

# Annual President's **REPORT**

For the year ending March 31, 2020



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 only if you have any technical issues.**

**If you have any questions, raise your “virtual” hand 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 45 minutes and is being recorded for the entire membership.**

**Thank you City of Fredericton and Adam Bell, CIO.**



**WELCOME & CALL TO ORDER**

# AGENDA

**Approval of 2019 AGM Minutes**

**Presentation of Executive Summary of Annual Report**

**Approval of 2019-2020 Audited Financial Statements  
and Appointment of Auditors for the 2020-2021 Year**

**Approval of Report of the Nominating Chair and 2020-  
2021 Board of Directors**

**Remarks by Incoming President Rudolph**

**Adjournment of AGM**



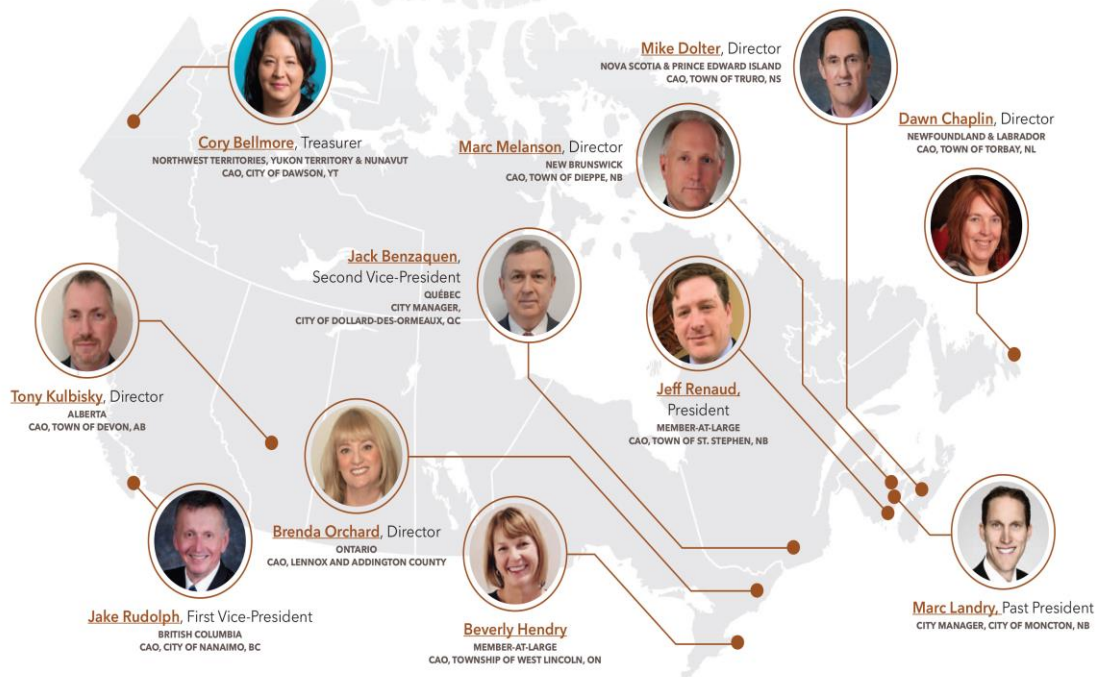
# MOTION #1: AGM Minutes / Procès-verbal de l'AGA



**Moved by Jake Rudolph, seconded by Jack Benzaquen THAT the minutes of the CAMA Annual General Meeting held in Quebec City on May 28, 2019 be approved.**

**Il est proposé par Jake Rudolph et appuyé par Jack Benzaquen QUE le procès-verbal de l'assemblée générale annuelle de l'ACAM qui s'est tenue le 2 juin 2020 sur la plateforme de webinaires Zoom soit approuvé.**

