



Annual Report

2021

President's Message

On behalf of the LGANT Board of Directors, I am pleased to present to you the 2020 - 2021 Annual Report, which will provide an overview of the past year, financial position 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. They ensured members received the consistent and accurate support they required and needed. While the in-person 2020 conference was unfortunately cancelled, LGANT was able to bring us a virtual conference that held some phenomenal guest speakers.

2020 was a busy and successful year. We were able to make 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 report outlines how LGANT continued to work towards achieving our vision of being recognized for our excellence in providing support and professional development to all of our members during these very trying times.

Without our employees, LGANT would not have been successful during this pandemic, so I want to thank them for their resilience and dedication in providing our membership with excellent assistance and service. As well I would like to thank the Board of Directors for constantly providing guidance as we continue to look for 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 2021 - 2022.



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, Hamlet of Aklavik



Treasurer
Sheila Bassi-Kellett
City Manager, City of
Yellowknife



Director
Darrell White
SAO, Village of Fort Simpson



Director
Lisa Nitsiza
SAO, Community of Whati



Director
Trina Nerysoo
Band Manager, Teetl'it Gwich'in
Band Council



Director
Shawn Stuckey
SAO, Hamlet of Tuktoyaktuk

About LGANT

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 government 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 Government Administrators (CAMA)**.

CONTACT INFORMATION

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Vision

LGANT is recognized for its excellence in providing support and professional development for its members.

Mission

We promote excellence and professionalism in the field of local government administration by creating awareness and building and supporting capacity of local government Administrators in the NWT.

Values

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

Service to members:

We are here for our members, and we value service that is respectful, responsive, knowledgeable and accountable. We maintain our understanding of local government needs and issues; we listen and respond with practical and expert solutions.

Leadership:

We value ethical behavior and professionalism and foster excellence, cooperation and partnership as well as promote the professional role of the Local Government Administrator.

Adaptability:

We value adaptability and flexibility to help us respond to our changing environment, the evolving needs of members, and the need to remain sustainable to best serve our members.

Year end Report

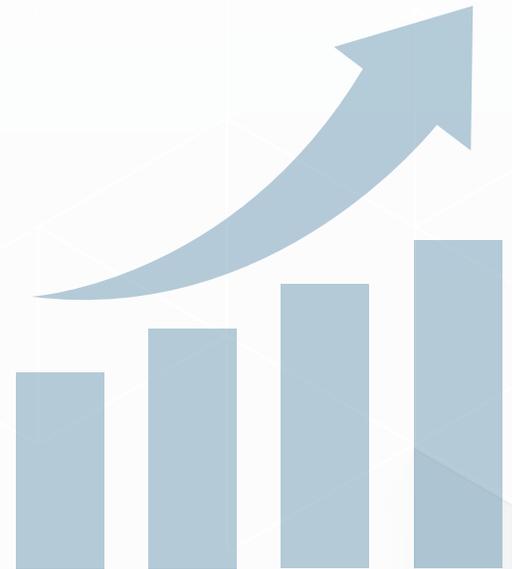
This past year has been about advancing LGANT's organizational growth.

Below are highlights of the 2020 - 2021 fiscal year:

From April 1st, 2020 to March 31st, 2021 we have used the time to broaden LGANT and its brand as a whole. We visually rebranded LGANT's printable documents, website, social media and advertisements. We wanted it to be consistent and easier for people to recognize our brand when shown documents. We have also been utilizing our newsletter and social media platforms to interact with our regular members, associate members and partners and encourage engagement with Monthly Giveaways for our LGANT hats and mugs.

To help LGANT members, we have produced a printed and digital copy of a welcome package with information about LGANT and what we can do to help our members, as well as creating an associate membership brochure. In late 2020, we completed the Wage and Benefits survey converting it for our members to see in an easy to read all in one document. If you would like to read the document, please contact us at information@lgant.com.

