

ANNUAL PRESIDENT'S REPORT

FOR THE YEAR ENDING MARCH 31, 2024



CANADIAN ASSOCIATION OF MUNICIPAL ADMINISTRATORS





WELCOME & CALL TO ORDER

AGENDA

- Approval of 2023 AGM Minutes
- Executive Summary of Annual Report
- Approval of 2023-2024 Financial Statements
- Approval of Appointment of Auditors for 2024-2025 Year
- Approval of Report of Nominating Chair and 2024-2025 Board
- Recognition of Outgoing Board Members
- Adjournment of AGM

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

THAT the minutes of the CAMA Annual General Meeting held on May 30, 2023 at the Deerhurst Resort be approved.

QUE le procès-verbal de l'assemblée générale annuelle de l'ACAM qui s'est tenue le 30 mai 2023 au Deerhurst Resort, soit approuvé

THANK YOU – PAST PRESIDENTS



Bev Hendry



Jack Benzaquen

REMEMBERING RODNEY CUMBY: HONOURING OUR ESTEEMED CAMA BOARD MEMBER FOR NEWFOUNDLAND & LABRADOR

RODNEY CUMBY
1965-2024

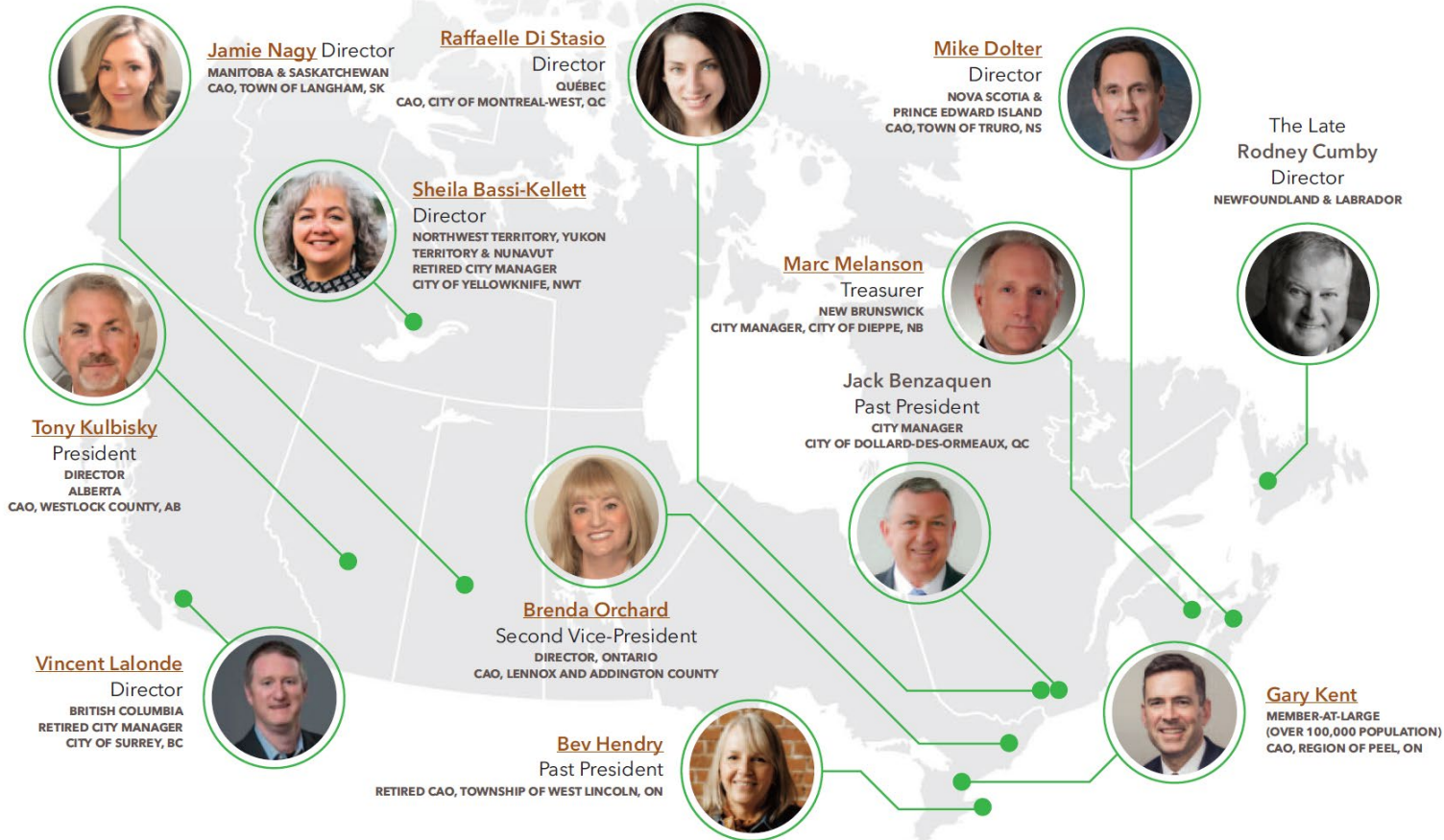
It is with heavy hearts that we mourn the loss of Rodney Cumby, a valued member of the CAMA community and the Board Representative for Newfoundland and Labrador. Rodney's passing on March 8, 2024 marks a significant loss for municipal governance, particularly in Newfoundland and Labrador, where he made enduring contributions to the field.

