



## 2015 ELECTED OFFICIALS SEMINARS

### Elected Officials Seminar for Small Communities Radisson Hotel Vancouver Airport, Richmond January 13-15, 2015

#### Tuesday, January 13, 2015

6:00 pm	<b>Registration</b> (FOYER)	
7:00 pm	<b>Plenary Session Opening and Welcome</b> BALLROOM B & C	Richard Taylor, LGLA
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> BALLROOM B & C	Gary MacIsaac, Executive Director, UBCM Richard Taylor, LGLA
8:00 pm	<b>Keynote</b> BALLROOM B & C	George Abbott
9:00 pm	<b>Reception</b> (FOYER)	

#### Wednesday, January 14, 2015

7:00 am	<b>Breakfast Buffet</b> (FOYER)	
	<b>Concurrent Clinics</b>	
7:30 am	<b>Newly Elected: Making Meetings Work</b> <i>Meeting Procedures 101: the rules of the road</i> BALLROOM B & C	Stephen Fleming, City Clerk, Kelowna
	<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> BALLROOM A	Gary MacIsaac, Executive Director, UBCM Glen Brown, General Manager, Victoria, UBCM
8:30 am	<b>Orientation to the Day</b> BALLROOM B & C	Richard Taylor, LGLA
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> BALLROOM B & C	Gordon McIntosh, President Local Government Leadership Institute
10:00 am	<b>UBCM Presents</b> BALLROOM B & C	Councillor Sav Dhaliwal, President, UBCM

<b>10:15 am</b>	<b>Coffee Break</b> (FOYER)	
<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> BALLROOM B & C	Kathleen Higgins & Olga Rivkin, Bull Housser
	<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> BALLROOM A	Gordon McIntosh, President Local Government Leadership Institute
<b>12:00 pm</b>	<b>Lunch Buffet</b> (FOYER) <b>SPONSOR: FORTIS</b>	Joan Isac Community 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> BALLROOM B & C	Ray Young & Alyssa Bradley, Young Anderson
<b>2:30 pm</b>	<b>Coffee</b> (FOYER)	
<b>2:45 pm</b>	<b>Municipalities and Regional Districts</b> <i>Overview of regional districts; roles, responsibilities and relationships</i> BALLROOM B & C	Moderator: Kelly Daniels  Mayor Ralph Drew, Belcarra & Metro Vancouver Regional District
<b>3:45 pm</b>	<b>Local Government Partnerships and Collaboration</b> <i>Roles, responsibilities and relationships with partner governments and agencies</i> BALLROOM B & C	Moderator: Gary MacIsaac, UBCM  Lois-Leah Goodwin, MCSCD Grant McDonald, BCA Kelly Ridley, 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> BALLROOM B & C	Mayor Ralph Drew, Belcarra Mayor Sharon Gaetz, Chilliwack Mayor Bruce Milne, Sechelt Mayor John Ranta, Cache Creek
<b>8:30 pm</b>	<b>Adjourn</b>	

### Thursday, January 15, 2015

<b>7:00 am</b>	<b>Breakfast Buffet</b> (FOYER)	
	<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> BALLROOM B & C	Nicola Marotz, MCSCD Councillor Steve Arnett, Ladysmith Councillor Terry Sampson, Stz'uminus First Nation
<b>8:30 am</b>	<b>Orientation to the Day</b> BALLROOM A	Richard Taylor, LGLA

8:35 am	<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> BALLROOM A	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> CAMBIE ROOM	Al Kenning, BComm, CA
10:30 am	<b>Coffee Break</b> (FOYER)	
10:50 am	<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> CAMBIE ROOM	Lindsay Chase, MCIP, RPP, Director of Development Services, View Royal
	<b>Returning Elected: Citizen Engagement</b> <i>Improving decisions through citizen engagement</i> BRIDGEPORT ROOM	Jan Enns, Principal Jan Enns Communications
12:15 pm	<b>Lunch Buffet</b> (FOYER) <b>SPONSOR: BC ASSESSMENT AUTHORITY</b>	Connie Fair, President & CEO
1:00 pm	<b>Communications and the Media</b> <i>Everything you want to know about the media and the art of media relations</i> BALLROOM A	Norman Stowe, Pace Group
2:15 pm	<b>Closing Comments and Adjourn</b> BALLROOM A	Richard Taylor, LGLA