In late 2020 to early 2021, our Executive Director revised and updated many of LGANT's internal documents to allow for a smoother transition. With Board approval, our Bylaws and Personal Directive Policy were updated and will be reviewed on an annual basis. Lastly in February 2021, our Board of Directors and Executive Director were able to meet in person for a board meeting. During this meeting they were able to start the planning of the new Strategic Plan for 2022 - 2026.



Year end Report

Below are highlights of the 2020 - 2021 fiscal year for LGANT's Strategic Plan:

1. Broaden Membership Base

LGANT throughout 2020 has maintained Regular memberships and was able to grow with Associate memberships. In 2020 we received twenty Associate memberships with MACA, as well we started advertising our associate membership through our welcome packages to all our regular memberships. While Associate members cannot vote at the AGM, they can still take advantage of several programs, services and events that LGANT provides for its members.

2. Pursue Strategic Partnerships

In 2020 we 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, especially during the on-going COVID-19 pandemic.

LGANT used this time to also strengthen relationships with both past and present sponsors during 2020 - 2021 with our virtual Conference, email correspondence, meetings and through our newsletter.

3. Diversify Revenue

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

With these additional efforts, we were successful in securing funding for 2020 - 2021 to assist with conference needs and projects for LGANT that include our Pool of Professionals document and Job Description document.

Lastly, a Finance policy manual was created by Avery Cooper to provide guidance for LGANT on various aspects of fiscal and employment responsibility.



Year end Report

4. Invest in Technology

LGANT has made tremendous progress using social media to raise awareness and communicate with all members, partnerships and all the communities across the Northwest Territories.

In 2020 we increased our posting efforts and used Facebook advertising to expand our reach, resulting in massive increases to followers and post engagement on Facebook and Twitter over the course of 2020 to 2021.

In September 2020, LGANT started a YouTube Channel for our members during our virtual conference, our hope is to continue to utilize this form of social media to post interactive weekly/bi-monthly or monthly videos interactive professional developmental videos for our members to enjoy.

Our use of social media outlets and our newly updated website means we have been able to send out monthly newsletters to our members and subscribers. We have been able to use all forms of social media to keep our members informed about our Conference, training and job opportunities.



LGANT's social media following from April 2020 to March 2021

Annual Conference & AGM

LGANT's Annual Conference & AGM was held virtually over a multitude of channels on September 22 to September 25, 2020.

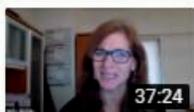
Feedback of the conference was positive. Our members voiced that they missed in person gathering but appreciated having the virtual information provided to them over YouTube and email. Many of our members said to have enjoyed having the ability to stop and start presentations to fit into their busy schedules.

Highlights of the conference included many incredible speakers and topics such as; Mental Health in the Workplace by WSCC, Covid-19 and Municipal Workplaces: Preparing for the Second Wave by Michelle Theriault at McLennan Ross LLP, Health Communications by Tim Arnold and The Balancing Act by Dr. Gordon McIntosh.

If you would like to view the presentations again or did not get a chance to during the conference, send us an email at information@lgant.com and we will gladly send the links to the videos.

Our AGM was held on October 2, 2020 online. Abe Theil from Avery Cooper attended to go through the results of the 2019 - 2020 audit. No new formal business was discussed or brought up by members.

This year four director positions were open up for nominations. Our new Board of Director members are; Grant Hood President, Fred Behrens Vice President, Sheila Bassi-Kellett Treasurer, Darrell White, Lisa Nitsiza Director, Trina Nerysoo Director and Shawn Stuckey Director.



Mental Health in the Workplace

This 37 minute video is a panel-like discussion. WSCC has prepared specifically for LGANT 2020 on the topic of managing Mental Health in the...



Covid-19 and Municipal Workplaces: Preparing for a Second Wave

By Michelle Theriault from McLennan Ross LLP



Healthy Communication

By Tim Arnold



The Balancing Act

By Dr. Gordon McIntosh

2020 Virtual Conference

Awards of Excellence

Outstanding Local Government Administrator Award

This annual award recognizes outstanding commitment, dedication, and public service to community. The winner for 2020 was *Grant Hood, Senior Administrative Officer, Inuvik*.