Rodney Cumby was no stranger to the national stage of municipal government, having served on the CAMA Board from 2015 to 2018 and he was a returning member since 2022. His dedication to advancing the profession and advocating for the interests of municipalities across the country have left a lasting impact.



2023-2024 CAMA 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.



COMMUNITY BUILDER AWARD



Jennifer Goodine
CAMA Executive Director

- Recognizes individuals making waves in enhancing the well-being of member municipalities.

“Jennifer’s generosity is beyond any that we have seen since we have started to rebuild the organization, and we are so thankful. We do not have to reinvent the wheel with respect to the training of senior administrators”.

— Marla Limousin, NAM Executive Director

STRATEGIC PLAN – 2022-2027

YEAR THREE



Membership
Engagement &
Support



Professional
Development



Resilient
Leadership



Strategic
Relationships



A Strong and
Sustainable
Organization

MEMBERSHIP MILESTONE

- 825 Members
 - 649 – January 2023
 - 700 – May 2023
 - 750 – October 2023
 - 800 – January 2024
- 219 new members in one year – net 133
- 60% from communities with populations under 20,000

MEMBERSHIP COMMITTEE

- Marc Melanson, CAMA Treasurer, Board Presentative for New Brunswick, City Manager, City of Dieppe, NB
- Bev Hendry, CAMA Past President
- Brenda Orchard, CAMA Second Vice-President/Board Representative for Ontario/CAO, County of Lennox-Addington, ON
- Jamie Nagy, CAMA Board Representative for Manitoba and Saskatchewan/CAO, Town of Langham, SK
- Dawn Chaplin, Retired CAMA Member
- Sean Goin, CAMA Member/Manager of Infrastructure, Town of Devon, AB
- Noreen Zhang, CAMA Member/CAO, Town of Wembley, AB
- Troy Fleming, CAMA Member/City Manager, City of Fort Saskatchewan, AB

MEMBERSHIP COMMITTEE

- Implementation of Member Business Plan
- Attraction & Retention of Members
- Targeted campaigns in Alberta, Ontario, Nova Scotia, New Brunswick, Quebec, Newfoundland & Labrador, Nunavut
- LinkedIn Campaign
- Examined barrier to membership in communities under 1,500

HELP GROW OUR MEMBERSHIP

Conférence de l'ACAM : Là où les moments inoubliables se mêlent à l'esprit de camaraderie de l'ACAM - Vous n'êtes jamais seul dans votre quête de leadership municipal !



SERGE ARSENAULT, DG
VILLE DE GRAND-BOUCTOUCHE
(N.-B.)

