

 <p>LGMA LOCAL GOVERNMENT MANAGEMENT ASSOCIATION OF BRITISH COLUMBIA</p>	<p>MINUTES DIRECTORS MEETING June 10, 2024 12:30 - 4:30 p.m. PST Victoria, BC and/or Zoom</p>
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In attendance:

President	Curtis Helgesen
Vice President	Douglas Holmes
Treasurer	Keri-Ann Austin
Director at Large	Maureen Connelly
Director at Large	Angila Bains
Director at Large	Laurie Mercer
West Kootenay Boundary	Bryan Teasdale
Rocky Mountain	Jon Wilsgard
Vancouver Island	Michael Dillabaugh
Thompson Okanagan	Jennifer Sham
North Central	Alice Johnston
Past President	Corie Griffiths

Staff:

Executive Director	Candace Witkowskyj
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Call to Order

The meeting was called to order at 12:39 p.m. by the President.

The President began by acknowledging that the Board meeting takes place on the traditional territories of the pe ləkʷəŋən People, known today as the Esquimalt and Songhees Nations and encouraged the Board members to consider and reflect on the traditional territories where they reside.

Agenda

MOVED by Alice Johnston,

Seconded by Jennifer Sham, That the agenda be approved as amended.

CARRIED

Minutes

MOVED by Maureen Connelly,

Seconded by Keri-Ann Austin, There were no errors or omissions, and as such the minutes of the board meeting on March 8, 2024 and the special meeting on May 13, 2024 shall be adopted.

CARRIED

President's Report

The President shared the following verbal report:

I am honoured to share the final report of my tenure as President on the LGMA Board of Directors. Throughout my tenure on the LGMA Board, I have been pleased to oversee the launch of the Responsible Conduct Resource Administration Fund, the re-invigoration of the LGMA's Internship Program, the Member Needs Survey, and the initiation of the Strategic Planning Process. I have greatly enjoyed providing co-mentorship and supervision to the Executive Director alongside Vice President Douglas Holmes. I have also greatly enjoyed sitting here at the Board table amongst such genuine, dedicated local government leaders. Thank you for your support during my term as President and best of luck to the incoming President. I hope you all have a "blossoming" good time at the 2024 Annual Conference!

MOVED by Douglas Holmes,

Seconded by Angila Bains, That the President's report be received.

CARRIED

Financial Management Section

The Financial Management Chair presented the Financial Management Committee Report.

Note: The Committee did not have quorum, so the following items are put forward by the Committee as recommendations.

Action Agenda

Jon Wilsgard joined the meeting at 12:46 p.m.

2024 First Quarter Financial Report with Projections to Year-End

MOVED by Douglas Holmes,

Seconded by Angila Bains, That the Financial Statements to March 31, 2024 with projections to year-end be approved.

CARRIED

Chapter Standing Committee's 2024 First Quarter Financial Reports

MOVED by Maureen Connelly,

Seconded by Bryan Teasdale, That the Q1 Chapter Standing Committee of the LGMA Reports be approved:

- The Rocky Mountain Chapter Standing Committee of the LGMA Report
- The Thompson-Okanagan Chapter Standing Committee of the LGMA Report
- The Vancouver Island Chapter Standing Committee of the LGMA Report
- The West Kootenay Boundary Chapter Standing Committee of the LGMA Report

CARRIED

Risk Matrix

MOVED by Alice Johnston,

Seconded by Douglas Holmes, That the June 2024 Risk Matrix be received for information.

CARRIED

Consent Agenda

MOVED by Maureen Connelly,

Seconded by Angila Bains, That the following items contained in the Financial Management Consent Agenda- Progress Report be received:

- Short to Medium Term Opportunities
- In Progress
- Successes

CARRIED

Governance Section**Governance Committee Report**

The Governance Committee Chair presented the Governance Committee Report.

Note: The Governance Committee was unable to meet and thus puts forward the following items for deliberation by the Board.

Member Engagement Survey Update

MOVED by Keri-Ann Austin,

Seconded by Alice Johnston, That the Board receive the Membership Engagement Survey process update for information.

CARRIED

MOVED by Jennifer Sham,

Seconded by Michael Dillabaugh That the Board approve the draft Membership Engagement Survey Report in principle.

CARRIED

Strategic Planning Update

MOVED by Angila Bains,

Seconded by Curtis Helgesen, That the Board receive the Strategic Planning process update for information.

CARRIED

Board Self-Assessment Memo

MOVED by Jon Wilsgard,

Seconded by Keri-Ann Austin, That the Board of Directors discuss the above priorities and direct the Executive Director to produce a recommended training and development workplan for 2025-2027.

