

# 2025 ANNUAL REPORT



**Rooted in Service,  
Growing for the Future**



**LGMA**

LOCAL GOVERNMENT  
MANAGEMENT ASSOCIATION  
OF BRITISH COLUMBIA

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# President's Message

My name is Keri-Ann Austin, LGMA President and I respectfully acknowledge that I live and work on the ancestral, traditional, and unceded territory of the Okanagan Nation and the Syilx People. I am pleased to reflect on a year marked by meaningful progress, strong engagement, and continued delivery of value to LGMA members across British Columbia.



Over the past year, LGMA demonstrated its strength as a trusted professional association by responding effectively to the realities facing local government professionals. Through high quality programming, relevant learning opportunities, and strong peer connection, LGMA supported members as they navigated legislative change, evolving governance expectations, and ongoing workforce and capacity pressures.

A significant achievement in 2025 was the successful introduction of LGMA's 2025–2030 Strategic Plan. Developed through broad member input and leadership dialogue, the plan clearly articulates LGMA's priorities and provides a practical framework to guide decision making while remaining flexible and responsive. Just as importantly, it reflects continuity, building on what LGMA already does well while positioning the Association for future needs.

Throughout the year, LGMA delivered a robust suite of programs and events that members consistently tell us matter most. Conferences, forums, workshops, and chapter activities brought members together to share knowledge, strengthen leadership skills, and address core areas such as governance, responsible conduct, and election readiness. These offerings reinforced LGMA's role as a key source of professional development and support at a time when stability, professionalism, and sound advice are increasingly important.

Connection and community were also notable successes in 2025. LGMA's chapters and networks continued to thrive, creating opportunities for collaboration, mentorship, and peer learning across regions and roles. These relationships contribute directly to professional confidence and resilience, particularly during periods of organizational or political transition.

The achievements of the past year were made possible by the dedication of LGMA's volunteers and staff. Board members, Chapter leaders, instructors, mentors, and working group participants generously shared their expertise and time, strengthening the Association and enhancing member experience. LGMA staff continued to deliver high quality work with professionalism, care, and adaptability, supported by valued partners and sponsors.

As this Annual Report demonstrates, LGMA enters the coming years from a position of strength. The successes of 2025 reflect a committed membership, a solid organizational foundation, and a clear focus on supporting local government professionals to learn, lead, and serve their communities with integrity.

On behalf of the LGMA Board of Directors and staff, I am pleased to present the LGMA 2025 Annual Report.

A handwritten signature in blue ink, appearing to read 'Keri-Ann Austin'.

Keri-Ann Austin  
President

# Board of Directors



**KERI-ANN AUSTIN**  
President



**DOUGLAS HOLMES**  
Past President



**ANGILA BAINS**  
Vice-President



**MICHAEL DILLABAUGH**  
Treasurer



**MAGGIE ARRUDA**  
Director at Large



**AL RADKE**  
Director at Large



**SHELDON TETREAUULT**  
Director at Large



**MAUREEN CONNELLY**  
North Central  
Chapter Director



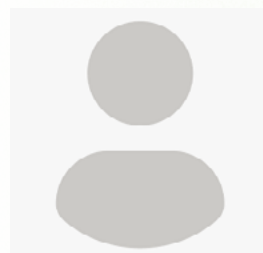
**JENNIFER SHAM**  
Thompson Okanagan  
Chapter Director



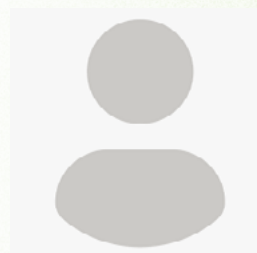
**SARAH WINTON**  
West Kootenay Boundary  
Chapter Director



**KAREN COTE**  
Rocky Mountain  
Chapter Director



**VACANT**  
Lower Mainland  
Chapter Director



**VACANT**  
Vancouver Island  
Chapter Director

See LGMA  
Chapter  
map on  
pg 30

# Executive Director's Message

Hello! I am honoured to write this from the traditional territories of the ɫəkʷəŋən (Lekwungen) Peoples, also known as the X̱məsəpsəm (Kosapsum) and Songhees Nations. We also extend our gratitude to the many Indigenous Nations on whose territories we work and visit across the province.

As we celebrate the Association's many accomplishments in 2025, I must start by acknowledging the incredible efforts of the LGMA staff team, our Board of Directors, volunteers, partners, and sponsors. We would not be able to do this work without the incredible support of the LGMA community, so thank you all!

In 2025, LGMA continued to strengthen its role as a trusted partner to local government professionals by advancing strategic priorities, enhancing organizational capacity, and evolving its learning and professional development offerings. New delivery models, expanded training in priority areas such as Indigenous consultation and IDEA, and updated resources supported members preparing for the 2026 elections, legislative changes, and professional transitions. Collaborative partnerships, like partnering with CivicInfoBC to deliver the "Navigating US-Canada Tariff Impacts: Considerations for BC Local Government Staff" Townhall, helped us work with trusted partners to respond to an evolving landscape. Capacity development remained a key focus through the continuation of the Local Government Internship Program, reinforcing LGMA's commitment to emerging professionals and long-term sector sustainability.

A highlight of the year was the 2025 LGMA Annual Conference in Kelowna, which brought members together for three days of learning, connection, and recognition of excellence across the profession. The year also marked important organizational milestones, including leadership transition planning and continued collaboration with partners, advisors, volunteers, and sponsors. Through intentional planning, sector-responsive programming, and strong relationships, LGMA remained focused on supporting resilient, capable, and future-ready local government leadership across BC.

Our commitment to supporting local government professionals remained strong, with continued membership growth and increased demand for LGMA programs and services. In 2025, we delivered 32 in person and online professional development and training programs.

The success of our work was made possible by the contributions of 275 volunteers, who dedicated 2,438 hours in support of LGMA programs and resources. With the expertise of local government volunteers and subject matter experts, we trained 2,379 professionals, refreshed key learning resources, delivered essential member services, and continued the Overseas Exchange program in partnership with Taituarā - Local Government Professionals Aotearoa.

