

ID: 3060, Title: UBCM Workshop Proposal Submissions - Meat Regulations

Approvers: ED, ADM, DM
 Assignees: Rhodes, Angie, AGRI:EX, Evers, No, Colleague, Other, Miscellaneous, Signatures, Minister
 Deputy Minister's Office, Outcomes, 155222, DM, 6/2/2021, 5:29:59 PM, Completed, N/A, Date Initiated, 6/2/2021

Title	Comments	Date
Lyttle, Shawna AGRI:EX [Assignee] forwarded an eApprovals item to Rhodes, Angie AGRI:EX for action	For closing and filing please; I have a copy to submit to UBCM	6/14/2021, 4:45:55 PM
Evers, Charlene AGRI:EX [Assignee] forwarded an eApprovals item to Lyttle, DM approved Shawna AGRI:EX for action		6/14/2021, 4:40:04 PM
Ethier, Tom [Assignee] approved the item and forwarded it to Evers, Charlene AGRI:EX for action	No Comment	6/14/2021, 4:29:26 PM
Hansen, Erin AGRI:EX deleted a document: EARs -Signed (2020-10-05).pdf		6/14/2021, 3:24:10 PM
Hansen, Erin AGRI:EX added a document: EARs -Signed (2020-10-05).pdf		6/14/2021, 3:21:47 PM
Evers, Charlene AGRI:EX [Assignee] forwarded an eApprovals item to Ethier, Tom for action	For your review/approval.	6/14/2021, 11:02:50 AM
McGuire, Jennifer [Assignee] approved the item and forwarded it to Evers, Charlene AGRI:EX for action	for DM approval	6/14/2021, 10:36:13 AM
Norton, Chris [Assignee] forwarded an eApprovals item to McGuire, Jennifer for action	RUSH - This required ADM/DM approval and submission today. Thank you.	6/14/2021, 10:30:20 AM
Last, Gavin AGRI:EX [Assignee] approved the item and forwarded it to Norton, Chris for action	approved with changes requested	6/14/2021, 10:24:31 AM
Martinson, Karl [Assignee] forwarded an eApprovals item to Last, Gavin AGRI:EX for action	Changes made to reflect workshop structure re: step by step guide to licensing and other necessary requirements and jurisdictions	6/8/2021, 1:48:04 PM
Last, Gavin AGRI:EX [Assignee] forwarded an eApprovals item to Martinson, Karl for action	Please incorporate comments from ADM email re content	6/8/2021, 8:49:43 AM
McGuire, Jennifer [Assignee] forwarded an eApprovals item to Last, Gavin AGRI:EX for action	see email with comments	6/8/2021, 8:26:17 AM
Zachary, Dawnae AGRI:EX [Colleague of Norton, Chris] forwarded an eApprovals item to McGuire, Jennifer for action	UBCM Workshop Proposal Submissions: FOR ADM review and approval, please send to Char for DM review.	6/7/2021, 12:04:47 PM
Last, Gavin AGRI:EX [Assignee] approved the item and forwarded it to Norton, Chris for action	approved	6/7/2021, 10:11:54 AM
Martinson, Karl [Assignee] forwarded an eApprovals item to Last, Gavin AGRI:EX for action	Workshop template drafted for Meat Reg Modernization session reflecting convention theme of "obstacles to opportunities"	6/7/2021, 9:46:45 AM
Soepboer, Rebecca [Assignee] forwarded an eApprovals item to Martinson, Karl for action	Hi Karl, please prepare template attached and send to Gavin for review by 3:30pm on June 8, 2021. Thanks, Rebecca	6/3/2021, 9:08:10 AM
Last, Gavin AGRI:EX [Assignee] forwarded an eApprovals item to Soepboer, Rebecca for action	Please forward to Karl to prepare the template for my review, thanks	6/2/2021, 5:29:59 PM

