speaks to local choice in determining what voting system will work best for a specific community. The Committee has concerns that if each local government establishes their own voting system there will be a patchwork of systems across communities, creating confusion for voters and others involved in local elections.

Presently the rules under which local elections are conducted are established in provincial legislation, and are generally uniform across communities. Local governments do not have the ability to vary key elements of the electoral system, but do have some ability to adjust certain administrative or procedural matters. This resolution has suggested a ranked ballot system as one example of a new provision which local governments could choose based on the Ontario model, but it is not clear what the other options are being suggested.

One of the principles underlying the 2010 UBCM - Province Elections Task Force work was consistency in local government election rules with provincial and federal election rules, where practical, recognizing that common rules across orders of government make it easier for citizens to understand the rules for all three types of elections. Different election rules / voting systems in different communities could potentially be confusing and challenging for citizens possibly defeating the purpose of trying to increase and engage citizens to become involved in an election.

Recommendation: Not Endorse

Conference Decision:

R6 Expanding Definitions and Responsibilities of Digital Campaigns City of Vancouver

Whereas Elections BC regulates and defines online advertising as election advertising that has or would normally have a placement cost, but this does not specifically or explicitly include all digital campaigns or data collection;

And whereas sophisticated data analytics, weapons-grade communication technology, artificial intelligence and machine learning, alongside under-regulated online campaign and engagement tools have emerged to use psychographic profiling and predicting techniques to identify voter behaviour and persuade the persuadables using a variety of online engagement methods including but not limited to news, profiles, groups, memes and shareables;

And whereas the use of deceptive and coercive digital campaigns have been implicated in manipulating electoral outcomes in developing nations, and more recently the Trump campaign in the United States, Brexit in the UK (Cambridge Analytica) and in BC's 2017 provincial and 2018 local elections (AIQ):

Therefore be it resolved that UBCM request the Government of British Columbia to expand the definition of advertising to cover digital political campaigns and tools, and mandate their disclosure of how and when data is being collected and used, and by whom.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution calling on the Province to expand the definition of advertising to cover digital political campaigns and tools, and mandate their disclosure of how and when data is being collected and used, and by whom.

The Committee notes that the membership endorsed resolution 2020-SR3 which sought to update election campaign financing rules, that would in part, address election advertising, in order to establish a pre-campaign period during which time all election advertising must include sponsorship information. On March 3, 2021 the Province introduced amendments that strengthen election advertising by establishing a pre-campaign period to lengthen the time election advertising is regulated from 29 to 89 days; election advertising will now include paid canvassing activities; and the amendments also established third party advertising limits.

Recommendation: No Recommendation

Conference Decision:

TRANSPORTATION

R7 Benefits of Public Car Insurance

City of Burnaby

Whereas public car insurance creates local jobs and significant investments in municipalities through road safety and improvement, grants-in-lieu, and community grants while providing greater control to municipalities to plan for risks and costs;

And whereas jurisdictions with only private insurance options have experienced significant rate hikes year after year while accident benefits dramatically decline:

Therefore be it resolved that UBCM will call on the provincial government to preserve public car insurance, including jobs and local investments, in British Columbia.

Comments:

The Resolutions Committee notes that the sponsor submitted this same resolution in 2020, numbered NR27. Due to time constraints, it was not considered at the Convention, and was referred automatically to the UBCM Executive. Upon consideration, the UBCM Executive declined to make a decision, as they felt this topic deserved consideration by the full UBCM membership. The sponsor was asked to consider resubmitting the resolution for consideration in 2021.

The Committee would also reference a previous resolution, 2019-B196, which asked the Province to open the basic auto insurance market to the private sector. Once again due to time constraints, the resolution was not debated at Convention, but was referred to the UBCM Executive. Upon consideration, the UBCM Executive did not endorse resolution 2019-B196.

For the purpose of completeness, the Committee notes that members endorsed resolution 1998-B56, which in part called on the provincial government to deregulate motor vehicle insurance in BC. However, the Committee would caution that the 1998 resolution is more than two decades old. At the time, the Province expressed concern that private sector providers of vehicle insurance, based in other provinces or countries, could discriminate on the basis of age, gender, and marital status when setting insurance rates.

Recommendation: No Recommendation

Conference Decision:

TAXATION

R8 BC Provincial Sales Tax on Non-Medical PPE

Village of Harrison Hot Springs

Whereas the BC Minister of Public Safety and Solicitor General under the *Emergency Program Act* has issued Ministerial Order M012 effective January 8, 2021 mandating that non-medical Personal Protective Equipment (PPE) be worn inside indoor public spaces to assist in reducing the spread of Covid-19 pandemic;

And whereas this mandate has resulted in an increased financial cost for the residents of British Columbia during the Covid-19 pandemic:

Therefore be it resolved that LMLGA and UBCM request the BC provincial government eliminate the 7% Provincial Sales Tax applied to non-medical, disposable or reusable PPE applied to these items at the point of sale.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution calling on the Province to eliminate the 7% Provincial Sales Tax applied to non-medical disposable or reusable Personal Protective Equipment applied to these items at the point of sale.

However, the Committee notes that the membership has supported resolutions that called for the PST to be waived on the purchase of other items, including:

- fire trucks, fire protection & life-saving equipment and supplies (2019-B20, 2007-B22, 2005-B14, 2003-B14, 2001-B23);*
- electric bicycles (2019-B44, 2016-B130);*
- exemption for local government infrastructure (2016-B1);*
- exemption for local governments in general (2013-B17, 2006-B21, 2005-B12, 2004-B68);*
- district energy utility providers (2013-B16);*
- equipment and supplies for search and rescue volunteers (2009-B6);*
- sales of new or used vehicles with electronic stability control (2009-B160);*
- fuel efficient vehicles (2007-B132); and*
- exemption for local governments when they purchase electricity generation machinery and equipment (2003-LR3).*

Recommendation: No Recommendation

Conference Decision:

FINANCE

R9 Funding Support to Manage Post COVID-19 Pandemic Tourism Village of Pemberton

Whereas in the summer of 2020, in response to the COVID-19 pandemic, the Province moved to Phase 3 of BC's Restart Plan which resulted in Destination BC focusing on encouraging residents to Explore BC as a way to promote domestic tourism;

And whereas the Explore BC has been so successful that unprecedented number of residents and visitors have sought ways to experience the Province's natural environment and these numbers are expected to continue beyond the active pandemic phase:

Therefore be it resolved that UBCM request that the provincial government provide funding to the provincial ministries responsible for managing parks, crown lands, and recreation sites and

to local governments to assist in establishing sustainable tourism policies and programs to ensure that visitor use of lands and natural resources is done in a manner that protects the natural environment in perpetuity.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution calling on the Province to fund the provincial ministries responsible for managing parks, crown lands, and recreation sites and to local governments to assist in establishing sustainable tourism policies and programs to ensure that visitor use of lands and natural resources is done in a manner that protects the natural environment in perpetuity.

However, the Committee notes that the membership did endorse resolution 2020-SR7 that asked the Province to work collaboratively with UBCM to identify the health, safety, social and economic challenges facing BC communities and provide corresponding financial support that will aid local governments in the Province's overall COVID-19 recovery effort. 2020-SR7 highlighted, in part, significant revenue losses as a result of reduced tourism due to the pandemic.

Prior to 2020-SR7, local governments endorsed resolution 2018-B45 that asked the Province to provide additional funding to increase staffing, maintenance and enforcement operations in respect of existing Provincial Recreation Assets; and to investigate the development and addition of new recreation assets to the existing inventory of Provincial Recreation Assets (such that the increased number of visits may be spread over a larger inventory of Provincial Recreation Assets).

And prior to that, resolution 2011-B49 asked the Province to provide appropriate budgets and staff to fully support the continued and sustained operation of provincial parks and related facilities and services, year-round where appropriate, thereby supporting the tourism industry and the quality of life of all British Columbians.

Recommendation: Endorse

Conference Decision:

ASSESSMENT

R10 Review of the BC Assessment Appeal Framework and Process City of Coquitlam

Whereas BC Assessment is a provincial Crown Corporation that classifies and values properties and local governments rely on this information to annually set property taxation rates;

And whereas local governments have been increasingly impacted by the growing number of property assessment appeals submitted to BC Assessment and the Property Assessment Appeal

Board and the significant period of time that can elapse between the submission of an appeal and a final decision being reached and local governments subsequently having to refund previously collected taxes from multiple years at once:

Therefore be it resolved that UBCM request that the provincial government review the BC Assessment property assessment appeals' framework and process to minimize the impacts to local governments' finances due to appeal decisions by ensuring decisions are reached in a timely manner and also increasing the transparency of settled appeals.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution calling on the Province to review the BC Assessment property assessment appeals' framework and process to minimize the impacts to local governments' finances due to appeal decisions by ensuring decisions are reached in a timely manner and also increasing the transparency of settled appeals.

However, the Committee notes that the membership did endorse resolution 2007-B119 that asked the Province to take steps to address the backlog of assessment appeals to allow BC Assessment Authority to produce its Final Final Assessment Rolls and ensure that the necessary information is available to local governments in a timely manner.

The Committee also advises that the membership considered, but did not endorse, resolution 2000-B106 which asked the Province to review the BC Assessment Act appeal process with a view to expediting appeals and to protecting municipalities from the negative impact of property reassessments after annual taxation bylaws have been adopted.

Recommendation: No Recommendation

Conference Decision:

R11 Fair Taxation from Railway Operations

City of Pitt Meadows

Whereas section 5(e) of the *Assessment Act* - Prescribed Classes of Property Regulation B.C. Reg. 438/81 mandates that land or improvements used for transporting of products or used for the storage of products are classified as Class 5 Light Industry, but specifically exclude land or improvements held for purposes ancillary to the business of transportation from railway operations;

And whereas this legislation creates unfair taxation from railway operations because they are reflective of a Class 5 Light Industrial use and require high level local government service support including fire services and road infrastructure use:

Therefore be it resolved that UBCM urge the provincial government to repeal section 5(e) from the *Assessment Act - Prescribed Classes of Property Regulation B.C. Reg. 438/81* in order to create fair taxation from railway operations.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution urging the Province to repeal section 5(e) from the Assessment Act - Prescribed Classes of Property Regulation B.C. Reg. 438/81 in order to create fair taxation from railway operations.

