



ANNUAL PRESIDENT'S
REPORT
FOR THE YEAR ENDING MARCH 31, 2022

CAMA  **ACAM**
CANADIAN ASSOCIATION OF MUNICIPAL ADMINISTRATORS

AGM INSTRUCTIONS

Webinar Format: You will see the speaker, presentation and motions.

Lines will be muted to reduce noise.

Use the chat feature if you have any technical difficulties.

If you have any questions, use the chat feature and we will answer them at the end of the meeting.

Motions: Vote “In Favour” or “Opposed” – one vote per member.

The AGM will last approximately one hour and is being recorded for the entire membership.



WELCOME & CALL TO ORDER

AGENDA

Approval of 2021 AGM Minutes.

Presentation of Executive Summary of Annual Report.

Approval of 2021-2022 Audited Financial Statements and Appointment of Auditors for the 2022-2023 Year.

Approval of Report of the Nominating Chair and 2022-2023 Board of Directors and By-Law Amendment.

Remarks by Incoming President Cory Bellmore

Adjournment of AGM

MOTION #1: AGM Minutes / Procès-verbal de l'AGA

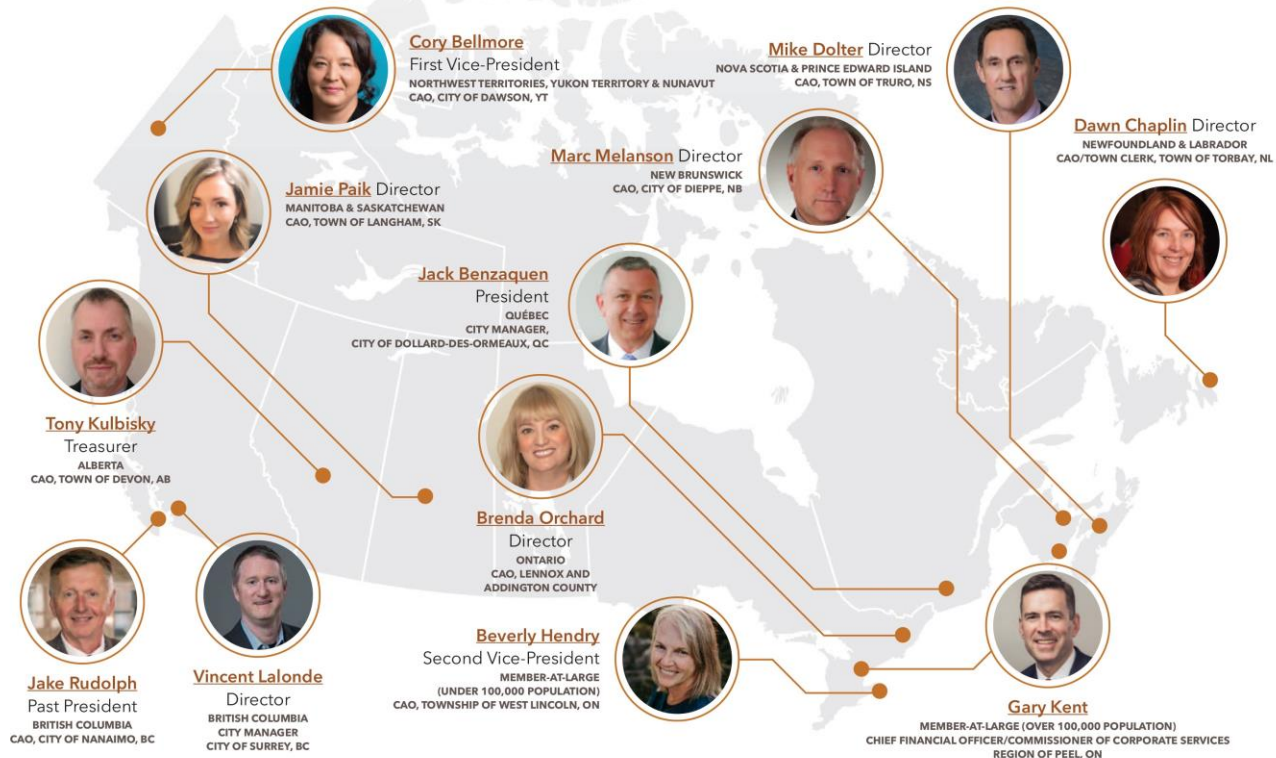


Moved by Cory Bellmore, seconded by Beverly Hendry THAT the minutes of the CAMA Annual General Meeting held on June 1, 2021 using a Zoom Webinar Meeting Platform be approved.