Title	Comments	Date
Soepboer, Rebecca [Assignee] forwarded an eApprovals item to Last, Gavin AGRl:EX for action	Hi Gavin, as discussed, over to you to review. Please send back to me for further actioning if required. Due to ADMO by noon on June 9, 2021. Thanks, Rebecca	6/2/2021, 5:11:14 PM
Norton, Chris [Assignee] forwarded an eApprovals item to Soepboer, Rebecca for action	Completed template due to ADMO by 12pm on June 9. Thank you.	6/2/2021, 4:15:28 PM
Rhodes, Angie AGRl:EX created this item	Hi Chris, as discussed via email, please have staff fill out the attached template (details in attachment) due to UBCM June 14th, due to DMO June 11th at 12pm. Char please send DM approved docs to Shawna to share with UBCM, thank you	6/2/2021, 3:50:36 PM
Rhodes, Angie AGRl:EX has created a new eApprovals item and assigned it to Norton, Chris		6/2/2021, 3:50:36 PM
Rhodes, Angie AGRl:EX added a document: 194982 incoming.msg		6/2/2021, 3:50:36 PM
Rhodes, Angie AGRl:EX added a document: Attachment 1_Workshop Template.docx		6/2/2021, 3:50:36 PM

Attachment 1 - Template

2021 UBCM Convention Workshop Session Proposal

1. NAME OF BRANCH/DIVISION: Corporate Policy and Priorities Branch / Science, Policy and Inspections Division, B.C. Ministry of Agriculture, Food and Fisheries

2. Contact Person FULL NAME: Arlene Anderson

3. Contact Person POSITION/TITLE: Director, Policy and Legislation

4. Contact Person PHONE NUMBER: 778-698-5170

5. Contact Person EMAIL: Arlene.Anderson@gov.bc.ca

6. Session type

☒ Workshop session– 1.15 hours (Virtual Format)

7. PROPOSED SESSION TITLE (Maximum 6 words that UBCM delegates would read in the Convention program booklet): Additional residence options on the ALR

8. SESSION DESCRIPTION: (maximum 125 words or less)

Ministry of Agriculture, Food and Fisheries staff to present about additional residence options on the Agricultural Land Reserve (ALR).

The Minister's Advisory Committee (MAC) engaged with the public on the revitalization of the ALR, a key 2017 mandate letter commitment. MAC released a report with recommendations to address the negative impact of residential uses of the ALR. 2018's Bill 52 addressed the recommendations.

Some ALR landowners felt Bill 52's changes were too restrictive and asked for more residential flexibility through additional residence options. An intentions paper outlined options and invited the public, local and First Nation governments to provide feedback that informed decision making.

In the coming months, government expects to detail rules for additional residences in the ALR, which would be the focus of this session.

ID: 3059, Title: UBCM Workshop Proposal Submissions - Residential Flexibility

Approvers: ED, ADM, DM
 Assignees: Rhodes, Angie, AGRI:EX, Evers, Charlene, AGRI:EX, Other, Miscellaneous, Signatures, Minister
 Evers, Charlene, AGRI:EX, DM, AGRI:EX, 155222, DM, AGRI:EX
 Due Date: 6/21/2021, Date Completed: N/A, Date Initiated: 6/2/2021

