



LOCAL GOVERNMENT LEADERSHIP ACADEMY

2020/21 ANNUAL REPORT

October 22, 2021

2019/20 LOCAL GOVERNMENT LEADERSHIP ACADEMY ANNUAL REPORT

Background:

Formed collaboratively in 2005 by UBCM, MFA, LGMA, BCA, MIA, local governments of BC and the Province of BC, the LGLA provides comprehensive, timely and dedicated leadership development opportunities throughout each electoral term in the interests of improving governance at the local level. An original endowment from each of the founding organizations, plus subsequent contributions, has enabled the LGLA to provide quality programming since its establishment.

LGLA's main offerings are the Elected Officials Seminars in the winter/spring immediately following local government elections and a province-wide annual Leadership Forum in between election years. In addition, we have held an annual Chief Executive Officer (Mayors/Chairs/Chiefs) Forum and periodic webinars with educational partners such as MIABC and AMBC.

2020/21 ACTIVITIES:

Overview of the Main Events

LGLA Leadership Forum "Leading In Unprecedented Times" February 3-5, 2021

This year's LGLA province-wide forum proved to be a historical event in the life of the Local Government Leadership Academy. LGLA held its very first *virtual* Forum February 3-5, 2021.

LGLA's educational programming operates on a 4-year cycle to parallel the local government election cycle. Recurring themes, corresponding to where we are in the election cycle, characterize each Forum. The 2021 Leadership Forum fell in *year three* of the cycle, and the direction in *year three* is to focus on honing leadership skills, with the emphasis on communications.

LGLA hired "Event Mobi" as the virtual platform service provider to deliver the event on line. The event was a success, with final registration numbers up from **140** registered participants in 2020 to **170** participants in 2021. (Full LGLA Virtual Conference Report is attached as **Appendix 2**)

CEO Forum, "Strategies for Wicked Civic Challenges", February 2021

The Local Government Leadership Academy hosted the Chief Elected Official Forum (9th) – *CEO Strategies for Wicked Civic Challenges*, April 29-30 – again in a precedent setting manner, via ZOOM virtual platform.

Held in the "tween" years (year 2 or 3 of the four-year election cycle), the CEO Forum presents an opportunity for Mayors and Chairpersons to discuss 'real time' challenges facing their organization and community. This year's program was facilitated by the Hon. Mike Harcourt, Don Lidstone, Q.C. and Dr. Gordon McIntosh with special invited guests, including our own Board Members, John Jack, Maja Tait and Peter Urbanc, to share their experiences in various areas. (Full CEO Forum Brochure is attached as **Appendix 3**)

Additional Webinars Organized and Hosted in 2020-2021

Taking advantage of new online opportunities, LGLA hosted, or co-hosted the following webinars in 2020-2021:

- August 18, 2020 – LGLA & MIABC Presents: "*The Pandemic Puzzle*" – Executive panel on navigating the complexities of the pandemic.
- October 1, 2020 – LGLA Presents: "*Facing The Future Zoom Townhall*" – Hosted by Arjun Singh, Laurey-Anne Roodenburg and Maja Tait.
- March 11, 2021 - LGLA & MIABC Presents: "*Local Government's Most Extreme Climate Change Risk*" – Executive panel on navigating risks presented by climate change.

Special General Meeting, June 25, 2021

Special General Meetings are milestones in the life of an organization. On June 25th, the members of the Local Government Leadership Academy came together to change the Bylaws of the organization in order to provide the greater structural flexibility needed on the Board, and to recognize the MIA and BCAA as having organizational representatives with guaranteed seats on the Board.

The change involved increasing the maximum size of the Board from 9 to 11, by adding one named position each for the MIA and BCAA representatives and leaving the number of Directors at Large who may be appointed by the Board at 3 (thereby freeing up 2 at large positions). **(Notice of Meeting to Members for passing of a Special Resolution is attached as Appendix 4)**

Major sponsors, partners, contributors for 2020-2021:

- Ministry of Municipal Affairs & Housing
- Municipal Finance Authority
- Municipal Insurance Association
- Local Government Management Association
- UBCM
- BC Assessment
- Destination BC
- Telus
- BC Lottery Corporation
- Fortis
- CN
- Young Anderson
- Lidstone & Company

BOARD/STAFF

Board

Councillor Laurey-Anne Roodenburg – President (UBCM)
Mayor Maja Tait – Vice President (UBCM)
Peter Urbanc – Secretary-Treasurer (MFA)
Nicola Marotz (Ministry of Municipal Affairs)
Councillor Arjun Singh (Interim representative of Ministry of Municipal Affairs)
Curtis Helgesen (LGMA)
Charles Hamilton (MIA)
Councillor John Jack, Huu-ay-aht First Nation (Director-at-Large)
Rodney Ravenstein, BC Assessment (Director-at-Large)

Staff

Gabriella Vindisch – Executive Coordinator

LGLA CERTIFICATION

The following Certificates in Local Government Leadership were issued in 2020-2021:

Level One

- Cyra Yunkws, Village of Warfield
- Maja Tait, District of Sooke
- Tony Rainbow, Squamish-Lillooet Regional District
- Lori Pratt, Sunshine Coast
- Samantha Piper, Harrison Hot Springs
- John Manuel, Town of Golden
- Cyndi Lauze, District of Vanderhoof
- Dean Jantzen, City of Colwood
- Mike Bhangu, City Municipality of Merritt
- Sheila Boehm, City of Williams Lake
- Sarah Fowler, Village of Tahsis
- Jennifer Hoar, District of Ucluelet

Level Two

- Jeremy Loveday, City of Victoria
- Larry Schwarzenberger, Town of Oliver
- Maja Tait, District of Sooke
- Cindy Fortin, District of Peachland
- Diane Langman, Village of Warfield
- Samantha Piper, Village of Harrison Hot Springs
- Arjun Singh, City of Kamloops
- Owen Torgerson, Village of Valemount

Level Three

No Level 3 Certificates were awarded in 2020-2021.

LGLA FINANCE

LGLA's current assets include:

\$1,125,000 – restricted reserve funds (original endowment – in trust with UBCM)

\$ 438,561– unrestricted reserve funds (surplus funds earned since incorporation)

Please see *Appendix 1 – LGLA Financial Statements prepared by KPMG*

Summary and Goals

The 2020-2021 fiscal year was characterized by stepping up to meet the challenges of a world where virtual modes of communication became paramount. The LGLA Board stepped up bravely to meet these challenges, and moved forward confidently with adapting two major province-wide events to a virtual platform. This included active participation on the part of each Board member, multiple rehearsals, and learning the ropes of how to convey our message through a new medium. We succeeded in reaching our audience and in fact expanded our reach. Importantly, we did this in a manner that made good use of our financial resources, and leveraged the deducted travel component to our advantage.

The virtual world also enabled us to collaborate easily with the area associations, and continue to establish those important connections going forward. (Appendix 5 has our up-to-date Area Association Contact List)

Our newly gained experience in the world of webinars, enabled us to create supplementary programs to feed into the overall offering, providing candidates with additional opportunities to complete Leadership Certification (Appendix 6 the Vision 2022 document).

Our goals for the 2021-2022 fiscal year are as follows:

- Deliver a successful LGLA Forum, on site at the Radisson Airport Hotel
- Put the wheels in motion to prepare for the new election cycle, and the Newly Elected Officials Conference Series (EOS) in 2023
- Continue to liaise with the Area Associations, use our Social Media channels to support and advertise educational opportunities such as the Area Association Conventions in the spring and other events such as CivX
- Increase our Social Media presence, our Social Media activity.

It has been an utmost pleasure and a creative challenge to serve the Board in these unprecedented times, and I look forward to the 2021-2022 year which will present new scenarios and opportunities, as event planners all around carve a new path by combining the return to on site engagement with the tools we recently learned to use from the virtual world.

Respectfully submitted by Gabriella Vindisch, LGLA Executive Coordinator, October 22, 2021

APPENDIX LIST FOR 2020-2021 ANNUAL REPORT

1. Financial Statement and Statement of Financial Position
2. LGLA 2021 Virtual Forum Report
3. CEO Forum Brochure
4. Special Resolution Meeting Notice
5. Area Association Contact List
6. Vision 2022 Program Flyer

APPENDIX 1

Financial Statements of

**LOCAL GOVERNMENT LEADERSHIP
ACADEMY SOCIETY**

And Independent Practitioners' Review Engagement
Report thereon

Year ended June 30, 2021
(Unaudited)

INDEPENDENT PRACTITIONERS' REVIEW ENGAGEMENT REPORT

To the Board of Directors of Local Government Leadership Academy Society

We have reviewed the accompanying financial statements of Local Government Leadership Academy Society, which comprise the statement of financial position as at June 30, 2021, the statement of operations, statement of changes in net assets and statement of cash flows for the year then ended, and notes and schedule, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioners' Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.



Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Local Government Leadership Academy Society as at June 30, 2021, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Chartered Professional Accountants

Vancouver, Canada
_____, 2021

LOCAL GOVERNMENT LEADERSHIP ACADEMY SOCIETY

Statement of Financial Position
(Unaudited)

June 30, 2021, with comparative information for 2020

	2021	2020
Assets		
Current assets:		
Cash (note 3)	\$ 554,706	\$ 627,092
Accounts receivable	6,657	6,455
Investments (note 4)	1,029,057	919,323
Prepaid expenses	5,641	1,000
	<u>\$ 1,596,061</u>	<u>\$ 1,553,870</u>
Liabilities and Net Assets		
Current liabilities:		
Accounts payable and accrued liabilities	\$ 2,500	\$ 7,040
Deferred revenue (note 5)	30,000	30,000
	<u>32,500</u>	<u>37,040</u>
Net assets:		
Internally restricted endowment (note 6)	1,125,000	1,125,000
Unrestricted	438,561	391,830
	<u>1,563,561</u>	<u>1,516,830</u>
	<u>\$ 1,596,061</u>	<u>\$ 1,553,870</u>

See accompanying notes and schedule to financial statements.

Approved on behalf of the Board:

_____ Director

_____ Director

LOCAL GOVERNMENT LEADERSHIP ACADEMY SOCIETY

Statement of Operations (Unaudited)

Year ended June 30, 2021, with comparative information for 2020

	2021	2020
Revenue:		
Leadership forum:		
Registrations	31,532	47,550
Sponsorships	28,000	42,000
	59,532	89,550
Chief Executive Officer forum:		
Registrations	10,030	-
	10,030	-
Other funding (note 7)	60,000	60,000
Investment income (note 8)	14,409	58,933
Total revenue	143,971	208,483
Expenses:		
Elected official seminars	1,500	626
Leadership forum	29,634	72,012
Chief Executive Officer forum	7,660	-
Awards and sponsorship	500	389
General administration (schedule 1)	57,946	48,413
Total expenses	97,240	121,440
Excess of revenue over expenses	\$ 46,731	\$ 87,043

See accompanying notes and schedule to financial statements.

LOCAL GOVERNMENT LEADERSHIP ACADEMY SOCIETY

Statement of Changes in Net Assets (Unaudited)

Year ended June 30, 2021, with comparative information for 2020

	Unrestricted	Internally restricted endowment (Note 6)	Total net assets
Balance, June 30, 2019	\$ 304,787	\$ 1,125,000	\$ 1,429,787
Excess of revenue over expenses	87,043	-	87,043
Balance, June 30, 2020	391,830	1,125,000	1,516,830
Excess of revenue over expenses	46,731	-	46,731
Balance, June 30, 2021	\$ 438,561	\$ 1,125,000	\$ 1,563,561

See accompanying notes and schedule to the financial statements.

LOCAL GOVERNMENT LEADERSHIP ACADEMY SOCIETY

Statement of Cash Flows (Unaudited)

Year ended June 30, 2021, with comparative information for 2020

	2021	2020
Cash provided by:		
Operations:		
Excess of revenue over expenses	\$ 46,731	\$ 87,043
Items not involving cash:		
Change in fair value of investments	9,982	(24,199)
Changes in non-cash operating working capital:		
Accounts receivable	(202)	20,783
Prepaid expenses	(4,641)	(1,000)
Accounts payable and accrued liabilities	(4,540)	(3,285)
Deferred revenue	-	30,000
Due to/from related party	-	(100,696)
	47,330	8,646
Investments:		
Net purchase of investments	(119,716)	(21,000)
Decrease in cash	(72,386)	(12,354)
Cash, beginning of year	627,092	639,446
Cash, end of year	\$ 554,706	\$ 627,092

See accompanying notes and schedule to financial statements.

LOCAL GOVERNMENT LEADERSHIP ACADEMY SOCIETY

Notes to Financial Statements
(Unaudited)

Year ended June 30, 2021

1. Nature of operations:

The Local Government Leadership Academy Society (“LGLAS”) is incorporated under the Societies Act (British Columbia) and its principal activity is to improve competencies needed to effectively manage and lead British Columbia’s communities through dedicated leadership development. LGLAS is a not-for-profit organization and is exempt from income and capital taxes.

LGLAS has a contract with the Union of British Columbia Municipalities (“UBCM”) for UBCM to provide support for secretarial and office services. No fees are payable by LGLAS to UBCM for these services.

Impact of COVID-19:

In March 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization and has had a significant impact globally, domestically, and locally. LGLAS continues to closely monitor the impact of any financial implications.

2. Significant accounting policies:

The financial statements have been prepared in accordance with Canadian Accounting Standards for Not-For-Profit Organizations (“ASNPO”) under Part III of the CPA Canada Handbook - Accounting. LGLAS’s significant accounting policies are as follows:

(a) Revenue recognition:

LGLAS follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount received can be reasonably estimated and collection is reasonably assured.

Annual seminars, sponsorships, registrations and other revenues are recognized as revenue in the year when seminars and leadership training take place.

(b) Contributed materials and services:

Due to the difficulty in determining fair value, contributed materials and services are not recognized in the financial statements.

(c) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Freestanding derivative instruments that are not in a qualifying hedging relationship and equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. LGLAS has elected to carry its investments at fair value.

LOCAL GOVERNMENT LEADERSHIP ACADEMY SOCIETY

Notes to Financial Statements (continued)
(Unaudited)

Year ended June 30, 2021

2. Significant accounting policies (continued):

(c) Financial instruments (continued):

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indicator of impairment, LGLAS determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount LGLAS expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future period, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

(d) Capital assets:

Capital assets are recorded at cost less accumulated amortization. Amortization is provided on a straight-line basis over the assets' estimated useful lives. As at June 30, 2021, there is nil (2020 – nil) net book value of capital assets.

(e) Use of estimates:

The preparation of financial statements in accordance with ASNPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

3. Cash:

Cash includes \$466,969 (2020 – \$487,560) held in the Municipal Finance Authority pooled high interest savings account. For the year ended June 30, 2021, the average annualized yield in this account was 0.88% (2020 – 2.14%). UBCM holds the remaining cash balance in trust for LGLAS, with all beneficial interest and control of the cash and income earned thereon is with LGLAS.

4. Investments:

Investments are comprised of pooled investments held with the Municipal Finance Authority in bond funds. For the year ended June 30, 2021, the average annualized yield was 0.65% (2020 – 5.04%). UBCM holds the investments in trust for LGLAS, with all beneficial interest and control of the investments and investment income earned thereon is with LGLAS.

LOCAL GOVERNMENT LEADERSHIP ACADEMY SOCIETY

Notes to Financial Statements (continued)
(Unaudited)

Year ended June 30, 2021

5. Deferred revenue:

Deferred revenue balance of \$30,000 (2020 - \$30,000) consists of funding received in advance for the next fiscal period.

6. Internally restricted endowment:

Upon its establishment, LGLAS received a \$1,000,000 start-up grant from the Province of British Columbia. Together with other contributions it received from members of the LGLAS and other organizations, the Board of LGLAS had internally restricted a sum of \$1,125,000 as an internally restricted endowment. As such the principal is to be maintained and cannot be used to fund current operations. The investment income is not restricted and is used to fund current operations. As at June 30, 2021, the internally restricted funds were invested in pooled funds (notes 3 and 4).

7. Other funding:

LGLAS received funding from the following sources:

	2021	2020
Municipal Finance Authority of British Columbia	\$ 30,000	\$ 30,000
Ministry of Municipal Affairs	30,000	30,000
	\$ 60,000	\$ 60,000

8. Investment income:

Investment income is comprised of the following:

	2021	2020
Interest	\$ 24,391	\$ 34,734
Change in fair value of investments	(9,982)	24,199
	\$ 14,409	\$ 58,933

LOCAL GOVERNMENT LEADERSHIP ACADEMY SOCIETY

Notes to Financial Statements (continued)
(Unaudited)

Year ended June 30, 2021

9. Financial instrument risks:

(a) Market risk:

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. LGLAS invests in investments traded on the open market, and derived revenue in part, from income earned on pooled funds. As a result, LGLAS is exposed to fluctuations in the market value of these investments. There is no change in risk exposure from 2020 other than the potential impact of COVID-19 (note 1).

(b) Credit risk:

Credit risk refers to the risk that a counterparty may default on its contractual obligations resulting in a financial loss. For cash and accounts receivable, LGLAS' credit risk is limited to the carrying value on the statement of financial position. Management does not believe that the LGLAS is subject to any significant concentration of credit risk.

(c) Other risks:

LGLAS believes that it is not exposed to significant currency, interest rate, or liquidity risk arising from financial instruments.

10. Employee and contractor remuneration:

For the year ended June 30, 2021, no employee or contractor for services recorded total annual remuneration of \$75,000 or greater. No remuneration was paid to any directors of LGLAS during the year.

11. Comparative information:

Certain comparative information has been reclassified to conform with the financial statement presentation adopted in the current year.

LOCAL GOVERNMENT LEADERSHIP ACADEMY SOCIETY

General Administration Expenses
(Unaudited)

Schedule 1

Year ended June 30, 2021, with comparative information for 2020

	2021	2020
Miscellaneous	\$ 40	\$ -
Program manager fees	50,084	37,198
Supplies and printing	2,271	3,839
Telecommunications	2,167	1,547
Board meetings	94	-
Travel	-	1,014
Review engagement fees	3,290	4,815
	<u>\$ 57,946</u>	<u>\$ 48,413</u>

LOCAL GOVERNMENT LEADERSHIP ACADEMY SOCIETY

Statement of Financial Position
(Unaudited)

June 30, 2021, with comparative information for 2020

	2021	2020
Assets		
Current assets:		
Cash (note 3)	\$ 554,706	\$ 627,092
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	<u>\$ 1,596,061</u>	<u>\$ 1,553,870</u>

See accompanying notes and schedule to financial statements.

Approved on behalf of the Board:

_____ Director

_____ Director



LOCAL GOVERNMENT LEADERSHIP ACADEMY

2021 FORUM SUMMARY REPORT

FEBRUARY 16, 2021

TO: LGLA BOARD OF DIRECTORS

FROM: Gabi Vindisch, Executive Coordinator

DATE: February 16, 2021

RE: 2021 LGLA LEADERSHIP FORUM SUMMARY REPORT



Introduction:

LGLA's 10th province-wide forum proved to be a historical event in the life of the Local Government Leadership Academy. LGLA held its very first *virtual* Forum February 3-4, 2021.

LGLA's educational programming operates on a 4-year cycle to parallel the local government election cycle. Recurring themes, corresponding to where we are in the election cycle, characterize each Forum. The 2021 Leadership Forum fell in *year three* of the cycle, and the direction in *year three* is to focus on honing leadership skills, with the emphasis on communications.

Altered Circumstances:

Under normal circumstances the Forum is an in person event, usually held from Wednesday afternoon through to Friday noon, at the Radisson Airport hotel in Richmond, requiring travel and minimum 2 nights' accommodations. The LGLA Forum is traditionally preceded by UBCM's Electoral Area Directors' Forum; many EA Directors taking advantage of both Forums under the umbrella of one travel budget.

The usual draw for the Local Government Leadership Academy Forum is just under 150 participants. In order to comply with Provincial Health Regulations, the 2021 Forum had to either be cancelled or it had to be moved to a virtual platform.

The LGLA Forum Planning Committee decided at its [June 11, 2020](#) meeting that it would bring a recommendation to the LGLA Board of Directors according to which a virtual meeting would replace the traditional on site event.

At the [July 8, 2020](#) meeting of the LGLA Board, the Board of Directors voted unanimously to accept the recommendations of the Forum Planning committee: ***"that LGLA hold a Virtual Forum in February of 2021."***

On [September 11, 2020](#), the board voted unanimously to secure EventMobi as the primary service provider for the 2021 LGLA Annual Leadership Forum in February, 2021.

Program development got under way at the [October 30, 2020](#) LGLA Board of Directors' meeting following the Annual General meeting of the Society. The LGLA Board adopted the theme of: ***"Leading in Uncertain Times – Drafting A Blueprint For The New Normal"*** for the 10th annual LGLA Forum.

The following report outlines the EventMobi experience, the LGLA organization's first venture into the realm of hosting a major traditional multi-day conference virtually, noting key differences between an on site event and a virtual event.

Program Development

The LGLA Board wanted to stay as true as possible to the run of the show of an on site event; accordingly, the virtual offering had to include the following elements:

- Opening Ceremonies
- Keynote
- Plenary
- Audience Engagement
- Panel Discussions
- Consultant-lead discussions and interviews
- Address by Politicians
- Sponsor recognition

The platform, the theme and the general framework of the event was set by November 1, 2020. As such, LGLA had a relatively long lead-time of 12 weeks to bring the program together. (This is longer than the average lead-time of 8-10 weeks for an event of this size) Coupled with strong content-related input with from the Board, LGLA was able to consider a few scenarios, narrowing down the content to what ended up being a highly valued and appreciated offering. (see Final Program-At-A-Glance - Appendix 1)

Registration, Duration and Price Setting

Virtual events not only save time and money by cutting out travel and overnight hotel costs, but are also generally offered at a lower cost. The Board was in consensus with cutting costs substantially, and passing on the catering services savings to the delegates. While the 2020 Forum at the Radisson was \$350 + GST per person, the price for the 2021 Virtual Forum was set at \$200 + GST.

At a virtual event the content is delivered in a more concentrated fashion, therefore the Board decided to reduce the overall time by about one third compared to the live Forum. Keeping with tradition, the Forum was scheduled to begin on Wednesday afternoon, and go all day Thursday. The traditional Friday morning however was “cut” from the program. Instead, the Board decided to offer extra “on demand” content.

Registration services were once again managed by CivicInfo. While registration for a virtual event is not substantially different from an on site event, one key difference is the registration deadline. Since there are no catering/hotel cut-offs to manage, the organizer can allow registrations up to last minute. The LGLA Board opted to give delegates this privilege.

Final registration numbers for the Leadership Forum were up from **140** registered participants in 2020 to **170** participants in 2021. (This number does not cover all the people who had access to the platform. That number was **397**, with a total of **274** “users” logging in. The report will revisit and explain these numbers under the “Analytics” section.)

The UBCM’s EA Directors meeting is traditionally held immediately preceding the Leadership Forum. Recognizing that this is an important dynamic, the LGLA platform hosted the EA Forum, and offered a \$25 discount to delegates of the EA Forum, who also registered for the subsequent LGLA event.

Technical Components and Logistics of Running a Virtual Conference

Virtual events are complex and require substantially more organization time than in person events.

Content becomes even more significant as the key ingredient. Over and above having to be informative, highly engaging and more concentrated than live, the content must be delivered in a manner suitable for a “television audience”. It is an audio-visual production requiring the following key elements:

- Broadband space to match the anticipated viewership
- Design and build of the virtual space
- Speaker/presenter preparation
- Pre-recording and editing of content
- Creation of the “Show Flow”
- Production/Broadcast support for the date of the conference
- Post event production, content migration
- Sponsor and Exhibitor education, organization
- Registration

ESM	
Task	Status
<i>time progress</i>	
Success Call: Project Kick-off	Completed
Weekly Check-in Calls	Completed
Build Project Timeline	Completed
Validate Timeline	Completed
Registration Launch	Completed
Virtual Space Data Collection	Completed
Virtual Space Build	Completed
Virtual Space Launch	Completed
Design Video Production Assets	Completed
Finish Event Agenda Development	Completed
Agenda Locked	Completed
Build Show Flow (Shot by Shot)	Completed
Define Speaker Prep Strategy	Completed
Show Flow Ready	Completed
Speakers Setup Interview	Completed
Task	Status

Spreadsheet on Google Shared Drive monitoring progress

Broadband

Adequate broadband for live streaming is an equation of the total “viewing” time on the platform and number of participants. For the LGLA Forum, with an anticipated overall capacity of **under** 500 viewers, the cost to secure adequate bandwidth for live streaming was \$5000. (This was a portion of the \$20,000 bill for our “Go-Live” Package)

Design and Build of the Virtual Space

The Virtual Space has the following components and characteristics to bring the audience together in a way that mimics in person events:

- A branded comprehensive design, including the ability to create branded “lower thirds” for speaker’s titles
- Personal profiles for attendees
- Chat function, where the audience can interact with each other and exhibitors
- Q & A function that is enabled for sessions where the audience can interact with the speaker(s)
- Poll function
- Integrations such as Zoom or GoTo Webinar functions
- Exhibitor or Sponsor “booths”
- “Gamification” challenge and leaderboards
- Personal scheduling
- “Live” stage
- On demand content
- Document library
- Announcements
- Analytics

Speaker/Presenter Preparation

Technical preparation of speakers is crucial to guarantee the quality of the final production.

Preparation is different depending on whether the speaker is:

- Strictly recording content
- Recording content and then coming back for live Q&A (“Simulive”)
- Strictly appearing live

LGLA had 40 speakers to prepare, with those in the second category partaking in two speaker prep sessions. This took some coordination, however the sessions were short, were often done in small groups, creating somewhat of a social occasion, and every speaker approached these sessions with maximum cooperation and great attitude. Attendance was 100%.

Pre-recording and editing of content

The “Go-Live” package entitled LGLA to 16 edited segments. Over and above this, LGLA did produce/edit certain segments “in house” such as Fred Hayne’s opening speech, the Environmental Roundtable and the Opening/Closing reels. The segments edited by EventMobi were loaded onto a site accessible by a URL, and sent to LGLA for comments, speaker title confirmations, and final approval. Approved segments were loaded onto the “Show Flow”.

Creation of the “Show Flow”

The “Show Flow” is the master production document, where all the segments, transitions, title slides are loaded in sequential order, and very specific times are specified for live Q&A’s and other live performances. This is the document that the producer uses as a guide to keep on track during the live broadcast, and is the major collaborative document between LGLA and the EventMobi production team. (see Show Flow Doc - Appendix 2)

Production/Broadcast support for the date of the conference

The “Go-Live” package (see [GoLive Package - Appendix 3](#)) included full time management of the live program. EventMobi assigned the most seasoned producer **Ryan Sturno** to the LGLA program who kept everything on track from opening sequence through Zoom breakout sessions to live Q&A’s right up to the final credit roll.

Alex McRae, the “success manager” whom EventMobi assigned to the LGLA project at the outset was another key person throughout our entire preparation, and during the event. Alex managed the so-called trouble-shooting moderator link. There were two moderator links: one launched for Q&A during LGLA Forum sessions that had a Q&A component, and an additional moderator link that was managed by Alex and used for trouble shooting technical problems from the audience such as loss of signal, sound, navigation on the site, etc. This is crucial in the sense that LGLA did not have to enlist the help of an additional moderator to act as a trouble shooter, there was a firefighter putting out potential fires in the background.

Post event production, on demand content, content migration

Post event production is ongoing. EventMobi has made a commitment based on the number of hours of GoLive production purchased to supply LGLA with 16 individual segments corresponding to our sessions. The content will live on the platform for a few weeks, giving attendees a chance to see the entire program including the Nora Young, CBC Keynote. In a few weeks the segments will migrate to their final home on the LGLA website, leaving an important legacy in well edited educational content.

Sponsor and Exhibitor education, organization

Convincing sponsors of the merits of virtual events is a process. Each sponsor presented a unique scenario and had to be approached individually. EventMobi has an array of documents in their resources created precisely for helping virtual event organizers outline the benefits of virtual events, and what they can offer as opposed to on site events. Without going into great detail about the benefits of virtual events, it is safe to say that LGLA was able to match or in some cases surpass the visibility granted hitherto to sponsors. It is also important to mention that LGLA’s Forum sponsorship is a gateway to a “constant presence” agreement, whereby the sponsor remains a listed, featured sponsor on our home page carousel for the calendar year.

Registration

EventMobi does have an integration that allows for registration. However, it was better for LGLA logistically to go with the well-oiled machinery of CivicInfo for registration. CivicInfo’s database allows us to access more detailed information about the delegates and trouble shoot with respect to wrong email addresses. Once registrations were completed, a CSV file was created from the CivicInfo data, and loaded as an excel document onto the EventMobi back end “people management” portal. Delegates (and all other support staff LGLA wished to grant access to) were able to access the event platform through a URL with a unique log in paired with their email.

It was crucial that registrants give their own email address vs office staff using one email to register multiple people. Despite indicating this requirement on the registration, LGLA still had 20 plus incorrect emails to rectify close to the event. In terms of ironing out email errors and allowing for experimentation on the platform, it was important to have access to the platform early. Even though the core live programming was scheduled for February 3-4, delegates had access to the platform from **Monday February 1st**. The “Pre-Con” space enabled LGLA to advertise full Forum Week, giving sponsors and delegates more interactive time, and allowed LGLA to host the **EA Forum** on the Virtual Forum platform with one access. A separate EA Forum link was built into the left side navigation bar, and linked to an “outside” ZOOM webinar URL created internally by UBCM.

