

## REGISTRATION

LAST NAME \_\_\_\_\_  
 FIRST NAME \_\_\_\_\_  
 ORGANIZATION \_\_\_\_\_  
 POSITION \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_  
 PROVINCE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_  
 PHONE (BUS) \_\_\_\_\_ PHONE (CELL) \_\_\_\_\_  
 EMAIL \_\_\_\_\_

## SESSIONS/EVENTS SELECTION (please indicate the sessions/events you are attending)

### 3 Day Pre Workshop Forum – Monday to Wednesday, May 10 to 12

Get Real! Cost Reduction and Alternate Revenue

### Mountain Refresher Day 1 - Tuesday, May 12

Catastrophic Change Management - Managing Change Alaska Style – 3:00pm to 4:30pm

Exhibition and Welcome Reception - 7:00pm to 10:00pm  Not attending

### Mountain Refresher Day 2 - Wednesday, May 13

**1/2 Day Morning Sessions (select one session)**      **1/2 Day Afternoon Sessions (select one session)**

<input type="checkbox"/> Failure to Thrive	<input type="checkbox"/> Leading Willing Followers
<input type="checkbox"/> R & R: Revisiting and Reinventing the Basics of Municipal Management – “LARs and CARs and SDABs, Oh My!”	<input type="checkbox"/> R & R: Revisiting and Reinventing the Basics of Municipal Management – “Crouching Taxes, Hidden Dollars”
<input type="checkbox"/> The Real Smart Cities	<input type="checkbox"/> The Real Smart Cities (repeated)

### Mountain Refresher Day 3 - Thursday, May 14

AGM Breakfast, SLGM members only - 7:30am to 8:45am

Awards Banquet - 6:30pm to 10:00pm  Not attending

**1/2 Day Morning Sessions (select one session)**      **1/2 Day Afternoon Sessions (select one session)**

<input type="checkbox"/> Legal Stream I: “Back to Basics: Key tools for surviving and thriving in the ever-evolving Alberta workplace”	<input type="checkbox"/> Legal Stream II: “Bringing Back the Roaring Twenties: How can Municipalities Encourage Growth through Incentives?”
<input type="checkbox"/> Managing your digital life-how to take control of your online life	<input type="checkbox"/> High Performance Habits At Work—how to build good habits and break bad ones ”
<input type="checkbox"/> 2021 Municipal Elections	<input type="checkbox"/> 2021 Municipal Elections (repeated)
<input type="checkbox"/> Building Organizational Resilience	<input type="checkbox"/> Building Organizational Resilience (repeated)

## PLEASE SELECT THE WORKSHOP YOU ARE REGISTERING FOR

<input type="checkbox"/> <b>3 Day Pre Workshop Forum &amp; 2 1/2 Day Mountain Refresher</b> (Sunday, May 10 to Friday, May 15)	before March 1 <b>\$1,349</b> after March 1 <b>\$1,549</b>	\$ _____
<input type="checkbox"/> <b>3 Day Pre Workshop Forum</b> (Sunday, May 10 to Tuesday, May 12)	before March 1 <b>\$950</b> after March 1 <b>\$1,150</b>	\$ _____
<input type="checkbox"/> <b>2 1/2 Day Mountain Refresher</b> (Tuesday, May 12 to Friday, May 15)	before March 1 <b>\$549</b> after March 1 <b>\$599</b>	\$ _____
<input type="checkbox"/> _____ additional Awards Banquet tickets	<b>\$40/additional ticket</b>	\$ _____
GST #866900905 RT0001 (GST included)		<b>TOTAL</b> \$ _____

Please submit your registration form along with your payment. You may pay by cheque or purchase order, payable to:  
 The Society of Local Government Managers of Alberta, Box 308, 4629-54 Avenue, Bruderheim, AB T0B 0S0  
**Cancellations** must be in writing, and received before April 21, 2020 (a \$100 cancellation fee will be withheld).

## ACCOMMODATION

When making your reservation, identify that you are attending the SLGM hosted workshop.

Please quote conference booking # [Society of Local Government Managers](#)

Book early as there is limited availability at these rates.