# 2019-2020 CAMA BOARD OF DIRECTORS



# CAMA National Office

***Fredericton***

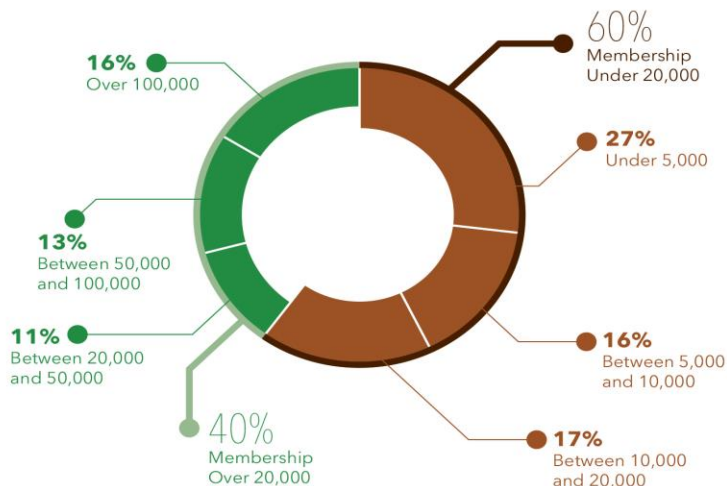


**Thank you to CAO Chris  
MacPherson and City  
Council for 15 years of  
support.**

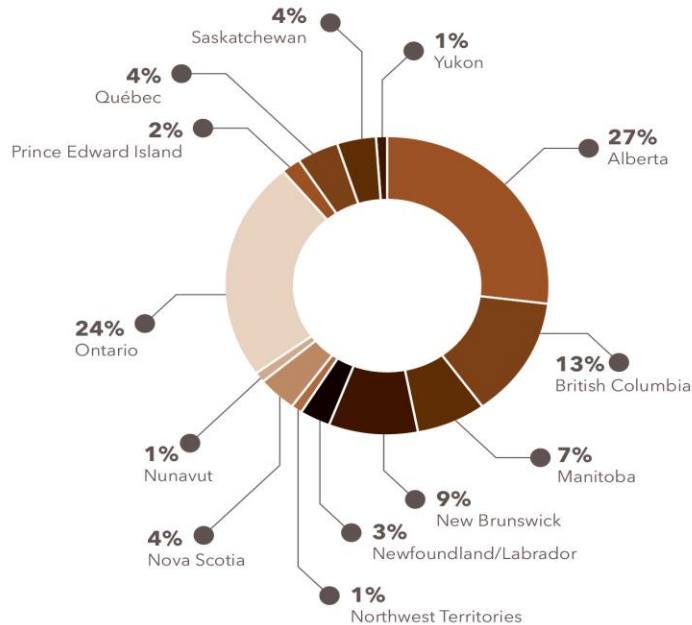
# MEMBERSHIP

- 650 members from across the country.
- 60% with populations under 20,000.

## Population



## Province





# **STRATEGIC PLAN**

**The last year of a five year Strategic Plan.**

**Launch and promotion of three toolkits, Making Life Happen and Mentorship Forum.**

**Report cards of all projects on CAMA website.**

# **What's Next? 2020-2021**

**Outreach to small, large and francophone municipalities and elected officials.**

**Priority is the 2021 Conference.**

**Launch of CAO Employment Toolkit and Council Orientation Toolkit and promotion of all toolkits.**

**Prepare for 50<sup>th</sup> Anniversary in 2021.**

**Inventory analysis of assets including the Sponsor and Exhibitor Program.**

# PROFESSIONAL DEVELOPMENT 2019 QUEBEC CITY CONFERENCE

- Successful Conference – Thank you Quebec City!
- High quality programming and excellent networking opportunities.
- Highlight: President's Dinner at Le Capitol Theatre with Painchaud Family.



# **CANCELLATION OF 2020 CONFERENCE**



**DEERHURST RESORT, ONTARIO**

**A key benefit to members.**

**Thank you to, Staff and the Program and Host Committees.**

**Deerhurst – we will be back!**



# FUTURE CONFERENCES

2021 Conference – May 31 to June 2 at Fairmont Tremblant in Québec

CAMA's 50<sup>th</sup> Anniversary – Wear Gold!

Locations for 2022 and beyond to be confirmed in the future.





# NETWORKING & PARTNERSHIPS

- Affiliate partners and organizations.
- Thank you Tim Anderson, ICMA's Canadian International Vice-President.
- Congratulations to Brock Carlton, CEO of FCM on his retirement.
- Provincial/Territorial Associations.



# **Communications Committee**

**Membership Campaign focusing  
on toolkits and member benefits.**

**Thank You to the Committee:  
Brenda Orchard (Chair) and  
members Cory Bellmore, Bev  
Hendry, Dawn Chaplin, and Tony  
Kulbisky**



## AWARDS OF EXCELLENCE PROGRAM

- 2020 Program led by Tony Kulbisky (CAMA Alberta Representative) and the following Jury Members: Martin Taylor, Sheila Bassi-Kellett, John Skorobohacz, John Thomas, and John Enns-Wind.
- Award winners to be announced in September 2020.

# TOOLKITS

- Political Acumen Toolkit and Mentorship Forum
- Members in Transition Toolkit available in the Member's Section.
- Performance Evaluation Toolkit with new addition of an evaluation and mandate letter for direct reports.
- CAO Employment Contract Toolkit to be launched in Fall 2020. Thank you to the Committee: Chair Jake Rudolph, and members Jeff Renaud, Dawn Chaplin, Marc Landry, Andy Brown, Phyllis Carlyle and David Stewart.
- Council Orientation Toolkit.





