



**In attendance:**

President	Keri-Ann Austin
Vice President	Angila Bains
Treasurer	Michael Dillabaugh
Director at Large	Maggie Arruda
Director at Large	Al Radke
Director at Large	Sheldon Tetreault
West Kootenay Boundary	Sarah Winton
Rocky Mountain	Karen Cote
North Central	Maureen Connelly
Thompson Okanagan	Jennifer Sham
Past President	Douglas Holmes

**Staff:**

Executive Director	Candace Witkowskyj
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**Regrets:**

**Call to Order**

The meeting was called to order at 12:34 p.m. by the President.

The President began by acknowledging that the land on which the Board meeting takes place is the traditional territory of the Lekwungen Peoples of the Kosapsum and Songhees Nations, whose relationships with the land continue to this day.

**SECTION A**

**ITEM A1: Agenda**

MOVED by Douglas Holmes

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

CARRIED

**ITEM A2: Minutes**

MOVED by Karen Cote,

Seconded by Sarah Winton, There were no errors or omissions, and as such the minutes of the board meeting on June 9 shall be adopted.

CARRIED

**A3: Introduction of the 2025-2026 Board of Directors**

As per the results of the 2025 elections, all Board members were acclaimed, except for Sheldon Tetreault, Director-at-Large- who will serve the first year of his two-year term.

President Douglas Holmes took his seat as Past President.

Vice President Keri-Ann Austin took her seat as President.

Treasurer Angila Bains took her seat as Vice President.

Chapter Director Michael Dillabaugh took his seat as Treasurer.

Sheldon Tetreault took his seat as Director at Large.

Maggie Arruda remained in her seat as Director at Large.

Al Radke remained in his seat as Director at Large.

Jennifer Sham remained in her seat as Thompson Okanagan Chapter Director.

Maureen Connelly remained in her seat as North Central Chapter Director.

Karen Cote remained in her seat as Rocky Mountain Chapter Director.

Sarah Winton remained in her seat as West Kootenay Boundary Chapter Director.

The Vancouver Island and Lower Mainland Chapter positions are currently vacant.

MOVED by Angila Bains,

Seconded by Michael Dillabaugh, That the results of the election, acclaimed seats, and continued positions on the LGMA Board of Directors are noted for the record.

CARRIED

**ITEM A4: President's Report**

The President shared the following report in addition to the written report in the agenda:

It is my pleasure to share my first report as LGMA 2025-2026 President. As we my fellow Board members take on new positions and maintain existing roles, I want to thank our newly elected Board members and all of those LGMA members who put their names forward to support the work of the LGMA. We are truly grateful to continue to be governed by those we serve.

Last night, it was an honour to co-host the 2025 CAO Dinner alongside long-standing LGMA member and former President, Ron Poole. I was pleased to connect with new and returning CAOs from around the province as we prepare for the busy week ahead. I commend Ron and the LGMA staff for the historical and present-day efforts to hold this space for CAOs to strengthen their networks, enhance knowledge sharing, and build informal mentorship networks to support the important work we do. I look forward to working with my colleagues around the Board table to implement our new Strategic Plan over the next year, and I thank Douglas Holmes for his mentorship in helping to prepare me for this role.

MOVED by Douglas Holmes,  
Seconded by Jennifer Sham, That the President's Report be received.

CARRIED

## **SECTION B: Financial Management Section**

The Financial Management Chair Michael Dillabaugh presented the Financial Management Committee Report.

### **Section B1: Action Agenda**

#### ***ITEM B1-01: Second Quarter Financial Report***

MOVED by Douglas Holmes,  
Seconded by Sheldon Tetreault, That the Financial Statements to June 30, 2025 with projections to year-end be approved.

CARRIED

#### ***ITEM B1-02: Chapter Standing Committee's 2025 Quarterly Financial Reports***

MOVED by Maureen Connelly,  
Seconded by Karen Cote, That the Q2 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

#### ***ITEM B1-03: Risk Matrix***

MOVED by Keri-Ann Austin,  
Seconded by Angila Bains, That the September 2025 Risk Matrix be received for information.

CARRIED

***ITEM b1-04: Draft Budget for 2026 First Nations and Local Government Land Use Planning Regional Workshop***

MOVED by Douglas Holmes,

Seconded by Jennifer Sham, That the proposed budget for the 2026 workshop be approved.

CARRIED

**ITEM B2: Consent Agenda**

MOVED by Angila Bains,

Seconded by Sheldon Tetreault, That the following items contained in the Financial Management Progress Report be received:

- Short to Medium Term Opportunities
- In Progress
- Successes

CARRIED

**SECTION C: Governance Section**

The Governance Committee Chair Angila Bains presented the Governance Committee Report.