Title	Comments	Date
Lyttle, Shawna AGRI:EX [Assignee] forwarded an eApprovals item to Rhodes, Angie AGRI:EX for action	For closing/filing please; I've saved a copy to submit to UBCM	6/14/2021, 10:26:55 AM
Evers, Charlene AGRI:EX [Assignee] forwarded an eApprovals item to Lyttle, Shawna AGRI:EX for action	DM approved	6/14/2021, 10:21:04 AM
Ethier, Tom [Assignee] approved the item and forwarded it to Evers, Charlene AGRI:EX for action	No Comment	6/14/2021, 10:03:00 AM
McGuire, Jennifer [Assignee] approved the item and forwarded it to Ethier, Tom for action	for your review	6/12/2021, 11:05:56 AM
Todosichuk, Ardice [Assignee] approved the item and forwarded it to McGuire, Jennifer for action	reviewed	6/9/2021, 1:22:21 PM
Shew, Hanna AGRI:EX [Assignee] forwarded an eApprovals item to Todosichuk, Ardice for action	Ready for your review. Thank you!	6/9/2021, 11:40:18 AM
Anderson, Arlene AGRI:EX [Assignee] approved the item and forwarded it to Shew, Hanna AGRI:EX for action	For ED review	6/9/2021, 11:29:36 AM
Coombs, Geoff [Assignee] approved the item and forwarded it to Anderson, Arlene AGRI:EX for action	Due to A/ED by noon today. Due to ADMO by noon Thurs June 10	6/9/2021, 9:18:13 AM
Cavallin, Sandra L [Assignee] forwarded an eApprovals item to Coombs, Geoff for action		6/9/2021, 8:48:28 AM
Cavallin, Sandra L [Assignee] added a comment	Hi Geoff - attached for your comment is a draft write up that Elissa and I worked on - thank you Sandra	6/9/2021, 8:48:10 AM
Cavallin, Sandra L added a document: 194982 UBCM RF June 9 2021.docx		6/9/2021, 8:46:36 AM
Shew, Hanna AGRI:EX [Colleague of Cavallin, Sandra L] added a comment	The ADMO approved the extension request. Eapp is now due to A/ED by noon Wed June 9th and due to the ADMO by noon Thu June 10th.	6/3/2021, 12:40:29 PM
Coombs, Geoff [Assignee] forwarded an eApprovals item to Cavallin, Sandra L for action	Hi Sandra - please work with Elissa to complete the template and return to me by EOD Fri June 4 - thanks!	6/3/2021, 8:54:42 AM
Anderson, Arlene AGRI:EX [Assignee] forwarded an eApprovals item to Coombs, Geoff for action	This is something that Elissa and Sandra could tackle.	6/3/2021, 8:21:58 AM
Shew, Hanna AGRI:EX [Assignee] forwarded an eApprovals item to Anderson, Arlene AGRI:EX for action	Due to A/ED by Mon Jun 7. Due to ADMO by noon Wed Jun 9. Thank you!	6/2/2021, 4:19:17 PM
Norton, Chris [Assignee] forwarded an eApprovals item to Shew, Hanna AGRI:EX for action	Completed template due to ADMO by 12pm on June 9. Thank you.	6/2/2021, 4:15:09 PM
Rhodes, Angie AGRI:EX added a document: Attachment 1_Workshop Template.docx		6/2/2021, 3:47:55 PM
Rhodes, Angie AGRI:EX created this item	Hi Chris, as discussed via email, please have staff fill out the attached template (details in attachment) due to UBCM June 14th, due to DMO June 11th at 12pm. Char please send DM approved docs to Shawna to share with UBCM, thank you	6/2/2021, 3:47:55 PM

Title	Comments	Date
Rhodes, Angie AGRI:EX has created a new eApprovals item and assigned it to Norton, Chris		6/2/2021, 3:47:55 PM
Rhodes, Angie AGRI:EX added a document: 194982 incoming.msg		6/2/2021, 3:47:55 PM