Il est proposé par Cory Bellmore et appuyé par Beverly Hendry QUE le procès-verbal de l'assemblée générale annuelle de l'ACAM qui s'est tenue le 1 juin 2021 sur la plateforme de webinaires Zoom soit approuvé.

2021-2022 Board of Directors

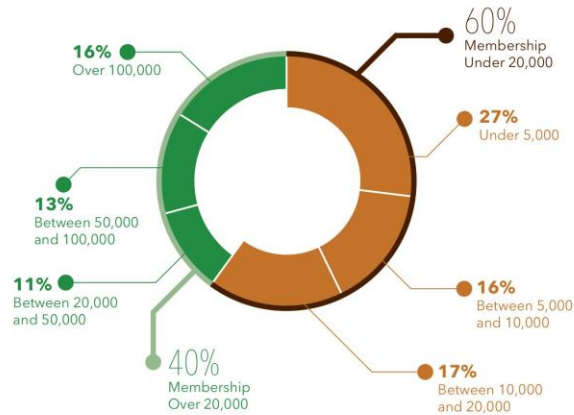
The Canadian Association of Municipal Administrators is governed by an 11-member Board of Directors who are elected by the membership along with the Past President. It has been a pleasure working with these dedicated professionals.



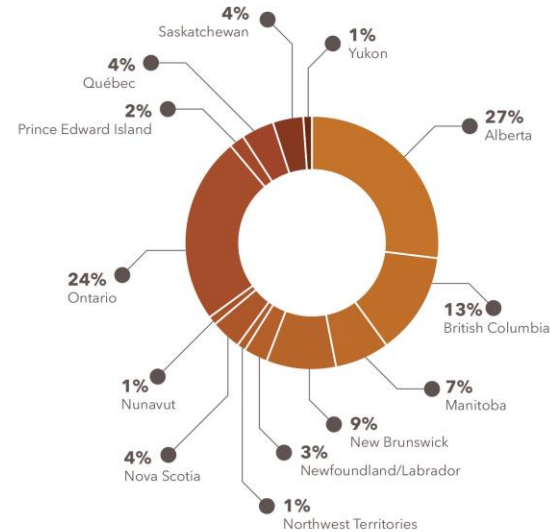
Membership

The membership of our Association continues to remain solid with CAMA currently having over 650 members from across the country with sixty percent of our membership being from communities with populations under 20,000.

Population



Province



REPORT CARD: 2016-2021



New Statement of Purpose and CAMA Website.

New Scholarship Program for smaller and remote communities to attend the Annual Conference.

Many successful membership campaigns.

Virtual 50th Anniversary Celebrations with more to come at the 2023 Deerhurst Conference.

REPORT CARD: 2016-2021



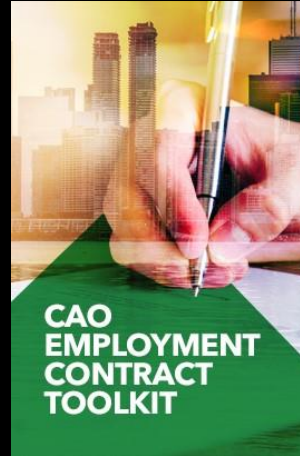
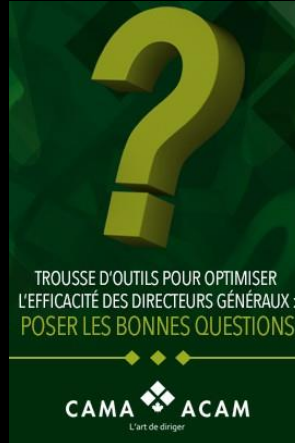
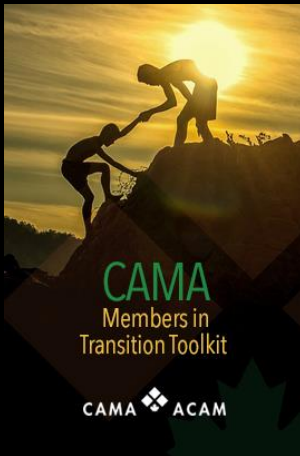
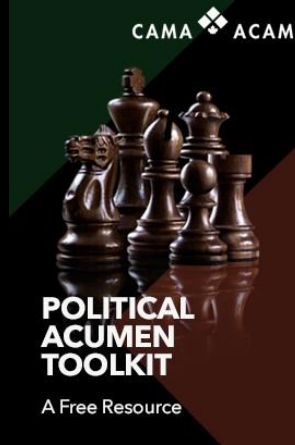
Provided national virtual professional development and networking opportunities.

