

From: [MUNI UBCM Meeting Requests MUNI:EX](#)
To: [MUNI UBCM Meeting Requests MUNI:EX](#)
Subject: 2023 UBCM Convention – Provincial Appointment Book & MACC Staff Meeting Request Process
Date: Wednesday, May 24, 2023 1:49:02 PM
Attachments: [2023 UBCM Convention Provincial Appointment Book.pdf](#)
Importance: High

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2023 UBCM Convention - Provincial Appointment Book and Meeting Request Process for Meetings with MACC staff

This message is being sent to all UBCM Member Municipalities, Regional Districts, and First Nations on behalf of the Ministry of Municipal Affairs.

Subject: 2023 UBCM Convention - Provincial Appointment Book and Meeting Request Process for Meetings with Provincial Ministries, Agencies, Commissions, and Corporations (MACC) staff

Intended Recipient(s): Mayors/Regional District Chairs/Islands Trust Chair/CAOs
and cc: General Email and Administrative Support staff
Chiefs and Chief Councillors
and cc: Administrative Support staff and Alternates

Attachments: One (1) plus message below

If you have received this message in error, we ask that you please forward it to the appropriate person in your office.

MESSAGE:

2023 UBCM Convention: September 18 – 22, 2023, Vancouver, B.C.

Further to the May 24, 2023 letter from the Honourable Anne Kang, Minister of Municipal Affairs regarding the 2023 UBCM Convention, I am pleased to attach the **2023 Provincial Appointment Book** for your use in requesting meetings with provincial ministries, agencies, commissions, and corporations (MACC) staff available to meet with delegates at Convention.

To request a meeting with MACC staff, please complete the form located at:
<https://www.civicinfo.bc.ca/UBCMMeetingRequest/Staff>.

The deadline to submit online meeting requests is **Wednesday, August 30, 2023**. Meeting confirmation details will be sent to the contact(s) identified on your meeting request form.

Requests for meetings with MACC staff can also be made on site at the Provincial Appointment Desk, during Convention at the following locations:

Monday, September 18 & Tuesday, September 19, 2023

Vancouver Convention Centre, East Building - Lobby
8:30 am – 4:00 pm

Wednesday, September 20 & Thursday, September 21, 2023

Vancouver Convention Centre, East Building – Exhibition Hall C

8:30 am – 4:00 pm

We encourage you to submit your meeting requests through the online request form by **August 30, 2023**, as MACC staff availability may be limited on site.

If you have any questions, please contact the MACC Staff Meeting Coordinator, Sarah Staszkiel, by phone at: 778 405-1784, or the Assistant MACC Staff Meeting Coordinator, Casey Cathcart, by phone at: 778 405-3140. You may also reach out via email at: MUNI.UBCM.MeetingRequests@gov.bc.ca.

Thank you.

Regards,

Birgit Schmidt, Director, Operations and Client Relations
MUNI-UBCM Convention Coordinator
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