

NEWSLETTER

March 2020

SAVE THE DATES

50th Annual Fall Conference:
September 22 - 25, 2020
DoubleTree by Hilton,
Dartmouth, NS

AMANS Spring Conference:
June 10-12, 2020
Dundee Resort Golf Club, West
Bay, NS

Records Management Training:
May 22, 2020
Summer Street Industries,
Pictou NS

**Human Resource
Management 2:**
June 18-19, 2020
Valley, NS

**Financial Management for
Elected Officials**
December 10-11, 2020
Halifax, NS

Leading in the Grey
January 7-8, 2021
Halifax, NS



The Province is currently in the process of developing a plan to have all restaurants across Nova Scotia have an accessible washroom. AMANS participated in a couple of restorative justice sessions in late 2019, where it was communicated the pace at which the development for compliance is occurring could result in some unintended consequences and there are many unanswered questions for businesses, municipalities and the province. AMANS is keeping informed of this issue and will release critical details to municipalities as we receive them.



In January, AMANS sent each municipality their membership renewal for the upcoming year 2020-2021. To ensure your membership is not disrupted we encourage you to renew as soon as possible. There are two options for payment of renewals – credit card online or invoice to the organization. Important Dates for membership renewals:

- March 16, 2020 Reminder to Renew
- April 15, 2020 Second Reminder to Renew
- April 30, 2020 Final Reminder to Renew

Those who have not renewed before April 30 will be subject to a late fee and a suspension of membership benefits until the membership renewal has been received.

Our membership renewals contain information surrounding our Professional Development Voucher Program, which allows your organization to send a non-member to any AMA event at the AMA member rate. If you have any questions surrounding your membership renewals please email ajeffs@amans.ca

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



A domain name is your website name, the address where internet users can access your website and your municipality's unique identity on the internet. The Municipal Website Venture program has worked with clients who don't know where their domain name is registered and do not have the username or password to access it. This is potentially a huge risk to your municipality. If your domain name expires, your website will shut down and if your email is tied to your domain, you will lose that too.

If you are unaware of who currently maintains your registrar account, you can look it up. It is important to keep this contact information up to date to receive any appropriate notices. Domain records that are not private can be looked up using a [“whois lookup”](#). This will give you important information about your domain name registration, such as who the registrar is, expiry date and whose name is the main contact.

AMANS encourages all municipalities to check on their domain expiry to reduce the risk of their website domain and email from expiring.



The all-party committee on capped assessment met three times in late January and heard from many stakeholders. In the end the group agreed to come back together, once more data had been supplied. The NSFMs' proposal and all presentations made at the All-Party meetings can be found on the [NSFM website](#).

APPOINTMENTS

PVSC Property Data Committee

- Mike Dolter, Chief Administrative Officer, Town of Truro
- Alain Muise, Chief Administrative Officer, Municipality of Argyle
- Jane Fraser, Director of Finance and ICT, Halifax Regional Municipality

Asset Management Working Group

- Dylan Heide, Chief Administrative Officer, Town of Mahone Bay
- Donna Dawn, Supervisor, Building Operations, Halifax Regional Municipality

Spring Conference Planning Committee

- Terry Doyle, Port Hawkesbury (Chair)
- Yvonne Boudreau, Richmond County
- Sarah Kucharski, Municipality of Lunenburg
- Leanne MacEachen, County of Victoria
- Amanda MacLeod, Cumberland County
- Erin MacEachen, Port Hawkesbury
- Tanya Tibbo, Inverness County

Fall Conference Planning Committee

- Jane Pryor, HRM (Chair)
- Kenzie McNeil, HRM
- Erin MacDonald, HRM
- Michael Hatfield, East Hants
- David Perusse, HRM
- Jody MacArthur, East Hants
- Donna Murphy, CBRM

“Making Municipal Government the place to work - where you can make a difference supporting strong local government in Nova Scotia's communities.”

2019/2020 AMANS BOARD OF DIRECTORS MEMBERS

Mike Dolter, President

John MacKinnon, Vice-President

Jane Fraser, Treasurer

Alain Muise, Past President

Allison Duggan,
Antigonish/Guysborough

Jennifer Collins, Cape Breton
Region

Greg Herrett, Cumberland Region

Robert Simonds, Colchester/
East Hants Region

Maggie MacDonald, Metro Region

Nicole Battist, Pictou Region

Tara Maguire, South Shore
Region

Victoria Brooks, South Western
Shore Region

Carlee Lowe, Valley Region

Leanne MacEachen, Victoria,
Inverness
and Richmond Region

Francesca Patten, MPA
Representative

Councillor Wayne
Mason, NSFM Rep.



Wellness Grants

The AMANS/NSFM Workplace Wellness Grant Program is now open. The purpose of the grant program is to assist Municipal units in the implementation of workplace wellness initiatives. Funding is available for up to \$1,000 per project. These grants are only available to those municipalities who participate in the NSFM Group benefits program.

If you are unsure of eligibility, please contact [Rebecca Kolstee](#), Wellness Coordinator. The deadline to apply is **March 31, 2020**. The application form and additional information can be found on the [Municipal Wellness Program website](#).



Communication Documents Release

Over the past couple months, the AMANS Communications Committee, chaired by Sarah Kucharski, Communications Officer for the Municipality of the District of Lunenburg, have been working on templates and resources for municipalities to access. These templates and resources will be released over the coming months. The first item to be released from the Communications Committee is the Social Media Content Calendar. To utilize the social media content calendar please go to the [members only section on our website](#) and locate it under the Communication Resources folder.

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



Dietitians of Canada are encouraging everyone to consider not only what they eat, but how they eat too. The campaign aims to increase awareness about how healthy eating is so much More than Food! Check out the [campaign resources](#) and their [four fact sheets](#) to see how your workplace can unlock the potential of food.

A healthy nutrition environment exists when a workplace consistently promotes healthy eating through words and actions. We encourage municipalities to promote the importance of healthy eating. Here are two resources to help you promote Nutrition Month.

An [activity guide](#) full of nutrition tips, ideas and resources

A [social media toolkit](#) full of 31 posts to use in your staff emails, newsletters, intranet or social media posts.

For more support on creating a culture of healthy eating, contact [Rebecca Kolstee](#), Municipal Wellness Coordinator.

EMPLOYMENT OPPORTUNITIES

[Find out about municipal employment opportunities](#)

CONTACT US

Janice Wentzell, Executive Director

Tel: (902) 423-8323 ;

Email: jwentzell@amans.ca

Les Coleman, Municipal Website Coordinator

Tel: (902) 221-0627

Email: lc Coleman@amans.ca

Rebecca Kolstee, Municipal Wellness Coordinator

Tel: (902) 240-1857

Email: rkolstee@amans.ca

Andrea Jeffs, Program and Administrative Officer

Tel: (902) 423-2215

Email: ajeffs@amans.ca

David Atchison, Policy Analyst / Project Coordinator

Tel: (902) 225-2288

Email: datchison@amans.ca