



## 2015 ELECTED OFFICIALS SEMINARS

### Elected Officials Seminar for NCLGA Communities Coast Inn of the North, Prince George February 4-6, 2015

#### Wednesday, February 4, 2015

6:00 pm	<b>Registration</b> <i>FOYER</i>	
7:00 pm	<b>Plenary Session Opening and Welcome</b> <i>NECHAKO &amp; TABOR ROOM</i>	Chair Al Richmond, Cariboo RD
7:15 pm	<b>The "W's" of Elected Officials</b> <i>Who you are; why you're here; what you wish to accomplish</i> <i>NECHAKO &amp; TABOR ROOM</i>	Richard Taylor, LGLA
8:00 pm	<b>Keynote</b> <i>NECHAKO &amp; TABOR ROOM</i>	George Abbott
9:00 pm	<b>Reception</b> <i>FOYER</i>	

#### Thursday, February 5, 2015

7:00 am	<b>Breakfast Buffet</b> <i>FOYER</i>	
	<b>Concurrent Clinics</b>	
7:30 am	<b>Newly Elected: Making Meetings Work</b> <i>Meeting Procedures 101: the rules of the road</i> <i>NECHAKO &amp; TABOR ROOM</i>	Walter Babicz, Director of Legal & Regulatory Services, Prince George
	<b>Returning Elected: UBCM Funding Programs</b> <i>An overview of current funding programs such as the renewed Gas Tax Fund, the New Building Canada Fund, and others.</i> <i>SUMMIT ROOM</i>	Glen Brown, UBCM
8:30 am	<b>Orientation to the Day</b> <i>NECHAKO &amp; TABOR ROOM</i>	Chair Al Richmond, Cariboo RD
8:35 am	<b>Roles, Responsibilities and Teamwork</b> <i>The roles and responsibilities of councillors/board members; staff/elected official relations; and the art of working together</i> <i>NECHAKO &amp; TABOR ROOM</i>	Gordon McIntosh, President Local Government Leadership Institute

<b>10:00 am</b>	<b>UBCM Presents</b> <i>NECHAKO &amp; TABOR ROOM</i>	Councillor Sav Dhaliwal, President, UBCM
<b>10:15 am</b>	<b>Coffee Break</b> <i>FOYER</i>	
<b>10:35 am</b>	<b>Concurrent Sessions</b>	
	<b>Newly Elected: Local Government Law 101</b> <i>Overview of Community Charter and Local Government Act; statutory requirements: what you can do - what you can't; responsibilities; bylaws and resolutions; types of meetings</i> <i>NECHAKO &amp; TABOR ROOM</i>	Sandra Carter & Sonia Sahota Valkyrie Law Group
	<b>Returning Elected: Decision Making, Priority Setting and Thinking Strategically</b> <i>The importance of good decision-making and the value of priority setting</i> <i>SUMMIT ROOM</i>	Gordon McIntosh, President Local Government Leadership Institute
<b>12:00 pm</b>	<b>Lunch Buffet</b> <i>FOYER</i> <b>SPONSOR: FORTIS</b>	David Bennett, Director, External Relations
<b>1:00 pm</b>	<b>Legal Clinic: Council/Board Members as Individuals</b> <i>Public hearing skit; legal clinic – discussion of conflict of interest, liabilities, in-camera confidence, etc.</i> <i>NECHAKO &amp; TABOR ROOM</i>	Don Lidstone, Lidstone & Company
<b>2:30 pm</b>	<b>Coffee</b> <i>FOYER</i>	
<b>2:45 pm</b>	<b>Municipalities and Regional Districts</b> <i>Overview of regional districts; roles, responsibilities and relationships</i> <i>NECHAKO &amp; TABOR ROOM</i>	Moderator: Jim Martin, CAO Fraser-Fort George RD  RD Validator: Chair Al Richmond, Cariboo RD
<b>3:45 pm</b>	<b>Local Government Partnerships and Collaboration</b> <i>Roles, responsibilities and relationships with partner governments and agencies</i> <i>NECHAKO &amp; TABOR ROOM</i>	Richard Taylor, LGLA  Grace Van den Brink, MCSCD Scott Sitter, BCA Elizabeth Brennan, LGMA
<b>4:35 pm</b>	<b>Supper Break – On Your Own</b>	
<b>7:15 pm</b>	<b>Local Government Mentoring Panel</b> <i>Veteran elected officials share their knowledge and experiences</i> <i>NECHAKO &amp; TABOR ROOM</i>	Mayor Taylor Bachrach, Smithers Chair Art Kaehn, Fraser-Fort George RD Councillor Murry Krause, Prince George Chair Al Richmond, Cariboo RD Councillor Laurey-Anne Roodenburg, Quesnel
<b>8:30 pm</b>	<b>Adjourn</b>	

### Friday, February 6, 2015

<b>7:00 am</b>	<b>Breakfast Buffet</b> <i>FOYER</i>	
	<b>Clinic</b>	
<b>7:30 am</b>	<b>Local Governments and First Nations: Working Together</b> <i>Building positive relations with First Nations neighbours</i> <i>NECHAKO &amp; TABOR ROOM</i>	Grace Van den Brink, MCSCD <i>TBD, Fort St. James</i> <i>TBD, Nak'azdli First Nation</i>

<b>8:30 am</b>	<b>Orientation to the Day</b> <i>NECHAKO &amp; TABOR ROOM</i>	Councillor Brian Frenkel, Vanderhoof
<b>8:35 am</b>	<b>Concurrent Sessions</b>	
	<b>Newly Elected: Local Government Financial Management I</b> <i>Budgeting – everything you want to know, need to ask, and more...</i> <i>NECHAKO &amp; TABOR ROOM</i>	Douglas Holmes, BBA, CPA, CA Douglas Holmes Consulting
	<b>Returning Elected: Local Government Financial Management II</b> <i>Strategic financial planning and financial management</i> <i>SUMMIT ROOM</i>	Jerry Berry, Principal Advisor Jerry Berry Consultants Inc.
<b>10:30 am</b>	<b>Coffee Break</b> <i>FOYER</i>	
<b>10:50 am</b>	<b>Concurrent Sessions</b>	
	<b>Newly Elected: Local Government Community Planning</b> <i>Why and how we plan; statutory requirements; council/board, staff and public roles</i> <i>NECHAKO &amp; TABOR ROOM</i>	Finlay Sinclair, MCIP, RPP Chief Executive Officer, TRU Community Trust
	<b>Returning Elected: Citizen Engagement</b> <i>Improving decisions through citizen engagement</i> <i>SUMMIT ROOM</i>	Jan Enns, Principal Jan Enns Communications
<b>12:15 pm</b>	<b>Lunch Buffet</b> <i>NECHAKO &amp; TABOR ROOM</i> <b>SPONSOR: BC ASSESSMENT AUTHORITY</b>	Connie Fair, President & CEO
<b>1:00 pm</b>	<b>Communications and the Media</b> <i>Everything you want to know about the media and the art of media relations</i> <i>NECHAKO &amp; TABOR ROOM</i>	Norman Stowe, Pace Group
<b>2:15 pm</b>	<b>Closing Comments and Adjourn</b> <i>NECHAKO &amp; TABOR ROOM</i>	Councillor Murry Krause, Prince George