Completed an inventory analysis variation of CAMA's assets and a policy review.

Position Paper to Federal Government on the Funding Programs for Municipal Infrastructure.

New Member Discussion Forum.

CAMA'S TOOLKITS





Strategic Plan 2022-2027



Vision

The Canadian Association of Municipal Administrators is recognized as the premiere national Canadian organization representing municipal administrators.



Mission

To champion excellence in municipal administration and develop resilient leadership through professional development, networking, partnerships and advocacy.



Values

Accountability and Professional Integrity;
Collaboration; Transparency and Honesty;
Innovation and Excellence; and Diversity and
Inclusivity



Membership Engagement & Support

To be the national membership of choice for Chief Administrative Officers and senior managers across Canada by providing networking opportunities and relevant services related to their local government profession.

- Members Needs Survey
- Jobscene Broadcasts
- E-Brief Newsletter
- Social Media
- Partnerships with MuniSERV and BoxOfDocs
- Membership Campaign/Creation of Marketing Materials on CAMA's Value Proposition
- CAMA Connects



Professional Development

To provide innovative professional development and learning opportunities that enhance members' leadership skills and competencies and support them to achieve good local government management with Council, staff and citizens.

- Enhancements to Annual Conference
- Scholarship Program for Annual Conference
- Promotion of Current Toolkits
- Members Discussion Forum
- CAO Executive Learning Program
- Adapting Current Toolkits
- Develop New Toolkits



Resilient Leadership

To provide municipal administrators with the information, leadership tools, and networks to build their leadership resilience, foster productive relationships with Councils, and encourage the next generation of leaders.

- Awards of Excellence Program
- Long Services Awards Program
- Promotion of the Making Life Happen Campaign/ Recruiting the Next Generation
- Tools for Resilient Leadership: Strategies for Self Care, Wellness and Work Life Balance
- Masterminds Networking Forums
- Next Generation Leadership Development
- Positive CAO-Council Relationships



Strategic Relationships

To continue to build strategic relationships with key stakeholders to create excellence in municipal governance.

- Maintain Provincial/Territorial Association Relationships (Executive Director Meetings)
- Continue to be responsive to FCM enquiries
- Relationships with International Municipal Associations: Australia, New Zealand, United Kingdom
- Continue to partner with ICMA
- Relationship Review



A Strong and Sustainable Organization

To strengthen CAMA's sustainability, leadership, capacity, and infrastructure.

- Ongoing Financial Management
- Ongoing Organizational Development
- Regular Policy Review and Adherence
- Managing the Board Nominations, Election Process and Annual General Meeting
- Support for Effective Board governance
- Managing Revenue Generation Opportunities
- Sponsor/Partner Cultivation and Stewardship
- Human Resources, Consulting Services and Project Management Oversight
- Technological Infrastructure
- Implementation of a Business Continuity Plan
- Sustainability and Long-Term Partnerships
- Diversity, Equity and Inclusion of CAMA Volunteers

THE NEXT FIVE YEARS...

Continued promotion of membership to the Association.

CAMA Connects and Masterminds Networking Sessions on relevant topics.

Enhancements to the Annual Conference.

A new CAO Executive Learning Program.

Developing new toolkits and adapting the current ones (CAO Performance Evaluation) including ways to support the resiliency of CAOs.

THE NEXT FIVE YEARS...

Continue to promote positive CAO-Council relationships.

Develop the next generation of leaders.

Review our key stakeholder relationships.

Explore revenue generating opportunities with the purpose of providing additional member services.

Implement a Business Continuity Plan for the organization.

Lifecycle of the CAO

Below is a table outlining the Lifecycle of a CAO which the Board reviews on a regular basis to ensure that we are providing the appropriate resources to our members at the different stages of their careers. The activities already undertaken for each stage are noted in the table below along with the new initiatives that the Board has planned for the next five years.