However, the Committee notes that the membership has endorsed resolutions addressing the taxation of rail properties, including:

- opposing the imposition of higher taxes on the other taxpayer classes within the regional district in order to reduce railway property taxation levels through the proposed railway tax legislation (1996-LR5); and*
- supporting a consultation process which includes local government and the railways in the provincial committee reviewing railway assessment and tax policy (1993-A7).*

The Committee acknowledges that these are dated resolutions.

Recommendation: No Recommendation

Conference Decision:

R12 Fair Taxation from Industrial Parks

City of Pitt Meadows

Whereas section 5(f) of the *Assessment Act - Prescribed Classes of Property Regulation B.C. Reg. 438/81* mandates that land or improvements used for transporting of products or used for the storage of products are classified as Class 5 Light Industry, but specifically excludes land or improvements being used principally as an outlet for the sale of a finished product to a purchaser for purposes of his or her own consumption;

And whereas this legislation creates unfair taxation from industrial parks which are a heavy burden on local government infrastructure through heavy trucking activity and movement of product:

Therefore be it resolved that UBCM urge the provincial government to repeal section 5(f) of the *Assessment Act - Prescribed Classes of Property Regulation B.C. Reg. 438/81* to create fair taxation from industrial parks.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution urging the Province to repeal section 5(f) of the Assessment Act - Prescribed Classes

of Property Regulation B.C. Reg. 438/81 to create fair taxation from industrial parks.

Recommendation: No Recommendation

Conference Decision:

ENVIRONMENT

R13 Illegal Dumping

City of Chilliwack

Whereas illegal dumping of waste on private and crown land continues to be an issue across the Province resulting in unsightly, unsanitary and potentially dangerous refuse deposits in natural rural areas that should be protected and preserved for public enjoyment in 'supernatural British Columbia';

And whereas the problem of illegal dumping is an area of shared jurisdiction between multiple Provincial Ministries including Environment and Climate Change Strategy, and Forest, Lands, Natural Resource Operations and Rural Development, which results in decreased accountability and gaps in service:

Therefore be it resolved that LMLGA and UBCM lobby the provincial government to designate a single Ministry as responsible for regulation of illegal dumping in the Province, including enforcement of said regulations and cleanup and removal of dumped waste;

And be it further resolved that LMLGA and UBCM respectfully request that the Province provide adequate funding to the designated Ministry to ensure minimum staffing levels can be maintained in all areas of the Province to address the issue of illegal dumping.

Comments:

The Resolutions Committee notes that the UBCM membership considered and endorsed an almost identical resolution, 2017-B64, which requested the designation of a single ministry as responsible for regulation of illegal dumping in the province, including enforcement of said regulations and cleanup and removal of dumped waste. And that the Province provide adequate funding to the designated ministry to ensure minimum staffing levels can be maintained in all areas of the province to address the issue of illegal dumping.

The Committee also notes that the membership has endorsed many resolutions that address illegal dumping (2020-EB56, 2018-B36, 2017-B25, 2017-B97, 2012-B29, 2011-B89).

Recommendation: Endorse

Conference Decision:

R14 Illegal Dumping in Rural Areas

Fraser Valley Regional District

Whereas illegal dumping on Crown land continues to be an increasing concern in rural and backcountry locations, resulting in hazardous conditions;

And whereas local governments and non-profit community groups contribute significant resources to address illegal dumping, even though the Province has the mandate for enforcing illegal dumping on Crown land;

Therefore be it resolved that LMLGA and UBCM urge the Ministry of Environment and Climate Change Strategy to increase resources and strategies to address illegal dumping in rural and backcountry areas and on Crown land and strengthen its partnerships with local governments to more effectively combat this growing problem.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution asking the Ministry of Environment and Climate Change Strategy to increase resources and strategies to address illegal dumping in rural and backcountry areas and on Crown land and strengthen its partnerships with local governments to more effectively combat this growing problem.

However, the Committee notes that the membership has many endorsed resolutions that address illegal dumping and which call for adequate funding and enforcement (2020-EB56, 2018-B36, 2017-B25, 2017-B64, 2017-B97, 2012-B29, 2011-B89).

Recommendation: Endorse

Conference Decision:

R15 Construction & Demolition Waste Strategy

District of North Vancouver

Whereas construction and demolition waste comprises approximately 2.8 million metric tonnes of materials annually in British Columbia, and about one-third of municipal solid waste disposed in the Province;

And whereas the materials disposed could have been resold, reused or recycled, they represent sources of embodied carbon, and deconstruction provides six times more job opportunities:

Therefore be it resolved that UBCM request the Ministry of Environment and Climate Change Strategy develop a plan, including changes to regulations, provincial procurement policy, and economic and industrial policy, to significantly reduce construction and demolition waste.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution calling on the Province to develop a plan, including changes to regulations, provincial procurement policy, and economic and industrial policy, to significantly reduce construction and demolition waste.

However, the Committee notes that the membership has supported a number of resolutions addressing the safe handling and disposal of drywall and gypsum, and the asbestos that can be found in those products (2017-B25, 2017-B45, 2017-B97, 2016-B143, 2012-B81).

The membership has also endorsed a similar resolution calling for the creation of an extended producer responsibility program for construction waste, which would address several elements of the enactment clause (2010-B90).

Recommendation: No Recommendation

Conference Decision:**R16 Agricultural Plastics Recycling Program in BC****District of Kent**

Whereas agriculture uses plastics to aid in crop production, protection, improve food quality and minimize water usage;

And whereas thousands of tonnes of agricultural plastics are dumped at the landfill by farmers after its use:

Therefore be it resolved that LMLGA and UBCM call on the Ministry of Agriculture and Ministry of Environment and Climate Change to set priority in resolving this problem by establishing a Plastics Recycling Program for agricultural plastics.

Comments:

The Resolutions Committee notes that the UBCM membership has endorsed a number of resolutions that call for the inclusion of agricultural plastics into extended producer responsibility programs (2018-B28, 2012-B30, 2008-B84, 2007-LR3).

Recommendation: Endorse

Conference Decision:

Whereas exposure to particulate matter in smoke can cause chronic and acute impacts to cardiovascular and respiratory systems;

And whereas open burning is a significant source of particulate matter emissions in BC, and is commonly used by the agriculture industry as a convenient and affordable way to dispose of unwanted vegetative debris;

And whereas the BC Open Burning Smoke Control Regulation requires people “to ensure that every reasonable alternative for reducing, reusing or recycling vegetative debris is used in order to minimize the amount of the vegetative debris to be open burned”:

Therefore be it resolved that LMLGA and UBCM request that the Province develop and fund a program for the agriculture sector to support and incentivize the implementation of alternatives to the burning of agricultural vegetative debris.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution calling on the Province to develop and fund a program for the agriculture sector to support and incentivize the implementation of alternatives to the burning of agricultural vegetative debris.

However, the Committee notes that the membership has endorsed a number of resolutions that address burns, air quality and particulate emission standards, including:

- venting indexes and efficiency of burns (2020-NR42, 2018-B70);*
- addressing and mitigating risks associated with wildfire smoke (2019-B94);*
- further limit or ban burning of wood debris piles on private and crown forest lands within community air sheds (2016-B24);*
- establish standards for regulating wood burning appliances and outdoor boilers (2008-B72, 2007-B35, 2006-B109, 2005-B28, 2005-B114);*
- establishment of emission level standards for agricultural boilers (2007-LR4); and*
- request senior agency support for monitoring and managing local air quality issues (2001-SR3).*

UBCM Recommendation: No Recommendation

Lower Mainland LGA Executive Recommendation: Endorse

Conference Decision:

Whereas the provisioning and management of goods and food consumed by BC communities produces excessive and unnecessary quantities of waste, pollution and carbon emissions that threatens human and environmental health;

And whereas the concept of a circular economy provides a vision and framework to design out waste and pollution, keep products and materials in use and regenerate natural systems to help BC communities move towards zero waste:

Therefore be it resolved that UBCM request that the Province of BC develop a provincial circular economy strategy.

Comments:

The Resolutions Committee notes that the UBCM membership has previously endorsed resolutions that support the creation of a circular economy. In particular, resolution 2017-B63 which called on the Province to develop a provincial zero waste strategy.

Recommendation: Endorse

Conference Decision:

Whereas building retrofits help drive deep building-sector emissions reductions, respiratory illness reductions, building operating cost reductions, and job creation, yet local governments are currently constrained with existing legislation;

And whereas Integral Group modelling has shown that when implemented together, these five actions compliment each other:

Therefore be it resolved that UBCM prevail upon the Ministry of Environment and Climate Change Strategy, Ministry of Municipal Affairs, Ministry of Finance, Ministry of Energy Mines and Low Carbon Innovation (EMLCI), and Attorney- General and Ministry responsible for Housing to move as quickly as possible and in close consultation with local governments to develop and implement the first three measures:

- I. Regulating GHG emissions for new buildings;
- II. Home energy labelling; and
- III. Property assessed clean energy (PACE) enabling legislation;

And be it further resolved that the Province enable local governments to choose, when ready, to opt into the remaining two measures:

- I. Regulating GHG emissions for existing buildings;

II. Building energy benchmarking and reporting.

Comments:

The Resolutions Committee notes that the UBCM membership has endorsed resolutions to address most of the requests found in this resolution, including:

- *Home energy labelling (2020-NR52, 2014-B93);*
- *Property assessed clean energy (PACE) enabling legislation (2019-B140);*
- *Regulating GHG emissions for existing buildings (2019-B152, 2018-B31, 2014-B28, 2014-B64, 2012-B25); and*
- *Building energy benchmarking and reporting (2020-EB58, 2019-B142, 2018-B31, 2018-B32, 2017-B62, 2014-B94).*

However, the Committee advises that the membership has rejected resolutions that sought to regulate GHG emissions for new buildings, including 2020-NEB8 and 2019-B152.

