Don’t miss out!

CHF Canada’s Annual Meeting is the premier meeting place for Canada’s housing co-ops. Four full days of networking with other co-operators, attending outstanding workshops, and having your say in the governance of your national federation.

- Up-to-the-minute news about what’s happening in Canada’s co-op housing movement
- Tips and tools to help you govern and manage your co-op’s business
- Engaging young members in your co-op
- For Ontario co-ops, new legislation and regulations
- For co-op staff/managers, excellent professional development workshops
- Practical ideas your co-op can use every day

Here’s what some past AGM participants had to say:

“I found the workshops great because of the facilitators. I didn’t feel that I was being taught something by them as much as I was by the responses by the rest of the participants at the workshop. That was invaluable and the workshop facilitators did an excellent job of letting that happen organically.”

“I like the ability to discuss in small groups ‘how to deal with an issue’... sharing and networking amongst all was the most valuable for me.”

“It was very motivating learning about others’ experiences and accomplishments.”

Welcome to Hamilton

Known as the City of Waterfalls, Steel City, The Hammer and the birthplace of Tim Hortons, Hamilton is a city like no other. Located in the centre of the country’s most popular travel destinations, Hamilton is situated between the southern shores of Lake Ontario and the Niagara Escarpment. The diversity of Hamilton’s rich history and culture makes it an ideal destination for foodies, history, nature, and art enthusiasts.

If history is your passion, be sure to check out the Canadian Warplane Heritage Museum, the HMCS Haida and the picturesque and majestic Dundurn Castle. Nature lovers can travel lush trails of the Niagara Escarpment—a UNESCO World Biosphere Reserve—tour the Royal Botanical Gardens or admire the natural beauty of the waterfront by foot, bike or take the trolley that travels along the water’s edge.

For the foodie and art lover, take a stroll down James Street North’s Art District and explore the many studios, eclectic shops and one-of-a-kind restaurants. No trip to Hamilton would be complete without a cup of Tim Hortons coffee—after all, Hamilton is where it all began.

The 2016 Local Planning Committee welcomes you to our amazing city and we hope you are able to enjoy some of the sights our city has to offer!

The Local Planning Committee

AGM LOCATIONS

Headquarters Hotel: Sheraton Hamilton Hotel
Member Education Forum: Sheraton Hamilton Hotel Hamilton Convention Centre
Most AGM events: Hamilton Convention Centre
CMC (Co-operative Management Conference): Homewood Suites Hotel

Grindstone Creek waterfall and Dundurn Castle
<table>
<thead>
<tr>
<th>TIME</th>
<th>WEDNESDAY, JUNE 8</th>
<th>THURSDAY, JUNE 9</th>
<th>FRIDAY, JUNE 10</th>
<th>SATURDAY, JUNE 11</th>
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<tr>
<td>8:00</td>
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<td>Registration continues 8 a.m. – 6 p.m.</td>
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<td>Member Education Forum workshops</td>
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<td>National business meeting 9 a.m. – 12 p.m.</td>
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<td>9:30</td>
<td>Co-operative Management Conference registration 9:30 – 11 a.m.</td>
<td>Co-operative Management Conference workshops 9 – 11:30 a.m.</td>
<td>Co-operative Management Conference workshops 9 a.m. – 12 p.m.</td>
<td>Lunch (free time)</td>
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<tr>
<td>10:00</td>
<td>Co-operative Management Conference opening plenary and lunch 11 a.m. – 1:15 p.m.</td>
<td>Lunch (free time)</td>
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<td>Orientation workshop for new participants 4:30 – 5:30 p.m.</td>
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<td>12:00</td>
<td>All Aboard! The Social Express 8 p.m. – midnight</td>
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<td>Pre-dinner reception 6 – 7 p.m.</td>
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CHF Canada 2016 AGM Hamilton
**June 8**

**ORIENTATION WORKSHOP FOR NEW PARTICIPANTS 4:30 P.M.**
This workshop is open to those participants who are attending CHF Canada’s Annual Meeting for the very first time. Don’t miss this session where you’ll find out practical ways to get the most out of your Annual Meeting experience.

**WELCOME RECEPTION 7 P.M.**
The first event of the AGM will be a fun way to start—an informal reception and cash bar where you can meet old friends and make some new ones. Everyone is welcome!

