



## 2015 ELECTED OFFICIALS SEMINARS

### Elected Officials Seminar for AKBLG Communities Kimberley Conference Centre Kimberley, February 18-20, 2015

#### Wednesday, February 18, 2015

6:00 pm	<b>Registration</b> FOYER	
7:00 pm	<b>Plenary Session Opening and Welcome</b> NEW DAWN BALLROOM	Gary MacIsaac, Executive Director, UBCM
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> NEW DAWN BALLROOM	Gary MacIsaac, Executive Director, UBCM Richard Taylor, LGLA
8:00 pm	<b>Keynote</b> NEW DAWN BALLROOM	George B. Cuff, FCMC George B. Cuff & Associates Ltd.
9:00 pm	<b>Reception</b> FOYER	

#### Thursday, February 19, 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 A	Lila Cresswell, CAO, Fruitvale
	<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 B	Gary MacIsaac, Executive Director, UBCM
8:30 am	<b>Orientation to the Day</b> NEW DAWN BALLROOM	Gary MacIsaac, Executive Director, UBCM
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> NEW DAWN BALLROOM	Gordon McIntosh, President Local Government Leadership Institute
10:00 am	<b>UBCM Presents</b> NEW DAWN BALLROOM	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 A	Sandra Carter & Pam Jefcoat 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> BALLROOM B	Gordon McIntosh, President Local Government Leadership Institute
<b>12:00 pm</b>	<b>Lunch Buffet</b> FOYER SPONSOR: BC ASSESSMENT AUTHORITY	Connie Fair, President & CEO
<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> NEW DAWN BALLROOM	Sandra Carter & Pam Jefcoat Valkyrie Law Group
<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> NEW DAWN BALLROOM	Moderator: Lee-Ann Crane, CAO, East Kootenay RD  RD Validator: Chair Rob Gay, East Kootenay RD
<b>3:45 pm</b>	<b>Local Government Partnerships and Collaboration</b> <i>Roles, responsibilities and relationships with partner governments and agencies</i> NEW DAWN BALLROOM	Moderator: Richard Taylor, LGLA  Terry Melcer, LGMA Grace Van den Brink, MCSCD Laura Schwagele, BCA
<b>4:35 pm</b>	<b>Supper Break – Ticketed Buffet Dinner (optional)</b> FOYER	
<b>7:15 pm</b>	<b>Local Government Mentoring Panel</b> <i>Veteran elected officials share their knowledge and experiences</i> NEW DAWN BALLROOM	Director Hans Cunningham, Central Kootenay RD Mayor Deb Kozak, Nelson Mayor Dean McKerracher, Elkford Mayor Gerry Taft, Invermere
<b>8:30 pm</b>	<b>Adjourn</b>	

## Friday, February 20, 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> NEW DAWN BALLROOM	Grace Van den Brink, MCSCD Director Wendy Booth, East Kootenay RD Chief Jason Louie, Lower Kootenay Band Dale LeClair, Ktunaxa Nation Council
<b>8:30 am</b>	<b>Orientation to the Day</b> NEW DAWN BALLROOM	Gary MacIsaac, Executive Director, UBCM

<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> BALLROOM A	Linda Tynan, CAO, Nakusp
<b>8:35 am</b>	<b>Returning Elected: Clear, Consistent and Effective Council/Board Messaging</b> BALLROOM B	Jan Enns, Principal Jan Enns Communications
<b>9:35 am</b>	<b>Returning Elected: Lead Your Own Life: The Pitfalls of Political Life and How to Avoid Them</b> BALLROOM B	Christina Benty, Christina Benty Stratetic Solutions
<b>10:30 am</b>	<b>Coffee Break</b> FOYER	
<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> BALLROOM A	Ron Mattiussi, MCIP, RPP City Manager, Kelowna
	<b>Returning Elected: Citizen Engagement</b> <i>Improving decisions through citizen engagement</i> BALLROOM B	Jan Enns, Principal Jan Enns Communications
<b>12:15 pm</b>	<b>Lunch Buffet</b> FOYER SPONSOR: FORTIS	Blair Weston, Community & Aboriginal Relations Manager
<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> NEW DAWN BALLROOM	Introduction: Mayor Deb Kozak, AKBLG President Presenter: Norman Stowe, Pace Group
<b>2:15 pm</b>	<b>Closing Comments and Adjourn</b> NEW DAWN BALLROOM	Gary MacIsaac, Executive Director, UBCM