



25<sup>th</sup> Annual Community Futures Ontario Conference  
 “Escape to the North”

The Senator Hotel & Conference Centre,  
 Timmins, Ontario  
 September 18 to 20, 2018

**DELEGATE & GUEST REGISTRATION FORM**

This registration form is provided as a convenient way to gather registration information from your volunteers. This information must be entered into the online registration at <https://www.cfontario.ca/25th-annual-conference-2018/register>.

**\*\*\*Only online registrations will be accepted\*\*\***

**DIRECTOR’S INFORMATION:**

First Name	Last Name	Job Title / Position
CFDC Email (where invoice will be sent)	Phone (daytime)	Cell

**Special requirements**

Please identify any food allergies or accessibility requirements: \_\_\_\_\_

**Please tell us about yourself**

1) Please check all that apply:

- Director    Staff    Government    Presenter    Partner    Sponsor/    Exhibitor    Other \_\_\_\_\_

2) Some workshops will be presented in French; the majority will be in English. Will you require interpretation during the conference?    Yes    No

**GUEST/SPOUSE INFORMATION:**

Prefix	First Name	Last Name
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**Special requirements for guest** - Please identify any food allergies or accessibility requirements:

Food Allergies: \_\_\_\_\_      Mobility Issues \_\_\_\_\_

GUEST Meal Options - The Senator Hotel, Timmins	Per Guest
<b>Note: <u>Non-refundable</u> as of <b>September 1<sup>st</sup></b>.</b>	
<b>FULL Meal Package</b> - 4 refreshment breaks, 2 breakfasts, 2 lunches, 2 dinners * Meals will take place with the delegates (see agenda for times/locations)	<input type="checkbox"/> \$260
<b>Host Night Dinner Only</b> – Wed, Sept. 19 <sup>th</sup> , off-site (transportation incl.)	<input type="checkbox"/> \$70
<b>Awards Banquet Only</b> – Thurs, Sept. 20 <sup>th</sup>	<input type="checkbox"/> \$70
<b>NO MEALS REQUIRED</b>	<input type="checkbox"/>

## **REGISTRATION FEES - ALL PRICING SUBJECT TO HST**

<b>Optional - Pre-Conference Workshop – Tuesday, September 18<sup>th</sup></b>	
<b>Emergency Leadership Planning for Non-profit Corporations</b> <b>** Non-Refundable **</b>	☐ \$200

<b>Optional - Wildlife Tour – Wednesday, September 19<sup>th</sup> (Complimentary)</b>	<b>Full Delegate</b>	<b>Guest</b>
<b>Wildlife Tour at Cedar Meadows (Max 25)</b> (transportation is included) – 60 minutes, outdoors (dress accordingly)  <b>**Note**</b> <i>If your guest participates in the tour, they must also attend the Host Dinner. If not already selected as a meal option, a charge of \$70 will be added.</i>	Inc. w/ registration	☐ \$70

<b>FULL Registration (includes 6 meals) *</b>	<b>Members</b>	<b>Non-Members</b>
<b>Early Bird</b> – payment <u>must be received</u> within 14 days of invoice	☐ \$520	☐ \$620
<b>Regular (after July 6<sup>th</sup>)</b>	☐ \$620	☐ \$720
* Includes keynotes, workshops and plenary sessions on Sept. 19 & 20 and the following: Sept. 18 – Opening Reception (appetizers) - Dinner on own. Sept. 19 – Breakfast, Lunch, 2 refreshment breaks and Host Dinner Sept. 20 – Breakfast, Lunch, 2 refreshment breaks and Awards Banquet		

### **EARLY BIRD**

- **Save \$100** per delegate on full registrations! Register online by **4pm Friday, July 6<sup>th</sup>, 2018**.
- Payments not received by CF Ontario **within 14 days of invoice** will be re-invoiced at the late registration rate.

### **PAYMENT**

You have the option to pay by cheque or credit card through PayPal. Form of payment **cannot** be changed once registration has been completed.

Once the online registration is received, an invoice will be sent to the email address provided in your registration. If paying by cheque, please make cheque payable to: Community Futures Ontario – Conference, 300 S. Edgeware Rd., St. Thomas, ON N5P 4L1.

### **CANCELLATION POLICY**

Only written notification will be accepted for any changes and/or cancellations to [conference@cfontario.ca](mailto:conference@cfontario.ca).

- Name substitutions are permitted at \$25 per change.
- Guest meals are non-refundable as of September 1st.
- Pre-conference workshop (Sept. 18th) is non-refundable.
- Registration cancellations are subject to administration fees as follows:
  - i.** \$75 per person – **on or before July 13<sup>th</sup>, 2018**
  - ii.** \$125 per person – **on or before August 3<sup>rd</sup>, 2018**
  - iii.** Non-Refundable – **as of August 04<sup>th</sup>, 2018**

Note: Refunds will be issued by cheque **after** the conference.

