

FCM BRITISH COLUMBIA REGIONAL CAUCUS MEETING

Wednesday, March 7th, 2018

10:15 am – 11:51 am

MEETING NOTES

1. Introductions and Review of Agenda

Chair Chris Coleman called the meeting to order at 10:30 a.m. instead of 10:15 a.m. as COW ran long.

The first 15 minutes of the meeting were held in French.

Introductions

Everyone presented themselves in French.

Approval of Report of November Caucus Meeting (Appendix A, following)

The amended Agenda was approved.

Business Arising from the Minutes (if any)

Greg Brown to be added to the list of participants for the November 2017 meeting.

2. Report of the FCM 2nd VP Garth Frizzell

Councillor Garth Frizzell delivered his report.

Member Relations

Garth Frizzell presented the Member Relations Report.

- The committee received an update on membership renewal and recruitment for 2018-2019.
- There are currently 2,009 FCM members, including 19 provincial/territorial associations and affiliates and representing over 91% of the municipal population in Canada.
- 65 new members have joined FCM so far since January 2018, a significant increase over last year's 11 new memberships during the same period. These new members have brought in a total of \$34,194 in additional membership fees for 2018-2019.
- Five municipal members have indicated that they would not be renewing their membership.
- Regional Caucuses will be provided with a list of new members from their region as well as a list of the top 20 non-members to identify points of contact.
- The committee discussed in depth the important role of Board members in member renewal and recruitment and will be looking to support enhanced engagement efforts in the coming year.
- The committee also received a summary of Brock Carlton's outreach through a series of provincial or regional focus sessions with members across the country. A subsequent report will follow the completion of this initiative later this spring.

3. UBCM Report – Wendy Booth

President Booth delivered her report.

Elections

Wendy Booth attended the Elections Committee meeting and provided everyone with an update.

The 2018-2019 FCM Board and Table Officer Election process will be launched in the upcoming weeks.

- **On March 15, 2018**, FCM will be sending a communiqué to all members, calling for nominations;
- All documentation, including the election procedures, nomination process, consent form and sample resolution will also be posted on FCM's website as of March 15th;
- The nomination deadline for a Table Officer position is **May 14, 2018**;
- The nomination deadline for candidates to be pre- listed on the official ballot, for a Board position, is **May 17, 2018**.
- The Elections will be held on **June 3rd**, during FCM 2018 Annual General Meeting in Halifax.

Note: although the FCM Election procedures do not require the Regional Caucus support for any Table Officer position, should the Caucus wish to support one or more candidates, the Table Officer Nomination form will be available at the Caucus meeting.

4. FCM Corporate Plan & Operating Budget 2018 -2019

This item was discussed after the introductions.

Brock and Coralia were available for questions.

The Finance and Audit committee met yesterday morning and discussed some key items, including the 2018-19 budget, the Corporate Plan and the Election Membership Levy.

Following the COW presentation from this morning, we want to take some time to address these items with you and take any questions prior to the board meeting on Friday. I now open up the floor to any questions.

Additional time will be allocated at the COW no. 2 tomorrow for more discussion.

Coralia wanted to clarify that 100% of the Elections Levy fund will be used for the election initiative-work.

5. FCM Governance Issues

Governance Working Group

The Governance Working Group met on Tuesday afternoon – Rhona Martin and Raymond Louie gave an update to the group.

The following items were discussed:

1. OFFICIAL LANGUAGES POLICY

The GWG members approved the revised FCM policy for recommendation to the Board for adoption.

2. TERMS OF REFERENCE FOR POLICY COMMITTEES

The GWG members were in agreement with the sample terms of reference for policy standing committees.

3. ELECTION PROCEDURES AND BOARD REPRESENTATION

GWG members discussed the article in FCM's election procedures (7.0) which requires provinces with seats reserved for different categories of municipalities (e.g. above or below a certain threshold of residents) to hold election(s) for these first before voting for the remaining (at-large) seats. Under this model, candidates not elected to specific seats are then asked by the Nomination Chair if they wish to continue to stand for election at large.

The CWG members recommended that a caucus wishing to move to a single-step (at-large) election process be allowed to do so on a pilot basis for this year. This 'pilot' would be evaluated following the elections at the Annual Conference in June. If deemed positive, it could be extended and the Election Procedures would be duly amended to reflect this exception for that caucus. The British Columbia Caucus agreed with the proposed process.

It was noted that with this new process, the two seats for the three largest cities would still be assigned.

The GWG members recommended that a review be undertaken of the composition of the Board of Directors to ensure equitable representation of each province and region in FCM's caucus structure. A draft report will be prepared for review and discussion at the September 2018 meeting. The GWG is offering to provide oversight of this initiative.

Moved by Rhona Martin; seconded by Raymond Louie.

4. CODE OF ETHICAL CONDUCT

GWG members discussed possible revisions to the Code regarding expected behavior by FCM's Board members and how to address any breaches. FCM staff will conduct further research and report back with analysis and recommendations at the next meeting.

5. POLICY STATEMENTS AND RESOLUTIONS

The Governance Working Group recommended:

- 1) Approval of a revised format for issue-specific policy statements;
- 2) Approval of the following criteria for adopting expiring resolution into standing policies:
 - a) Expiring Category A, Concurrent resolutions that address an ongoing policy or advocacy priority and/or where there remains an

active window to influence federal policy will automatically be brought into standing policy through a proposed amendment to the relevant policy statement that takes into account developments since the resolution was adopted or other considerations deemed relevant by staff;

- b) No further action will be taken on expiring resolutions that refer to a topic that was time/context-specific and/or without ongoing implications; and
- 3) That staff be directed to conduct a comprehensive review of all issue-specific policy statements once per FCM Strategic Plan cycle beginning with the adoption of new policy statements at the September 2018 meeting.

UBCM would like to be automatically informed of any pending resolutions or policies.

6. MEETING PROCEDURES

GWG is recommending removal of the requirement for seconders of motions at standing committees.

7. GOVERNANCE SELF-ASSESSMENT SURVEY

The GWG members received a report outlining plans for rollout of the governance self-assessment survey, and noted the importance for board and committee members to complete it.

6. Awards and Submissions

FCM Roll of Honour 2018 – submissions

The closing date is March 15.

FCM Women in Local Government Scholarship

Elena Harder provided an update. They had a great turnout – they received more submissions than last year. She thanked everyone who participated.

7. FCM Staff’s January “Advocacy Update”

Moved and approved.

8. Regional Issues requested for discussion (none identified)

9. Other Business

BC Dinner?

It was agreed to join the Ontario Caucus at Table 51.

Announcement – Heather Deal

Stacey Tyers is cancer free and she is doing very well . It was agreed to send her congratulations on behalf of the Caucus.

It was the last meeting before the Conference. Thank you everyone for your work this year. For the future, we should consider keeping 15 minutes at the beginning to speak French.

Everyone thanked Chris Coleman.

Barbara Steele will share by email a report prepared for the BCMC on cannabis.

It was Wendy Booth last meeting at FCM as the President of UBCM – the group thanked her for her contribution.

Finally, it was noted that the UBCM conference will be conflicting with the FCM September Board – most members will not attend the FCM Board meeting.

10. Adjournment

The meeting adjourned at 11:51 a.m.