LGMA LOCAL GOVERNMENT MANAGEMENT ASSOCIATION OF BRITISH COLUMBIA	**MINUTES** **BOARD MEETING** **March 13, 2026** **8:30 a.m. – 12:30 p.m. PST** **Zoom**

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

Staff:

Executive Director	Candace Witkowskyj

Regrets:

Past President	Douglas Holmes

Call to Order
The meeting was called to order at 8:33 a.m. by the President.

The President began by acknowledging that the land on which the Board meeting takes place on the traditional, unceded territories of the Musqueam First Nation, who have stewarded the Fraser River estuary for millennia, but also involves lands significant to the Tsawwassen and Kwantlen First Nations.

SECTION A
ITEM A1: Agenda
MOVED by Jennifer Sham,

Seconded by Karen Cote, That the agenda be approved as presented.

CARRIED

ITEM A2: Minutes
MOVED by Sarah Winton,
Seconded by Micheal Dillabaugh, There were no errors or omissions, and as such the minutes of the board meeting on December 12, 2025 shall be adopted.

CARRIED

ITEM A3: President's Report
The President shared the following verbal report:

> I am pleased to join my colleagues here for our first Board meeting of 2026. Since December, I represented the Association at the 2026 CAO Forum and welcomed 94 CAOs from around the province. The were a higher number of first timers this year compared to last, and a growing number of newer CAOs, making the important learning at this forum all the more valuable. I have been working with staff as they prepare for the 2026 Annual Conference in Penticton, which will be a great opportunity for professional development and networking. I have been briefed on the Past President's Board Succession Strategy, and look forward to our upcoming election. I commend our Board for their continued dedication to stewarding this important Association, particularly through a complex year, with the sector navigating local elections and uncertain economic times that we are in.

MOVED by Karen Cote,
Seconded by Micheal Dillabaugh, That the President's Report be received.

CARRIED

SECTION B: Financial Management Section
The Treasurer presented the Financial Management Committee Report.

Section B1: Action Agenda

ITEM B1-01: Fourth Quarter Financial Report
MOVED by Jennifer Sham,
Seconded by Maureen Connelly, That the Financial Statements to December 31, 2025 be approved.

CARRIED

ITEM B1-02: 2025 Year-End Surplus Report
MOVED by Maggie Arruda,
Seconded by Sheldon Tetreault, That the Board approve the transfer of the 2025 year-end surplus to the Operating Reserve to offset a portion of a future year budget deficit; and That the transfer occurs upon completion of the BDO Review Engagement.

CARRIED

ITEM B1-03: 2025 Year-End Investment and Reserve Report
MOVED by Karen Cote,
Seconded by Al Radke, That the Board receive the 2025 Year-End Investment and Reserve Report for information.

CARRIED

ITEM B1-04: Chapter Standing Committee's 2025 Fourth Quarter Financial Reports
MOVED by Al Radke,
Seconded by Sarah Winton, That the Q4 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 B2 01-03: Consent Agenda
MOVED by Keri-Ann Austin,
Seconded by Jennifer Sham, 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 presented the Governance Committee Report.

Section C1: Action Agenda

ITEM C1-01: Board Succession Planning

Note: The Executive Director briefed the Board on the Past President's progress to date in lieu of the Past President's absence.

MOVED by Micheal Dillabaugh,
Seconded by Maureen Connelly, That the Board Succession Planning Report be received.

CARRIED

AND

That the AGM and Board Election be held on Thursday, June 11, 2026.

CARRIED

ITEM C2: Consent Agenda
MOVED by Maureen Connelly,
Seconded by Karen Cote, 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 presented the Professional Development and Education Committee Report.

Section D1: Action Agenda

ITEM D1-01: Meeting Notes LGLA Representative
MOVED by Sarah Winton,
Seconded by Maureen Connelly, That the Board receives the LGLA report for information.

CARRIED

ITEM D1-02: 2026 Annual Conference & Program Report
MOVED by Angila Bains,
Seconded by Karen Cote, That the Board receive the Senior Program Manager report for information.

CARRIED

ITEM D1-03: Employer Letter of Support (LOS) Requirement – BC First Nations Public Service (FNPSS) Scholarship
MOVED by Keri-Ann Austin,
Seconded by Micheal Dillabaugh, That the Board approve the removal of the Employer Letter of Support (LOS) requirement from the BC First Nations Public Service (FNPSS) Scholarship application process, while allowing the LOS to remain optional in specific cases.

CARRIED

Section D2: Consent Agenda
MOVED by Al Radke,
Seconded by Micheal Dillabaugh, 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: Village of Lytton Certified Resolution
MOVED by Angila Bains,
Seconded by Micheal Dillabaugh, That the communication Village of Lytton be received for information.

CARRIED

ITEM F1 01-02: PIBC – Letter to Select Standing Committee
MOVED by Angila Bains,
Seconded by Maureen Connelly, That the Board receives the PIBC – Letter to Select Standing Committee for information.

CARRIED

SECTION G
ITEM G1-01: Chapter Reports

Note: The Chapter Directors discussed the great value of Chapter Membership and Chapter Conferences and expressed the shared priority of increasing attendance at Chapter events.

Lower Mainland
N/A

Rocky Mountain
The Rocky Mountain Chapter Executive is strong with good membership renewal efforts underway. The Rocky Mountain Chapter members are excited to go to Castlegar for the RM-WKB Joint Chapter Conference. The Chapter Director identified the value of engaging members in some friendly competition between chapters.

Thompson-Okanagan
The TOLGMA Chapter Executive has a number of vacancies and may require additional support to plan future conferences. The Executive has been very thoughtful in planning an engaging agenda. Sponsorship has been strong, which is greatly appreciated. Efforts are underway to increase registration rates which are currently lower than anticipated, likely due to the capacity challenges local government professionals are navigating currently.

Vancouver Island
The VILGMA is having their Chapter Conference May 7-8 in Parksville again this year. This year's theme is "Seize of Change: Keep Calm and Serve On." The Chapter Executive has been reinvigorated and there is strong volunteer support.

North Central
The Chapter Conference planning is underway. There has been great sponsorship support due to the work of the Executive. The Executive invited the LGMA Executive Director and Deputy to a recent meeting.

West Kootenay Boundary
The Joint Chapter Conference is May 13-15 in Castlegar, including a pre-conference workshop. The host community has supported conference planning and put in a great deal of work, which is greatly appreciated. The Chapter Representative acknowledged the great deal of work that goes into planning the Joint Conference each year. The Chapter also participated in a career fair hosted by Selkirk College in Castlegar. The Chapter Representative acknowledged Anitra Winje for representing the Chapter and highlighting the local government profession.

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

CARRIED

SECTION H
In Camera
MOVED by Karen Cote,
Seconded by Maureen Connelly, That the Board moves in camera at 10:12 a.m.

CARRIED

The regular meeting resumed at 10:48 a.m.

SECTION I
A special board meeting will take place virtually from 1:00-3:00 p.m. on May 11, 2026.
The next board meeting will be held from 12:30 pm – 4:30 pm on Monday, June 8 (Penticton and via Zoom).

Adjournment
MOVED by Maureen Connelly,
Seconded by Angila Bains, That the meeting be adjourned at 10:49 a.m.