Lifecycle Steps	Current Initiatives/Activities	New Initiatives 2022-2027
Recruiting the Next Generation of Leaders to Local Government	<ul style="list-style-type: none"> • Making Life Happen Campaign/Toolkit 	
Mentoring and Succession of Aspiring CAOs	<ul style="list-style-type: none"> • A Quality Annual Conference for Professional Development and Networking (with scholarships and first-time delegate rates) • The Political Acumen Toolkit. • Member Discussion Forum • A CAO Employment Contract Toolkit • Council Orientation Toolkit • Toolkit for Effective CAOs: The Right Questions to Ask • CAMA Connects 	<ul style="list-style-type: none"> • CAO Executive Learning Program/Regional Forums • Reviewing All Toolkits • Develop New Toolkits • Tools for Resilient Leadership: Strategies for Self Care, Wellness and Work/Life Balance • "Masterminds" Networking Forums
Support to the CAO During Their Career	<ul style="list-style-type: none"> • A Quality Annual Conference for Professional Development and Networking (with scholarships and first-time delegate rates) • CAO Performance Evaluation Toolkit • Political Acumen Toolkit • Members in Transition Toolkit • CAO Employment Contract Toolkit • Council Orientation Toolkit • Toolkit for Effective CAOs: The Right Questions to Ask • CAO Human Resources Toolkit • CAMA Connects • Member Discussion Forum 	<ul style="list-style-type: none"> • CAO Executive Learning Program /Regional Forum • Reviewing All Toolkits • Updating the CAO Performance Evaluation Toolkit • Develop New Toolkits • Tools for Resilient Leadership: Strategies for Self Care, Wellness and Work/Life Balance • "Masterminds" Networking Forums • A short guide to support CAOs in keeping the elected officials focused on their policy role and out of the operations
Retirement of the CAO	<ul style="list-style-type: none"> • The opportunity to sign up in muniSERV for interim CAO opportunities • Attendance at the Annual Conference at a reduced fee • CAMA Connects 	

2021 – 50TH ANNIVERSARY

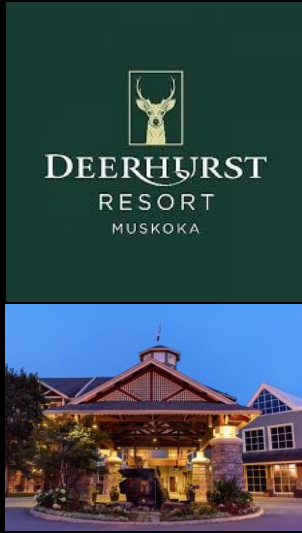


Storyboard outlining each decade.

Featuring interviews with Board members and Executive Director.

Thank you to Alycia Bartlett – the lead on this project.

There will be a celebration at the 2023 Annual Conference held at the Deerhurst Resort.



ANNUAL CONFERENCES

Thank you to staff, the Conference Planning Committee and City of Regina team.

Mark Your Calendar: May 28-31, 2023 at the Deerhurst Resort, Huntsville, ON (follows FCM)

June 2-5, 2024 at the Fairmont Banff Springs, AB

May 25-28, 2025 at the Fairmont Mont Tremblant, QC



A Special Thanks to our Webinar Partners



LIDSTONE & COMPANY



Why join CAMA?
Building Better Communities Together

CAMA brings tremendous benefits to our members and a great opportunity to learn together

CAMA  ACAM

50% off first year!
camacam.ca/membership

GORDON MACFARLANE
DEPUTY CAO
SUMMERSIDE, PEI

MEMBERSHIP COMMITTEE

Cory Bellmore (Chair), Marc Melanson, Brenda Orchard, Dawn Chaplin, Sean Goin, Mike Rudkin, Noreen Zhang, Troy Fleming and Ann Mitchell.

Recruitment and retention of members, outreach to elected officials and input on new member services.

Launched campaigns in Ontario, Québec, British Columbia and Municipalities with a Population Over 100,000.

New members join for 50% off the first year.



REVENUE GENERATION COMMITTEE

Tony Kulbisky (Chair), Mike Dolter, Gary Kent, Ashraful Alam, Yves Leger, and Duane Gladden

Establishing long-term partnerships with sponsors.

Find other non-dues revenues outside of memberships and the Annual Conference.

A goal to provide additional member services.



