

AMANS UPDATE

November 2017



Upcoming AMANS Events

7
DEC

Leveraging Your Municipal Website

Navigator Room, Four Points Sheraton Halifax NS 10:00 a.m. – 2:00 p.m.
Cost is free for MWV Partners, \$100 for non-partners

11-12
Jan 2018

Financial Management for Elected Officials

Public Archives, 6016 University Ave Halifax NS
Cost is \$450 for AMA/UNSM members and \$610 for non-members

18-19
Jan 2018

Financial Management for Municipal Managers

Public Archives, 6016 University Ave Halifax NS
Cost is \$450 for AMA/UNSM members and \$610 for non-members

Leveraging Your Municipal Website

Designed to improve your communication online with your target audience, by focusing on web writing and editing skills. You will learn:

- What makes good web content
- How to understand and meet your user needs
- How to improve your writing by following web writing best practices

Financial Management Elected Officials

Designed to improve your skills in budget review, financial decisions, and communication about important financial matters to appropriate stakeholders. You will learn how to:

- Strategically set priorities
- Establish or revise taxation structure
- Communicate financial conditions to critical stakeholders
- Establish financial bylaws and policies
- Identify issues with financial statements

Financial Management Municipal Managers

Building awareness on policies, processes and internal controls. You will learn how to:

- Design, implement and monitor internal control systems
- Develop administrative policies and procedures
- Communicate financial information to Council to support decision-making
- Negotiate contracts with various skills and strategies
- Administer the tax sale process

2018 Save the Dates | AMANS Conferences



June 13-15, 2018 White Point Beach
Liverpool, NS



October 16-19, 2018 Inverary Resort
Baddeck, NS

AMANS UPDATE



AMANS New Records Manual Complete

The importance of preserving and maintaining municipal records is critical. The New and Revised Records classification and retention schedule is now available to municipalities.

Municipal Building Officials Training

The AMA Board believes that building official training needs to be sustainable and responsive to the needs of municipalities across the Province. Representatives from DMA attended the September AMA Board meeting to give an update on the implementation of the recommendations and discuss steps to be taken to ensure there is a clear path towards certification for building officials from other jurisdictions, as well as improvements in the process of certification, both for those with experience in the building trades, and those who are employed by municipalities but are in the process of training. The Board made several suggestions with respect to ways to improve the current situation and John MacKinnon, CBRM and Erin Beaudin, Town of Wolfville have agreed to work with them. In addition, AMANS has been asked to fill a position on the Nova Scotia Building Code Training and Certification Board.

Legalization of Cannabis

AMANS has representatives serving on both the Cannabis Working Group and the Provincial Committee. Under the Working Group AMA is working on developing, models and tools for municipalities to help deal with Cannabis in the Workplace.

AMANS Governance Review

The AMA Board will be undertaking a governance review. It has been ten years since the AMA has reviewed its governance model and by-laws. The scope of the review will be to assess the governance structure of the AMA including, but not limited to the length of term of the position of Vice-President and President; review the role of positions Vice-President, Past-President, Secretary-Treasurer and President of AMA; review the By-laws of the Association and other governance documents.

Wellness Awards

The 3rd annual Workplace Wellness Awards were presented at the Fall Conference on Wednesday September 27th.

Winners were:

Gold Award Recipients

Town of New Glasgow
Town of Trenton
Municipality of the District of West Hants
Municipality of the County of Victoria

Silver Award Recipients

Town of Westville
Town of Truro
Town of Middleton
Municipality of East Hants
Town of New Glasgow
Town of Stewiacke

Bronze Award Recipients

Municipality of the District of Digby
Town of Oxford
Municipality of the District of Barrington

AMANS and Provincial Procurement

The AMA is working with NS Procurement to create a greater link between the Provincial Procurement Department and NS Municipalities. We have had initial discussions, and from these discussions some of the ways we would like to improve this relationship is through:

- Providing contracts
- Information regarding internal trade agreement
- Procurement Newsletters
- Training/Webinars
- Providing information around what is available to municipalities and accessing the provincial portal for standing offers

Other Issues the AMA is Working On...

Accountability and Transparency

- Best Practice for posting of expenses online (place and format)
- Training for Audit Committees

Code of Conduct ready to go to MGA Review Steering Committee

Policing Costs and Binding Arbitration

Municipal Modernization

CAO Mentorship/Coaching Program

AMANS UNSM Partnerships

The AMA and UNSM partner on most initiatives:

- Accessibility
- Parental Leave
- MGA Review
- CAP
- Fire Services
- Wellness
- Cannabis

AMANS Mission

A professional association of current and future municipal government managers and administrators dedicated to excellence in municipal government through education, objective advice and networking.

AMANS Vision

Municipal government is the place to work – where you can make a difference supporting strong local government in Nova Scotia's communities.

