

**2009 ELECTED OFFICIALS SEMINARS**  
**SILGA Communities**  
**Grand Okanagan, Kelowna**  
**February 11-13, 2009**

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**WEDNESDAY, February 11, 2009**

- 6:00 pm Registration**  
(FOYER)
- 7:00 pm Concurrent sessions**
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| <b>Newly Elected: Making Meetings Work I</b><br><i>for newly elected officials</i><br>(SKAHA / VASEAUX / KOOTENAY)          | Eli Mina, Registered Parliamentarian<br>Stephen Fleming, City Clerk, City of Kelowna |
| <b>Returning elected: Making Meetings Work II</b><br><i>for returning elected officials</i><br>(SHUSWAP / SKEENA / PENNASK) | Lisa Zwarn<br>Registered Parliamentarian   |
- 9:00 pm Reception**  
(COLUMBIA)
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**THURSDAY, February 12, 2009**

- 7:15 am Breakfast**  
(SHUSWAP / PENNASK / SKEENA)
- 8:30 am Plenary Session**  
**Opening and Welcome**  
(SKAHA / VASEAUX / KOOTENAY)
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| Councillor Robert Hobson, LGLA Vice-Chair<br>Allison Habkirk, LGLA Program Manager |
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- 8:50 am The “Why” of Elected Officials:**  
*Who you are, why you are here, what you wish to accomplish*
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| Allison Habkirk<br>LGLA Program Manager |
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- 9:15 am Roles & Responsibilities**  
*The roles and responsibilities of councilors / board members; staff / elected official relations & the art of working together.*
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| George Cuff, CMC |
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- 10:30 am Coffee Break**  
(FOYER)
- 10:50 am Concurrent Sessions**
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| <b>Newly Elected: Local Government Law</b><br><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><br>(SKAHA / VASEAUX / KOOTENAY) | Sandra Carter, Lawyer<br>Brian Taylor, Lawyer<br>Bull, Housser & Tupper |
| <b>Returning Elected: Decision Making &amp; Priority Setting</b><br><i>The importance of good decision making and the value of priority setting.</i><br>(PENNASK / SKEENA)  | Rick Beauchamp<br>Local Government Specialist                           |

<b>12:15 pm Luncheon</b> <b>Terasen Gas Inc.</b>  (SHUSWAP / PENNASK / SKEENA)	Ruth Sulentich, Community Relations, Terasen Gas Inc.
<b>1:30 pm Plenary Session</b> <b>Communications and the Media</b> <i>The art of media relations</i> (SKAHA / VASEAUX / KOOTENAY)	Jeremy Dunn Laura Balance Laura Ballance media Group
<b>2:30 pm Coffee</b> (FOYER)	
<b>2:50 pm Municipalities and Regional Districts</b> <i>Overview of Regional Districts and the Regional District Toolkit</i>	Robert Hobson, UBCM President, Chair CORD
<b>4:00 pm Council in Partnership:</b> <i>Municipal Finance Authority</i>  <i>Ministry of Community Development</i>  <i>BC Assessment</i>  <i>Municipal Insurance Association</i>	Mayor Frank Leonard, Chair, MFA Robin Stringer, CAO, MFA  Mike Furey, Assistant Deputy Minister, Ministry of Community Development Gary Paget, Executive Director, Governance and Structure Division, Ministry of Community Development  Mark Wooldridge, Assessor, BC Assessment  Kevin Flynn, Director, MIA
<b>4:45 pm Supper break</b>	<i>On your own</i>
<b>7:00 pm UBCM Reports</b> (SKAHA / VASEAUX / KOOTENAY)	Robert Hobson, UBCM President
<b>7:30 pm Local Government Management Association</b> <i>Introduction to the Local Government Management Association.</i>	Tom MacDonald, Executive Director Local Government Management Association
<b>8:00 pm Mentoring Panel</b>	Robert Hobson, President, UBCM Allison Habkirk, LGLA Program Manager
<b>9:00 pm Adjourn</b>	

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**FRIDAY, February 13, 2009**

<b>7:15 am Breakfast</b> (SHUSWAP)	
<b>7:30 am Early Morning Clinics - Concurrent Sessions</b> <b>Working with First Nations</b> (PENNASK / SKEENA)	Allison McNeil, Capilano University Cathy Watson, Ministry of Community Development
<b>UBCM Managed Programs</b> (SKAHA / VASEAUX / KOOTENAY)	Paul Taylor, Relationships & Communications Advisor, UBCM

<b>8:30 am</b>	<p><b>Concurrent Sessions</b></p> <p><b>Newly elected: Local Government Financial Management – the basics.</b>  <i>Budgeting - everything you want to know, need to ask ... and more</i>  (SKAHA / VASEAUX / KOOTENAY)</p> <p><b>Returning elected: Financial Management II</b>  <i>Strategic financial planning.</i>  (PENNASK / SKEENA)</p>	<p>Douglas Holmes  General Manager, Corporate Services  City of Nanaimo</p> <p>Jerry Berry  City Manager  City of Nanaimo</p>
<b>10:30 am</b>	<p><b>Coffee Break</b>  (FOYER)</p>	
<b>10:50 am</b>	<p><b>Concurrent Sessions</b></p> <p><b>Newly elected: Local Government Community Planning</b>  <i>Why &amp; how we plan, the role of council &amp; staff</i>  (SKAHA / VASEAUX / KOOTENAY)</p> <p><b>Returning Elected: Affordable Housing</b>  <i>Smart Growth Affordable Housing Toolkit</i>  (PENNASK / SKEENA)</p>	<p>Ron Matussi  CAO  City of Kelowna</p> <p>Tom Lancaster, Manager, Smart Growth  Advisory Services, Smart Growth BC</p>
<b>12:15 pm</b>	<p><b>Luncheon</b></p> <p><b>BC Transmission Corporation</b></p> <p><b>The Minister of Community Development</b>  (SHUSWAP / PENNASK / SKEENA)</p>	<p>Donna McGeachie, Manager, Community  Relations, BC Transmission Corporation</p> <p>Honourable Kevin Krueger,  Minister of Community Development</p>
<b>1:30 pm</b>	<p><b>Plenary Session</b></p> <p><b>Legal Clinic</b></p> <p><b>Public Hearing skit</b>  <i>Legal clinic and discussion on conflict of interest, liabilities, in-camera confidence</i>  (SKAHA / VASEAUX / KOOTENAY)</p>	<p>Carolyn MacEachern, Lawyer  Young Anderson</p>
<b>2:45 pm</b>	<p><b>Closing comments and adjournment</b></p>	<p>Susie Gimse, Chair, LGLA</p>