**MOUNT KIDD MANOR AT KANANASKIS**  
 ph. 1.888.871.9788  
 \$169 (plus applicable tax)

**POMEROY KANANASKIS MOUNTAIN LODGE**  
 ph. 1.866.432.4322  
 \$219 (plus applicable tax)

**BRING YOUR PARTNER!**  
 Kananaskis Village offers a variety of activities; please contact the hotels directly for more information and costs associated with these activities

## REGISTRATION

Tuesday, May 12,  
 1:30pm to 5:30pm  
 Pomeroy Kananaskis Mountain Lodge,  
 Conference Centre

## FEES INCLUDE:

- Welcome Reception
- Coffee Breaks, Lunch and Awards Banquet
  - (Additional Awards Banquet tickets \$40 each)
- Course material (available online prior to the workshop)

## MUNICIPAL ADMINISTRATION LEADERSHIP WORKSHOP (MALW)

May 12 to 15, 2020



# MOUNTAIN Refresher

## REGISTER TODAY!

Attend this year's **20th Anniversary Mountain Refresher** in breath-taking Kananaskis Country.

Registrations received before **March 1** will be eligible for the **Early Bird Draw!**



## EARLY BIRD DRAW:

Three nights accommodation at the Mount Kidd Manor in Kananaskis during the workshop.



## REACH YOUR PEAK

Keep up-to-date with the Municipal Administration Leadership Workshop as it unfolds by checking our website: [clgm.net](#)

## 3 DAY PRE WORKSHOP FORUM

Hosted by the Society of Local Government Managers

### GET REAL! Cost Reduction and Alternate Revenue

SUNDAY, MAY 10  
6:30pm to 9:00pm

MONDAY & TUESDAY, MAY 11 & 12  
8:30am to 4:30pm

**Instructor:** Dr. Gordon McIntosh

Decreased tax base growth, lower Provincial transfers, inflationary costs and taxpayer fatigue have combined to provide local governments with a significant fiscal challenge. The need to 'right size' expenditures with available fiscal resources in has never been more urgent. How do you obtain creative ideas from staff while sustaining organizational stability? How do you get effective parameters for cost reduction and then tough political decisions?

Join colleagues in an active learning laboratory as you apply tools and ideas within a 'real time' scenario to initiate a cost reduction-focused budget, engage staff in generating ideas and present options to Council.

- Clarifying budget process expectations of Council
- Helping others to understand the need for fiscal change
- Identifying potential targets for adjustment
- Exploring cost reduction and efficiency options
- Seeking alternate revenue to property taxes
- Making the budget adjustment recommendations to Council

You will leave with insights to help your organization's efforts to balance expenditures and revenues:

- Budget Process Framework – *steps and principles*
- Strategies to engage Council – *expectations and involvement*
- Workbook to engage staff – *templates and tools*
- Ideas – *best practices and from peers*

Join peers from local and regional government for a highly interactive opportunity to enhance your leadership capacity and success of your organization. We will focus on best practices and innovative solutions for 'real time' matters facing you.

**Dr. Gordon McIntosh** has 40 years of executive, consultant and educator roles in local and regional government. He has conducted 1,300 sessions involving 140,000 elected and appointed civic leaders throughout Canada and overseas.

He will be joined by a few CAOs who have been recently through a cost reduction process.



## Join us for our

**Exhibition and Welcome Reception**  
Tuesday, May 12  
7:00pm to 10:00pm  
**Convention Center**  
**Pomeroy Kananaskis**  
**Mountain Lodge**

## Endorsed by:

- Rural Municipalities of Alberta
- Alberta Urban Municipalities Association
- Alberta Rural Municipal Administrators' Association
- Local Government Administration Association

distraction and always falling behind. It doesn't have to be this way. Learn how to manage your digital life with strategies that allow you to stay connected, but on your terms.