“ Tout ce que j'ai à dire au sujet de ma première conférence de l'ACAM, c'est WOW ! La camaraderie et l'esprit de famille qui règnent au sein de l'ACAM sont sans pareils. Parfois, dans notre rôle de DG, on peut avoir l'impression d'être tout seul et que personne ne fait face aux mêmes problèmes que nous, mais après avoir fait du réseautage et discuté avec d'autres DG lors de cet événement, j'ai rapidement réalisé que je n'étais pas seul. Peu importe que vous ayez 500 ou 2 millions d'habitants, nous avons des problèmes similaires et l'ACAM est là pour nous aider. ”

50% de réduction la première année!
camacam.ca/fr/adhesion



CAMA Conference: Bridging Perspectives, Igniting Inspiration – Where National Connections Transform Municipal Visionaries!



**MEREDITH
STAVELEY-WATSON**
MANAGER OF GOVERNMENT
RELATIONS AND POLICY, EASTERN
ONTARIO WARDENS' CAUCUS

“ I was able to meet Chief Administrative Officers, municipal staff, and business representatives from not only Ontario, but across the entire country. This national perspective gave me a vantage point to learn about different challenges, perspectives and solutions. It made the national municipal community approachable and I came away feeling refreshed, inspired and motivated to contribute to the municipal sector. ”

50% off first year
camacam.ca/membership



2023 CAMA CONFERENCE



**DENISE CORRY
& JULIE STEVENS**

- 270 delegates after a four- year hiatus
- Surplus of \$92,000
- Thank you Sponsors & Exhibitors
- Thank you to CAOs Denise Corry and Julie Stevens

2024 CAMA CONFERENCE



CAMARADERIE
EMBRACING CHANGE

- Record 360 delegates
- Thank you to CAO Kelly Gibson (Banff) and his Staff
- 70 First Time Delegates
- 11 Scholarship Recipients
- Thank you Planning Committee:
Vince Lalonde, Gary Kent, Raffaele Di Stasio, Sheila Bassi-Kellett, Brenda Orchard

SEE YOU NEXT YEAR IN MONT TREMBLANT

Mark the Dates: May 25-28, 2025



FUTURE CONFERENCES

- May not be in close proximity to FCM.
- May be in the same region.
- Currently exploring locations for 2026, 2027, 2028
- Watch for the announcement in the Fall 2024 for future destinations.

THANK YOU – WEBINAR PARTNERS



THANK YOU TO OUR 2024 CONFERENCE PARTNERS

Platinum Partners



LIDSTONE & COMPANY



Silver Partners



Bronze Partners

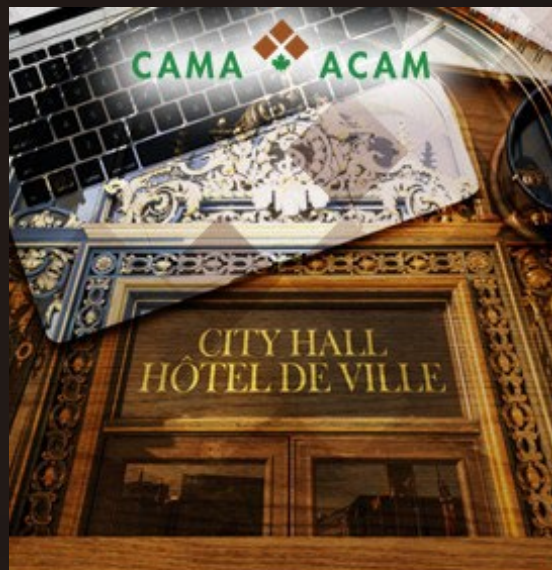


CLASS OF 2024 EXECUTIVE LEADERSHIP PROGRAM

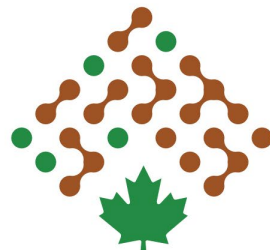




- Thank you to Facilitators: Chris MacPherson, Murray Jamer, Sheila Bassi-Kellet, and Glen Davies
- Leadership, HR, Strategic Planning, Governance, Political Acumen, Resiliency
- 2025 January Program SOLD OUT
- Two scholarships offered