I know you will join me in recognizing the incredible work of the 2025 LGMA team, highlighted below.



Candace Witkowskyj  
**Executive Director**

## THE LGMA TEAM - HERE TO SERVE YOU:



Candace Witkowskyj



Vanessa Gelhaar



Shannon Gustafsson



Teressa Johnson



Jackie Kanyuk



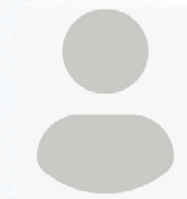
Adrian Paradis



Randee Platz



Paulina Chua



Stacey Fujikawa

### Not pictured:

Sunny Min  
Ana Fuller (retired)



# LGMA

LEARN, LEAD, GROW

## Our Ongoing Commitment to Helping Members Learn, Lead, Grow

The Local Government Management Association of British Columbia (LGMA) is a non-profit organization dedicated to promoting professional management and leadership excellence in local government.

The LGMA strives to make the BC local government manager's quality of working life more enjoyable and meaningful by providing professional development products and services that help managers do their jobs better, make the right connections, and advance their careers.



### OUR VISION

Inspired local government professionals stewarding vibrant, resilient communities across BC.



### MISSION

Empowering local government professionals with practical training, resources, and connections to lead with excellence at every career stage.



### VALUES

- **Leadership:** We leverage visionary thinking and a people-centered approach to serving the local government sector.
- **Accountability:** We foster strong ethics, champion integrity, and ensure transparency and trust in all we do.
- **Responsiveness:** We listen, adapt, and align our support with evolving needs.
- **Inclusivity:** We advance equity and foster meaningful relationships, celebrating the diversity of our communities.
- **Innovation:** We embrace new ideas and lead with a forward-thinking approach.



### WHO WE SERVE

LGMA serves local government professionals (senior leaders, managers, and emerging leaders) from municipalities, regional districts, and First Nations governments across BC.



# LGMA

LOCAL GOVERNMENT  
MANAGEMENT ASSOCIATION  
OF BRITISH COLUMBIA

# Strategic Results for 2025

The 2025-2030 Strategic Plan focuses on our core strengths and priorities that reflect present day challenges and opportunities:

- 1 Excelling in Training and Professional Development,
- 2 Fostering Engagement and Connections,
- 3 Advancing Inclusion, Diversity, Equity and Accessibility,
- 4 Elevating Partnerships and Collaborations, and
- 5 Investing in Organizational Sustainability and Capacity.



[Click image for PDF](#)



CO Connect Series



Admin Professionals



CO Forum Advisory Committee

# Education and Professional Development

In 2025, the Association delivered a strong portfolio of professional development opportunities aligned with the 2025–2030 Strategic Plan priorities: excelling in training, fostering engagement and connections, advancing inclusion, diversity, equity and accessibility, strengthening partnerships, and building organizational capacity.

A total of 34 learning opportunities were delivered, including 23 online and 14 in-person programs, reaching a total of 2,379 local government professionals. Program performance remained strong, with 24 courses meeting at least 90% of enrollment targets and 19 achieving 80% or higher in participant satisfaction (excluding complimentary programs where these metrics are not assessed). Flexible learning continued to resonate, with 205 members completing the on-demand Online Ethics Course. The LGMA also supported lifelong learning access through 28 scholarships totaling \$44,734.95.

With the continued support of volunteers, subject matter experts, and sector partners, the Association maintained high-quality, relevant programming. Participant feedback confirms LGMA's ongoing success in delivering impactful learning that meets the evolving needs of the local government management community.

## TRAINING AND PROGRAMS



Online Report Writing Course



2,379

+10% compared to 2024

local government professionals trained



34

programs / learning opportunities delivered:  
**23 online** (13 courses, 3 lunch connect, 5 on-demand, 2 townhalls)  
**14 in-person** (5 MATI®, 9 events)

“This is a great support for me as I try and become a better leader. It is nice to take a course that is centered in the sector I work in, with people and instructors that gear the examples to my workplace.”

*Advanced Supervisor Essentials Participant*

TRAINING AND PROGRAMS

“Honestly all sessions were relevant and important learning. The self awareness check, coaching, labour relations, team building and talent management.”  
*MATI® Managing People Participant*