LGANT received several nominations for Grant. His level of leadership, professionalism, and commitment to Inuvik and the communities in The Northwest Territories is outstanding.



Band Manager's Working Group Mentor Award

This award was given to recognize a Band Manager who provided wisdom, guidance and support to their peers in the performance of their role as Band Manager. The winner for 2020 was *Boyd Clark, Band Manager of Acho Dene Koe First Nation*.

His professionalism, passion for his job and community paved way for the tremendous support for him to receive this award.



Financial Report

STATEMENT OF FINANCIAL POSITION
Year ended March 31, 2021

	<u>2021</u>	<u>2020</u>
ASSETS		
CURRENT		
Cash	\$ 145,999	\$ 123,358
Accounts receivable (note 3)	81,321	119,763
Prepaid expenses and deposits	<u>3,502</u>	<u>850</u>
	230,822	243,971
TANGIBLE CAPITAL ASSETS (note 4)	<u>206</u>	<u>11,624</u>
	<u>\$ 231,028</u>	<u>\$ 255,595</u>
LIABILITIES		
CURRENT		
Wages and benefits payable	\$ 10,336	\$ 1,683
Trade payables and accruals (note 5)	23,436	66,372
Government remittances payable	<u>6,001</u>	<u>4,996</u>
	39,773	73,051
DEFERRED CAPITAL CONTRIBUTIONS (note 7)	<u>-</u>	<u>11,167</u>
	<u>39,773</u>	<u>84,218</u>
CONTINGENT LIABILITIES (note 8)		
NET ASSETS		
ACCUMULATED SURPLUS per page 3	166,255	146,377
RESERVE per page 3	<u>25,000</u>	<u>25,000</u>
	<u>191,255</u>	<u>171,377</u>
	<u>\$ 231,028</u>	<u>\$ 255,595</u>

STATEMENT OF OPERATIONS
Year ended March 31, 2021

STATEMENT OF OPERATIONS
For the period ended March 31, 2021

	<u>2021</u> <u>Budget</u>	<u>2021</u> <u>Actual</u>	<u>2020</u> <u>Actual</u>
REVENUES			
GNWT contributions (note 6)	\$ 264,200	\$ 273,000	\$ 287,200
Membership dues	22,000	21,150	21,450
Amortization of GNWT capital contributions	11,167	11,167	22,335
Government of Canada contributions	-	2,176	45,175
Interest income	1,200	527	2,044
AGM sponsorships, registrations and other	-	-	51,750
	<u>298,567</u>	<u>308,020</u>	<u>429,954</u>
EXPENSES			
Projects			
External (note 13)	47,875	93,000	148,800
Internal	-	64	3,902
	<u>47,875</u>	<u>93,064</u>	<u>152,702</u>
Payroll			
Salaries and benefits	145,300	142,110	82,772
	<u>145,300</u>	<u>142,110</u>	<u>82,772</u>
Core Business			
AGM and annual conference	25,000	67	32,977
Board meeting and travel	-	4,473	-
Executive Director meetings and travel	2,000	150	4,764
President travel	2,000	1,334	3,339
	<u>29,000</u>	<u>6,024</u>	<u>41,080</u>
General and Administrative			
Accounting fees	4,500	269	5,292
Advertising and promotion	1,500	500	3,917
Audit fees	9,600	8,287	9,609
Insurance	1,557	1,557	1,223
Interest and bank charges	1,500	774	928
Membership fees	1,450	1,164	1,578
Office general and other	4,150	3,908	16,165
Office lease	17,640	17,220	17,476
Professional development	-	2	180
Telephone	1,500	1,313	1,990
Website, Internet, E-Mail	750	531	1,262
	<u>44,147</u>	<u>35,525</u>	<u>59,620</u>
Other			
Amortization of capital assets	11,624	11,419	22,893
	<u>277,946</u>	<u>288,142</u>	<u>359,067</u>
EXCESS OF REVENUES OVER EXPENSES	<u>\$ 20,621</u>	<u>\$ 19,878</u>	<u>\$ 70,887</u>

