



LOCAL GOVERNMENT LEADERSHIP ACADEMY

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# 2018/19 ANNUAL REPORT

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November 25, 2019

## **2018/19 LOCAL GOVERNMENT LEADERSHIP ACADEMY ANNUAL REPORT**

### **Background:**

Formed collaboratively in 2005 by UBCM, MFA, LGMA, BCA, MIA, local governments of BC and the Province of BC, the LGLA provides comprehensive, timely and dedicated leadership development opportunities throughout each electoral term in the interests of improving governance at the local level. An original endowment from each of the founding organizations, plus subsequent contributions, has enabled the LGLA to provide quality programming since its establishment.

LGLA's main offerings are the Elected Officials Seminars in the winter immediately following local government elections and a province-wide annual Leadership Forum in between election years. In addition, we have held an annual Chief Executive Officer (Mayors/Chairs/Chiefs) Forum and periodic webinars with educational partners such as LGMA, the SFU Centre for Dialogue, and the then Ministry of Jobs, Tourism & Skills Training.

We have also succeeded in establishing a presence at both the UBCM Convention and often at the spring Area Association conferences.

### **2018/19 ACTIVITIES:**

Since the last AGM, LGLA staged these main events:

- Elected Officials Seminars
  - LMLGA - January 15-17, Richmond
  - Electoral Area Representatives - January 16-18, Richmond
  - SILGA - January 23-25, Kelowna
  - NCLGA - January 30-February 1, Prince George
  - AVICC - February 12-14, Parksville
  - AVICC - February 13-15, Parksville
  - AKBLG - February 26-28, Kimberley

We have also participated in the 2019 UBCM Convention.

### **Overview of the Main Events**

LGLA's flagship Elected Officials Seminar Series for newly elected and returning elected officials was held during January and February 2019. A total of seven events were held in five locations around the province - as noted above. Turnout was excellent at all sessions and participants rated the events highly. Featured speakers included Keynote Speaker Greg Moore, former Mayor of Port Coquitlam; Tracey Lorensen of Civic Excellence; Eli Mina, Professional Registered Parliamentarian; Frank Leonard, local government consultant and former Mayor of Saanich; Todd Pugh of the CivicInfo Society; Chris Olsen of Peak Communications; a host of experts on topics such as local government planning, sustainability, and Indigenous relations; and representatives of LGLA partner organizations supporting the local government sector.

Major sponsors included:

- Ministry of Municipal Affairs & Housing
- Municipal Finance Authority
- Municipal Insurance Association
- BC Assessment
- Destination BC
- Local Government Management Association
- Union of BC Municipalities
- Fortis
- CN Rail
- Northern Development Initiative Trust
- Columbia Basin Trust
- Island Coastal Economic Trust
- Valkyrie Law Group
- Young Anderson
- Lidstone & Company
- Stewart, McDannold, Stuart

All in all, the events were a success and the LGLA Board is now looking ahead to the upcoming Leadership Forum, to be held in Richmond from February 5-7, 2020. Materials and resources from the 2019 EOS are now available on the LGLA website.

### **Other Events of Note**

#### 2019 UBCM CONVENTION

UBCM welcomed Gabi Vindisch, incoming LGLA Executive Coordinator, to the 2019 Convention. Gabi was onsite to coordinate presentation of the 2019 LGLA Certificates in Local Government Leadership at the Tuesday Forums. She was also able to spend some time at the UBCM booth on day one, at the Convention Tradeshow, and to take some time to meet with members of the LGLA Board and supporting organizations.

#### 2018 AREA ASSOCIATION CONFERENCES

Unfortunately, due to staff turnover and the significant work needed for organizing and hosting the 2019 Elected Officials Seminars, LGLA was not able to participate in the conferences in 2018/19.

#### WEBINARS

No webinars were held in 2018/19. Staff and Board efforts were devoted exclusively to organizing and hosting the 2019 Elected Officials Seminars.

## STRATEGIC ACTIVITIES

In addition to the learning events noted above, the LGLA has been involved in the following strategic activities over the past year.

### Partnerships

In Fall 2019, LGLA participated in meetings with two delegates from Jordan, as part of LGMA's work on the Federation of Canadian Municipalities' Jordan Municipal Support Project through which Jordan's Ministry of Municipal Affairs is establishing the country's first Municipal Training Institute. Hearing first hand how the partners in the BC local government system operate collaboratively to help build its capacity, including by offering training of local government elected officials through LGLA, was an important part of the delegates' visit to B.C.