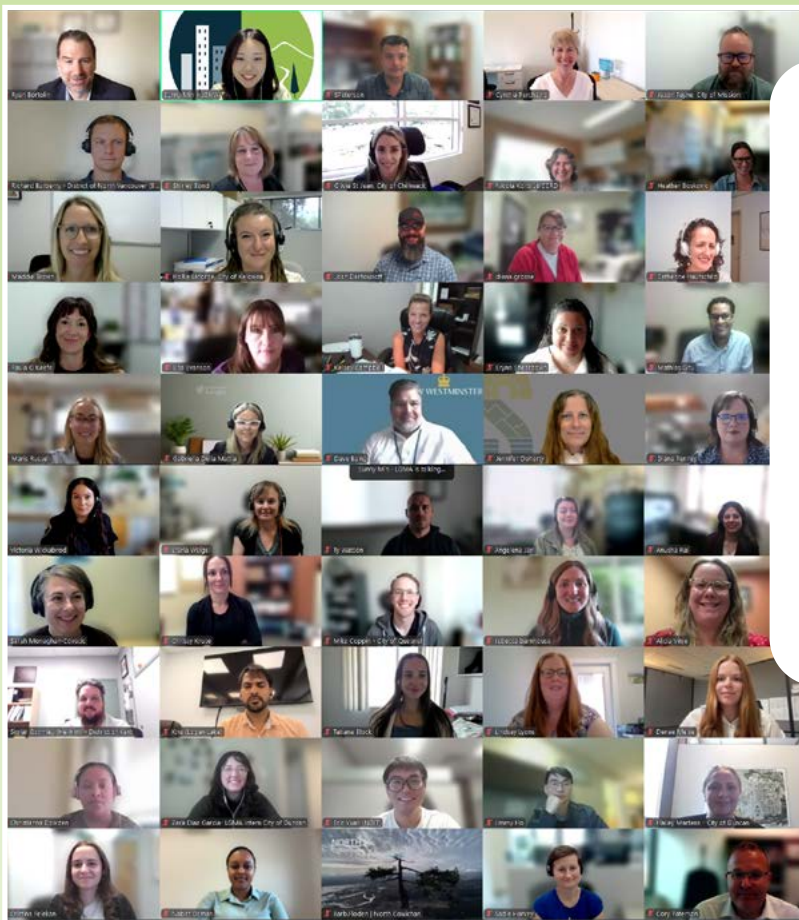
2

complimentary  
Townhalls on  
high value topics  
delivered



205<sup>1</sup>

members  
completed  
on-demand Online  
Ethics Course



“This series was practical, easy to follow, and very relevant to real-world local government work. The mix of legislation, real-life examples, and group discussion helped connect the material to everyday situations. I walked away with a better understanding of how systems, roles, and planning all work together, and I feel more confident applying what I learned in my role.”  
*Foundations of Local Government Learning Series Online Course Participant*

Foundations  
of Local  
Government  
Learning  
Series

1 Included in total trained on previous page

## SATISFACTION AND ENROLLMENT



“Being an effective leader is all about building relationships, and this course gives you the tools to get started!”  
*Supervisor Essentials Online Course Participant*

Supervisor Essentials Online Course



24<sup>2</sup>

courses achieving 90% or above enrollment target



19<sup>3</sup>

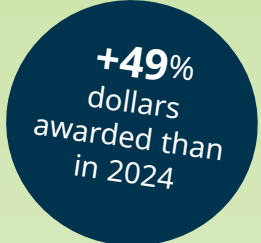
courses achieving 80% or above satisfaction evaluation

## SCHOLARSHIPS



28

LGMA scholarships awarded for a total of \$44,735



“The First Nations and Local Government Land Use Planning Regional Workshop was an informative and meaningful experience. I would highly recommend it to any local government or First Nations staff looking to expand their knowledge of land use planning and collaboration!”  
*First Nations – Local Government Land Use Planning Workshop Participant*



Land Use Planning Workshop

2 Connect Lunches and complimentary townhalls do not have enrollment targets  
 3 Connect Lunches and complimentary townhalls do not assess program satisfaction

“This was an excellent course for getting a solid handle on bylaw drafting and components of enforcement. [Bylaw drafting] is a topic that we deal with regularly in local government regardless of department and there is surprisingly little known about it among staff in general. This is a very informative course to get more than just the basics. The instructor was incredibly knowledgeable, not to mention entertaining. Highly recommend!”

*Bylaw Drafting Online Course Participant*

“Applicable practices and tips for media situations. Great take-away materials.”

*MATI® Advanced Communications*

“The sessions were excellent and I took away so much more than I thought I could, given that I am lower-level management. I have learned quite a bit and am excited to bring that knowledge back to my municipality.”

*Annual Conference Participant*

“Very enjoyable week, learned a lot, one of my cohort described it as ‘life-changing’ and I agree. Feeling very optimistic writing this the Saturday after the course. Karen and Todd — plus guest faculty — were tremendous! Good venue, nice city, great social events. I hope to remain in contact with many of our cohort. Thank you!”

*MATI® Leadership Participant*



CO Forum

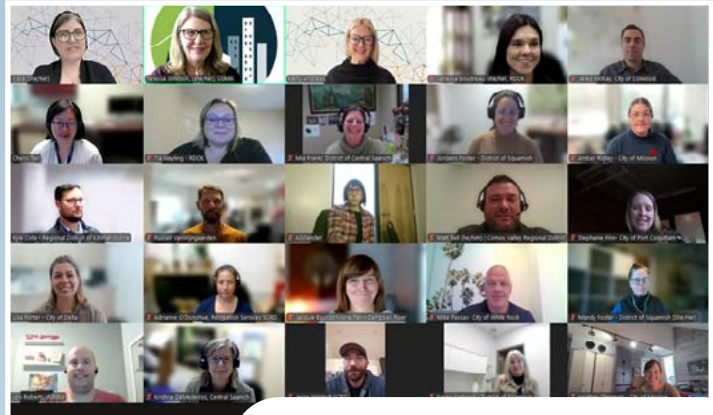
# Professional Networking Results

## NETWORKING, CONNECTIONS, AND PEER LEARNING OPPORTUNITIES



**13** opportunities achieving **80%+** satisfaction

With engagement and connection opportunities



Coaching Essentials Online Course

“The LGMA Coaching Essentials Online Course encouraged the participants to share examples, ask questions, explain concepts, and get different perspectives from the cohort. It was delivered with professionalism and provided many great tools that I was able to implement after the first module.”

*Coaching Essentials Online Course Participant*

“My first time attending an LGMA Administrative Professionals Conference and wow! It was so great to connect with colleagues from other municipalities, learn how their office flows and the difference of roles there are within an organization. The keynote speakers were so fun and informative as well, I can share a lot of new information to my office and team. Thank you, LGMA!”

*Admin Professionals Conference Participant*



Admin Professionals Conference



Past President Douglas Holmes with Patti Ferguson and LGMA time capsule at the 2025 Annual Conference

“The opportunity to network with peers from across the province is always valuable, but the content was extremely relevant to the challenges we are seeing more and more, so taking home tips and best practices is also highly valuable.”  
*Annual Conference Participant*

“It’s great to share ideas, tips, and tricks and find out how others tackle challenges and embrace opportunities in their communities.”  
*Annual Conference Participant*



CivicInfo and LGMA pizza lunch

“I really enjoyed working through the case study with my team members. It provided an opportunity to interpret another municipality’s bylaws and policies and have healthy discussion/ debates regarding them.”  
*MATI® School for Statutory Approving Officers Participant*



CAO Forum

# Board of Examiners Report

FOR THE PERIOD: APRIL 2025 - MARCH 2026

The BC Board of Examiners (BOE) is established under the *Local Government Act* and guided by the *Local Government Certification Regulation (Regulation)*. The Board's mandate is to provide funding and certification to support the professional development of local government employees.

