

Annual Report

Chair's Report

Mission Statement

To serve the public and ensure that educational opportunities are provided to improve the management abilities of those involved in local government administration.

Core Values

- Committed Members Practicing Quality Professional Management
- Develop Partnerships
- Effective Leadership
- Education / Continuing Education
- Ethical Practices

As Chair of the SLGM Board of Directors I am pleased to report the highlights of our busy and exciting 2016/17 year:

Increased SLGM Membership

We began our new year by awarding CLGM designations to 19 deserving recipients at the 2016 Awards Banquet – which is a record number of designations awarded in one year! Congratulations to our newest CLGMs, as well as our nine new associate members and two new student members who joined us this past year.

The old adage that “there’s strength in numbers” aptly applies to us: as we grow our group, we grow our profession. While our Board puts considerable effort into attracting new members, you, our current members, are without a doubt our best advocates. If you know of someone in your organization or a neighboring municipality who would benefit from our offerings, please encourage them to pursue membership in the Society.

Strategic Plan

The adoption and implementation of our 2016-2018 Strategic Plan and Strategic Work Plan was a significant focus of our Board activities this year, and we made strides on two key initiatives from these plans:

- Pursue Steps for Legislation of CAO Qualifications

The Board has discussed the notion of legislated qualifications for CAOs for some time. Recognizing the complexity and potential controversy of it has prevented the idea from advancing any further. This recently changed following a discussion with a senior Municipal Affairs representative who expressed a willingness to consider it. Subsequently, a meeting was held with the ARMAA and LGAA Presidents to determine if they saw merit in further exploring it and if so, identify appropriate next steps. It was mutually agreed to solicit feedback from our respective members through a jointly developed survey, which we hope to circulate this fall. Support from the AAMDC and AUMA will obviously be required as well.



Kananaskis Country, Mountain Refresher Course

- CLGM Challenge Exam – This has been a priority of ours for some time. While we are not yet in a position to launch the exam, we made considerable progress on it. We have selected an individual to guide us in the process and will seek input from a CLGM peer group to establish the framework and specifics of the exam itself. God willing, we will have this long awaited exam in place within the next 18 months.

In closing I would like to acknowledge the hard work and dedication of our Board and Executive Director in advancing the goals and objectives of the SLGM.

Tim Timmons CLGM
Chair, 2016/2017



Certified Local Government Managers
(CLGM) 19 May 2016

*“Good Government
through professional
management”*

1. Become recognized as the premier provider of quality professional development for municipal administration in Alberta

Provide and promote quality professional development opportunities

- Inventory the Society's Offerings and participation levels.

Strive to become the top-of-mind contact for municipal leaders seeking services and professional development

- Gather and analyze member feedback to determine

their needs, desires and perceptions through surveys.

- Outline members' needs and impressions of the Society and plan next steps as necessary to address gaps and pursue opportunities
- Benefits of Membership - Obtain and make use of testimonials from partici-

pants, members and other stakeholders

- Consider gathering feedback from non-members to understand impressions and what could bring them on board. Contact through ARMAA, LGAA Zone Meetings

2. Increase awareness and relevance by promoting SLGM's unique position in municipal sector

Promote and enhance local government management as an important profession

- Develop and implement a communications plan focused on marketing and promotion to the Local Government Industry including Local Government Elected Officials.
- Develop and implement a public relations plan focused on external stakeholders to build general awareness towards the Society of Local Government Managers.

Raise awareness and develop partnership incentives with employers

- Send letter to every CAO from SLGM Chair about the Society, its purpose and services.
- Include letter in convention packages (AAMDC & AUMA) targeting elected and appointed officials
- Board members make a personal phone call to new CAOs to welcome them and provide information, and encourage membership.

- Develop a map for the use of Board members to establish Board member contact areas
- Address newly elected officials at AAMDC & AUMA conventions orientation sessions

Pursue steps for legislation of CAO qualifications with CLGM being one option

- Develop and Implement specific advocacy plan to connect with provincial decision makers.

3. Provide and Promote Value-added services and benefits to attract new members

Formalize and Promote Existing Offerings

- Develop marketing materials for Leadership Legacy and In-transition Programs.
- Disseminate program offerings electronically and in hard copy at public events, and directly to stakeholders.

Determine top-value added services and explore future needs based on member feedback

- Examine which services provide most overall value/return for the time invested. Determine if anything should be expanded or abandoned.

- Explore development of mentorship program and level of formality.



SLGM's Public Relations Booth

MOUNTAIN
Refresher

4. Foster relationships with other municipal entities and related stakeholders

Leverage Strengths to develop a deliberate plan to increase awareness and understanding among the Society’s stakeholders.