### Building Organizational Resilience

9:00am to 12:00 noon or 1:30pm to 4:30pm  
**Presenter:** Jack Novack, Dalhousie University  
**Class Limit:** 30 students per session

Resilience is defined as the capacity of the organization to anticipate and respond effectively to challenges. These challenges can vary in their severity and impact. Some can be anticipated and well understood while others can be sudden and significant. The resilient municipal organization responds to these challenges in a way that not only responds effectively to the situation or incident but also preserves the integrity of the organization while maintaining service and program continuity. Just like personal resilience, the resilient municipal organization has the capacity to adapt well and recover quickly after stress, adversity, trauma or tragedy. Developing the resilient municipal organization is a complex task meaning that it is multi-faceted, temporal and involves many internal and external stakeholders. This facilitated workshop will explore the ways in which municipalities can improve their resilience.

**WARNING: Next Year Will Be Too Late!** Navigating the 2021 Municipal Elections and Changes to the *Local Authorities Election Act*  
9:00am to 12:00 noon or 1:30pm to 4:30pm  
**Presenter:** LaRae Ellis B.A. Municipal Affairs

Have you started to think about the 2021 municipal election? Did you know that the *Local Authorities Election Act (LAEA)* has changed? This session will highlight the importance of planning your 2021 municipal elections now, and the importance of not waiting to flip the calendar to 2021. We'll weave through the *LAEA* amendments and provide tips and tricks to navigate through the plethora of changes. Knowing and understanding these changes, as well understanding how to navigate them, will support municipalities to avoid potential election challenges.

**Legal Stream II:** "Bringing Back the Roaring Twenties: How can Municipalities Encourage Growth through Incentives?"  
1:30pm to 4:30pm  
**Presenter:** Greg Plester, Brownlee LLP

In 2019, municipalities in Alberta were given some significant new tools for providing development-based property tax incentives and since then there has been a lot of discussion (and confusion) regarding municipal tax incentives. This presentation will discuss how municipalities can use these new tools as well as those tools municipalities already have to strategically reduce taxes and encourage new development. Topics covered will include tax rates, tax incentives, tax deferrals and cancellations, obligations under regional and national trade agreements and creating incentives through grants.

**High Performance Habits at Work** – How to Build Good Habits and Break Bad Ones  
1:30pm to 4:30pm  
**Presenter:** Hugh Culver

High Performance Habits at Work is an exciting approach to the age-old question: "How do I get what I want?" Discover how your habits influence the direction of your life and the science behind building good habits and breaking bad ones.

# 2 1/2 DAY MOUNTAIN REFRESHER

day **1**  
TUESDAY, MAY 12

**Catastrophic Change Management** – Managing Change Alaska Style  
3:00pm to 4:30pm  
**Presenter:** Jason Sakalaskas, Alaska Government

We have all come to the realization that the only constant in life is change. Alaska over the past several years has experienced a down turn in their economy which has impacted many Alaskan's. Managing Change Alaska Style will discuss how the Alaska Department of Transportation has managed both budget and climate changes over the past 4-5 years. While examples in the presentation will be transportation focused many of the principals and strategies used can be applied across many sectors of business. If you are faced with upcoming changes in your organization or just want a fresh crisp view on managing change this presentation is for you.

**Exhibition and Welcome Reception**  
7:00pm to 10:00pm

The Exhibition and Welcome Reception is an excellent opportunity to reach out to a select group of preferred professionals that provide services to Local Governments, and to network with colleagues from across the province.

day **2**  
WEDNESDAY, MAY 13

**Failure To Thrive (FTT)**  
9:00am to 12:00 noon  
**Presenter:** Leroy Sloan, PhD.

Failure to thrive is a medical term which simply means "not doing well". Certain medical conditions must be met or infants with FTT simply won't survive or if they do a lifetime of harm may already be programed into their lives. Organizations are more likely to suffer the second fate rather than expiring. This is especially true of public organizations such as municipal or educational. The organization's FTT has a deleterious impact on the organization and on the staff and people the organization exists to serve. Doubly troubling is the fact that long-term, as well as immediate impacts are felt when preventative or remedial actions are not taken. In this session Dr. Sloan will address both the preventative and remedial actions that an organization and the staff might consider to avoid or respond to this troubling condition.

