



RECAP – PMA Meetings held June 23-25, 2016

PMA Board of Directors Meeting

The PMA Board of Directors met at the Greenwood Inn & Suites on June 23 & 24, to discuss business of the Association.

Some key issues that were discussed, with action items to follow, include:

- Raising the profile of PMA
 - Issuing press releases
 - Increase advertising both publicly and to current stakeholders
 - Develop public relations strategy
 - Utilizing social media
- Enhancing professional development opportunities for members
 - Promoting IIMC - International Institute of Municipal Clerks
 - Reviewing other accreditations/designations for partnership opportunities
 - Gardiner Centre
 - University of Alberta
- 2016 Premier's Forum
 - Importance of PMA participating in the event
 - PMA lobbying with Government for active involvement as participants
- Municipalities Act
 - Potential review of existing Act by government
 - PMA to review and make submission based upon member feedback
- PMA Oath of Office – New Board Members
 - As the first official Board meeting of the new PMA Board, each new member read and signed the Oath of Office of the Association: Tony Pollard, Dawn Chaplin, Cathy Etsell, and Jeanie Stokes
- Fall Forum, Sept. 29-30, 2016
 - Members will be survey to determine potential topics for the event
 - Suggestions have included land use planning, legislation review, OHS, asset management, and GIS mapping

- Convention 2016
 - Potential date changes due to incimate weather trend
 - Increasing participation at closing banquet
 - Revisiting agenda for changes in AGM time
 - Congratulations to all recipients of long service awards, CORE program certificates and Honorary membership
- Strategic Plan
 - Formatting will be reviewed to make improvements
 - Final copy will then be forwarded to the membership
- Members Survey
 - A survey will be forwarded in the coming weeks regarding communication, training, convention, etc.
 - Encourage member input as PMA only as strong as the feedback and input provided
- Next Board Meeting
 - Sept. 28, 2016, Hotel Gander

Western / Labrador Joint Meeting & Training Sessions

Approximately 50 municipal administrators attended the joint regional meeting on June 24th in Corner Brook. Several training sessions were offered including:

- Mastering Difficult Conversations
- Can I Do That? Golden Rules of Municipal Administration
- COR Certification Process

All information was very well received with members engaged in all aspects.

REGIONAL MEETING:

- Discussion on importance of members responding to surveys, inquiries, etc.
- Launched the idea of changing convention dates to June. Response was favorable.
- Concerns with payment schedule from Dept. of Advanced Education & Skills.
- Discussion on crown land transfers. Land sold and towns not notified by government.
- How to deal with dilapidated properties.

PMA/MNL/NLAFS Joint Meeting

The PMA Board of Directors met with the MNL Board & staff, and also with NLAFS representative, Sheldon Hillier, on June 25.

The meeting was organized to discuss initiatives of each partnering organization, and to engage support in carrying out these initiatives.

Topics discussed included:

- How to increase participation of town employees/officials at NLAFS training events
- Mandated minimum standard training requirements by provincial government
- NL 911. NLAFS suggests reverting back to one point of contact. Fire departments currently handling all calls.
- Update on MNL harassment policy and code of ethics. Ongoing development of templates that towns can adopt. Will be placed online.
- Existing gap between staff, council, and fire departments. Importance of discussions at all partnering events to bridge gaps.
- Discussion around population crisis and how to offer services with depleting populations.
- Commitment to joint meetings at annual conventions of PMA, MNL & NLAFS.
- Importance of PMA participating in Premier's Forum. MNL to lobby with government on our behalf.
- Discussion on the Municipalities Act and why it requires amending. Joint letter to be submitted to government about our roles in this review and best practices across the Country in municipal governance.
- Municipal Awareness Day. The need to elevate it.
- Asset Management. Importance of partners on the committee with government to drive this plan.
- Regional Service Boards. Concern with extension of their services. Looking to be seen as a form of regional government.

PMA thanks all members, partnering associations, and trainers, for their participation in meetings held.

We look forward to working on the tasks at hand, and encourage your feedback on all matters affecting the Association.

See complete list of PMA Board members and committee structures on following pages.



PMA Board of Directors

Name	Position	Phone	Fax	Email
Brian Peckford President	Town Manager	535-2737	535-2695	brian@lewisportecanada.ca
Nigel Black Vice-President	CAO	786-2126	786-2128	nblack@town.bayroberts.nf.ca
Tony Pollard Treasurer	Director, Financial Operations	895-8000 ext 231	895-3780	Tony.Pollard@pcsp.ca
Dawn Chaplin Avalon Director	CAO	437-6532 Ext. 227	437-1309	dchaplin@torbay.ca
Vida Greening Eastern Director	Town Clerk/Manager	543-2170	543-2153	vgreening@nf.aibn.com
Jeanie Stokes Central Director	Town Clerk/Manager	530-2309	530-2144	townoflumsden@nf.aibn.com
Curtis Richards Western Director	Town Manager	454-3453	454-4154	clrichards@nf.aibn.com
Cathy Etsell Labrador Director	Town Clerk	944-4028	944-6353	townclerk@labradorcity.ca

2016-17 COMMITTEES

- 1) **Communications and Public Awareness**
Dawn – Chair
Curtis, Vida
- 2) **Education, Training and Professional Development**
Cathy – Chair
Dawn, Jeanie
- 3) **Finance and Administration**
Tony – Chair
Dawn, Nigel
- 4) **External Relations and Legislative Review**
Curtis – Chair
Dawn, Cathy
- 5) **Convention 2017 (Gander)**
Jeanie – Chair
Nigel – Co-Chair
- 6) **Constitution/Membership**
Jeanie – Chair
Tony, Vida
- 7) **Occupational Health & Safety**
Nigel - Chair
Tony, Jeanie

External Appointments:

Municipal Assessment Agency (Board): Vida
Municipal Assessment Agency (Advisory Committee): Cathy
Trio – Brian
Municipal Infrastructure - Tony
MSC-NL - Nigel
Premier's Forum - Nigel