*Sponsored by Alterna Savings.*

**June 8–10**

**CO-OPERATIVE MANAGEMENT CONFERENCE (CMC)**
Our annual professional development conference for managers of housing co-ops is a valuable investment for housing co-ops. Through plenaries and workshops, the conference is an opportunity for co-op managers to learn about and discuss the information and tools needed to sustain healthy co-op businesses and strong and vibrant communities. For more information about the conference program visit the Co-operative Management Conference page on the AGM website.

The conference will begin with the Opening Plenary Lunch on Wednesday June 8 at 11 a.m. In the afternoon you will be invited to participate in the Town Hall session “Who can help me in difficult situations.”

We are continuing our partnership with the Institute of Housing Management (IHM) and this year we will present the Human Relation for Property Managers course. We are also offering elective courses from IHM.

Information about the Co-operative Management Conference can be found in the conference brochure available on the AGM website. Most of the CMC events will be held at the Homewood Suites hotel.

*CMC is the Co-operative Management Conference, which is open only to staff and managers of housing co-ops. Members are not able to participate in the CMC events or workshops. Members of housing co-ops participate in the MEF, which is the Member Education Forum.*

**June 9–10**

**MEMBER EDUCATION FORUM**
Join us this year for a workshop program full of interactive sessions that will help you get the skills you need to govern your co-op to success. You’ll have a chance to meet co-operators from across the country and network with co-op members just like you. Learn the basics about being a board member, running successful meetings and ensuring your co-op has both short-term and long-term plans in place to achieve your co-op’s priorities.

- **New and emerging issues:** Each year, we strive to bring you opportunities to learn about emerging issues—be it new financial partnerships, legislative changes, international projects, or the future of our sector.
- **Healthy co-op businesses, healthy co-op communities:** A CHF Canada priority for 2016, choose workshops that have these icons and you will be on your way to sustaining the health of your co-op business or your co-op community.
- **Growth and development:** Join us for a series of three workshops on this topic. Learn about new development in the co-op housing sector (A7), intensification (B7), and how to get the ball rolling (C7).
- **A sustainable future for co-ops:** Looking to create a sustainable future for your co-op? Learn how green capital can save your co-op money and help the environment (D7) and give you a chance to network with and share ideas with other co-ops in this interactive networking session (C12).
- **Financial basics:** Whether it’s getting to know your financial statements (A6), budgeting for beginners (B6), or investing 101 for co-ops (C6), our financial stream of workshops has you covered! And for a new way to look at co-op finances, don’t miss Co-op finances for Monopoly players (D6).

Check the Member Education Forum workshop schedule on pages 16–17. Choose your workshops from the detailed workshop program available on our website at www.chfcanada.coop (click on the AGM icon) for you to download or print.
June 9-10
THINK YOUNG AT THE ANNUAL MEETING
CHF Canada is committed to supporting young member engagement. Once again we are offering members 50% off the registration fees for all AGM participants who are under 30.

In 2013, we introduced this simplified discount for everyone under 30 and since then, young member attendance has continued to increase. With your help, we know we can do even better in 2016. To get the discount just follow the directions on our online registration system.

Help us encourage a new generation of co-op housing leaders and send a young person from your co-op to the annual meeting.

June 9
DIVERSITY DISCUSSION FORUM (WORKSHOP B12)
This forum welcomes all co-operators who wish to learn more about CHF Canada’s diversity activities and engage in a discussion about how we can make our co-ops welcoming places to live. Join our panel of experts as we look at defining what diversity is and discuss how we can put diversity into action.

June 10-11
DIVERSITY AT THE CHF CANADA AGM
Make sure to visit the Diversity table in the display area. Meet a member of CHF Canada’s Diversity Committee and find out more about the Committee’s activities and CHF Canada’s commitment to diversity, including regional diversity grants and other ongoing projects.

June 10
CO-OP STAFF/MANAGERS’ LUNCH 12:15 P.M.
An optional co-op staff/managers’ lunch is on the agenda for Friday, June 10. Organized by the Ontario Co-op Housing Staff Associations Network, all participants will be invited to join tables and chat. This is an informal but exciting opportunity for co-op managers to share useful ideas and knowledge with others, so plan to be there.