Finances

For live events, major expenditures are for Catering, Audio-Visual Services, and speaker fees including travel. There are no catering costs for virtual events, however any gain in not having to spend money on catering is neutralized by the circumstance that revenue is lower as well, since we pass the catering savings on to the customer.

Audio visual services (virtual platform provider services) are higher for virtual events, and speaker fees are somewhat lower (but climbing steadily as speakers are raising prices with the ability to deliver their material better through evolving sophisticated delivery and engagement tools). On that note, virtual service providers are also steadily raising their prices, despite growing competition in the market. The table below represents a simplified expense/revenue summary for the 2021 Forum, with a net profit of approximately **\$25,000.00** – precise numbers to come.

Expenses		Income	
EventMobi GoLive Package	\$20,000.00	Registrations (170 people)	\$30,000.00
Speaker Fees	\$10,000.00	Sponsorship	\$30,000.00
Registration, Credit Card Fees, Misc	\$ 5,000.00		
Total	\$35,000.00	Total	\$60,000.00

Survey Results

Attached is the 2021 Forum Survey Report (see Survey - Appendix 4). The response rate was 76, just under 50% if we look at delegate numbers, but closer to 25% if we look at how many people the survey was emailed to (there were a total of 397 people with access to the platform with just over 270 people who actually logged on to view all or part of the event).

The feedback has generally been very good to excellent, and reflects well on LGLA’s ambitious content. The two general “complaints” we received were:

- The need for more breaks
- The desire to have more Zoom Break Out engagement sessions such as the LGMA session.

Promotion, Website, Social Media

Promotion was chiefly done through UBCM’s Compass newsletter, through CivicInfo newsletter, plus Twitter, and Facebook.

Our website was updated regularly, and received steady traffic.

During the event, even though we did not have the capacity to run a major social media campaign, we benefitted from lots of spontaneous Twitter traffic from participants.

Analytics

EventMobi has provided LGLA with some analytics as part of their overall service package (see Analytics-Appendix 5)

Accordingly:

- There were 397 individuals with access to the platform
- 274 individual users logged in throughout the event
- Total page views (33 average page views per user) came to 13,850

Summary

The Local Government Leadership Academy 2021 Virtual Forum was a success. Delegates enjoyed the program, the platform, and the transmission quality from the point of origin was strong and reliable.

The GoLive package was a good choice. LGLA received:

- Software engineered Virtual Space with an easy to navigate interface, which included virtual booths for sponsors, partner agencies and consultants
- Success Manager to keep production on track all the way from initial Virtual Space design to the final Show Flow and actual Broadcast
- 16+ hours of production time, which included speaker preparation, recording and editing
- Access to resources for continuous education
- 100% Broadcast assistance from opening sequence to final credits
- Analytics, screen shots, saved chats and Q&A's
- Post production editing services

Our production received internal accolades from EventMobi. They truly enjoyed working with LGLA. The LGLA Forum production was cited as an example of an ambitious cohesive project with a “story-line” running through it, including a soundtrack, and innovative solutions that stretched EventMobi's repertoire.

We received praise for our disciplined speaker management schedule and the great attitude of **everyone**, all 40 of our participating speakers, including ministers, lawyers, CEO's, mayors... Apparently, according to a post-event debrief, this is unparalleled and we were asked to contribute concrete feedback on how we went about achieving this.

Recommendations

In summary, putting on a virtual event is very different from staging an on site event. It is surprisingly labor-intensive with many layers of information to keep track of, to coordinate, and timing is crucial, as everything needs to fit into that final Show Flow. We will definitely benefit in the future by the experience we gained.

Over and above the overwhelmingly positive feedback there are a few experiences to note:

- Creative Editing. While EventMobi did an outstanding job of **basic** editing - which is to say most of the straight-forward recorded segments – there were projects they were not able to take on. Mayor Haynes' opening speech, intro reel, commercials, the 55-minute Environmental Roundtable segment, and the final credits had to be edited in house. This resulted in some unanticipated creative editing time, as these projects had to get done. This is good to know heading into our next virtual project. There has to be time allocated to creative editing (as creative editing tends to **not** be a part of these virtual platform packages). Knowing in advance, that there will be a 70/30 split in creative work is very important for organizing workflow. It is also important in the sense that we don't want to incur disproportionately large costs for creative editing (minimum \$3000-\$5000 for an hour's worth of editing if we commission it to a studio) and as such we need to look into a few LGLA software/hardware upgrades.

- Uploading On Demand Content. This falls mostly on LGLA. EventMobi prepares the segments for upload, however, there is a process to make it accessible to viewers:

- Upload each segment separately to the LGLA YouTube channel,
- Render each movie/segment (wait until the large file is finished uploading)
- Fill out the required YouTube information for each segment & toggle "private view"
- Create a Title, Image and Description on the platform and eventually on the website so that viewers can click on the YouTube link and view the on demand content.

This was the process to upload the BC Assessment, Tax 101 and all our other on demand content. A crucial, time consuming task that we need to be aware heading into the next project.

Finally, it is worth allocating some funds for promotions prior to and during the event. The return per our investment in terms of extra registrations would be well worth it.

My recommendation for our next event would be to go with EventMobi. There is likely no perfect platform, but there are a number of reasons why EventMobi would be a strong contender once again. They responded to our creativity with enthusiasm and stretched their limits to give us a final product both organizations can be proud of.

Huge thanks to the LGLA Board for your trust and enthusiasm. We really had to jump off the cliff and grow our wings on this one.

Submitted by,



Gabi Vindisch
Executive Coordinator

Wednesday, February 3, 2021 – Main Stage Live Programming	
12:45-1:00 pm	Welcome to the Forum Musical Movie Reel
1:00-1:15 pm	<p>Opening Ceremonies: LGLA President - Councillor Laurey-Anne Roodenburg Songhees Community Member – Florence Dick Virtual Host of Forum 2021 - Mayor Fred Haynes, Corporation of the District of Saanich President of the Union of BC Municipalities – Brian Frenkel</p>
1:15-2:15 pm	<p>Keynote Address: Nora Young, CBC – “Seeing The Forest <i>And</i> The Trees” The explosion of data about our lives offers great potential for building more responsive, resilient, digitally-driven communities, in particular, through Artificial Intelligence. At the same time, digital strategies raise questions of equality of access, privacy, and AI ethics. Nora looks at big picture changes in our data-driven future, how to prepare for those changes, and pitfalls to watch out for</p>
2:15-3:45 pm	<p>Plenary Workshop-Local Government Management Association (LGMA) Presents: The New Normal – Building Constructive Council/Board Relations The past year has changed the way local governments conduct their business in big ways like holding council/board meetings on Zoom and in other more subtle, unexpected ways. The “new normal” has put strains on councils and boards. What can you do to manage the pressures and prevent the stress from turning into poor conduct? Workshop focuses on maintaining responsible conduct, highlighting the tools and skills to prevent conflict from spinning out of control. Host: Reece Harding, Young Anderson Panel: Mayor Karen Elliott and CAO Linda Glenday from the District of Squamish Plenary will include small group discussion/breakout and Q&A session</p>
3:45-4:30 pm	<p>Municipal Finance Authority (MFA) Presents: Local Government Finance in Uncertain Times-Investing Local Government Reserves for the Long Term and Other Investment Topics In this session, hear about the challenges facing BC’s local governments in managing their investments in an era of ultra-low interest rates and budgetary pressures created by unexpected events such as the COVID 19 pandemic. As reserves across the local government system have grown significantly over the last decade, so too have the challenges of earning above inflationary returns to meet future capital needs. Given the limited fixed income investment options traditionally available to LGs, MFA has introduced several new investment options over the last few years and is planning on introducing a new investment fund in 2021 that will, for the first time ever, invest in global investments across multiple asset classes, including equities. An understanding of the opportunities and risks associated with a Global Growth Fund, as well as strengthening of investment planning, policies, approaches and governance structure will be critical. The session will include a broad summary of how local governments have dealt with the financial impacts of the pandemic in 2020, what may be in store for 2021, as well as an quick overview of recent developments in the socially responsible investment space that has become a topic of interest for a small but growing number of municipalities and regional districts. Presenter: Peter Urbanc, CAO, Municipal Finance Authority (MFA) Guest: Doug Spindler, Assistant Director, Treasury Services, City of Burnaby</p>

Thursday, February 4, 2021 – Main Stage Live Programming	
8:45-9:00 am	Welcome to the Forum Musical Movie Reel
9:00-10:00 am	<p>Communities Moving to Recovery: What We Learned from a Crisis 2020 has taught us resiliency, and we found collaborative and innovative ways to communicate and emerge from one crisis after another. Join our panel of elected officials from different regions of the province as they share their experiences with mill closures; opioids; homelessness; floods; wildfires...and what they believe helped them and their communities through recovery and emerge stronger than ever.</p> <p>Moderator: Nicola Marotz, Strategic Advisor, Local Government; the Ministry of Municipal Affairs’ representative on the LGLA Board, Panel: Councillor Laurey-Anne Roodenburg, Quesnel; Mayor Sarrah Storey, Fraser Lake; Mayor Lyn Hall, Prince George; CCRHD Vice Chair Al Richmond, Director, Area G, Cariboo Regional District</p>
10:00-10:30	<p>Interview: Beattie Tartan Integrated Communications – Approach to Crisis Management What are the top five things leaders should have at the ready in case of a crisis? What is the role of the media during a crisis? How can leaders train to become better spokespeople during a crisis?</p> <p>Deirdre Campbell, Consultant, Beattie Tartan Integrated Communications</p>
10:30-11:10 am	<p>Indigenous-Local Government Relations – Covid Collaboration Shaping the Future Interview Host: Dianna Porter – Senior Program Analyst – Ministry of Municipal Affairs</p> <p>Guests: Kúkpi7/Chief Rosanne Casimir, Tk’emlúps te Secwépemc; Tammy Robertson, External Relations Manager, City of Kamloops;</p>
11:10-11:20 am	Address by Green Party Leader, MLA Sonia Furstenu
11:20 am-12:30 pm	<p>Business Rebound – Part 1 - Business and Economy Rebound – Lidstone & Company Law Corporation Panel discussion about what local governments can do to support business recovery, economic development and job creation in their communities during the final stages of the pandemic and after the health orders are lifted. What are the opportunities and best practices, past and upcoming? Discussion will centre around the role local governments will continue to play in assisting business recovery, the biggest challenges facing the business community, and how different sectors (including the Province, Canada, regions, and municipal associations) can collaborate and communicate in innovative ways to further common interests in the context of equity, diversity and climate change challenges.</p> <p>Host: Don Lidstone, on valid Local Government Economic Development Strategies and Best Practices.</p> <p>Guests: -Hon. Ravi Kahlon, Minister of Jobs, Economic Recovery and Innovation, on Post-COVID Jobs, Economic Recovery and Innovation -Garth Frizzell, Federation of Canadian Municipalities (FCM) President/Prince George Councillor, on FCM and Federal Programs, Including GMF and CIB -Joel McKay, CEO of Northern Development Trust, on Innovation and Initiative at the Local Level</p> <p>Presentation will be followed by Q&A period</p> <p>----- ...continues with Business Rebound Part II</p>

	<p>Business Rebound – Part 2 – Three Ways to Improve Resilience – Municipal Insurance Association of BC (MIABC) <i>Tom Barnes, Megan Chorlton</i> and <i>Sandra Mayo</i> (MIABC) highlight the importance of resilience, and how organizations can manage crises and disruptions to operations. Through case studies of challenges being turned into opportunities, delegates will gain insight into how resilient organizations can “bounce back” from events such as economic downturns, and crisis such as the adverse effects of climate change.</p> <p>Hosts: Tom Barnes, CEO, MIABC Megan Chorlton, Director of Member Services & General Council, MIABC Sandra Mayo, Risk Control Specialist, MIABC</p> <p>Video Presentations-Case Studies: Jim Martin, Chief Administrative Officer, Regional District of Fraser-Fort George Meredith Starkey, CAO, Village of Zeballos</p>
12:30pm-12:40 pm	Address by Liberal Party Opposition Critic, MLA Dan Ashton
	Coffee Break – Sponsor Reel
12:40pm-1:40 pm	<p>Valuing Diversity In Leadership – Practical Ideas For Success Join a panel of elected officials from around the province as they discuss some of the more practical questions about the importance of diverse leadership styles. How do we harness the best of diverse leadership styles and skills; how do we create environments that value those skills; and what can leaders do around their decision-making table to make valuing diversity the gold standard in our rapidly evolving world.</p> <p>Anchor: Jan Enns Moderator: Mayor Maja Tait, District of Sooke Panel: Mayor Richard Stewart, Coquitlam; Mayor Toni Boot, District of Summerland; Councillor Arjun Singh, Kamloops; Mayor Michelle Staples, City of Duncan</p>
1:40pm-2:40pm	<p>Roundtable on Sustainability & Climate Change Moderator: Christina Benty – Christina Benty Strategic Leadership Solutions Panel: Rebecca Newlove – Manager of District of Saanich Sustainability Department; Cora Hallsworth - Manager, Municipal Programs, Ecocity Centre, BCIT; Principal, Cora Hallsworth Consulting Ned Taylor – Councillor, Corporation of the District of Saanich Lauren Daly and Emma-Jane Burian – Youth Advocates</p>
2:40pm-3:45pm	<p>Technology “Takeover” Part 1 - Interview with Ben Bajaj of TELUS - Broadband, Remote Access & Your Part in the Big Picture Part 2 - Todd Pugh, Executive Director of CivicInfo BC, and Tracey Lorenson of Paragon Strategic, explore the opportunities and challenges that rapidly evolving technology represents. What have municipalities learned from responding to the 2020 communications challenge (remote workforce, virtual council meetings, engaging with the public). Going “back” is not an option, but what does the new hybrid look like.</p>
3:45pm-3:55pm	Minister of Municipal Affairs, Josie Osborne - Address to the Delegates
3:55pm-4:25 pm	<p>Canada! Look Yonder – A Virtual Cross Canada Tour With Dr. Gordon McIntosh Join Dr. Gordon McIntosh as he takes us on a scenic tour coast to coast to highlight current trends, exploring their relevance to British Columbia.</p>
4:25-4:30	Forum Closing Remarks

End of Day 2 – View Bonus Content on Next Page

Bonus Content On Demand	
Monday, Feb 1 st 9:00 am	<p>BC Assessment Presents – Assessment 101 A step-by-step guide, showing how BC Assessment determines residential and commercial property values, and how this value relates to municipal taxation. Michael Spatharakis – Manager, Local Government Relations, BC Assessment</p>
Monday, Feb 1 st 10:00 am	<p>GFOABC Presents – Property Tax 101 A “sequel” to Assessment 101. Tutorial on how property tax rates and property taxes are calculated. Doug Stein - GFOA of BC Life Member and Certified Management Accountant</p>
Tuesday, Feb 2 nd 9:00 am	<p>Facing The Future Town Hall – The Movie How it all began! Join Councillor Arjun Singh, Mayor Maja Tait, and Councillor Laurey-Anne Roodenburg on this now historic town hall as they pursue ideas for the 2021 Forum.</p>
Friday, Feb. 5 th 9:00 am	<p>Going Virtual: How (and Why) to Take Your Event Online While it’s still unclear when in-person events will make a comeback, virtual events have proven to be a powerful alternative over the last nine months. If you’re wondering whether to take your event online, and what you need to know to get started, this session will answer the most important questions, including: What technology do I need? How do I engage my attendees online? And how do I monetize my virtual event? Speaker: Bob Vaez, CEO, EventMobi</p>
Friday, Feb. 5 th 10:00 am	<p>How To Rock Your Next Video Call Jan Enns of Jan Enns Communications, and Gabi Vindisch, Executive Coordinator of LGLA present: “How to Rock Your Next Video Call” Practical ideas on what pitfalls to avoid when preparing to host or take a video call.</p>

What if I cannot take in all this material when it is actually aired! Will I miss anything?
Material will be recorded and available for viewing for two months after the event 😊

Did you know?

Forum participation gives you 15 points towards your **LGLA Leadership Certification**

For more information about LGLA Leadership Certification, please visit:

<https://lgl.ca/programs/#lgl-certificate-program>



LOCAL GOVERNMENT LEADERSHIP ACADEMY

Production Team													
Shot #	Session Name	Production start Time (PST)	Live start Time (PST)	Duration	Production end Time	Live end Time	Streaming Tool	Shot Type	Shot Layout	Content Notes	Asset Link		
DAY 1													
0	Livestream Start	12:29:44 PM	12:30:00 PM	0:15:00	12:44:44 PM	12:45:00 PM		Title Card					
1	Enjoy music/Visit Sponsors/Network	12:44:44 PM	12:45:00 PM	0:15:00	12:59:44 PM	1:00:00 PM		Video		pre-recorded intro + slide show provided by client pre-stream slide: Welcome to the LGLA Virtual Forum "Leading In Unprecedented Times" Livestream will begin shortly.			
2	Gabi Intro	12:59:44 PM	1:00:00 PM	0:00:30	1:00:14 PM	1:00:30 PM		Live	Single	Gabi Vindisch		3. Gabi Vindisch	
3	Title Slide Welcome to the Opening Ceremonies	1:00:14 PM	1:00:30 PM	0:00:08	1:00:22 PM	1:00:38 PM		Title Card		Title Slide: Welcome to the Opening Ceremonies Laurey-Anne Roodenburg, LGLA President Florence Dick, Songhees Nation Fred Haynes, Mayor of Saanich Brian Frenkel, President of UBCM			
4	Opening Ceremonies part 1	1:00:22 PM	1:00:38 PM	0:03:00	1:03:22 PM	1:03:38 PM		Video		Laurey-Anne Roodenburg			
5	Opening Ceremonies part 2	1:03:22 PM	1:03:38 PM	0:02:00	1:05:22 PM	1:05:38 PM		Video		Florence Dick	provided by client: Florence Dick_Songhees Nation_Welcome.mp4		
6	Opening Ceremonies part 3 / Welcome Message from Fred Haynes	1:05:22 PM	1:05:38 PM	0:05:00	1:10:22 PM	1:10:38 PM		Video		Fred Haynes	*may need 30 sec removed from beginning - provided by client: Welcome Message from Mayor Fred Haynes.MP4		
7	UBCM Address by UBCM President Brian Frenkel, and Intro of Nora Young Keynote	1:10:22 PM	1:10:38 PM	0:05:00	1:15:22 PM	1:15:38 PM		Video		Brian Frenkel			
8	Keynote: Seeing the Forest and The Trees: Big Data, Resilience, and Community Post-Covid	1:15:22 PM	1:15:38 PM	0:45:00	2:00:22 PM	2:00:38 PM		Video		Nora Young			
9	Nora Q&A	2:00:22 PM	2:00:38 PM	0:15:00	2:15:22 PM	2:15:38 PM		Live	2-shot	Nora Young + Gabi moderating Q&A		4. Nora Young 3. Gabi Vindisch	
10	Gabi Intro Session	2:15:22 PM	2:15:38 PM	0:00:30	2:15:52 PM	2:16:08 PM		Live	Single	Gabi Vindisch		3. Gabi Vindisch	
13	Reece Harding Poll	2:15:52 PM	2:16:08 PM	0:01:00	2:16:52 PM	2:17:08 PM		Live	Single+ Slides	Reece Harding	1 Poll	5. Reece Harding	
14	Plenary Workshop: Local Government Management Association (LGMA): The New Normal – Building Constructive Council/Board Relations	2:16:52 PM	2:17:08 PM	0:45:00	3:01:52 PM	3:02:08 PM		Video	3-shot	Facilitator: Reece Harding, Panel: Mayor Karen Elliott and CAO Linda Glenday from Squamish			
15	Workshop Q&A	3:01:52 PM	3:02:08 PM	0:20:00	3:21:52 PM	3:22:08 PM		Title Card		Live Q&A "use Zoom breakout feature			
17	Gabi outro/intro	3:21:52 PM	3:22:08 PM	0:00:30	3:22:22 PM	3:22:38 PM		Live	Single	Gabi Vindisch		3. Gabi Vindisch	
11	Possible Advertisement Video(s)	3:22:22 PM	3:22:38 PM	0:19:22	3:41:44 PM	3:42:00 PM		Video					
18	Municipal Finance Authority (MFA): New Tools and Finding Stability- Local Government Finance in Uncertain Times	3:41:44 PM	3:42:00 PM	0:30:00	4:11:44 PM	4:12:00 PM		Video	2-shot	Peter Urbanc and Doug Spindler, Assistant Director, Treasury Services, City of Burnaby			
19	Peter Q&A	4:11:44 PM	4:12:00 PM	0:15:00	4:26:44 PM	4:27:00 PM		Live	3-shot	Moderator: Gabi Vindisch Speakers: Peter Urbanc, Doug Spindler		3. Gabi Vindisch 6. Peter Urbanc 7. Doug Spindler	
20	Closing Remarks	4:26:44 PM	4:27:00 PM	0:02:00	4:28:44 PM	4:29:00 PM		Live	Single	Gabi Vindisch		3. Gabi Vindisch	
21	Livestream End	4:28:44 PM	4:29:00 PM	0:05:00	4:33:44 PM	4:34:00 PM		Title Card		Post-stream slide: Thank you for joining us for Day 1. LGLA Forum will start at 8:45 am tomorrow morning. Looking forward to seeing you back here to enjoy some more great content!			
22													
23													
24													
25													
DAY 2													
0	Livestream Start	8:29:44 AM	8:30:00 AM	0:15:00	8:44:44 AM	8:45:00 AM		Title Card					
1	Enjoy Music, Visit Sponsors, Say Hello on Chat!	8:44:44 AM	8:45:00 AM	0:15:00	8:59:44 AM	9:00:00 AM		Video		Pre-stream slide: Welcome to the LGLA Virtual Forum "Leading In Unprecedented Times" Livestream will begin shortly.			
2	Welcome and panel intro	8:59:44 AM	9:00:00 AM	0:02:00	9:01:44 AM	9:02:00 AM		Live	Single	Gabi Vindisch		3. Gabi Vindisch	
3	Communities Moving to Recovery: What We Have Learned from a Crisis	9:01:44 AM	9:02:00 AM	0:40:00	9:41:44 AM	9:42:00 AM		Video	5-shot	moderator: Nicola Marotz panelists: Laurey-Anne Roodenburg Sarrah Storey Lyn Hall Al Richmond	Panel wants to log in to Zoom before the video starts to watch the playback and refresh their memory.		
4	Communities Moving to Recovery: What We Have Learned from a Crisis Q&A	9:41:44 AM	9:42:00 AM	0:15:00	9:56:44 AM	9:57:00 AM		Live	Single	moderator: Nicola Marotz panelists: Laurey-Anne Roodenburg Sarrah Storey Lyn Hall Al Richmond	Zoom in VMix	Nicola Marotz Laurey-Anne Roodenburg Sarrah Storey Lyn Hall Al Richmond	
5	Intro to Interview with Deirdre Campbell of Beattie Tartan Communications	9:56:44 AM	9:57:00 AM	0:00:30	9:57:14 AM	9:57:30 AM		Live	Single	Gabi Vindisch		3. Gabi Vindisch	
6	Crisis Management: Interview with Deirdre Campbell - Beattie Tartan Integrated Communications	9:57:14 AM	9:57:30 AM	0:30:00	10:27:14 AM	10:27:30 AM		Video	Single	** can we only show Gabi when she is speaking, and concentrate on Deirdre when she is responding rather than have 2 up			
7	Gabi's transition/Intro to Panel	10:27:14 AM	10:27:30 AM	0:00:30	10:27:44 AM	10:28:00 AM		Live	Single	Gabi Vindisch		3. Gabi Vindisch	
8	Indigenous-Local Government Relations - Covid Collaboration Shaping the Future	10:27:44 AM	10:28:00 AM	0:45:00	11:12:44 AM	11:13:00 AM		Video	2-shot+Slides	Tammy Robertson Rosanne Kukpi			

9	Gabi transition/intro	11:12:44 AM	11:13:00 AM	0:00:30	11:13:14 AM	11:13:30 AM	Live		Gabi Vindisch		3. Gabi Vindisch
10	Address by Green Party Leader, MLA Sonia Furstenau	11:13:14 AM	11:13:30 AM	0:15:00	11:28:14 AM	11:28:30 AM	Video	Single	MLA Sonia Furstenau		
11	Gabi transition	11:28:14 AM	11:28:30 AM	0:00:30	11:28:44 AM	11:29:00 AM	Live	Single	Gabi Vindisch		3. Gabi Vindisch
12	Business Rebound Part I - Lidstone & Company: Business and Economy Rebound	11:28:44 AM	11:29:00 AM	0:30:00	11:58:44 AM	11:59:00 AM	Video	3-shot	Don Lidstone Garth Frizzell Joel McKay		
13	Gabi Intro Q&A	11:58:44 AM	11:59:00 AM	0:00:30	11:59:14 AM	11:59:30 AM	Live		Gabi Vindisch		3. Gabi Vindisch
14	Hon. Ravi Kahlon	11:59:14 AM	11:59:30 AM	0:10:00	12:09:14 PM	12:09:30 PM	Live	Single	Hon. Ravi Kahlon		5. Hon. Ravi Kahlon
15	Business Rebound Part I - Lidstone & Company: Business and Economy Rebound Q&A	12:09:14 PM	12:09:30 PM	0:20:00	12:29:14 PM	12:29:30 PM	Live	4-shot	Moderator: Don Lidstone Panel: Garth Frizzell Joel McKay Hon. Ravi Kahlon	Add Gabbi Audio Only	6. Don Lidstone 7. Garth Frizzell 8. Joel McKay 5. Hon. Ravi Kahlon
16	Gabi transition	12:29:14 PM	12:29:30 PM	0:00:30	12:29:44 PM	12:30:00 PM	Live	Single	Gabi Vindisch		3. Gabi Vindisch
17	Business Rebound Part II - Municipal Insurance Association (MIABC): Three Ways For Communities To Build Resilience	12:29:44 PM	12:30:00 PM	0:20:00	12:49:44 PM	12:50:00 PM	Video	3-shot	Megan Chorlton Tom Barnes Sandra Mayo		
18	Gabi transition	12:49:44 PM	12:50:00 PM	0:00:30	12:50:14 PM	12:50:30 PM	Live	Single	Gabi Vindisch		3. Gabi Vindisch
19	Address by Liberal Party Opposition Critic, MLA Dan Ashton	12:50:14 PM	12:50:30 PM	0:05:00	12:55:14 PM	12:55:30 PM	Video	Single	MLA, Dan Ashton		
20	Gabi to announce break	12:55:14 PM	12:55:30 PM	0:00:30	12:55:44 PM	12:56:00 PM	Live	Single	Gabi Vindisch		3. Gabi Vindisch
21	Coffee Break - Sponsor Reel	12:55:44 PM	12:56:00 PM	0:05:00	1:00:44 PM	1:01:00 PM	Video		sponsor reel		
22	Gabi intro Bonnie	1:00:44 PM	1:01:00 PM	0:00:30	1:01:14 PM	1:01:30 PM	Live	Single	Gabi Vindisch		3. Gabi Vindisch
23	Valuing Diversity in Leadership - Practical Ideas for Success	1:01:14 PM	1:01:30 PM	0:45:00	1:46:14 PM	1:46:30 PM	Video	5-shot	Moderator: Maja Tait panel: Richard Stewart Toni Boot Arjun Singh Michelle Staples Moderator: Jan Enns	* Arjun is only there for the 1st and 2nd questions, so after he leaves the video recording could go to 4 shot Jan -> Bonnie -> Jan -> Panel -> Jan	
24	Valuing Diversity Q&A	1:46:14 PM	1:46:30 PM	0:15:00	2:01:14 PM	2:01:30 PM	Live	Single+ Slides	Speakers: Maja Tait, Richard Stewart, Toni Boot, Arjun Singh, and Michelle Staples	Zoom in vMix	9. Jan Enns Maja Tait Richard Stewart Toni Boot Arjun Singh Michelle Staples
25	Gabi transition	2:01:14 PM	2:01:30 PM	0:00:30	2:01:44 PM	2:02:00 PM	Live	Single	Gabi Vindisch		3. Gabi Vindisch
26	Roundtable on Sustainability & Climate Change	2:01:44 PM	2:02:00 PM	0:45:00	2:46:44 PM	2:47:00 PM	Video	5-shot	Moderator: Christina Benty Panel: Rebecca Newlove Cora Hallsworth Lauren Daley Amy		
27	Roundtable Q&A	2:46:44 PM	2:47:00 PM	0:15:00	3:01:44 PM	3:02:00 PM	Live	3-shot	Moderator: Christina Benty Panel: Rebecca Newlove Cora Hallsworth		10. Christina Benty 7. Rebecca Newlove 8. Cora Hallsworth
28	Gabi to announce Technology Takeover Session Part I	3:01:44 PM	3:02:00 PM	0:00:30	3:02:14 PM	3:02:30 PM	Live	Single	Gabi Vindisch		3. Gabi Vindisch
29	Technology "Takeover" Part I - Interview with Tyler Mooi, TELUS Telecommunications	3:02:14 PM	3:02:30 PM	0:15:00	3:17:14 PM	3:17:30 PM	Video	2-shot	Ben Bajaj Gabi Vindisch		
30	Gabi transition			0:00:30			Live		Gabi Vindisch		3. Gabi Vindisch
31	Technology "Takeover" Part II - Live with Todd Pugh and Tracey Lorenson	3:17:14 PM	3:17:30 PM	0:30:00	3:47:14 PM	3:47:30 PM	Live	2-shot+Slides	Todd Pugh Tracey Lorenson	Tracey will share her screen	4. Todd Pugh 5. Tracey Lorenson - Advanced vMix Link
32	Gabi to announce Minister	3:47:14 PM	3:47:30 PM	0:00:30	3:47:44 PM	3:48:00 PM	Live	Single	Gabi Vindisch		3. Gabi Vindisch
33	Minister of Municipal Affairs Address: The Honourable Josie Osborne	3:47:44 PM	3:48:00 PM	0:10:00	3:57:44 PM	3:58:00 PM	Live	Single	Josie Osborne		6. Josie Osborne
34	Gabi to announce final segment	3:57:44 PM	3:58:00 PM	0:00:30	3:58:14 PM	3:58:30 PM	Live	Single	Gabi Vindisch		3. Gabi Vindisch
35	Canada Look Yonder - A Virtual Tour with Dr. Gordon McIntosh	3:58:14 PM	3:58:30 PM	0:35:00	4:33:14 PM	4:33:30 PM	Video	Single+ Slides	Gordon McIntosh		
36	Closing remarks	4:33:14 PM	4:33:30 PM	0:05:00	4:38:14 PM	4:38:30 PM	Live	Single	Gabi Vindisch		3. Gabi Vindisch
37	Rolling Credits	4:38:14 PM	4:38:30 PM	0:05:00	4:43:14 PM	4:43:30 PM	Video		Duran Duran "I won't cry for yesterday" song and rolling credits	Provided by client	
38	Livestream End	4:43:14 PM	4:43:30 PM	0:01:00	4:44:14 PM	4:44:30 PM	Title Card				

Let's Create Engaging, Immersive Virtual & Hybrid Conferences



Great online events must be more than a webinar. Curate and moderate a high-quality online event experience that takes attendees on a journey to learn, connect, take action and be entertained.