## **WORKSHOPS**

Please select **ONE** workshop per session. You are welcome to change your selection at the event if space is available. Full workshop descriptions can be found at [www.cfontario.ca/conference](http://www.cfontario.ca/conference).

<b>Optional – Pre-Conference Workshop</b> <b>Tuesday, September 18, 2018 – 1:00 pm to 4:00 pm</b>
<p><input type="checkbox"/> <b>Emergency Leadership Planning for Non-profit Corporations - Pre-Conference 3-hour Workshop</b>, <a href="#">Linda Fairburn MSOD, President, Make Things Happen Limited</a> Exit Right® Emergency Leadership Planning for Non-profit Corporations is described by participants as practical and concrete. It is not succession training. It is a complete process with a template and sample policy that gets the job done thoroughly, simply and quickly. This workshop provides an organization with a short- and long-term operating plan for the sudden loss of its senior staff leader, a process to quickly complete a temporary replacement plan for its ED, a policy template and a great entry into a permanent succession planning event.</p>

<b>SESSION A</b> <b>Wednesday, September 19, 2018 – 10:30 am to 12:00 noon</b>
<p><input type="checkbox"/> <b>Turning Your Transitioning Businesses from Risks into Assets</b> - <a href="#">Alison Anderson, SuccessionMatching Ltd, Dr. David Crawford, Fragomen Canada</a> Hundreds of thousands of business owners will be looking to retire in the near future. Learn how your community can keep farms and businesses operating by attracting international investment and transitioning ownership to immigrant entrepreneurs. Alison and David will discuss utilizing Provincial Nominee Programs including the Ontario Immigrant Nominee Program.</p>
<p><input type="checkbox"/> <b>Commercial Real Estate - Financing and Protecting your CFDC's Investments</b> - <a href="#">Sheldon Root, BDC</a> Guiding your clients to successfully purchase commercial real estate can be a complex process. Join BDC as they facilitate a discussion on the financing, legal, and environmental issues of purchasing commercial real estate. BDC will be joined by environmental and legal experts who will answer your questions. This information session will help you understand and navigate commercial real estate financing. To help you guide your clients and protect your CFDC's investment we will highlight prior BDC commercial real estate transactions and share lessons learned.</p>
<p><input type="checkbox"/> <b>Focus on the 90%</b> - <a href="#">Darci Lang, Focus on the 90% - a Deeper dive</a> Let's escape to the North and go on a mini attitude retreat. Focus on the 90% is a great tool for seeing our life through a positive lens. We all know we should be happier and how that would affect us, the people we work with and the people we live with, but why aren't we? For some people 90% is not a reality but a goal. In this session we are going to answer the questions, "What does it mean to be happier"? "How can I be happier"? and "Why should I care"?</p>
<p><input type="checkbox"/> <b>French Workshop: The person at the heart of a business transfer</b> - <a href="#">Isabelle Déry, Talent Promoter, ID Entrepreneurship</a> Human issues represent one of the biggest challenges in the business transfer process. How does one avoid certain communication pitfalls between transferor and transferee? Discover the key to success that will generate openness and discussion focused on acceptance, respect for diversity and collaboration.</p>

<b>SESSION B</b> <b>Wednesday, September 19, 2018 – 2:30 pm to 4:00 pm</b>
<p><input type="checkbox"/> <b>Government of Canada Priorities – Connecting the Dots</b> - <a href="#">Lori Seeley (FedNor) and Paulette Prentice (FedDev)</a> ISP, IRID, RGS, SONGS, PGSNO, WES, AGS, HGF, Innovation Ecosystems, Clean Growth, BAIs, Superclusters, Regional Clusters, Inclusive Growth...what does it all mean? Participants will learn more about Federal Government priorities and what it means to CFDC efforts to develop and diversify their local economies.</p>
<p><input type="checkbox"/> <b>How to attract and keep millennials in the workplace: an employer and millennial perspective</b> - <a href="#">Michelle Schurter, Jenna Morris, Millennial Strategist, Economic Development at WWCF</a> Talent attraction a challenge in your community? Once attracted, tough to retain? Generational differences at work frustrating all sides? Come learn how rural employers and millennial employees ranked 10 key work-place features, and how you can leverage this and other experiential training with your community to champion change.</p>
<p><input type="checkbox"/> <b>Generation Exit! - Baby Boomer Business Succession - A Co-operative solution!</b> - <a href="#">Russ Christianson, Ontario co-operative Association</a> The impact of aging baby boomer business owners on the health and survival of small business is having repercussions throughout the Ontario Economy and most dramatically in rural areas. Come learn about co-op solutions that are engaging employees and community members who want to keep jobs and services in their communities!</p>
<p><input type="checkbox"/> <b>French Workshop: Synergy and organizational performance</b> - <a href="#">Melanie Chevrier, Community Innovator</a> At the heart of the operating cycle, all lines of business must concentrate their efforts on common goals and results, while working in synergy to enhance organizational performance. Discover an innovative process which fosters a collaborative approach for optimal performance.</p>