June 10
NETWORKING LUNCH: TAKING STOCK OF WHAT YOU’VE LEARNED 12:15 P.M.
Buy a ticket to join fellow co-operators for a light lunch and engaging conversation. This is an organized opportunity to “cement” your insights and takeaways from the educational workshops you attended over the past two days. Hear what others learned and liked. Share your tips and traps about taking AGM information back to your co-op—you know best what works and what doesn’t!

This event is always sold out, and space is limited—tickets will be sold on a first-come, first-served basis. Buy your tickets online when you register.

Sponsored by Manitoba Housing.

June 10
ANNUAL MEETING OF ONTARIO MEMBERS 2 P.M.
Join other Ontario members to debate policies that will guide the Ontario Region in the year ahead, and to elect your Ontario Council at-large candidates.

June 10
REGIONAL MEETINGS 2 P.M.
This is an opportunity for you to meet with fellow members from your region.

June 11
YOUR NATIONAL ANNUAL BUSINESS MEETING 9 A.M.
Your national business meeting reinforces an important co-operative principle—democratic control by co-op members. Your views as a member count. You’ll have your say—debate policies, consider reports and budgets and elect your CHF Canada at-large directors.

Your lunch on Saturday will be provided by The Co-operators.

SIMULTANEOUS INTERPRETATION People will use English and French during the Annual Meeting of Ontario Members and the national business meeting. We’ve hired interpreters to make sure you understand the discussion at all times and all printed material will be available in both languages.
Welcome Reception and The Social Express June 8

STEP BACK INTO HISTORY AT LIUNA STATION

The majestic Liuna Station, formerly the CN Railway James Street North Station, with its striking neoclassical architecture and history provides the stunning backdrop for our Welcome Reception and social evening.

WELCOME RECEPTION 7–8 P.M.

Whether you’re an AGM first timer or a seasoned pro, the Welcome Reception is a great place to get you into the swing of things. This is an informal reception and cash bar where you can reconnect with old friends and meet other fellow co-operators. Everyone is welcome! No ticket required.

ALL ABOARD! THE SOCIAL EXPRESS 8 P.M.–MIDNIGHT

Now that you have been reacquainted with old friends and hopefully made some new ones, it’s time to grab your ticket and hop aboard the Social Express for a night of fun, music, food and laughter. The Grand Central Ballroom of Liuna Station, is where the new Wednesday Night Social event begins. Formerly serving as the waiting area for many eager travelers or relatives awaiting new train arrivals, the ballroom with its striking architecture offers the perfect backdrop for our evening.

The live music provided by a popular local band will have you cutting loose and dancing the night away. When you feel like you’re running out of steam, take a break, enjoy an array of delicious finger foods and quench your thirst at the cash bar. And be sure to take part in the special activity that members will be talking about for the rest of the conference. It even comes complete with its own keepsake. You will definitely lose your head over it!

Keep track of your ticket. You’ll need it for your chance to win one of the many fantastic door prizes courtesy of our local businesses. Buses will be available to take participants back and forth from the downtown hotels.
Local sightseeing and co-op tour June 9 6:30–8:30 P.M.

Hop aboard and take a tour of Hamilton—a city rich with culture, history, art, food and waterfalls. This tour will highlight such historical places as Dundurn Castle, Whitehern Historic House, Liuna Station and Hamilton Farmers Market.

You’ll view Hamilton’s trendy James Street, which boasts a monthly art crawl and is the city’s new hub of culture, art and food (even Oprah’s been there). See some of Hamilton’s best views, which includes a drive across the top of the escarpment where you’ll see the city from new heights. Experience Hamilton’s waterfront, past the Yacht Club, and see a local co-op with one of the best waterfront views in the city. You’ll also see Tiffany Falls, one of over 100 waterfalls in the city, so make sure you bring your camera.

The tour would not be complete without seeing some of our over twenty co-ops in the area, including some that have been given awards by CHF Canada. The tour will wrap up with a visit and small reception hosted by a local co-op.

AGM dinner June 10 7 P.M.–12:30 A.M. (RECEPTION AT 6 P.M.)

This year, the AGM dinner will be held on Friday night instead of Saturday, but will still be the same great dinner and awards program as usual, and will end with some great local entertainment and dance. And through the evening you can continue to talk with friends old and new. If you are wondering what to wear, people do tend to dress up for this evening.