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Title	Comments	Date
Lyttle, Shawna AGRI:EX [Assignee] forwarded an eApprovals item to Rhodes, Angie AGRI:EX for action	For closing/filing please; I've saved a copy to submit to UBCM	6/14/2021, 10:27:07 AM
Evers, Charlene AGRI:EX [Assignee] forwarded an eApprovals item to Lyttle, Shawna AGRI:EX for action	DM approved	6/14/2021, 10:20:28 AM
Ethier, Tom [Assignee] approved the item and forwarded it to Evers, Charlene AGRI:EX for action	No Comment	6/14/2021, 10:04:52 AM
McGuire, Jennifer [Assignee] approved the item and forwarded it to Ethier, Tom for action	for your review	6/12/2021, 11:01:51 AM
Norton, Chris [Assignee] forwarded an eApprovals item to McGuire, Jennifer for action		6/10/2021, 3:04:52 PM
Dale, Alec R [Assignee] approved the item and forwarded it to Norton, Chris for action	Approved, apologies for delay	6/10/2021, 2:58:08 PM
Shew, Hanna AGRI:EX [Assignee] forwarded an eApprovals item to Dale, Alec R for action	Ready for your review. Thank you!	6/10/2021, 2:36:18 PM
Turner, Mike [Assignee] approved the item and forwarded it to Shew, Hanna AGRI:EX for action	Approved for Alec's review	6/10/2021, 12:53:26 PM
Wardle, Rebecca A [Assignee] forwarded an eApprovals item to Turner, Mike for action		6/10/2021, 12:25:59 PM
Wardle, Rebecca A [Assignee] added a comment	Please find updated version attached. thxs	6/10/2021, 12:25:26 PM
Turner, Mike [Assignee] forwarded an eApprovals item to Wardle, Rebecca A for action	Back to you to adjust based on convo with JLM today, thanks!	6/9/2021, 3:29:48 PM
Wardle, Rebecca A [Assignee] forwarded an eApprovals item to Turner, Mike for action		6/8/2021, 2:04:44 PM
Wardle, Rebecca A deleted a document: Attachment 1_Workshop Template.docx		6/8/2021, 2:04:02 PM
Wardle, Rebecca A added a document: Attachment 1_Workshop Template v1.docx		6/8/2021, 2:03:56 PM
Wardle, Rebecca A [Assignee] added a comment	Mike please find filled out doc attached for your review.	6/8/2021, 2:02:47 PM
Batty, Adam [Assignee] forwarded an eApprovals item to Wardle, Rebecca A for action		6/7/2021, 1:33:21 PM
Wardle, Rebecca A [Assignee] forwarded an eApprovals item to Batty, Adam for action		6/7/2021, 1:32:14 PM
Turner, Mike [Assignee] forwarded an eApprovals item to Wardle, Rebecca A for action	Rebecca could you please schedule a time with Adam, yourself and me to chat about this before drafting, thanks	6/3/2021, 3:56:28 PM

Title	Comments	Date
Dale, Alec R [Assignee] forwarded an eApprovals item to Turner, Mike for action	Per IM	6/3/2021, 1:35:26 PM
Norton, Chris [Assignee] forwarded an eApprovals item to Dale, Alec R for action	Completed template due to ADMO by 12pm on June 9. Thank you.	6/2/2021, 4:17:20 PM
Rhodes, Angie AGRI:EX has created a new eApprovals item and assigned it to Norton, Chris		6/2/2021, 3:52:44 PM
Rhodes, Angie AGRI:EX created this item	Hi Chris, as discussed via email, please have staff fill out the attached template (details in attachment) due to UBCM June 14th, due to DMO June 11th at 12pm. Char please send DM approved docs to Shawna to share with UBCM, thank you	6/2/2021, 3:52:44 PM
Rhodes, Angie AGRI:EX added a document: Attachment 1_Workshop Template.docx		6/2/2021, 3:52:44 PM
Rhodes, Angie AGRI:EX added a document: 194982 incoming.msg		6/2/2021, 3:52:44 PM

ID: 3063, Title: UBCM Workshop Proposal Submissions - BC Land Matching Program

Approved By: ED ADM DM

Assigned To: AGRI:EX [Assignee] Requested By: Category: Other - Miscellaneous Signature Minister

From: Deputy Minister's Office Ref Number: 154502 U.K.

