



ANNUAL REPORT

2022

Prepared by: Emily Dubuc, Communication
Coordinator

Presented by: Melanie Murphy, Executive
Director

President's Message

On behalf of the LGANT Board of Directors, I am pleased to present to you the 2021 - 2022 Annual Report, which will provide an overview of the past year and what is on the horizon for LGANT in 2022 and beyond.

As with all of you, LGANT continued to face the struggles imposed by the COVID-19 pandemic restrictions and closures. They ensured members received the consistent and accurate support they required and needed. While the in-person 2021 conference was unfortunately cancelled twice due to another wave of Covid-19, LGANT was able to bring us an amazing half day virtual discussion panel with many of the Deputy Ministers from various Government departments.

2021 was another busy and successful year. We made excellent progress on the 2018-2022 Strategic Plan in all four priority areas – Broaden Membership Base, Pursue Strategic Partnerships, Diversify Revenue and especially in Invest in Technology.

The details in this annual report outlines how LGANT continued to work towards achieving our vision and mission of being recognized for our excellence in providing support and professional development to all of our members during these very trying two years.

Without our staff, LGANT would not have been as successful during the pandemic, so I want to thank them for their resilience, dedication and perseverance in providing our membership with excellent assistance and service. As well, I would like to thank our Board of Directors for constantly providing guidance as we continue to look for new and innovative ways to move the association forward during email correspondence or through board meetings.

Finally, I would like to sincerely thank our membership for your ongoing support, resiliency and the strong leadership that you provide for your communities each and every day to make the Northwest Territories a better place to work and live.

I am personally excited to see the future innovation and success that will come from this past year. We look forward to continuing to work with you in 2022 - 2023.



Grant Hood
LGANT President



Board of Directors

LGANT is governed by a volunteer policy board who contribute their time and expertise by providing financial oversight, accountability and strategic direction.



President
Grant Hood
SAO, Town of Inuvik



Vice President
Fred Behrens
SAO, Community Government
of Wekweeti



Treasurer
Sheila Bassi-Kellett
City Manager, City of
Yellowknife



Director
Cynthia White
SAO, Town of Fort Smith



Director
Lisa Nitsiza
SAO, Community Government
of Whati



Director
Boyd Clark
Band Manager, Acho Dene Koe
First Nation



Member at Large
Shawn Stuckey
SAO, Hamlet of Tuktoyaktuk

About LGANT

The Local Government Administrators of the Northwest Territories (LGANT) is a non-profit, non-government organization that has provided support and development opportunities to senior administrators working in local governments throughout the Northwest Territories since 1981. Over the years, the Association has expanded its reach and programming, we also provide professional development opportunities, peer support, outreach, and advocacy on behalf of local government administrators and band managers in all 33 communities of the NWT.

LGANT has an important partnership with the Department of **Municipal and Community Affairs (MACA)** and the **Northwest Territories Association of Communities (NWTAC)** and works to develop and deliver training targeted towards the unique needs of community government administrators in the NWT. LGANT is also recognized as a professional partner by peer associations across Canada and is a member of the **Canadian Association of Municipal Administrators (CAMA)**.

CONTACT INFORMATION

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Website: www.lgant.com

Vision: Our Dream

Promote excellence in local government administration.

Mission: Our Purpose

Through a strong and united voice LGANT provides support, networking, advocacy, and professional development opportunities to senior administrators working in local governments throughout the Northwest Territories.

Values: Our Beliefs

In pursuing its vision and mission, LGANT is guided by the following:

- **Service**

We proudly support our members by listening and responding with practical solutions and expert advice.

- **Adaptability**

We recognize the uniqueness of our membership and their diverse needs; therefore, we remain accommodating and flexible in how we conduct our business.

- **Professionalism**

We encourage and promote the expectations for professional and ethical conduct and behavior throughout our organization.

- **Collaboration**

Relationships and strategic partnerships are fundamental to LGANT's existence. We strive to build positive working relations with all partners now and in the future.

- **Cultural Safety**

We recognize and respect cultural dignity and self-determination. LGANT will strive to uphold, advocate, and promote the 94 Calls to Action of the Truth and Reconciliation Commission in all that we do.