Individuals who have been employed or are currently employed by municipalities, regional districts, improvement district, and First Nations with a Union of British Columbia Municipalities (UBCM) Membership are eligible to apply for BOE certificates and funding. In conjunction with UBCM, the Board also awards scholarship funding to eligible local government employees.

## CERTIFICATION PROGRAM

Four categories of certification are available: *Service Delivery, Administration, Statutory Administration, and Executive Management.*

Each requires an increasing level of competency in local government administration and management, services, finance, law, policy, and economics, as well as relevant work experience. For 2025-2026, four (4) certificates were awarded.

### Four (4) Certificates in Local Government Service Delivery

CHARLES GREENE, Engineering Technologist,  
District of North Cowichan

HAYLEY ANDERSON, Legislative Assistant,  
City of Penticton

ANITRA WINJE, Corporate Officer,  
Regional District of Kootenay Boundary

SAMANTHA KELLY, Accounting Coordinator,  
Private Sector



**4** BOE certificates  
awarded 2025-26

# Board of Examiners Report

## SCHOLARSHIP PROGRAM

A total of thirty-nine (39) scholarship applications were received in the 2025-26 fiscal year; however, only thirty-five (35) applications were considered as four (4) did not meet requirements. The tables below reflect those applications.

SCHOLARSHIP APPLICATIONS

UBCM Commemorative	24
Jeff McKelvey	11
Not awarded	4
Declined	0
<b>Total</b>	<b>35</b>
Withdrawn	0

COURSES AWARDED

MATI® Courses	
PADM 204 – Leadership	2
PADM 205 – Advanced Communications Skills	0
PADM 207 – Managing People	1
PADM 208 – Community Planning	1
PADM 308 – The Successful CAO	1
Other Courses	30
<b>Total</b>	<b>35*</b>

Funding remains at \$50,000 from the UBCM Commemorative Scholarship fund and \$7,500 from the Jeff McKelvey Scholarship fund.

*\* Some applications include funding requests for more than one course; therefore, the number of courses does not equal the number of applications.*

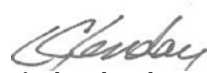
Respectfully submitted,



**Marijke Edmondson**  
 Chair  
 Ministry of Housing and Municipal Affairs



**39**  
 BOE scholarship  
 applications  
 received  
 2025-26



**Linda Glenday**  
 Board Member  
 LGMA Representative



**Jared Wright**  
 Board Member  
 UBCM Representative

# Strategic Initiatives

## VOLUNTEER APPRECIATION, RECRUITMENT, RETENTION, AND MENTORSHIP



Our dedicated volunteers

### Celebrating the Impact of Volunteers

LGMA is proud to celebrate the motivation, dedication, and impact of our volunteers. LGMA volunteers are the heart of the association, fueling progress, shaping programs, and strengthening the local government profession through their generosity of time, talent, and expertise.

From dedicated service on our Board of Directors and Chapter Associations to meaningful contributions on program advisory committees and resource development teams, our volunteers lead with passion and purpose. They inspire learning and connection as guest faculty and speakers, support growth as peer-to-peer mentors, and step forward in countless other ways to inspire professional excellence across the association.

**275** volunteers contributed a total of **2,438** hours in 2025, including:

- 51 MATI® volunteers,
- 24 volunteers served as committee advisors for our signature programs,
- 20 people responded to the volunteer call-out to fill committee vacancies,
- 18 team captains volunteered for 2 in-person events to lead networking activities with their peers,
- 4 Ambassadors at our signature programs (2 each, CO Forum and CAO Forum), and
- 4 Ask a Mentor at the Annual Conference.

### Some of the ways we recognized and celebrated volunteers in 2025:

- Volunteer recognition page on our website listing all volunteers members on advisory committees.
- Regularly featured volunteer spotlights in *Exchange* magazine.
- Introduced three new volunteer videos on the LGMA YouTube channel:
  - “Why Volunteer with the LGMA” – 172 views
  - “The Value of Volunteering” – 48 views
  - “Why Volunteer on the Board of Directors” – 105 views



CAO Forum Committee members

## VOLUNTEER APPRECIATION, RECRUITMENT, RETENTION, AND MENTORSHIP



Admin Professionals Conference Committee



Elections Advisory Committee

## Investing in Volunteerism

Volunteers receive tangible, measurable reciprocal value for their support to the Association. LGMA financial tracking recognizes and monitors the ongoing financial investment the Association makes to acknowledge the contributions of local governments in lending staff capacity to sustain strong volunteerism.

Almost  
**\$58,800**  
in value

In 2025, LGMA provided 84 complimentary registration fees in the amount of \$58,798.85 were provided to program committee volunteers/speakers and or sponsors for in-person events.

LGMA also provided seven complimentary Corporate Officer Handbooks (a total of \$3,325) to those volunteers who reviewed and contributed their expertise to content development.

A total of 84 complimentary registration fees were provided:

- Annual Conference sponsors/partners: **28**
- Annual Conference Life Members: **5**
- Admin Professionals Conference: **5**
- Approving Officers Workshop: **3**
- CAO Dinner: **3**
- CAO Forum: **13**
- CAO Pre-forum: **4**
- Corporate Officer Forum: **7**
- Corporate Officer Pre-forum: **9**
- First Nations Land Use Planning Workshop: **7**



CAO Forum speakers Dan Horan, Christine Culham and Ted Robbins



LGMA former Presidents Curtis Helgesen, Heather Nelson-Smith, John MacLean, Keri-Ann Austin, Ron Bowles, Mark Koch and Douglas Holmes

# VOLUNTEER APPRECIATION, RECRUITMENT, RETENTION, AND MENTORSHIP



2025 Volunteer Lunch

### Volunteer appreciation in 2025 included:

- Volunteer Recognition Luncheon at the Annual Conference.
- Complimentary registrations provided to volunteers who shaped LGMA programs.
- Recognition across LGMA social media channels with a special shout out.
- 15 volunteers recognized at our annual members awards, for their efforts and dedication to the profession.
- Thank-you gifts for volunteer speakers at programs for their contributions.