Note: Your ticket to the AGM Dinner is included if you purchased a full registration package. You can buy tickets to these events in the online registration system when you register for the AGM.
HAMILTON OFFERS VISITORS A NUMBER OF THINGS TO SEE AND DO, from visiting one of its many museums to strolling down the streets of its artsy and quaint neighbourhoods. Indulge in a little fine dining or taste the offerings of our booming food truck scene. Nature, nightlife, art, culture, history, Hamilton has something for everyone. We hope you enjoy your stay in our city.

One of the most revitalized areas of Hamilton, James Street North, is located in the heart of downtown and is comprised of the diverse Italian, Portuguese and Vietnamese communities—and most recently has become a burgeoning arts community. On Friday you can join the Art Crawl and visit the galleries in the area, which hold their new art openings on the same night, and enjoy the local musicians playing in the many restaurants and venues on the street.

For the shoppers, Jackson Square mall is located at the corner of King and James Streets and is directly connected to the Sheraton Hotel. For a bigger shopping experience, Limeridge Mall, located up the mountain at 999 Upper Wentworth Street and Hamilton’s premier fashion destination, offers an exciting shopping experience with over 180 stores. Locke Street, located just a few blocks away from the Convention Centre, is home to many antique shops and lovely bakeries and is the perfect place to indulge in a tasty treat.

Land, water, or air—discover many of the historical sites and monuments Hamilton has to offer. Take a step back in time as you stroll the grounds of Dundurn Castle and Stoney Creek Battlefield House & Museum. Board the H.M.C.S. Haida docked at Pier 9, which is the last tribal class Destroyer in the world and Canada’s most famous warship. Military and aviation buffs will enjoy exhibits at the Canadian Warplane Heritage Museum, which features 40 aircraft from the Second World War to military jets, including an operational Avro Lancaster.

If you are looking for a place close by to relax, the pedestrian-friendly Gore Park in the centre of downtown is an ideal place to sit on a bench, grab a quick bite from one of the local vendors and listen to the live entertainment on stage in the early afternoon. And nature abounds! There are many places to take in nature in our area—just head down to the bottom of James Street and rent a bike or take a trolley ride down the waterfront trail. Hamilton is also known as the City of Waterfalls and has the highest number of them in North America (120 to be exact), many of which can be found along the Bruce Trail and the Niagara Escarpment.

While the weather is starting to warm up in June, the evenings can be a little cool, particularly down at the waterfront. So pack a sweater or light jacket and enjoy your stay in our great city.
Air travel

Canadian Travel Co-op/Carlson Wagonlit, our official travel agency, is dependable and easy to use. Call them at 1-800-263-5241 to make your air travel arrangements, or fax them at 905-336-8753.

Air Canada is the official airline for our 2016 Annual Meeting and will apply a discount to your fare. We recommend Canadian Travel Co-op/Carlson Wagonlit’s services in booking your flight, but if you contact Air Canada directly, please tell them your ticket is for promotion code C97VXDE1.

Westjet also flies to Hamilton from various cities in Canada—please check online or with your travel agent for the schedule.

Shuttle Bus

Since few airlines fly directly to Hamilton, many participants will have to fly to Toronto and take a shuttle bus to downtown Hamilton.

Airways Transit, which provides shuttle service, has provided a link for our conference so you can make your shuttle reservations online by going to www.chfcanada.coop, clicking on the AGM icon on the home page, and clicking the link to Travel.

Travel pool

Co-ops from across the country share in the cost of bringing us all together for the annual meeting through the travel pool. This helps evenly distribute the cost of getting to the AGM from different parts of Canada. A small part of each delegate registration fee goes into the travel pool.

Co-ops that pay more than $800 for their delegate’s airfare to the meeting get money back from the pool. Smaller co-ops (26–50 units) are refunded the difference between $800 and the cost of an economy ticket or actual cost (whichever is less). Co-ops with more than 50 units that pay more than $800 will get back half of the difference between $800 and the cost of an economy ticket. No one will get less than $50. Delegates from co-ops with 25 units or less will not pay more than $250. You can get a travel rebate form at the AGM. The application deadline is August 1, 2016.

Book early—you’ll want the cheapest fare possible (we use that to calculate your delegate’s travel rebate). Make sure your flight arrives in time for you to register and attend the welcome reception at 7 p.m. on Wednesday evening (June 8), and the Member Education Forum workshops that begin at 9 a.m. on Thursday (June 9). If you’re attending the Co-operative Management Conference, don’t forget the kickoff lunch starts at 11 a.m. on Wednesday.

