



2017-18 ANNUAL REPORT

For year ended
March 31, 2018



LGANT

Local Government Administrators of the NWT

MESSAGE FROM THE PRESIDENT



This past year, LGANT made new and built on existing partnerships, explored opportunities to advance our strategic priorities, and focused on our core mandate: to promote excellence and professionalism in the field of local government administration in the Northwest Territories through education and career development programs.

Like other non-profits, LGANT continues to strive for total financial stability. While our core funding agreement with the Government of the Northwest Territories was recently renewed until 2020, LGANT had significant cuts in Public Service Capacity Initiative (PSCI) funding this past year with the budget of \$190,000 now reduced to \$50,000. Exploring areas of revenue growth and diversification is one of our top priorities moving forward.

We have strengthened our working relationship with Crown-Indigenous Relations and Northern Affairs Canada (CIRNAC) and through their support, LGANT hosted First Nations Band Government representatives at our capacity-building and professional development events; namely, the 2017 LGANT Professional Development Conference.

The Board of Directors developed a new 2017 - 2022 Strategic Plan to position the organization to respond to new challenges and be prepared to make the most of emerging opportunities. The Plan contains four strategic priorities: broaden LGANT's membership base, pursue strategic partnering, diversify revenue, and invest in new technologies. We have already made headway in these areas and feel confident that over the next four years we will have measurable progress to report.

This year we invested in our website, made improvements to the LGA Essentials workshop - both online and in the classroom - and of course, provided a top-notch professional development conference for LGA's to network, learn from some great presenters, and sharpen their skills. We also supported members to participate in local school career fairs by providing information and materials to expand our reach to young people across the territory and promote a career in local government.

LGANT's best resource is its members and association members, and we want to continue to explore ways to tap this resource for the benefit of local government administration in the North.

Membership remains strong with communities renewing their membership for 2017-18. LGANT continues to attract new Associate members and are happy to welcome many senior managers in First Nations Band Governments. We are pleased our colleagues in Municipal and Community Affairs (MACA) continue to be formally involved with our Association as associate members, as well as other senior management staff in many of our member organizations.

LGANT also encourages members to consider joining our national association; the Canadian Association of Municipal Administrators (CAMA). CAMA offers many services that would be of great interest and value to northern LGA's.

It has been a pleasure serving as LGANT's President this past year and I want to thank our Board of Directors, our partners MACA and CIRNAC for providing funding and programming insight and support, and all of our members for their dedication in providing excellent service in local government administration.



Grant Hood, President
Local Government Administrators of the NWT



LGANT's Board of Directors

Left to right:
Catherine Mallon, Director at Large (inset); Fred Behrens, Director, Group B; Judy Goucher, Director, Group A; Grant Hood, President; Sheila Bassi-Kellett, Treasurer; Mike Rudkin, Vice-President

Last fiscal year was the first year the LGANT 2017-2022 Strategic Plan was put in place, following approval by the Board of Directors in February, 2017.

The new Strategic Priorities continue to guide the day-to-day operations of the organization and provide a vision for LGANT's future development.

The Four Strategic Priorities from LGANT's 2017-2022 Strategic Plan are:

1. Broaden Membership Base
2. Pursue Strategic Partnering
3. Diversify Revenue
4. Invest in New Technologies

Following is an overview of each of the Strategic Priorities:

1. BROADEN MEMBERSHIP BASE

This priority to broaden membership links to past discussions held within the Board of Directors and during past AGM's on categories of membership and eligibility requirements for participating fully in LGANT activities. This discussion considers the role of the LGA in all forms of community government organizations across the Territory; from municipal governments, to First Nations Bands, to Inuvialuit Regional Corporation community corporations. LGANT will continue to pursue the concept of expanded membership options and the value it presents to the organization as well as to the individual LGA's. Objectives established under this Priority to achieve success are to expand eligibility criteria for membership, to present a bylaw amendment on eligibility criteria for membership to the AGM for approval, and to also advance the notion that all First Nations Band Managers and IRC Community Corporation Managers are eligible for membership within LGANT.

2. PURSUE STRATEGIC PARTNERSHIPS

This priority will expand LGANT's reach and enhance its ability to sustain itself and serve its members through effective and active partnerships. One objective established under this Goal includes identifying partner organizations or individuals that can help move our vision forward. LGANT needs to create a partner plan that includes our own members in targeting the following objectives: increase membership through partnering, increased LGANT sustainability through partnering, and increased succession planning options through partnerships.

Another objective under this Goal is to pursue at least one joint initiative with CIRNAC and First Nations Band Managers. In support of this objective, LGANT is now involved in two joint initiatives with CIRNAC: Samba K'e pilot project on evaluation of the Organizational Enhancement Toolkit and the Band Managers Working Group, in which we negotiate Federal government financial support for Band Managers to participate in LGANT's annual professional development conference. A second Goal under this strategic priority is to strengthen partnership with MACA and the NWTAC through continuing engagement through tripartite agreement activities and to undertake at least one joint initiative with the NWTAC.

By making strategic partnerships, this can also complement the next priority, which is to diversify revenue through increased LGANT revenues in membership, conference registration and sponsorship contributions, and increased participation in networking and professional exchanges.

3. DIVERSIFY REVENUE

Increasing funding sources is essential for sustainable operation and growth. The objectives under this Goal are to identify and pursue additional funding sources and partnerships, as well as identify and pursue projects that partners fund us to undertake which are consistent with LGANT's mission and goals. Each of the first two strategic priorities are connected to this third strategic priority as an expanded membership base and new strategic partners can only add to the potential for increased revenues and new funding sources coming to LGANT. One form of partnership we have already seen some success with is acquiring new conference sponsorship agreements which serves to increase revenue.

