

Village of Hines Creek Council Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	August 27, 2019
Originated By:	Leanne Walmsley, Chief Administrative Officer
Title:	New Business – LGAA/ARMAA Regional Training Sessions
File:	0124

BACKGROUND/PROPOSAL:

Alberta Municipal Affairs, in partnership with the Local Government Administration Association and the Alberta Rural Municipal Administrators' Association, is inviting municipalities to register for the 2019 RTS. Each session is comprised of seven workshops focusing on topics related to municipal administration and local elections. As always, the sessions are free and open to all municipal administrators and staff. However, registration is required due to space limitations

To ensure ample opportunity for our attendance, sessions will be held in five locations. Each day will run from 8:45 am – 3:45 pm, with check-in opening at 8:30 am. A light continental breakfast, lunch and refreshments will be served.

The agenda for each session is identical. To register for a session, please visit their link and complete the registration information for the session of our choice.

They encourage CAO's to send those staff members they feel would benefit most, and advise that they register early as these sessions often fill up quickly. Each individual attending should register separately to ensure accurate numbers for hosting and logistics.

September 5 Sandman Signature Lethbridge Lodge- Aspen Ballroom
320 Scenic Drive S, Lethbridge AB

September 10 Westlock Inn and Conference Centre – Pembina Room
10411-100 Street, Westlock AB

September 19 Olds College – Alumni Centre
4500-50 Street, Olds AB

September 26 Wainwright Communiplex – Hall #2
700-2 Avenue, Wainwright, AB

**October 3 Pomeroy Hotel & Conference Centre – Grande Ballroom 1
11633-100th Street, Grande Prairie, AB**

Registration closes for each session 7 days prior to the session date.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Regional Training Session information is attached.

COSTS/SOURCE OF FUNDING (if applicable)

Mileage costs to Grande Prairie would apply at \$0.52

RECOMMENDED ACTION:

That Council approve the attendance of all Municipal Administration at the October 3rd 2019 Alberta Municipal Affairs/LGAA/ARMAA Regional Training Session in Grande Prairie, and close the Administration Office for the day.

Initials show support- Reviewed by:	Manager:	C.A.O. <i>AW</i>
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Regional Training Session

Alberta Municipal Affairs

2019 Agenda

8:30 – 8:45	Registration	
8:45 – 9:00	Opening Remarks	
9:00 – 10:00		
	Navigating the MAP	Library Services
10:00 – 10:15	Session Transition	
10:15 – 12:00		
	Local Authorities Election Act Amendments	
12:00 – 12:45	Lunch and Open House with Municipal Affairs' Advisors	
12:45 – 2:00		
	The Relationship – Bylaws, Policies and Procedures	Alberta Ombudsman
2:00 – 2:15	SESSION TRANSITION	
2:15 – 3:30		
	Election Commissioner	FIRs and SIRs – What???
3:30 – 3:45	Feedback	

[Register for the 2019 session!](#)

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~ Session Details ~

Navigating the MAP

Presenter: Municipal Services and Legislation

Time: 9:00am – 10:00pm

Session Description: This presentation will be your compass to traverse the unknowns of the Municipal Accountability Program (MAP). Municipal Accountability Advisors will help you chart your way through a MAP review. Along the way, the foggy myths of the MAP program will be dispelled, helping you to plot your way through the “musts” of the provincial legislation.

Library Services

Presenter: Public Library Services

Time: 9:00am – 10:00pm

Session Description: The Public Library Services Branch (PLSB) works with municipal and system library boards to ensure comprehensive and efficient public library service province wide. Municipalities have a significant role to play in establishing and supporting these boards. PLSB staff will cover roles and responsibilities for library boards, municipal council, library staff and municipal administration. We will highlight best practices for maintaining positive relationships between all parties that will result in benefit to ratepayers. As well, we will discuss the funding model for public library service in Alberta and the province’s role in supporting public library service.

Local Authorities Election Act Amendments

Presenter: Municipal Services and Legislation

Time: 10:15am – 12:00pm

Session Description: A presentation to highlight amendments to the *Local Authorities Election Act* as a result of the 2018 review. Discussion will include the areas of the review, key changes that resulted, and discussion on how the amendments will impact planning for by-elections and the 2021 general election.

The Relationship – Bylaws, Policies and Procedures

Presenter: Municipal Services and Legislation

Time: 12:45pm – 2:00pm

Session Description: Bylaws are the governing rules your municipality puts in place to accomplish Council’s goals. Policies provide the means to carry out those goals, with procedures ensuring a consistent process. This session will look at how these three processes create a fair and consistent approach to municipal operations.

The Alberta Ombudsman and Municipalities – Year One in Review

Presenter: Alberta Ombudsman’s Office

Time: 12:45pm – 2:00pm

Session Description: As part of the legislative amendments to the Municipal Government Act in 2018, the Alberta Ombudsman’s jurisdiction expanded to include municipalities. Now our office responds to complaints of unfair treatment by provincial government authorities, municipalities, the Patient Concerns Resolution Process of Alberta Health Services, health professions and other designated professional organizations. This session will review the role of the Ombudsman, the office’s investigative process and share examples of the types of calls the office receives from municipal residents.

Election Commissioner’s Role

Presenter: Office of the Election Commissioner

Time: 2:15pm – 3:30pm

Session Description: A round table discussion on the expanded role and mandate of the Office of the Election Commissioner under the *Local Authorities Election Act*. Discussion will include the Commissioner’s enforcement mandate, information on the complaint process, investigations, penalties, and what is expected of returning officers.

FIRS and SIRS – What????

Presenter: Municipal Services and Legislation

Time: 2:15pm – 3:30pm

Session Description: Each year, municipalities must submit a Financial Information Return and Statistical Information to the ministry. Have you ever wondered what the ministry does with all this information? The Information Services Unit of Municipal Affairs is responsible for the collection, organization and publication of the financial, statistical and election results. Find out more about the magic ingredients that make up your municipality’s performance indicators, and where the ministry publishes the data it receives from municipalities.

[Register for the 2019 session!](#)