Year end Report

This past year has been about advancing LGANT's organizational growth both internally and externally.

Below are highlights of the 2021 - 2022 fiscal year:

From April 1st, 2021 to March 31st, 2022 we continued to broaden LGANT and its brand. Consistency paid off and people around the Northwest Territories recognize our brand when shown documents or our social media posts.

We also utilized our newsletter and social media platforms to interact with and reach our regular members, associate members, partners and sponsors. We are proud to say that Partnerships and Sponsors are at an all time high for LGANT. In the summer 2021, LGANT's lease was up at the 47th street office in Yellowknife, NT. LGANT moved to an bigger office space on 52nd street. With this move staff have been able to expand and store items for the annual conference, yearly welcome packages etc.

To help LGANT members, we provided a printed welcome package with information about LGANT and what we can do to help our members. Included in the packages were our brochures for regular and associate members, our welcome document, annual report and strategic plan for 2022 - 2026.

In late 2021, LGANT revised and finalized the 2022 - 2026 Strategic Plan and 2022 - 2026 Business Plan for LGANT's future. Members will receive an update on the progress of the first year of the plans at the 2023 Annual General Meeting.

Finally, in early 2022, we completed the Training and Support Needs Study. The goal of this study was to gather updated and reliable information on the training and support needs of LGAs all across the NWT. If you would like to to read the document, please contact us at information@lgant.com.

We look forward to continuing on providing opportunities for our members and using both in-person and online that have been suggested to us in the past.



Year end Report

Below are highlights of the 2021 - 2022 fiscal year for LGANT's Strategic Plan:

1. Broaden Membership Base

Throughout 2021 - 2022, LGANT has maintained around forty five Regular memberships and was able to grow the Associate memberships. We continued to advertise our associate membership through our welcome packages and on social media accounts to all of our followers. While Associate members cannot vote at the AGM, they can still take advantage of all programs, services and events that LGANT provides for its members.

2. Pursue Strategic Partnerships

In 2021 - 2022 LGANT continued to meet with the Department of Municipal and Community Affairs (MACA) for variety of initiatives and programs on how to continue to support SAO's and their communities throughout the Northwest Territories.

LGANT strengthened relationships with past and present sponsors and other local and territorial non-profit organizations like; McLennan Ross LLP, Lawson Lundell LLP, Business Development and Investment Corporation (BDIC), Mackenzie Recreation Association, Workers' Safety and Compensation Commission (WSCC), and many more. With these strengthened partnerships, we have been able to plan and offer programs and webinars for our memberships throughout the year.

3. Diversify Revenue

To ensure LGANT's sustainability, stability and growth as a non-profit, we continued to pursue additional funding with special grants, sponsorships and partnership programs that are consistent with our mission and our day to day projects.

With many of these efforts successful, we were able to secure funding for 2021 - 2022 to assist with conference needs from sponsorships and the many projects that unfolded, including; Pool of Professionals, Wage and Benefits Survey, Training and Support Needs Study, Job Descriptions, Strategic Plan and more.

Lastly, in the summer of 2021, LGANT issued a Request for Proposals for a three year term beginning in 2021 - 2022. After careful consideration and review, Avery Cooper was appointed the auditor for LGANT.



Year end Report

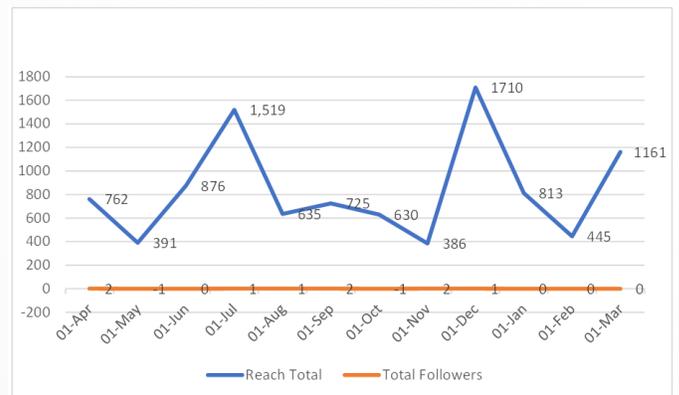
4. Invest in Technology

LGANT continues to make tremendous progress using social media (i.e. Facebook, Twitter and our Newsletter) to raise awareness about programs and employment opportunities, communicate and bring updated information forward to our members and followers in all the communities across the Northwest Territories and around Canada.

