



## **2018 Professional Development Conference & AGM**

# **CONFERENCE PROGRAM**

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**OCTOBER 1-4, 2018  
CHATEAU NOVA  
YELLOWKNIFE, NT**

*Building Northern Capacity Through Partnerships*

# WELCOME!



On behalf of the LGANT Board of Directors, it is my pleasure to welcome everyone to our annual professional development conference and AGM. It is great to have so many of us who devote our careers to local government administration here to learn from one another.

We have many exciting and informative sessions planned for you in line with our theme of *Building Northern Capacity Through Partnerships*. Each year, we work hard to bring a program that balances opportunities to learn current best practices, sharpen management skills, and how best to manage the challenges of working in local government administration. And of course, to network and exchange ideas with our colleagues across the territory!

I am confident that this conference will help us all find ways to improve our skills on the job and ultimately, to better support our communities.

I want to offer a sincere thank you to our 2018 conference sponsors and our partner organizations for their support. We couldn't do it without you. Enjoy the conference!



Grant Hood, President  
Local Government Administrators of the NWT

# PRE-CONFERENCE SESSION

*\*Open to pre-registered participants only*

**9:00AM-  
12:00PM**

*Monday, October 1: Lynx Room,*

## LEADERSHIP IN ORGANIZATIONS & COMMUNITIES

What is leadership? How does it differ from management? Participants will learn the traits that distinguish leaders from managers, and gain knowledge of key leadership models. Leave this workshop with an understanding how self-awareness and an empathetic mindset will help in relating to others, and how to hold vision, mission, and values in a demanding environment.

**12:00-1:00PM Lunch buffet, Lynx Room**

**1:00PM-  
4:00PM**

## LEADERSHIP DECISION MAKING STYLES

Effective leaders and managers know how to consider both the “big picture”- achieving the mission, vision, and values - and the demands of day-to-day task decisions. Leaders are called upon to use different decision-making styles, depending on the context. In this workshop, participants will gain tools to understand the differences and application of different decision-making styles and explore scenarios that illustrate the strengths of each style. As well, participants will learn how each style can positively or negatively affect employee motivation, and gain experience with how to apply empathy when using each style.



### SESSION LEADER: GABRIELLA FERMO

Named one of Canada's Top 25 HR Professionals in Canada, Gabriella is a performance and learning consultant, senior instructional designer, and facilitator with a broad background and deep skills in change management, human resources, leadership, learning, and organizational development. Originally a

change management consultant, Gabriella transferred her knowledge to the HR world where she implemented numerous human capital initiatives that engaged and aligned employees with business goals and organizational change. She founded *Raising The Bar* in 2008 and started teaching post-graduate courses leading to the Certified Human Resources Professional (CHRP) designation. With more than 20 years of experience in creating learning and performance management solutions, she has a real understanding of clients business issues and how to find optimal solutions. Gabriella has a BSc degree from the University of Toronto with distinction in Industrial Relations and Psychology. She is a Myers-Briggs Type Indicator® practitioner, a Langevin Master Trainer, certified in Prosci's change management methodology, and earned the Certified Human Resources Leader (CHRL) designation.

# CONFERENCE AGENDA

All sessions are in Caribou Room unless otherwise noted



**DAY 1**

*Tuesday, October 2*

- 08:00 – 9:00           **REGISTRATION**
- 09:00 – 10:00       **WELCOME AND OPENING REMARKS**
- 10:00 – 10:30       **COFFEE BREAK & NETWORKING**
- 10:30 – 12:00       **KEYNOTE ADDRESS: LEADERSHIP IS...**

**GEORGE CUFF**

**SPONSORED BY GOVERNMENT OF THE NORTHWEST TERRITORIES**

This year's keynote is by someone whose name is synonymous with local government across Canada and beyond. George Cuff has been both a civic manager and an elected official, and a management consultant over the past four decades. He will share these stories as he blends humour and fact into a compelling story of the challenges we face as SAOs and Department Heads.

