

**Department of Municipal Affairs and Environment
2019 Fall Training Circular**

Date	Time	Location	Registration Deadline	Training/Event	Hosting Agency, Registration & Contact
Department of Municipal Affairs and Environment (MAE)					
Sept. 25	9:00 – 4:30	Gander	Deadline to register: Sept. 20	Municipal Budget	<p>Hosting Agency: MAE</p> <p>Registration/ Contact: Send Registration Form by email or mail:</p> <p>Email: MATraining@gov.nl.ca</p> <p>Mail: Dept. of Municipal Affairs and Environment, Local Governance and Land Use Planning Division PO Box 8700, St. John's, NL A1B 4J6</p> <p>Phone: 709-729-3090</p> <p>VENUE DETAILS WILL BE SENT TO ALL REGISTRANTS</p>
Sept. 27	9:00 – 4:30	Clareville	Deadline to register: Sept. 23	Councillor Orientation	
Oct. 2	9:00 – 4:30	Plum Point	Deadline to register: Sept. 25	Municipal Budget	
Oct. 4	9:00 – 4:30	St. John's	Deadline to register: Sept. 27	Municipal Budget	
Oct. 8	9:00 – 4:30	Burin	Deadline to register: Oct. 1	Municipal Budget	
Oct. 9	9:00 – 4:30	Baie Verte	Deadline to register: Oct. 2	Municipal Budget	
Oct. 11	9:00 – 12:00	Gander	Deadline to register: Oct. 4	Land Use Planning	
Oct. 11	9:00 – 4:30	Port Hope Simpson	Deadline to register: Oct. 4	Municipal Budget	
Oct. 12	9:00 – 4:30	Port Hope Simpson	Deadline to register: Oct. 4	Roles & Responsibilities/ Conducting Effective Council Meetings	
Oct. 16	9:00 – 4:30	Corner Brook	Deadline to register: Oct. 9	Municipal Budget	
Oct. 16	9:00 – 4:30	Grand Falls-Windsor	Deadline to register: Oct. 9	Municipal Budget	
Oct. 18	9:00 – 4:30	Carbonear	Deadline to register: Oct. 11	Municipal Budget	
Oct. 23	9:00 – 4:30	Stephenville	Deadline to register: Oct. 16	Municipal Budget	

MAE- Water Resources Management Division

Water Resources Management Training

Please see the following website link for all training, schedules, course information, and registration requirements:

https://www.mae.gov.nl.ca/waterres/training/operator_education/index.html

Please see the following website link for information on Operator Certifications (i.e. requirements, schedules, and skills): http://www.mae.gov.nl.ca/waterres/training/operator_certification/index.html

Hosting Agency:
MAE

Registration/ Contact:
Deneen Spracklin,
Coordinator
Phone: 729-1158
Email: dspracklin@gov.nl.ca

MAE- Fire and Emergency Services

Fire Services and Emergency Services Training

Please see the following website link for all training, schedules, course information, and registration requirements: <http://www.gov.nl.ca/fes/training/index.html>

Please see the following website link for information on Certifications (i.e. flow charts, requirements, and skills): <http://www.gov.nl.ca/fes/certification/index.html>

Hosting Agency:
MAE

Registration/ Contact:
St. John's: 729-1608
Deer Lake: 635-4153
GFW: 292-4414
Clareville: 466-4109
HV-GB: 896-7957

Access to Information and Protection of Privacy Office, Dept. of Justice and Public Safety (JPS)

Access to Information and Protection of Privacy (ATIPP) Training

Training can be provided on request to Council, Staff, ATIPP Coordinators, and Heads of Public Bodies. Evening or weekend training may be available for councils upon request.

Hosting Agency:
ATIPP Office, JPS

Requests/Inquiries:
Jacob Kimball
Phone: 729-7308
Email:
JacobKimball@gov.nl.ca
Fax: 729-2129

Department of Tourism, Culture, Industry and Innovation (TCII)

Regional groups & municipalities may apply to the Community Capacity Building component of TCII's Regional Development Fund to enhance skills essential to regional economic planning, development & implementation. Capacity building modules, planning sessions & industry development sessions are offered in four areas:

- Strategy & Planning - Project Management & Proposal Writing (popular sessions for municipalities)
- Organizational Skills & Management
- Relationship Building
- Co-operative Development

To learn more and see a full list of available sessions, please visit the website:

<http://www.tcii.gov.nl.ca/regionaldev/capacitybuilding.html>

Hosting Agency:
TCII

Registration/Contact:
Kevin Pomroy
Phone: 729-1946
Email:
KevinPomroy@gov.nl.ca
Fax: 729-4858

Workplace NL

Prevention Workshops & Webinars—Occupational Health & Safety

Towns may avail of workshops in various locations & online. Upcoming **FREE** sessions include:

- High Risk Activities that Can Lead to Serious Injury
- Preparing for Musculoskeletal Injury Prevention (MSIP) Week
- Return to Work: Strategies to Help Ensure a Successful and Safe Return to the Workplace
- Tips for a Healthy Work Day

Please see website for workshops, webinars, schedule and registration:

http://www.workplacel.ca/prevention/new_workshops.whscc

<http://www.workplacel.ca/home.whscc>

(Click on "Certification Training" and "Workshops and Webinars")

Hosting Agency:
Workplace NL

Registration/ Contact:
**Lisa Kavanagh/
Suzanne Pike**
Phone: 778-2926
Email:
workshops@workplacel.ca

Municipalities Newfoundland and Labrador (MNL)

Sept. 20 - 21	Central Regional Meeting Gander	<p>Hosting Agency: MNL</p> <p>Registration/Contact Christine Carter Administration and Event Management Coordinator Phone: 753-6821 Email: ccarter@municipalnl.ca Fax: 738-0071</p>
Nov. 13	Women's Leadership Summit St. John's	
Nov. 14 - 16	MNL Convention St. John's	
Nov. 29	Western/Labrador Regional Meeting Corner Brook	

Professional Municipal Administrators (PMA)

Sept. 19 - 20	Fall Forum Gander	<p>Hosting Agency: PMA</p> <p>Registration/Contact: Krista Parsons Executive Director Phone: 726-6405 Email: ex.dir@nlama.ca Fax: 726-6408</p>
Oct. 28 – Nov. 1	PMA Core School Gander	