TOOLKIT
FOR THE EFFECTIVE
EXECUTIVE ASSISTANT TO
THE CHIEF ADMINISTRATIVE
OFFICER

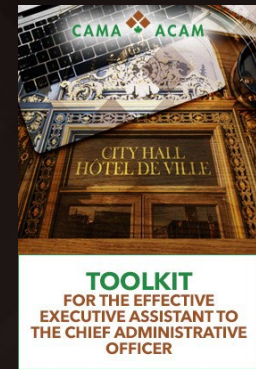
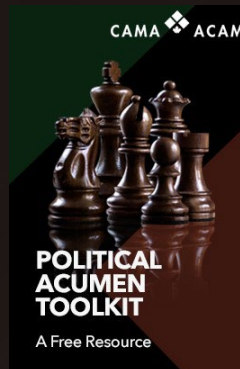
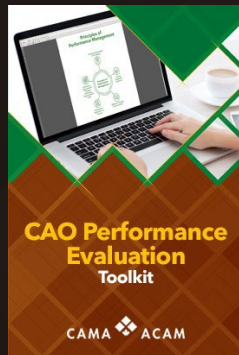
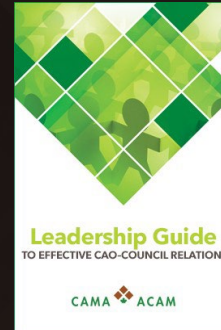
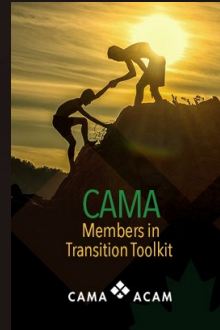
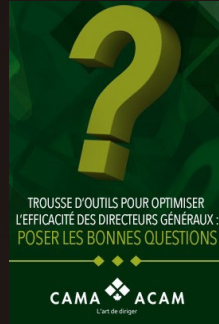


CAMA
EA Connections

NEW TOOLKITS



TOOLKIT LIBRARY



MASTERMINDS NETWORKING FORUM



“It was an absolute pleasure to be a participant in the CAMA Masterminds Networking Forum. These forums provided the opportunity for participants to discuss matters in a “safe space” and brainstorm on solutions and best practices to move our organizations forward in a positive manner. The connections I was able to make with other senior administrators across the country was very valuable.”

DENISE CORRY
CAO, TOWN OF HUNTSVILLE, ON



CAMA MASTERMINDS
NETWORKING FORUM
THE POWER OF MUNICIPAL CAMA-RADERIE

CAMA  ACAM

- September to December 2023
- Three English Groups led by Brenda Orchard (CAMA Second Vice-President) and Chris MacPherson (Past President/Honourary Member)
- One French Group led by Marc Melanson (CAMA Treasurer)
- Two Special Masterminds Groups April to June 2024 on “Abuse by Elected Officials”.
- Watch for registration for the Fall 2024 Series.



- 93 Recipients
- Theresa Van Oort, CAO, County of Northern Lights, AB (40 Years)
- Jack Ramsden, CAO, Town of Eckville, AB (45 Years)



8 Winners and 45 Submissions

Thank you Awards Jury:

- The Late Rodney Cumby, City Manager, City of Corner Brook, NL (Chair and CAMA Board Representative for Newfoundland & Labrador)
- Greg Mariotti, CAO, Township of Georgian Bay, ON
- Shanon Kalra-Ramjoo, Director, Parks, Forestry and Horticulture Operations, City of Vaughan, ON
- Lisa Spitale, CAO, City of New Westminster, BC
- Theresa Fuller, CAO, Town of Bashaw, AB
- Mark Boysen, District Manager/Corporate Officer, North Salt Springs Waterworks District, BC
- Matthew Goudy, CAO, City of Lacombe, AB
- Jane Blakely, Director of Legal, City Clerk & Human Resources, City of Fredericton, NB
- Ian McDougall, CAO, Town of Newmarket, ON
- Marc Landry, Director of Special Projects, Southeast Regional Commission, NB