Recommendation: Endorse

Conference Decision:

R20 Right to Repair Legislation

District of North Vancouver

Whereas the longevity of items is decreasing because manufacturers are deliberately designing products to be disposable;

And whereas residents and businesses are deterred from repairing their belongings by companies that claim ownership over the intellectual property in their products, fail to provide parts or other aspects that make it hard to repair items:

Therefore be it resolved that UBCM ask the Province of BC to draft and enact Right to Repair legislation.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution asking the Province to draft and enact Right to Repair legislation.

The Committee would recommend that the sponsor provide additional detail in the enactment clause to identify what elements should be included in the new legislation. Without this clarity it is difficult to understand what would be required, how it would be implemented and the implications of the new legislation. As a result of this lack of clarity the Committee has offered no recommendation.

Recommendation: No Recommendation

Conference Decision:

**R21 “Urban Interface Areas” to Address Current Misuse
of Toxic Rodenticides**

District of North Vancouver

Whereas ongoing reliance on rodenticide does not control pests in the long term, is expensive and creates unnecessary exposure pathways to toxic chemicals in addition to the suffering of target wildlife, and the documented killing of non-target wildlife;

And whereas current legislation prevents municipalities from enacting bylaws to regulate the use of rodenticides in and around buildings on private property:

Therefore be it resolved that UBCM ask the Province to create a new category of applicable land- use sector called "Urban Interface Areas" (in addition to the existing "Forestry" and "Agriculture");

And be it further resolved that changes to other applicable legislation be made to allow local governments to enact bylaws regulating rodenticide use in the newly created Urban Interface Areas.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution calling on the Province to create a new category of applicable land- use sector called "Urban Interface Areas" (in addition to the existing "Forestry" and "Agriculture"). Nor a request that changes to other applicable legislation be made to allow local governments to enact bylaws regulating rodenticide use in the newly created Urban Interface Areas.

However, the Committee notes that resolution 2020-LR2 was referred to the UBCM Executive who endorsed its call that the Province implement a province-wide ban on the sale, purchase and use of anticoagulant rodenticides, and call for the Minister of Health to initiate a special review of the regulation of anticoagulant rodenticides.

The Committee also notes that the membership has endorsed resolution 2017-B108 which sought the development and funding of a strategy to reduce and/or control the rat population in BC.

The Committee further notes that the membership has endorsed resolutions calling for a provincial cosmetic pesticide ban after raising concerns about the impact of pesticides and chemicals on the environment, health and wildlife (2010-B28, 2009-B38, 2008-B81).

Recommendation: No Recommendation

Conference Decision:

**R22 Request to Advocate for Community Climate Action
Planning Funding**

City of Port Moody

Whereas a total of 493 municipalities across Canada adopted Climate Emergency Declarations, and in British Columbia as of early 2019 dozens of municipalities have done so, and the need to develop clear actionable Community Climate Action Plans is urgent;

And whereas it has been demonstrated that collaborative, cooperative planning and financing processes increase the efficiency and maximize the impacts of the investments that all levels of government are making in assisting communities to develop and implement Community Climate Action Plans with bold actions and clearly articulated targets that respond to the increasingly urgent and inequitable needs of adapting to and mitigating climate change impacts:

Therefore be it resolved that LMLGA and UBCM request that the provincial government commit to providing sustained financial support for local community climate action planning that serves to meet the targets set out by the goals of CleanBC and implement responses to climate impacts throughout British Columbia.

Comments:

The Resolutions Committee notes that the UBCM membership has consistently endorsed resolutions proposing policy and actions to mitigate the effects of climate change, as well as requesting funding for local government to continue undertaking climate action plans and projects. These resolutions most recently include (2019-B135, 2019-B139, 2019-B141, 2016-B58, 2015-A5, 2015-B38, 2015-B75, 2014-B26, 2014-B27, 2014-B95, 2014-B96, 2013-B75, 2012-B25, 2012-B35, 2012-B63, 2012-B79, 2012-B121, 2011-B22, 2011-B79, 2011-B91, 2011-B98, 2010-B15, 2010-B18, 2010-B31, 2010-B32, 2010-B40, 2010-B47, 2010-B83, 2010-B101, 2010-B140).

Recommendation: Endorse

Conference Decision:

COMMUNITY ECONOMIC DEVELOPMENT

R23 Rural Broadband Connectivity

Fraser Valley Regional District

Whereas provincial and federal funding programs to improve rural broadband connectivity require an applicant to have experience building and operating broadband infrastructure networks, rendering many local governments dependent on private Internet service providers to select which project areas can apply for funding;

And whereas there is a lack of telecommunications industry transparency around levels of service, leading to mapping discrepancies on the National Broadband Internet Service Availability Map, which creates significant challenges when applying for funding:

Therefore be it resolved that provincial and federal government funding programs for universal broadband Internet should directly engage with local government to prioritize the areas of greatest need when awarding funding for broadband projects;

And be it further resolved that the provincial and federal governments, in their efforts to make broadband Internet access universally available, require Internet service providers to make public to Innovation, Science and Economic Development Canada which properties are served to ensure projects can be more easily implemented and do not face unnecessary barriers.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution calling on the provincial and federal governments to consult actively with local governments as part of prioritizing the areas of greatest need when awarding funding for broadband projects. Nor have members considered a resolution that would require Internet service providers to provide property-level data as part of their reporting on Internet service availability to Innovation, Science and Economic Development Canada (ISED).

The Committee is aware that local and Indigenous governments in different areas of BC have noticed discrepancies between the Internet service levels actually received by residents, businesses and organizations in a particular area; and the service level availability for that area, as indicated on the National Broadband Internet Service Availability Map. The Committee understands that, in response to this discrepancy, the Northern Development Initiative Trust (NDIT) and the provincial government are collaborating on a study of Internet service speeds in rural and remote BC communities. A report summarizing the findings of the study is anticipated in late summer or early fall, 2021.

More generally, the Committee acknowledges that UBCM members have consistently endorsed resolutions calling for federal and provincial government action to ensure that broadband Internet is available in all communities, especially underserved rural and remote areas (2020-SR6, 2020-EB69, 2020-EB70, 2019-B54, 2018-B48, 2017-B37, 2013-B61, 2012-B149, 2011-B72, 2010-B72, 2009-B57, 2006-B54, 2003-B35, 2002-B23).

Recommendation: No Recommendation

Conference Decision:

Whereas ancient high productivity (big tree) old growth ecosystems are one of the most valuable tourism, First Nations culture, wild salmon enhancing, biodiversity banking, and climate resiliency assets;

And whereas only a miniscule fraction of the planet's original, high productive, ancient forests remain in BC, the vast majority of which is slated to be eliminated through logging; including the headwaters of Fairy Creek, the last unprotected intact old-growth watershed on southern Vancouver Island:

Therefore be it resolved that UBCM request that the Government of British Columbia immediately defer logging in all at risk old-growth forests, as identified by the independent Old Growth Strategic Review panel until all 14 of the panel's recommendations have been implemented, and support the transition of affected local communities toward more sustainable jobs;

And be it further resolved that UBCM request that the Government of British Columbia allocate funding to support the economic transition of affected communities away from unsustainable old growth logging, in the full spirit of Indigenous reconciliation where applicable, for the development of long-term sustainable local economies and Indigenous protected and conserved areas where applicable.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution calling on the Province to immediately defer logging in all at risk old-growth forests (as identified by the Old Growth Strategic review Panel report), as well as allocate funding to support the economic transition of affected communities away from unsustainable old growth logging, in the full spirit of Indigenous reconciliation where applicable, for the development of long-term sustainable local economies and Indigenous protected and conserved areas where applicable.

However, the Committee notes that members endorsed 2019-B36 which sought, in part, to have the Province implement regulations to protect Old Growth Management Areas by removing the option to trade these areas within a tenure.

Members also endorsed 2017-B66 requesting support for the formation of an advisory committee focused on the management and preservation of old growth forests, comprising First Nations groups, local government representatives from forest communities, industry, and environmental representation. A second resolution in 2017-B103 also called on the Province to take a proactive approach to forest health, asking that the treatment of diseased trees take precedence over park or protected area designations, as well as other restrictions such as mule deer winter range or old growth designations.

The Committee further notes that the membership endorsed amended resolution 2016-C27, which asked the provincial government to amend the Vancouver Island Land Use Plan and protect from logging all of Vancouver Island's remaining old growth forest on provincial Crown land.

In regard to the second enactment clause members have supported the allocation of funding for training and re-training /transition for workers and communities affected by changes in resource-based activities (2006-B46, 2008-B46).

The 2021 resolution references the 14 recommendations from 'A New Future for Old Forests' report by Gary Merkel and Al Gorley, the two person independent panel asked by the Province to undertake the work. Released in September 2020, the report outlines a four-phased process consisting of immediate actions in the first six months, near-term actions over six to 12 months, mid-term actions over six to 18 months and long-term actions over 18 to 36 months.

Initial actions government is taking in formulating an old-growth strategy include:

- engaging the full involvement of Indigenous leaders and organizations to review the report and work with the Province on any subsequent policy or strategy development and implementation;*
- deferring old forest harvesting in nine areas throughout the province totalling 352,739 hectares as a first step, and committing to engaging, initiating or continuing discussions with Indigenous leaders;*
- beginning work to address information gaps, update inventory and improve public access to information, and bring management of old forests into compliance with existing provincial targets and guidelines; and*
- involving industry, environmental groups, community-based organizations and local governments in discussions regarding the report recommendations and the future of old-growth forests in BC, and the social, economic and environmental implications for communities.*

In response to the panel report the Province has indicated it is taking a new, holistic approach to protect old growth forests. The Pacheedaht First Nation issued a statement on April 12th stating that it is in process of undertaking an Integrated Resource Stewardship plan that will determine the future of forests in its territory.