### SESSION C

Thursday, September 20, 2018 – 8:30 am to 12:00 pm

- **Mobile Workshop: Discover the Downtown (Max 25) - Buses board at 9:00a.m.** [Noella Rinaldo, Downtown BIA](#)  
Noella will bring the participants to the downtown where she will explain the various initiatives that the Downtown BIA has worked on to revitalize the downtown including a visit to the Urban Park- Farmer's market. This will be a stroll of three kilometers at most with two stops.
- **Mobile Workshop: Haasen Farms (Max 42) - Buses board at 9:00a.m.** [The Venture Centre](#)  
Haasen Farms is one of the few dairy farms left in the Cochrane district. During this tour you will see advanced farming technologies such as GPS technology used for their cropping program and a robotic milking system for their 180 cows.
- **Mobile Workshop: Millson Forestry Services (Max 42) - Buses board at 9:00a.m.** [The Venture Centre](#)  
This tour will showcase Millson Forestry Service's seed extraction plant and tree planting site that has been in existence since 1980. It is a family owned business that focuses primarily on the reforestation of areas cleared by forest extraction.
- **Mobile Workshop: Sports Tourism (Max 42) - Buses board at 9:00a.m.** [The Venture Centre](#)  
Participants will begin the tour with a stop at the iconic McIntyre Arena which is a replica of Maple Leaf Gardens. The participants will then travel to the Porcupine Ski Runners, which is one of the largest cross country ski clubs in Canada.
- **Board Leadership (Max 25)– Colleen Miller, Community Futures Leadership Institute**  
Participants will evaluate their skills as leaders in the capacity of a Community Futures Board member and enhance their abilities as a strong leader. Participants will examine styles of leadership, discuss self-evaluations and strategies for effective leadership, review the Director's role in exercising leadership and identify steps the Boards can take to exercise leadership with the not-for-profit section and with the community.

### SESSION D

Thursday, September 20, 2018 - 1:00 pm to 2:15 pm

- **Become an expert in promoting WSPS/complimentary Health & Safety resources/tools to assist your clients with their small business - Kirsi Henry, Small Business Ontario Workplace Safety Prevention Services**  
WSPS is presenting an online demonstration of easy accessible complimentary Health & Safety resources/tools to assist your clients with improving their small business! Relevant health and safety information during the interactive demonstration. Sample safety checklist, Road map to help address their legal requirements and occupational health and safety (OHS) gaps and concerns. Different sections that reflect legal requirements, such as Duties & responsibilities or First Aid. Duty Consultant available by telephone and much more...
- **Insolvency and Restructuring – Brenda Wood, Farber**  
What is our security position as a lender? Are there creditors that supersede our position? What effect does the filing of a Bankruptcy or proposal have on us?
- **Diversity and Communications in the Workplace - Gail Moorhouse, CF Peterborough**  
Building a team that can collaborate and work together in harmony together. Knowing the right approach to connect and communicate with each generation. Boomers require high touch over high tech. Generations X and Y are informed and connected with technology. Everyone has a contribution and role to play. Praise value and avoid conflict.
- **Cyber Security – Protecting Your Business in a Digital World – Danny Timmins, MNP**  
In an increasingly connected world, security has become an urgent issue for companies and non-profit organization. While data breaches at big corporations continue to make headlines, cyber attacks on small businesses are quietly on the rise. In this session, you'll learn some of the common challenges from data breaches like ransom-ware, hacking and other social engineering techniques. You'll leave with an understanding of how you can prepare and protect your organization from a cyber attack.
- **Mobile Workshop: All that glitters is gold (Max 42) - Buses board at 12:45p.m. and returns at 4:00 p.m.** [The Venture Centre](#)  
Take a trip throughout the city to the various location of the mining heritage monuments, ending at the Museum which currently has on display a mining exhibit as well as it is the location of the last original green Hollinger mining house.

### SESSION E

Thursday, September 20, 2018 - 2:45 pm to 4:00 pm

- **Becoming the Talk of the Town - David Brushey and Jodi Chapman, Muskoka Futures**  
Muskoka Futures spent the last 12 months revitalizing how they deliver the Community Futures program, in the process, turning heads, making waves and driving record levels of investment and support. Want to know how they are doing it? Have wins you want to share? Come chat with David and Jodi.
- **Mentorship and Diversity: Addressing Rural Employment Challenges - Tania Maximenko, Training and Development Facilitator & Oliver Pryce, Project Coordinator Rural Employment Initiative at Newcomer Centre of Peel**  
To fast-forward the connection between newcomer professionals and entrepreneurs from the GTA to opportunities in rural Ontario, mentorship is the key. In this workshop, we will explore the use of mentoring and diversity awareness strategies to attract talent to rural Ontario communities.
- **Business Financing – Tim Vermeulen, Farber**  
Complexities of the secondary lending market. How to advise businesses about the myriad of financing option beyond traditional banks.