



MARCH 2012

PMA INFORMER
The Voice of Professional Municipal Administrators
In Newfoundland and Labrador
 460 Torbay Road • St. John's, NL • A1A 5J3 • Tel: 726-6405 • Fax: 726-6408
 Email: nlama@nlama.ca • Website: www.pmanl.ca

CALENDAR OF EVENTS – 2012

PMA Board of Directors

President, Derrick Bragg
 Town Clerk/Manager
 Town of Greenspond
greenspond@eastlink.ca

Vice-President, Marie Pretty
 Executive Assistant
 Town of Paradise
mpretty@townofparadise.ca

Treasurer, Rodney Cumby
 Chief Administrative Officer
 Town of Paradise
rcumby@townofparadise.ca

Avalon Director, Neil Shute
 Town Clerk/Manager
 Town of Upper Island Cove
neilshute@upperislandcove.ca

Central Director, Blanche Bennett
 Town Clerk
 Town of Fogo Island
townclerk@townoffogoisland.ca

Eastern Director, Vida Greening
 Town Clerk - Manager
 Town of Port Blandford
vgreening@nf.aibn.com

Western Director, VACANT

Northern Director, Diane Gear
 Town Clerk
 Town of Labrador City
diane.gear@labcity.nf.ca

Executive Director, Krista Planke
nlama@nlama.ca

| WHEN | WHERE | WHAT |
|-------------|------------------------|--|
| Feb. 24 | St. John's | Occupational Health & Safety |
| April 18-20 | Corner Brook | Annual Convention & Trade Show |
| May 25 | Upper Island Cove | Roles/Responsibilities/Relationships |
| June 15 | Cow Head | Occupational Health & Safety |
| Sept. 28 | Port Blandford | Tendering/ATIPPA |
| Oct. 19 | Happy Valley-Goose Bay | Roles/Responsibilities/Relationships |
| Oct. 26 | Deer Lake | Tax Collection Methods/Dealing with Difficult People |
| Nov. 23 | Gander | Budgeting/Financial Evaluations |

PLEASE NOTE: EVENTS MAY BE CHANGED OR ADDED THROUGHOUT THE YEAR.



Elections Act Review

Please send along your suggested changes on the current legislation to PMA by **April 1, 2012**. A submission will be made to Municipal Affairs on the feedback from you, our members.

CONVENTION DEADLINE DATES:

Delegate Registration – March 23

Exhibitor Registration – March 23

Municipal Card Ads – March 23

PMA Long Service – March 23

MA Long Service – March 16

3R's – LW Consulting – March 30

REFUND POLICY:

These guidelines are applicable to delegates, partners, trade show booths, and sponsor participants. Any request for a refund from a delegate, partner, exhibitor, and/or sponsor received by the PMA office on or before 30 days of the Convention and Trade Show will receive a refund of 90% of the fees paid.

BOARD SEATS OPEN FOR NOMINATIONS:

President

Vice-President

Treasurer

Western Director

PLEASE NOTE: NOMINATIONS WILL ALSO BE TAKEN FROM THE FLOOR AT THE AGM

Only PMA members shall be entitled to vote at AGM's and voting privileges are limited to a maximum of two members from any municipality.



NEW STRATEGIC PLAN, 2012-2014

The Executive Board of PMA is continuously striving to find ways to improve the suite of services and supports that we provide for our membership. Needless to say, with limited resources and almost unlimited demands for information, training, financial resources, and various measures of support that are required in almost every part of Newfoundland and Labrador, we must ensure that we are making strategic investments and decisions on your behalf.

To that end, PMA has retained the services of JW Consulting Associates to assist us in the development of our second professionally developed strategic plan. In our initial strategic planning exercise, the focus was primarily on the development of a new name, new brand, new logo, and overall new image and structure for our organization. Thus, Professional Municipal Administrators was conceived (from NLAMA) and we have been continuously seeking to find ways to better serve our members, focus our resources, and make good strategic investments aimed at maximizing benefits to our membership.

I encourage all of you to take the time to read our belief statements, review our priorities, and get involved in whatever ways you can to assist us in improving how we can benefit you most as members of this great organization. We are fully aware that we exist solely to serve you. And our success as an organization is measured by our ability to provide practical support and services to our membership.

Our new Strategic Plan can be found on the PMA Website at www.pmanl.ca.

Derrick Bragg
President

MUNICIPAL DONATIONS REQUESTED

PMA is holding its 40th Annual Convention and Trade Show at the Pepsi Centre in Corner Brook from April 18-20, 2012. This year, the opening ceremonies will be dedicated to municipalities in the Western Region. This will give those towns the opportunity to highlight the activities and attractions available in their region. As always, we gratefully accept any donations any member towns would like to make to this event.



THE MUNICIPAL ADMINISTRATOR: (ROLES, RESPONSIBILITIES AND RIGHTS) WHAT WOULD I DO IF.....?

EDUCATIONAL SEMINAR

When and Where: APRIL 18, 2012 AT 9:00 A.M. TO 12:00 P.M. at GLYNMILL INN, Corner Brook, NL.

The Municipal Administrator can wear many hats and is often faced with new challenges that require prompt decisions. Gerard Lewis and Keith Warren, retired Municipal Administrators and former Presidents of your Association have combined their experience to form a new consulting company, LW Consulting, to prepare municipal officials for the future.

In cooperation with the Professional Municipal Administrators Association (PMA), LW Consulting will deliver a three hour seminar devoted to the roles, responsibilities and rights (3Rs) of the Municipal Administrator in the performance of his/her duties. Gerard Lewis and Keith Warren will interact and bring the experiences of their careers in municipal administration as it relates to the 3Rs. This Seminar will concentrate on the 3Rs as they relate to the Community, Council, Staff and the Administrator personally. Gerard and Keith will take you through a number of scenarios that will assist the Municipal Administrator in carrying out the day to day activities in the performance of his/her duties when confronted with various situations. **What would I do if...? Don't miss this program!! Register Today!!!**

(A Summary of the Seminar and the Golden Rules for the 3Rs will be provided to guide you through the various situations covered.)

Registration Info Required:

Name: _____
 Position: _____
 Municipality: _____
 Mailing Address: _____
 Postal Code _____
 Phone: _____ Fax: _____ E-mail: _____



The registration fee is \$90.00 (HST Inc.) Payment Enclosed: _____ Please Invoice: _____

PLEASE FORWARD REGISTRATION FORM TO:

Fax #: 709-747-4553 Email: lewis.gerard@bellaliant.net

MAKE CHEQUE PAYABLE TO: LW Consulting, 36 Yetman Drive, Mount Pearl, NL, A1N 3A8.

Deadline to register is Friday, March 30, 2012. Cancellations made after this date will NOT receive a refund.