CAO Forum speakers Cynthia White and Pete Nelson-Smith



CO Forum Ask a Mentor Stephen Fleming



CAO Forum Ambassadors Geoff Garbutt and Karen Elrick

## INDIGENOUS AWARENESS AND BUILDING STRONG RELATIONS



**16** programs delivered  
**1,238** total participants

In 2025, the Association delivered 16 programs focused on supporting truth, healing, and reconciliation. These programs aimed to increase awareness of the present and historical challenges experienced by Indigenous peoples and strengthen First Nations-local government relations. A total of 1,238 participants attended these training sessions.

## INCLUSIVITY, DIVERSITY, EQUITY, AND ACCESSIBILITY



**10** programs delivered  
**777** total participants

The LGMA delivered 10 programs in total that featured learning to support inclusion, diversity, equity, and accessibility. A combined total of 777 participants attended this training.

**Did you know?** The IDEA on-demand course was one of the new programs and services LGMA launched in 2025.

This foundational on-demand course explores key inclusion, diversity, equity, and accessibility principles, relevant legislation, practical strategies, and examples from local governments to deepen understanding of this topic.

“Just great examples from Ted talks and review questions that are thought provoking and provide opportunity for self-reflection.”  
*IDEA On-Demand Course participant*

“I am familiar with all of the concepts and learnings presented in the course but appreciated being able to review comprehensively and apply to the local government context. I think this is something that every employee or manager at the very minimum should take in order to ensure a baseline for understanding in the workplace.”  
*IDEA On-Demand Course Participant*

## RESPONSIBLE CONDUCT



**9** programs delivered  
**871** total participants

The LGMA delivered 9 programs in total that featured learning to support responsible conduct and good governance. A combined total of 871 participants attended this training. Additionally, the LGMA serves on the Working Group on Responsible Conduct, alongside the Ministry of Housing and Municipal Affairs and the Union of BC Municipalities.

## LOCAL GOVERNMENT INTERNSHIP PROGRAM (LGIP)

The Local Government Internship Program provides recent post secondary graduates with meaningful, hands on experience working in local government. The program supports the growth of emerging professionals while strengthening organizational capacity and advancing succession planning in response to ongoing recruitment challenges. LGMA had five local government host organizations participate, and partnered with the Northern Development Initiative Trust (NDIT) to host an additional internship opportunity in the north. The LGMA greatly appreciates the opportunity to partner with NDIT as part of this important work.



The Association extends its gratitude to the Ministry of Housing and Municipal Affairs for its generous financial support, which makes this important program possible and benefits local governments, interns, and the promotion of local government as a career of choice.

**100%**  
Overall satisfaction reported by interns

“The Local Government Internship Program is an amazing opportunity if you are curious about a career in local government. LGMA provides you with so much support and is invested in the intern’s success at their host municipalities. As a municipal intern, you will be able to get a glimpse into every department, be a part of meaningful projects, and make professional connections. I have gained invaluable hands-on experience.”  
*LGIP intern participant*

“The LGIP has been a life-changing experience that only strengthened my appreciation for local government. It’s a great field to work in, and with this internship, you will gain so much hands-on experience, meet interesting new people, and it will definitely set you up for the future!”  
*LGIP intern participant*

**100%**  
Overall satisfaction reported by supervisors

“This program is a great way to create an awareness of local government and the things we do!”  
*LGIP supervisor participant*

“We appreciate the opportunity to participate in this program, as a small organization, having an intern for the year has provided additional capacity to our organization and given them the hands-on opportunity to participate in a variety of projects across the organization.”  
*LGIP supervisor participant*

# Local Government Resource Materials

Resources continued to be well-accessed by BC local government professionals in 2025.



**195**  
manuals sold

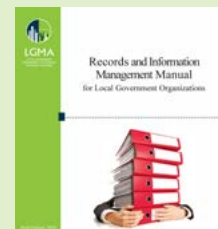
## MOST POPULAR IN 2025

**109**  
sold



*Corporate Officer Handbooks*

**37**  
sold



*Records Management Manuals*

## OTHER MANUAL SALES

21 Approving Officer Guides

6 Human Resources Toolkits

15 Freedom of Information & Protection of Privacy Act Toolkits

6 Board of Variance Manuals

1 Elections Manual



**298**  
resource kits  
accessed

18 downloads Elected Officials Resource Kit

16 downloads Executive Compensation Toolkit

264 downloads FOI-Privacy-RIM Resources:

- 67 Privacy Management Program Guide
- 66 Release of Property Records Reference Guide
- 64 Privacy Impact Assessment Templates
- 67 Onboarding and Offboarding RIM Resources

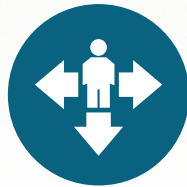
# Services for Members

Throughout 2025, a range of services were accessed by LGMA members to support their needs.



23

members\*  
accessed  
Pension  
Consulting



0

members  
accessed  
Transition  
Counselling



0

members  
accessed  
Executive  
Coaching



36

members  
accessed  
Temporary  
Employee  
Database

\* Includes 11 consultations at Annual Conference.

## MEMBER NEWSLETTER: *EXCHANGE*

The LGMA's long-running quarterly newsletter is another popular service for members. *Exchange* is about sharing information, exchanging ideas on best practices, enhancing professional development, and building networks. Members have told us they read and keep the magazine as a resource, and share it with their colleagues.

1,100+  
print and online  
circulation



# Organizational Growth and Sustainability

Throughout 2025, the LGMA received tremendous support from our Local Government and Professional Development Partners.