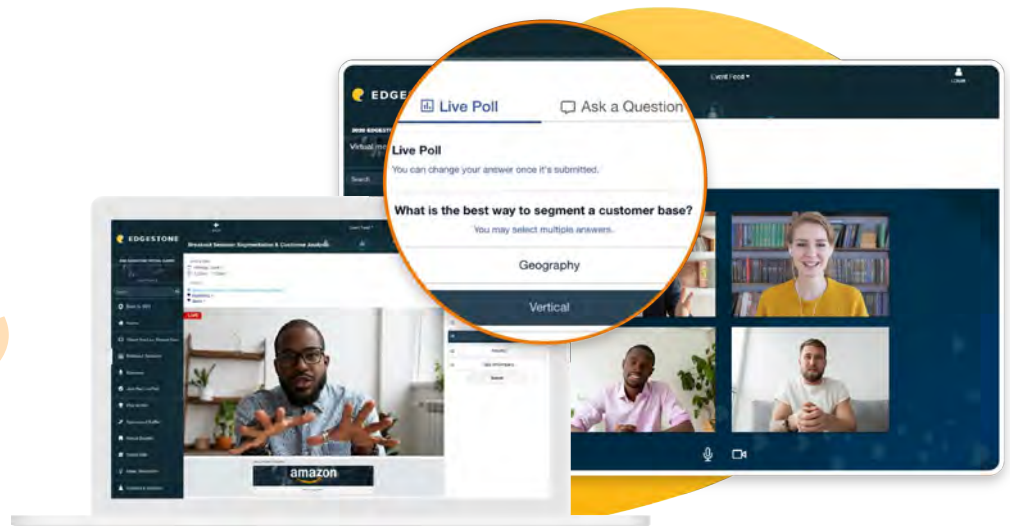
EventMobi's full service virtual event solution has everything you need to plan, promote, monetize and stream an engaging, interactive online experience.

No gimmicks. No sacrifices. Just a sleek, intuitive user experience from registration to the delivery of your virtual event. EventMobi will help you excite your attendees and deliver value for your live event sponsors.

We know that the most impactful virtual events deliver a truly immersive attendee experience, and your success hinges on much more than just the right #eventtech. **That's why from strategy through to execution, we're here to support you at every stage of your virtual event lifecycle.**

EventMobi has been the trusted planners' partner at 20,000+ events. **From the best virtual platform to live production, count on our team of strategic event experts to help you easily pivot from a fully virtual to a hybrid format** as travel and health restrictions change.

“ **No gimmicks.
No sacrifices.** ”



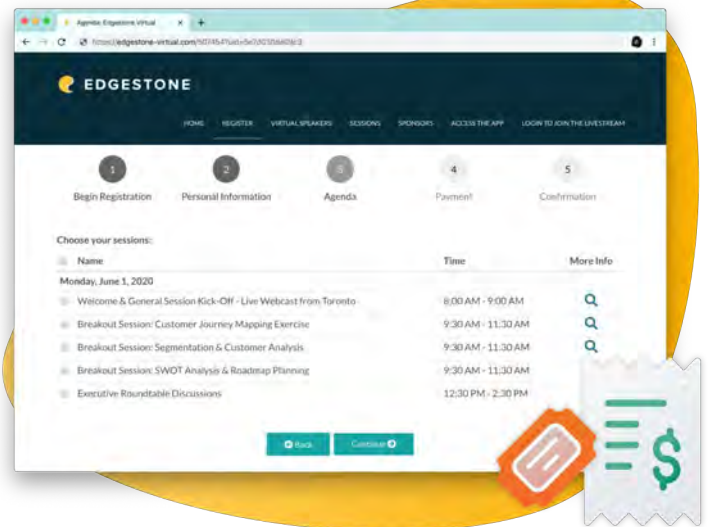
EventMobi Virtual Solutions: Your End-to-End Platform

From the moment of registration to the day your event goes live, have everything you need at your fingertips with EventMobi's End-to-End Virtual Solution.

You've invited! Registration & Website

Let us create the event website and registration of your dreams, fully customizable with:

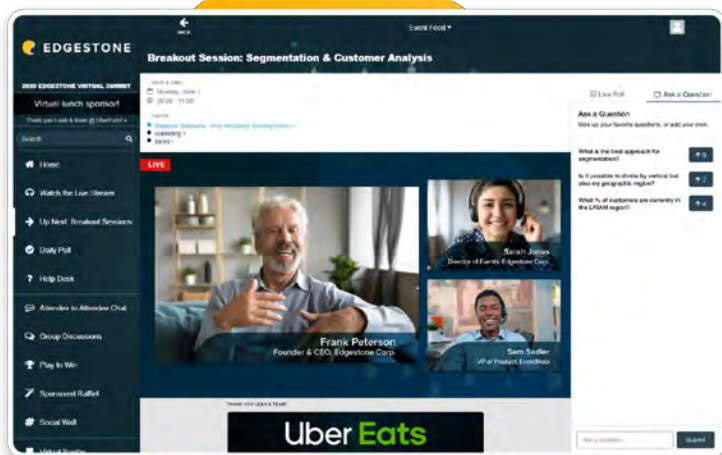
- Support for different registrant types (*attendees, speakers, sponsors, virtual exhibitors and more*)
- Flexible registration forms with dynamic logic
- Payments and ticketing, seamlessly connected to over 10+ payment gateways
- Virtual session selection to create personalized schedules
- Beautifully branded pages to promote sponsors, speakers and more



It's Showtime! Your Virtual Event Space

Whether you're planning a simple half day training, or a complex multi-day conference, easily scale your Virtual Event Space to your desired level of engagement and complexity.

- Count on us to design and build your virtual event space to your desired specifications
- Easily connect your preferred video conferencing tools (*Zoom, WebEx, GoToWebinar, etc.*)
- Take advantage of multiple social networking and engagement features
- Offer unparalleled sponsor and exhibitor recognition from end to end

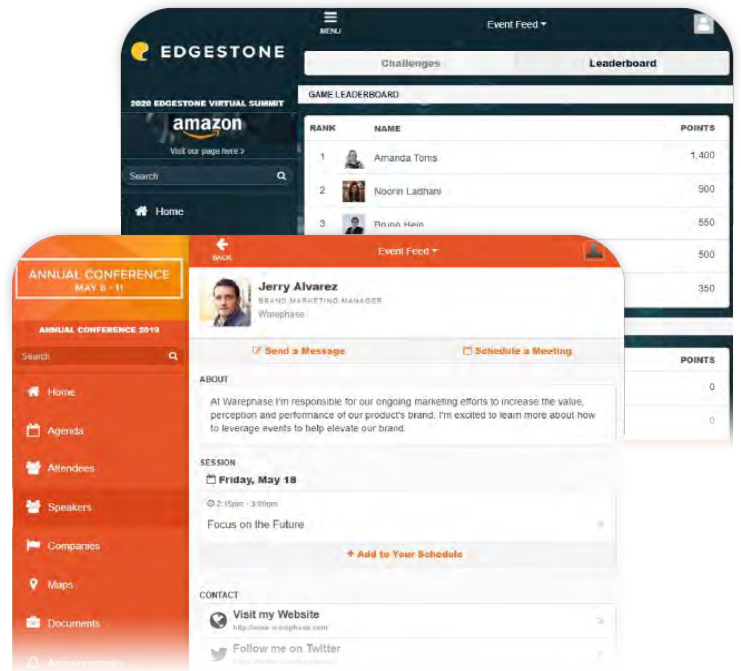



EventMobi Virtual Solutions: Your End-to-End Platform

 **Have fun with it! Networking, entertainment and engagement**

Go beyond a basic webinar by introducing fun new ways to engage your attendees.

- Encourage speaker engagement with live polls and Q&A
- Stimulate discussion with group discussion boards and pre-event surveys
- Entertain with gamification and raffle giveaways
- Create opportunities for 1:1 and group networking through live chat and video roundtables
- Drive engagement across key social channels with a built-in Social Media Wall* (Facebook, Twitter, LinkedIn, Instagram, YouTube feed; inc/ in EM Virtual Space + Registration package)

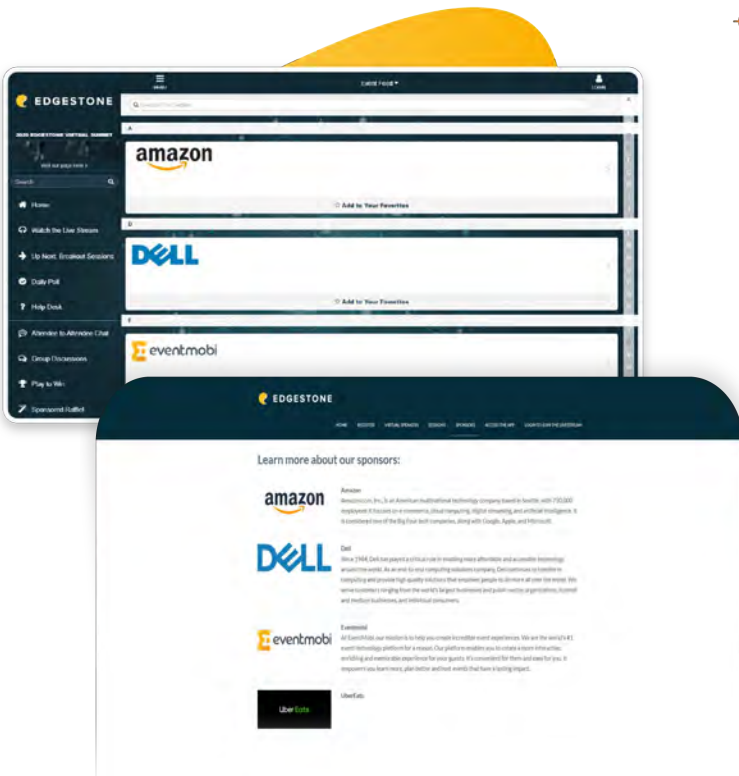


 **Monetize the experience and tap into new revenue streams**

No physical exhibitor booths? No problem. Explore the untapped potential of online sponsorship with EventMobi's Virtual Space.

- Virtual Exhibitor Booths and Sponsor Profiles with 1:1 networking opportunities
- Offer exclusivity through ticketed events, virtual product demos, sponsored sessions and more
- Take advantage of unlimited banner ads, alerts, social posts and more
- Gamify the experience and reward points for engagement and networking
- Enhance the experience with high quality video production - complete with sponsor banners, logos and call-outs during each video presentation*

*Available with EventMobi GoLive Full Service Add-On



How it all works

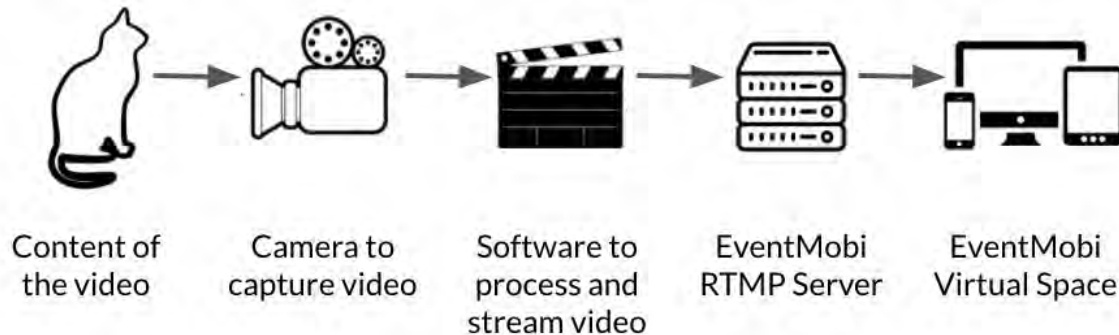
Our platform is a “hub” for your events in order to streamline communication, encourage networking, providing sponsor engagement and much more. Content can be incorporated in one of three ways:

- 1) Viewed through embedded EventMobi video player (see next page)
- 2) Embedded pre-recorded videos hosted on platforms such as Wistia, YouTube, Vimeo, and others
- 3) Direct links from sessions to open external meetings for two-way voice and video meetings (Eg. Microsoft Teams, GoToMeeting, Zoom, etc)

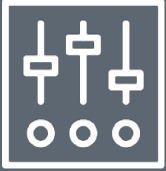
EventMobi - Embedded Player

Attendees can view content through our embedded player by connecting your sessions to a broadcasting solution that outputs via RTMP. Traditional AV broadcasting can be done this way along with solutions such as Zoom, Webex, Wirecast and others. [What is RTMP?](#)

How it All Works



Included Services



Mobi Build Full

Full Data Management ([Read More](#))

Your Concierge is like a dedicated Project Manager for your event tech. They'll walk you through setup, keep you on track with a timeline and weekly check-ins, and offer strategic advice leading up to your event. You'll also get dedicated support with a response time of 24 business hours.



App Concierge

Event Tech Concierge ([Read More](#))

Your Concierge is like a dedicated Project Manager for your event tech. They'll walk you through setup, keep you on track with a timeline and weekly check-ins, and offer strategic advice leading up to your event. You'll also get dedicated support with a response time of 24 business hours.

What is GoLive?

The GoLive! Services offer comprehensive end-to-end support for all of your virtual event needs and are designed for organizations to leverage the technical expertise of our team to offer a high quality production.

Our team can manage your speakers, whether they are live or pre-recorded, handle any live streams with our Green Room, produce and edit video content, and provide one-to-one assistance to your attendees.

Meet the GoLive! Professional Services Team

The EventMobi Professional Services team is here to help you plan and execute the highest quality virtual or hybrid event. The GoLive! Services offer comprehensive, end-to-end support for all of your virtual event needs:

- **Virtual Event Strategy and Planning Sessions**
 - Our sales and customer success team will help you design the right event strategy, whether you are starting from scratch or pivoting from an onsite format
- **Speaker and Exhibitor Management**
 - Coordinate with speakers and exhibitors to gather content or to stream live
 - Preparation and readiness - AV, soundcheck, internet quality
 - Greenroom and live concierge for speakers and hosts during your live event
- **Session Production, Video Editing and Creation**
 - For keynotes, concurrent sessions, roundtables and more
 - Pre-recorded content, livestreams and simulives
 - Quality production with sponsor banners, title cards and text overlays
- **Live Production**
 - It's Showtime! Our show directors will help you manage every aspect of your live production
 - Combine pre-recorded and live sessions, add slides, sponsor ads and more
- **Live Support for Attendees**
 - Support for remote attendees is critical for the success of a virtual event. From fixing an audio issue to helping them finding the right session, our support team will be happy to help



Service Line	What is Included	What is NOT Included
Virtual Event Strategy and Planning Sessions	<p>Event strategy discussions with the customer during sales and onboarding process to:</p> <ul style="list-style-type: none"> design the optimum virtual experience create a program designed to engage remote attendees design the engagement strategy from the beginning select the technology and the production scale that fits with the event goal 	To fully build the event strategy and design on behalf of the customer
Speaker Management	<p>For <u>each speaker</u> that will <u>be live</u> or will have a <u>session pre-recorded</u> by us, we will:</p> <ul style="list-style-type: none"> Assess (with a checklist in a setup call) the speaker's current readiness Provide them with best practices to improve their remote delivery (see this example) Grant the speaker access to the information and tools they will need to be live or record their session Complete a dry run with speakers going live to ensure that they are ready for the event 	<p>Even applying best practices and our best effort to prepare the speakers the final result will depend on their local setup and preparation</p> <p>We will not create slide decks, scripts, or content for the speaker presentation</p>
Exhibitor Management	<ul style="list-style-type: none"> Set up a 1-hour meeting with the client to review the types and number of exhibitors they are hosting Build a virtual booth design to match exhibitor branding and data collected Review with client exhibitor booths to ensure it meets requirements Post-produce a 30 minutes demo video per exhibitor to host in their virtual booth 	<p>Content and script for the video must be provided by the exhibitor</p> <p>Video production include adding title cards, titles, lower thirds, images, and slides in the recording (see TV-Style Production for Internet)</p>
Session Production, Video Editing, and Creation	<ul style="list-style-type: none"> Map with the client all the sessions that will be pre-produced (for on-demand or simulative usage) and the production elements to be used Design the video production elements to be added including cards, titles, lower thirds, logos, backgrounds etc Video raw shooting may be made directly by speakers or in a live recording session according to the case Produce each pre-recorded video, review, and approve with the organizers 	<p>Content, script, slides, images to be used in the presentations are not included</p> <p>Our design services are limited to backgrounds, lower thirds, titles, and transition cards</p>

<p>Live Production</p>	<ul style="list-style-type: none"> • Shot list development and validation with the customer. • Develop live production assets - transitions cards, lower thirds, logos, titles etc • Build the shot list adding all the setup, assets, and pre-recorded videos • Execute a dry run to test the full shot list and prepare hosts and speakers going live • Live broadcasting operation starting 30 minutes before event start up to 30 minutes after event ends. 	<p>EventMobi can't guarantee the quality of elements like: physical environment, Internet provider and infrastructure, Lighting, framing and sound infrastructure from the Speakers and host's side.</p>
<p>Live Support for Attendees</p>	<ul style="list-style-type: none"> • Gather relevant event information using an intake form - This will be used to create an FAQ section and to prepare chat agents to support the event attendees • Adjust scheduling and bandwidth in line with the event live support requirements • Event live support will be available 30 min prior to the event until the end of the last session • Answer basic event-related questions and offer guidance and support on using the Virtual Event Space. • Troubleshoot technical issues related to the Virtual Event Space. 	<p>Only chat support will be used during the event for attendees</p>

Production Packages

Webcast Live Production - The highest level of production where we manage a single stream and use specialized broadcasting software to run your event. Includes a Green Room managed by our Production Manager to manage all current and upcoming speakers to seamlessly switch between them and to include transitions, title cards, lower thirds, sponsor banners and videos and much more.

Zoom Live Production Packages - For a simpler and more inexpensive production where we manage a single live Zoom Stream that can be split into breakout rooms. We can incorporate pre-recorded content but pre-recording sessions are not a part of the package. Does not include the ability to add transitions, and other higher production effects.

GoLive Production Packages

1-Hour GoLive	Half-Day GoLive	Full Day GoLive
\$1,500	\$4,200	\$7,700
Single event - Single live stream track		
Dedicated Event Success Manager		
Live production for virtual events and remote speakers		
Live chat support		
Up to 1 hour of live streaming production including Zoom sessions	Up to 3 hours of live streaming production including Zoom sessions	Up to 6 hours of live streaming production including Zoom sessions
Speaker management (up to 3 speakers)	Speaker management (up to 6 speakers)	Speaker management (up to 10 speakers)
Up to 2 pre-recorded sessions	Up to 6 pre-recorded sessions	Up to 10 pre-recorded sessions
4 weeks	6 weeks	8 weeks

** subject to production calendar availability | Includes Zoom licenses | Does not include Eventmobi Virtual Space*

Add-ons: additional speakers (\$100), additional sessions (\$250), additional hours (\$1000), exhibitor management (\$500)

LGLA VIRTUAL FORUM SURVEY

Dear Delegates,

Thank you for attending LGLA's very first virtual Forum. Please help us rise to future challenges by completing this short survey. The survey is anonymous, but if you have further comments, or ideas you wish to discuss more in depth, we look forward to hearing from you by email. Please send more in depth personal feedback comments to LGLA Executive Coordinator Gabi Vindisch at gvindisch@ubcm.ca

How did you find the overall quality of the broadcast? (sound, picture)?

Poor
Fair
Average
Good
Excellent

How would you rate the EventMobi platform experience in terms of being user friendly and easy to navigate?

Poor
Fair
Average
Good
Excellent

How did you find the overall content of the Forum.

Poor
Fair
Average
Good
Excellent

On a scale of 1-5, with 1 being not important to 5 being very important. How important to you, is the ability to view material On Demand after the event:
(scale of 1-5)

Please rate the following sessions on a scale of 1-5.

1-I did not view this segment live and I am waiting for the on demand content.

2-Content was poor

3-Content was average

4-Content was good

5-Content was excellent

1-Keynote Address: Nora Young, CBC – “Seeing The Forest *And* The Trees”

2-Plenary Workshop-Local Government Management Association (LGMA) Presents: The New Normal – Building Constructive Council/Board Relations

Reece Harding, Young Anderson, Mayor Karen Elliott and CAO Linda Glenday from the District of Squamish

3-Municipal Finance Authority (MFA) Presents: Local Government Finance in Uncertain Times-Investing Local Government Reserves for the Long Term and Other Investment Topics, Peter Urbanc, CAO, Municipal Finance Authority (MFA), Doug Spindler, Assistant Director, Treasury Services, City of Burnaby

4-Communities Moving to Recovery: What We Learned from a Crisis; Nicola Marotz, Strategic Advisor, Local Government; the Ministry of Municipal Affairs’; Councillor Laurey-Anne Roodenburg, Quesnel; Mayor Sarrah Storey, Fraser Lake; Mayor Lyn Hall, Prince George; CCRHD Vice Chair Al Richmond, Director, Area G, Cariboo Regional District

5-Interview: Beattie Tartan Integrated Communications – Approach to Crisis Management; Deirdre Campbell, Consultant, Beattie Tartan Integrated Communications

6-Indigenous-Local Government Relations – Covid Collaboration Shaping the Future; Kúkpí7/Chief Rosanne Casimir, Tk’emlúps te Secwépemc;

Tammy Robertson, External Relations Manager, City of Kamloops

7-Address by Green Party Leader, MLA Sonia Furstenau

8-Business Rebound – Part 1 - Business and Economy Rebound – Lidstone & Company Law Corporation

Don Lidstone,; Hon. Ravi Kahlon, Minister of Jobs, Economic Recovery and Innovation; Garth Frizzell, Federation of Canadian Municipalities (FCM) President/Prince George Councillor; Joel McKay, CEO of Northern Development Trust.

9-Business Rebound – Part 2 – Three Ways to Improve Resilience – Municipal Insurance Association of BC (MIABC); Tom Barnes, CEO, MIABC ; Megan Chorlton, Director of Member Services & General Council, MIABC ; Sandra Mayo, Risk Control Specialist, MIABC; Jim Martin, Chief Administrative Officer, Regional District of Fraser-Fort George; Meredith Starkey, CAO, Village of Zeballos

10-Address by Liberal Party Opposition Critic, MLA Dan Ashton

11-Valuing Diversity In Leadership – Practical Ideas For Success; Jan Enns; Mayor Maja Tait, District of Sooke; Mayor Richard Stewart, Coquitlam; Mayor Toni Boot, District of Summerland; Councillor Arjun Singh, Kamloops; Mayor Michelle Staples, City of Duncan

**12-Roundtable on Sustainability & Climate Change: Christina Benty; Rebecca Newlove, Manager, Department of Sustainability, District of Saanich ; Cora Hallsworth - Manager, Municipal Programs, Ecocity Centre, BCIT; Principal, CorNed Taylor – Councillor, Corporation of the District of Saanich
Lauren Daly and Emma-Jane Burian – Youth Advocates**

13-Technology “Takeover” Part 1 - Interview with Ben Bajaj of TELUS - Broadband, Remote Access & Your Part in the Big Picture

14-Part 2 - Todd Pugh, Executive Director of CivicInfo BC, and Tracey Lorenson of Paragon Strategic, explore the opportunities and challenges that rapidly evolving technology represents.

15-Minister of Municipal Affairs, Josie Osborne - Address to the Delegates

16-Canada! Look Yonder – A Virtual Cross Canada Tour With Dr. Gordon McIntosh

Final Question: In your experience how has the quality of On Line events evolved over the last year?

1-Improved but not dramatically

2-There was steady improvement in quality and content

3-Virtual Events have become surprisingly good at delivering content and have improved quality noticeably.

4- Virtual Events have become so good at engaging audiences, and providing lasting on demand content that in some cases their value rivals the traditional in person event.

5-Due to the cost savings, due to the overall improvement in quality of delivery and due to economic and environmental sustainability considerations, on line events should replace large in person gatherings whenever possible.

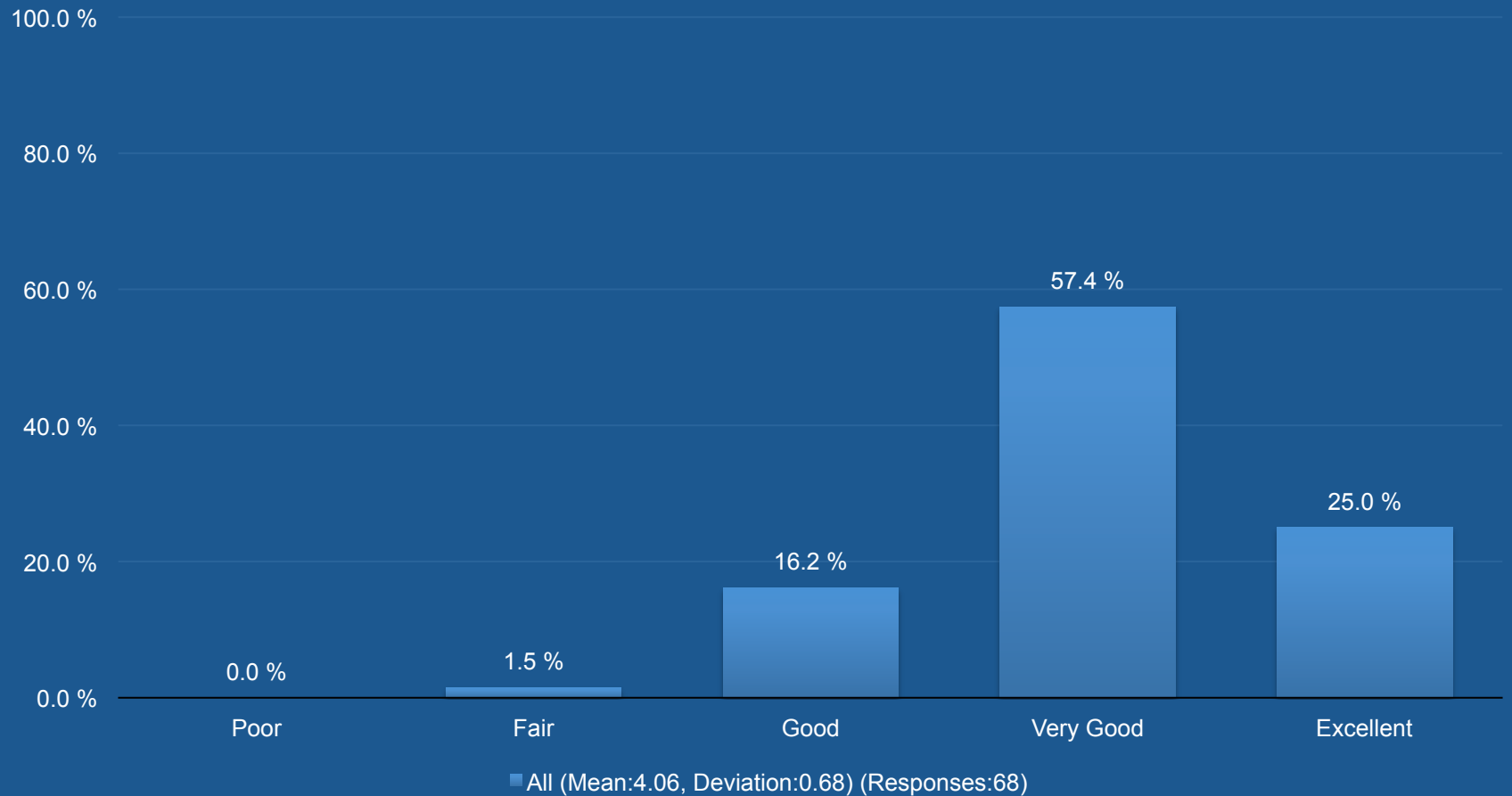
Thank you for completing the survey! LGLA will share YOUR combined results once survey results are returned.