BUSINESS PARTNER PROGRAM



CAMA  ACAM

PLATINUM
PARTNER

LIDSTONE & COMPANY



canoe
procurement group of canada

**BENEFITS
PROGRAM**

PROVIDED BY **people**
CORPORATION



canoe
procurement group of canada



2022 CAMA AWARDS OF EXCELLENCE

Chair - Gary Kent (Board Representative for Municipalities Over 100,000)
Awards Jury (CAMA Members): Diana Burton, Robert Tremblay, Matthew Goudy, Erin Jackson, Ashrafal Alam



Willis Award for Innovation
Between 20,001 and 100,000
City of Brandon and The Brandon Urban
Aboriginal Peoples' Council
(Truth and Reconciliation 2021)

Professional Development Award Between
20,001 and 100,000
Town of Innisfil
Learning & Development 2.0

Willis Award for Innovation - Over 100,000
City of Vaughan
Winter Maintenance Artificial Intelligence
System

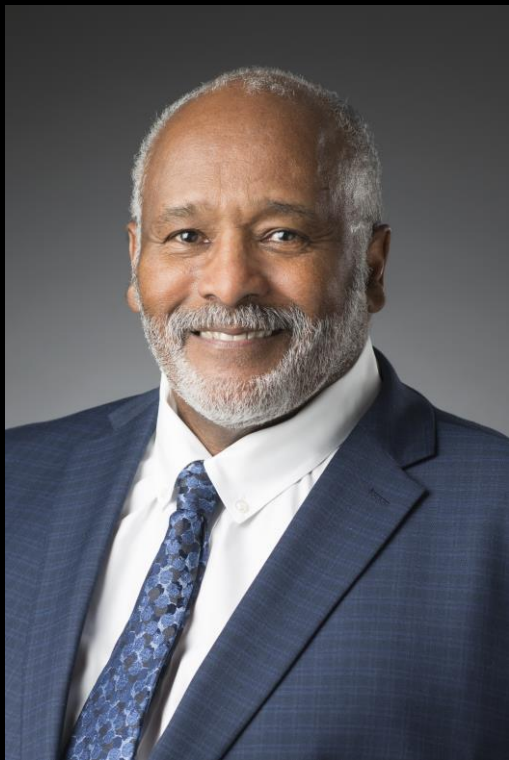
Collaboration Award with External
Organizations
City of Kamloops and The First Nation of
Tk'emlúps te Secwépemc

Environmental Leadership & Sustainability
Over 100,000
City of Richmond
Richmond's City-Wide Pollinator Program

Collaboration Award with Municipalities
Town of Grimsby & Town of Lincoln
Niagara West Fire & Emergency Services



LONG SERVICE AWARDS



George Duncan

68 Long Service Award Recipients.

**George Duncan, CAO, City of Richmond, BC –
Special Long Standing CAO Service Award.**

**CAO for Richmond for 24 years (1997 to 2022
and 2003 to present) and CAO for City of London
(2002 to 2003).**

CAMA Member for 24 years.

THANK YOU

CAMA Board of Directors

CAMA National Office Staff

**Past President Jake Rudolph and Board
Representative for Newfoundland & Labrador
Dawn Chaplin**

**Congratulations to the new Board and Incoming
President Cory Bellmore**

TREASURER'S REPORT 2021-2022

Clean audit report ending the fiscal year with a surplus of \$8,104 and an accumulated surplus of \$652,824.

Accumulated Surplus to be used for future long-term needs of CAMA and for larger one-time Strategic Plan projects.

Revenues: \$18,000 more in Memberships; \$13,000 in Jobscene Broadcasts, \$15,000 in new Platinum Partnerships, \$12,000 in e-Brief Newsletter/Business Partner Program.

Expenditures: \$40,000 for Human Resources Toolkit, \$3,000 for Asset Inventory, \$17,000 more for translation, and \$5,000 more for IT/Website. Savings of \$18,645 on Board Meetings.

MOTION #2: Financial Statements / États financiers



Moved by Tony Kulbisky, seconded by Vincent Lalonde THAT the Financial Statements of the Canadian Association of Municipal Administrators for the year ended March 31, 2022 be approved.

Il est proposé par Tony Kulbisky, et appuyé par Vincent Lalonde QUE les états financiers de l'Association canadienne des administrateurs municipaux pour l'exercice terminé le 31 mars 2022 soient approuvés.

MOTION #3: Appointment of Auditors / Nomination des vérificateurs



Moved by Mike Dolter, seconded by Brenda Orchard THAT Spacek Armstrong & Norrad Chartered Professional Accountants be appointed as the auditors for the 2022-2023 fiscal year.

