

Received DC Office November 24, 2020

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VIA EMAIL

**Attention: Regional District, Chief Administrative Officer**

Re: Municipal Finance Authority of BC Appointment of Member(s)

Dear Sir/Madam,

This is a reminder of the requirement to appoint a Member or Members to the Municipal Finance Authority of BC (MFA) **prior to February 28, 2021** for a period of approximately one year (from date of appointment until a successor is appointed between November 2021 and February 2022). The regional district may also appoint one Alternate Member for each Member, to act in the case of necessary absence from a meeting of the Authority.

Under the *MFA Act*, all regional districts have at least one director appointed, based on population, with Fraser Valley and Capital having two and Metro Vancouver having ten for a total of 39 Members of the Authority.

**Please fill in the attached Member Appointment Contact Information for your member(s), and their alternate(s) and return via email along with the official appointment documentation on your regional district letterhead.**

Although our Act states that **appointments are to be made no later than February 28<sup>th</sup>**, we strongly recommend this be completed at your earliest opportunity. This will ensure that Members can make arrangements to participate in the virtual Financial Forum & Annual General Meeting on **March 25<sup>th</sup>, 2021**.

**2021 Annual General Meeting - Virtual Event**

In response to the current provincial health orders, the 2021 Annual General Meeting will be held virtually on Thursday, March 25<sup>th</sup>, 2021. **Please reserve this date (tentatively 9:00 a.m. - 4:00 p.m.) in your calendars.** Event registration details and further information will be shared after February 1, 2021.

For your reference, please see attached the 2021-2021 draft listing of Members of the Authority and Alternates Members (including vote entitlement), as well as the 2021 Notice of the MFA AGM/Financial Forum & Semi-Annual Meeting.

Please email any questions to [mfa@mfa.bc.ca](mailto:mfa@mfa.bc.ca).

Kind regards,

Peter Urbanc  
Chief Executive Officer



**Municipal Finance  
Authority of BC**

217-3680 Uptown Boulevard  
Victoria, BC V8Z 0B9

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250.383.1181 | [mfa.bc.ca](http://mfa.bc.ca)



## 2021 Member Appointment Contact Information

### Regional District Information

RD Name: \_\_\_\_\_

RD Mailing Address: \_\_\_\_\_

Street Address \_\_\_\_\_ Unit Number \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

### Appointed Member Contact Information

Full Name: \_\_\_\_\_

Last \_\_\_\_\_ First \_\_\_\_\_ M.I. \_\_\_\_\_

Address: \_\_\_\_\_

Street Address \_\_\_\_\_ Apartment/Unit # \_\_\_\_\_

City \_\_\_\_\_ Province **BC** Postal Code \_\_\_\_\_

Email \_\_\_\_\_ Phone # \_\_\_\_\_

Please indicate which address is to be used for main contact:

Regional District Address ☐ Member Address ☐

### Alternate Appointed Member Contact Information

*\*mailing address of Regional District will be used if necessary*

Full Name: \_\_\_\_\_

Last \_\_\_\_\_ First \_\_\_\_\_ M.I. \_\_\_\_\_

Email \_\_\_\_\_ Phone # \_\_\_\_\_

### Additional Contact You Require Correspondence Be Sent To

Full Name: \_\_\_\_\_

Last \_\_\_\_\_ First \_\_\_\_\_ M.I. \_\_\_\_\_

Email \_\_\_\_\_ Phone # \_\_\_\_\_

RD CAO  
or CO

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

**MUNICIPAL FINANCE AUTHORITY OF BRITISH COLUMBIA  
MEMBERS OF THE AUTHORITY**

<b>Regional District</b>	<b>Member Appointed</b>	<b>Alternate</b>	<b>March 2021 Vote Entitlement*</b>
Alberni-Clayoquot			1
Bulkley-Nechako			1
Capital			4
Capital			4
Cariboo			2
Central Coast			1
Central Kootenay			2
Central Okanagan			4
Columbia Shuswap			2
Comox Valley			2
Cowichan Valley			2
East Kootenay			2
Fraser-Fort George			2
Fraser Valley			3
Fraser Valley			3
Kitimat-Stikine			1
Kootenay Boundary			1
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Metro Vancouver			5
Mount Waddington			1
Nanaimo			4
North Coast			1
North Okanagan			2
Northern Rockies			1
Okanagan-Similkameen			2
Peace River			2
qathet			1
Squamish-Lillooet			1
Strathcona			1
Sunshine Coast			1
Thompson-Nicola			3



**Municipal Finance  
Authority of BC**



## **2021 ANNUAL GENERAL MEETING & FINANCIAL FORUM**

The Municipal Finance Authority of BC's Annual General Meeting & Financial Forum will be held on Thursday, March 25, 2021 virtually by video conference platform.

We invite Regional District CAOs and appointed MFA Members and Alternates to join us at our milestone event - celebrating the conclusion of our 50th anniversary year and hosting our first virtual Financial Forum.

The Financial Forum will present engaging ideas and discussion to delegates through speaker sessions and an overview on the MFA's programs and products.

### **EVENT REGISTRATION**

Please **RSVP to [mfa@mfa.bc.ca](mailto:mfa@mfa.bc.ca) providing your name, organization, and email** by March 10th, 2020.

**All interested parties are welcome to attend, however pre-registration is required to gain access to the event.** You will be invited to access the virtual event platform and event schedule online on February 1, 2021.

**Please note:** One MFA representative, either the appointed Member or Alternate, will be remunerated for their attendance at the Annual General Meeting. Alternate Members are welcome to attend the virtual sessions and observe the Annual General Meeting.

### **2021 SEMI-ANNUAL MEETING**

MFA Semi-Annual Meeting of the Members will be held on Tuesday, September 14, 2021 (time and location TBD), in conjunction with the Annual UBCM Conference in Vancouver. Please visit the **[UBCM website for further details](#)**.

If you have any questions about these meetings, please contact us: **[mfa@mfa.bc.ca](mailto:mfa@mfa.bc.ca)**