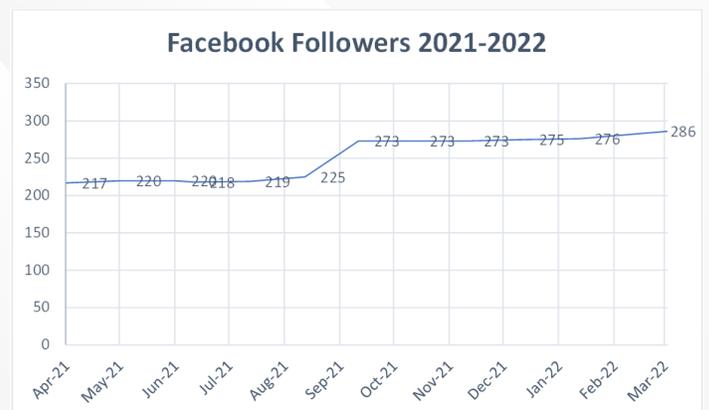
In 2021 - 2022, LGANT's Communications Coordinator increased posting efforts on both Facebook and Twitter, by updating our way of posting with simplifying a design that could be easily recognized and including hashtags in almost all social media posts. This resulted in increases to followers and post engagement on our social media platforms.

Investing in technology also went hand and hand with our new updated designs, we started using Canva for all of our rebranding, social media and report purposes. As well and continuously using WIX for all website needs, which has shown to be easy to use and all updating can be done in-house.

2021-2022 was a great start on a journey upwards for use of social media outlets and technology. With the effects of the Covid-19 Pandemic, we were reminded how important it was to utilize all of our resources to help and communicate with our memberships and followers during lockdowns.



LGANT's social media statistics from 2021 to 2022



Annual Conference & AGM

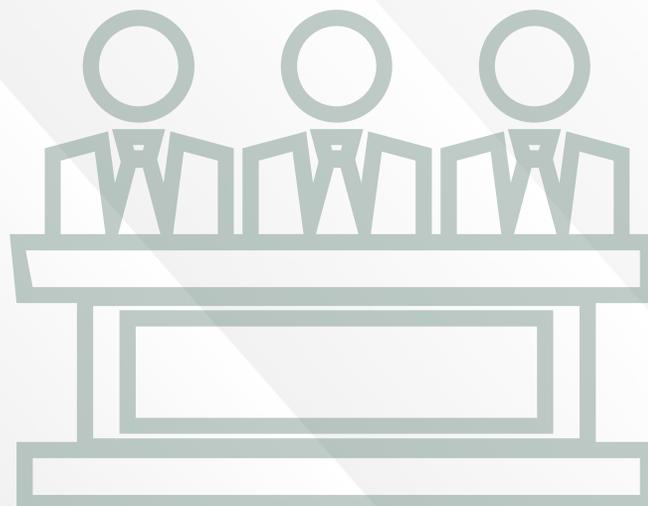
With a fourth wave of Covid-19 effecting the Northwest Territories during the late summer and early fall of 2021, we had to sadly again postpone our in-person annual conference for the safety of our members, speakers and our staff. However we were able to switch it over to a half day virtual discussion panel, and Annual General Meeting on September 21, 2021.

The feedback from members about the panel was astonishing. We would like to thank everyone that was involved, especially the Deputy Ministers for taking the time to talk with our members.

Highlights of the virtual discussion panel included Deputy Ministers from various Government departments such as: the Department of Education, Culture and Employment (ECE), Department of Justice, Department of Infrastructure, Department of Environment and Natural Resources (ENR), Department of Lands, Department of Municipal and Community Affairs (MACA) and the Workers' Safety and Compensation Commission (WSCC).