UBCM Recommendation: No Recommendation

Lower Mainland LGA Executive Recommendation: Endorse

Conference Decision:

REGIONAL DISTRICTS

R25 Single-Use Item Regional Regulation

City of New Westminster

Whereas enactment of bylaws to regulate single-use items by individual municipalities could lead to a mosaic of regulations across the region and in BC, which may lead to confusion and inconsistency for residents and businesses in the sale or distribution of these items;

And whereas greater consistency could be achieved by implementing a regional approach;

And whereas regional districts do not have the authority to establish bylaws or regulations in relation to the sale or distribution of single-use items:

Therefore be it resolved that LMLGA and UBCM request the Province to engage with regional governments to develop legislation which would provide regional districts with the legislative authority to restrict the sale and distribution of single-use items.

Comments:

The Resolutions Committee notes that the most current policy on this matter was the endorsement of 2020-EB53 which urged the Province to collaborate with the Canadian Council of Ministers of Environment to ensure consistent regulations across Canada to reduce single-use products and increase producers' responsibility for end-of-life management of single-use products.

Prior to the 2020 resolution, the membership endorsed resolution 2019-B42 which called on the Province to develop a provincial single-use reduction strategy. That same year, members also endorsed 2019-B148 which calls for local governments to regulate or restrict single use items.

The Committee also notes the membership endorsed 2018-B126 which called on the Province to engage the packaging industry to develop a provincial Single-Use Item Reduction Strategy as part of a provincial Zero Waste Strategy.

Since the membership has supported local, provincial and national approaches to regulate single use items, the Committee has offered no recommendation.

Recommendation: No Recommendation

Conference Decision:

HEALTH AND SOCIAL DEVELOPMENT

R26 Clarifying Criteria of MCFD New Spaces Fund for Child Care District of Squamish and Village of Pemberton

Whereas the Province of BC has committed to supporting universal childcare and launched the New Spaces Fund to create thousands of new childcare spaces across BC;

And whereas many rural and remote communities in BC face higher-than-average construction costs, including additional hazard mitigation and flood construction level requirements, also face a high unmet community demand for safe, affordable, and licensed childcare facilities:

Therefore be it resolved that UBCM request that the Minister of State for Child Care work with the Ministry of Children and Family Development to define exceptional circumstances within the New Spaces Funding criteria to include consideration of the impacts of the following:

- Demonstrated high need for more child care spaces
- Flood and other hazard mitigation construction costs
- Higher than average land, labour and construction costs
- Limited availability of public lands fit for child care use
- Low commercial vacancy rates
- High cost of commercial spaces

to enable the approval of applications that exceed the current \$40,000 per space threshold.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution calling on the Minister of State for Child Care work with the Ministry of Children and Family Development to define exceptional circumstances within the New Spaces Funding criteria to include consideration of the impacts of a number of factors listed in the enactment clause, to enable the approval of applications that exceed the current \$40,000 per space threshold.

However, the Committee notes that the membership has supported several resolutions calling for affordable, accessible and quality child care in BC (2017-B50, 2016-B49, 2016-B50, 2016-B51, 2014-B39, 2012-B50, 2007-B54, 2007-LR8, 2005-B156, 2001-B98).

The Committee also notes that the UBCM Executive endorsed referred resolution 2020-NR68 as it would support the development of child care centers and address their challenges in attracting and retaining Early Childhood Education staff.

Recommendation: No Recommendation

Conference Decision:

HOUSING

R27 Transfer of a Portion of Speculation and Vacancy Tax Revenue City of Burnaby to Local Governments

Whereas the Speculation and Vacancy Tax generated an estimated \$81 million in revenue for the Province during the 2019/2020 fiscal year to be directed towards affordable housing initiatives;

And whereas local governments are taking on a greater role in addressing affordable housing needs in their communities:

Therefore be it resolved that UBCM request the provincial government to distribute directly back to each municipality a portion of the revenue collected, up to the amount collected from each local government, under the Speculation and Vacancy Tax to further affordable housing initiatives within those jurisdictions.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution asking the Province to distribute directly back to each municipality a portion of the revenue collected, up to the amount collected from each municipality, under the Speculation and Vacancy Tax to further affordable housing initiatives within those jurisdictions.

However, the Committee notes that the membership has endorsed resolutions asking the Province to empower local governments to collect a levy on vacant residential properties (2020-NR69, 2019-B19, 2019-B181, 2018-A3, 2017-B91, 2020-EB33).

The Committee also notes that the membership has endorsed many resolutions that call on the Province to share a portion of the Property Transfer Tax (PTT) with local governments to address affordable housing and homelessness (2019-B30, 2017-B17, 2011-B67, 2008-A3, 2007-B23, 2007-B109, 2006-B23, 2004-A8).

Recommendation: No Recommendation

Conference Decision:

SELECTED ISSUES

**R28 Consideration of Change of Provincial Name, Coat of Arms Village of Pemberton
and Flag**

Whereas the name of British Columbia is representative of only a brief period and limited part of the history of this Province and completely fails to acknowledge either the Indigenous peoples' history and culture, or the multi-cultural heritage of the settlers;

And whereas the adoption of a more inclusive and historically relevant name would better reflect the diverse population of our Province, and could be considered a reconciliatory action, in consultation with local First Nations:

Therefore be it resolved that UBCM request that the Provincial government consider changing the name of British Columbia to a name that better represents the First Nations and multi-cultural residents of the land;

And be it further resolved that UBCM request that the Provincial government consider changing the coat of arms and the flag of the Province to symbols that better reflect the Province's Indigenous heritage and the multi-cultural nature of our population.

Comments:

The Resolutions Committee advises that the UBCM membership has not previously considered a resolution asking the Province to consider changing the name of British Columbia, or coat of arms and the flag of the Province to symbols that better reflect the Province's Indigenous heritage and the multi-cultural nature of our population.

However, the Committee notes that the membership has supported resolutions that seek to address different forms of discrimination (2017-B123, 2016-B98, 2016-B103, 2013-B87, 2004-B132) and the rights of Indigenous peoples (2020-NR61, 2019-LR4, 2019-B193.1, 2019-B207).

Recommendation: No Recommendation

Conference Decision:

2021 Lower Mainland LGA Member Dues Calculation(with 2% increase)
Seven Tiers

Member	2020 Population	2021 Dues	2021 Dues with 2% increase	2020 Dues	Difference 2019-2020
Under 5,000					
Belcarra	673	\$500	\$510	\$500	\$10
Lions Bay	1,357	\$500	\$510	\$500	\$10
Harrison Hot Springs	1,644	\$500	\$510	\$500	\$10
Anmore	2,412	\$500	\$510	\$500	\$10
Pemberton	3,103	\$500	\$510	\$500	\$10
Bowen Island	3,982	\$500	\$510	\$500	\$10
Squamish-Lillooet	3,727	\$500	\$510	\$500	\$10
Over 5,000 & Under 15,000					
Hope	6,867	\$771	\$786	\$750	\$36
Kent	6,641	\$747	\$762	\$754	\$8
Fraser Valley	12,591	\$1,372	\$1,399	\$1,359	\$40
Whistler	13,948	\$1,515	\$1,545	\$1,495	\$50
Over 15,000 & Under 30,000					
White Rock	20,922	\$1,678	\$1,712	\$1,679	\$33
Pitt Meadows	19,717	\$1,667	\$1,701	\$1,668	\$33
Squamish	21,273	\$1,681	\$1,715	\$1,674	\$41
Metro Vancouver	19,421	\$1,665	\$1,698	\$1,660	\$38
Langley City	27,774	\$1,740	\$1,775	\$1,739	\$36
Over 30,000 & Under 60,000					
Port Moody	35,151	\$1,832	\$1,869	\$1,831	\$38
Mission	42,855	\$1,940	\$1,979	\$1,945	\$34
West Vancouver	43,805	\$1,953	\$1,992	\$1,955	\$37
North Vancouver City	58,985	\$2,166	\$2,209	\$2,143	\$66
Over 60,000 & Under 100,000					
Port Coquitlam	63,508	\$2,212	\$2,256	\$2,210	\$46
New Westminster	82,590	\$2,383	\$2,431	\$2,358	\$73
North Vancouver Dist	89,767	\$2,448	\$2,497	\$2,448	\$49
Maple Ridge	91,479	\$2,463	\$2,513	\$2,461	\$52
Chilliwack	95,178	\$2,497	\$2,547	\$2,491	\$56
Over 100,000 & Under 250,000					
Delta	111,281	\$2,856	\$2,913	\$2,806	\$107
Langley Township	133,302	\$3,472	\$3,542	\$3,406	\$136
Abbotsford	161,581	\$4,264	\$4,350	\$4,177	\$173
Coquitlam	152,734	\$4,017	\$4,097	\$3,937	\$160
Richmond	216,046	\$5,789	\$5,905	\$5,684	\$221
Over 250,000					
Burnaby	257,926	\$6,745	\$6,880	\$6,742	\$138
Surrey	598,530	\$6,949	\$7,088	\$6,941	\$147
Vancouver	697,266	\$7,008	\$7,149	\$7,002	\$147
	3,098,036	\$77,331	\$78,878	\$76,815	2,063.03

Population	Percent Per Capita
First 5,000	0.115
Next 10,000	0.105
Next 15,000	0.009
Next 30,000	0.014
Next 40,000	0.009
Next 150,000	0.028
Over 250,000	0.0006
Minimum charge	\$500

APPENDICIES



LOWER MAINLAND

LOCAL GOVERNMENT ASSOCIATION

CONSTITUTION

1. The name of the society is **LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION**. (the “Association”)

2.

The purposes of the Association shall be:

- (a) To represent, in one organization, the various regional districts and local governments of the Membership Area, as defined in the Bylaws;
- (b) to secure all possible united action in dealing with local government matters of interest to our members;
- (c) to co-operate with other organizations dealing with matters under Provincial or Federal jurisdiction;
- (d) to co-operate with the Union of BC Municipalities and other associations of municipalities in British Columbia for the advancement of the principles of local government;
- (e) to secure united action among its members and to promote greater autonomy within local government;
- (f) to acquire and distribute amongst the members, municipal information that may be deemed to be of value to members; and
- (g) to hold meetings for promoting the aforesaid purposes.