Building on the already strong relationship between the LGLA and UBCM, significant work also went into completion of an agreement between UBCM and LGLA for UBCM to provide program support services to LGLA, setting the stage for LGLA to stabilize its staff support.

## BOARD/STAFF

### Board

Councillor Arjun Singh – President (*UBCM*)

Councillor Laurey-Anne Roodenburg – Vice-President (*UBCM*) (*Laurey-Anne Roodenburg replaced former Mayor Sharen Gaetz in November 2018*)

Nicola Marotz (*MMAH*) (*Gary Paget, MMAH's other Board member, retired in June 2019, and has not yet been replaced*)

Madeline McDonald (*LGMA*) (*Madeline McDonald replaced Bill Flitton as LGMA's Board member in June 2019*)

Peter Urbanc (*MFA*)

Charles Hamilton (*MIA*)

Councillor John Jack, Huu-ay-aht First Nation (*Director-at-Large*)

Rodney Ravenstein, BC Assessment (*Director-at-Large*) (*Rodeney Ravenstein replaced Michael Spatharakis, BC Assessment, in September 2019*)

### Staff

**Shawna Deagle-Leung** was hired as Board & Seminar Coordinator in May 2018 and completed her contract at the end of April 2019.

**Errin Morrison** resigned her position as Program Manager in July 2018 and came back to provide interim support to the Board from May 2019 to the end of September 2019.

**Ann Charlton** was hired as Event Manager in September 2018 to plan and organize the Elected Officials Seminar Series and concluded work at the end of April 2019.

**Gabi Vindisch** was hired as Executive Coordinator in September 2019, with a start date of September 9, 2019.

**Pamela Lewis** continues to provide support as contract Event Coordinator.

## **LGLA CERTIFICATION**

The following Certificates in Local Government Leadership were issued in 2018/19:

### **Level One**

- 1) Councillor Laurie Hopfl, District of Lillooet
- 2) Councillor Maureen Nicholson, Island Municipality of Bowen Island
- 3) Councillor Barbara Wiebe, District of Lillooet

### **Level Two**

- 1) Director Steve Forseth, Cariboo Regional District
- 2) Councillor Laurie Hopfl, District of Lillooet
- 3) Councillor Barbara Wiebe, District of Lillooet

### **Level Three**

No Level 3 Certificates were awarded in 2019.

## **2018/19 FINANCES**

LGLA's current assets include:

\$1,125,000 – restricted reserve funds (original endowment – in trust with UBCM)  
\$ 304,787– unrestricted reserve funds (surplus funds earned since incorporation)

Please see *Appendix A – LGLA Financial Statements 2018/19 for details.*

## **2018/19 ACCOMPLISHMENTS**

Other accomplishments and activities completed in 2018/19 include:

- Creation of online Certificate Application process
- Establishment of new LGLA-UBCM program support services partnership

## **2019/20 GOALS**

On the horizon for 2019/20 are the following non-event-related major projects/initiatives:

- Continue to stabilize LGLA staffing and assess new LGLA-UBCM program support services partnership
- Work to ensure LGLA's financial sustainability moving forward
- Review Chief Elected Officials Forum to determine if it can be refreshed for 2020
- Monitor new online Certificate application process and promote Certificate Program
- Refresh relations with Area Associations

## SUMMARY

Despite significant staffing challenges, the past year has been a successful one in terms of events offered and goals achieved. Successfully delivering the Elected Officials Sessions in a year of significant change was a major accomplishment. We are now looking ahead with renewed focus and a different staffing structure, which will hopefully enable us to stabilize and revitalize the organization and enhance our activities and programs. We look forward to a successful 2020 Leadership Forum on the near horizon and to continued success in serving local governments as we move forward.

We thank you all again for your continued support and, as always, we welcome your input and suggestions. In particular, please feel welcome to connect with our Board and staff to discuss ways in which we can support your organizations in connecting with local government leaders.