Ground transportation

GROUND TRANSPORTATION FROM PEARSON AIRPORT

A number of companies offer bus and shuttle service to and from Toronto Pearson. Information counters are located on the Ground Level of Terminal 1 and on the Arrivals Level of Terminal 3.

Airways Transit Hamilton Division
905-689-4460
www.airwaystransit.com

GROUND TRANSPORTATION FROM HAMILTON AIRPORT

Taxi service is offered each day as long as there are incoming flights into the airport. Taxis are readily available for service outside the departure area of the airport.

Blue Line Taxi: 905-525-2583
Hamilton Cab: 905-777-7777 or 1-877-525-2500

LOCAL BUS TRANSPORTATION

Hamilton Street Railway (HSR) provides service from Hamilton International Airport to downtown Hamilton on the A-Line. This route will also provide access to the Hamilton GO Transit Centre.

905-527-4441
www.hamilton.ca/HSR

CAR RENTAL

Both National and Avis have on-site car rental operations at Hamilton International Airport. Contact information is provided below to book your rental car services prior to arrival at Hamilton International.

Avis Rent A Car System
1-800-272-5871
www.avis.ca

National Car Rental
1-800-CAR-RENT (227-7368)
www.nationalcar.ca
For your convenience here is a list of hotels in close proximity to the Hamilton Convention Centre. We do not have any rooms blocked at any of these locations; this list is for your contact information only. Hamilton has many hotels that can be found online, but the following list includes hotels that are within a short walk, cab or bus ride from the Convention Centre. Standard hotel procedures require a credit card number or cash deposit when you check in. You can get more information on this when you contact the hotel to book your room. If you are looking to cut down on your hotel costs, consider sharing a room. Rates do not include applicable taxes and are not guaranteed. Please confirm the rate with the hotel when booking. Please ensure that they can accommodate the level of accessibility that you require.

**Staybridge Suites**
20 Caroline Street South
Hamilton, ON L8P 1C9
www.ihg.com/staybridge
1-877-660-8550
Rate: approximately $128 (double)
0.5 km from Convention Centre

**Days Inn**
210 Main Street East
Hamilton, ON L8N 1H3
www.daysinn.ca
1-800-329-7466
Rate: approximately $90 (double)
1 km from Convention Centre

**Crowne Plaza Hamilton Hotel & Conference Centre**
150 King Street East
Hamilton, ON L8N 1B2
www.ihg.com
1-877-424-4188
Rate: approximately $126 (double)
1.1 km from Convention Centre

**Visitors Inn**
649 Main Street West
Hamilton, ON L8S 1A2
www.visitorsinn.com
1-800-387-4620
Rate: $134 (double)
1.5 km from Convention Centre

**Admiral Inn**
149 Dundurn Street North
Hamilton, ON L8R 3E7
www.admiralinn.com
1-866-236-4662
Rate: approximately $100 (double)
2.5 km from Convention Centre

**Courtyard Marriott Hamilton**
1224 Upper James Street South
Hamilton, ON L9C 3B1
www.marriott.com
1-888-236-2427
Rate: approximately $112 (double)
6.2 km from Convention Centre

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**Headquarters hotel**

**SHERATON HAMILTON HOTEL**
We have a block of rooms reserved at the Sheraton Hamilton Hotel. This will be the headquarters hotel and is connected to the Hamilton Convention Centre by a walkway.

**Traditional guestrooms:**
$179.00 + 13% HST ($23.27) = $202.27

You can make a reservation at this hotel online at https://www.starwoodmeeting.com/Book/CHFCAnnualGeneralMeeting2016. There is also a link to their AGM online reservations system in the Hotel Information page of the AGM Info Centre at www.chfcanada.coop.

**Other hotel with a room block**

**HOMEWOOD SUITES HOTEL**
We have a block of rooms reserved at the Homewood Suites Hotel. This will be the location of the CMC (Co-operative Management Conference). It is one block from the Hamilton Convention Centre.

