



## 2019 Municipal Officials Seminar

### PRELIMINARY AGENDA

March 19, 2019 9:00 am to 5:00 pm

RBC Convention Centre Winnipeg

8:00 am to 3:00 pm ~ Delegate Registration ~ Second Floor Concourse

9:00 am Opening Remarks

9:15 am Honourable Jeff Wharton, Minister of Municipal Relations

9:45 am Leadership Insights  
Randy Grieser, CEO, ACHIEVE Centre for Leadership & Workplace Performance

10:00 am Municipal Trade Show, Hall A, Third Floor

10:30 am Coffee Break in the Trade Show Area

11:00 am Breakout Sessions  
1) Leading Through Conflict (ACHIEVE)

*Leading through conflict is an essential leadership skill. When leaders fail to respond quickly and effectively to conflict, the people they lead suffer and workplace performance plummets. Many conflicts would not spiral out of control if leaders were quicker to respond to conflict effectively. This presentation provides insights and strategies for leading through conflict with clarity and confidence.*

2) Making Better Decisions (ACHIEVE)

*Making good decisions requires us to take multiple perspectives and consider various options. Using ACHIEVE's Personality Dimensions Assessment as a framework, participants will gain an understanding of the various ways people make choices. This presentation provides a practical set of guidelines to help people expand their ability to help themselves and their teams make better decisions.*

3) The Basics of Understanding Financial Statements and Financial Plans; or Interpreting the Uninterpretable (Way to Go Consulting)

*This workshop will take a basic look at some of the critical parts of Municipal audited financial statements, internally generated financial statements and the annual budget. Budgeting methods for operating and capital funds will also be overviewed.*

4) Toward Parity in Municipal Politics (FCM)

*Toward Parity in Municipal Politics, is a 30-month FCM project, funded by the Status of Women Canada. Implemented in partnership with the Provincial and Territorial Associations, Equal Voice and the Canadian Women Foundation is building on past projects and current momentum towards greater equality in the municipal sector.*

12:00 pm Delegates and Exhibitors Luncheon in City View Hall C

1:30 pm Breakout Sessions  
1) Administration vs. Governance: HR Perspective (People First)

*This session will provide an introduction for newly elected officials as to their responsibilities as an employer and some best practices for providing leadership in the oversight of the human resources function within their communities. The session will also address the division of responsibility between administration and elected officials.*

## 2) Assertive Communication (ACHIEVE)

*Effective communication is a crucial skill in both our personal and professional lives. Being a successful communicator requires us to articulate our thoughts and desires, and to be responsive to those of others. This presentation will highlight various communication styles and outline a framework for assertive and respectful communication.*

## 3) Insights for Fostering a Better Work-Life Balance (ACHIEVE)

*Stress, mental health and burnout in the workplace are at an all-time high. People are getting sicker at work and despite our best efforts the trend is continuing. If 60% of our time is spent working, how can we expect the other 40% of our time to adequately recharge us? This presentation explores how humanizing the workplace, as well as recognizing and leveraging our uniquely human characteristics can alter the work experience positively. Participants will learn strategies for creating the conditions for success in both personal and professional growth.*

## 4) Defamation and the Defence of Qualified Privilege (Greg Tramley, McCandless Tramley, Municipal Lawyers)

*Members of council are often called up to comment on municipal issues of the day. This might happen during a council meeting, with the media, or on social media. Councillors might end up being sued for defamation by someone who believes their reputation has been harmed by any such comments. In this presentation, Greg Tramley of McCandless Tramley Municipal Lawyers will provide a breakdown of what comments might be considered defamatory, what defences might be available, and what councillors can do to better protect themselves from being sued for defamation in the first place.*

2:45 pm          The Art of Council Leadership  
Ernie Epp, Consultant, Way To Go Consulting

3:45 pm          Adjournment for the Day

4:00 pm to 5:00 pm ~ Municipal Mixer ~ Hall A, Third Floor