STRATEGIC PARTNERSHIPS

- Regular updates from FCM
- FCM Asset Management Collaboration Workshop – Thank you Sara DeGrace (Deputy CAO – Fredericton)
- Federal Government Representatives (Infrastructure Canada and Environment & Climate Change Canada)

A Special Thanks to our Business Partners



amilia



CAMA  ACAM

LIDSTONE & COMPANY



PLATINUM
PARTNER

NATIONAL PARTNERSHIPS

- Provincial/Territorial Associations
- Nunavut Association of Municipalities
- Women in Local Government Administration (WILGA) (CAMA members Elle Brovold, Kealy Dedman and Sandra Lund)
- City of Toronto Women's Network

POLITIQUE DE BILINGUISME / BILINGUALISM POLICY

Merci au groupe de travail:

- Jack Benzaquen, président sortant de l'ACAM
- Tony Kulbisky, président de l'ACAM et représentant de l'Alberta/directeur général du Comté de Westlock (Alberta)
- Marc Melanson, trésorier de l'ACAN et représentant du Nouveau-Brunswick au conseil d'administration de l'ACAM et directeur général de la Ville de Dieppe (N.-B.)
- Raffaella Di Stasio, représentante du Québec au conseil d'administration de l'ACAM et directrice générale de la Ville de Montréal-Ouest (Québec)
- Mélanie Brisson, directrice générale de la Ville de Sainte-Julie (Québec)
- Yves Léger, directeur général et greffier de la Communauté rurale de Maple Hills (N.-B.)
- Dave Brown, directeur général de l'Île de Lamèque (N.-B.) et président de l'Association des administrateurs municipaux du Nouveau-Brunswick (AAMNB)
- Tina Bubenzer, directrice générale du Village de St Pierre Jolys (Manitoba)

THANK YOU



- The 2023-2024 Board of Directors
- Actively engage in CAMA-raderie.
- Stay connected with your colleagues and Provincial/Territorial Associations

TREASURER'S REPORT

Strong Financial Position

- 2023-2024 Fiscal Year Surplus: \$96,036
- Accumulated Surplus: \$776,950

Reserve Funds

- Ensure stability of mission, programs, employment, operations
- Cover potential revenue declines or operating deficits

Policy Guidelines

- Target maximum Reserve Fund: 12 months of average operations costs
- Intended for long-term needs and one-time Strategic Plan projects approved by the Board

SIGNIFICANT FINANCIAL VARIANCES (YEAR-OVER-YEAR)

- Membership Revenue: +\$25,000 (Growth & 50% off retention)
- General Sponsorships: -\$24,000 (Reallocation: Annual Conference & General Operations)
- Investment Income: +\$8,700
- Job Postings: -\$8,600
- New Program Revenue: \$137,090 (Executive Leadership & EA Master Classes)
 - Expenses: \$117,153
 - Surplus: \$20,000
- Annual Conference: +\$92,000 (First since 2019)
- Management Fees: \$106,819 (Core services + Toolkits)

MOTION #2: Financial Statements / États financiers

THAT the Financial Statements of the Canadian Association of Municipal Administrators for the year ended March 31, 2024 be approved.

QUE les états financiers de l'Association Canadienne des administrateurs municipaux pour l'exercice terminé le 31 mars 2024 soient approuvés.

MOTION #3: Appointment of Auditors / Nomination de vérificateurs

THAT Spacek Armstrong & Norrad Charters Professional Accountants be appointed as the auditors for the 2024-2025 fiscal year.

QUE le cabinet de comptables professionnels agréés Spacek, Armstrong & Norrad soit nommé à titre de vérificateur pour l'exercice 2024-2025.

