



**PMA members are encouraged to read the below information to keep informed on PMA business.**

### **CORE PROGRAM**

Please see below training schedule for our Core and Advanced modules. Details will be forwarded to the membership once confirmed. Please mark your calendars!

#### **Core School (Modules 1-5)**

March 25--29 - St. John's

October 21-25 – Gander

#### **Advanced 2 (Municipal Finance):**

April 30-May 1 - Gander

#### **Advanced 3 (Municipal Budgeting):**

April 11-12 - Mount Pearl

June 20-21 - Deer Lake

### **REGIONAL TRAINING, Feb. 22, Clarenville Inn**

Thank you to everyone who came out to the Eastern regional training on Friday, Feb. 22. The event was very well attended with approximately 45 Administrators, and some elected officials, in attendance. Copies of the PowerPoint presentations are available. Anyone interested in receiving them are asked to contact the PMA office via email at [ex.dir@nlama.ca](mailto:ex.dir@nlama.ca).

PowerPoint's are:

Drinking Water: An Overview of Resources available from WRMD

Municipal Audits: How to Prepare & What to Expect

Emergency Preparedness – Are You Ready

### **REGIONAL MEETINGS/TRAINING – 2019**

See below, tentative dates for 2019 training:

April 5, Wabush Hotel

June 5-7, Annual Convention, St. John's, Holiday Inn

Sept. 18-20, Fall Forum, Quality Hotel, Gander

Nov. 29, Glynmill Inn, Corner Brook

## **ANNUAL CONVENTION & TRADE SHOW 2019**

PMA will be holding its 2019 Conference in St. John's from June 5-7, Holiday Inn.

Several programs were launched last year and we're happy to continue again this year. They are the Convention Incentive Program, and the Administrator Award of Excellence.

### **Convention Incentive Program**

#### ***Overview***

The PMA Convention Incentive Program was launched in 2018, and was designed to encourage attendance at our Annual Convention for those who, otherwise, may not be able to attend. Individuals are only eligible to receive a scholarship once to provide an opportunity to others to access this scholarship. The scholarship is not transferable and must be used in the same year that it was awarded.

#### ***Incentive***

- One per region (Avalon, Eastern, Central, Western, Labrador)
- \$400 bursary to member Town
- Free convention registration

#### ***Eligibility***

The PMA Incentive Program is designed to assist PMA members of smaller municipalities who have limited training funds. To be eligible for this bursary, applicants must:

- Employed in a municipality with Population 500 or less
- Be a Member in good standing
- First time convention attendee

### **Municipal Administrator Award of Excellence**

Professional Municipal Administrators, with the support of Cal LeGrow, is pleased to offer the Administrator Award of Excellence for the second year. Congratulations to last year's winner, Alice Cumby of Heart's Content. The award was established in 2018 to recognize the contribution of an Administrator (Town Clerk, Manager, CAO, Department Head) of a member municipality who has demonstrated an exceptional level of professionalism, leadership and innovation in his/her job.

See attached for further details.

### **Long Service Awards**

As with previous years, PMA will be recognizing years of service for its members starting at 10 years, and 5 year increments thereafter. As well, the Department of Municipal Affairs recognize years of service at 20, 25, and 30 years.

**Call for Resolutions**

Members of the Association are asked to bring matters before the Convention for consideration by means of resolution submitted to the Executive at least 60 days prior to the date of the AGM.

Deadline to submit resolutions: April 8, 2019

Members will be notified of such resolutions within 30 days of the AGM. The resolution will be voted on at the AGM.

**BOARD OF DIRECTORS Seats Open for Nominations  
Avalon, Eastern, Central, Western, Labrador**

Members are invited to nominate individuals for positions on the PMA Board of Directors.

The positions for which nominations are being accepted are Avalon, Eastern, Central, Western and Labrador Regional Directors. Please note that these positions are for a two year term.

The nomination form will be included in your registration booklet, which will be forwarded in the coming weeks.

**PROCUREMENT SURVEY – LW Consulting**

A new link has been set up by LW Consulting to complete their survey. Apparently, there was an error with the initial one. Please use the following:

<https://www.surveymonkey.com/r/BYTGR62>

They apologize for the inconvenience and encourage everyone to try again.

**RESPECTFUL WORKPLACE TRAINING**

JW CONSULTING ASSOCIATES are facilitating a "Respectful Workplace" training session at the new Sandman Signature Hotel @ 10:00 a.m. Tuesday, March 19, 2019. Registration is \$125 + HST, and this includes the cost of the session as well as a nutrition break mid morning. For further details, please contact John Walsh at (709) 728-8414 (cell) or Email: [cet@nl.rogers.com](mailto:cet@nl.rogers.com).

**TRAINING TOPICS**

PMA is presently developing a survey to solicit ideas for training in the calendar year. While we have seen much success with our Core & Advanced modules, we are always looking for new topics that may benefit our members.

Please feel free to share your ideas with us!

**SOCIAL MEDIA**

In order to engage the membership in all mediums possible, PMA has been actively using Facebook and Twitter. All members are encouraged to join both these social media groups in order to ensure that information from our association is not missed.

As well, we encourage all members to forward town events, pictures, etc., to PMA in order to have your information shared on our profiles. We take pride in highlighting our members and the good work they do in, and for, their towns.

Twitter: @PMAEXDIR

Facebook: Professional Municipal Administrators

**PMA BOARD OF DIRECTORS**

Name	Position	Phone	Email
Nigel Black President	CAO	786-2126	<a href="mailto:nblack@town.bayroberts.nf.ca">nblack@town.bayroberts.nf.ca</a>
Brian Peckford Past President	Town Manager	535-2737	<a href="mailto:brian@lewisportecanada.com">brian@lewisportecanada.com</a>
Brian Hudson Vice President	CAO	686-2075	<a href="mailto:bhudson@pasadena.ca">bhudson@pasadena.ca</a>
Connie Reid Treasurer	Town Clerk/Manager	635-5232	<a href="mailto:townofreidville@nf.aibn.com">townofreidville@nf.aibn.com</a>
Margie Hopkins Avalon Director	Town Clerk/Manager	587-2266	<a href="mailto:townofoldperlican@persona.ca">townofoldperlican@persona.ca</a>
Vida Greening Eastern Director	Town Clerk/Manager	543-2170	<a href="mailto:vgreening@nf.aibn.com">vgreening@nf.aibn.com</a>
Jeanie Stokes Central Director	Town Clerk/Manager	530-2309	<a href="mailto:townoflumsden@nf.aibn.com">townoflumsden@nf.aibn.com</a>
Paula Snook-Randell Western Director	Town Manager	457-2413	<a href="mailto:roddickton@nf.aibn.com">roddickton@nf.aibn.com</a>
Karen Jennings Labrador Director	Town Clerk/ Director of Finance	282-5696	<a href="mailto:karenwjenningscpa@gmail.com">karenwjenningscpa@gmail.com</a>

Staff: Krista Parsons, Executive Director

Tel: (709) 726-6405 Fax: (709) 726-6408

[www.pmanl.ca](http://www.pmanl.ca) Twitter: @PMAEXDIR Facebook: Professional Municipal Administrators