4. INVEST IN TECHNOLOGY

This fourth strategic priority addresses the future and how LGANT can position itself to respond to new technology and the opportunities this presents, while managing challenges which may also be presented with a new technology. With the first Goal, we envision through infrastructure investments and developing technology that remote communities will have better access to the internet and this will enhance distance training opportunities and the quality of the product. A second Goal is for LGANT to have access to a stable video conferencing capability. Objectives to accomplish these Goals include advocating with governments for broadband enhancements in communities and providing training and education through on-line platforms in partnership with MACA. A third Goal is to enhance use of social and traditional media to raise awareness, communicate with members, and reach out to youth about career promotion. Through increasing LGANT's social media followers and shares, increasing number of social media posts and stories covered by traditional media, and reaching out to partners to lever expertise in social and traditional media, LGANT can position itself to have higher public awareness.

2017-18 LGANT HIGHLIGHTS

- Secured Federal funding for Band Managers to attend 2017 LGANT Professional Development Conference
- Started transition of Local Government Administrators (LGA) Handbook to online platform including development of new materials and filmed segments
- Revisions to LGA Handbook for targeted learning
- Supported community government representatives in promoting local government careers to youth at career fairs in several NWT communities, Skills Canada North, and University of Alberta Career Fair
- Ongoing promotional efforts recognizing excellence in local government administration by highlighting selected LGANT members and the projects they do
- Made improvements to in-person presentations and learning tools for LGA essentials
- Completed review of Human Resource management organizational enhancement toolkit, piloted in five communities
- Secured CIRNAC agreement to fund pilot project in Samba K'e on the Toolkit to assess probability of applying the toolkit in small, remote First Nations Band governments
- Represented LGANT at the CAMA Annual Conference and NWTAC Conference
- Representation on interagency working groups
- Provided bursary for one LGANT member to attend CAMA Annual Conference
- Communication of community government capacity building initiatives and needs through stakeholder and member engagement, production of information, exhibits and public relations material and website updates.

STATEMENT OF FINANCIAL OPERATIONS

LOCAL GOVERNMENT ADMINISTRATORS OF THE NORTHWEST TERRITORIES

STATEMENT OF FINANCIAL POSITION

March 31, 2018

ASSETS		
	<u>2018</u>	<u>2017</u>
CURRENT		
Cash	\$ 94,449	\$ 112,980
Accounts receivable (note 3)	43,334	42,355
Prepaid expenses	<u>3,193</u>	<u>4,675</u>
	140,976	160,010
TANGIBLE CAPITAL ASSETS (note 4)	<u>58,094</u>	<u>83,189</u>
	<u>\$ 199,070</u>	<u>\$ 243,199</u>
LIABILITIES		
CURRENT		
Wages and benefits payable	\$ 12,413	\$ 7,321
Government remittances payable	5,210	5,374
Trade payables and accruals (note 5)	14,342	18,057
Deferred revenue	<u>-</u>	<u>21,610</u>
	31,965	52,362
DEFERRED CAPITAL CONTRIBUTIONS (note 7)	<u>55,836</u>	<u>78,171</u>
	<u>87,801</u>	<u>130,433</u>
CONTINGENT LIABILITIES (note 8)		
NET ASSETS		
RESERVE per page 3	25,000	25,000
ACCUMULATED SURPLUS per page 3	<u>86,269</u>	<u>87,766</u>
	<u>111,269</u>	<u>112,766</u>
	<u>\$ 199,070</u>	<u>\$ 243,199</u>

STATEMENT OF FINANCIAL OPERATIONS

LOCAL GOVERNMENT ADMINISTRATORS OF THE NORTHWEST TERRITORIES

STATEMENT OF OPERATIONS For the year ended March 31, 2018

	(note 14) 2018 <u>Budget</u>	2018 <u>Actual</u>	2017 <u>Actual</u>
REVENUES			
GNWT contributions	\$ 230,000	\$ 230,000	\$ 256,907
Government of Canada contributions	50,000	153,849	43,877
AGM sponsorships, registrations and other	34,000	27,850	20,344
Amortization of GNWT capital contributions	22,335	22,335	22,335
Membership dues	19,500	17,100	14,800
Interest income	1,000	1,308	1,237
	<u>356,835</u>	<u>452,442</u>	<u>459,500</u>
EXPENSES			
Projects			
External (note 14)	123,625	240,041	275,652
Internal	-	-	8,999
	<u>123,625</u>	<u>240,041</u>	<u>284,651</u>
Payroll			
Salaries and benefits	135,000	100,804	80,110
Core Business			
AGM and annual conference	15,000	23,987	20,585
Board meeting and travel	-	-	10,201
CAMA conference	5,000	6,351	2,316
CAMA member bursary	3,000	3,905	4,000
Executive Director meetings and travel	3,000	4,358	1,636
President travel	3,000	3,789	5,437
	<u>29,000</u>	<u>42,991</u>	<u>44,175</u>
General and Administrative			
Accounting fees	3,000	4,620	6,752
Audit fees	10,000	8,138	7,688
Insurance	1,000	1,074	1,059
Interest and bank charges	1,000	1,294	1,374
Membership fees	1,500	1,931	1,519
Office general and other	4,000	3,330	4,957
Office lease	20,000	12,341	12,465
Professional development	2,000	-	-
Telephone	3,000	3,547	3,497
Website, Internet, E-Mail	5,000	5,734	2,250
	<u>50,500</u>	<u>42,009</u>	<u>41,761</u>
Other			
Amortization of capital assets	25,100	25,094	24,238
	<u>363,225</u>	<u>453,939</u>	<u>474,673</u>
DEFICIENCY OF REVENUES OVER EXPENSES	\$ (46,390)	\$ (1,497)	\$ (15,173)