NOMINATING COMMITTEE REPORT

- **Retirement & Transition**
 - **December 2023:** Retired as CAO (Township of West Lincoln) & Resigned as CAMA President
 - **February 2024:** Tony Kulbisky appointed as CAMA President and continues for 2024-2025 term
- **Executive Positions**
 - All retained except First Vice-President and Member-At-Large (Municipalities Under 100,000) vacant until election

NOMINATING COMMITTEE REPORT

2024-2025 Nominating Committee:

- Chair: Past President Bev Hendry (transitioned from Jack Benzaquen)
- President: Tony Kulbisky
- Second Vice-President: Brenda Orchard
- Treasurer: Marc Melanson

NOMINATING COMMITTEE REPORT

Board of Directors Terms:

- Serve four-year terms, except for Executive roles
- Eligible for re-election after two-year absence
- Terms start post-Annual General Meeting

NOMINATING COMMITTEE REPORT

Call for Nominations:

- Sent to membership on February 19, 2024
- Positions available:
 - Member-At-Large for Municipalities Under 100,000
 - Representative for Nova Scotia & PEI
 - Representative for Manitoba & Saskatchewan
 - Representative for British Columbia
 - Representative for Northwest Territories, Yukon & Nunavut
- Additional Position:
 - Representative for Newfoundland & Labrador (vacant due to Rodney Cumby's passing)
 - Call for Nominations issued on April 3, 2024

ACCLAIMED POSITIONS

Congratulations to CAMA Board Members-Elect for
British Columbia, Manitoba & Saskatchewan, Northwest Territories,
Yukon Territory & Nunavut, and Newfoundland & Labrador



EVAN PARLIAMENT
CHIEF ADMINISTRATIVE OFFICER
CITY OF REVELSTOKE, BC



NATHAN PETO
CITY MANAGER
CITY OF PORTAGE LA PRAIRIE, MB



TRACY THOMAS
SENIOR ADMINISTRATIVE OFFICER
TOWN OF FORT SMITH, NWT



LISA NIBLOCK
CHIEF ADMINISTRATIVE OFFICER
TOWN OF PARADISE, NL

ELECTION CANDIDATES

Candidates for the Election for the 2024-2025 CAMA Board of Directors Nova Scotia & Prince Edward Island



JEFF GUSHUE
CHIEF ADMINISTRATIVE OFFICER
TOWN OF YARMOUTH, NS



JOHN JAMIESON
CHIEF ADMINISTRATIVE OFFICER
TOWN OF THREE RIVERS, PEI

**Candidates for the Election for the
2024-2025 CAMA Board of Directors**
Member-At-Large for Municipalities with a
Population Under 100,000