CARRIED

Inter-Association Representation

MOVED by Angila Bains,

Seconded by Maureen Connelly, That the Board endorse the President and Vice President to attend ICMA 2024 Conference on behalf of the LGMA.

CARRIED

Internship Program Update

MOVED by Maureen Connelly,

Seconded by Bryan Teasdale, That the Board receive the Internship program update for information.

CARRIED

Employee Personnel Policy

MOVED by Maureen Connelly,

Seconded by Laurie Mercer, That the Board approve in principle the revisions to the LGMA Employee Personnel Policy as amended, subject to a finalized review.

CARRIED

Awards

MOVED by Maureen Connelly,

Seconded by Keri-Ann Austin, That the Board receive for information and that Angila Bains' receipt of the 2024 IIMC Quill Award be noted for the record.

CARRIED

MOVED by Maureen Connelly,

Seconded by Keri-Ann Austin, That the Board acknowledge Bryan Teasdale, representing the City of Rossland for their receipt of the 2024 CAMA Award for Collaboration with External Organizations, and that receipt of this award be noted for the record.

CARRIED

Consent Agenda

MOVED by Angila Bains,

Seconded by Laurie Mercer, That the following items contained in the Governance Committee Progress Report be received:

- *Short to Medium Term Opportunities*
- *In Progress*
- *Progress Report-Complete*

CARRIED

Professional Development and Education Section

Professional Development and Education Committee Report

The Professional Development and Education Committee Chair presented the Professional Development and Education Committee Report.

Action Agenda:

LGLA Update

MOVED by Angila Bains,

Seconded by Corie Griffiths, That the verbal update from the LGLA representative be received.

CARRIED

MOVED by Angila Bains,

Seconded by Jennifer Sham, That the Board endorse Keri-Ann Austin to serve as LGMA representative on the LGLA Board of Directors for a one-year term, commencing June 17, 2024.

CARRIED

Overseas Exchange Program

MOVED by Douglas Holmes,

Seconded by Laurie Mercer, That the Board conditionally approve the application of Robert Payette for the 2024-2025 NZ Overseas Exchange Program.

CARRIED

Board of Examiners Report

MOVED by Bryan Teasdale,

Seconded by Jon Wilsgard, That the Board receive the Board of Examiners Annual Report for information.

CARRIED

Consent Agenda

MOVED by Corie Griffiths,

Seconded by Douglas Holmes, That the following items contained in the Professional Development and Education Progress Report be received:

- *Short to Medium Term Opportunities*
- *In Progress*
- *Progress Report*

CARRIED

New Business

N/A

Correspondence***FCABC Board of Directors Position Statement Single Means of Egress***

MOVED by Bryan Teasdale,

Seconded by Maureen Connelly, That the FCABC Position Statement be received for information.

CARRIED

Chapter Reports***Lower Mainland***

n/a

Rocky Mountain

The Rocky Mountain-West Kootenay Boundary Joint Chapter Conference was held April 24-26. The staff who supported organizing the Joint Chapter Conference put in a significant amount of work. The Rocky Mountain Chapter is collaborating with local government to identify opportunities for additional professional development activities.

Thompson-Okanagan

The May TOLGMA Chapter Conference was rescheduled due to low enrollment to instead take place Oct 23-25 in Penticton. The TOLGMA Chapter Executive is working to engage members in the region to ensure strong attendance in the Fall.

Vancouver Island

VILGMA is identifying dates for a fall Chapter Conference, likely end of October or early November for the 2024 sessions that had been postponed from 2023. The Executive is currently securing speakers and reviewing the agenda.

North Central

The North Central Chapter held an online AGM and event in the spring time and are now coordinating a time together to strategize for the year ahead. The Executive is generating some good ideas to foster networking in the North.

West Kootenay Boundary

The Joint Chapter Conference had a good turnout, though it is worth noting the registration was slow to start however registration increased closer to the event. Next year, there is an election and there will be a need to fill vacant seats on the Executive. There have been additional efforts within the region to increase networking and peer support as there have been significant labour market challenges in the area.

MOVED by Douglas Holmes,
Seconded Alice Johnston, That the Chapter reports be received.

CARRIED

In Camera

MOVED by Keri-Ann Austin,
Seconded by Maureen Connelly, That the Board move In Camera at 2:43 p.m.

CARRIED

The regular meeting resumed at 3:06 p.m.

The next board meeting will be 1:00 - 5:00 p.m. on Monday, September 16, 2024 in Vancouver, BC (and via Zoom).

Adjournment

MOVED by Corie Griffiths,
Seconded by Angila Bains, That the meeting adjourn at 3:08 p.m.