## THANK YOU TO OUR LOCAL GOVERNMENT PARTNERS:



WE ALSO RECOGNIZE OUR GENEROUS 2025 PROFESSIONAL DEVELOPMENT PARTNERS

**\$51,000**  
provided in 2025, a 42% increase from 2024

**LIDSTONE & COMPANY**

**SMS LAW**  
Local Government Lawyers

**YA YOUNG ANDERSON**  
BARRISTERS & SOLICITORS



We gratefully acknowledge the financial support of the Province of British Columbia through the Ministry of Housing and Municipal Affairs.

## SUSTAINING EDUCATION ALLIANCE



**Municipal Finance Authority of BC**

We acknowledge \$50,000 in financial support provided by the Municipal Finance Authority of BC through the Sustaining Education Alliance (SEA), which recognizes and acknowledges the longstanding relationship between the Local Government Management Association of BC (LGMA) and the Municipal Finance Authority of BC (MFA) in advancing the sustainability of British Columbia local governments through the provision of education and professional development opportunities for local government professionals.



### HOST EVENT FINANCIAL SUPPORT

Two grants were acquired from destination bureaus providing event incentives to host events in their respective cities. The 2025 grants obtained included:

- **\$5,000** from Destination Greater Victoria for CAO Forum
- **\$10,000** from Tourism Richmond for Admin Professionals Conference

## SUSTAINABLE CONSIDERATIONS FOR IN-PERSON EVENTS

We are committed to upholding sustainable practices at events (APEX/ ASTM Environmentally Sustainable Meeting Standards) that align with the event’s objectives without compromising quality of delivery or participant experience. These efforts reflect our commitment to making environmentally-responsible choices when hosting in-person events.



### Small but meaningful actions in 2025 were achieved:

- Offer travel grants to in-person events with the sponsorship of Lidstone & Co.
- Booking Green Key Eco-Rating Program Certified hotel properties or LEED buildings for program venues where feasible.
- Reducing our carbon footprint by booking conference venues and accommodation all under one roof wherever possible.
- Considerable effort when ordering food and beverage and meal quantities to reduce the amount of food wastage at in-person events.
- Using reusable service ware, water stations, and recycling bins at events.
- Sustainable event standards were followed to secure promotional products from Canadian companies and prioritize reusable products where feasible.
- Mobile app and digital wayfinding signage were used on-site.
- Providing conference and workshop materials through digital links or apps for attendees.
- QR codes for tradeshow exhibitors to download contact information reducing the use of paper.

## Membership



**186**

local governments  
with LGMA members



**6**

First Nations

**1,292**

members (all types)

**208**

first-time  
members

## Member Engagement



**5,648**

LinkedIn  
followers

**+24%**  
compared  
to 2024



**298**

Facebook  
followers

**+10%**  
compared  
to 2024



**5,078**

Weekly E-Newsletter  
subscribers

**+12%**  
compared  
to 2024

## Ethics Complaints

As per section 13.2 of the Association's [Discipline Policy](#), the Board must report on the number of ethics complaints received by the Ethics Committee and any disciplinary actions taken. In 2025, the Board received no ethics complaints.

# Sustainable Financial Model

## Local Government Management Association of BC Statement of Financial Position (Unaudited)

December 31	2025	2024
<b>ASSETS</b>		
<b>Current</b>		
Cash and cash equivalents	\$ 3,916,844	\$ 4,306,354
Cash and cash equivalents – restricted for Chapter Standing Committees	228,120	213,313
Accounts receivable	19,104	26,401
Accounts receivable – Chapter Standing Committees	2,750	1,355
Prepaid expenses and deposits	91,879	80,578
	4,258,697	4,628,001
Property and equipment	52,844	45,782
	\$ 4,311,541	\$ 4,673,783
<b>LIABILITIES</b>		
<b>Current</b>		
Accounts payable and accrued liabilities	\$ 135,484	\$ 178,710
Accounts payable – Chapter Standing Committee	1,926	4,947
Tenant inducements	8,555	17,110
Deferred revenue	1,627,386	1,964,804
	1,773,351	2,165,571
<b>Net assets</b>		
Internally restricted for Operating	1,595,559	1,584,804
Internally restricted for Capital purchases	83,000	83,000
Internally restricted for Chapter Standing Committees	228,946	209,722
Invested in capital assets	44,289	28,672
Unrestricted	586,396	602,014
	2,538,190	2,508,212
	\$ 4,311,541	\$ 4,673,783

APPROVED ON BEHALF OF THE



PRESIDENT



TREASURER  
CHAIR, AUDIT AND FINANCE MANAGEMENT  
COMMITTEE

# Sustainable Financial Model

## Local Government Management Association of BC Statement of Operations (Unaudited)

For the year ended December 31	2025	2024
<b>REVENUE</b>		
Annual conference	\$ 335,425	\$ 369,265
Municipal Administration Training Institute programs (MATI®)	616,989	407,617
Membership fees	313,088	315,367
Newsletter advertising	34,948	33,110
Investment income	134,521	202,833
Professional development	975,513	871,731
Job posting revenue	271,912	264,832
Manual sales	81,325	107,825
Internship program	340,914	23,508
Responsible conduct resource administration program	23,760	31,460
Chapter Standing Committees revenue	105,545	80,493
	3,233,940	2,708,041
<b>EXPENSES</b>		
Administration	966,726	914,404
Board of Directors	68,191	100,140
Annual conference	343,434	339,769
MATI® programs	546,165	403,942
Membership	26,035	23,340
Newsletter	70,427	52,289
Professional development	600,023	609,805
Job posting	28,426	26,927
Manuals	80,290	71,216
Promotions, scholarships, other	23,250	79,990
Internship program	340,914	23,508
Responsible conduct resource administration program	23,760	31,460
Chapter Standing Committees expenses	86,321	75,258
	3,203,962	2,752,048
<b>Excess (deficiency) of revenue over expenses – operations</b>	10,754	(49,242)
<b>Excess (deficiency) of revenue over expenses – Chapter Standing Committee operations</b>	19,224	5,235
<b>Excess (deficiency) of revenue over expenses</b>	\$ 29,978	\$ (44,007)

These condensed financial statements are derived from the financial statements of the Local Government Management Association of BC for the year ended December 31, 2025.