- 12:00 – 1:00           **LUNCH: SPONSORED BY ARCAN**
- 1:00 – 2:00           **FINDING CREATIVE SOLUTIONS**

*Grant Hood, LGANT President & SAO Inuvik*  
Tsunami Survival Situation

## **CONCURRENT SESSIONS**

- |             |   |             |  |
|-------------|---|-------------|--|
| 2:00 – 2:30 | <b>CAMA UPDATE:<br/>MUNICIPAL<br/>AUTHORITIES</b> | 2:00 – 3:00 | <b>CIRNAC UPDATE: FIRST<br/>NATION BAND<br/>MANAGERS</b> |
|-------------|---|-------------|--|

*Cory Bellmore, CAMA Director for Yukon & NWT*

*Karen Costello, Regional  
Director, Crown-Indigenous  
Relations & Northern Affairs  
Canada*

**LOCATION: LYNX ROOM**

- 2:30 – 3:00           **NWTAC UPDATE:  
MUNICIPAL  
AUTHORITIES**

*Sarah Brown, CEO, NWT Association of Communities*

- 3:00 – 3:30           **COFFEE BREAK & NETWORKING**
- 3:30 – 4:30           **MACA UPDATE**

*Eleanor Young, Deputy Minister, Municipal & Community Affairs, GNWT*

- 4:30 – 5:30           **MEET & GREET**

First Nations Band Managers invite all attendees to join for some light refreshments and networking.

LOCATION: QUARRY RESTAURANT, CHATEAU NOVA

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Wednesday, October 3

## DAY 2

8:30 – 9:00

### **FINANCIAL STATEMENTS 101**

*Grant Hood, LGANT President & SAO, Inuvik*

Take the mystery out of financial statements and discover ways to present them in an easily understandable way for staff and Council.

9:00 – 9:30

### **PROCUREMENT**

*Rebekah Clarke, Manager, Procurement, GNWT*

Procurement principles you need to know including best practices, legal obligations and risks of cancelling a competitive process, and ways to address issues that arise.

9:30 – 10:00

### **RECORDS MANAGEMENT**

*Felicia Cash, Records, ATIPP Coordinator, GNWT*

Records Management is especially important for community governments. Don't be caught unprepared, especially with new ATIPP legislation coming.

10:00 – 10:30

### **COFFEE BREAK AND NETWORKING**

10:30 – 12:00

### **PROTECTING YOUR JOB AND YOUR REPUTATION**

**DONALD LIDSTONE, QC**

Local government officers are often in the public eye: social media, blogs, online newspapers, comment sections, broadcast meetings, salary publication and changes in transparency and accountability laws can make you vulnerable. This session will help address these areas of stress and more ranging from liability, defamation, expenses, termination, bullying and harassment.

12:00 – 1:00

### **LUNCH: SPONSORED BY LAWSON LUNDELL**

1:00 – 3:00

### **DYNAMIC COMMUNICATIONS**

**SHELLEY BABLITZ**

Achieve a greater degree of success in work and life with dynamic communication. In this interactive session, you'll come to know your own limitations and weaknesses and take full advantage of your strengths while helping improve your interpersonal skills to engage people in strategic conversations.

3:00 – 3:30

### **COFFEE BREAK & NETWORKING**

3:30 – 4:30

### **MARIJUANA LEGALIZATION PANEL**

*Facilitated by Sandra MacKenzie, Lawson Lundell*

Join the RCMP, WSCC and NWT Human Rights Commission in an engaging discussion about the upcoming legalization of marijuana and what it means to your community.

4:30 – 6:30

### **TRADESHOW & RECEPTION**

Chat with the exhibitors and network with old and new friends and colleagues!

6:30 – 9:00

### **AWARDS BANQUET SPONSORED BY PLANIT NORTH INC**

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**DAY 3**

*Thursday, October 4*

## 8:30 – 9:30 **READY, SET, FOCUS**

*Cathy Goulet, Killick Leadership Group*

Focus is critical to business success. It's easy to get caught up in the day-to-day responsibilities of management and lose focus of long term goals. By *planning* to focus, you improve the opportunity to be more productive and successful. Walk away from this session learning how to reduce the number of decisions you make, set clear goals, and minimize mental clutter.

## 9:30 – 10:00 **LEGAL IMPLICATIONS OF HR MANAGEMENT**

*Michelle Theriault, McLennan Ross LLP*

Hear from an employment and labour lawyer on how to put legally binding and reliable HR policies in place, policy requirements, common mistakes and how to fix them, and the impact of employment and collective agreements on human resource policies.

## 10:00 – 10:30 **COFFEE BREAK & NETWORKING**

## 10:30 – 12:00 **WHOLE OF COMMUNITY APPROACHES**

**MURRAY JAMER**

Hear a true success story with Murray's real-world experiences over a career in municipal administration in New Brunswick. Hear about how he led the City of Fredericton to become known for its innovative initiatives while overcoming the adversity of declining revenues and rising costs to establish long-term financial stability. Local governments face many challenges related to funding, stricter environmental regulations, and finding qualified staff. But you can't do it all. Murray will share his thoughts on how to engage partners and give his "Top 10 Suggestions for Success" for local government administrators.