Created: 6/11/2021 Date Completed: 6/22/2021

Title	Comments	Date
Lyttle, Shawna AGRI:EX [Assignee] forwarded an eApprovals item to Rhodes, Angie AGRI:EX for action	For closing/filing please; I've saved a copy to submit to UBCM	6/14/2021, 10:26:41 AM
Evers, Charlene AGRI:EX [Assignee] forwarded an eApprovals item to Lyttle, Shawna AGRI:EX for action	DM approved	6/14/2021, 10:19:57 AM
Ethier, Tom [Assignee] approved the item and forwarded it to Evers, Charlene AGRI:EX for action	No Comment	6/14/2021, 10:05:08 AM
Lyttle, Shawna AGRI:EX [Assignee] forwarded an eApprovals item to Ethier, Tom for action	For your review and approval; due to UBCM Monday, June 14	6/11/2021, 9:37:31 AM
Lalani, Arif AGRI:EX [Assignee] approved the item and forwarded it to Lyttle, Shawna AGRI:EX for action	Another option	6/11/2021, 9:27:08 AM
Anslow, Martha AGRI:EX [Assignee] approved the item and forwarded it to Lalani, Arif AGRI:EX for action	Reviewed/approved by A/ED	6/10/2021, 5:27:40 PM
Bisschop, Lindsay AGRI:EX [Assignee] forwarded an eApprovals item to Anslow, Martha AGRI:EX for action	Martha, for review as A/ED. Apologies for the delay as we were working with Young Agrarians to frame the session.	6/9/2021, 5:54:51 PM
Mortenson, Sarah [Assignee] forwarded an eApprovals item to Bisschop, Lindsay AGRI:EX for action	Forwarded, as requested.	6/9/2021, 1:14:27 PM
Bisschop, Lindsay AGRI:EX [Assignee] forwarded an eApprovals item to Mortenson, Sarah for action	Sarah, let's set up a time to discuss with YA and plan for this content. You'll see the previous year's UBCM proposals on file.	6/3/2021, 12:34:57 PM
Greene, Pauline AGRI:EX [Assignee] forwarded an eApprovals item to Bisschop, Lindsay AGRI:EX for action	Lindsay. As per our discussion for your review of this request. If this is to be sent to a different branch please identify. Due to ED by end of day June 8. Please note the comments from the ADMO. Thank you. Pauline	6/3/2021, 10:45:06 AM
Zachary, Dawnae AGRI:EX [Assignee] forwarded an eApprovals item to Greene, Pauline AGRI:EX for action	UBCM submission: please see template attached and send to staff to draft. Please send back to the ADMO by June 9th (eod)	6/3/2021, 10:20:51 AM
Rhodes, Angie AGRI:EX created this item	Hi Dawnae, as discussed via email, please have staff fill out the attached template (details in attachment) due to UBCM June 14th, due to DMO June 11th at 12pm. Char	6/2/2021, 3:59:23 PM
Rhodes, Angie AGRI:EX has created a new eApprovals item and assigned it to Zachary, Dawnae AGRI:EX	please send DM approved docs to Shawna to share with UBCM, thank you	6/2/2021, 3:59:23 PM
Rhodes, Angie AGRI:EX added a document: 194982 incoming.msg		6/2/2021, 3:59:23 PM
Rhodes, Angie AGRI:EX added a document: Attachment 1_Workshop Template.docx		6/2/2021, 3:59:23 PM

2021 UBCM Convention Workshop Session Proposal

1. **NAME OF BRANCH/DIVISION:** Ministry of Agriculture, Food and Fisheries/Agriculture Resource

Division

Contact Person FULL NAME: Lindsay Bisschop

3. **Contact Person POSITION/TITLE:** Director of Indigenous and Entrepreneur Services

4. **Contact Person PHONE NUMBER:** 778-666-0563

5. **Contact Person EMAIL:** Lindsay.Bisschop@gov.bc.ca

6. **Session type**

☒ Workshop session— 1.15 hours (Virtual Format)

7. **PROPOSED SESSION TITLE** (Maximum 6 words that UBCM delegates would read in the Convention program booklet):

Increasing Land Access for Local Food Resilience

8. **SESSION DESCRIPTION:** (maximum 125 words or less)

The COVID-19 pandemic highlighted the importance of vibrant, regional food economies and community food security. Yet this is constrained by affordability to transition farmland to the next generation of food producers. The BC Land Matching Program addresses this obstacle through land matching and business services to new farmers and landholders across BC. Through stories from the field, this workshop will illustrate how land matching works to support both landholders and new farmers, as well as showcase through a panel the innovative partnerships developed with local governments such as the Cowichan Valley Regional District and other regional stakeholders to address barriers to new farm start-up and business growth and ultimately increase farmland in production across B.C.