# THANK YOU

Cory Bellmore, Treasurer  
The Board of Directors  
National Office Staff

Marc Landry, Past President

Congratulations to Incoming President Rudolph and the  
New Board





# TREASURER'S REPORT 2019-2020

Clean audit report.

Ended the fiscal year with a deficit of -\$28,893 and an accumulated surplus of \$602,326.

\$39,606 of “sunk” costs for the 2020 cancelled Annual Conference.

Increase in revenues in memberships and job postings over last year.

2019 Québec City Conference: Surplus of \$42,000.

Key projects funded from accumulated surplus: completion of Political Acumen Toolkit, CAO Employment Contract Toolkit, Asset Inventory, and Membership campaigns/marketing of toolkits.

# MOTION #2: Financial Statements / États financiers



Moved by Cory Bellmore, seconded by Beverly Hendry THAT the Financial Statements of the Canadian Association of Municipal Administrators for the year ended March 31, 2020 be approved.

Il est proposé par Cory Bellmore et appuyé par Beverly Hendry QUE les états financiers de l'Association canadienne des administrateurs municipaux pour l'exercice terminé le 31 mars 2020 soient approuvés.

# MOTION #3: Appointment of Auditors / Nomination des vérificateurs



Moved by Mike Dolter, seconded by Tony Kulbisky THAT Spacek, Armstrong & Norrad Chartered Professional Accountants be appointed as the auditors for the 2020-2021 fiscal year.

Il est proposé par Mike Dolter et appuyé par Tony Kulbisky QUE le cabinet de comptables professionnels agréés Spacek, Armstrong & Norrad soit nommé à titre de vérificateur pour l'exercice 2020-2021.

# NOMINATING COMMITTEE REPORT

## AVAILABLE BOARD POSITIONS

### **Manitoba and Saskatchewan**

- Jamie Paik, Chief Administrative Officer, Town of Langham, SK
- Eric King, Chief Administrative Officer, Town of Niverville, MB
- Cameron Bell, Chief Administrative Officer, Rural Municipality of Lac du Bonnet, MB

### **Member-At-Large for a municipality with a population over 100,000:**

- Gary Kent, Commissioner of Corporate Services & CFO, City of Mississauga, ON
- Keshwer Patel, Commissioner of Corporate Services & CFO, City of Waterloo, ON
- Jacques Dubé, Chief Administrative Officer, Halifax Regional Municipality, NS

# 2020-2021 BOARD OF DIRECTORS



- **Jake Rudolph**, President, British Columbia
- **Jack Benzaquen**, First Vice-President, Québec
- **Cory Bellmore**, Second Vice-President, Yukon Territory, Northwest Territories, and Nunavut
- **Beverly Hendry**, Treasurer, Member-At-Large
- **Jeff Renaud**, Past President
- **Tony Kulbisky**, Alberta
- **Dawn Chaplin**, Newfoundland and Labrador
- **Brenda Orchard**, Ontario
- **Marc Melanson**, New Brunswick
- **Mike Dolter**, Nova Scotia & Prince Edward Island
- **Jamie Paik**, Manitoba & Saskatchewan
- **Gary Kent**, Member At Large for a Municipality with a Population Over 100,000



## **MOTION #4: Nominating Committee/Slate of Officers for 2020-2021 Comité des candidatures/Liste des représentants pour 2020-2021**



**Moved by Marc Landry, seconded by Marc Melanson THAT the Nominating Committee Report and the Slate of Officers for the 2020-2021 year be approved.**

**Il est proposé par Marc Landry et appuyé par Marc Melanson QUE le rapport du Comité des candidatures et la liste des représentants pour l'année 2020-2021 soient approuvés.**

# 2020-2021 CAMA PRESIDENT



**Joined the Board in 2014 as the British Columbia Representative.**

**Served as Treasurer, Second Vice-President and First Vice-President.**

**Professional career which spans 35+ years in four Provinces, six municipalities and on regional agency.**

**Master's Degree in Planning, an MBA and most recently completed the Harvard Executive Leadership Program.**

**CAMA**  
CONNECTS



SOLIDARITÉ  
**ACAM**

“This year we are  
changing  
everything because  
everything has  
changed”

**What do you and your communities  
need to be resilient in the “new  
normal”?**

**CAMA Connects virtual networking**

**Send us your suggestions.**

# MOTION #5: Adjournment / Levée de l'assemblée



**Moved by Dawn Chaplin, seconded by Brenda Orchard THAT the 2020 Annual General Meeting be adjourned.**

**Il est proposé par Dawn Chaplin et appuyé par Brenda Orchard QUE l'assemblée générale annuelle 2020 soit levée.**

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