**R&R: Revisiting and Reinventing the Basics of Municipal Administration/Management** – "LARBs and CARBs and SDABs, Oh My!"  
9:00am to 12:00 noon  
**Presenters:** Jennifer Maskoske CLGM and Kevin Miller CLGM, Municipal Affairs

Join us as we follow the yellow brick road (and the *Municipal Government Act*) to traverse the requirements for establishing a Local Assessment Review Board, Composite Assessment Review Board, and Subdivision and Development Appeal board for every municipality, from Munchkinland to the Emerald City, and beyond. This session will

guide you down the path to establishing these quasi-judicial boards, who may serve, and the training they are required to receive prior to beginning their journeys on these boards. We will also help guide you through the processes of establishing these boards together with your intermunicipal partners.

**The Real Smart Cities**  
9:00am to 12:00 noon or 1:30pm to 4:30pm  
**Presenter:** Walter Schwabe

What does a smart municipality look like in 3 to 5 years? Internet of things, autonomous vehicles, bots, smart contracts. Discover how artificial intelligence and blockchain technologies are changing municipal government services, risk and revenues in this straight talking, engaging session. Be there or be left behind.

**Leading Willing Followers**  
1:30pm to 4:30pm  
**Presenter:** Leroy Sloan, PhD.

Some wag has stated that everyone talks about the weather but nobody does anything about it. In the workplace many talk about leadership, at times unflatteringly, but the one positioned to dramatically influence it is the one who would lead. Leaders are people who have willing followers. If given a choice most of us would rather follow a leader who motivates or inspires, as opposed to one who manipulates. You may not feel like a great motivational or inspirational leader but you can learn to do what these leaders do.

**R&R: Revisiting and Reinventing the Basics of Municipal Administration/Management:** "Crouching Taxes, Hidden Dollars"  
1:30pm to 4:30pm  
**Presenter:** Travis Nosko, Municipal Affairs

In times of fiscal restraint and uncertainty it is imperative that municipalities exhaust

**Hugh Culver** Speaker, author, athlete and founder of Blog-Works. Hugh speaks and writes about getting stuff done and the art of growing younger.

We all sell something: an idea, product, service, alternative – even a used couch. And the secret to successful selling is a great story, well told. Join speaker, author Hugh Culver for a whimsical look at how stories can change your life and even make you more influential.

With a vision to "change the way work serves people," from the moment Hugh Culver steps on stage he captivates an audience with a unique blend of street-smart advice and high energy delivery. Hugh delivers extraordinary keynote experiences

every possible avenue to ensure budgets align with council priorities while remaining free from deficits. While much of the focus during times of restraint is rightfully on managing expenses, it is also important to ensure municipalities are aware of any underutilized revenue sources. This session will discuss all revenue tools available to municipalities with an emphasis on those that go beyond the typical general municipal property taxes.

day **3**  
THURSDAY, MAY 14

**Legal Stream I:** "Back to Basics: Key tools for surviving and thriving in the ever evolving Alberta workplace"  
9:00am to 12:00 noon  
**Presenters:** Jenelle Butler and Megan Van Huizen, Brownlee LLP

There's never been a better time to revisit your policies, practices and precedents. 2018 and 2019 saw significant changes to provincial employment legislation, and recent budget constraints have forced many municipalities to scale back their operations. We'll discuss key legislative changes, revisit fundamental employment law principles, and provide you with practical tools to effectively and economically manage your workforce, whether you find yourself in a phase of growth or restraint.

**Managing Your Digital Life** – How to take control of your online life  
9:00am to 12:00 noon  
**Presenter:** Hugh Culver

The benefits of an online life come with consequences. Interruptions, notifications and alerts can lead to a nagging sense of

about personal effectiveness in the workplace. He combined business savvy with humour and real-world, practical advice designed to make an impact long after the applause has ended.

Hugh Culver is a recovering over-achiever who researches, writes and speaks. Highly motivational, his goal is guide people to change with practical solutions. Always relevant and well researched; he creates a memorable learning experience.

His unique programs provide skills and insights to over 25,000 people each year to help them to grow through their experience of work.



**Awards Banquet**  
Thursday, May 14  
6:30pm to 10:00pm

How to sell anything with a story...