ID: 3062, Title: UBCM Workshop Proposal Submissions - Food Hubs

Approved by: ED, ADM, DM
 Assigned to: Rhodes, Angie AGRI:EX for action
 Category: Other - Miscellaneous
 Signature: Minister
 Status: Deputy Minister's Office
 Outgoing Number: 15622
 Date: 6/21/2021
 Date Completed: N/A
 Date Initiated: 6/2/2021

Title	Comments	Date
Lyttle, Shawna AGRI:EX [Assignee] forwarded an eApprovals item to Rhodes, Angie AGRI:EX for action	For closing/filing please. I have a copy to submit to UBCM.	6/9/2021, 9:11:35 AM
Ethier, Tom [Assignee] approved the item and forwarded it to Lyttle, Shawna AGRI:EX for action	No Comment	6/9/2021, 9:05:08 AM
Lyttle, Shawna AGRI:EX [Assignee] forwarded an eApprovals item to Ethier, Tom for action	For review and approval; please return to Shawna.	6/9/2021, 8:41:55 AM
Lalani, Arif AGRI:EX [Assignee] approved the item and forwarded it to Lyttle, Shawna AGRI:EX for action	Believe this come to you?	6/9/2021, 8:38:39 AM
Anslow, Martha AGRI:EX [Assignee] approved the item and forwarded it to Lalani, Arif AGRI:EX for action	Reviewed/approved by A/ED	6/7/2021, 3:10:36 PM
Witter, Allison [Assignee] forwarded an eApprovals item to Anslow, Martha AGRI:EX for action	Martha - for your review as A/ED. Thanks.	6/4/2021, 9:13:33 AM
Greene, Pauline AGRI:EX [Assignee] forwarded an eApprovals item to Witter, Allison for action	Hi Ali, This is due back end of day June 8th for ED review. Please note the timelines provided by ADMO. Thank you Pauline	6/3/2021, 10:31:15 AM
Zachary, Dawnae AGRI:EX [Assignee] forwarded an eApprovals item to Greene, Pauline AGRI:EX for action	UBCM submission: please see template attached and send to staff to draft. Please send back to the ADMO by June 9th (eod)	6/3/2021, 10:15:58 AM
Rhodes, Angie AGRI:EX added a document: Attachment 1_Workshop Template.docx		6/2/2021, 3:56:44 PM
Rhodes, Angie AGRI:EX has created a new eApprovals item and assigned it to Zachary, Dawnae AGRI:EX		6/2/2021, 3:56:43 PM
Rhodes, Angie AGRI:EX added a document: 194982 incoming.msg		6/2/2021, 3:56:43 PM
Rhodes, Angie AGRI:EX created this item	Hi Dawnae, as discussed via email, please have staff fill out the attached template (details in attachment) due to UBCM June 14th, due to DMO June 11th at 12pm. Char	6/2/2021, 3:56:43 PM
	please send DM approved docs to Shawna to share with UBCM, thank you	

Attachment 1- Template

2021 UBCM Convention Workshop Session Proposal

1. NAME OF BRANCH/DIVISION: Food and Beverage Branch/Agriculture Resource Division

Contact Person FULL NAME: Allison Witter

3. Contact Person POSITION/TITLE: A/Director, Community & Youth Capacity Building Unit

4. Contact Person PHONE NUMBER: 250-356-5362

5. Contact Person EMAIL: allison.witter@gov.bc.ca

6. Session type

☒ Workshop session– 1.15 hours (Virtual Format)

