



## **CAMA Holds Quarterly Board Meeting in Mississauga**

The Board of Directors of the Canadian Association of Municipal Administrators (CAMA) held their quarterly meeting in Mississauga, Ontario on March 15<sup>th</sup>, 2018.

The Board dealt with a number of issues, but what follows are the highlights of those discussions:

### **Additional Member Services Coming to CAMA Members**

One of CAMA's strategic goals is to provide new and existing municipal administrators with information, and a network, that assists them in their role, encourages the next generation of leaders, and promotes the importance of the Professional Municipal Administrator.

The CAMA Board has signed an agreement with muniSERV to offer more member services to you. FREE for municipalities to use, [muniSERV.ca](http://muniSERV.ca) is Canada's leading online solution for helping municipalities search, find and connect with the right municipal experts and services saving you and your staff time and money. Here are some of muniSERV's services that CAMA members will have access to for free:

- ✓ **Find municipal consultants** for your projects - particularly helpful for those projects that fall below RFP thresholds.
- ✓ **Post RFPs, Bids & Tenders** for expanded circulation to get multiple competitive quotes.
- ✓ **Find municipal services** - search and find focused municipal services by category.
- ✓ **Find a CAO** - a new database that helps municipalities fill interim or long-term vacancies and find former CAMA retired/transitioned CAOs available for contract work.
- ✓ **Events** - Advertise your community events to a wider national audience.
- ✓ **Innovations** - Learn about new, innovative municipal products and services.
- ✓ **Lunch & Learn Webinars**, provided by our professional members.
- ✓ Read and Publish **articles** to share with your peers on the **muniBLOG**.

Watch for other benefits that CAMA will be offering to you to get broader exposure for your job ads and the ability to access a pool of qualified municipal candidates on **muniJOBS**, to

recruit tomorrow's municipal leaders. You will also have the opportunity to save money with **muniLEARN** so that you don't have to purchase your own LMS software or hardware for professional development opportunities for staff, plus you will have access to an extensive content library.

The services that muniSERV offers will also be available to our Affiliate members, exhibitors and sponsors to help develop a stream of new Canadian municipal clients and contracts – all in one convenient location.

As well, transitioned CAOs, retired CAOs and aspiring CAOs will be able to showcase their expertise in the new CAO Job Seeker service, to start getting found by municipalities for interim and long-term CAO job opportunities.

These tools and member services will be launched at the 2018 CAMA Conference in Fredericton. Watch for more details in June!

### **CAO Members in Transition Toolkit**

Going in to "transition" is a very difficult situation that all too many members face at some point in their local government careers. Any job change is difficult, but when its forced on someone for reasons that often have nothing to do with their job performance it can be traumatic.

The Board has struck a Committee to create a toolkit for our transitioned CAOs that will provide assistance to them as they navigate their transition to either return as a CAO or find other work opportunities. The following members will be part of this Committee: Tony Kulbisky (Chair) – CAMA Representative for Alberta & CAO for the Town of Devon, Jake Rudolph – CAMA Treasurer & Representative for British Columbia & Deputy City Manager for the City of Abbotsford, Rodney Cumby – CAMA Representative for Newfoundland & Labrador & Director of Operations for City of Lloydminster, Jeff Renaud – CAMA Second Vice-President & Member-At-Large & CAO for the Town of St. Stephen, and Glen Davies – CAO for the Town of Gravenhurst. It is our goal to launch this toolkit at the 2019 CAMA Conference.

### **Political Acumen Toolkit Project**

The goal of the Committee is to prepare a Political Acumen Toolkit that will support CAOs, direct reports and the next generation of leaders that are already in local government jobs. This toolkit will include advice on themes such as Clarity of Roles and Responsibilities & Governance, Mentorship, Experience and Training, Relationships, and Managing Personal Risk. This toolkit will be launched at the 2019 CAMA Conference.

The Political Acumen Toolkit Committee consists of the following CAMA members:

- Beverly Hendry (Chair), CAMA Board Member-At-Large, Commissioner of Corporate Services, City of Oshawa, ON
- Louis Coutinho, CAMA Board Representative for Nova Scotia & PEI, CAO, Town of Windsor, NB
- Jeff Renaud, CAMA Board Member-At-Large/CAO, Town of St. Stephen, NB
- John Enns-Wind, CAMA Member/CAO, Town of Battleford, SK
- Gordon Howie, Retired CAMA Member
- Diana Burton, CAMA Member/City Manager, City of Meadow Lake, SK
- Sheila Bassi-Kellett, CAMA Member/City Administrator, City of Yellowknife, NT

### **CAO Performance Evaluation Committee Update**

CAMA continues to promote the CAO Performance Evaluation Toolkit across the country. Jake Rudolph will be making a presentation at SILGA on April 27<sup>th</sup> in Revelstoke, BC and Louis Coutinho to the Federation of PEI Municipalities on April 30<sup>th</sup>.