**Studio suites:**
$169.00 + 13% HST ($21.97) = $190.97

**One-bedroom suites:**
$179.00 + 13% HST ($23.27) = $202.27

You can make a reservation at this hotel online at http://homewoodsuites.hilton.com/en/hw/groups/personalized/Y/YMHWHW-HFC-20160605/index.jhtml. There is also a link to their AGM online reservations system in the Hotel Information page of the AGM Info Centre at www.chfcanada.coop.
Auditory and visual needs

The elevators in the Sheraton Hotel and the Homewood Suites have braille to aid the visually impaired, and the Homewood Suites elevators have audible signals as well. There are no braille or audible signals in the elevators at the Convention Centre.

Accessibility: air travel

Air Canada offers special rates for additional seating for guests with a physical disability who require a personal attendant for assistance while travelling. For further information, contact the airline directly or Canadian Travel Co-op/Carlson Wagonlit Travel at 1-800-263-5241.

When making your travel arrangements, always tell the airline-either directly or through your travel agent if you have difficulty walking, require a wheelchair, or have special dietary requirements. Special arrangements can be made to help you at the airport and/or during the flight.

Accessibility: ground transportation

The Hamilton Convention Centre is attached to the Sheraton Hotel via an enclosed walkway and all locations of the conference are fully accessible. Homewood Suites is a fully accessible hotel within a block from the Convention Centre.

TAXIS

If you require the assistance of a wheelchair, scooter or walker, Hamilton Cab has taxis and specialty vans that can easily transport you to your destination. Please call 905-777-7777.

Blue Line Taxi can provide a wheelchair accessible van upon request. Please call 905-525-BLUE (2583) for arrangements.

HAMILTON STREET RAILWAY (HSR) – LOCAL BUS TRANSPORTATION

All buses in Hamilton have Accessible Low Floors (ramps) and the International Symbol for Accessibility appears on the front and side of the bus. Accessible Low Floor buses have ramps that provide level entry and exit with no steps. These floors make it easier for everyone, especially for people in wheelchairs, scooters and walkers to get on and off the bus.

To plan your route and get schedule and fare information call 905-527-4441 or visit their website at www.hamilton.ca/hsr-bus-schedules-fares.

HELP FOR SMALL CO-OPS

If your co-op has 25 units or less, there are ways we can help make your AGM more affordable.

Registration – We know that small co-ops have to spread the registration fee over fewer units. To help out, we’re giving a large discount on the regular delegate registration fee for small co-ops.

Travel – The cost for your delegate to travel to the AGM will be no more than $250. The difference between $250 and the cost of a seat-sale ticket will be refunded from the travel pool after the AGM.

Accommodation – Thanks to the Small Co-op Fund, your co-op will receive $200 when you register to help with your hotel costs.
Participants are only able to register online. It’s fast and easy and you can find it at www.chfcanada.coop/2016agm or go to our CHF Canada website at www.chfcanada.coop and click on the 2016 AGM icon. You’ll see a link to online registration.

Annual Meeting

Full registration fees include:

- All meeting materials
- Member Education Forum workshops
- Co-operative Management Conference (co-op staff/managers only)
- National business meeting and lunch
- Annual Meeting of Ontario Members or regional meetings
- AGM Closing Dinner

We want to encourage all co-ops to send a delegate to the annual meeting and have lowered the regular rate to provide a reduced delegate fee to help. There are also special discounts for small co-ops—see page 11.

Meals

Except for the Friday networking lunch (first-come, first-served) and lunch on Saturday, there are no other organized lunches during the AGM. There are many restaurants in the area, and you will find a restaurant guide in your onsite registration kit.

Cancellation

If you need to cancel, you must do so by May 27, 2016. There’s a cancellation fee of $125 and refunds will not be processed until after the AGM. There will be no refund for cancellations after May 27.

There’s no charge to change the name of your delegate or other participants. If you need to change a name, you must formally request this in writing and the letter must be signed by someone with signing authority in your co-op.

Registration fees

CHF Canada’s members can save 50% off the price of registration for all AGM participants who are under 30. To find out more, see page 5.

