



*RESPECTFUL LEADERSHIP*  
**LGLA 2016 Leadership Forum**  
**February 3-5, 2016**

**Respect for the Office Session**  
*Elected/Elected/Staff Relations*

**RESOURCE LINKS**

**A. ROLE OF LOCAL GOVERNMENT COUNCILS AND BOARDS IN BC**

- a. R. Bish and E. Clemens. *Local Government in BC*  
[http://www.ubcm.ca/EN/main/services/publications/local\\_government\\_book.html](http://www.ubcm.ca/EN/main/services/publications/local_government_book.html)
- b. UBCM Regional District Toolkit  
<http://www.ubcm.ca//assets/library/Publications/Regional-District-Tool-Kit/Regional%20District%20Tool%20Kit-complete.pdf>
- c. UBCM Fact Sheets:  
[http://www.ubcm.ca/EN/main/services/publications/fact\\_sheets.html](http://www.ubcm.ca/EN/main/services/publications/fact_sheets.html)

**B. THEORY and PRACTICE OF GOOD GOVERNANCE**

- a. BC Board Resourcing and Development Office. *Best Practices Guidelines - BC Governance and Disclosure Guidelines for Governing Boards of Public Sector Organizations*  
<http://www.brdo.gov.bc.ca/governance/corporateguidelines.pdf>
- b. Carver Policy Governance Model  
<http://www.carvergovernance.com/pg-np.htm>
- c. George Cuff. *Making a Difference - Cuff's Guide for Municipal Leaders. A survival guide for elected officials*  
[http://www.municipalworld.com/store/index.php?route=product/product&product\\_id=63](http://www.municipalworld.com/store/index.php?route=product/product&product_id=63)
- d. George Cuff. *Making a Difference - Cuff's Guide for Municipal Leaders. The case for effective governance. Volume 2*  
[http://www.municipalworld.com/store/index.php?route=product/product&path=59&product\\_id=64](http://www.municipalworld.com/store/index.php?route=product/product&path=59&product_id=64)
- e. C. Richard Tindal and Susan N. Tindal. *Guide to Good Municipal Governance*  
[http://www.municipalworld.com/store/index.php?route=product/product&product\\_id=61&search=tindal](http://www.municipalworld.com/store/index.php?route=product/product&product_id=61&search=tindal)

**C. ELECTED/ELECTED RELATIONS**

- a. Eli Mina. *101 Boardroom Problems and How to Solve Them*  
<http://www.elimina.com/books/e-products.php>
- b. City of Nanaimo Council Charter (draft):  
[https://www.nanaimo.ca/UploadedFilePath/Site\\_Structure/Corporate\\_Services/Corporate\\_Administration/2014\\_Committee\\_Agendas/SOGSC140416A.pdf](https://www.nanaimo.ca/UploadedFilePath/Site_Structure/Corporate_Services/Corporate_Administration/2014_Committee_Agendas/SOGSC140416A.pdf)
- c. District of North Vancouver Code of Ethics and Member Statement:  
<http://app.dnv.org/OpenDocument/Default.aspx?docNum=2611131>

#### D. ELECTED/STAFF ROLES RELATIONS

- a. Resort Municipality of Whistler. Sample Manual: *Council Governance Manual*  
[https://www.whistler.ca/sites/default/files/related/rmow\\_governance\\_manual\\_june\\_2005.pdf](https://www.whistler.ca/sites/default/files/related/rmow_governance_manual_june_2005.pdf)
- b. Comox Valley Regional District. Sample Policy: *Effective Board/CAO Relationship*  
[http://www.comoxvalleyrd.ca/assets/Governance/Documents/CVRD\\_Board\\_Policy\\_Effective\\_board\\_cao\\_rel.pdf](http://www.comoxvalleyrd.ca/assets/Governance/Documents/CVRD_Board_Policy_Effective_board_cao_rel.pdf)
- c. Sample Delegation Bylaws:
  - i. Pitt Meadows: <http://www.pittmeadows.bc.ca/assets/Bylaws/2682%20-%20%20Officers%20and%20Delegation%20of%20Authority%20Bylaw%20No.%202682,%202015.pdf>
  - ii. Prince George:  
[http://princegeorge.ca/cityservices/BylawServices/citybylaws/Bylaw%20Documents/BL8340\\_Consolidated\\_Version\\_2\\_Merged\\_.PDF](http://princegeorge.ca/cityservices/BylawServices/citybylaws/Bylaw%20Documents/BL8340_Consolidated_Version_2_Merged_.PDF)
- d. Worksafe BC Harassment and Bullying Prevention Toolkit:  
<http://www2.worksafebc.com/Topics/BullyingAndHarassment/Resources.asp?reportID=37260>

#### E. MEETING PROCEDURES

- a. Ministry of Community, Sport and Cultural Development. Meeting Procedures webpage:  
[http://www.cscd.gov.bc.ca/lgd/gov\\_structure/community\\_charter/governance/procedure\\_bylaw.htm](http://www.cscd.gov.bc.ca/lgd/gov_structure/community_charter/governance/procedure_bylaw.htm)
- b. Ministry of Community, Sport and Cultural Development. Model Meeting Procedures Bylaw:  
[http://www.cscd.gov.bc.ca/lgd/gov\\_structure/library/community\\_charter\\_council\\_procedure\\_bylaw.doc](http://www.cscd.gov.bc.ca/lgd/gov_structure/library/community_charter_council_procedure_bylaw.doc)

#### F. RESPECTFUL CORRESPONDENCE AND DELEGATIONS

- a. District of North Vancouver Policy re *Inappropriate, Offensive, Misleading, Harassing or Threatening Correspondence to Members of Council or Staff*:  
<http://app.dnv.org/OpenDocument/Default.aspx?docNum=2770289>
- b. Islands Trust - *Incoming Correspondence* (see Principle 3 re defamatory remarks):  
<http://www.islandstrust.bc.ca/media/246778/74incomingltccorrespondence.pdf>
- c. Salt Spring Island *Meeting Procedures Bylaw* (re order and decorum of delegations - see Section 28): <http://www.islandstrust.bc.ca/media/269469/SS-BL-391-Meeting-Procedures-2014-Consolidation.pdf>

#### G. STAFF ENGAGEMENT

- a. Gallup Q12 Questions to Measure Employee Engagement  
[www.goalbusters.net/uploads/2/2/0/4/22040464/gallup\\_q12.pdf](http://www.goalbusters.net/uploads/2/2/0/4/22040464/gallup_q12.pdf)

