In attendance:

- President: Patti Bridal
- Vice President: Mark Koch
- Treasurer: Ron Bowles
- Director at Large: Bill Flitton
- Director at Large: Heather Nelson-Smith
- Director at Large: Madeline McDonald
- Rocky Mountain: Curtis Helgesen
- Lower Mainland: Wallace Mah (by phone)
- Thompson Okanagan: Raeleen Manjak
- Vancouver Island: Darren Kiedyk
- West Kootenay Boundary: Theresa Lenardon
- Past President: Paul Murray

Regrets:

- North Central: Karla Jensen (by phone)
- Committee Appointee: Ron Poole
- Committee Appointee: Anne Yanciw

Staff:

- Executive Director: Nancy Taylor

Call to Order

The meeting was called to order at 3:04 p.m.

Agenda

MOVED by Mark Koch
Seconded by Curtis Helgesen, That the agenda be approved.

MOVED by Patti Bridal
Seconded by Paul Murray, That the Board move In Camera at 3:05 p.m.

The meeting resumed at 3:47 p.m.
President’s Report

Since the March board meeting, it was a busy time. Representing the Association, I attended the NCLGMA Conference and AGM “Laying the Ground Work” in Prince George from April 11-12 with Ryan and Nancy. On April 18 the I drove to New Westminster to attend the Lower Mainland Chapter meeting and Ryan and I spoke to that Chapter. The Thompson Okanagan Chapter Conference, "The Challenge of Change - Law in Action" was held in Osoyoos April 19 and 20. Nancy and I tag-teamed that presentation, as well as the Rocky Mountain/West Kootenay Boundary Chapter conference “BeExtraordinary” held in Invermere April 26-27,2018.

All the Chapter Conferences were well put together with very topical discussion and presentations - there were many takeaways - not only in the President capacity, but also to build relationships and demonstrate the value that the LGMA brings to local government professionals in BC. They are truly a group of amazing local government staff in BC. Attending the chapters also builds on the education of our members on the role the Board takes and that is valuable and important to the success of the Association - and rather that their involvement with the Association matters and is required. I was struck by the potential opportunity for each chapter to share and coordinate some of the educational components of their respective conferences.

At all the Chapter meetings, the message delivered by Nancy, Ryan and I was an update on the great work that has been achieved in regards to Responsible Conduct of Elected Officials, work proposed on the LGMA Code of Ethics - which is timely and should align with our expectations of elected officials in the foundational principles; Integrity, Accountability, Respect, and Leadership and Collaboration. Encouraging them to participate in the review process and how they can contribute to that review will be important - we need their professional input to develop a code that is relevant and supported by the Association's members. We highlighted the electronic vote opportunity and put them on notice to stay tuned as we send further information on how they will be able to participate if they are not at the AGM this week.

We also encouraged the membership to support excellence in local government in BC and nominate a colleague for one of our awards that recognizes contributions and achievements of our peers. Ryan and Nancy did a fantastic job updating on a few new projects LGMA is working on: the redesign and relaunch of the LGMA website, the Making Life Happen campaign and toolkit which is designed to raise the profile of the local government profession to millennials and Generation X, the work happening in relation to the 100th Anniversary and identifying various initiatives that will be coming forward in the coming year on how we will commemorate our centennial anniversary and mark this milestone.

In addition to this busy week ahead of us, Nancy and I were invited to attend the IIMC Conference in Norfolk, Virginia May 18-23. It will be an honour for me to represent our Association in the Parade of Flags during the Opening Ceremonies, the President's Roundtable session, as well as the many events and educational opportunities.

I want to take this opportunity to thank you, the Board, for the support I've received this past year in this role. You are a great team of professionals working towards the betterment of the Association so that we have the tools and resources to effectively engage and assist the local government staff within the province. And Nancy - we are so fortunate to have you as our Executive Director. Thank you for your support and guidance - I really wish it was a two-year
term as I am just feeling like I have a grasp of the issues at hand and how we can assist reaching those goals going forward.