<table>
<thead>
<tr>
<th>FULL PACKAGE</th>
<th>BY MAY 9</th>
<th>AFTER MAY 9</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delegate (from all member organizations)</td>
<td>$ 940</td>
<td>$ 1,035</td>
</tr>
<tr>
<td>26–50 units</td>
<td>$ 800</td>
<td>$ 920</td>
</tr>
<tr>
<td>1–25 units</td>
<td>$ 310</td>
<td>$ 340</td>
</tr>
<tr>
<td>Delegate (including CMC)*</td>
<td>$ 1,075</td>
<td>$ 1,200</td>
</tr>
<tr>
<td>Alternate/observer/associate</td>
<td>$ 1,235</td>
<td>$ 1,380</td>
</tr>
<tr>
<td>Co-op staff–first registrant</td>
<td>$ 1,075</td>
<td>$ 1,200</td>
</tr>
<tr>
<td>Additional registrants</td>
<td>$ 535</td>
<td>$ 600</td>
</tr>
<tr>
<td>Non-member</td>
<td>$ 1,450</td>
<td>$ 1,570</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BUSINESS MEETING ONLY</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Delegate (from all member organizations)</td>
<td>$ 720</td>
<td>$ 850</td>
</tr>
<tr>
<td>Alternate/observer/staff</td>
<td>$ 960</td>
<td>$ 1,075</td>
</tr>
<tr>
<td>Non-member</td>
<td>$ 1,120</td>
<td>$ 1,255</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INDIVIDUAL WORKSHOPS</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.5 and 2 hours</td>
<td>$ 125 member/ $ 275 non-member</td>
<td></td>
</tr>
<tr>
<td>2.5 and 3 hours</td>
<td>$ 175 member/ $ 275 non-member</td>
<td></td>
</tr>
</tbody>
</table>

*Co-operative Management Conference

Questions?
AGM Registrar: Marie Marin, 1-855-867-6601 or registration@agm.chfcanada.coop
We’re doing our best to increase access to information while reducing paper waste. Please use the website as your key source of AGM information.

All AGM information can be found at www.chfcanada.coop/2016agm. Watch for regular updates on the elections for the Board of Directors, Ontario Council, and the Finance and Audit Committee, as well as the 2015 (Charlottetown) AGM minutes, CHF Canada’s audited financial statements and more.

**Workshops**

You register for your workshops online at the same time as you register for the AGM. There is a limit on how many people can register for each workshop, so start planning now. Don’t delay to ensure that your workshop choices are available. We encourage you to talk to other co-op members and your board before registering for workshops; that way you can bring back information and tools that your co-op can use right away.

**INDIVIDUAL WORKSHOPS**

If you’re not registering for the full AGM, you can still register online for individual workshops in the Member Education Forum.

**Donations to the homeless**

Each year, we ask for donations to help the homeless in our host city. There’s an option to make a donation when you register.

**Donations to the Think Young Fund**

Help send a young person to the AGM. It’s an excellent way for your co-op to support thinking young and be a part of inspiring the next generation of co-op housing leaders. There’s an option to make a donation when you register.

**What’s next**

In early May, we will be sending another package of information to everyone who has registered for the meeting. It will include workshop confirmations, and more information about the AGM.

<table>
<thead>
<tr>
<th>UPCOMING MATERIALS</th>
<th>ONLINE</th>
<th>DISTRIBUTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015 AGM minutes</td>
<td>Now</td>
<td>On request</td>
</tr>
<tr>
<td>Resolutions package—includes the resolutions sent to CHF Canada, including those for the Ontario Region. Make sure your delegate and any other members registered for the AGM get a copy of this information as soon as you receive it.</td>
<td>April 27</td>
<td>To all co-ops, by mail, April 27</td>
</tr>
<tr>
<td>Audited financial statements and financial reports</td>
<td>April 27</td>
<td>On request</td>
</tr>
<tr>
<td>Participant Newsletter—with updates and information for registered participants</td>
<td>May 20</td>
<td>By email</td>
</tr>
<tr>
<td>Meeting Information Book</td>
<td>–</td>
<td>Onsite in registration kits</td>
</tr>
</tbody>
</table>
Healthy Businesses, Healthy Communities

In 2016, CHF Canada continues to make improving access to the information you need to have a healthy co-op businesses and strong vibrant co-op community a priority. Watch for the healthy businesses, healthy communities icons throughout the 2016 Member Education Forum workshop program and get the tools you need to help your co-op remain a healthy business and healthy community. Below are some highlights of the 2016 workshop program.

**Healthy Businesses:**
- Creating the governance and management team
- Ensuring sound management
- Getting to know your financial statements
- Asset management and planning
- How to create a customer-service culture
- Investing 101 for co-ops
- Reimagining your co-op: Refinancing for Section 95 and Section 61 co-ops
- Project management: Getting the most value from your capital budget
- Planning your co-op’s future
- and many more!

