



2012 ELECTED OFFICIALS SEMINARS

Day One

6:00 pm	Registration (LOCATION)	
7:00 pm	Plenary Session Opening and Welcome (LOCATION)	
7:15 pm	The “W’s” of Elected Officials: Who you are, why you are here, what you wish to accomplish? (LOCATION)	
8:00 pm	Decision Making in Local Government: Keynote (LOCATION)	
9:00 pm	Reception (LOCATION)	

Day Two

7:00 am	Breakfast Buffet (LOCATION)	
7:15 am	Clinic Session - Making Meetings Work – Meeting Procedures 101 <i>For newly elected officials</i> (LOCATION)	
8:30 am	Orientation to the Day (LOCATION)	

8:35 am	Roles & Responsibilities <i>The roles and responsibilities of councillors/board members; staff/elected official relations & the art of working together.</i> (LOCATION)	
10:00 am	LGMA Presents (LOCATION)	
10:15 am	An Elected Official Comments on Roles and Responsibilities	
10:30 am	Coffee Break (LOCATION)	
10:50 am	Concurrent Sessions Newly Elected: Local Government Law <i>Overview of Community Charter and Local Government Act; statutory requirements, what you can do - what you can't; responsibilities, by-Laws and resolutions; types of meetings</i> (LOCATION) Returning Elected: Decision Making, Priority Setting and Thinking Strategically <i>The importance of good decision making and the value of priority setting.</i> (LOCATION)	
12:15 pm	Lunch Buffet (LOCATION) Sponsor:	
1:30 pm	Plenary Session Communications and the Media <i>The art of media relations</i> (LOCATION)	
2:30 pm	Coffee (LOCATION)	
2:50 pm	UBCM Presents (LOCATION)	
3:20 pm	Municipalities and Regional Districts <i>Overview of Regional Districts</i> (LOCATION)	
4:10 pm	Council in Partnership and Collaboration (LOCATION)	
5:00 pm	Supper Break – On Your Own	
7:15 pm	Mentoring Panel (LOCATION)	

8:30 pm	Adjourn
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Day Three

7:00 am	Breakfast Buffet (LOCATION)	
	Concurrent Clinics	
7:30 am	Clinic Session 1: Local Governments & First Nations: Working Together (LOCATION)	
	Clinic Session 2: Municipal Insurance Association & Risk Management (LOCATION)	
8:30 am	Concurrent Sessions	
	Newly Elected: Local Government Financial Management I <i>Budgeting - everything you want to know, need to ask ... and more</i> (LOCATION)	
	Returning Elected: Financial Management II <i>Strategic financial planning.</i> (LOCATION)	
10:30 am	Coffee Break (LOCATION)	
10:50 am	Concurrent Sessions, Continued	
	Newly Elected: Local Government Community Planning <i>Why & how we plan, the role of council & staff</i> (LOCATION)	
	Returning Elected: Citizen Engagement (LOCATION)	
12:15 pm	Lunch Buffet (LOCATION)	
	The Minister of Community, Sport and Cultural Development	Honorable Ida Chong, Minister of Community, Sport and Cultural Development (Invited).
1:30 pm	Plenary Session - Legal Clinic Public Hearing Skit <i>Legal clinic and discussion on conflict of interest, liabilities, in-camera confidence</i> (LOCATION)	
3:00 pm	Closing Comments and Adjourn	