# LOCAL GOVERNMENT LEADERSHIP ACADEMY SOCIETY

Statement of Financial Position  
(Unaudited)

June 30, 2019, with comparative information for 2018

|   | 2019                | 2018                |
|---|---------------------|---------------------|
| <b>Assets</b>   |                     |                     |
| Current assets:                                       |                     |                     |
| Cash (note 3)   | \$ 639,446          | \$ 87,438           |
| Accounts receivable                                   | 27,238              | 1,310               |
| Investments (note 4)                                  | 874,124             | 1,404,175           |
| Prepaid expenses                                      | -                   | 11,500              |
| Due from the Union of British Columbia Municipalities | -                   | 304                 |
|   | <u>\$ 1,540,808</u> | <u>\$ 1,504,727</u> |

## Liabilities and Net Assets

|  |                     |                     |
|--|---------------------|---------------------|
| Current liabilities:   |                     |                     |
| Accounts payable and accrued liabilities                     | \$ 10,325           | \$ 12,789           |
| Deferred revenue (note 5)                                    | -                   | 80,000              |
| Due to the Union of British Columbia Municipalities (note 6) | 100,696             | -                   |
|  | <u>111,021</u>      | <u>92,789</u>       |
| Net assets:  |                     |                     |
| Internally restricted endowment (note 7)                     | 1,125,000           | 1,125,000           |
| Unrestricted   | 304,787             | 286,938             |
|  | <u>1,429,787</u>    | <u>1,411,938</u>    |
|  | <u>\$ 1,540,808</u> | <u>\$ 1,504,727</u> |

See accompanying notes and schedule to financial statements.

Approved on behalf of the Board:



Arjun Singh

Director



Peter Urbanc

Director

# Local Government Leadership Academy

Suite 60 – 10551 Shellbridge Way

Richmond, BC V6X 2W9

## Profit & Loss Statement

July 2018 through June 2019

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|        |                               |              |              |                    |
|--------|-------------------------------|--------------|--------------|--------------------|
| 4-0000 | Income                        |              |              |                    |
| 4-0001 | EOS Income                    |              |              |                    |
| 4-0100 | EOS Registrations             | \$245,430.00 |              |                    |
| 4-0200 | EOS Sponsorships              | \$109,200.00 |              |                    |
|        | Total EOS Income              |              | \$354,630.00 |                    |
| 4-3000 | Other                         |              |              |                    |
| 4-3300 | Interest Income               | \$47,376.69  |              |                    |
|        | Total Other                   |              | \$47,376.69  |                    |
|        | Total Income                  |              |              | \$402,006.69       |
| 6-0000 | Expenses                      |              |              |                    |
| 6-0001 | EOS Expenses                  |              |              |                    |
| 6-0100 | EOS Catering                  | \$139,680.30 |              |                    |
| 6-0110 | EOS Facilities                | \$4,518.50   |              |                    |
| 6-0115 | EOS Audio Visual              | \$26,234.40  |              |                    |
| 6-0120 | EOS Instructors Fees & Travel | \$72,847.84  |              |                    |
| 6-0130 | EOS Supplies/Printing         | \$1,060.85   |              |                    |
| 6-0140 | EOS Staff Travel              | \$10,780.84  |              |                    |
| 6-0145 | EOS Program Manager           | \$5,000.00   |              |                    |
| 6-0150 | EOS Event Management          | \$73,083.67  |              |                    |
| 6-0190 | EOS CC Processing Fees        | \$8,421.27   |              |                    |
| 6-0195 | EOS Civicinfo Reg Proc Fees   | \$6,328.00   |              |                    |
|        | Total EOS Expenses            |              | \$347,955.67 |                    |
| 6-3000 | General Expenses              |              |              |                    |
| 6-3100 | Program Manager Fees          | \$12,858.92  |              |                    |
| 6-3105 | Board Coordinator             | \$11,565.44  |              |                    |
| 6-3110 | General Staff Travel          | \$1,277.15   |              |                    |
| 6-3120 | General Telecommunications    | \$2,964.09   |              |                    |
| 6-3130 | General Supplies/Printing     | \$4,050.76   |              |                    |
| 6-3150 | Miscellaneous                 | \$18.00      |              |                    |
| 6-3155 | Cathy Watson Memorial Award   | \$257.52     |              |                    |
| 6-3160 | Review Engagement             | \$3,210.00   |              |                    |
|        | Total General Expenses        |              | \$36,201.88  |                    |
|        | Total Expenses                |              |              | \$384,157.55       |
|        | Net Profit/(Loss)             |              |              | <u>\$17,849.14</u> |