**Healthy Communities:**
- Building better communities
- Member engagement: The upward spiral
- Diversity discussion forum
- Aging in place: Staying in our co-op homes
- Build your co-op’s orientation toolkit
- Emerging leaders networking session
- Minding your own board business
- Conversations on community
- Mental health in your co-op community
- Green projects: Trading post
- and many more!
### THURSDAY, JUNE 9

<table>
<thead>
<tr>
<th></th>
<th>GOVERNANCE</th>
<th>MANAGEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Members</td>
<td>Board</td>
<td>Meetings</td>
</tr>
<tr>
<td>9-11:30 a.m.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A1</td>
<td>A2</td>
<td>A3</td>
</tr>
<tr>
<td>Build your co-op’s orientation toolkit</td>
<td>What makes a good board?</td>
<td>Brilliant board meetings</td>
</tr>
<tr>
<td>1-3 p.m.</td>
<td>B1</td>
<td>B2</td>
</tr>
<tr>
<td>Five-star members’ meetings every time</td>
<td>Minding your own board business</td>
<td>Hello to great elections</td>
</tr>
<tr>
<td>3:30-5 p.m.</td>
<td>C1</td>
<td>C2</td>
</tr>
<tr>
<td>What to expect: Intro to governance</td>
<td>What makes a good director?</td>
<td>Energize your monthly board meetings</td>
</tr>
</tbody>
</table>

### FRIDAY, JUNE 10

<table>
<thead>
<tr>
<th></th>
<th>GOVERNANCE</th>
<th>MANAGEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Members</td>
<td>Board</td>
<td>Meetings</td>
</tr>
<tr>
<td>9 a.m.-12 p.m.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D1</td>
<td>D2</td>
<td>D3</td>
</tr>
<tr>
<td>Member engagement: The upward spiral</td>
<td>Planning your co-op’s future</td>
<td>The art of chairing</td>
</tr>
</tbody>
</table>
## Thursday, June 9

<table>
<thead>
<tr>
<th>Time</th>
<th>A7</th>
<th>A8</th>
<th>A9</th>
<th>A10</th>
<th>A11</th>
<th>A12</th>
</tr>
</thead>
<tbody>
<tr>
<td>9–11:30 a.m.</td>
<td>Co-op housing: The next generation</td>
<td>By-law check-up: The good, the bad and the ugly</td>
<td>Building better communities</td>
<td>Witnessing innovative housing solutions in Sub-Saharan Africa</td>
<td>Think young: Engaging young co-op members</td>
<td>Building a healthy conflict culture in housing co-ops</td>
</tr>
<tr>
<td>1–3 p.m.</td>
<td>B7</td>
<td>B8</td>
<td>B9</td>
<td>B10</td>
<td>B11</td>
<td>B12</td>
</tr>
<tr>
<td></td>
<td>Let’s get intense!</td>
<td>Ask a lawyer</td>
<td>Conversations on community</td>
<td>Co-operation amongst co-ops is cool</td>
<td>Social media without wasting your time or losing your identity (advanced)</td>
<td>Diversity discussion forum</td>
</tr>
<tr>
<td>3:30–5 p.m.</td>
<td>C7</td>
<td>C8</td>
<td>C9</td>
<td>C10</td>
<td>C11</td>
<td>C12</td>
</tr>
<tr>
<td></td>
<td>Co-op development: Getting the ball rolling</td>
<td>Lessons learned: Eviction Law Reform</td>
<td>How to tell the co-op housing story to decision-makers</td>
<td>Blueprint for a co-operative decade</td>
<td>Emerging leaders networking session</td>
<td>Green projects: Trading post</td>
</tr>
</tbody>
</table>

## Friday, June 10

<table>
<thead>
<tr>
<th>Time</th>
<th>D7</th>
<th>D8</th>
<th>D9</th>
<th>D10</th>
<th>D11</th>
<th>D12</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 a.m.–12 p.m.</td>
<td>Our greener futures: Sustainable co-ops</td>
<td>The future of co-op housing in Ontario</td>
<td>Human rights obligations: Duty to accommodate</td>
<td>Celebrating change: Co-op stories</td>
<td>Aging in place: Staying in our co-op homes</td>
<td>Mental health in your co-op community</td>
</tr>
</tbody>
</table>
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