LGLA 2021 Delegate Survey - copy

2/16/21

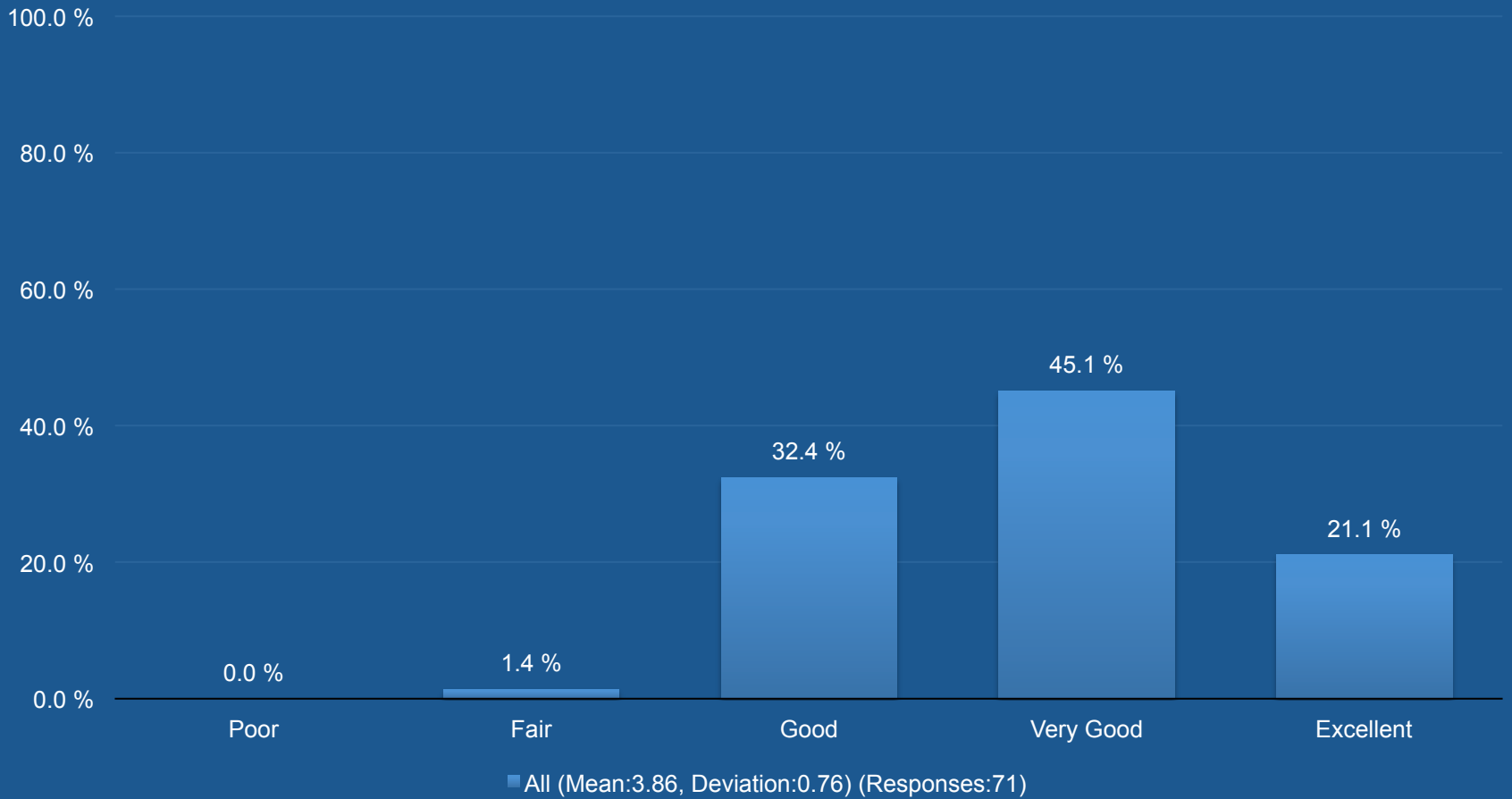
2021 Leadership Forum Delegate Survey

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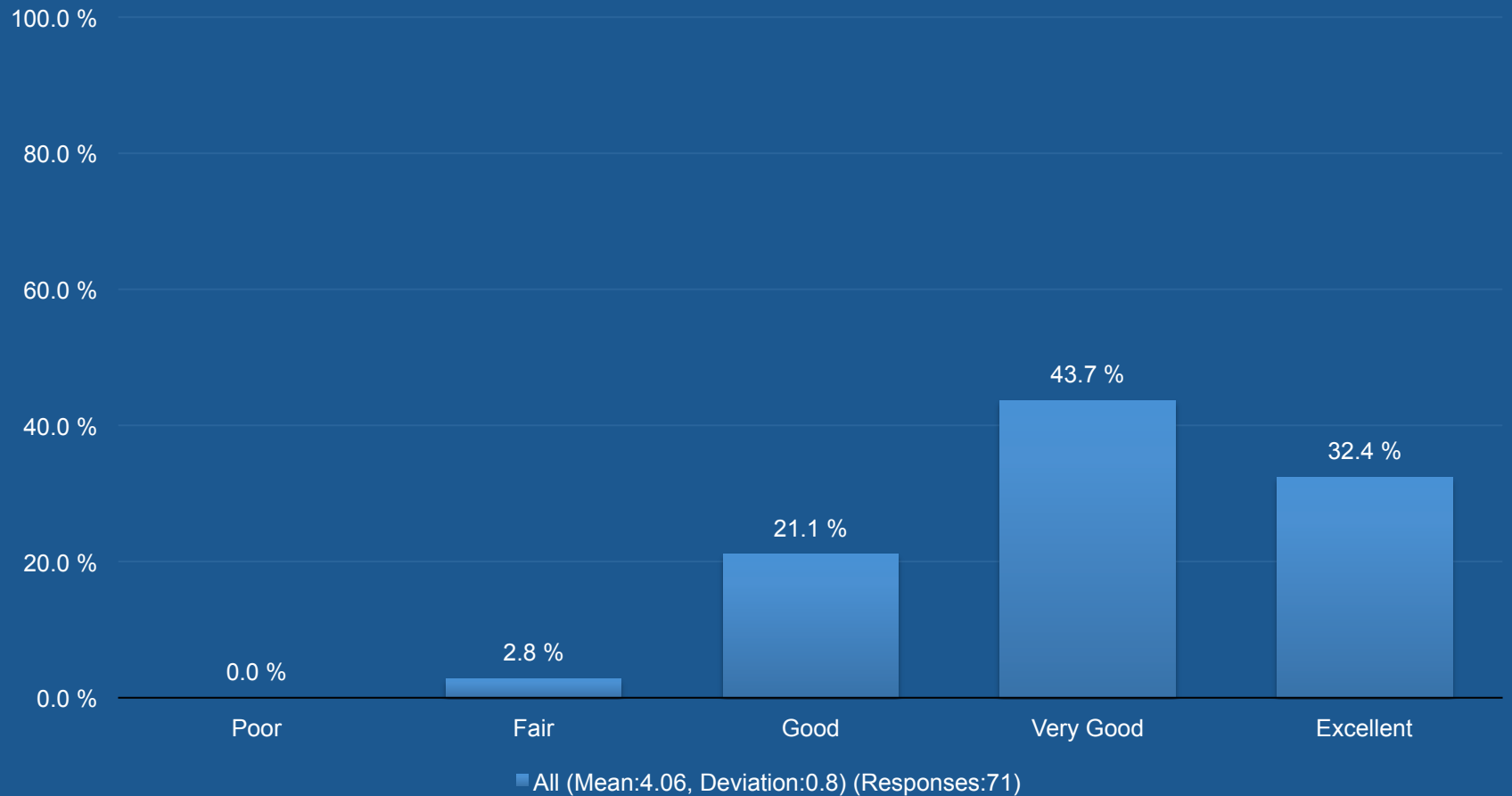
2021 Leadership Forum Delegate Survey

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2021 Leadership Forum Delegate Survey

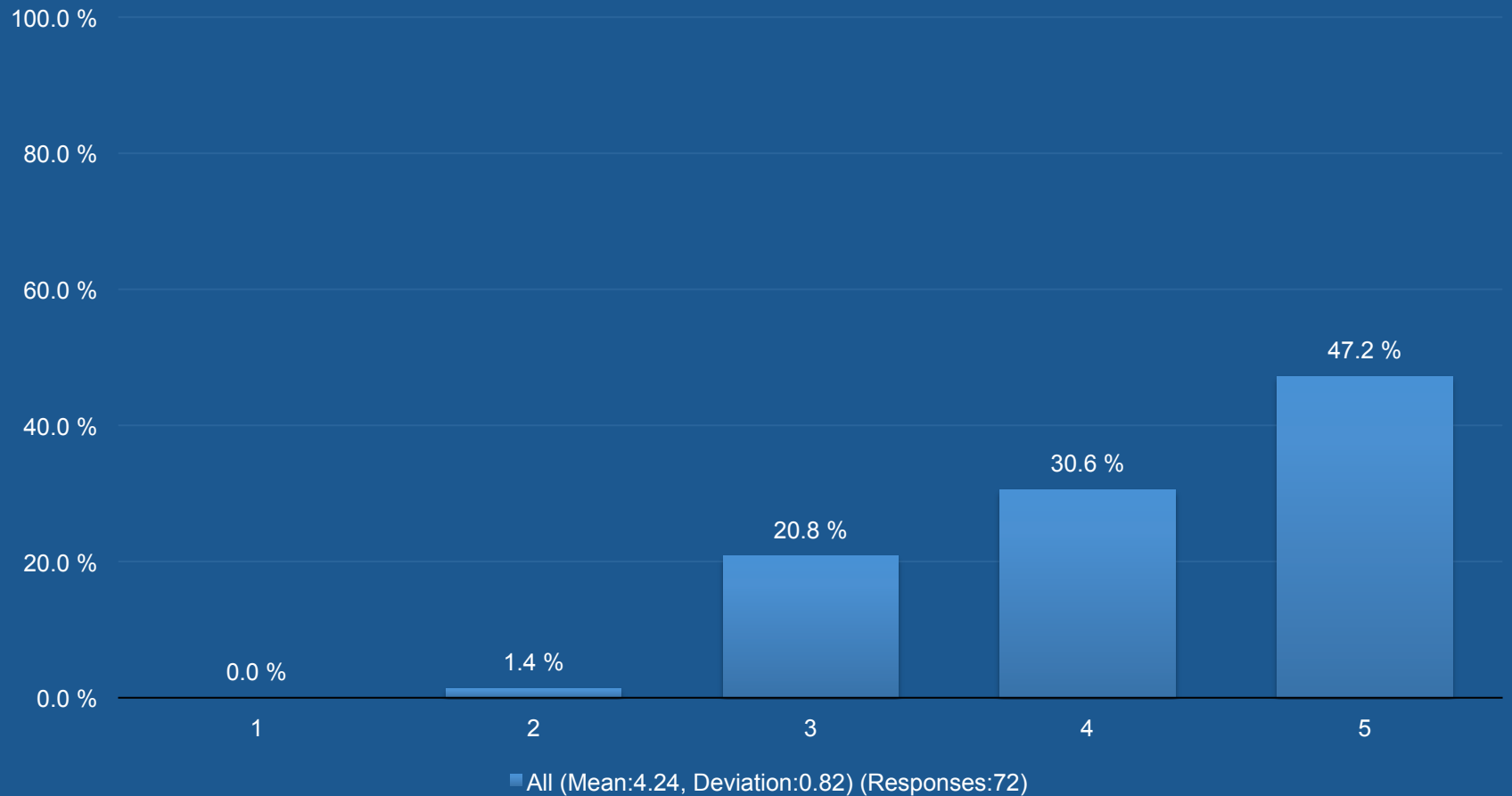
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2021 Leadership Forum Delegate Survey

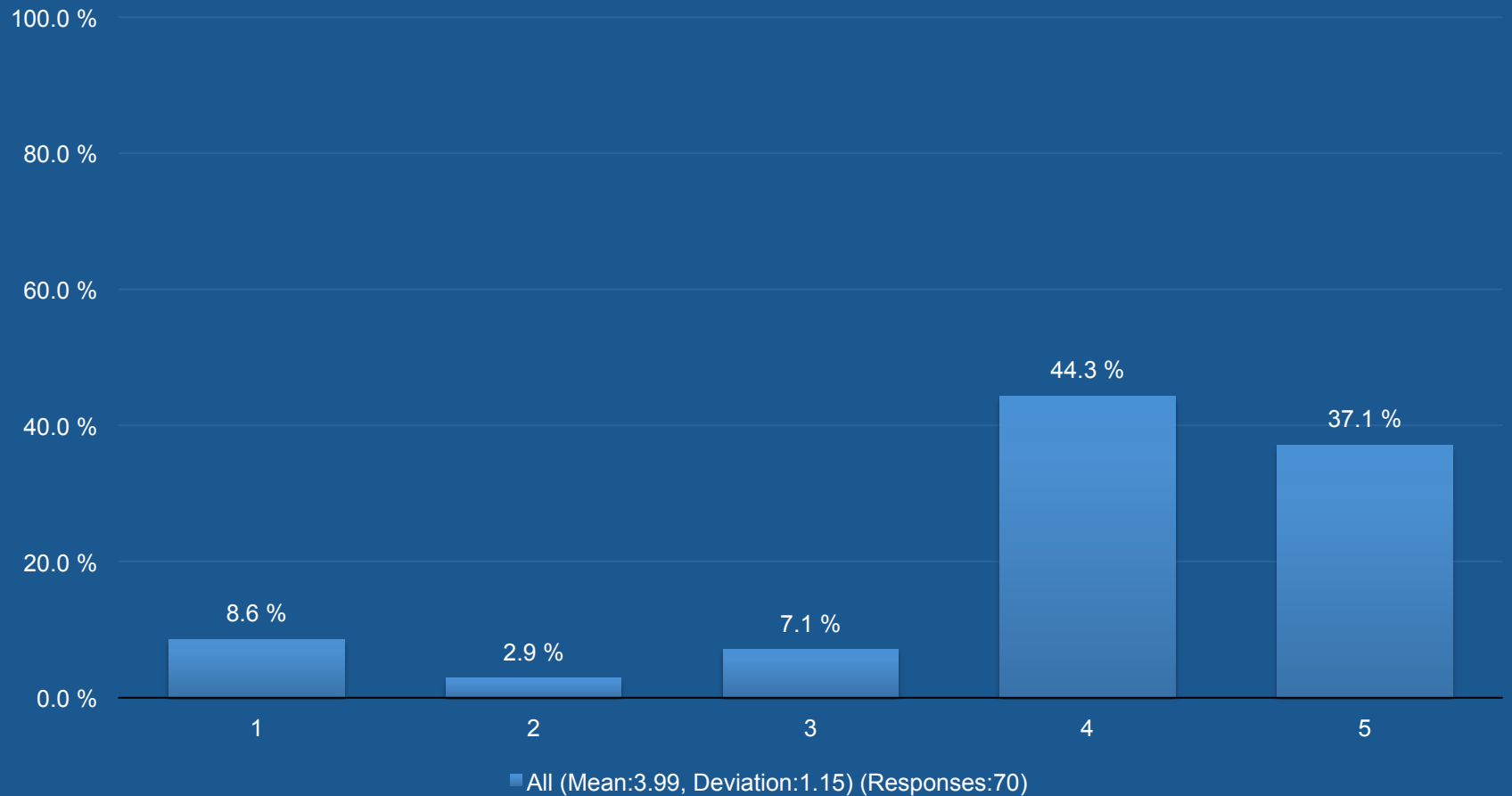
Select one:

(1 = Not Important, 5 = Very Important)



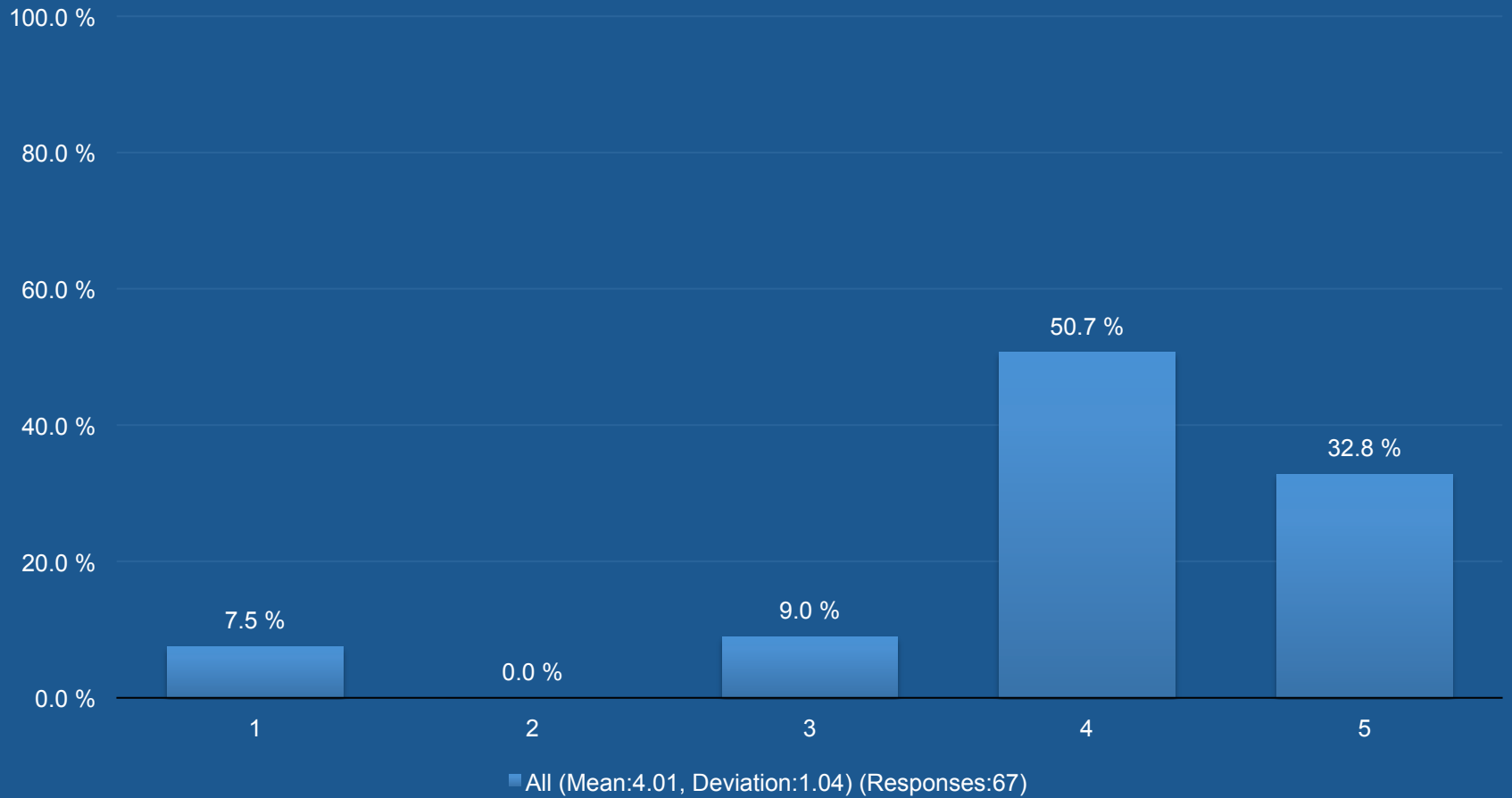
2021 Leadership Forum Delegate Survey

Keynote: Nora Young, CBC.



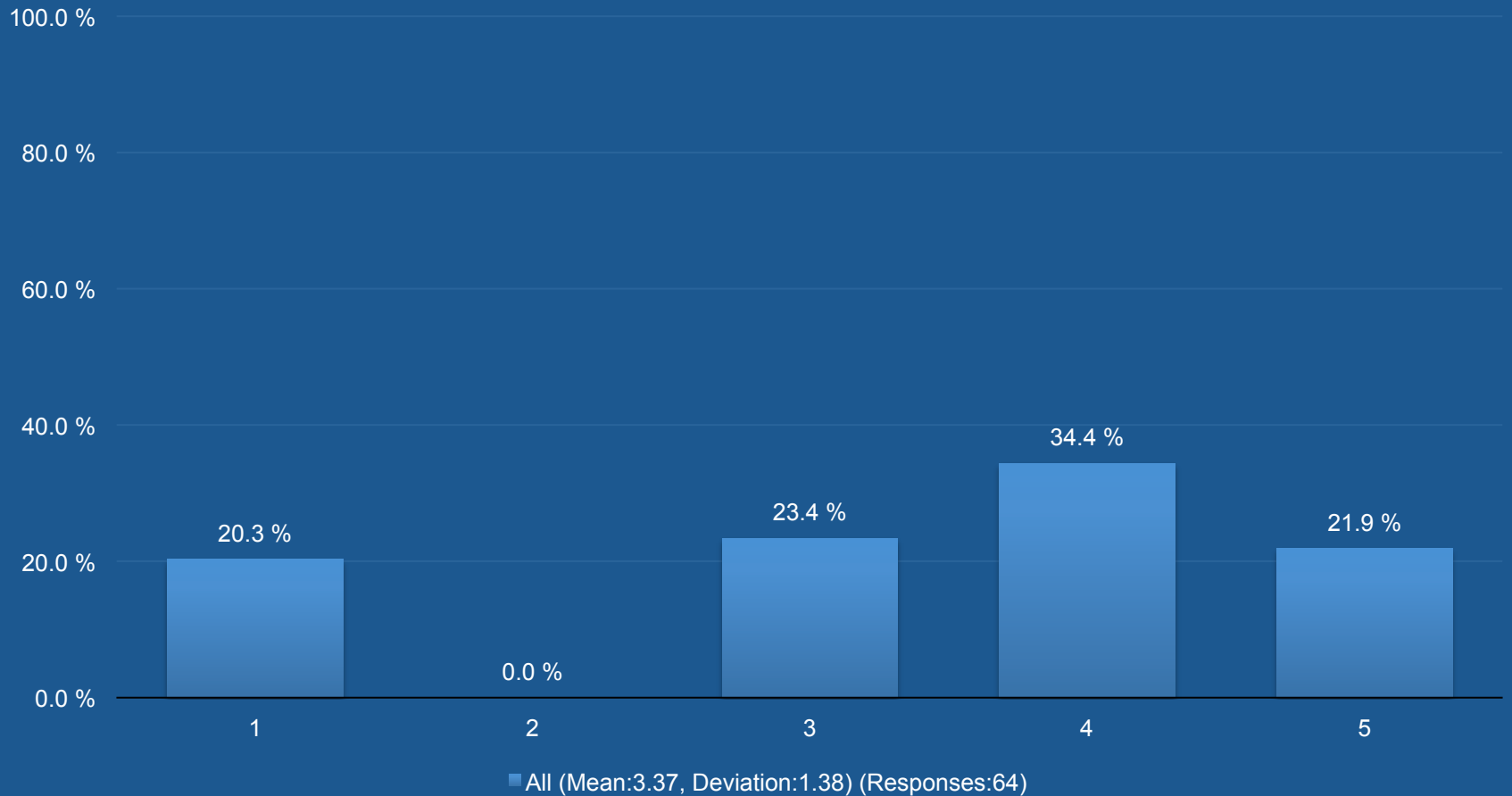
2021 Leadership Forum Delegate Survey

LGMA Presents: The New Normal - Building Constructive Council / Board Relations. (Reece Harding, Karen Elliott, Linda Glenday.)



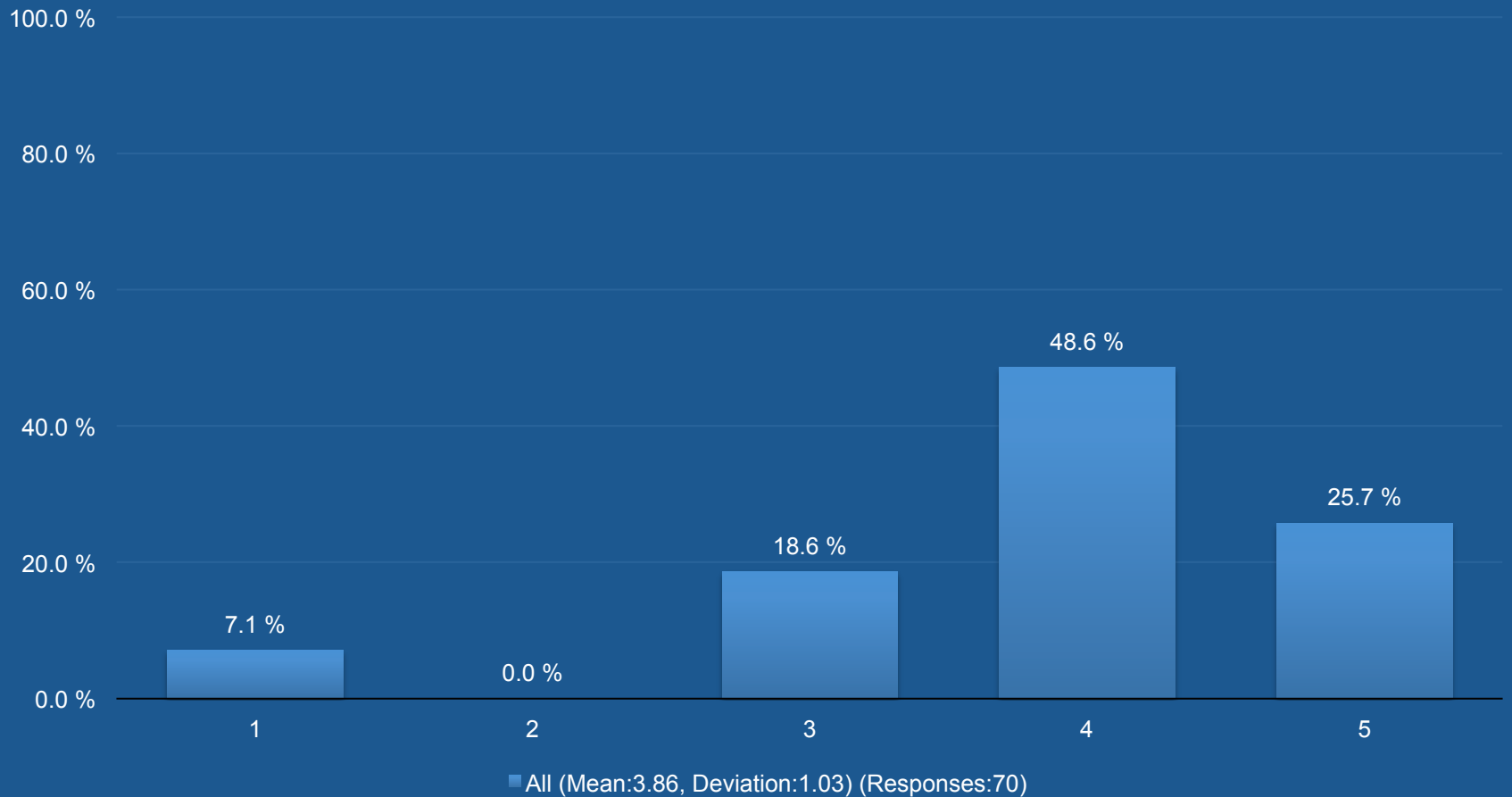
2021 Leadership Forum Delegate Survey

MFA Presents: Local Government Finance in Uncertain Times. (Peter Urbanc, Doug Spindler.)