Our AGM was held on September 21, 2021 over Zoom, with the help of PIDO Productions. Zachary Silva from Avery Cooper attended the meeting to go through the results of the 2020-2021 audit. Also during the meeting, members reviewed and approved the 2022-2026 Strategic Plan, Amendments to Bylaws, Annual Report, Financial Statements and Appointment of LGANT Auditor, which is Avery Cooper, for a three year period.

During the 2021 Annual General Meeting all seven Board of Directors positions were open up for nominations. Our new Board of Director members are: Grant Hood President, Fred Behrens Vice President, Sheila Bassi-Kellett Treasurer, Boyd Clark Director, Cynthia White Director, Lisa Nitsiza Director and Shawn Stuckey Member at Large.



Financial Report

STATEMENT OF FINANCIAL POSITION
Year ended March 31, 2022

STATEMENT OF FINANCIAL POSITION
March 31, 2022

	<u>2022</u>	<u>2021</u>
ASSETS		
CURRENT		
Cash	\$ 299,950	\$ 145,999
Accounts receivable (note 3)	9,251	81,321
Prepaid expenses and deposits	<u>850</u>	<u>3,502</u>
	310,051	230,822
TANGIBLE CAPITAL ASSETS (note 4)	<u>5,594</u>	<u>206</u>
	<u>\$ 315,645</u>	<u>\$ 231,028</u>
LIABILITIES		
CURRENT		
Trade payables and accruals (note 5)	\$ 28,156	\$ 23,436
Wages and benefits payable	12,740	10,336
Deferred revenue	61,525	-
Government remittances payable	<u>6,035</u>	<u>6,001</u>
	108,456	39,773
DEFERRED CAPITAL CONTRIBUTIONS (note 7)	<u>5,501</u>	<u>-</u>
	<u>113,957</u>	<u>39,773</u>
CONTINGENT LIABILITIES (note 8)		
NET ASSETS		
ACCUMULATED SURPLUS per page 4	176,688	166,255
RESERVE per page 4	<u>25,000</u>	<u>25,000</u>
	<u>201,688</u>	<u>191,255</u>
	<u>\$ 315,645</u>	<u>\$ 231,028</u>

STATEMENT OF OPERATIONS
Year ended March 31, 2022

STATEMENT OF OPERATIONS
For the period ended March 31, 2022

	2022	2022	2021
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
REVENUES			
Membership dues	\$ 24,000	\$ 20,300	\$ 21,150
Government of Canada contributions	-	-	2,176
GNWT contributions	273,000	261,546	273,000
AGM sponsorships, registrations and other	26,000	-	-
Interest income	500	459	525
Amortization of GNWT capital contributions	-	2,087	11,167
	<u>323,500</u>	<u>284,392</u>	<u>308,018</u>
EXPENSES			
Projects			
External (note 13)	46,325	81,546	93,000
Internal	-	-	64
	<u>46,325</u>	<u>81,546</u>	<u>93,064</u>
Payroll			
Salaries and benefits	147,000	155,030	142,110
	<u>147,000</u>	<u>155,030</u>	<u>142,110</u>
Core Business			
AGM and annual conference	70,000	-	67
Board meeting and travel	8,000	-	4,473
Executive Director meetings and travel	2,000	-	150
President travel	2,000	-	1,334
	<u>82,000</u>	<u>-</u>	<u>6,024</u>
General and Administrative			
Accounting fees	3,000	682	269
Advertising and promotion	1,500	-	500
Audit fees	9,000	8,087	8,287
Insurance	1,600	1,750	1,557
Interest and bank charges	1,000	944	774
Membership fees	1,500	1,551	1,164
Office general and other	4,150	2,784	3,908
Office lease	17,640	17,604	17,220
Telephone	1,500	1,278	1,313
Website, Internet, E-Mail	750	503	531
	<u>41,640</u>	<u>35,183</u>	<u>35,523</u>
Other			
Amortization of capital assets	115	2,200	11,419
	<u>317,080</u>	<u>273,959</u>	<u>288,140</u>

STATEMENT OF OPERATIONS, continued
For the period ended March 31, 2022

	2022	2022	2021
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
EXCESS OF REVENUES OVER EXPENSES	<u>\$ 6,420</u>	<u>\$ 10,433</u>	<u>\$ 19,878</u>

