

NATIONAL ORIENTATION MANUAL * POLICIES AND PROCEDURES

COMMITTEE TERMS OF REFERENCE

Name:	Government Relations
Type of Committee:	Standing Committee
Focus:	Inwards
Accountability:	Executive Board
Ex-Officio:	National Vice-President
Membership Composition:	Modified National Committee Reference (see below)
Meetings:	Standard National Committee Reference
Staffing:	Standard National Committee Reference

Purpose/Mandate:

The Government Committee establishes CCI as the recognized federal, provincial and municipal government resource for condominium and strata. Its focus is to provide government information, data, knowledge, training, aid, education and community opportunities to the Chapters.

- (1) To develop initiatives to build CCI's brand to all levels of government
 - Build brand through press releases to all levels of government on strategic issues
 - Maintain and keep current a database of provincial/federal government contacts
 - Identify other related organizations as resources on government issues (ie CMHC)
 - Engage in regular meetings with provincial government representatives and provide forum for them to continue discussions amongst themselves
 - Identify issues of common concern for agendas for these meetings, to be held twice a year
 - To keep updated the CCI Condominium Legislation Primer as a resource for chapters and all levels of government
 - Update/maintain tax assessment information summary framework
 - Communicate emergent condominium issues to government

- (2) To encourage chapters to develop Government Relations Committees or Municipal Affairs Task Forces
 - To assist and/or facilitate the development of guidelines and procedures for intra-provincial chapter groups
 - Assist chapters to identify procedures for providing input on legislative reform within their province
 - To survey chapters as to what tools/resources would be of value to assist them in development of local government resources (i.e. such things as templates on how to communicate with government; municipal checklist)
 - Identify and recommend topics that may be of interest to Chapters to the National Chapter Relations Committee for possible presentation at Leaders' Forums

- To suggest non-governmental organizations that CCI can collaborate with in meeting the expectations, needs and requests of government

Membership Composition/Requirements:

Membership Composition/Requirements are at the Standard National Committee Reference with the following addition:

- (a) All Chapter Government Relations Chairs shall automatically be auditing members of the committee and as such, shall be invited to attend and participate in regular committee meetings

2018 Identified Priorities:

These priorities do not constitute part of the Terms of Reference, but outline the current priorities of committee, in conjunction with the purpose/mandate of the committee. These are expected to be reviewed and updated yearly by the National Executive.

1. Tax Assessment Information summary framework produced by Deborah
2. The development of national government relations body
3. The creation of provincial and municipal materials – both process and content – for chapters to implement.