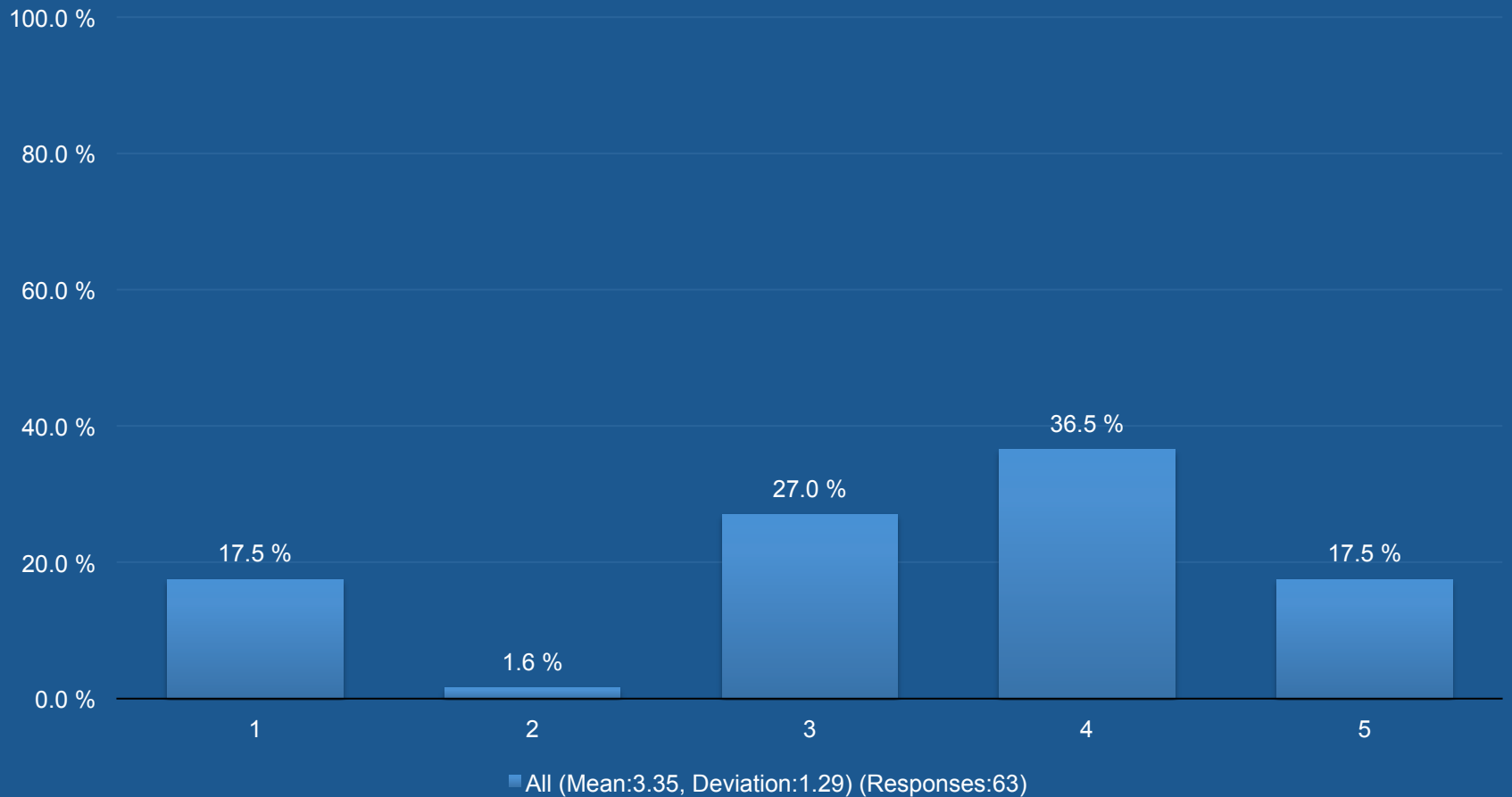
2021 Leadership Forum Delegate Survey

Communities Moving to Recovery: What We Learned. (Nicola Marotz, Laurey-Anne Roodenburg, Sarrah Storey, Lyn Hall, Al Richmond)



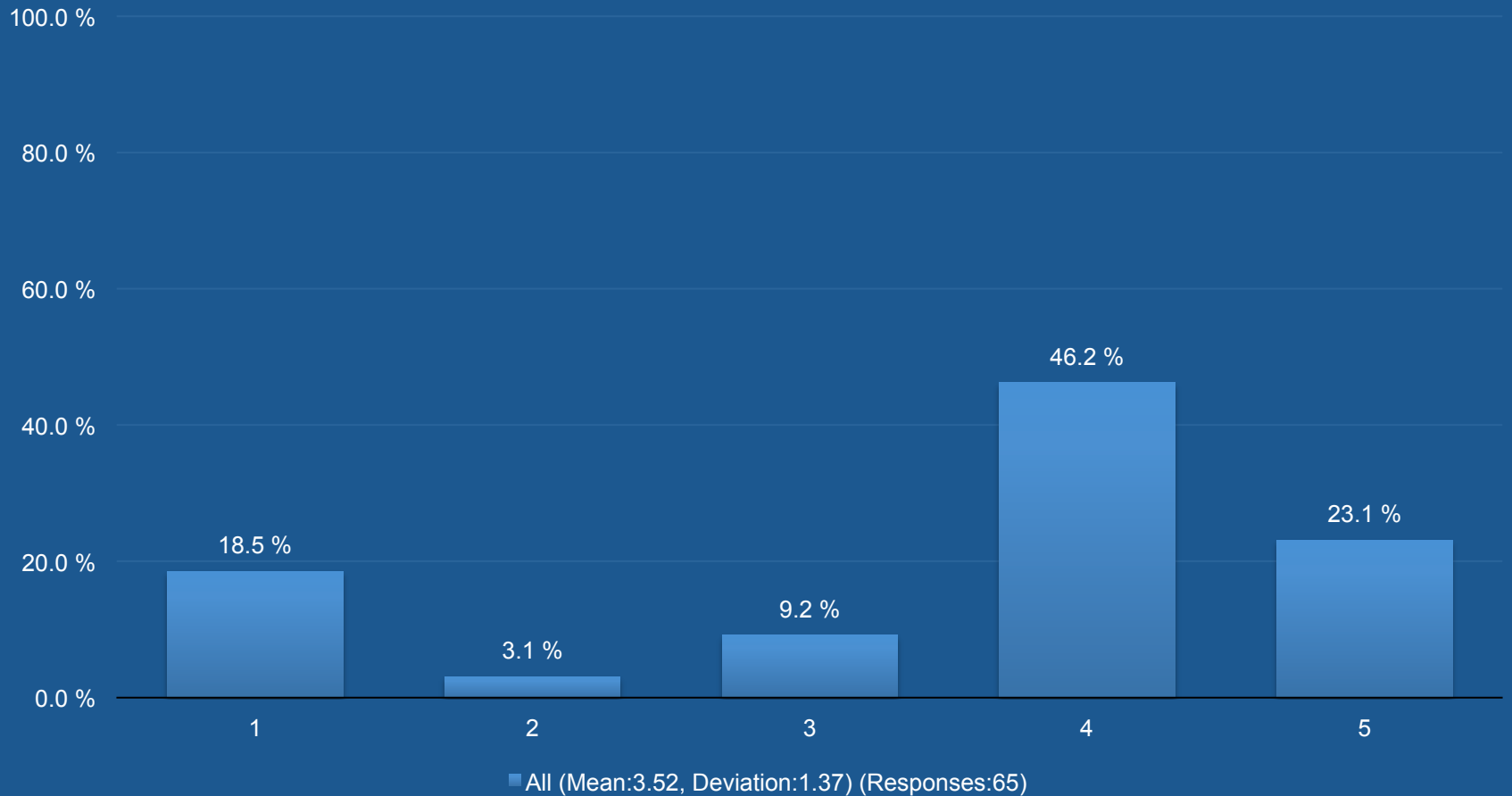
2021 Leadership Forum Delegate Survey

Interview: Beattie Tartan Integrated Communications. (Deirdre Campbell)



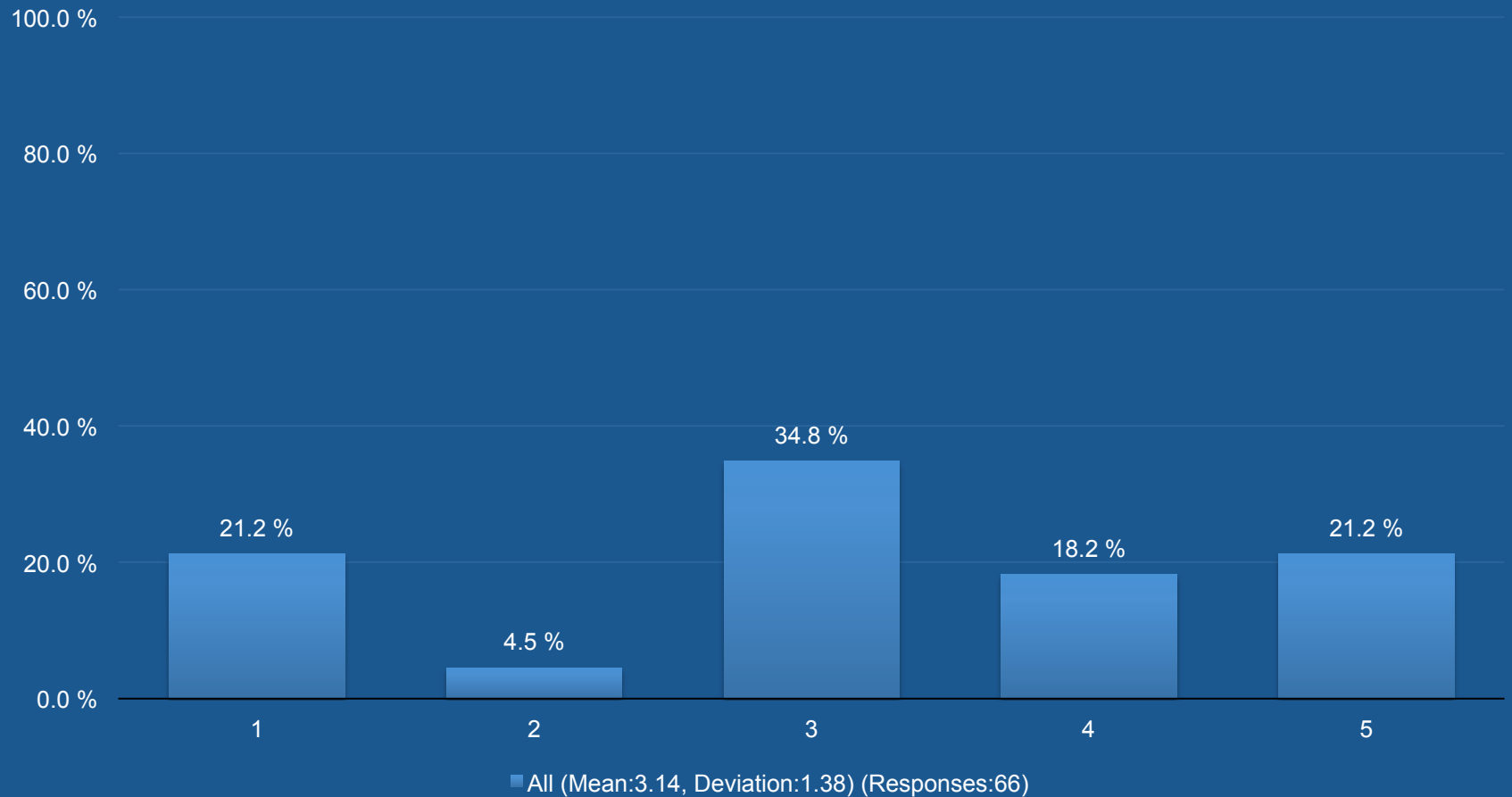
2021 Leadership Forum Delegate Survey

Indigenous-Local Government Relations - COVID Collaboration. (Rosanne Casimir, Tammy Robertson.)



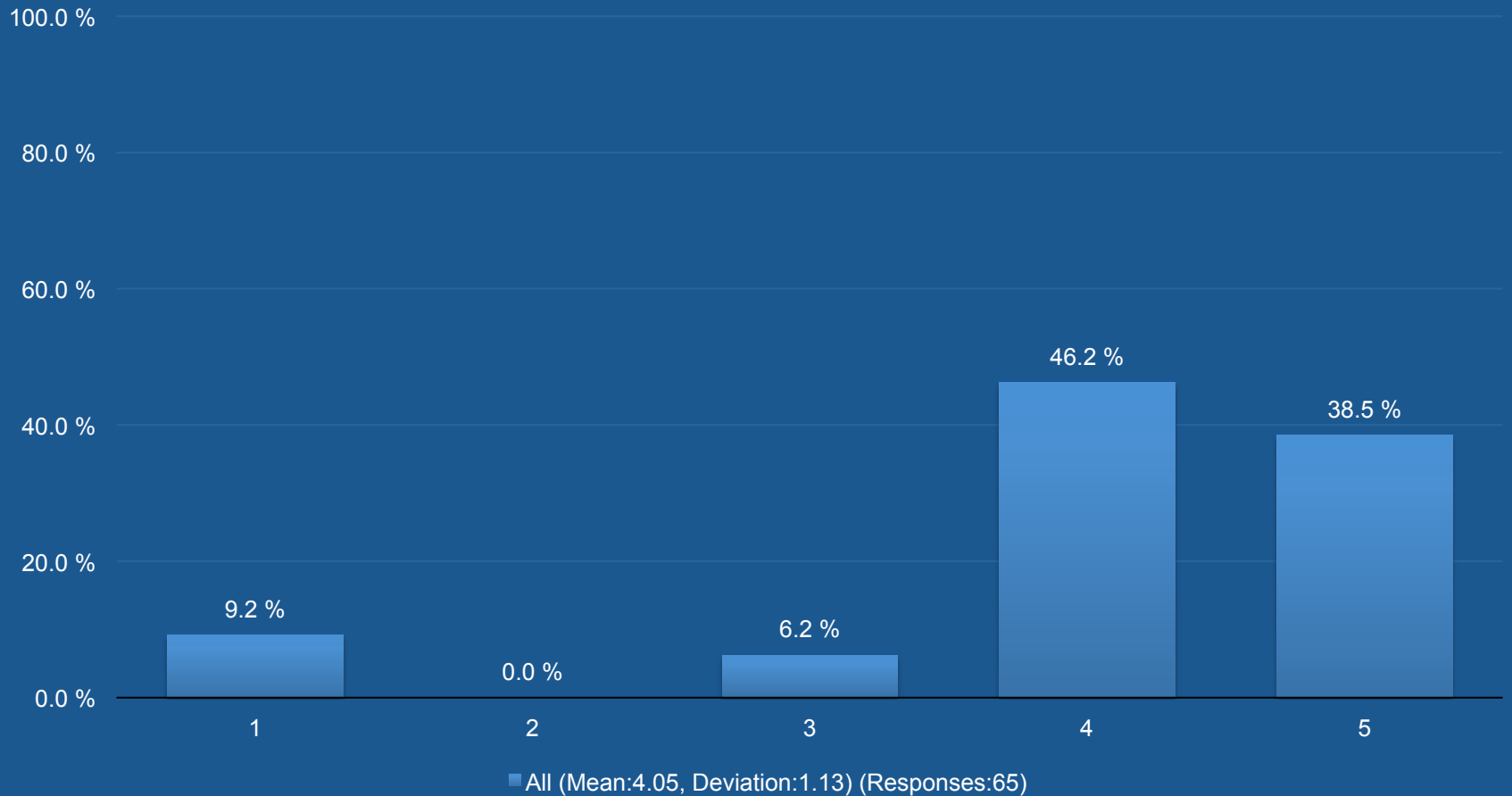
2021 Leadership Forum Delegate Survey

Address by Green Party Leader, MLA Sonia Furstenau.



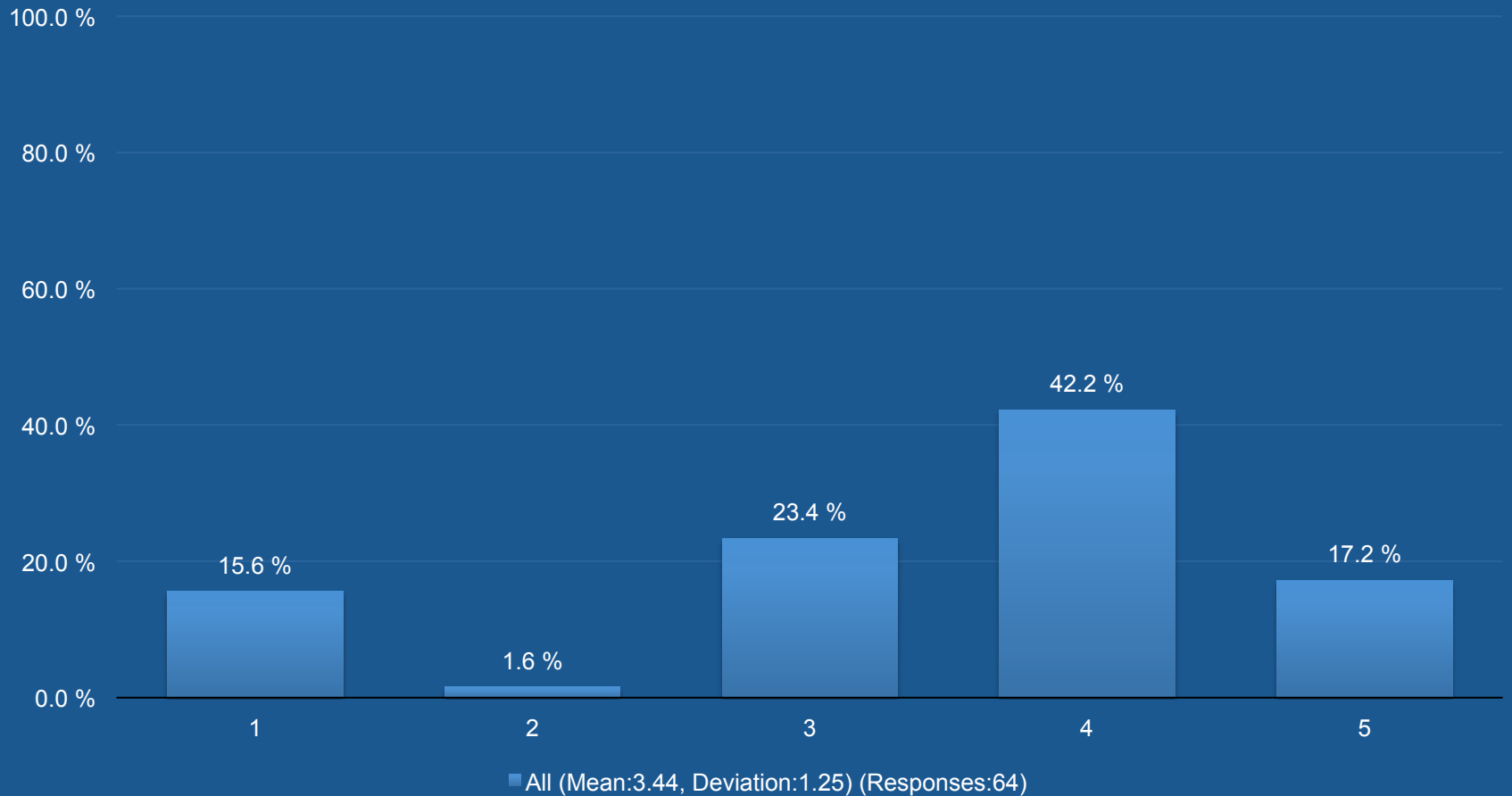
2021 Leadership Forum Delegate Survey

Business Roundtable Pt.1 (Don Lidstone, Ravi Rahlon, Garth Frizzell, Joel McKay)



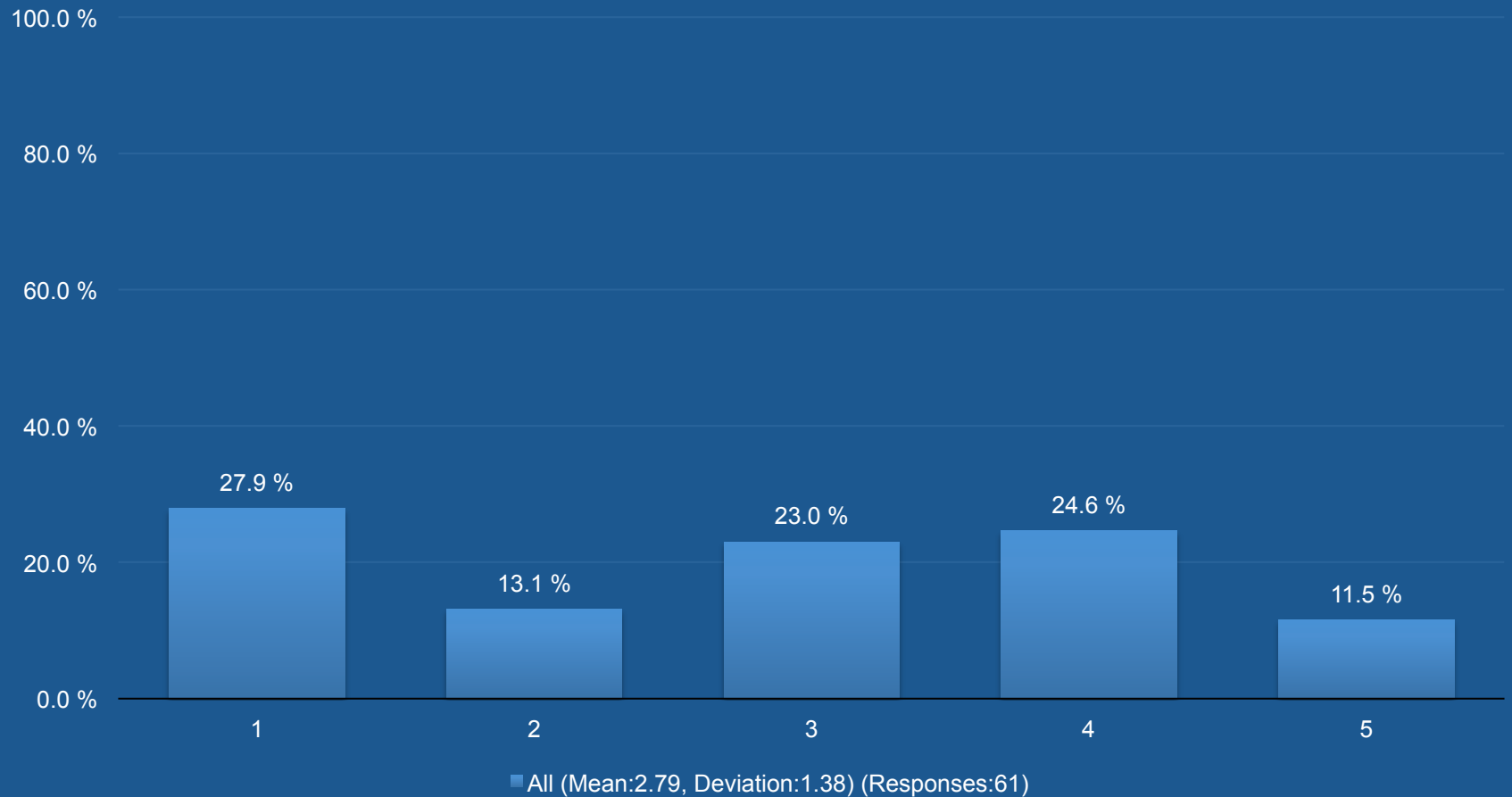
2021 Leadership Forum Delegate Survey

Business Roundtable Pt.1 (Tom Barnes, Megan Chorlton, Sandra Mayo, Jim Martin, Meredith Starkey)



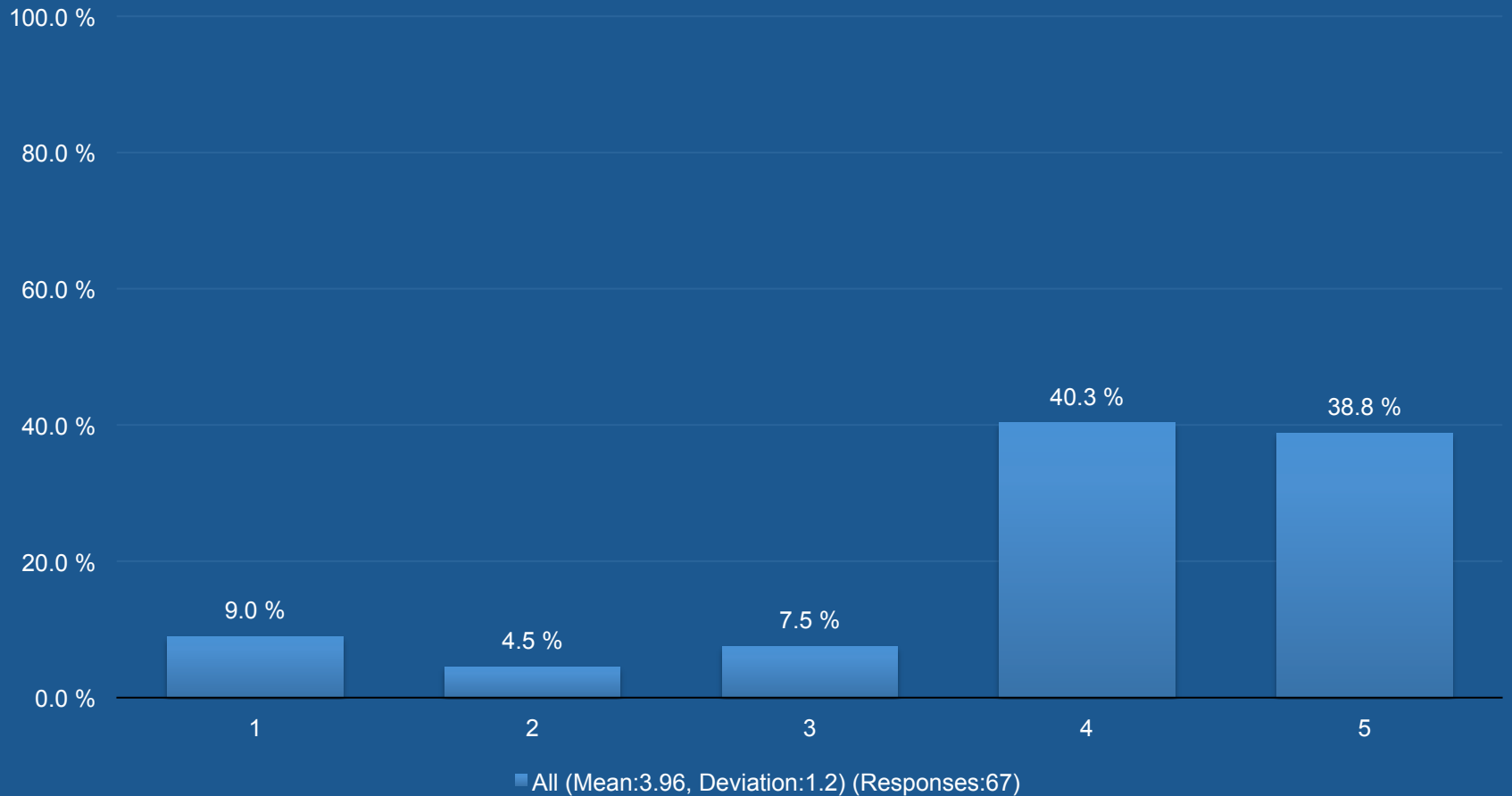
2021 Leadership Forum Delegate Survey

Address by Liberal Opposition Critic, MLA Dan Ashton



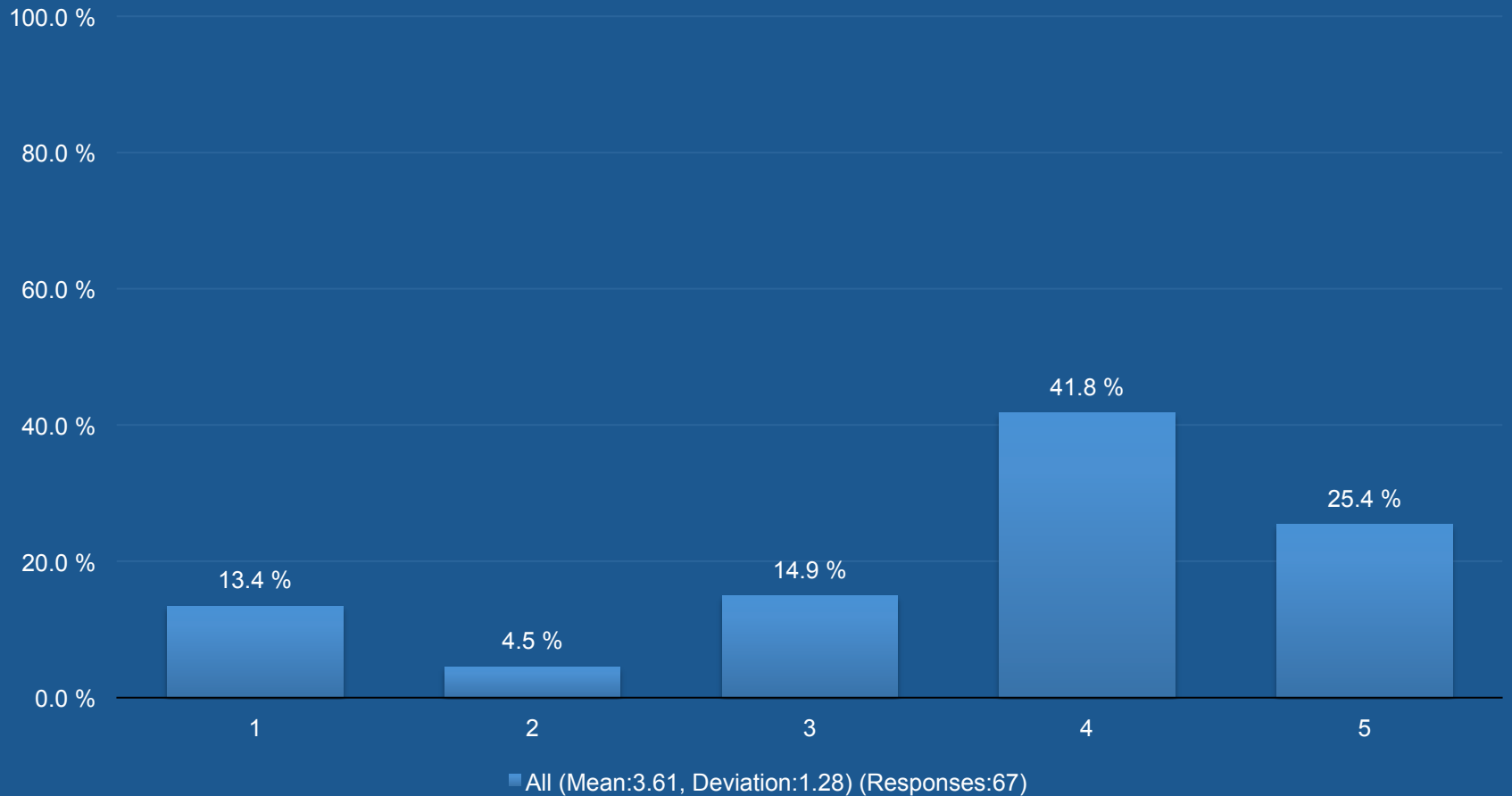
2021 Leadership Forum Delegate Survey

Valuing Diversity in Leadership (Jann Enns, Maja Tait, Richard Stewart, Toni Boot, Arjun Singh, Michelle Staples)



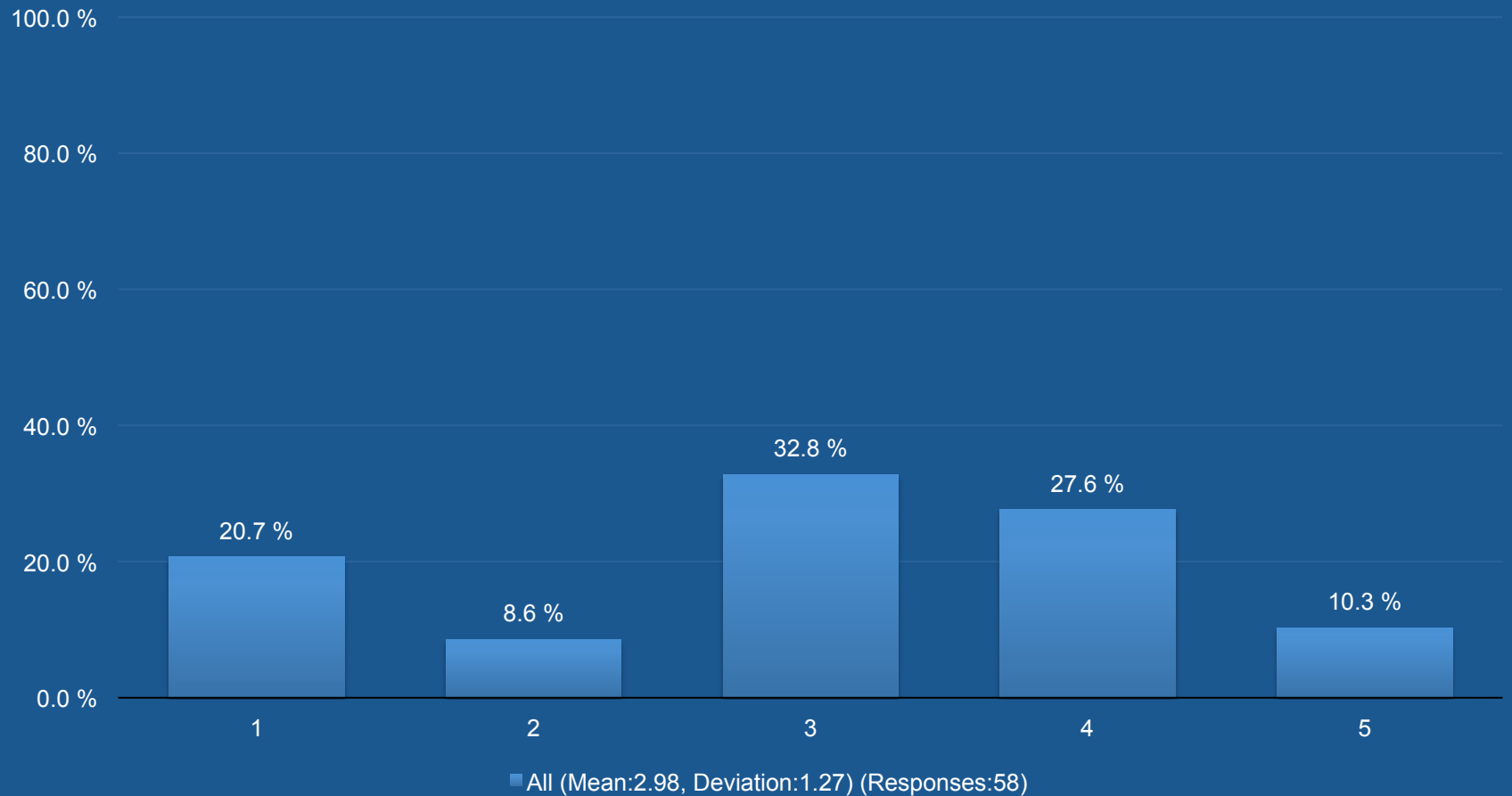
2021 Leadership Forum Delegate Survey

Roundtable on Sustainability & Climate Change (Christina Benty, Rebecca Newlove, Cora Hallsworth, Ned Taylor, Lauren Daly, Emma-Jane Burian.)



