

Date: 20/02/2020

To: Chair and Directors, Committee of the Whole

And To: John MacLean, Chief Administrative Officer

From: Alice Johnston, Manager of Corporate Services/Deputy CAO

Date of Meeting: Committee of the Whole_Mar05_2020

File: 400-50-01

Short Summary:

Request from Director Forseth to Discuss UBCM Convention Meetings with Ministers and Ministry Staff

Background:

Director Forseth has submitted the following for the Committee's consideration:

"PURPOSE:

To discuss a strategy for requesting Senior Provincial Ministry Staff or Cabinet Minister Meetings at UBCM and also consider sending a letter to the Provincial Government in regards to the timeline to securing and preparing for Senior Provincial Ministry Staff or Cabinet Minister Meetings at UBCM

BACKGROUND/DISCUSSION:

Currently, there is no formal Cariboo Regional District practice and/or policy as to requesting Senior Provincial Ministry Staff or Cabinet Minister Meetings at UBCM except when receiving the annual letter from the Premier in regards to the annual UBCM Convention and meetings with Provincial Cabinet Ministers and/or the Premier

A "free for all" discussion/decision at the Board table for requesting meetings at UBCM without being strategic nor following our Strategic Plan in those requests is not, in my view, the best way to ensure successful meetings at UBCM, whether with Senior Ministry Staff or Cabinet Ministers

At its meeting of November 28th, 2019 - the Peace River RD Board held a Committee of the Whole discussion on this topic and later at the Peace River RD Board meeting, later that day, resolved the following:

That, should the Regional Board identify three to five key issues prior to the 2020 Union of BC Municipalities (UBCM) convention, pre UBCM meetings be held with the appropriate Ministers.

It has been my previous advice to my Central colleagues to work in the following steps before requesting meetings with Cabinet Ministers at UBCM:

Local Ministry Staff – Regional Ministry Staff – Senior Provincial Ministry Staff

We should have a formalized structure in place requesting of meetings, whether with Ministry/Other Provincial Crown Corporation Staff or Cabinet Ministers at UBCM. I would suggest the following:

June 1st of each year – Request to Directors' from Staff to send requests for meetings at UBCM to Manager of Communications (Senior Ministry Staff or Cabinet Ministers). For this – I recommend a response time of 2 weeks

Mid-to-Late June – Manager of Communications puts requests together and an “ad-hoc” Committee consisting of the Board Chair/Vice-Chair with the CAO reviews those and drafts a recommendation to the July Board Meeting to transmit to the Provincial Government all requested meetings at UBCM which should be reflective of our Strategic Plan as well as joint CRD/Municipality UBCM meetings being considered, where appropriate. Should a Director(s) requested meeting(s) not be accepted and an alternative proposed – The Board Chair should converse with the Director(s) impacted and explain the rationale prior to the July Board Meeting

July Board Meeting – Approve a list of all requested meetings at the annual UBCM Convention Committee of the Whole should also consider sending a letter to the Provincial Government (with a CC to all UBCM Members) urgently requesting that UBCM Meeting Timelines be respected (Cabinet Minister/Senior Provincial Ministry Staff by mid July/mid August). A lot of work by CRD Staff goes into confirming the meetings and preparing briefing notes for the meetings in advance. 1 Example – up to Friday, September 20th, 2019 before Directors were getting ready to travel to Vancouver for the 2019 UBCM Convention -- Staff were still awaiting meeting confirmations and drafting notes for inclusion into binders for UBCM. This is neither fair, appropriate or respectful for our Staff who put in a fair number of hours to ensure we are all successful at UBCM...

Also – Committee of the Whole should consider the role of our local MLA's in relation to UBCM Meetings. My recommendation is to not include them if they are members of the Opposition, at this time. If they are members of the government, we should consider including them in UBCM Meetings as to assist advancing our issues at UBCM and also at other meetings, throughout the year. Committee of the Whole should also reflect if we want to brief our MLA's (should they be in the Opposition) post-UBCM on meetings held at UBCM or not...

OPTIONS:

- 1) Receive only*
- 2) Receive, recommend approval of a UBCM Meetings Policy and Letter to Provincial Government as outlined above*

- 3) Receive and refer to Policy Committee to draft a UBCM Meetings Policy for consideration of the Board*
- 4) Send letter to Provincial Government only in respect of annual meetings at UBCM, as outlined above and not move forward on an UBCM Meetings Policy, at this time*
- 5) Further action at the discretion of the Committee of the Whole”*

Attachments:

None