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0400-20

## Lynda Shykora

**From:** Inquiries  
**Sent:** Tuesday, May 08, 2018 4:10 PM  
**To:** Admin Staff  
**Subject:** FW: SILGA Youth at UBCM

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

• Late  
Agenda  
Item  
per chair

L Shykora

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**From:** southern interior local government [mailto:yoursilga@gmail.com]  
**Sent:** Tuesday, May 08, 2018 3:30 PM  
**To:** Carolyn Black <cblack@tnrd.ca>; Christy Malden <cmalden@rdos.bc.ca>; City Of Armstrong <mstickney@cityofarmstrong.bc.ca>; City Of Enderby <info@cityofenderby.com>; City Of Kamloops <legislate@kamloops.ca>; City Of Kelowna <jjohnston@kelowna.ca>; City Of Merritt <cfraser@merritt.ca>; City of Penticton <mayor@penticton.ca>; City Of Revelstoke <admin@revelstoke.ca>; City Of Salmon Arm <csimmons@salmonarm.ca>; City Of Vernon <mdoyle@vernon.ca>; Inquiries <inquiries@csrd.bc.ca>; District Of Barriere <tbuchanan@barriere.ca>; District Of Clearwater <admin@docbc.ca>; District Of Coldstream <tseibel@coldstream.ca>; District of Lake Country ... <admin@lakecountry.bc.ca>; District Of Lillooet <cityhall@lillooetbc.ca>; District Of Logan Lake <districtofloganlake@loganlake.ca>; District Of Peachland <ppalmer@peachland.ca>; District of Sicamous <kbennett@sicamous.ca>; District of Summerland <mayor@summerland.ca>; District Of West Kelowna <info@westkelownacity.ca>; RDCO <mdrouin@cord.bc.ca>; RDNO <info@rdno.ca>; Rebecca Narinesingh <Rebecca.Narinesingh@westkelownacity.ca>; Sharon Thompson <Sharon.Thompson@penticton.ca>; SLRD <info@slrd.bc.ca>; Sun Peaks Resort Municipality <admin@sunpeaksmunicipality.ca>; TNRD <admin@tnrd.ca>; Town Of Oliver <admin@oliver.ca>; Town Of Osoyoos <info@osoyoos.ca>; Town Of Princeton <admin@princeton.ca>; Township Of Spallumcheen <mail@spallumcheentwp.bc.ca>; Village Of Ashcroft <admin@ashcroftbc.ca>; Village Of Cache Creek <admin@cachecreek.info>; Village Of Chase <chase@chasebc.ca>; Village Of Clinton <admin@village.clinton.bc.ca>; Village Of Keremeos <town@keremeos.ca>; Village Of Lumby <tomk@lumby.ca>; Village Of Lytton <cao@lytton.ca>  
**Subject:** Re: SILGA Youth at UBCM

Good afternoon,

I received some very good questions regarding the logistics of the youth program at UBCM, Rather than just sending them out to the respondent, I've included all SILGA members in the email.

1. Who books the hotel accommodation for the youth?

The nominating council/board is responsible for all bookings, including hotels, travel arrangements and meals. SILGA will reimburse when receipts are provided.

2. What arrangements are made for transport to and from the convention?

The nominating council/board is responsible.

3. How are costs for accommodation, meals, etc funded (does it come from the local government and refunded by SILGA)?

See #1 answer

4. Are there group activities for the youth delegates? Are they permitted at the evening functions?

The youth are expected to be at the SILGA luncheon on Wednesday and attend any provincial minister meetings with their council. I usually try to get the youth together sometime during the week so they can meet each other and get some feedback on their experiences/impressions of the convention. The official answer is "no" when there is alcohol served, but the banquet is acceptable. In the past I know that the youth have made it to the welcome reception.

Thanks, Alison

*Previously circulated to CS RD Board. AS.*

On Sun, May 6, 2018 at 6:23 PM, southern interior local government <[yoursilga@gmail.com](mailto:yoursilga@gmail.com)> wrote:

Good morning,

SILGA is currently accepting nominations from deserving youth to join their council/board at UBCM in September.

Nominations will close June 4th, with the selection of the youth made by June 15th. Please forward by email to [yoursilga@gmail.com](mailto:yoursilga@gmail.com) all of the nomination information.

Please see the attached policy for all the information on the program. SILGA looks forward to receiving the nominations.

thanks, Alison

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# POLICY MANUAL

Policy No. 8  
Page No. 1 of 1

**RE: YOUTH AT UBCM POLICY (November 22, 2017)**

**POLICY STATEMENT:**

It will be the policy of SILGA to reimburse up to 2 youth each year for the cost of travel, accommodation, meals and out of pocket expenses incurred to attend the UBCM convention.

**POLICY BACKGROUND:**

To promote youth involvement and interest in local government, SILGA will annually sponsor up to 2 youth to attend the UBCM convention. A call for nominations will be sent by SILGA after each annual convention to all SILGA members with the youth representatives selected by the SILGA executive by June 15<sup>th</sup>.

A SILGA member local government must first nominate a youth from their community. A brief statement written by the youth explaining why they want to attend along with a summary of their interests and accomplishments should accompany the nomination.

The local government of the selected youth will mentor them during the week of the convention. The youth will be requested to provide a written report to SILGA outlining their experiences and the impact the week had for them.

**Definition of "Youth"**

- School age secondary students registered in a public school, an independent school, Distributed Learning program or as a home-schooled learner
- up to the age of 19 on or after July 1 of the current school year

SILGA will spend up to \$5,000/year for the cost of this program. Receipts will be required. Sponsoring local governments are requested to cover the allocated conventions costs for the selected youth and then submit receipts to SILGA for reimbursement.

**POLICY DETAILS:**

1. Transportation:

- To pay compensation for air travel at the lowest available air fare; or
- To pay compensation for the use of private vehicles at the rate equivalent to that paid by the Province of British Columbia<sup>1</sup>, to a maximum of the lowest economy air fare.
- Only the driver is entitled to reimbursement for car mileage; the driver must submit the names of the passengers with the expense account.

2. Accommodation (due to weather conditions/distance travelled/  
other circumstances):

- To pay compensation for hotel rooms at cost and with a receipt required;  
or
- allowance of \$30.00 per night may be claimed (no receipts required).

3. Other Expenses:

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- For all meetings and other authorized travel where required meals are not provided at the event, compensation for meals will be as follows:

Breakfast	\$15 including tips and tax
Lunch	\$25 including tips and tax
Dinner	\$35 including tips and tax

On the date of departure, travel must start before 7:00 am to claim breakfast; before 12:00 noon to claim lunch; and, on the date of return, travel must end after 6:00 pm to claim dinner.

- All other expenses occurred for hospitality expenses and other non-specified expenses shall be reimbursed at cost when receipts are provided, subject to Executive approval.