- Undertake stakeholder mapping for the documentation and understanding of stakeholders in order to guide public relations plans

- Examine applicability and use of advocacy scorecard for stakeholder groups.
- Explore holding a stakeholder information event annually to reach multiple groups at once.

Develop champions and vocal advocates by engaging elected Officials.

- Identify influencers and likely advocates among officials



Award of Excellence “Mountain View Bison”

5. Ensure strategic risks are effectively managed

Review Qualifying eligibility for credentialing for membership

- Develop a plan for a CLGM challenge exam.
- Adopt and implement a CLGM challenge exam.

Maintain administrative continuity and effectiveness

- Develop a succession plan to address the eventual retirement of the Executive Director/Registrar

- Develop a contingency plan to ensure continuity of the Society in the event of an unexpected departure of the Executive Director/Registrar

“The Electronic Market Place reaches 675 potential municipal employees”

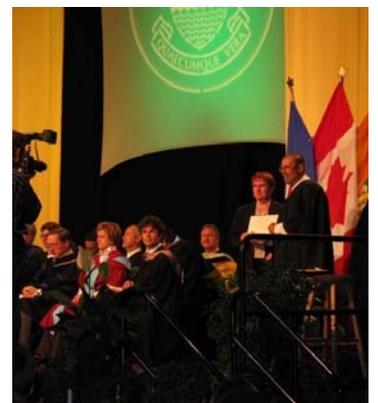
6. Business Continuity Activities

Pursue actions to ensure the National Advanced Certificate in Local Authority Administration (NACLAA) continues.

- Continue to monitor any changes and progress on updates to the Municipal Government Act
- Maintain contact with post-secondary institutions to continue having a voice when needed.

- Purposefully and publicly, identify NACLAA as the top professional development opportunity within organizations advancing professional competencies.
- Assess and respond to member’s feedback to ensure that SLGM professional development sessions are current and relevant. advancing professional competencies.

- Continue to collaborate with NACLAA program providers.
- Explore the development and execution of a Memorandum of Understanding with the University of Alberta regarding the NACLAA program.



Government Studies, Faculty of Extension, U of A, Graduation

CLGM – the key to success

Annual Report

The Committees

Registration:

Chair Peter Smyl, CLGM; Jack Ramme , CLGM; Dean Screpnek, CLGM; and Mike Primeau, CLGM

Professional Development:

Chair Dean Krause, CLGM; David Churchill, CLGM; Cathy Duplessis, CLGM and Steve Thompson, CLGM

Practice Review:

Chair Rob Stoutenberg, CLGM; Frank Coutney, CLGM; Shelly Crombez and Alan Martens, CLGM

Communications:

Chair Derrick Krizsan, CLGM; Maureen Chalack, CLGM; Doug Tymchyshyn, CLGM ; and C. Duplessis, CLGM

Discipline:

Vice Chair Paul Benedetto, CLGM; Shelly Armstrong, CLGM, Julian deCocq, CLGM; Tony Martens, CLGM & Terry Hager, CLGM

The Committees Continued:

Nomination:

Chris Jardine, CLGM – Chair, Frank Coutney, CLGM and Paul Benedetto, CLGM

MALW Planning:

Chair Dean Krause CLGM; Adam Clarkson, CLGM: Duane Coleman, CLGM; Al Hoggan, CLGM; Coral Murphy, CLGM; Ryan Morrison, CLGM; Mark Oberg CLGM; Gerald Rhodes, CLGM; Corinne Newman, CLGM; Jessie Sopko; Martin Taylor, CLGM and Linda Davies, CLGM – Workshop Coordinator

Minister’s Awards of Excellence Committee

Bob Beck, CLGM

Professional Examination Board in Local Government Management:

Chair Jim Simpson, CLGM and Dean Screpnek, CLGM

In-Transition Support Team:

Chair Rob Stoutenberg, CLGM; Alan Martens, CLGM; Faye Kary, CLGM; Larry Kirkpatrick, CLGM; Leo Ludwig, CLGM; Dale Mather, CLGM; Wayne Bullock, CLGM; Sheldon Steinke, CLGM; Case Van Herk, CLGM and Doug Topinka, CLGM

The Board

Chair, Tim Timmons, CLGM
Lacombe County

Vice Chair, Alan Martens, CLGM
City of Brooks

Bob Beck, CLGM, Director,
Beaver County

Dr. Roloef Heinen, *Public Member*

Dean Krause CLGM, Director
Town of Westlock

Derrick Krizsan CLGM, Director,
MD of Taber

Peter Smyl CLGM Director,
Town of Whitecourt

Linda Davies CLGM, *Executive Director and Registrar*



Reach Your Peak— Plan on attending the 15th Annual Municipal Administration Leadership | Mountain Refresher in beautiful Kananaskis Country May 14-18 2018