Nancy, please also that our team at the office - they have been extremely supportive and great to work with.

MOVED by Raelleen Manjak
Seconded by Theresa Lenardon, That the President's report be received.

CARRIED

Wallace Mah left the meeting at 4:02 p.m.

Minutes

Board Meeting March 1, 2018

MOVED by Heather Nelson-Smith
Seconded by Bill Flitton, That the minutes of the Board Meeting held on March 1, 2018 as amended be adopted.

CARRIED

Professional Development and Education Section

Professional Development and Education Committee Report

The Chair presented the Professional Development and Education Committee report.

Action Agenda

NZ Overseas Exchange Program

MOVED by Heather Nelson-Smith
Seconded by Bill Flitton, That Matt Vader be confirmed as the LGMA NZ Overseas Exchange Program recipient for 2018.

CARRIED

MATI Foundations Committee

MOVED by Bill Flitton
Seconded by Heather Nelson-Smith, That Paul Thorkellsson, CAO, District of Saanich, and Ruth Tollerton, Communications Coordinator, Lower Nicola Indian Band, be appointed to the MATI Foundations Advisory Committee for a three-year term.

CARRIED

Human Resource Advisory Committee

MOVED by Paul Murray
Seconded by Ron Bowles, That the following individuals be appointed to the Ad Hoc Human Resource Advisory Committee to complete the review of the Human Resource Toolkit and recommend human resource programming as required:
Vicki Gannon, Director of Human Resources, Township of Esquimalt; Leslie Groulx, CAO, District of Clearwater; Ellen Jackson, Senior Human Resources Advisor, Comox Valley RD Joanna Markin, Manager, Human Resources & Safety, City of Nelson; and Gerry Parker, Senior Manager, Human Resources, Sunshine Coast RD

CARRIED

2021 Annual Conference

MOVED by Ron Bowles
Seconded by Theresa Lenardon, That LGMA staff be authorized to enter into a contract for the 2021 Annual Conference venue in Prince George.

CARRIED

Corporate Officer Bootcamp

MOVED by Bill Flitton
Seconded by Heather Nelson-Smith, That the Corporate Officers Bootcamp be offered again in 2019 in the same two-day format and that future Bootcamps be considered on a bi-annual basis.

CARRIED

CapU-LGMA Update

MOVED by Patti Bridal
Seconded by Heather Nelson-Smith, That the CapU-LGMA update be moved from the Consent to the Action Agenda for discussion.

CARRIED

MOVED by Patti Bridal
Seconded by Heather Nelson-Smith, that Alison McNeil update the Board at the September board meeting on the process to establish how MATI mentors are appointed.

CARRIED

LGLA 2019 Training Update

MOVED by Raeleen Manjak
Seconded by Bill Flitton, That the LGLA 2019 Training Update be moved from the Consent to the Action Agenda for discussion.

CARRIED

Consent Agenda

MOVED by Paul Murray
Seconded by Patti Bridal, That the following items contained in the Professional Development and Education Progress Report be received:

- Working Group on Responsible Conduct
• Elected/Staff Relations Static Webinar
• MATI Successful CAO
• 2018 CAO Forum
• 2018 Annual Conference and Pre-Conference Workshops
• Board of Examiners
• MATI CapU Programs
• FOI/Records Management Webinars
• IIMC Annual Report
• Writing Effectively – Online Training
• Change Management Webinar
• Grievance Management Workshop
• Strategic Planning Webinar
• Planning Basics Webinar
• 2018 Elections
• Marketing/Promotion
• Manual Update

CARRIED

Audit and Financial Management Section

Audit and Financial Management Committee Report

The Chair of the Committee presented the Audit and Financial Management Committee Report.

Action Agenda

2017 Financial Statements and BDO Engagement Report

MOVED by Curtis Helgesen
Seconded by Heather Nelson-Smith, That the 2017 Fiscal Year-End Report be approved; and

That it be recommended at the AGM on May 16 that BDO be re-appointed to conduct the 2018 Audit Engagement.

