



LOCAL GOVERNMENT LEADERSHIP ACADEMY

2023/24 ANNUAL REPORT

DRAFT December 11, 2024

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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.

LGLA's main offerings are the Elected Officials Seminars in the winter/spring immediately following local government elections and a province-wide annual Leadership Forum in between election years. In addition, LGLA has held Chief Executive Officer (Mayors/Chairs/Chiefs) Forums and periodic webinars with educational partners such as MIABC and AMBC.

2022/24 Activities: Overview of Main Events

LGLA LEADERSHIP FORUM

LGLA held its 12th province-wide forum at the Radisson Airport Hotel from January 31-February 2, 2023. The theme of the event was "Empowering Communities, Leading Change Together". The program was developed with input from the Forum Organizing Committee, based on feedback from the EOS survey and the "Future of LGLA Think Tank".

Summary

Registration

Final registration for the Leadership Forum was 141 participants. This is almost identical to four years ago. Revenue from registrations was higher; in keeping with inflation as the registration rate rose from \$395 to \$495 + GST per delegate.

Venue and Catering

The Radisson Hotel Vancouver Airport in Richmond was once again selected as the venue for the Forum. The hotel is conveniently located on the Skytrain route, with easy access to ferries and airports with shopping of all levels walking distance. Parking and WiFi access are free.

Most people were satisfied with the hotel and catering, but we can see from survey comments that the hotel is starting to show some wear and tear. Some guest rooms were described as run down and there was also an issue with the elevators.

Financial Summary

Revenue:

The Forum broke even at approximately \$92,000. The major revenue sources consist of registration fees (approx.\$70,000), and revenue from sponsorship (\$22,000). The table below illustrates the breakdown of sponsorship revenue:

2024 LGLA Forum Sponsorship Revenue:

BC Lottery Corporation	\$3000
Young Anderson	\$3000
Lidstone	\$2000
CN	\$2000
Destination BC	\$3000
Fortis	\$3000
BC Assessment	\$3000
Municipal Insurance Association	\$3000
Total Sponsorship Revenue:	\$22,000

Notes re financial calculations:

- A revenue source that does not show up in actual dollar amounts is revenue saved due to in kind services and assistance received from UBCM's on-site registration services/support.
- **The Municipal Finance Authority of BC (MFABC)** continues to be depicted and honored as the Platinum Sponsor of the Forum. For the purposes of calculating the financial viability of the Forum, however, neither the MFA contribution, nor the Ministry contribution are calculated on the income side.

Expenditures:

The major event expenditures are for catering, audio-visual services, and presenter fees. The following is a summary of how expenses compared to budget estimates:

2024 Expenditures	Projected	Actual	Notes
Catering	30,000.00	\$37,883.89	Includes \$10,000 total deposit
Facilities/AV/Signage	30,000.00	\$18,544.73	AV Only
Instructors Fees & Travel	13,000.00	\$21,856.80	Includes travel and speaker fees but not accommodations
Office Supplies/Printing	2,000.00	\$1,772.93	Posters and Signs (AlleyKat, Hillside, Vistaprint)
Event Coordinator	0	\$3,285.07	Pamela Lewis Coordinator and travel fees

Program Mgr & Board Coordinator	0		Pamela Lewis Coordinator and travel fees
Travel & Expenses:			
Staff	800.00	\$4,618.45	Staff, Instructor Accommodations
Directors-at-Large	2,000.00	\$250.00	Staff travel
CivicInfo Registration, Conf App & CC Fees	3,500.00	\$3,628.22	

Catering Expenses

The Forum had a minimum catering spend (food only not including liquor) of \$27,500.00 before taxes. This is a reasonable ask. The service and the food quality were a good average, with some meals being more successful than others.

Audio-Visual Expenses

One of the most expensive components of the budget is the Audio-Visual service. Two companies were asked to provide quotes, Encore and Focus, with in-house Focus winning the contract due to lower estimate. However, LGLA was ultimately billed for PST plus hotel gratuities and hospitality taxes that were not in the original quote. Encore (the diamond standard in the business) may have been the better value for cost ultimately, which should be considered during 2025 forum planning.

Overall, the 2024 Leadership Forum Program was well-received by registrants.

Major Sponsors, Partners and Contributors for 2023/2024:

- Ministry of Municipal Affairs & Housing
- Municipal Finance Authority
- Municipal Insurance Association
- Local Government Management Association
- UBCM
- BC Assessment
- Destination BC
- BC Lottery Corporation
- Fortis
- CN
- Young Anderson
- Lidstone & Company

Board/Staff

2023/2024 Board of Directors

Councillor Laurey-Anne Roodenburg
UBCM last appointed December 2023 (two-year term)

Gary Maclsaac
UBCM last appointed December 2023 (two-year term)

Marijke Edmondson
Ministry of Municipal Affairs last appointed October 2024 (two-year term)

Michelle Dann
Ministry of Municipal Affairs last appointed October 2024 (two-year term)

Keri-Anne Austin
LGMA appointed July 2024 (ongoing)

Megan Chorlton
MIABC last appointed October 2024 (ongoing)

Renata Hale
MFABC last appointed November 2024 (ongoing)

Graham Held
BC Assessment last appointed January 2023 (ongoing)

Councillor John Jack
Director-at-Large last appointed October 2022 (two-year term)

Staff

2024 saw two staffing transitions. Kathleen Spalek took on the role of Executive Coordinator from April-September 2024, with Angela Turner replacing her in October 2024.

LGLA Certification

The following Certificates in Local Government Leadership were issued in 2023/2024:

Level 1 – Certificate in Local Government Leadership:

Name	Position	Local Government	Year
Wesley Routley	Councillor	Town of Golden	2024
Kat Thomas	Councillor	District of Tofino	2024
Aidan McLaren-Caux	Councillor	Village of Nakusp	2024

Troy Reitsma	Councillor	District of Houston	2024
Joy Guyot	Councillor	Town of Golden	2024
Isaac Gilbert	Councillor	City of Penticton	2024
Jesse Wright	Councillor	District of Mackenzie	2024
Trish (Tarisai) Mandewo	Councillor	City of Coquitlam	2024
Jerrilyn Kirk	Director	Regional District Fraser Fort George	2024

Level 2 – Advanced Certificate in Local Government Leadership:

Name	Position	Local Government	Year
Alton Toth	Councillor	District of Sechelt	2024
Michelle Staples	Mayor	City of Duncan	2024
John Manuel	Councillor	Town of Golden	2024
Jennifer Hoar	Councillor	District of Ucluelet	2024
Dean Jantzen	Councillor	City of Colwood	2024
Trish (Tarisai) Mandewo	Councillor	City of Coquitlam	2024

LGLA Finance

LGLA's current assets include:

\$1,125,000 – restricted reserve funds (original endowment – in trust with UBCM)
 \$509,187 – unrestricted reserve funds (surplus funds earned since incorporation)

Please see **Item 4 – LGLA Financial Statements prepared by KPMG** for a

Summary and Goals

Our goals for the 2024-2025 fiscal year are as follows:

- Deliver a successful LGLA Leadership Forum;
- Investigate, develop and implement strong policy and administrative procedures in areas such as Board governance, Code of Conduct and Sponsorship; and
- Examine and consider offerings and curricula, considering options for virtual programming.