LGMA Board at 2025 Annual General Meeting. Not pictured: Al Radke and Maggie Arruda.

# Minutes of the 2025 Annual General Meeting

Thursday, June 12, 2025

Delta Hotels Grand Okanagan Resort, Kelowna, BC

Click for a PDF version of the official minutes

## IN ATTENDANCE

**BOARD OF DIRECTORS**

<b>President</b> , Douglas Holmes	<b>West Kootenay Boundary</b> , Sarah Winton
<b>Vice-President</b> , Keri-Ann Austin	<b>Vancouver Island</b> , Michael Dillabaugh
<b>Treasurer</b> , Angila Bains	<b>Rocky Mountain</b> , Karen Cote
<b>Past President</b> , Curtis Helgesen	
<b>North Central</b> , Maureen Connelly	<i>Regrets:</i> <b>Director at Large</b> , Maggie Arruda
<b>Thompson Okanagan</b> , Jennifer Sham	<b>Director at Large</b> , Al Radke

<b>STAFF</b>	Candace Witkowskyj	Adrian Paradis	<b>RECORDER</b> Anita Winje
	Paulina Chua	Stacey Fujikawa	<b>MEMBERS</b> Approximately 75
	Shannon Gustafsson	Vanessa Gelhaar	
	Teressa Johnson	<i>Regrets:</i> Randeel Platz	
	Sunny Min		

## CALL TO ORDER AND CONFIRMATION OF NOTIFICATION OF THE AGM

President Douglas Holmes called the meeting to order at 8:19 a.m.  
He introduced the LGMA Board and acknowledged the great efforts of the members.

## 2024 ANNUAL REPORT

Candace Witkowskyj, Executive Director, provided an Indigenous land acknowledgement. Candace provided an overview of the LGMA 2024 Annual Report. She thanked the generous support of sponsors and local government partners. She drew attention to the 2025-2030 Strategic Plan. Lastly, she recognized retired staff member Ana Fuller and thanked all staff for their commitment.

## MINUTES OF THE 2024 ANNUAL GENERAL MEETING

MOVED by Jeff McConnell, SECONDED by Jon Wilsgard: That the minutes of the 2024 Annual General Meeting, held June 13, 2024, be adopted as circulated.	CARRIED
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## PRESIDENT'S REPORT

MOVED by Alice Johnston, SECONDED by Heather Svensen: That the President's Report be adopted as circulated in the 2024 Annual Report.	CARRIED
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## 2024 FINANCIAL STATEMENTS

MOVED by Sue Lin Tarnowski, SECONDED by Will George: That the 2024 Financial Statements be adopted as circulated in the 2024 Annual Report.	CARRIED
---	---------

# 2025 ANNUAL GENERAL MEETING MINUTES

## APPROVAL OF THE ASSOCIATION AUDITOR FOR THE 2025-26 FISCAL YEAR

MOVED by Heather Paul,  
SECONDED by Will Wedel:  
That BDO be approved as the auditor for the 2025 fiscal year.

CARRIED

## REPORTS OF BOARD OF EXAMINERS AND CHAPTER DIRECTORS

MOVED by Alice Johnston,  
SECONDED by Tyra Henderson:  
That the reports of the Board of Examiners and Chapter Directors be adopted as circulated.

CARRIED

## ADOPTION OF THE 2024 ANNUAL REPORT

MOVED by Carolyn Mushata,  
SECONDED by Will Wedel:  
That the 2024 Annual Report be adopted as presented.

CARRIED

## ELECTIONS FOR THE 2025/26 LGMA BOARD OF DIRECTORS

On behalf of the Governance Committee, Past President Curtis Helgesen provided the report of the Nominating Committee.

The nominees for the following positions were announced:

President           KERI-ANN AUSTIN  
Vice-President    ANGILA BAINS  
Treasurer         MIKE DILLABAUGH  
Director-at-Large DEVIN KIYONAGA  
Director-at-Large ROSA MILLER  
Director-at-Large SHELDON TETRAULT

Nominations will be accepted from the floor.

Called first, second and third time for President. Seeing none, Keri-Ann Austin was acclaimed.

Called first, second and third time for Vice President. Seeing none, Angela Bains was acclaimed.

Called first, second and third time for Treasurer. Seeing none, Michael Dillabaugh was acclaimed.

Called first, second and third time for Director-at-Large. Seeing none, an election was called from 9 a.m. to 11 a.m.

The results will be announced at the lunch.

Tyra Henderson will be returning officer

MOVED by Carolyn Mushata, SECONDED by Mark Koch:

That Tyra Henderson be appointed as Returning Officer for the election for Director-at-Large.

## QUESTIONS

## ADJOURNMENT

MOVED by Jeff McConnell,  
SECONDED by Jon Wilsgard:  
That the meeting be adjourned at 8:40 a.m. and reconvene at 12:30 p.m. to receive the election results.

CARRIED

## RECONVENE AGM

MOVED by Michelle Jones,  
SECONDED by Angila Bains:  
That the AGM be reconvened at 12:36 p.m.

CARRIED

## ELECTION RESULTS

Returning Officer, Tyra Henderson, announced the Board election results.  
Sheldon Tetreault was elected to the position of Director-at-Large.

MOVED by Will George,  
SECONDED by Will Wedel:  
That the results of the election be accepted.

CARRIED

## ADJOURNMENT

MOVED by Jaqueline Morgan,  
SECONDED by Carolyn Mushata:  
That the meeting be adjourned at 12:41 p.m.