7. PROPOSED SESSION TITLE (Maximum 6 words that UBCM delegates would read in the Convention program booklet): **BC Food Hub Network – Regional Opportunities**

8. SESSION DESCRIPTION: (maximum 125 words or less)

The BC Food Hub Network aims to foster growth and innovation in B.C.'s processing sector through improved industry access to facilities, equipment, technology, technical services and business supports. The Network is being developed in collaboration with industry, communities and post-secondary institutions to build food and beverage processing capacity while serving the regional and sector diversity of the province. Through the Network, a number of regional food hubs have been established across B.C. Each food hub is unique based on its regional context and is creating new opportunities for producers and food processors, while connecting more British Columbians to local food. This session will discuss progress to date and partnership opportunities with the regional food hubs, and next steps for the BC Food Hub Network.

For Response: UBCM Workshop Proposal Submissions

From: Lyttle, Shawna AFF:EX <Shawna.Lyttle@gov.bc.ca>
To: Lalani, Arif AFF:EX <Arif.Lalani@gov.bc.ca>, McGuire, Jennifer AFF:EX <Jennifer.Mcguire@gov.bc.ca>, Ethier, Tom AFF:EX <Tom.Ethier@gov.bc.ca>
Cc: Evers, Charlene AFF:EX <Charlene.Evers@gov.bc.ca>, Norton, Chris AFF:EX <Chris.Norton@gov.bc.ca>, Zachary, Dawnae AFF:EX <Dawnae.Zachary@gov.bc.ca>, Rhodes, Angie AFF:EX <Angie.Rhodes@gov.bc.ca>
Sent: June 2, 2021 1:16:46 PM PDT
Attachments: Attachment 1_Workshop Template.docx
Good afternoon:

Further to our discussion at exec on Monday, Tom brought forward our suggested list of workshop proposals to the Minister at their bi-lat yesterday. She was supportive of the topics identified and asked us to also include the Land Matching Program. Therefore, I believe our list of priority topics are as follows:

1. Residential Flexibility
2. Meat Regulations
3. Salmon Strategy
4. Food Hubs
5. BC Land Matching Program

Please let me know if I've missed any.

As per the instructions in the email below, we will need to complete the attached template for each of the above-noted topics, reflecting the convention them of "obstacles to opportunities" and submit to UBCM by Monday, June 14th. If you are in agreement, I will ask Angie to assign an eApproval with the template for each topic and assign them to the appropriate divisions for completion.

Thank you.

Shawna Lyttle

Manager of Executive Operations and Planning
Deputy Minister's Office | Ministry of Agriculture, Food and Fisheries
T: 778 974-2142

From: Brubacher, Kelly MUNI:EX <Kelly.Brubacher@gov.bc.ca> **On Behalf Of** Yuma Morisho, Okenge MUNI:EX
Sent: May 25, 2021 1:50 PM
To: BCPSA Agency DMC List <PSADM@Victoria1.gov.bc.ca>
Cc:
Subject: UBCM 2021 | Convention Details and Workshop Proposal Submission Process

Dear Colleagues:

I am writing to provide you with an update on the 2021 UBCM Convention (Convention) and advise on some details of how the Convention will be held this year. I am also writing to inform you that the province will be asked for two high priority topics for presentation at a workshop or policy session at Convention, and I encourage you to contribute proposals to the process for selecting those topics, as set out below.

Convention Program

As in 2020, the UBCM Convention will be held in a virtual and abbreviated format and is scheduled for three and a half days from **Tuesday, September 14 – Friday, September 17, 2021 at 12:15 pm**. Many of the usual in-person program sessions/events will still not take place; however, there have been some additions to the virtual program from last year (details below).

UBCM is currently building their program (see [UBCM's Long Program](#)) and taking advantage of the second year on the technological platform. They are committed to continuing a rich and dynamic experience for all their members including maintaining an active provincial presence.