BYLAWS

Part 1 - Interpretation

1. (1) In these bylaws, unless the context otherwise requires,
 - (a) "directors" means the directors of the Association for the time being;
 - (b) "Executive" has the meaning ascribed thereto in paragraph 25(2);
 - (c) "Non-Voting Members" has the meaning ascribed thereto in paragraph 5(1);
 - (d) "registered address" of a member means the members address as recorded in the register of members;
 - (e) "*Societies Act*" means the *Societies Act* of the Province of British Columbia from time to time in force and all amendments to it;
 - (f) "Voting Members" has the meaning ascribed thereto in paragraph 5(2).
- (2) The definitions in the *Societies Act* shall apply to these bylaws.
2. Words importing the singular include the plural and vice versa; and words importing a male person include a female person and a corporation.

Part 2 - Membership

3. The members of the Association are:
 - (1) the applicants for incorporation who have not ceased to be members;
 - (2) those municipalities and regional districts within the Squamish-Lillooet Regional District, the Greater Vancouver Regional District (Metro Vancouver) and the Fraser Valley Regional District (collectively, the "Membership Area"), who subsequently become members in accordance with these bylaws and that have not ceased to be members; and
 - (3) a person who holds the office of mayor or councillor of a member municipality or chair or director of a member regional district and who has not ceased to be a member.
4. All past Presidents of the Association shall be members of the Association for their lifetimes, but they shall only be entitled to vote at all meetings of the members if they are also Voting Members.

5.
 - (1) Non-Voting Members - A municipality or regional district within the Membership Area, may apply to the directors for membership in the Association and on acceptance by the directors shall be a member. Those member municipalities and regional districts accepted for membership under this paragraph shall not be entitled to vote at any meeting of the members of the Association (such members being hereinafter collectively called the "Non-Voting Members").
 - (2) Voting Members – Upon acceptance for membership of a municipality or regional district in accordance with paragraph 5(1), then the mayor and all councillors of such municipality and then the chair or directors of such regional district and all future elected mayors and councillors of such member municipalities and chairs and directors of such member regional districts shall automatically become members of the Association without application. The aforesaid memberships shall continue until the earlier of:
 - (a) the date such municipality or regional district ceases to be a member;
 - (b) the date such mayor, councillor, chair or director ceases to hold such office; and
 - (c) the date such person otherwise ceases to be a member in accordance with these bylaws.Those members accepted for membership under paragraph 5(2) shall be entitled to vote at all meetings of the members of the Association (such members being hereinafter collectively called the "Voting Members").
 - (3) Each Non-Voting Member shall be responsible for keeping an accurate list of the names, addresses for delivery, email addresses and telephone numbers of the Voting Members representing its municipality or regional district, and shall provide this list to the executive coordinator or administrative support staff within 30 days upon request.
6. Every member shall uphold the constitution and comply with these bylaws.
7.
 - (1) The amount of the first annual membership dues shall be determined by the directors and after that the annual membership dues shall be determined at the annual general meeting of the Association.
 - (2) Any outstanding dues or fees must be paid before the annual general meeting and before members will be permitted to vote at the annual general meeting. The annual membership dues must be paid upon receipt of the dues invoice, which will be sent out following each AGM.
 - (3) Only the Non-Voting Members are required to pay any annual membership dues.
8. A person shall cease to be a member of the Association:
 - (a) by delivering his/her resignation in writing to the Executive or by mailing or

delivering it to the address of the Association;

- (b) on his/her death;
 - (c) on being expelled;
 - (d) on having been a member not in good standing, as described in paragraph 10 hereafter, for 12 consecutive months;
 - (e) on ceasing to hold the office of mayor or councillor of a member municipality or of chair or director of a member regional district;
9. (1) A member may be expelled by a special resolution of the members passed at a general meeting.
- (2) The notice of special resolution for expulsion shall be accompanied by a brief statement of the reason or reasons for the proposed expulsion.
- (3) The member who is the subject of the proposed resolution for expulsion shall be given an opportunity to be heard at the general meeting before the special resolution is put to a vote.
10. All members are in good standing except a Non-Voting Member who has failed to pay its current or previous annual membership fees or any other subscription or debt due and owing by it to the Association. It is not in good standing, so long as the debt remains unpaid.

Part 3 - Meetings of Members

11. General meetings of the Association shall be held at the time and place, in accordance with the Societies Act, that the directors decide. All members shall be entitled to attend all meetings of the members of the Association. The senior staff of a Non-Voting Member shall be entitled to attend all meetings of the members of the Association, but shall not be entitled to vote or to address matters placed before the Association, unless requested by the Executive to do so.
12. Every general meeting, other than an annual general meeting, is an extraordinary general meeting.
13. (1) The directors may, when they think fit, convene an extraordinary general meeting.
- (2) A minimum of 10% of members of the Association may request, in writing, an extraordinary general meeting. The written notice shall specify in detail the nature of the business intended to be conducted at the general meeting. The Executive, notice will be provided to all members and the meeting will be held within 60 days of the distribution of the notice. The only business conducted at such extraordinary

general meeting shall be business referred to in the said written notice.

14. (1) Notice of a general meeting shall specify the place, day and hour of meeting, and, in case of special business, the general nature of that business.
- (2) The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice does not invalidate proceedings at that meeting.
15. An annual general meeting shall be held at least once in every calendar year.

Part 4 - Proceedings at General Meeting

16. Special business at a general shall be:
 - (a) all business at an extraordinary general meeting, except the adoption of rules of order; and
 - (b) all business transacted at an annual general meeting, except:
 - (i) the adoption of rules of order;
 - (ii) the consideration of the financial statements;
 - (iii) the report of the directors;
 - (iv) the report of the auditor, if any;
 - (v) the election of directors;
 - (vi) the appointment of the auditor, if required; and
 - (vii) the other business that, under these bylaws, ought to be transacted at an annual general meeting, or business which is brought under consideration by the report of the directors issued with the notice convening the meeting.
17. (1) No business, other than the election of a chair and the adjournment or termination of the meeting, shall be conducted at a general meeting at a time when a quorum is not present.
- (2) If at any time during a general meeting there ceases to be a quorum present, business then in progress shall be suspended until there is quorum present or until the meeting is adjourned or terminated.
- (3) A quorum is 15 Voting Members, representing at least 5 Non-Voting Members

present or a greater number that the members may determine at a general meeting.

18. If, within 30 minutes from the time appointed for a general meeting, a quorum is not present, the meeting, if convened on the requisition of members, shall be terminated but in any other case, it shall stand adjourned. If at the continuation of the adjourned meeting, a quorum is not present, the voting members present shall constitute a quorum for the purposes of that meeting.
19. Subject to paragraph 20, the President, or the Vice-President or in the absence of both, one of the other directors present, shall preside as chairperson of a general meeting.
20. If at a general meeting:
 - (a) there is no President, Vice-Presidents or other director present within 15 minutes after the time appointed for holding the meeting; or
 - (b) the President and all the other directors present are unwilling to act as chair, then the members present shall choose one of their number to be chair.
21.
 - (1) A general meeting may be adjourned from time to time and from place to place, but no business shall be transacted at the continuation of an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
 - (2) When a meeting is adjourned, notice of the continuation of the adjourned meeting shall be given as in the case of the original meeting.
 - (3) Except as provided in this bylaw, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned general meeting.
22.
 - (1) The chair of a meeting may move or propose a resolution.
 - (2) In case of an equality of votes the chair shall not have a casting or second vote in addition to the vote to which he/she may be entitled as a member and the proposed resolution shall not pass.
 - (3) Unless the *Societies Act*, or these Bylaws otherwise provide, any action to be taken by a resolution of the members of the Association may be taken by ordinary resolution.
 - (4) Resolutions proposed by members will be considered by the Association at the annual general meeting only if they are received by the directors no later than 45 days prior to the annual general meeting.
 - (5) Resolution(s) proposed by a member must be distributed to the members and their

representatives at least 14 days prior to the annual general meeting;

- (6) Notwithstanding the foregoing, the members may submit any resolution, except a resolution to amend the Constitution or these Bylaws, to the annual general meeting for consideration or action at any time if 2/3 of Voting Members in attendance at the annual general meeting approve.
23. (1) Each Voting Member in good standing present at a meeting of members is entitled to one vote.
- (2) Voting is by show of hands.
- (3) Voting by proxy is not permitted.

Part 5 - Directors and Officers

24. (1) The directors may exercise all the powers and do all the acts and things that the Association may exercise and do, but subject to:
- (a) all laws affecting the Association;
 - (b) these bylaws; and
 - (c) rules, not being inconsistent with these bylaws, which are made from time to time by the Association in general meeting.
- (2) No rule, made by the Association in general meeting, invalidates a prior act of the directors that would have been valid if that rule had not been made.
25. (1) The first directors are those directors shown on the list of directors filed with the Registrar of Companies;
- (2) Unless and until changed by ordinary resolution, at the first and at each successive annual general meeting the Voting Members shall elect, from among the Voting Members in good standing:
- (i) a President, a First Vice-President, a Second Vice-President and a Third Vice-President, who shall also be directors; and
 - (ii) three (3) additional directors from amongst the Voting Members in good standing.
- (3) At the first and each successive annual general meeting, each Regional District that is a Non-Voting Member in good standing, shall appoint a nominee to act as a director and an alternate director. In the event that the nominee fails or refuses to act or can no

longer continue as a director, then the alternate director shall act as director. This bylaw 25(3) may be altered by ordinary resolution provided that such alteration also has the unanimous approval of all Regional Districts that are Non-Voting Member in good standing;

- (4) A person is eligible to be a director only when they are and while they remain a Voting Member in good standing.
- 26.
- (1) The directors shall retire from office at each general meeting when their successors shall be elected.
 - (2) The Past President and all directors shall comprise the executive committee of the Association (the “Executive”).
 - (3) An election may be by acclamation, otherwise it shall be by ballot.
 - (4) if no successor is elected, acclaimed or appointed, the person previously elected, acclaimed or appointed to that position continues to hold office.
 - (5) a director may be nominated in advance of the annual general meeting or may be nominated from the floor at the annual general meeting.
- 27.
- (1) Subject to bylaw 25(3), the directors may at any time and from time to time appoint a member as a director to fill a vacancy in the directors.
 - (2) A director so appointed holds office only until the conclusion of the next following annual general meeting of the Association, but is eligible for re-election at the meeting.
- 28.
- (1) If a director resigns his/her office or otherwise ceases to hold office, the remaining directors shall appoint a member to take the place of the former director.
 - (2) No act or proceeding of the directors is invalid only by reason of there being less than the prescribed number of directors in office.
 - (3) If a director ceases to be a Voting Member in good standing, the director ceases to hold office as a director of the Association.
29. The Executive may by simple majority remove a director before the expiration of his/her term of office, and, subject to bylaw 25(3), may appoint a successor to complete the term of office.
30. No director shall be remunerated for being or acting as a director but a director may be reimbursed for all expenses necessarily and reasonably incurred by him/her while engaged in the affairs of the Association.