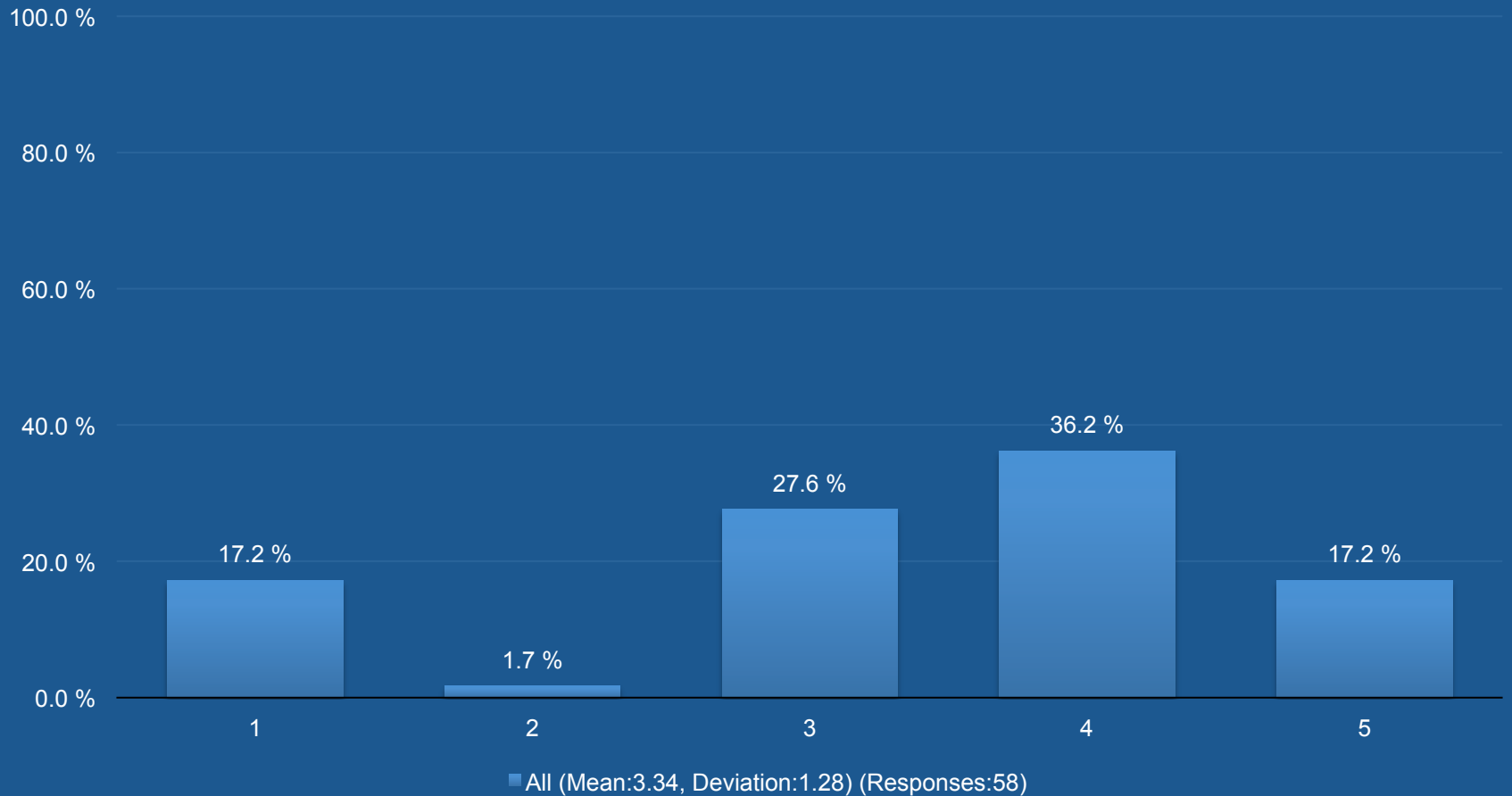
2021 Leadership Forum Delegate Survey

Tech Takeover Pr.1 - Interview with Ben Bajaj, TELUS



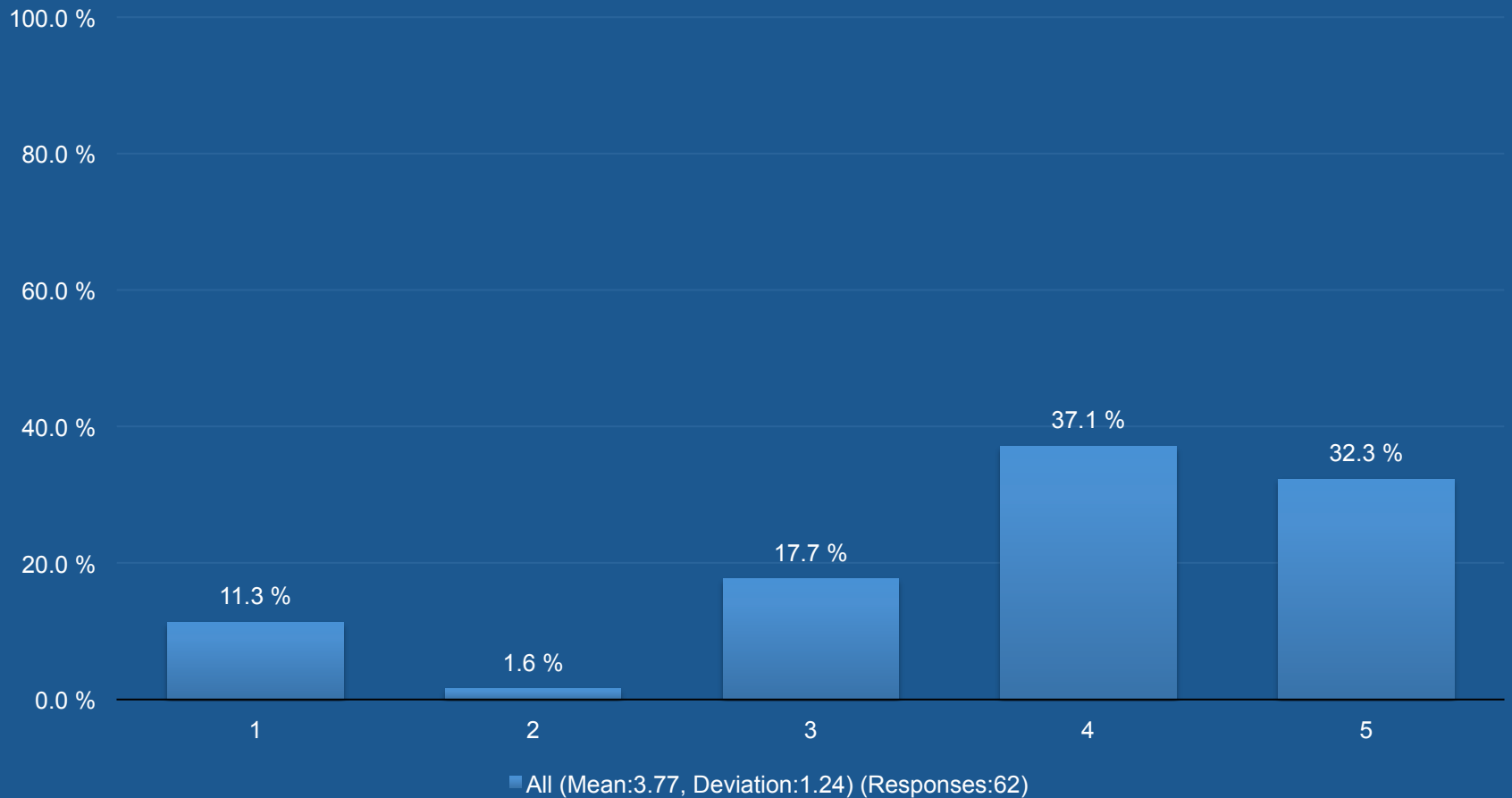
2021 Leadership Forum Delegate Survey

Tech Takeover Pt.2 -Tech Tools & Opportunities (Tracey Lorenson, Todd Pugh)



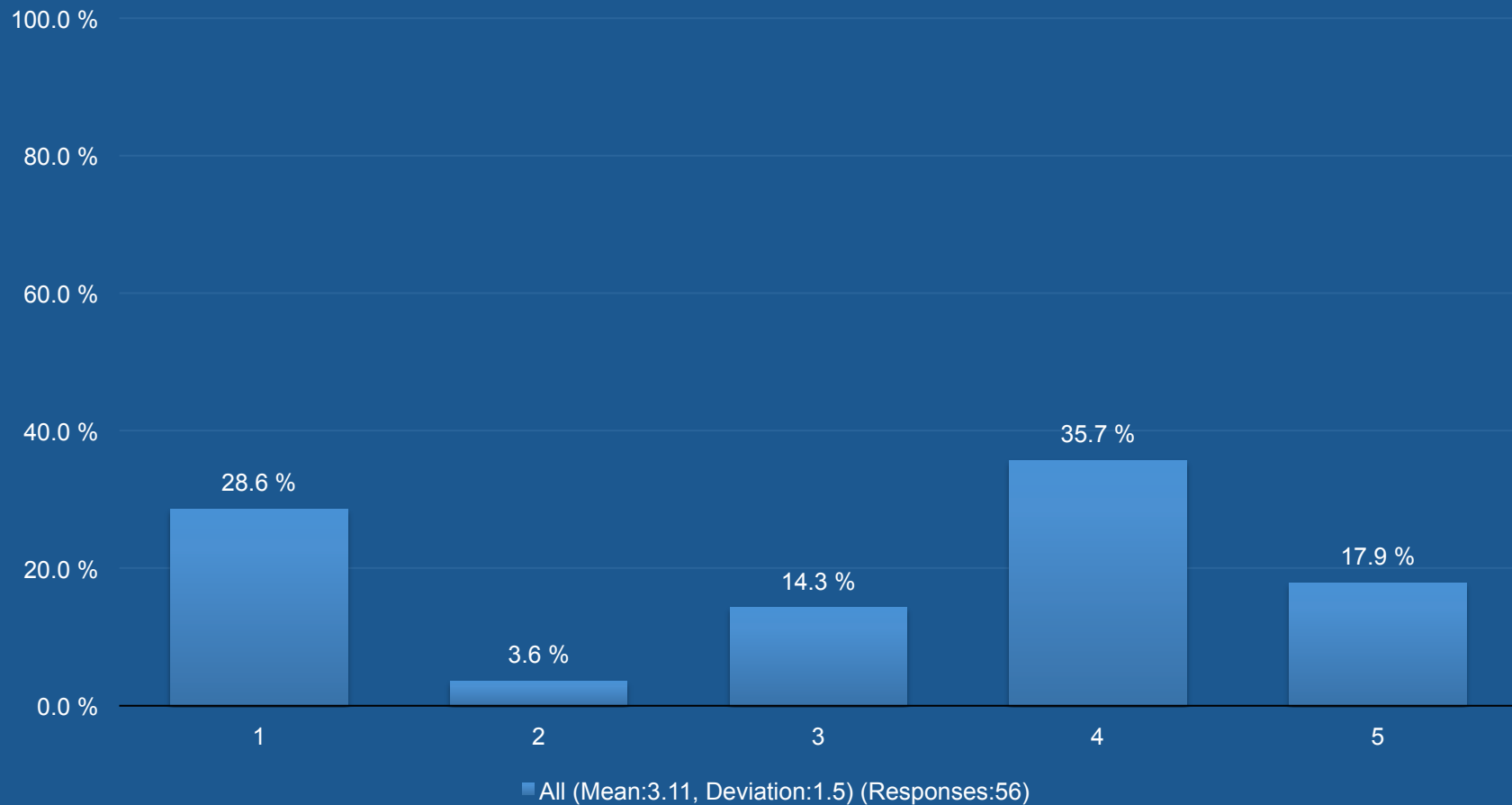
2021 Leadership Forum Delegate Survey

Minister of Municipal Affairs, Josie Osborne - Address to Delegates



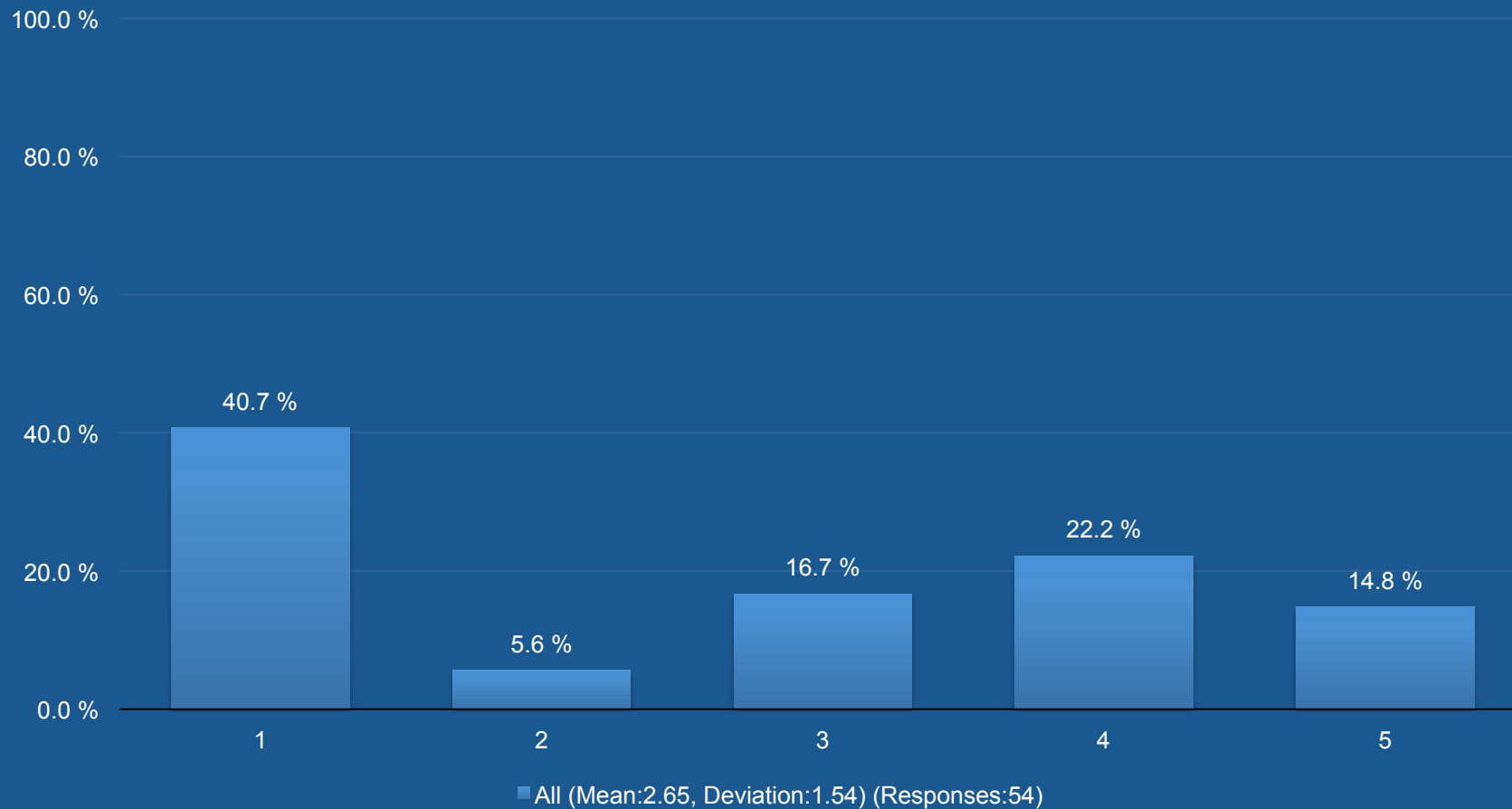
2021 Leadership Forum Delegate Survey

Canada! Look Yonder (Gord McIntosh)



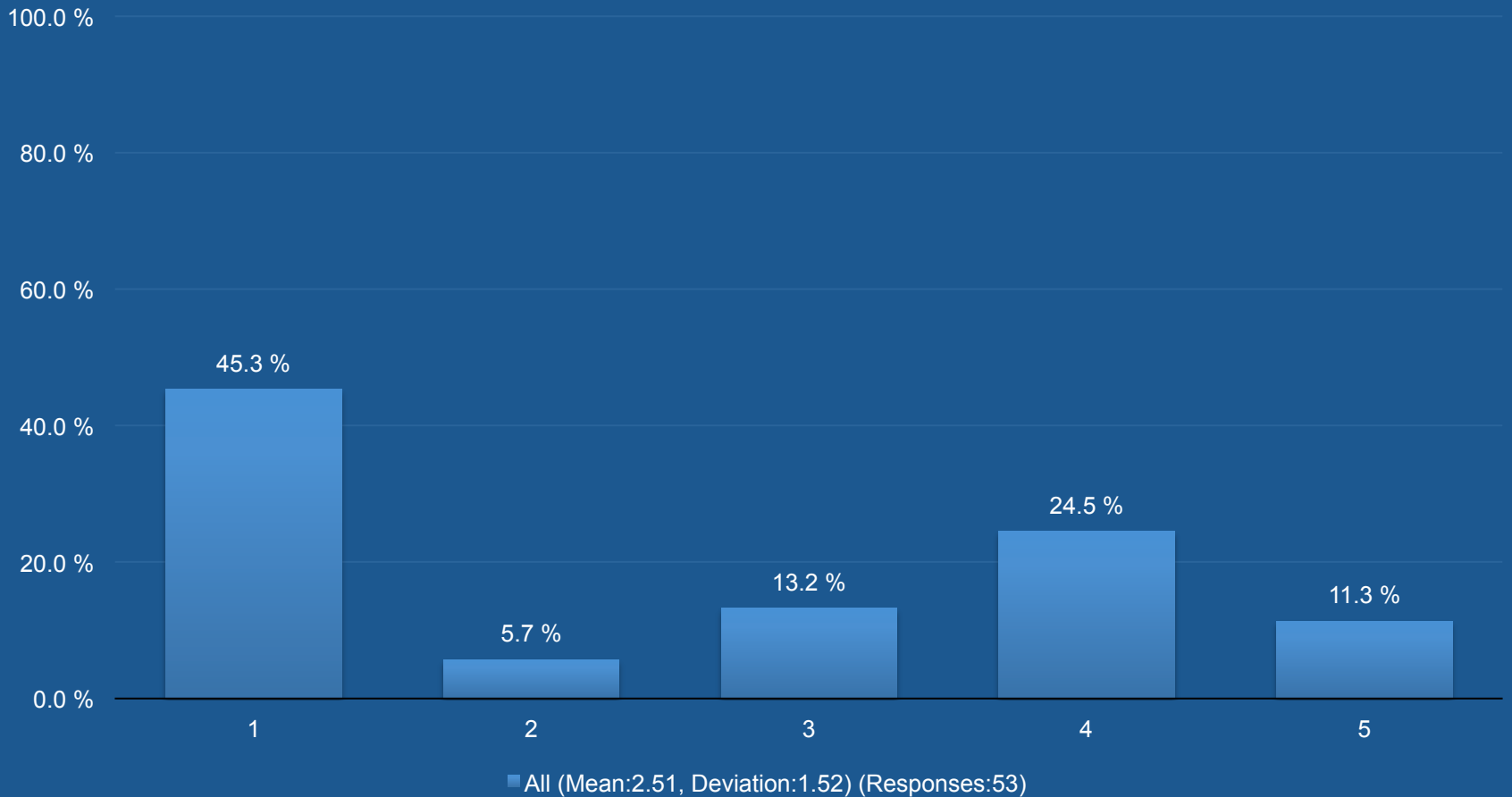
2021 Leadership Forum Delegate Survey

BC Assessment 101 (Michael Spatharakis)



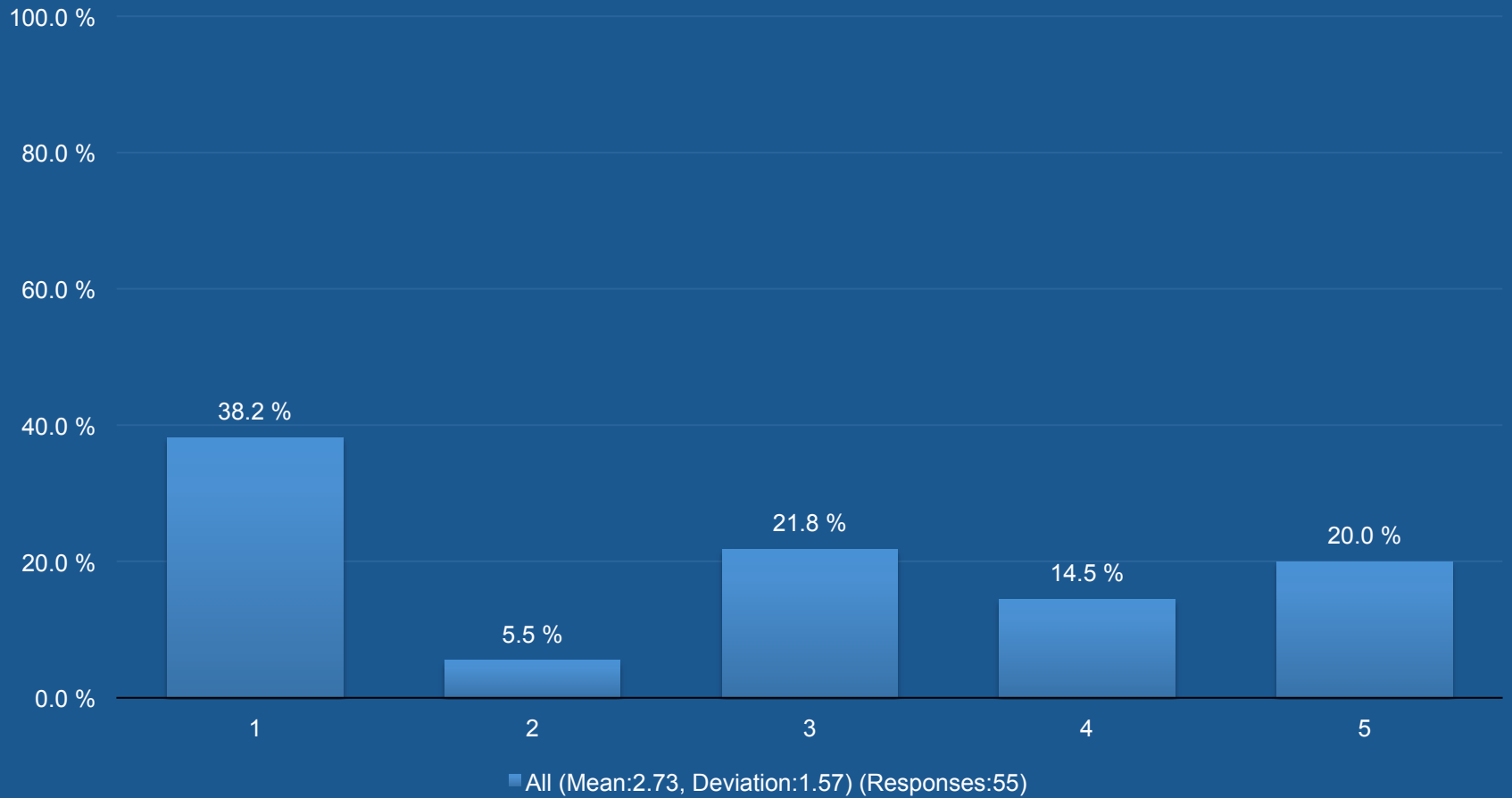
2021 Leadership Forum Delegate Survey

Tax 101 (Doug Stein)



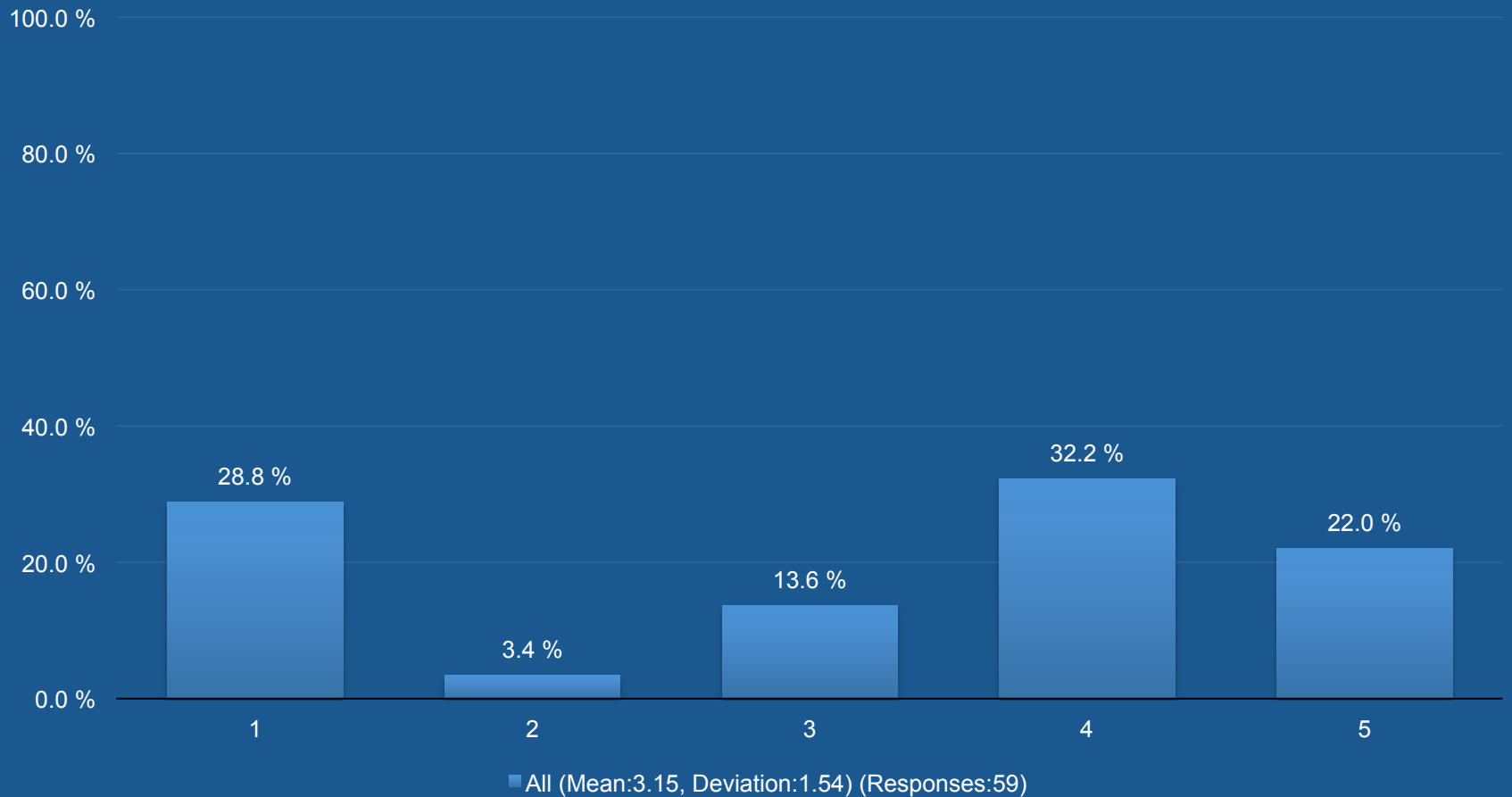
2021 Leadership Forum Delegate Survey

How to Rock Your Next Video Call (Jan Enns)