CARRIED

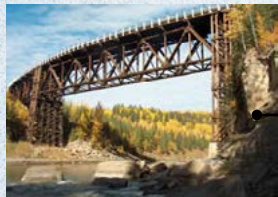
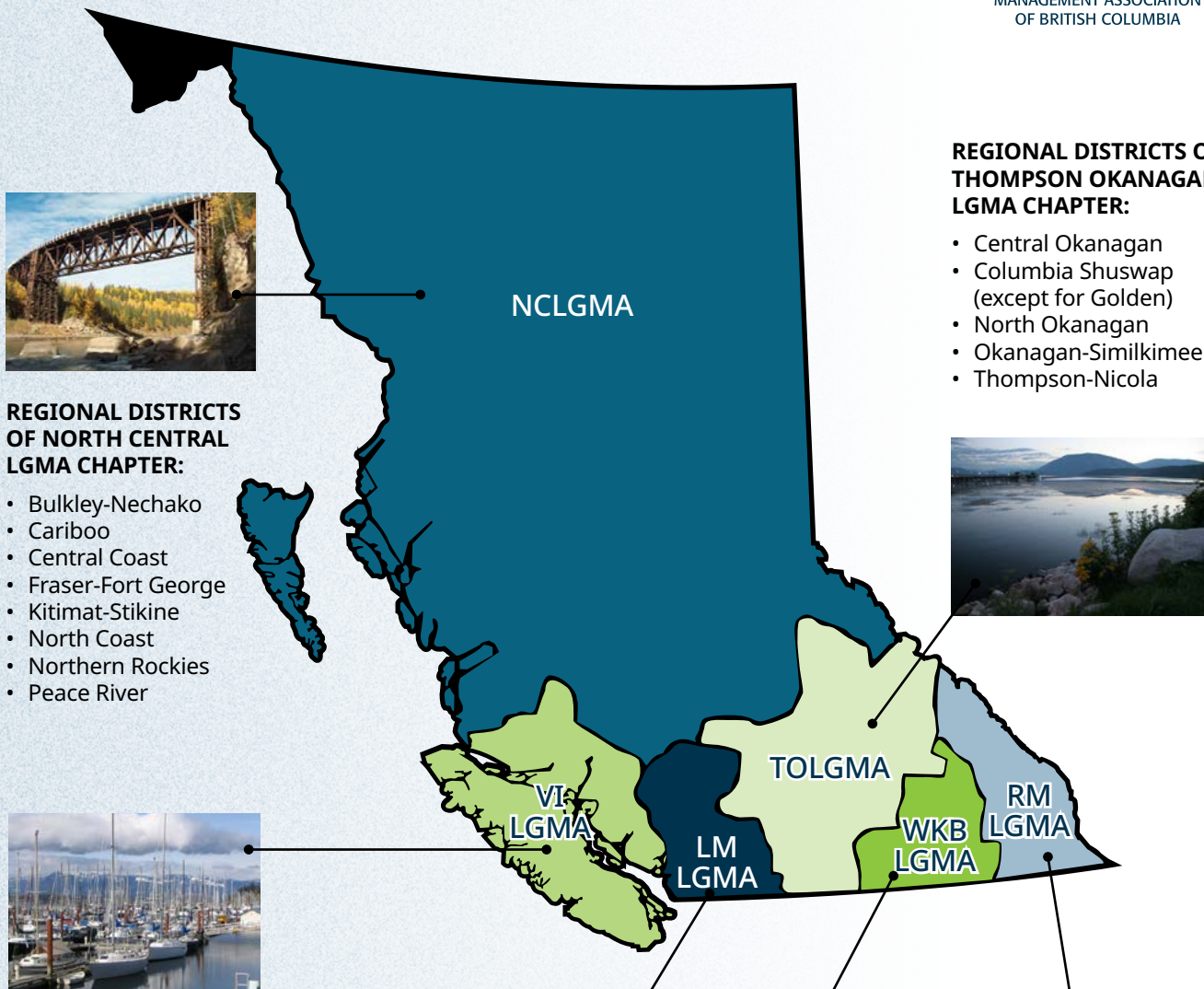
# LGMA Chapters

LGMA acknowledges the commitment and support of the six Chapters across BC.



**LGMA**

LOCAL GOVERNMENT  
MANAGEMENT ASSOCIATION  
OF BRITISH COLUMBIA



**REGIONAL DISTRICTS OF NORTH CENTRAL LGMA CHAPTER:**

- Bulkley-Nechako
- Cariboo
- Central Coast
- Fraser-Fort George
- Kitimat-Stikine
- North Coast
- Northern Rockies
- Peace River

**REGIONAL DISTRICTS OF THOMPSON OKANAGAN LGMA CHAPTER:**

- Central Okanagan
- Columbia Shuswap (except for Golden)
- North Okanagan
- Okanagan-Similkimeen
- Thompson-Nicola



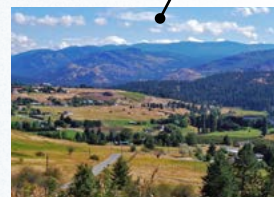
**REGIONAL DISTRICTS OF VANCOUVER ISLAND LGMA CHAPTER:**

- Alberni-Clayoquot
- Capital
- Comox Valley
- Cowichan Valley
- Islands Trust
- Mount Waddington
- Nanaimo
- Strathcona
- Sunshine Coast
- qathet



**REGIONAL DISTRICTS OF LOWER MAINLAND LGMA CHAPTER:**

- Fraser Valley
- Metro Vancouver
- Squamish-Lillooet



**REGIONAL DISTRICTS OF WEST KOOTENAY BOUNDARY LGMA CHAPTER:**

- Central Kootenay (except for Creston)
- Kootenay



**REGIONAL DISTRICTS OF ROCKY MOUNTAIN LGMA CHAPTER:**

- East Kootenay
- Sections of Central Kootenay (Creston) and Columbia Shuswap (Golden)



CO Forum Ambassadors Maureen Connelly and Tracey Batten



Ron Poole and Keri-Ann Austin at CAO dinner



Marie Watmough, Chetandeep Kaur and Jacqueline Killawee



CO Forum first-time attendees



MATI®  
Community  
Planning



# LGMA

LOCAL GOVERNMENT  
MANAGEMENT ASSOCIATION  
OF BRITISH COLUMBIA

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