We hope that you have been able to take advantage of the toolkit. Our next step is to create a Q and A document including questions from our members and their elected officials that will help those that use it in the future. Please send your thoughts to the CAMA National Office (admin@camacam.ca).

### **Nominating Committee**

The Board considered a report from Marie-Hélène Lajoie, Past President and Chair of the Nominating Committee. There were three positions on the Board available for the 2018-2019 fiscal year and an election is required for two of the three vacant positions: Ontario and Manitoba and Saskatchewan. Congratulations to Dawn Chaplin who was acclaimed as the CAMA Board representative for Newfoundland and Labrador.

More information on the voting instructions for the election being held April 30<sup>th</sup> to May 4<sup>th</sup>, 2018 will be circulated to you in the near future.

### **Honourary Life Member Awards**

The Board will be announcing the winner for this prestigious award during the President's Dinner in Fredericton.

### **Annual Conference**

The Board reviewed the preparations for the 2018 Conference being held in Fredericton. If you have not already registered please visit the CAMA [website](#).

Four individuals were also awarded with scholarships for the registration fee for the 2018 Annual Conference (for members from smaller municipalities, young professionals and members in communities North of the 60<sup>th</sup>).

### **Update on Communications/Marketing Plan**

The Communications Committee has been continuing to reach out to non-members and direct reports. Thank you for helping as well to market the Affiliate Membership to First Nations Band Administrators. Its important to make this group aware that there is an Association that has people that do similar work to them.

Watch for another Refer a Member Campaign in the coming months. We thank you for giving back to the profession and promoting CAMA to your colleagues and staff.

We are also working on a strategy to improve our LinkedIn presence. Watch for more details in the future on how to improve your LinkedIn profile.

### **Recruiting the Next Generation Project**

CAMA launched the "Making Life Happen" campaign in January 2018 in partnership with our six Provincial Territorial Association partners (AMCTO, OMAA, ARMAA, LGAA, AMANB, and LGMA). We hope you will use this toolkit to recruit the next generation in to local government. This information has been moved from the Member's Section to the public [CAMA website](#) to

ensure that all of your staff have access to it. Check out the new website [www.makinglifehappen.ca](http://www.makinglifehappen.ca)!

We are also excited to have Dr. Linda Duxbury as a keynote speaker at the 2018 Conference to tell us about "The Tsunami of Demographic Change: Will the Public Sector Drown?" Human resource management will become a critical success factor in the new millennium as companies have to focus on recruitment, retention of employees of all ages, succession planning, work-life balance and career development. She will look at the formative influences shaping the different generations and look at possible sources of generational conflict within the workforce. She will also discuss the unique set of challenges public sector employers are likely to encounter in this very different labour market and offer suggestions on what they need to do to manage the transformational change.

### **2018 CAMA Awards of Excellence Program**

Chairman Jack Benzaquen provided an update on this year's Awards of Excellence Program. The Awards Selection Committee received 32 submissions this year and was impressed with the quality of all applications. The winners will be announced at the Awards of Excellence Luncheon being held at the Fredericton Conference on May 30th, 2018.

### **Long Service Awards**

This year there will be 75 members that will be receiving their recognition pins. Ten and fifteen-year recipients will be receiving their pins in mid-April and those with more than twenty years of service will be presented their pins at the Long Services Awards Luncheon in Fredericton. Congratulations to all for your commitment to the profession!

### **Treasurer's Report**

CAMA continues to be in a healthy financial position and a detailed review of the Association's finances will be presented at our Annual General Meeting in Fredericton by Treasurer Jake Rudolph.

### **ICMA**

Marc Landry provided an update on the activities of ICMA on behalf of Tim Anderson, CAMA External Relations Chair and Third International Vice-President of ICMA. Mark your calendars for the 2018 ICMA Conference being held in Baltimore City/County, MD from September 23-26, 2018.

The next meeting of the CAMA Board will be held in Fredericton on Sunday, May 27<sup>th</sup>, 2018 just prior to the Conference.

We look forward to seeing you in Fredericton at the Conference next month where I also look forward to presenting CAMA's Year-in-Review!



Janice Baker  
CAMA President