

**WHAT'S INSIDE:**

**Circuit Rider Training** How an innovative new program is improving the quality of your drinking water. Read more on...  
**PAGE 2**

**Meet Susan Christie** A longtime Fort Providence employee builds her career, one course at a time. Read more on ...  
**PAGE 3**

**Summer School Class** isn't out for summer at the School of Community Government. Read more on...  
**PAGE 4**



# MACA newsletter

June 2006

## Building a Path to Capacity

### Using Training to Invest in Ourselves

What does capacity building really mean? How is the Department of Municipal and Community Affairs (MACA) working with community governments and its many partners to assist with capacity building needs?

Capacity building is the ongoing development of a community's independence, responsibility and accountability to residents. It is about creating capable, accountable and self-directed community governments that provide a safe, sustainable and healthy environment for community residents.

Today, NWT communities face significant challenges. Communities are taking on new responsibilities under self-government agreements, and are getting ready to assume control of financial responsibilities and assets under the New Deal for NWT Community Governments.

Training community government staff is key to ensuring communities are ready to respond to challenge and opportunity, and to determine their priorities and future.

MACA, through the School of Community Government, works with community governments to offer training opportunities for local staff to build capacity and address community needs. The School of Community Government also helps community governments to identify training needs, and design development and training tools. Workshops and courses are available in many areas of community government responsibility, including Governance, Lands Administration, and Public Safety.



Staff and students were joined by Minister of MACA, Michael McLeod, to celebrate the 2005 Graduates of the School of Community Government.

# Circuit Rider Training

## Improving Water Treatment Plant Operator Skills

The Department of Municipal and Community Affairs, in partnership with the Department of Public Works and Services and local community governments, is embarking on an exciting new program to develop the skills of Water Treatment Plant Operators.

Circuit Rider training is a practical, hands-on training program for Water Treatment Plant Operators that takes place in the operators' facility.

The Circuit Rider Trainer is a person who has expertise in both training and water treatment plant operations. The Circuit Rider trainer conducts scheduled visits to the community to provide one-on-one training to the Water Treatment Plant Operator. While in the community, the trainer transfers critical skills, answers questions and assists in troubleshooting and problem solving.

The Circuit Rider trainer uses demonstration and practice to teach the local Water Treatment Plant Operator. The training focuses on specific skills or activities that an operator must be able to complete with expertise in order to do their job. Each stage of the operator's progress is noted on a performance chart, tracking the trainees' level of competency in the various areas. The progress of the trainee is continuously evaluated

and new material will not be introduced until the operator displays a thorough knowledge of previously taught material.



## What's going on? MACA News and Events

### New Faces at the School



MACA welcomes Dr. Judith Knapp to our team as Capacity Building Analyst with the School of Community Government. Dr. Knapp holds several degrees, including a Masters Degree in International Leadership and Administration as well as a Doctorate in Education. Judith is responsible for administering the \$35 million Community Capacity Building Fund that helps NWT communities improve their infrastructure, as well as the three-year \$450,000 Northern Governance Structure Project that will examine capacity building approaches, make comparisons, and provide findings on how best to address the needs of communities.



MACA is also pleased to announce the arrival of Melanie Grindlay as the new Manager, Training and Development. Melanie manages and facilitates the development, promotion, delivery and evaluation of courses in a variety of program areas offered by the School of Community Government. Melanie has worked in a variety of adult education environments for over 30 years. Since coming to the NWT in 1994 she has worked in human resource development, training, certification and education at Aurora College, the Tourism Training Group, and most recently at Stanton Territorial Health Authority's Staff Development & Education Department.

### Protecting Our Communities

MACA hosted a four-day Fire Officer training course from May 13-17, 2006 in Yellowknife. Thirteen participants gathered from the Dehcho, Sahtu, Inuvik, North and South Slave regions to attend training in Single-Unit Incident Management. Participants learned to develop a pre-incident plan; initiate an action plan; to communicate effectively in an emergency; and conduct post-incident analysis. The course included tabletop exercises and incident simulation, which allowed students to blend practical experience with classroom lecture material. Single-Unit Incident Management is one of five modules that make up the Internationally Accredited Fire Officer Training, NFPA 1021, Level I Fire Officer Professional Qualification. Participants included community Fire Chiefs, professional firefighters and active community firefighter volunteers.