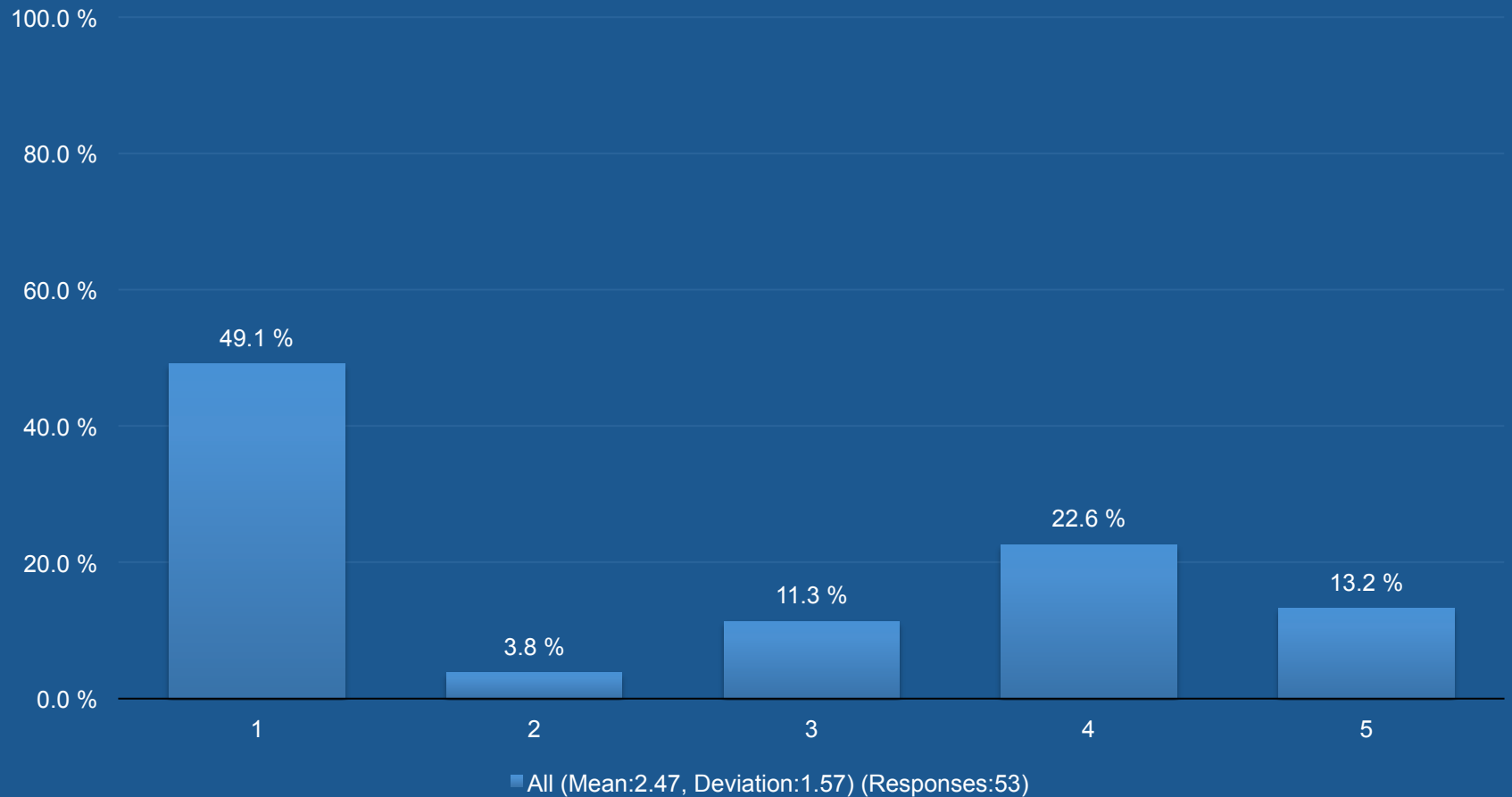
2021 Leadership Forum Delegate Survey

Facing the Future Virtual Town Hall (Arjun Singh, Maja Tait, Laurey-Anne Roodenburg)



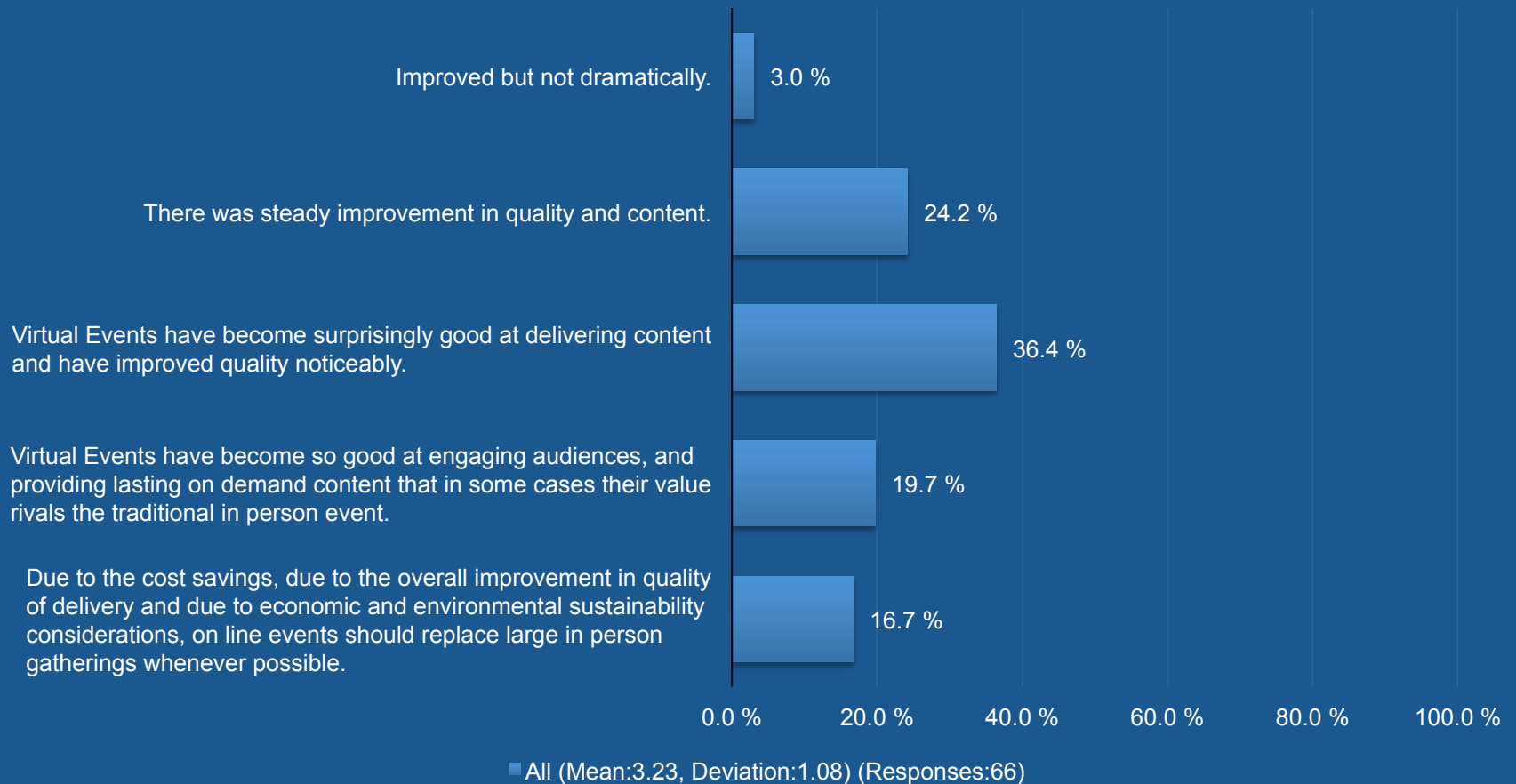
2021 Leadership Forum Delegate Survey

How and Why to Put on a Virtual Event (Bob Vaez, EventMobi)

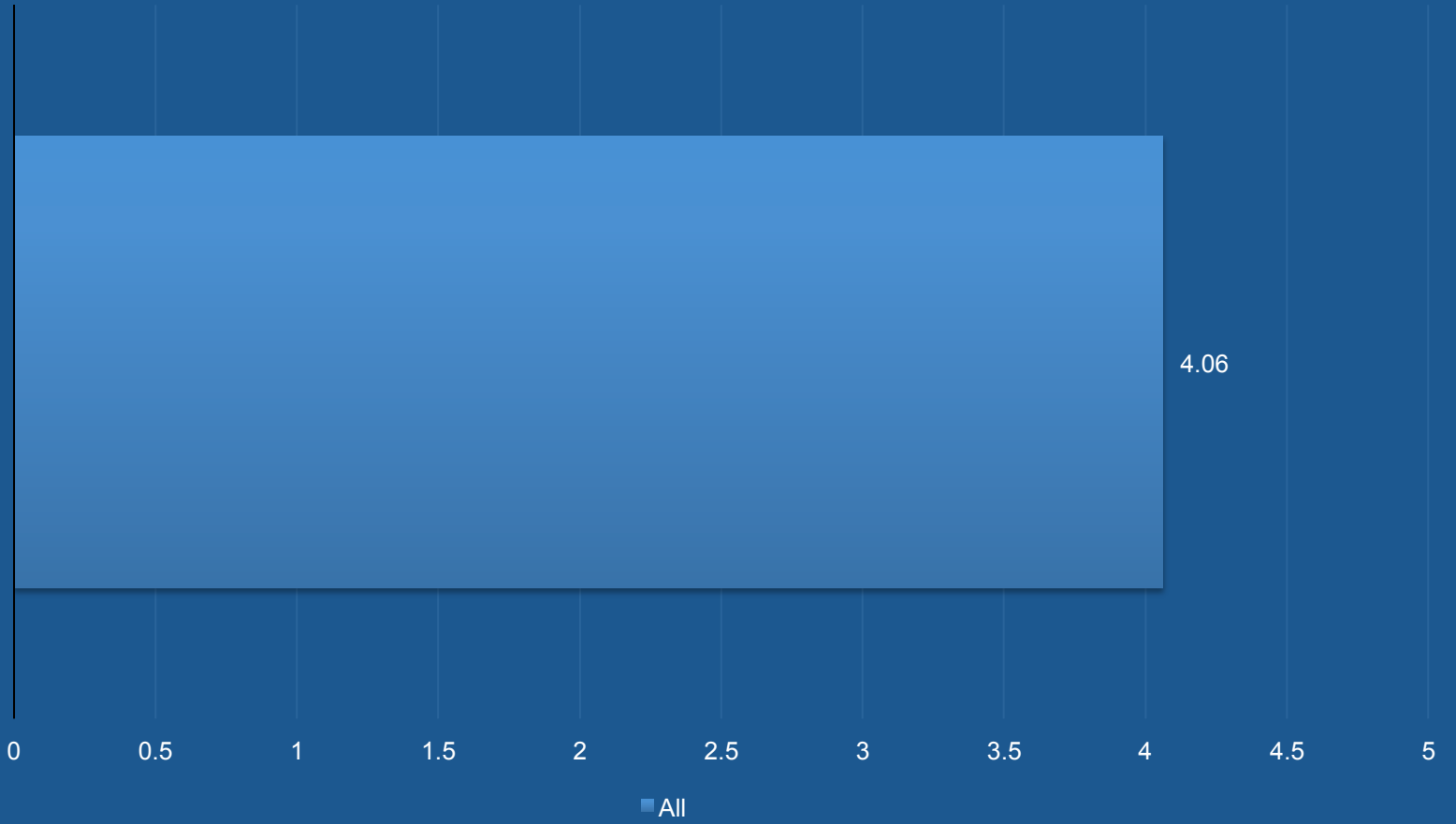


2021 Leadership Forum Delegate Survey

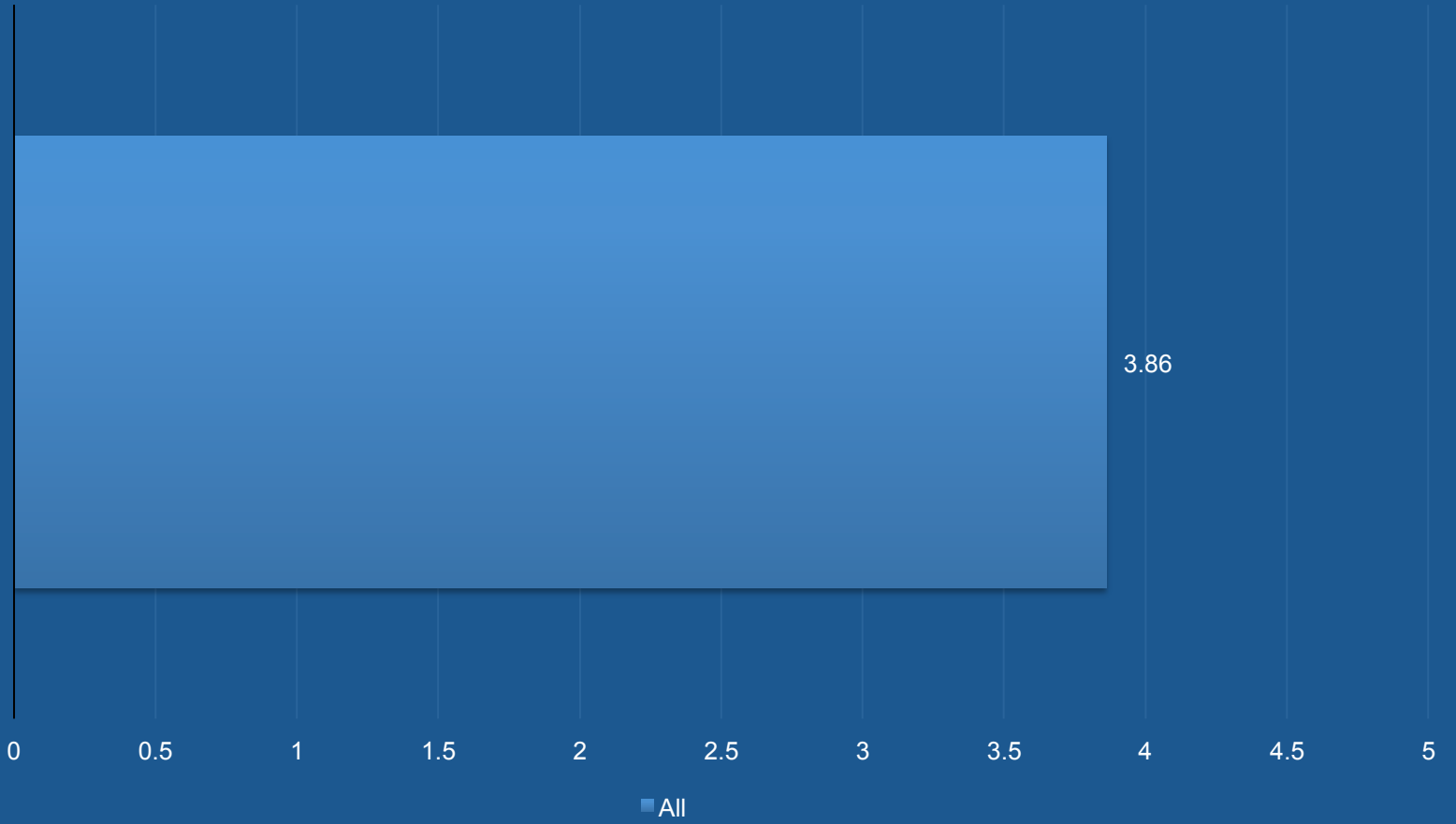
6. In your experience, how has the quality of online events evolved over the last year?



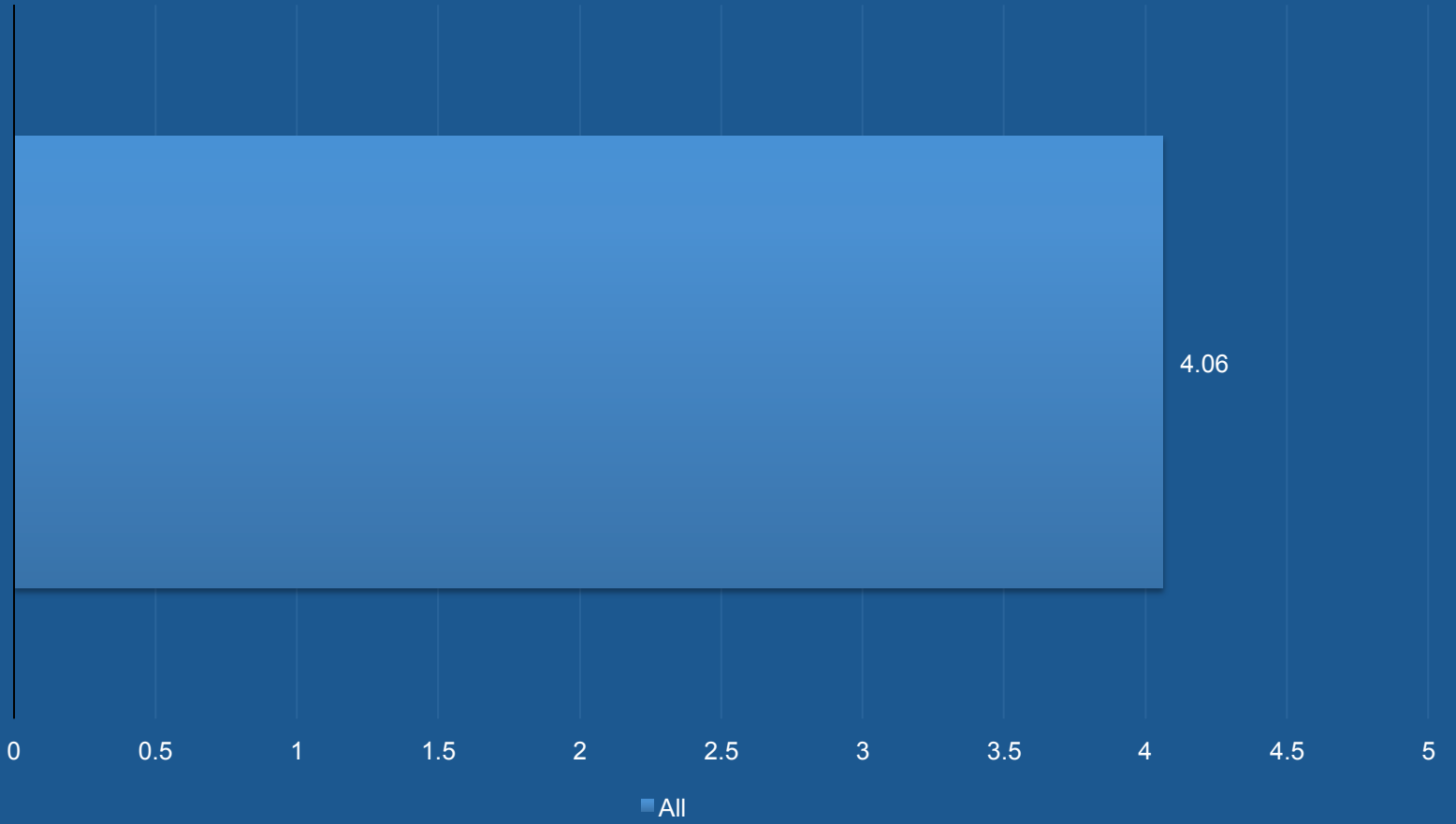
Select one:



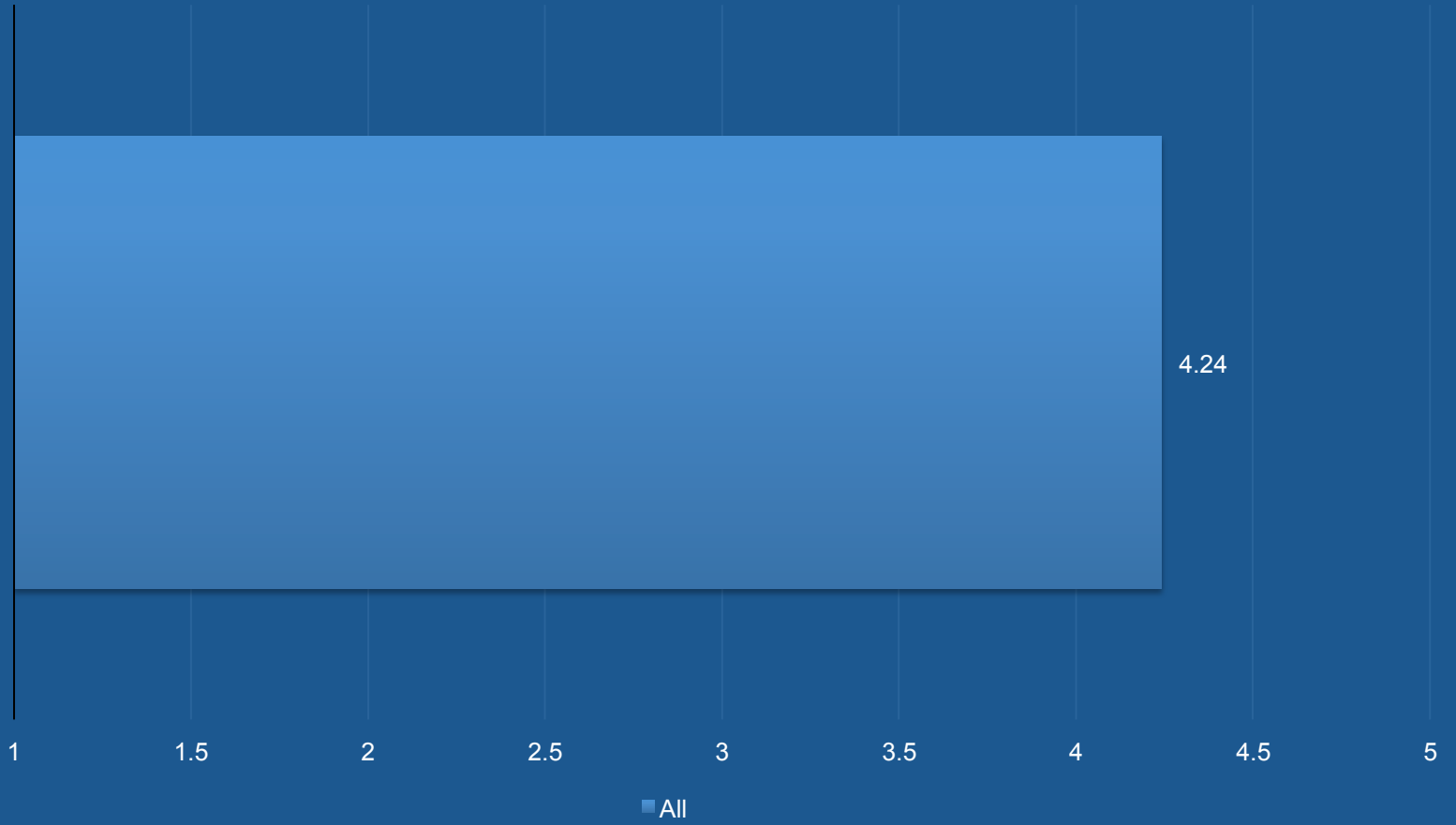
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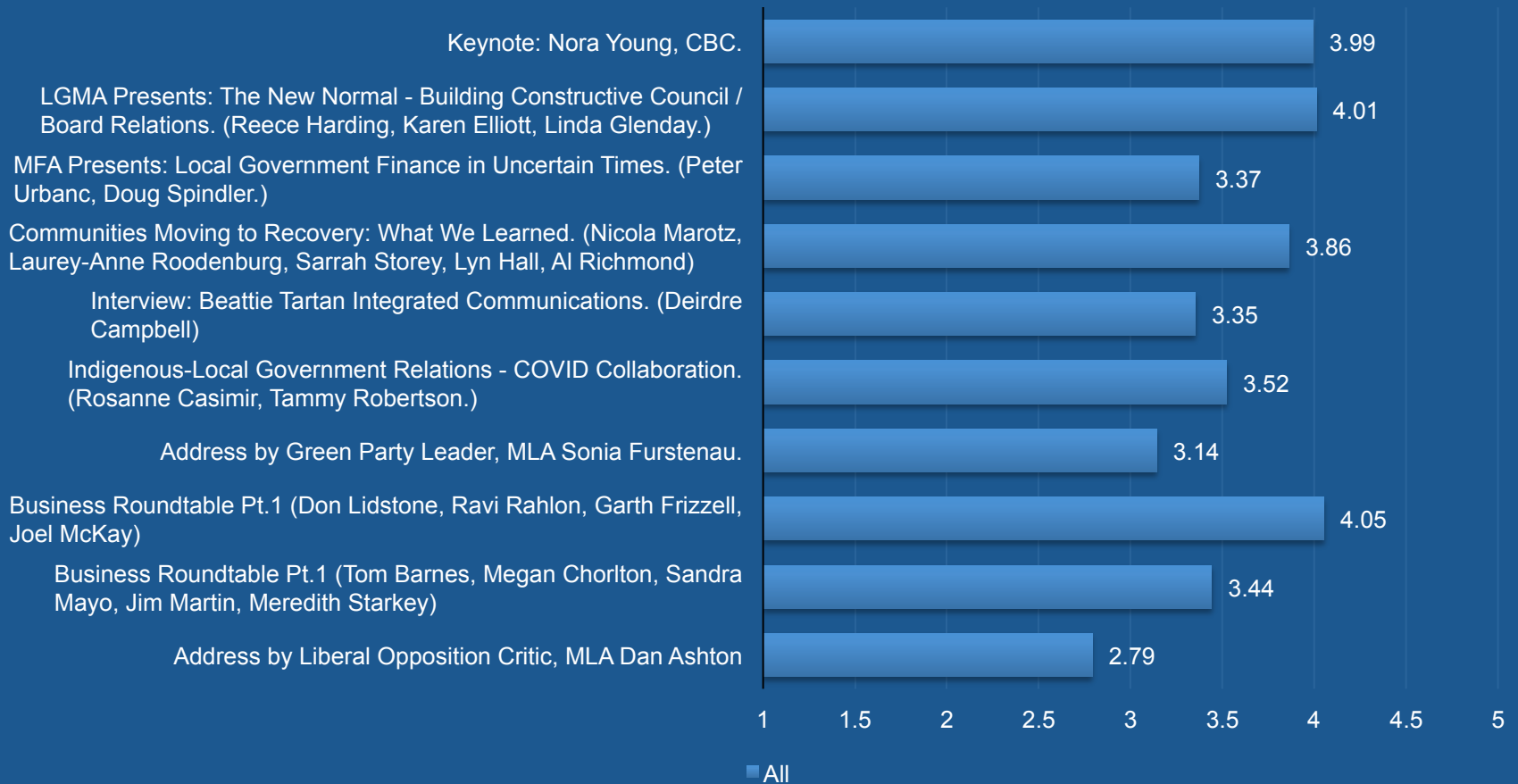