Il est proposé par Mike Dolter, et appuyé par Brenda Orchard QUE le cabinet de comptables professionnels agréés Spacek, Armstrong & Norrad soit nommé à titre de vérificateur pour l'exercice 2022-2023.

2022-2023 BOARD OF DIRECTORS



- **Cory Bellmore**, President, Northwest Territories, Yukon Territory, and Nunavut
- **Beverly Hendry**, First Vice-President, Member-At-Large (for Municipalities with Populations Under 100,000)
- **Tony Kulbisky**, Second Vice-President, Alberta
- **Brenda Orchard**, Treasurer, Ontario
- **Jack Benzaquen**, Past President
- **Rodney Cumby**, Newfoundland and Labrador
- **Marc Melanson**, New Brunswick
- **Mike Dolter**, Nova Scotia & Prince Edward Island
- **Jamie Paik**, Saskatchewan & Manitoba
- **Gary Kent**, Member-At-Large (for Municipalities with Populations Over 100,000)
- **Vincent Lalonde**, British Columbia
- **Raffaelle Di Stasio**, Québec

MOTION #4: Nominating Committee/Slate of Officers for 2022-2023 Comité des candidatures/Liste des représentants pour 2022-2023



Moved by Jake Rudolph, seconded by Marc Melanson THAT the Nominating Committee Report and the Slate of Officers for the 2022-2023 year be approved.

Il est proposé par Jake Rudolph et appuyé par Marc Melanson QUE le rapport du Comité des candidatures et la liste des représentants pour l'année 2022-2023 soient approuvés

PROPOSED AMENDMENT TO CAMA BY-LAW

CAMA has four classes of members: Regular Members (Voting) and Affiliate, Retired and Honourary Member for Life (Non-Voting).

There are some instances where the Honourary Member for Life is still employed and they are currently a “non-voting” member.

It is recommended that the Honourary Member for Life category be changed to a “voting” member.

MOTION #5: Proposed CAMA By-law Amendment / Proposition de modification du règlement de l'ACAM



Moved by Jake Rudolph, seconded by Gary Kent THAT the amendment to the By-law of the Canadian Association of Municipal Administrators as detailed in the Annual General Meeting package be approved to reflect the change that the Honourary Member for Life category of membership be changed from a non-voting member to a voting member.

Il est proposé par Jake Rudolph et appuyé par Gary Kent QUE la modification du règlement de l'Association canadienne des administrateurs municipaux, comme détaillée dans la trousse de l'assemblée générale annuelle, soit approuvée afin de refléter le nouveau statut s'appliquant à la catégorie de membre honoraire à vie, qui passe de membre sans droit de vote à membre avec droit de vote.

2022-2023 CAMA PRESIDENT CORY BELLMORE



CAMA's first First Nations President and Representative for Northwest Territories, Yukon Territory and Nunavut.

Current CAO for City of Dawson, former CAO for Village of Carmacks, current Director of Carmacks Development Corporation, Council Member for Carmacks, Director of Finance & Administration for Little Salmon Carmacks First Nation.

2009 Recipient of the Association of Yukon Communities Annual Municipal Employee Award of Excellence.

Represented Yukon communities on the renegotiation and restructuring of the annual territorial grant for municipalities and reviewed the Yukon Government Municipal Act.

**2022-2023 CAMA PRESIDENT
CORY BELLMORE**



2001: Bachelor of Commerce from the Hayskane School of Business, University of Calgary.

1999: Arts and Science Certificate from Mount Royal College.

Proud citizen of the Little Salmon Carmacks First Nation and belongs to crow clan (Hanjet).

Joined the Board (2017), Treasurer (2019), Second Vice-President (2020), First Vice-President (2021).

MESSAGE FROM CAMA PRESIDENT CORY BELLMORE

Thank you Jack Benzaquen for your leadership and dedication over the past eight years.

The Next Year: Make the 2023 Conference the best yet; conduct a review of all toolkits and a plan for new ones; and continue virtual networking sessions.

Next Project: Leadership Guide for the Executive Assistant to the CAO led by CAMA Executive Director . Watch for a survey soon!

Living in a changing world that affects our profession and our communities.

We want to hear from you with your suggestions.

MOTION #6: Adjournment / Levée de l'assemblée



Moved by Dawn Chaplin, seconded by Jamie Paik THAT the 2022 Annual General Meeting be adjourned.

Il est proposé par Dawn Chaplin et appuyé par Jamie Paik QUE l'assemblée générale annuelle 2022 soit levée.



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