YVES LEGER
CHIEF ADMINISTRATIVE OFFICER/CITY CLERK
RURAL MUNICIPALITY OF MAPLE HILLS, NB



PATRICE BOILEAU
DIRECTOR GENERAL
CITY OF BEACONSFIELD, QC



HORACIO GALANTI
CITY MANAGER
CITY OF AIRDRIE, AB



KYLE ATTANASIO
CHIEF ADMINISTRATIVE OFFICER
CITY OF KENORA, ON



JOHN ENNS-WIND
CHIEF ADMINISTRATIVE OFFICER
TOWN OF GRAND BAY-WESTFIELD, NB



PATRICK PULAK
GENERAL MANAGER OF OPERATIONAL SERVICES
CITY OF BRANDON, MB



KARA VAN MYALL
CHIEF ADMINISTRATIVE OFFICER
TOWN OF SAUGEEEN SHORES, ON



SHEENA NGALLE-MIANO
CHIEF ADMINISTRATIVE OFFICER
MUNICIPALITY OF CHELSEA, QC



JODY MURRAY
CHIEF ADMINISTRATIVE OFFICER
TOWN OF PORTUGAL COVE-ST. PHILIP'S, NL



PETER NEUFELD
CHIEF ADMINISTRATIVE OFFICER
MUNICIPALITY OF LEAMINGTON, ON



ROBERT TREMBLAY
CHIEF ADMINISTRATIVE OFFICER
TOWN OF RENFREW, ON

CAMA BOARD OF DIRECTORS 2024-2025

- **Tony Kulbisky**, President, Alberta
- **Brenda Orchard**, First Vice-President, Ontario
- **Marc Melanson**, Second Vice-President, New Brunswick
- **Gary Kent**, Treasurer, Member-At-Large (for Municipalities with A Population Over 100,000)
- **Bev Hendry**, Past President
- **Raffaelle Di Stasio**, Québec
- **Lisa Niblock**, Newfoundland and Labrador
- **Nathan Peto**, Saskatchewan & Manitoba
- **Evan Parliament**, British Columbia
- **Tracy Thomas**, Yukon Territory, Northwest Territories & Nunavut
- **Yves Leger**, Member-At-Large (for Municipalities with a Population Under 100,000)
- **Jeff Gushue**, Nova Scotia and Prince Edward Island

MOTION #4: Nominating Committee/Slate of Officers for 2024-2025
Comité des candidatures / Liste des représentants pour 2024-2025

THAT the Nominating Committee Report and the Slate of Officers for the 2024-2025 year be approved.

QUE la rapport du Comité des candidatures et la liste des représentants pour l'année 2024-2025 soient approuvés.

MIKE DOLTER: 2019-2024

REPRESENTATIVE FOR NOVA SCOTIA & PEI



CAO, Town of Truro, NS

- Member - 2020 Conference Committee
- Member - Communication Committee
- Chair – 2022 Conference Committee
- Chair – 2023 Conference Committee
- Chair & Member – Toolkit Taskforce
- Member – Financial Stability Committee

JAMIE NAGY: 2020-2024

REPRESENTATIVE FOR MANITOBA & SASKATCHEWAN



CAO, Town of Langham, SK

- Member – 2021 Conference Committee
- Member – 2022 Conference Committee
- Member – 2023 Conference Committee
- Member – Communication Committee
- Member – Toolkit Taskforce

VINCENT LALONDE: 2021-2024 REPRESENTATIVE FOR BRITISH COLUMBIA



Retired CAO, City of Surrey, BC

- Member – 2022 Conference Committee
- Member – 2023 Conference Committee
- Chair – 2023 Awards Jury
- Member – 2024 Conference Committee

SHEILA BASSI-KELLETT: 2023-2024

REPRESENTATIVE FOR NORTHWEST TERRITORIES, YUKON TERRITORY & NUNAVUT



CAO, City of Yellowknife, NWT

- Member – 2024 Conference Committee
- Member – Toolkit Taskforce
- Facilitator – Executive Leadership Program

JACK BENZAQUEN: 2014-2024

PAST PRESIDENT



Directeur Général, Ville de Dollard-des-Ormeaux

- Member – 2015 Conference Committee
- Chair/Member – Strategic Plan Implementation Team
- Chair – Code of Conduct Committee
- Chair – 2018 Awards Jury
- Member – 2019 Conference Committee
- Treasurer
- Second Vice-President
- First Vice-President
- Member – 2021 Conference Committee
- President
- Chair – CAO Human Resources Toolkit Committee
- Chair – Governance & Nominating Committee
- Chair – Bilingualism Taskforce

BEV HENDRY: 2023-2024 PRESIDENT



- CAMA President (2023-2024)
- Chair – Political Acumen Toolkit Committee
- Member – Membership/Communications Committee
- Treasurer
- Second Vice-President
- Member – CAO HR Toolkit Committee
- First Vice-President
- Member – Toolkit Taskforce
- Chair – Strong Mayor's Taskforce

MOTION #5: Adjournment / Levée de l'assemblée

THAT the 2024 Annual General Meeting be
adjourned.

QUE l'assemblée Générale annuelle 2024 soit
levée.



2024 CAMA Conference | June 3-5, 2024 | Fairmont Banff Springs Hotel, Alberta