## 12:00 – 1:00 **LUNCH: SPONSORED BY MCLENNAN ROSS LLP**

## 1:00 – 2:30 **CLOSING KEYNOTE: THE POLITICS OF COMMUNITY**

**DR. ROGER EPP**

**SPONSORED BY CROWE MACKAY**

While the Truth and Reconciliation Commission's Final Report and Calls to Action affirmed that the work of building relations belonged to all Canadians - and governments across Canada have affirmed reconciliation as a policy priority - many rural communities have been relatively silent. Dr. Epp demonstrates the most meaningful, most urgent, and most difficult work of reconciliation must be done at the local level.

## 2:30 – 4:00 **LGANT ANNUAL GENERAL MEETING**

Financial statements and Annual Report distributed at the meeting



## GEORGE CUFF

*George B. Cuff & Associates*

George brings to bear the perspective of one who has worked within organizations on an administrative level and one who has helped in a leadership capacity. He served four terms as Mayor of Spruce Grove, Alberta, having been first elected in 1977. He has a Canada-wide reputation among municipalities, crown agencies and other public sector bodies as an advisor, consultant and author on the art and principles of governance and the elements of effective organizations. George has been recognized extensively for his work including: an Award of Excellence from the Alberta Urban Municipalities Association and the Federation of Canadian Municipalities, Centennial Medal marking Alberta's 100th year of incorporation, designation as a Fellow of the Canadian Management Consultants Association (FCMC), University of Alberta Alumni Honour Award, among others. He has published over 400 articles as well as seven books on local government.

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## DONALD LIDSTONE, QC

*Lidstone & Company*

Don has practiced municipal law since 1980. His focus is in the areas of governance, finance, land use, sustainability and drafting bylaws and legislation. A regular speaker at conferences and universities, he has chaired the Sustainable Region Initiative, Liquid Waste Expert Review Panel, Fire Services Review Panel and the Municipal Law Section of the Canadian Bar Association. Don 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 and Yukon. An avid photographer, Don has visited nearly every municipality in Canada's North in a DC3. He was designated Queen's Counsel in 2008.



## **SHELLEY BABLITZ**

*FocalPoint Coaching*

Shelley brings more than two decades of "hands-on" experience in business management, financial accountability and leadership to her business at FocalPoint. As a business leader, she has entered chaotic environments and has created order through her ability to strategically develop and execute plans that have exceeded desired corporate results at every stop along her career path. She is known for her ability to empower teams, trust staff, identify personality differences, and have a key eye for talent - which she combines with her real-world experience to connect with each client to deliver desired results.



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## **CATHY GOULET**

*Killick Leadership Group*

Cathy Goulet B.Comm., M.A. has 30 years of community economic development knowledge and experience. Her areas of interest include professional coaching, designing and facilitating strategic planning processes, and supporting community groups as they grow. Cathy's planning and engagement expertise comes from experience leading and managing local, regional and provincial, business and economic development organizations since 1983. As a seasoned professional, Cathy is able to build buy-in for community initiatives and provide practical advice for implementation strategies. Cathy's experience is supported by her Masters work focused on Work, Leadership and Organization with emphasis on the role of leadership on economic resilience in rural communities. Cathy is a Board Member of the Northern Alberta Business Incubator (NABI), a member of the Alberta Centre for Rural Sustainability Advisory Committee and a member of the Economic Developers Association of Alberta and the International Coach Federation.

# KEYNOTE SPEAKER BIOS



## MURRAY JAMER, P.ENG

*RV Anderson*

Murray's career spans more than two decades in leadership roles in municipal government, including Deputy CAO and Assistant SAO at the City of Fredericton, where he played a key role in finding the right balance between innovation and paying attention to the basics: providing safe, clean drinking water, using asset management as a foundation for long-term financial planning, and providing excellent public service. Murray is a former city engineer and provides expert contracting and consulting services.



## DR. ROGER EPP

*University of Alberta*

Dr. Epp is a respected scholar and author, Augustana's former Dean, and Professor of Political Science at the University of Alberta. Having served in a number of senior leadership positions, he is now Director of UAlberta North, which was established in 2015 to bring fresh energy, institutional priority, and effective coordination to the University's work in the Canadian and circumpolar North. He is author of *We Are All Treaty People: Prairie Essays* (2008) and contributing co-editor of *Writing Off the Rural West* (2001). He has explored what it means to live, write, and teach with a sense of memory and care, on Treaty 6 land where several generations of his family have lived.