Part 6 - Proceedings of Directors

31. (1) The directors may meet together at the places they think fit to dispatch business, adjourn and otherwise regulate their meetings and proceedings, as they see fit.
- (2) The directors may from time to time fix the quorum necessary to transact business, and unless so fixed the quorum shall be a majority of the directors then in office.
- (3) The President shall be chair of all meetings of the directors, but if at a meeting the President is not present within 30 minutes after the time appointed for holding the meeting, the Vice-President shall act as chair; but if neither is present the directors present may choose one of their number to be chair at that meeting. If the President is unable to complete his/her term of office then the First Vice-President will assume the office of President and the Second Vice-President shall assume the office of First Vice-President and the Third Vice-President shall assume the office of the Second Vice-President.
- (4) At any time two directors may, request, and upon the request, the President shall, convene a meeting of the directors.
32. (1) The directors may delegate any, but not all, of their powers to committees consisting of the director or directors as they think fit.
- (2) A committee so formed in the exercise of the powers so delegated shall conform to any rules imposed on it by the directors, and shall report every act or thing done in exercise of those powers to the earliest meeting of the directors to be held next after it has been done.
33. A committee chair shall be appointed from the board of directors, or if at a meeting the chair is not present within 30 minutes after the time appointed for holding the meeting, the directors present who are members of the committee shall choose one of their number to be chair of the meeting.
34. The members of a committee may meet and adjourn as they think proper.
35. For a first meeting of directors held immediately following the appointment or election of a director or directors at an annual or other general meeting of members, or for a meeting of the directors at which a director is appointed to fill a vacancy in the directors, it is not necessary to give notice of the meeting to the newly elected or appointed director or directors for the meeting to be constituted, if a quorum of the directors is present.
36. A director who may be absent temporarily from British Columbia may send or deliver to the address of the Association a waiver of notice, which may be by letter, email or fax, of any meeting of the directors and may at any time withdraw the waiver, and until the waiver is withdrawn,
- (a) no notice of meeting of directors shall be sent to that director; and

- (b) any and all meetings of the directors of the Association, notice of which has not been given to that director shall, if a quorum of the directors is present, be valid and effective.
- 37. (1) Questions arising at a meeting of the directors and committee of directors shall be decided by a majority of votes.
- (2) In case of an equality of votes the chair does not have a second or casting vote.
- 38. No resolution proposed at a meeting of directors or committee of directors need be seconded and the chair of a meeting may move or propose a resolution.
- 39. A resolution in writing, signed by all the directors and placed with the minutes of the directors is as valid and effective as if regularly passed at a meeting of directors.

Part 7 - Duties of Officers

- 40. (1) The President shall preside at all meetings of the Association and of the directors.
- (2) The President is the chief executive officer of the Association and shall supervise the other officers in the execution of their duties.
 - (3) The President's local government may provide appropriate administrative support at the request of the Executive and the Association shall pay the reasonable cost of such administrative support. In addition, the Executive may hire an Executive Director.
- 41. The First Vice-President shall carry out the duties of the President during the President's absence and shall assume such additional duties/responsibilities that may be assigned by the President the Executive or the members.
- 42. The Second Vice-President shall carry out the duties of the President and/or First Vice-President if one or both the President and the First Vice-President are absent and shall assume such additional duties/responsibilities that may be assigned by the President, the Executive or the members. The Third Vice-President shall carry out the duties of the President, First Vice-President or Second Vice-President if the President, First Vice-President and Second Vice-President are absent and shall assume such duties/responsibilities that may be assigned by the President, the Executive or the members.

The Executive Director or administrative support staff shall be responsible for:

- (a) conducting the correspondence of the Association;
- (b) issuing notices of meetings of the Association and directors;

- (c) keeping minutes of all meetings of the Association and directors;
- (d) having custody of all records and documents of the Association;
- (e) having custody of the common seal of the Association;
- (f) maintaining the register of members;
- (g) keeping the financial records, including books of account, necessary to comply with the *Societies Act*; and
- (h) rendering financial statements to the directors, members and others when required.

Part 8 – Indemnities to Directors and Officers

- 43. Subject to the provisions of the *Societies Act*, the directors must cause the Association to indemnify a director or former director of the Association and the heirs and personal representatives of any such person against all costs, charges and expenses, including an amount paid to settle an action or satisfy a judgment actually and reasonably incurred by him, her or them including an amount paid to settle an action or satisfy a judgment in a civil or administrative action or proceeding to which he/she are made a party by reason of his/her being or having been a director of the Association, including any action brought by the Association. Each director of the Association on being elected or appointed must be deemed to have contracted with the Association on the terms of the foregoing indemnity.
- 44. Subject to the provisions of the *Societies Act*, the directors may cause the Association to indemnify any officer of the Association and his/her heirs and personal representatives against all costs and expenses whatsoever incurred by him/her and resulting from acting as an officer of the Association.
- 45. The directors may cause the Association to purchase and maintain insurance for the benefit of any person who is or was serving as a director or officer of the Association and his/her heirs or personal representatives against any liability incurred by him/her as such director or officer.

Part 9 – Execution of Documents

- 46. Contracts, documents or any instruments in writing requiring the signature of the Association must be signed by any two officers, and all contracts, documents and instruments in writing so signed must be binding upon the Association without any further authorization or formality. The directors must have the power from time to time by unanimous agreement of the directors to appoint an officer or officers on behalf of the Association to sign specific documents, contracts and instruments in writing.

Part 10 – Borrowing

- 47. In order to carry out the purposes of the Association the directors may, on behalf of and in the name of the Association, raise or secure the payment or repayment of money in the manner they decide, and, in particular but without limiting the foregoing, by the issue of debentures.
- 48. No debenture shall be issued without the sanction of a special resolution.
- 49. The members may by special resolution restrict the borrowing powers of the directors but a restriction imposed expires at the next annual general meeting.

Part 11 - Auditor

- 50. This Part applies only where the Association is required or has resolved to have an auditor.
- 51. The first auditor shall be appointed by the directors who shall also fill all vacancies occurring in the office of auditor.
- 52. At each annual general meeting the Association shall appoint an auditor to hold office until he/she is re-elected or his/her successor is elected at the next annual general meeting.
- 53. An auditor may be removed by ordinary resolution.
- 54. An auditor shall be promptly informed in writing of appointment or removal.
- 55. No director and no employee of the Association shall be auditor.
- 56. The auditor may attend general meetings.

Part 12 - Notices to Members

- 57. A notice may be given to a member via email and by posting on the Association web site.
- 58. A notice sent by email and/or posted to the Association web site shall be deemed to have been given on the day it was sent and/or posted.
- 59. (1) At least 14 days notice of a general meeting shall be given to
 - (a) every member shown on the register of members on the day notice is given;
 - and

- (b) the auditor, if Part 10 applies.
- (2) No other person is entitled to receive a notice of general meeting.

Part 13 - Bylaws

- 60. On being admitted to membership, each member is entitled to and the Association shall give him/her, without charge, a copy of the constitution and bylaws of the Association
- 61. These bylaws shall not be altered or added to except by special resolution.



LOWER MAINLAND

LOCAL GOVERNMENT ASSOCIATION

APPENDIX 2

EXECUTIVE POLICIES

1. MEDIA RELATIONS

(a) The President is the recognized spokesperson for the Lower Mainland LGA. All media inquiries that are seeking the official position or reaction of the Lower Mainland LGA should be referred to the President.

(b) The First Vice President may act in the absence of the President.

(c) Directors will not act as spokespersons for the Lower Mainland LGA unless they have first consulted with the President and been authorized by the President.

(d) Directors may speak externally about Lower Mainland LGA issues and topics discussed provided that confidential requirements are followed and that their statements do not undermine the reputation or the integrity of the Lower Mainland LGA.

2. AGENDA PREPARATION

(a) A monthly schedule of Executive meetings will be placed on the Lower Mainland LGA website.

(b) Agenda material sent to Executive members prior to an Executive meeting shall remain confidential until disposed of by subsequent Executive action and direction.

(c) The agenda and supporting material should be provided to all Executive members so that it arrives at their designated e-mail address for receipt of correspondence on the Friday prior to the Executive meeting.

(d) The President or Executive Director may, prior to the opening of the meeting, place before the Executive:

- additional materials that support agenda items.
- new items of business (as have been received from members or provincial or federal government) that were not known prior to the date on which the agenda was circulated and which are prudent to be dealt with by the Executive at the meeting.

(e) It shall be prudent for the Executive to refer such items deemed not of an urgent nature to the next Executive meeting.

(f) Other items not appearing on the agenda shall not be placed before the Executive without 2/3 approval of the Executive.

(g) Any member of the Executive wishing to bring forward any new matter or point of information shall do so under "OTHER BUSINESS". Any new matter of major importance, which may require further information that could or would normally be available to the Executive at such a meeting, may be ruled by the President, as a "notice of motion" and be placed on the agenda of the next meeting of the Executive.

3. PUBLIC INFORMATION

(a) Press Releases

Press Releases are encouraged to promote Lower Mainland LGA activities, decisions, projects, and services. Press Releases are to be reviewed and approved by the President and Executive Director and to be sent on official Lower Mainland LGA letterhead. Press Releases should be sent to the media, Executive, emailed to our membership and posted on the Lower Mainland LGA website. The contact person for Executive matters is the President and the contact person for operational matters is the Executive Director.