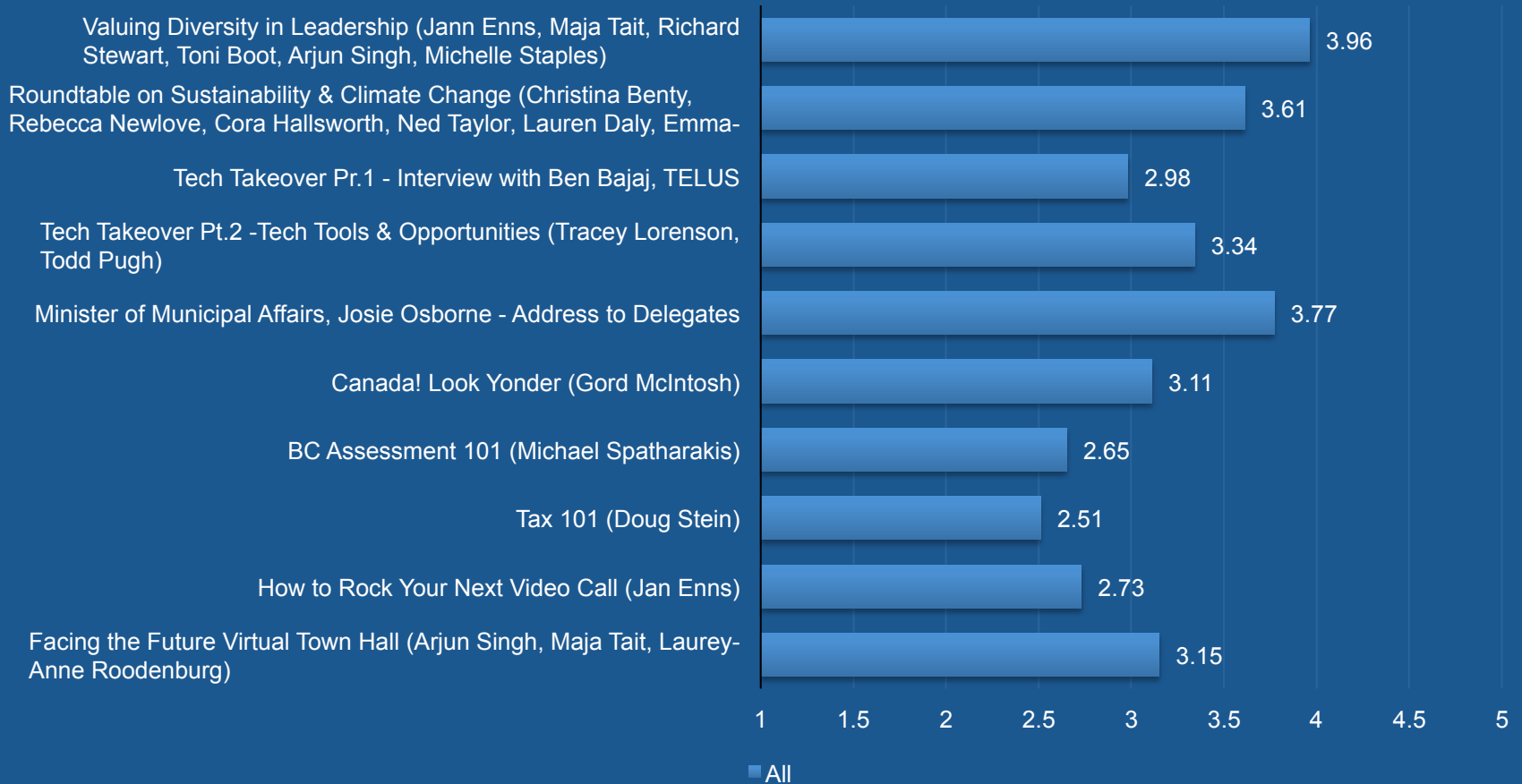
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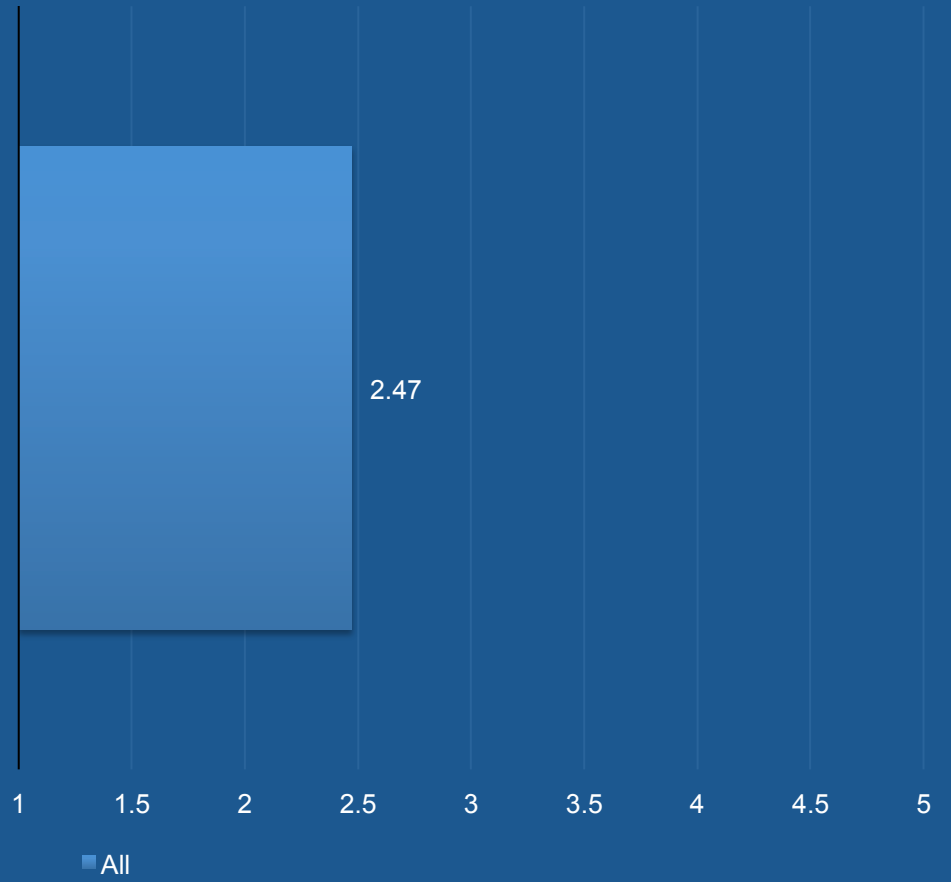
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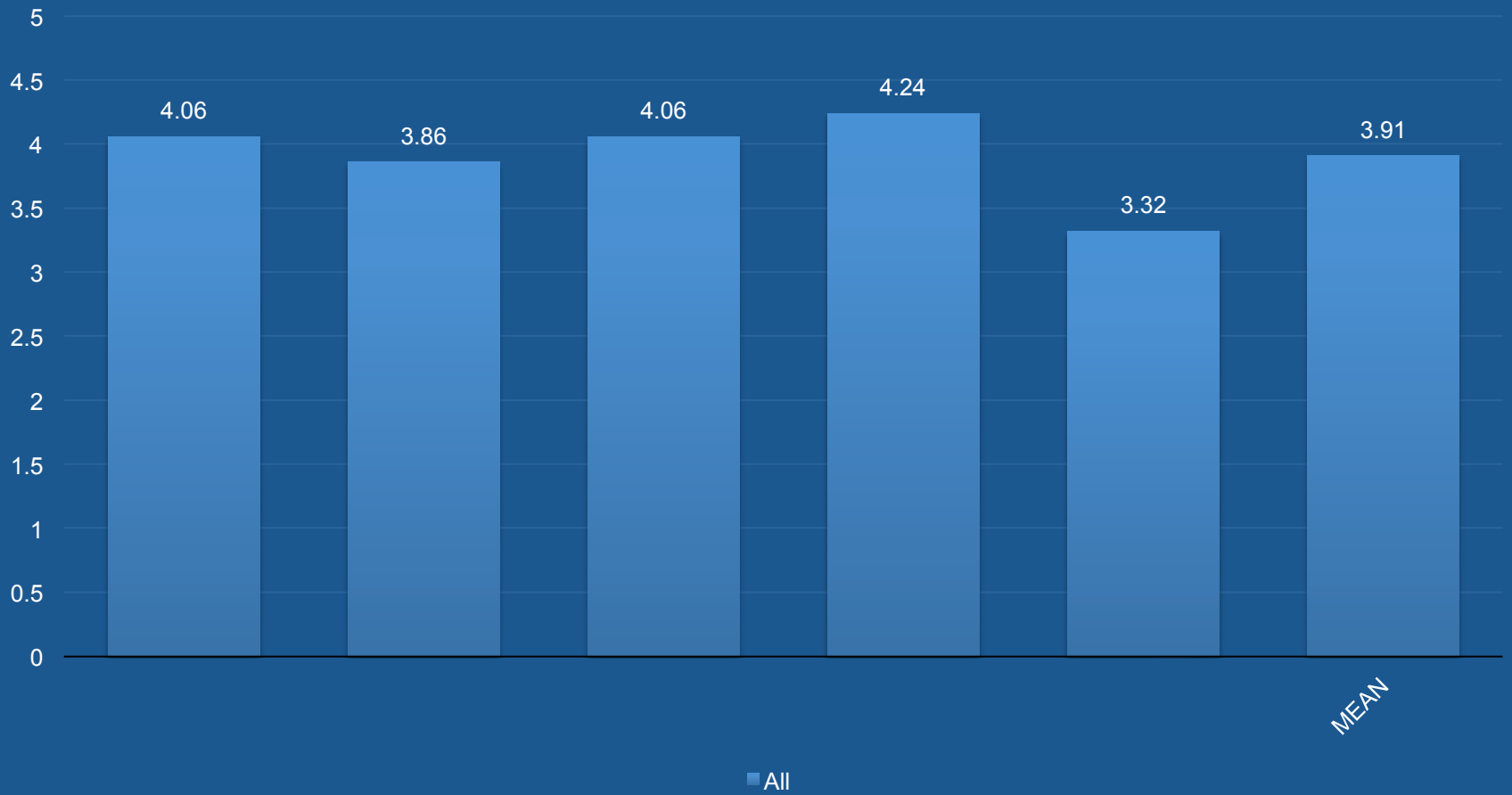




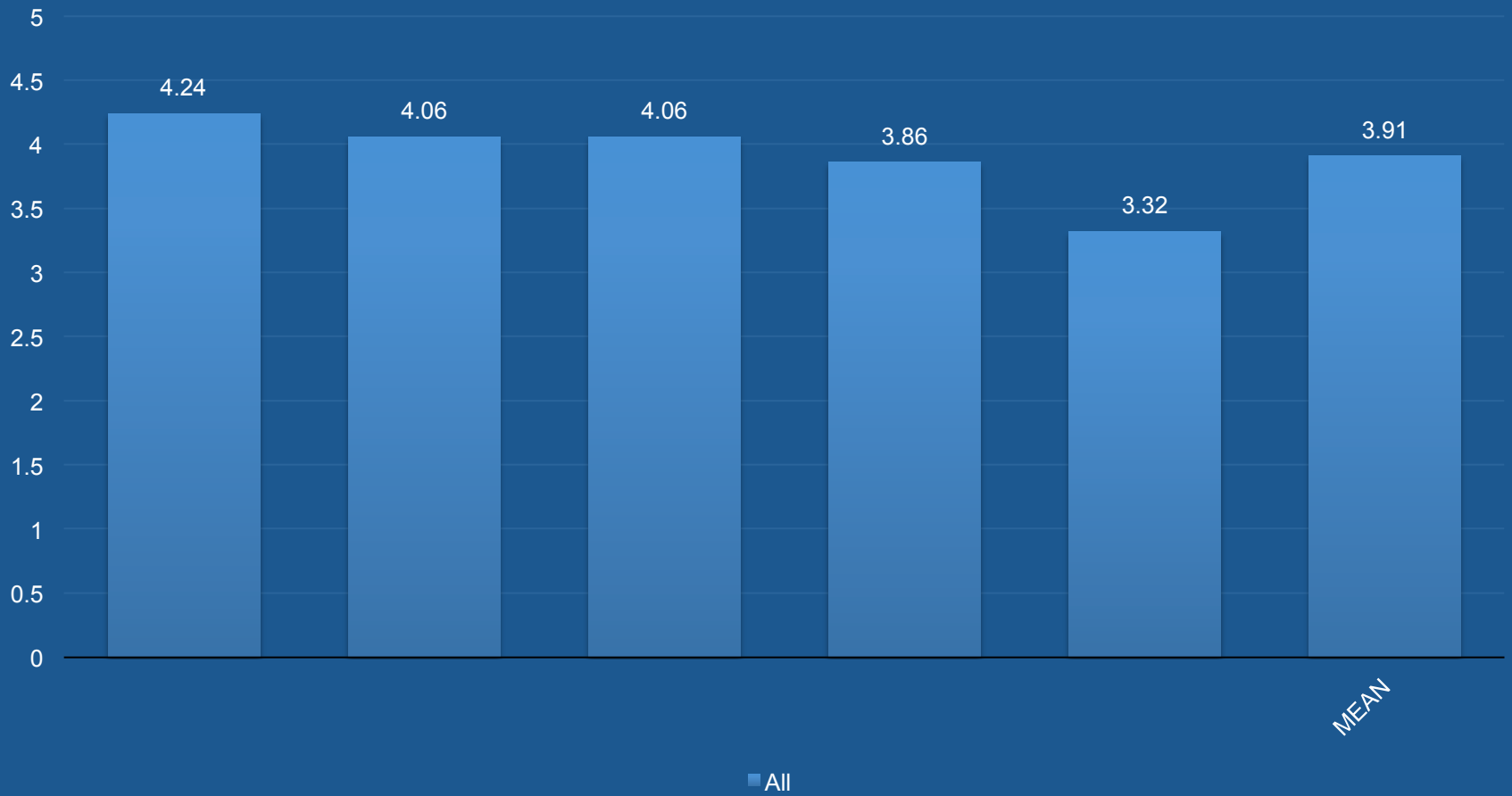
How and Why to Put on a Virtual Event (Bob Vaez, EventMobi)



Overall means



Means of the divisions in order of magnitude



Thanks!

LGLA Leadership Forum

Results from February 01, 2021 to February 08, 2021.

Results Exported on February 05, 2021.

ANALYTICS REPORT

EVENT DATES February 04, 2021 to February 05, 2021

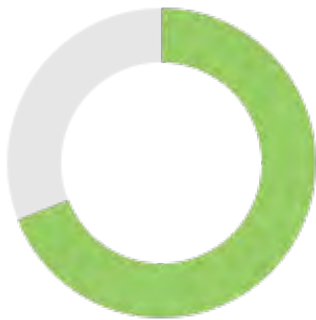
App Engagement

EVENT LGLA Leadership Forum

- CONTENTS**
- ▶ Summary
 - ▶ Usage over time
 - ▶ Platform Breakdown
 - ▶ Top Sections, Sessions, Speakers, Companies, Documents, & External Links

App Engagement

People 397		
Unique Devices 409	Users Who Logged In 274	Total Pageviews 13850 <small>Average 33 pageviews per user</small>



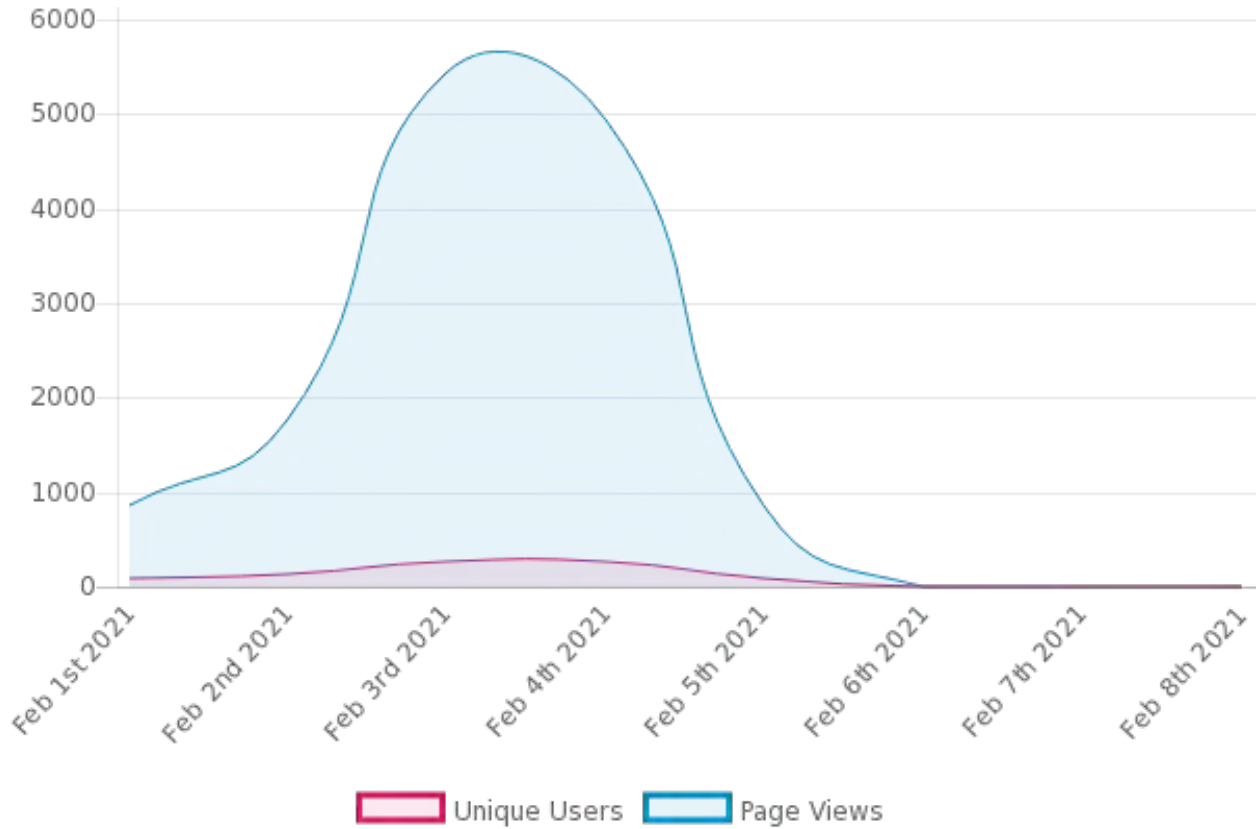
69.0%

Logged In Rate

274 of 397 total
people logged in to
the app

App Usage Over Time

Unique users and pageviews per hour



LGLA Presents

LOCAL GOVERNMENT LEADERSHIP ACADEMY

2021 CEO Forum

-Chief Elected Officials Forum for Mayors and Chairs-

“Wicked Civic Challenges”

April 29&30 - Virtual Format - \$295+GST

with Dr Gordon McIntosh, Mike Harcourt OC, Don Lidstone Q.C. & special guests

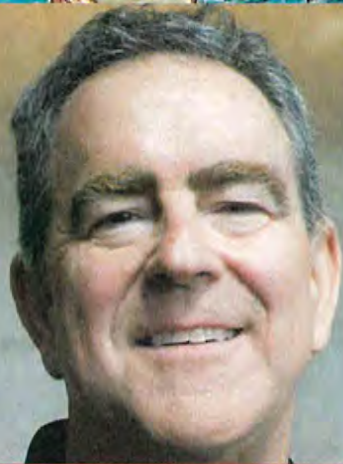
Focus is on dialogue - sharing insights
and strategies among colleagues.

lgla.ca

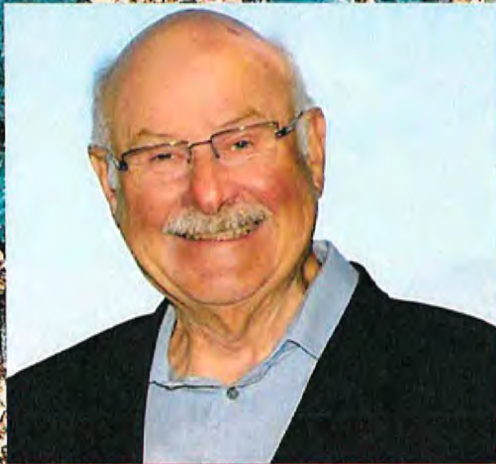
Register through CivicInfo

2021 CEO Forum

Speakers, Special Guests



Dr Gordon McIntosh



Mike Harcourt O.C.



Don Lidstone Q.C.



Mayor Maja Tait



Mayor Lyn Hall



Mayor Karen Elliott



Mayor Lori Ackerman

**“Wicked
Civic Challenges”
April 29 & 30**



ACRD Board Chair John Jack



Don Lidstone Q.C. - Lidstone & Company Law Corporation

Lidstone & Company Law Corporation has provided legal services to local governments since 1980 in every area of local government law, including governance, finance, labour and employment, planning and land use, and litigation. Don has practiced municipal law since 1980. His focus is in the areas of governance, finance, land use, sustainability, and drafting bylaws and legislation. Mr. Lidstone has published numerous papers and manuals and consulted on the development of the BC Community Charter as well as other municipal statutes in a number of provinces. He was designated Queen's Counsel in 2008.



Dr. Gordon McIntosh

Gordon provides governance, strategic and leadership consultancy and training services to local governments and municipal associations throughout Canada and overseas. He has 38 years of executive, consultant and educator roles and received the Professional Award for Excellence in Local Government Administration in British Columbia. Gordon has conducted 1,300 sessions involving 120,000 elected and appointed civic leaders.



John Jack - Chair, Alberni Clayoquot Regional District

John is an elected Member of Council for the Huu-ay-aht First Nations. Through the Maa-nulth Treaty, the HFN is also a voting member of the Alberni-Clayoquot Regional District and John has been their representative to that board since 2012. In addition, his other portfolios include economic development and law & policy development. John believes that mutual understanding and meaningful communication between First Nations and Local Governments are necessary first steps to active reconciliation.



Karen Elliott - Mayor of the District of Squamish

Karen was elected as Mayor of the District of Squamish in October 2018 after serving as a member of Squamish Council from 2014-2018. At the beginning of 2020, Karen took a step back from 16 years consulting in organizational change, leadership development and facilitation. Karen is a board member with BC Transit and the Whistler Centre for Sustainability. She loves living in the Sea to Sky corridor, learning with and from others, and making change that makes a difference.



Lori Ackerman - Mayor, City of Fort St. John

Lori is serving her third term as the Mayor of the City of Fort St. John. She leads with conviction to educate decision-makers on the realities of resource extraction, our economy and our communities. With a diploma in Business Management, and a graduate of the Institute of Corporate Directors' Governance Essentials Program, Lori has spent her entire career working to benefit her community. Whether in paid leadership positions for local community groups or as a volunteer, Lori has used her expertise and unparalleled drive to benefit her community.



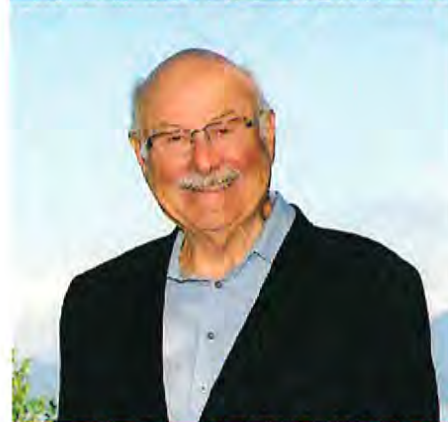
Lyn Hall - Mayor, City of Prince George

Mayor Lyn Hall has been an active member of the Prince George community for over 30 years and has been engaged in local politics since being elected to the Prince George School Board in 2001. Over 10 years on the school board, he served in various positions including vice chair and chair. In 2011, he was elected to Prince George City Council. In 2014 he was elected mayor and is currently serving his second consecutive term in that role.



Maja Tait - Mayor, City of Sooke

Maja was first elected to Sooke Council in 2008 and served two consecutive terms on Council before being elected as Mayor in 2014 and again in 2018. Maja was raised in the hamlet of Bragg Creek, Alberta and lived in both Japan and Calgary before moving to Vancouver Island in 1997. Maja has been honored to represent the interests of Sooke residents on various panels throughout the region and the province, and is currently serving as the Past President of the Union of BC Municipalities and is the Vice President of the Local Government Leadership Academy (LGLA).



Mike Harcourt

Mike was a director from 1998-2004 of both YVR and the Vancouver Port Authority. As well, from 2003-2007 he was the federal appointee to the BC Treaty Commission. In 2003, Prime Minister Paul Martin appointed Mike Chair of the Prime Minister's Task Force on the role of the National Government in Canada's Cities and Communities. Their report was tabled with the PM in June 2006. From 2006-11 Mike Chaired the Nisga'a Commercial Group of Companies. 2012-2018 he was on the Musqueam Development Corporations Board of Directors. From 2007-2018 Mike Chaired QUEST(Quality Urban Energy Systems of Tomorrow), which helped over 300 Canadian municipalities prepare Smart Energy Community Plans.

Notice of General Meeting of the Local Government Leadership Academy Society

Date: Friday, June 25, 2021

Time: 9:30 am PST

Virtual Format – Please Find Link Below

<https://us02web.zoom.us/j/84404547322?pwd=VU5KNGw1TEVYeTZtaVMYkVTUG40QT09>

Meeting ID: 844 0454 7322 Passcode: 782293

Subject: Special Resolution of the Local Government Leadership Academy Regarding Board Structure

Full text of Special Resolution to be considered at the General Meeting of the Society:

Whereas the Board received a report from the Board Composition Committee regarding the opportunities and challenges of the current Board structure (e.g. size; composition), to address some representation pressures on the Board;

And whereas on April 16, 2021, the Board resolved to increase the Board by 2 members (to a maximum of 11) by adding one named position each for the Municipal Insurance Association and BC Assessment Authority representatives and leaving the number of Directors at Large who may be appointed by the Board at 3;

Therefore be it resolved as a special resolution of the Society that the Bylaws of the Society be amended as follows:

- In Article 23(1)(b), replacing “referred to in Article 26(1)(a) to (d);” with “referred to in Article 26(1)(a) to (d.2);”
- In Article 26(1), by replacing “The Society’s Board must have a minimum of 7 and a maximum of 9 directors,” with “The Society’s Board must have a minimum of 9 and a maximum of 11 directors,”
- In Article 26(1), by repealing “and” at the end of paragraph (d) and by adding the following paragraphs:
 - (d.1) One director appointed by the BC Assessment Authority;
 - (d.2) One director appointed by the Municipal Insurance Association of BC; and
- In Article 26(1)(e), by replacing “in Article 26(1)(a) to (d),” with “in Article 26(1)(a) to (d.2),”
- In Article 26(5) by replacing “but the number of directors must not be less than 5.” with “but the number of directors must not be less than 7.”

UBCM BC Area Associations


<p>Association of Kootenay and Boundary Local Government (AKBLG) Contact: Linda Tynan, Administrative Coordinator ac@akblg.ca 250-551-5215</p>	
<p>Association of Vancouver Island and Coastal Communities (AVICC) Contact: Liz Cookson, AVICC Secretary-Treasurer lizcookson@gfoabc.ca 250-382-6871</p>	
<p>Lower Mainland Local Government Association (LMLGA) Contact: Shannon Story, Executive Director sstory@lmlga.ca 604-698-5753</p>	
<p>North Central Local Government Association (NCLGA) Contact: Susan Chalmers, Executive Coordinator North Central Local Government Association admin@nclga.ca 250-564-6585</p>	
<p>Southern Interior Local Government Association (SILGA) Contact: Alison Slater, General Manager yoursilga@gmail.com</p>	





LGLA Leadership Certification Opportunities 2021-2022

Event	Description	Credit Hours
	<p>UBCM Convention - Virtual (Completed September 2021)</p>	<p>Delegates having taken part in this year's UBCM Convention are eligible to claim 7 credit hours towards certification.</p>
	<p><i>Assets Awareness Building for Elected Officials</i> delivered by Christina Bentley, MA, Strategic Leadership Solutions. Course materials include: PDF workbook, worksheets, and certificate of completion. Course Fee: \$95+GST (Completed October 15, 2021)</p>	<p>Delegates having taken part in this webinar are eligible to claim 2 credit hours towards certification.</p>
<p>AMBC November Conference Series -Series explores the positive effects (ex.decreasing risk), by putting Asset management into Sustainable Service Delivery.</p>	<p>Three Thursday mornings in November, Every session is devoted to a different "Capital": Human/Natural/Physical Conference fee: \$185 or \$75 per module</p>	<p>7 credit hours for the complete conference, oor if taken individually, then 2 credit hours per session. Register through CivicInfo Events: https://www.civicinfo.bc.ca/events-register</p>



Your Area Association Annual Convention	TBA by Area Associations	4 credit hours
 <p>Inclusive Local Government: Building Equality, Embracing Diversity What role can local governments play? To start, we need to listen, and we need to trade ideas that can lead to positive change. As part of that process, we invite you to join us online for CivX 2021, Inclusive Local Government: Building Equality, Embracing Diversity, November 15 - 17, 2021, hosted by the Lower Mainland Local Government Association and CivicInfo BC Dates: November 15, 16, and 17 Times: 12pm - 2:30pm/day Cost: Free Registration: https://www.civicinfo.bc.ca/event/2021/CivX</p>		

<p>Local Government Leadership Academy Forum "Leading In Unprecedented Times"</p>  <p>LOCAL GOVERNMENT LEADERSHIP ACADEMY</p>	<p>February 9-10-11, 2022 Radisson Airport Hotel Richmond, BC</p> <p>Registration opens November 1st</p>	<p>15 credit hours</p>
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 <p>Social Media Survival Skills with Jan Enns Thursday, 9:30-11am April 28, 2022 \$75 + GST Register at CivicInfo</p> <p>Register through CivicInfo Events-Registration begins March 1st https://www.civicinfo.bc.ca/events-register</p>	<p>Social Media Survival Skills April 28, 2022</p> <p>The purpose of this facilitated session is to provide elected officials with information on best practices for social media for their local government sites, as well as their own personal sites, with discussion on how best to incorporate relevant practices, especially when it comes to dealing with the more challenging and often negative posts.</p> <p>Course Fee: \$75</p>	<p>1.5 credit hours</p>
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Additionally, certain courses/events/forums/conventions offered by our partner organizations may also qualify for credit hours towards your certification. If you need more information, or assistance please contact Gabi Vindisch, LGLA Executive Coordinator at gvindisch@ubcm.ca