**Section C1: Action Agenda**

*Al Radke joined the meeting at 1:24 p.m.*

***ITEM C1-01: Inter-Association Representation***

MOVED by Michael Dillabaugh,

Seconded by Douglas Holmes, That the Board received the inter-association representation strategies memo for information.

CARRIED

*Angila Bains left the meeting at 1:30 p.m.*

***ITEM C1-02: DARPA Extraordinary Achievement Award – Breaking Barriers Nomination***

MOVED by Michael Dillabaugh,

Seconded by Maureen Connelly, That the Board ratify its decision to nominate Angila Bains for the DARPA Extraordinary Achievement Award – Breaking Barriers Category.

CARRIED

*Angila Bains returned to the meeting at 1:32 p.m.*

**ITEM C2: Consent Agenda**

MOVED by Sheldon Tetreault,

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

- Short to Medium Term Opportunities
- In Progress
- Successes

CARRIED

**SECTION D**  
**Professional Development and Education Section**

***Professional Development and Education Committee Report***

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

**Section D1: Action Agenda**

***ITEM D1-01: LGLA Representative Update***

MOVED by Angila Bains,

Seconded by Douglas Holmes, That the Board receive the Meeting Notes LGLA Representative for information.

CARRIED

***ITEM D1-02: Annual Conference Memo***

MOVED by Douglas Holmes,

Seconded by Michael Dillabaugh, Annual Conference June 2027 location.

CARRIED

**Section D2: Consent Agenda**

MOVED by Keri-Ann Austin,

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

- Short to Medium Term Opportunities
- In Progress
- Successes

CARRIED

**SECTION E: New Business**

N/A

**SECTION F: Correspondence*****ITEM F1- 01, 02***

MOVED by Douglas Holmes,  
Seconded by Sheldon Tetreault, That the Board receive the Ombudsperson communication for information.

CARRIED

MOVED by Michael Dillabaugh,  
Seconded by Sheldon Tetreault, That the Board receive the District of Squamish communication for information.

CARRIED

**SECTION G*****ITEM G1-01: Chapter Reports******Lower Mainland***

n/a

***Rocky Mountain***

The Rocky Mountain Chapter joint Chapter conference will be in Castlegar. Every year, the RM Chapter organizes a CFO meeting in the fall typically in Cranbrook. This meeting seeks to stay abreast of legislative changes, maintain relationships and knowledge sharing with GFOA BC. CAOs are considering coordinating a similar meeting this fall and may also explore how to support peer sharing amongst Corporate Officers. The Chapter is also working to extend invitations to financial staff at First Nations government organizations within the region.

***Thompson-Okanagan***

TOLGMA is looking to host the Chapter Conference likely in the first or second week of April in 2026. There are quite a few new members on the Executive, with the exception of the Chair and the Chapter Representative.

***Vancouver Island***

The VILGMA Chapter needs to hold an election to replace the Chapter Representative this fall. The initial discussion has indicated that the 2026 VILGMA Chapter Conference will be held in Parksville again, likely in April (mindful of other Chapter activities).

***North Central***

The Chapter held its Chapter Conference and AGM in April this year. The Chapter expects to host their 2026 Conference in April again (mindful of other Chapter activities). The Chapter solicited feedback from attendees and received excellent feedback. The Chapter contracted an event organizer to support conference planning and this was extremely beneficial. This fall the Executive is looking to host some virtual offerings in October and November, to be determined by the membership. The Executive is looking to utilize these events to further engage the membership. The North Central Chapter is also looking to engage First Nations governments in the region and build stronger relations, host a space for connection, and engage in knowledge sharing.

### ***West Kootenay Boundary***

The Chapter is hosting its fall Chapter meeting on October 15, which will include discussions around AI and how to best share resources amongst a great number of small communities. It is the WKB Chapter's turn to host the joint Chapter conference in Castlegar next year.

MOVED by Karen Cote,

Seconded by Sheldon Tetreault, That the Chapter reports be received.

CARRIED

### **SECTION H**

#### ***In Camera***

MOVED by Douglas Holmes,

Seconded by Angila Bains, That the Board move In Camera at 1:58 p.m.

CARRIED

*The regular meeting resumed at 2:30 p.m.*

### **SECTION I**

The next board meeting will happen from 8:30 a.m. – 12:30 p.m. on Friday, December 12 (Richmond and/or via Zoom). The Board dinner will be on Thursday, December 11.

#### **Adjournment**

MOVED by Sarah Winton,

Seconded by Sheldon Tetreault, That the meeting be adjourned at 2:34 p.m.