(b) Newsletter

A pre-Convention Newsletter will be used to keep the members up to date on activities pertaining to the Annual General Meeting and Convention. A post-UBCM Convention newsletter will also be produced in order to inform members of the activities conducted at the UBCM Convention (meetings with Ministers etc.)

(c) Member Communications

Member Communications will be sent out as needed by the Executive Director. Should the communications be going out under the Presidents' name, the Executive Director will send a draft of the communication to the President for approval before distribution.

4. MEMBER SERVICES

(a) Website

- i. The Lower Mainland LGA will maintain an updated user-friendly website to provide members with information regarding Executive decisions, minutes, and activities/events.
- ii. All requests for posting information to the website will be coordinated through the Executive Director.
- iii. Information appearing on the Lower Mainland LGA website will not be used to promote an individual business over any other but will always strive to promote the Lower Mainland LGA.
- iv. Information appearing on the Lower Mainland LGA website will not be used to promote an individual political philosophy but will strive to promote Lower Mainland LGA philosophies and goals.

(b) E-mail

E-mail is to be used for business purposes and should be business like in format and tone. Full sentences, proper grammar, and punctuation are expected. E-mail received during the course of Lower Mainland LGA business becomes part of the Lower Mainland LGA record. Email received by the Lower Mainland LGA will be identifiable through a sign off providing the correspondents

full name, address, and phone number. Unsigned email will be treated as anonymous.

(c) Telephone

Telephone callers calling the Lower Mainland LGA for the purpose of statement of opinion or to make complaint will be told their opinions and complaints are to be submitted in writing and must include a return address in order to be considered by staff or the Lower Mainland LGA Executive.

(d) Surveys

From time to time, the Lower Mainland LGA may conduct surveys or polls to garner member opinion regarding association issues, policy direction and member satisfaction.

(e) Social Media

The Lower Mainland LGA embraces the use of social media and other technologies that enable the Executive to communicate and share information in a professional manner. The Lower Mainland LGA shall endeavor to have a social media presence, which shall be managed and updated by the Executive Director. All postings shall be reflective of Lower Mainland LGA policies.

5. HANDLING CORRESPONDENCE

(a) Incoming Correspondence

The Executive Director shall route all correspondence in accordance with the following guidelines:

- i. Correspondence addressed to “President” or a specific “Executive Member”, unless of a personal nature, will be placed on the Executive agenda.
- ii. Correspondence that is unsigned, unaddressed, form letters, or journal information will not be actioned.
- iii. All correspondence addressed to the Board will be placed on the agenda.

(b) Outgoing Correspondence

- (i) All official correspondence of the Lower Mainland LGA shall be sent out under the letterhead of the Lower Mainland LGA and shall be used for the purpose of obtaining or giving information or conveying the official position of the Lower Mainland LGA established by resolution adopted at a regularly constituted meeting.
- (ii) All correspondence sent by the Lower Mainland LGA to a federal or provincial minister shall be sent out under the signature of the President.
- (iii) All correspondence written by the Executive Director and going out under the Presidents’ name, will be sent to the President for approval before distribution.
- (iv) Correspondence arising from an Executive meeting will be prepared within five business days following the meeting.

6. MEMBERSHIP IN OTHER ORGANIZATIONS

Decisions relating to obtaining memberships in external organizations must be made by the Executive. Membership renewals shall be reviewed on an annual basis. The following questions can be helpful in guiding discussion related to obtaining or retaining external memberships:

- Is membership required?
- How significant is this membership to Lower Mainland LGA local governments?
- Will membership advance the achievement of Lower Mainland LGA policies?

- What are the financial implications for Lower Mainland LGA?
- What are the consequences to Lower Mainland LGA local governments if Lower Mainland LGA is not a member?
- What is the nature of membership?
- Are there alternate ways of ensuring Lower Mainland LGA interests are protected?
- What other groups are members?
- Is there anything else we should consider regarding membership in this organization?

7. COMMITTEES

(a) Committees may be formed as directed by the executive.

(b) The Executive shall appoint and define the powers and duties of every Committee except the Nominating Committee and the Resolutions Committee.

(c) The Nomination Committee shall consist of the Immediate Past President and be supported by the Lower Mainland LGA Executive Director.

(c) There shall be a Resolutions Committee composed of the members of the Executive.

(d) The Resolutions Committee shall:

- examine all resolutions submitted to the Convention.
- recommend in favour of, against or provide no recommendation to the resolutions respectively.
- may correlate resolutions; and,
- may recommend amendments.

8. FINANCES

(a) Expenses

Expenses shall be reimbursed for Executive members on authorized business of the Association except for attending the Annual UBCM Convention. Authorized attendance is defined as ongoing Executive meetings, Committee meetings and any business endorsed by the Executive. Any exceptions are outlined below:

- i. The Lower Mainland LGA President or authorized delegate shall attend the Annual Convention of other Area Associations (AVICC, AKBLG, SILGA and NCLGA) and represent the Lower Mainland LGA. The President shall attend one each year on a rotating basis.
- ii. The travel expenses, registration fee and hotel accommodation for the President's attendance at the Area Association conventions shall be borne by the Lower Mainland LGA. Receipts for all expenses will be required for reimbursement.
- iii. No travel expenses nor part of any other expenses normally incurred by Executive members in attending the Annual Convention will be borne by the Lower Mainland LGA.

(b) Travel Allowance

The mileage allowance for car travel shall be paid at the current year's provincial government rate per kilometer, where authorized business is required.

(c) Signing Authority

The Executive will confirm signing officers annually following the AGM. Cheques written on the Lower Mainland LGA bank account will require two signatures.

Association expenses at or below \$2000 may be handled by the Executive Director without prior approval of the Executive, in keeping with regular business practices. Purchases above \$2000 require the authorization of the Association President or, in the absence of the President, the First Vice-President. Executive approval is required for purchases above \$5000.

(d) Executive Director

The Executive Director will submit an invoice for their contracted services and authorized expenses on a monthly basis. The invoices are to be emailed to the President and First Vice President. The President will approve the invoice in writing via email. In the absence of the President, the First Vice President may approve the invoices. Once approval is received in writing, the Executive Director is then authorized to etransfer the approved amount from the Lower Mainland LGA bank account to the Executive Director.

9. EXECUTIVE

(a) There shall be an Executive, which shall be composed of:

- i. The Officers of the Lower Mainland LGA, consisting of:
 - President
 - First Vice President
 - Second Vice President
 - Third Vice President
- ii. The Immediate Past President, who shall be the last president to have completed the term of office as President.
- iii. A representative from each of the member Regional Districts – Squamish-Lillooet Regional District, the Greater Vancouver Regional District, and the Fraser Valley Regional District, and who must be a member of the respective Board; and,
- iv. Three Directors at Large.

(b) No person shall hold a position as Officer of the Lower Mainland LGA more than twice, whether consecutively or otherwise.

(c) In the event of a vacancy occurring amongst the Officers, the next ranking Officer willing to serve shall fill the vacancy, provided that if the office of President cannot for any reason be filled as aforesaid, the Executive shall call a special election for the office of President and such election may be held by a mail ballot pursuant to the rules and procedures established and determined by the Executive.

(d) In the event of a vacancy:

- i. The Executive may appoint a First Vice President, Second Vice President and Third Vice President from amongst persons qualified to be elected to the Executive, from the current Directors at Large equal to the number of vacancies.
- ii. Amongst the Directors at Large, the Executive may appoint a person qualified to hold the office to fill the position for the term remaining.
- iii. In the position of Regional District Representatives, such vacancies shall be filled in the manner of the original appointment.

(e) Members of the Executive must be able and willing to fulfill their duties as described below:

- attend a minimum of eight (8) meetings per year.

- attend the annual conference of the Association.
- perform duties of a board member at the AGM, as outlined in the Executive Responsibilities document and any other duties arising as a decision by the Executive.

(f) Past President

All members of the Executive shall hold office only so long as they remain elected representatives of a member of Lower Mainland LGA. If a person holding the office of Immediate Past President ceases to be an elected representative of a member of Lower Mainland LGA while holding the office, they shall only hold the office for the remainder of the then current term. Should the Immediate Past President not be re-elected, and the President be elected for a second term then the most immediate elected Past President assume the duties of Past President.

10. LIFE MEMBERSHIP

(a) Life membership may be granted by the Executive to persons who have made a significant contribution to local government in British Columbia.

(b) All Past Presidents shall be life members.

(c) Life members who are not member delegates shall have the privilege of the floor, but with the exception of the immediate Past President shall not be entitled to vote.

(d) Life Members who no longer hold elected office shall be offered complimentary registration to attend the annual convention.

(e) Life Members will be recognized on the Lower Mainland LGA website.

11. CONVENTION

(a) Registration

- i. A late registration surcharge of 20% of all registration fees will be charged for registrations received six weeks immediately preceding the convention.
- ii. Refunds of prepaid convention fees will be made on the following basis:
 - Cancellations received 21 days before convention starts – 100% refund minus a \$50 administration fee.
 - Cancellation received between 21 days and 14 days before convention starts – 50% refund.
 - Cancellation received 13 days before convention starts – no refund.
- iii. The following individuals shall receive complimentary convention registrations for the business program (tickets must be purchased for meal events):
 - Cabinet Ministers
 - Members of the Legislative Assembly
 - British Columbia Members of Parliament
 - UBCM President
 - Presidents of other BC Area Associations

(b) Convention Charity

- i. The Executive will consider, on a best effort basis, to allocate one exhibitor space to a

charitable non-profit. Applications for this complimentary booth space will be accepted in January of each year.

- ii. The successful applicants for this booth space will be the recipient for the annual “speaker gift” donation process, which includes donations made to a charitable non-profit on behalf of AGM speakers as a thank you to them for their services.

(c) Theme

The Convention Sub-committee will strive to establish the theme by January 15th of each year. And, the choice of charitable non-profits should be reflective of this theme.