CARRIED

Q1 Financial Report

MOVED by Patti Bridal
Seconded by Mark Koch, That the financial statements as at March 31, 2018 be approved; and

That $1,429 of the remaining 2017 surplus be donated to the Distinguished Members Legacy Fund.

CARRIED

Indigenous Education Scholarship

MOVED by Raeleen Manjak
Seconded by Theresa Lenardon, That the Board approve the establishment of the LGMA Indigenous Education Scholarship Fund as a permanent fund with the Vancouver Foundation; and
That $10K from $200K allocation for the 100th Anniversary in the Members’ Reserve be used to initiate the capital of the Fund.

**Chapter Standing Committee Reports**

MOVED by Paul Murray
Seconded by Bill Flitton, That the following Q1 Chapter Standing Committee of the LGMA Reports be approved:

- The Thompson-Okanagan Chapter Standing Committee of the LGMA Report
- The Vancouver Island Chapter Standing Committee of the LGMA Report
- The Rocky Mountain Chapter Standing Committee of the LGMA Report
- The West Kootenay Boundary Chapter Standing Committee of the LGMA Report

**Consent Agenda**

MOVED by Patti Bridal
Seconded by Bill Flitton, That the following items contained in the Audit and Financial Management Progress Report be received:

- MAH Grant
- 2018 Membership Renewal
- 2018 Chapter Membership Renewal
- Membership Database Updates
- Website Redevlopment
- Online Learning Platform
- Risk Matrix
- Member Services

Ron Bowles left the meeting at 5:00 p.m.

**Governance Section**

The Chair presented the Governance Committee Report.

**Action Agenda**

**Ethics Committee Report**

MOVED by Raeleen Manjak
Seconded by Heather Nelson-Smith, That the Board approve the Terms of Reference and proposed workplan for the 2018-19 Ethics Review.

Ron Bowles returned to the meeting at 5:12 p.m.
Urban Caucus Protocols

MOVED by Paul Murray
Seconded by Raeleen Manjak, That the Urban Caucus protocols be brought back for review at the September board meeting.

CARRIED

Consent Agenda

MOVED by Heather Nelson Smith
Seconded by Paul Murray, That the following items contained in the Governance Committee Progress Report be received:

• FCABC Board – LGMA Representation
• CivicInfo Partnership – CHECK IN CAMERA AGENDA
• 100th Anniversary Preparations
• Annual Report
• AGLG Review
• Asset Management BC
• First Nations Public Service Secretariat
• RCMP Lease Working Group
• Housing Report Follow-up
• EMBC Working Group
• Joint Pension Committee
• Modernization of the Building Regulatory System
• UBCM
• Ministry of Municipal Affairs and Housing
• Inter Provincial Association Representation
• BC Municipal Safety Association
• Raising the Profile of the LGMA and the Local Government Professional
• LGMA Support for FCM Project in Jordan

CARRIED

Correspondence

MOVED by Mark Koch
Seconded by Heather Nelson-Smith, That the correspondence be received.

CARRIED

Chapter Reports

Lower Mainland

The Spring Conference and AGM was held at the Anvil Centre on April 18 with the theme of Mental Health and Well-being

Rocky Mountain

N/A
Vancouver Island

Spring Conference was held in Parksville April 18-19, preceded by the elections workshop.

Thompson-Okanagan

Spring Conference was held April 19-20 in Osoyoos, focused on *Law In Action*.

North Central

The NCLGMA Spring Conference was held April 12-13 with a theme of *Be Prepared*.

West Kootenay Boundary

This year’s Joint Spring Conference with Rocky Mountain chapter was hosted in Invermere with a theme of *Be Extraordinary*.

MOVED by Mark Koch
Seconded by Raeleen Manjak, That the Chapter reports be received.

CARRIED

Adjournment

MOVED by Heather Nelson-Smith
Seconded by Bill Flitton, That the meeting adjourn at 5:50 p.m.

CARRIED