MEMO TO MEMBERS

November 17, 2026

TO: Elected Officials of Local Governments and member First Nations

FROM: Councillor Cori Ramsay, UBCM Past President

RE: NOTIFICATION OF EXECUTIVE VACANCIES

Following the 2026 local government elections, there are currently five (5) vacancies for elected positions on the UBCM Executive. The UBCM Bylaws and Executive Policies give the Executive discretion to decide whether to fill these vacancies (see Appendix A).

This memo serves as notification to the membership that the UBCM Executive wishes to fill the following vacancies on the Board:

- One (1) Vancouver Metro Area Representative
- Two (2) Directors at Large, and
- Two (2) temporary Directors at Large (equal to the number of vacant Officer positions).

Interested eligible elected officials are invited to submit an Expression of Interest by December 7, 2026. UBCM Executive will determine successful candidates by vote, according to UBCM's bylaws. All members who applied will be notified of the Executive's decision on December 20.

Eligibility

All candidates must be currently serving as an elected official of a local government or a First Nation that is a UBCM member.

- **Director at Large:** All elected officials from a member local government or First Nation, are eligible to apply for one of the Four (4) Director at Large positions.
- **Vancouver Metro Area Representative**: All elected officials from the following communities are eligible to apply for the one (1) Vancouver Metro Area Representative this position:
  Anmore, Belcarra, Bowen Island, Burnaby, Coquitlam, Delta, Electoral Area A (Metro Vancouver), Langley City, Langley Township, Lions Bay, Maple Ridge, New Westminster, North Vancouver City, North Vancouver District, Pitt Meadows, Port Coquitlam, Port Moody, Richmond, Surrey, Tsawwassen First Nation, Vancouver, West Vancouver, White Rock.

Application Process

Applications are being accepted online here: **https://access.ubcm.ca/eoi/**

The application process requires a completed and signed Expression of Interest form and a biography of not more than 300 words. Candidates may submit a photo with their application but it is not required.

The submission deadline is: **Friday, December 7, 2026**

Appointment Process

All applicants will be notified of the Executive's decision on December 20, 2026. Newly appointed board members will be invited to attend the February 25-26, 2027 Executive meeting in Richmond, BC.

Questions

For more information, contact Past President, Councillor Cori Ramsay or UBCM Corporate Officer Sheryl Kozyniak, and copy ubcm@ubcm.ca.

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Background: Board Vacancies

The positions of President and 2nd Vice President became vacant after the local elections held on October 17, 2026. In accordance with the UBCM Bylaws, Mayor Sarrah Storey (formerly 1st Vice President) assumed the role of President. Councillor Keith Page (formerly 3rd Vice President) assumed the role of 1st Vice President.

The positions of 2nd and 3rd Vice President must remain vacant until elections for Officer positions are held at the 2027 Convention. However, the Executive may appoint temporary Directors at Large equal to the number of vacant Officer positions. These appointees may hold office only until the 2027 Convention.

In addition, two (2) elected Directors at Large and one (1) Vancouver Metro Area Representative positions are vacant.

Appendix A

EXTRACTS FROM THE UBCM BYLAWS AND EXECUTIVE POLICIES

UBCM Bylaws

Section 2 of the UBCM Bylaws provides the following definition for officers:

2. The Officers of the Union shall be: President, First Vice-President, Second Vice-President, and Third Vice-President.

Section 3(d) speaks to filling vacancies: *(bold italics indicate relevant sections)*

(d) **No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union** and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union.

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 aforesaid, the Executive shall call a special election for the office of President and such election may be held by mail or electronic ballot pursuant to the rules and procedures established and determined by the Executive.

In the event of a vacancy:

- **amongst the Officers, other than President, the Executive may appoint, from amongst persons qualified to be elected to the Executive, Acting Directors at Large equal to the number of vacancies**;
- amongst the Directors at Large, the Small Community Representative, the Electoral Area Representative, or the **Vancouver Metro Area Representatives, the Executive may appoint a person qualified to hold the office to fill the position for the term remaining**;
- in the position of Vancouver Representative, GVRD Representative or amongst the five Directors appointed by the Area Associations such vacancies shall be filled in the manner of the original appointment.

Executive Policies

Section 9.5 of the Executive Policies outlines the process for appointing replacements:

9.5 VACANCIES ON THE EXECUTIVE

If one or more Executive positions become vacant following a local government election, the Executive is authorized to appoint a replacement according to the following process.

1. UBCM shall notify local governments of any vacancy on the UBCM Executive and distribute information about the process for appointing a replacement. The Executive shall invite expressions of interest from local government elected officials who wish to fill the vacant position(s).

2. An expression of interest must be supported by two elected officials from UBCM member local governments.

3. An interested candidate may submit an expression of interest for one position only.

4. Expressions of interest shall be forwarded to the Past President, care of the UBCM office. The Past President will prepare a report for the Executive on the materials received.