(d) Convention Media Policy

- i. Complimentary registration (no meals included) is provided to qualified journalists who meet the conference registration criteria on a space-available basis. Applications for media credentials will be accepted from journalists employed or on assignment from recognized print, broadcast, and online general and government news media
To be accredited, journalists must submit the following
 - Name
 - Complete contact information (office and mobile numbers and email address) and the name of the media outlet that they will be representing
 - Proof of employment by the media outlet (e.g., a copy of the publication’s masthead with the reporter’s name listed) or a letter of assignment from the editor, producer, or news director of the outlet if the reporter is freelance
- ii. Media will receive written confirmation via email confirming their application has been approved or declined. Approval in prior years is not a guarantee for future Lower Mainland LGA Conventions
- iii. The Lower Mainland LGA reserves the right to limit the number of media accreditations issued
- iv. Media agree to conduct themselves in a manner that will not cause offence to or inhibit the enjoyment of all conference attendees, staff, and the convention venue
- v. Media may not record the AGM, Resolutions Session or any networking event nor may interviews take place in the conference sessions or networking spaces
- vi. Media may not ask questions during the convention sessions

12. SPONSORSHIP

(a) The purpose of sponsorship is to advance the goals and values of the Lower Mainland LGA which are:

- i. to enhance and provide the format to improve and refine the quality and level of services provided by Local Government to its citizens.
- ii. to promote the welfare and the wellbeing of taxpayers and residents of the members of the Association.
- iii. to promote and support to a satisfactory resolve, the concerns of members that are in keeping with the overall objectives of the Association; and,
- iv. to promote and advance to UBCM on behalf of the membership, proposed changes in legislation, regulations, or Government policies.

(b) Sponsorship arrangements are an important source of funding for the Lower Mainland LGA Convention and other events allowing the Association to keep the cost of such events affordable for all local governments. Approval is at the prerogative of the Executive and is based on the

following criteria:

- i. The sponsor's public image, mandate, products, and services must be consistent with the goals and values of the Lower Mainland LGA.
- ii. The sponsorship must not result in, or be perceived to result in any competitive advantage, benefit, or preferential treatment for the sponsor outside of the identified benefits associated with the sponsorship agreement.

(c) A sponsorship is a mutually beneficial business exchange between the Lower Mainland LGA and an external organization (the sponsor) whereby the sponsor contributes funds or in-kind services to the Association in return for recognition, acknowledgement, speaking opportunities, or other promotional considerations. Sponsorships typically involve a relationship between the sponsor and a specific program, event, service, or activity being sponsored. Tax receipts are not issued for funds, products or in-kind services made to the Lower Mainland LGA. The Lower Mainland LGA considers donations a form of sponsorship. All sponsors will be listed publicly.

(d) The Lower Mainland LGA will consider all sponsorship proposals, however, is under no obligation to accept any of them. Criteria for consideration and process for approving sponsorships is as follows:

- All sponsorship agreements shall be evaluated by the Executive on an annual basis to determine continued benefit.

(e) The Lower Mainland LGA shall retain ownership and control over any sponsored property or activities. Sponsors may not transfer or delegate their sponsorship to another group without written consent from the Lower Mainland LGA.

(f) The Lower Mainland LGA does not endorse the products, services, or ideas of the sponsor. Sponsors are prohibited from implying that their products, services, or ideas are sanctioned by the Lower Mainland LGA.

(g) All sponsorship relationships shall be confirmed in writing. A written offer or invitation to sponsor and a subsequent acceptance must be formalized in the "Sponsorship Commitment Form". The term of such agreement is the completion of the activity or event associated with the sponsorship. Any breach of the Sponsorship Commitment Form by the sponsor allows the Lower Mainland LGA the right to remove the entity as sponsor at any time. Upon signage of the Sponsorship Commitment Form, the sponsor confirms their commitment to the Lower Mainland LGA and waives the right to a refund.

Returning sponsors that participated in the previous Lower Mainland LGA Conference & AGM will be given first right of refusal to sponsor the same aspect of the event. Confirmation of sponsorship for returning sponsors is due before January 10th of each year.

Allocation of Booth Spaces: Returning sponsors will be given first selection on their preferred exhibit location followed by returning exhibitors. Confirmation by returning sponsors and exhibitors is due by January 10th of each year after which new exhibitors are welcome to the remaining spaces on a first come first serve basis. Consideration will also be given to those sponsors/exhibitors with power needs and the location of outlets within the conference building.

Terms: Upon receipt of the signed Commitment Form, an invoice for the sponsorship will be issued. Payment is due within 30 days to guarantee sponsorship. Sponsors may not transfer this agreement to another agency in part or in whole.

(h) Benefits to the sponsor are to be commensurate with the size, scope, and prominence of the sponsorship. Executive will review annually the regular sponsorship opportunities and their associated benefits available in relation to the annual Convention. Sponsorship opportunities and associated benefits for other events organized by the Association will be reviewed and approved by the Executive.

13. PROCUREMENT PRINCIPLES

The following principles will be adhered to in the procurement of materials and services:

(a) Fair Competition

The Association will treat all bidders with fairness and ensure that they are given the same level of information when preparing Request for Proposals or tenders.

(b) Cost-effectiveness Request for Proposals and tenders will be evaluated not only on competitiveness in pricing but also factors such as the quality of the products/services, track records of the bidders and alignment with Association values.

(c) Transparency

Request for Proposal and tender documents must provide all the necessary information to facilitate submission of appropriate and competitive tenders.

(d) Ethical Purchasing

The Association is committed to purchasing goods and services from responsible producers that supply quality products at competitive prices and abide by ethical standards and norms. This Policy ensures that purchasing activities are aligned with the Association's values by seeking to ensure that workplaces producing goods and providing services for the Association respect human and workers' rights where human and civil rights conditions are in compliance with the core labour conventions of the International Labour Organization (ILO). Association suppliers and their sub-contractors will comply with national and other applicable laws of the country of manufacture of products including those laws relating to labour, worker health and safety, and the environment.

(e) Sustainable Purchasing

The Association wishes to purchase products and services that have positive environmental and social attributes. Where there are significant social/environmental impacts, calls may incorporate SE product/service specifications. Proponents may be asked to provide goods with an eco-label and/or demonstrate how the goods/services being offered address key sustainability issues such as: greenhouse gas reduction, waste and packaging reduction, toxin reduction, socio-economic sustainability.

14. PROCUREMENT GUIDELINES

(a) Request for Proposal

- i. The Association will go to RFP every three years for the following:
 - procurements of value exceeding \$10,000; and/or
 - for contracts associated with the following:
 - Audio-Visual
 - Hotels

- ii. A notice of tender invitations should be advertised for response by all interested suppliers or contractors.
- iii. Written quotations should be sought from at least three (3) suppliers, if at all possible, including the successful tenderer in the last procurement exercise (whose goods or services met the requirements).

(b) Tender Documents

The Executive Director should prepare the tender documents/quotation and provide all the required information in the documents to facilitate bidding from tenderers. The information should include tender specifications and requirements, conditions of contract, required quantity of items and service and timing of provision, assessment criteria, tender closing date and time, the place for depositing the tender, the contact person, and the officer to whom enquiries may be made.

(c) Submission of Tenders

Unless in exceptional circumstance of urgency, tenderers should be allowed sufficient time to submit their tenders. Tenderers must submit their tenders before the tender closing date and time specified in the tender documents. Any tenders received after the tender closing time shall not be considered.

(d) Tender/ Quotation Evaluation

- i. In general, tender evaluation should be carried out by the Association Executive as a whole, but may be designated to a Committee, should the Executive deem it appropriate.
- ii. The assessment panel should undertake an extensive value for money assessment amongst the eligible tenders and evaluate according to the pre-set assessment criteria.

(e) Acceptance of Tender

- i. After endorsement and approval of the selection result, the successful tenderer should be officially notified and be invited to enter into a contract with the Association.
- ii. Should none of the tenders received fulfill the required specifications and conditions, the tendering exercise should be canceled. The original specifications and conditions should be amended as necessary for purpose of re-tendering.

(f) Procedure of Handling Complaints

The Association is committed to maintaining a fair and open procurement system. Tenderers who consider themselves being treated unfairly may lodge a complaint with the Association.

(g) Approval and Authorization

The Executive Board is the deciding body when considering all RFP's submitted to the Association.

Last Updated:

January 16, 2014

February 6, 2014

February 7, 2014

February 19, 2014

March 5, 2014

March 7, 2014

Approved at April 16, 2014 Executive Meeting

February 15, 2017 – updated section 8
June 4, 2018 – updated section 9
June 17, 2020

APPENDIX 3

2020 LMLGA MEMBERS

CITIES

Abbotsford
Burnaby
Chilliwack
Coquitlam
Delta
Langley
Maple Ridge
New Westminster
North Vancouver
Pitt Meadows
Port Coquitlam
Port Moody
Richmond
Surrey
Vancouver
White Rock

DISTRICTS

Hope
Kent
Langley
Mission
North Vancouver
Squamish
West Vancouver

VILLAGES

Anmore
Belcarra
Harrison Hot Springs
Lions Bay
Pemberton

REGIONAL DISTRICTS

Fraser Valley
Metro Vancouver
Squamish-Lillooet

RESORT MUNICIPALITY

Whistler

ISLAND MUNICIPALITY

Bowen Island

APPENDIX 4

2020-2021 Lower Mainland LGA EXECUTIVE

NAME	POSITION	LOCAL GOVERNMENT
Councillor Laura Dupont	President	Port Coquitlam
Councillor Patrick Johnstone	First Vice President	New Westminster
Councillor Jenna Stoner	Second Vice President	Squamish
Councillor Patricia Ross	Third Vice President	Abbotsford
Mayor Jack Crompton	Past President	Whistler
Councillor Paul Albrecht	Director at Large	Langley
Councillor Michie Vidal	Director at Large	Harrison Hot Springs
Councillor Trish Mandewo	Director at Large	Coquitlam
Councillor Chris Kloot	FVRD Representative	Fraser Valley RD
Mayor Karen Elliott	SLRD Representative	Squamish
Mayor Rob Vagramov	Metro Vancouver Rep	Port Moody