



MATI® FOUNDATIONS

AUGUST 12 – 17, 2018, KELOWNA

Broaden Your Knowledge, Expand Your Toolkit

Since 1983, this week-long **residential program** has provided participants with an overview of local government administration. Today still one of the most popular LGMA professional development offerings, it is designed to provide an end-to-end snapshot of local government operations and issues. Skilled practitioners working in local government fields provide instruction and mentorship.

Unique, comprehensive and current, the Municipal Administration Training Institute (MATI) provides a vehicle for continuing education for professional staff in BC local government. Important elements and learning outcomes include:

- competent instruction by leading BC practitioners;
- an introduction to the core functions of local government administration;
- information based on current concepts and theories relating to legal, financial, labour relations and administrative matters;
- an interactive format that allows for active participation and the exchange of ideas and methodologies;
- the opportunity to establish a network of contacts and potential mentors throughout the province.

Instruction is practical rather than theoretical, with content kept current through an ongoing evaluation of program objectives, updating of individual sessions, and a regular rotation of instructors. Further program details follow.

Register online at: <https://members.lgma.ca/upcoming-events/>



For further information...

Local Government Management Association



office@lgma.ca



250.383.7032

REGISTRATION BEGINS

May 1, 2018

Deadline to register: July 13, 2018

Registration is limited to those working in a BC local government or First Nation, or Ministry of Municipal Affairs & Housing staff.

Program Fee

\$2,310 + GST

Includes tuition, accommodation, meals, & course materials.

MFA Financial Assistance

Jim Craven Travel Subsidy:

This fund provides assistance with travel costs and will be awarded based on an organization's financial need and/or physical distance and related travel costs to the program.

Refunds/cancellations

Accepted until July 13; please contact office@lgma.ca to cancel.

No refunds provided after this date, however registration is transferable.

LOCATION

UBC-Okanagan Campus
3333 University Way, Kelowna

Located on Hwy 97 and only 2 km from Kelowna International Airport, the program venue is easily accessible by air and car.

Accommodation and meals for participants are provided at the University. To gain full benefits from the program participants are asked to "live in residence".

SCHEDULE, SESSIONS & FACULTY

Beginning at 7 pm on Sunday, August 12th, MATI continues through the week with classes ending mid-day on Friday, August 17th.



SUNDAY EVENING

Orientation and Welcome Reception –

We see strength when we connect! An orientation to local government and the week ahead, a chance to learn about local government partnerships, and an opportunity to network with new colleagues. Light snacks and refreshments will be provided.

MONDAY

- Effective Staff Reports: Considerations to Help Guide Decision Making - Sonia Santarossa, LGMA BC
- Duties of the Corporate Officer- Lisa Zwarn, Lisa Zwarn Consulting
- Human Resources - Debbie Sell, Thompson-Nicola Regional District
- Public Consultation / Community Engagement - Jan Enns, Jan Enns Communications
- You are also the Message: Personal Presentation Skills - Jan Enns, Jan Enns Communications
- Council/Board - Staff Relations- Tom Kadla, Village of Lumby, and Ron Mattiussi (retired, formerly of City of Kelowna)

TUESDAY

- Regional Districts- Brian Reardon, Central Okanagan Regional District
- Municipal Law - Reece Harding, Young Anderson
- Land Use Zoning & Planning - Mark Koch, District of Lake Country
- LEARNING TOUR OPTIONS (*select one; will involve walking):
 Arts, Culture, and Heritage - Christine McWillis, City of Kelowna
 Public Works - Kevin van Vliet and Ian Wilson, City of Kelowna

WEDNESDAY

- Ethics - Alberto De Feo, District of Lake Country
- Risk Management - Sherman Chow, Municipal Insurance Association
- First Nations Relations- Darlene Morgan, Gitlaxt'aamik Village Government
- Emergency Management- Chief Travis Whiting, City of Kelowna



WED EVENING OPTIONAL PERSONAL BALANCE ACTIVITY

Delegates can enjoy a free evening or participate in an optional networking event.



THURSDAY

- Economic Development -
- Finance and Budgeting -
- Information & Privacy -
- Records Management -

Corie Griffiths, Central Okanagan Economic Development Commission

Trevor Seibel, District of Coldstream

Angila Bains, District of Saanich

Angila Bains, District of Saanich

FRIDAY

- Labour Relations -
- Leadership -
- Wrap Up Session -
- Presentation of Completion Certificates

Marcia McNeil, Sheen Arnold McNeil

Tracy Lorenson, Paragon Strategic Services

Small Table Talks

Adjourn at approximately Noon

INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS (IIMC) ACCREDITATION

The IIMC grants the professional designation of Certified Municipal Clerk (CMC), which requires participation in IIMC and/or accepted partner education and professional activities. Participation in MATI Foundations when taken for credit is accepted as having fulfilled the evaluation requirements for 14 Education Points with the IIMC. A briefing is provided at the Sunday evening orientation for those interested in applying the program toward IIMC accreditation.



MATI FOUNDATIONS PROGRAM ADVISORY COMMITTEE

The program was designed with the input of experienced local government practitioners. Thanks to:

Kevin Cormack, City of Nelson

Raeleen Manjak, City of Vernon

Brian Reardon, Central Okanagan Regional District