At this point in UBCM's program planning, the following sessions can be confirmed (with the first two being additions to the program as it was in 2020):

- Cabinet Town Halls (in which Cabinet Ministers participate) are scheduled for Friday morning (details to be confirmed)
- UBCM Resolutions sessions have been increased to two, three-hour sessions over two days
- The MUNI Minister's Address is scheduled for Tuesday morning
- The Premier's Address closes the Convention, Friday at 12:15 pm

The following events are reduced or will not take place again this year:

- The B.C. Reception (usually held Wednesday evening) will not take place
- Clinic sessions (generally technical and geared to smaller audiences) will not take place
- Community Forums (Small, Mid-size, Large and Electoral Area Directors) will not take place
- Provincial workshops (usually four to five) and policy sessions (usually three to four) remain reduced and as a result, UBCM's usual call for workshops and clinic proposals will not take place
- The province will receive two workshop or policy session opportunities for priority topics and a similar process for determining topics will be used as last year (**outlined below**)

Provincial Government Meetings

UBCM values provincial participation at Convention and is pleased that the province will continue to hold Premier and Cabinet Ministers' meetings and provincial staff meetings with communities. To again allow full participation of their members in the virtual three and a half-day Convention program, meetings will be scheduled the week before Convention - from **Tuesday, September 7 - Monday, September 13** (as Monday, September 6th is Labour Day).

Consistent with the exclusively virtual format of Convention, Premier, Cabinet Minister and provincial staff meetings with delegates **will again take place via conference call**. This allows the greatest connectivity access for all delegates and the ability to schedule multiple concurrent meetings with the fewest technical difficulties and logistical challenges.

MUNI staff will send further details on the scheduling of provincial government meetings as soon as they are known (see Attachment 2 for complete list of MACC contacts).

Provincial Process for Top Priority Workshop Submissions

This year's Convention theme is "**Obstacles to Opportunities**", an inspiring idea as we all work collectively to facilitate positive outcomes in our post-pandemic environment.

UBCM is interested in receiving the province's **top priority topics** that reflect this theme and would be presented at two separate provincial sessions. Given the COVID-19 restart and current recovery plans for the province, we may want to consider themes such as: tools for economic recovery; collaboration between governments; commitment to reconciliation with Indigenous communities; rural and remote connectivity, support for vulnerable populations, or other topics that may be of particular interest to local governments. Priority topics should consider interests of both UBCM's local government and First Nation members. UBCM gives preference to those with multi-party participation and may suggest combining proposals with similar themes.

If your ministry would like to submit a potential priority topic, please submit your topic(s) to the MUNI UBCM Coordinator, Birgit Schmidt, at: Birgit.Schmidt@gov.bc.ca by **Monday, June 14th** using the template provided (see Attachment 1). **Please also advise if your ministry will not be submitting a topic.**

MUNI will consolidate all Ministry proposals into a listing and bring forward for selection and approval at the June 25 Deputy Ministers' Council meeting to confirm the priority topics to submit for Convention. MUNI will communicate the decision to the applicable ministries and provide the approved submissions to UBCM. UBCM will select two proposals for the Convention and proponents will be notified.

As we continue to work closely with UBCM staff on planning the 2021 Convention, we will communicate more information on the program, registration, and other details as they are confirmed.

Sincerely,

Okenge Yuma Morisho
Deputy Minister
Ministry of Municipal Affairs

Attachments:

1. Template 2021 Convention Workshop Session Proposal
2. Ministries, Agencies, Commissions and Corporations UBCM Contacts Listing

Attachment 1 - Template

2021 UBCM Convention Workshop Session Proposal

1. NAME OF BRANCH/DIVISION:

Contact Person FULL NAME:

3. Contact Person POSITION/TITLE:

4. Contact Person PHONE NUMBER:

5. Contact Person EMAIL: **@gov.bc.ca**

6. Session type

☐ Workshop session– 1.15 hours (Virtual Format)

7. PROPOSED SESSION TITLE (Maximum 6 words that UBCM delegates would read in the Convention program booklet):

8. SESSION DESCRIPTION: (maximum 125 words or less)