# Meet Susan Christie

Susan Christie first began working in Community Governance for the Hamlet of Fort Providence in 1989 as a Finance Officer Trainee. Since then, she has completed a series of training courses in Community Administration, which has resulted in a steady climb to her current position as Finance Comptroller for the Hamlet of Fort Providence. Susan also acted as Senior Administrative Officer (SAO) for a busy 18 months. One of her most noteworthy accomplishments was the new swimming pool, a project that was overseen during her tenure as SAO.

Last year, Susan completed her Occupational Certification as a Finance Officer under the Trades, Apprenticeship and Occupations Act. Susan is now continuing her education, and is currently enrolled in the School of Community Government's Management Program for Senior Administrative Officers.

Along with all the time Susan has spent in training, she is also a very active community member. She held roles as Secretary Treasurer for the Metis Nation, Secretary Treasurer for the Deh Cho Bridge Corporation, Director of the Community Development Corporation, and is presently a member of the Aboriginal Finance Officers Association.

Albert J. Lafferty, Senior Administrative Officer of Fort Providence wishes Susan the best in her continuing studies. "We extend our congratulations to Susan Christie for achieving her Occupational Certification as a Finance Officer and her ongoing successful completion of Community Government Management Training Courses with high marks," he said.



Susan Christie receives recognition of her Occupation Certification as a Finance Officer from Minister of Municipal and Community Affairs, Michael McLeod.

# STAFF CORNER

## Photos of our active MACA staff over the past few months.



Summer students helping build community capacity include: Megan Thomas, Kyle Rentmeister, and Heather Hall. Kyle and Heather are in third year at the University of Alberta and Megan is in her second year at University of New Brunswick.



Barb Tsetso of Fort Simpson received her 2006 Outstanding Volunteer Award from Minister Michael McLeod, on April 28 at Kakisa.



Fire Marshal Bernie Van Tighem, presents Bill Reimer with his new badge, which comes as identification for all members of the Office of the Fire Marshal. Bill is the new Assistant Fire Marshal in Fort Smith. He joins MACA from the Department of Public Works and Services.

Do you have something you would like to see included in the MACA newsletter? We are always looking for content submissions. Please forward your ideas to: [brandice\\_shostak@gov.nt.ca](mailto:brandice_shostak@gov.nt.ca)

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# For more info:

Contact the Regional Superintendent in your region to learn more about MACA's programs and services.

## Upcoming Courses Through the School of Community Government

### JULY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4	5	6	7	8
9	10	11	12	13	14	15
NFPA 1051	Maintenance Management July 10-14 (Norman Wells)				NFPA 1051 Wildlands July 7-9 (Inuvik)	
16	17	18	19	20	21	22
NWT Defensive	Leadership July 18-25 (Norman Wells)			Review and Testing July 18-23 (Yellowknife)		
Class I Water Treatment July 17-21 (Fort Smith)						
23	24	25	26	27	28	29
Leadership July 18-25 (Norman Wells)			Review Cont'd			
30	31					1

### AUGUST

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
Risk & Operations Aug 14-16 (Norman Wells)		SAO Essentials August 15-17 (Yellowknife)				
20	21	22	23	24	25	26
Housing Essentials August 22-24 (Yellowknife)			Accounting Cycle I August 22-29 (Fort Smith)			
Heavy Equipment Operations Aug 20-29 (Tuktoyaktuk)						
27	28	29	30	31		
Accounting Cycle I August 22-29			Also in August (Dates TBD): Fire Protection NWT Defensive (Paulatuk) Fire Protection NWT Offensive II (Inuvik)			
Heavy Equipment Operations Aug 20-29						

## Community Capacity Building Fund

In a move to transfer more responsibility for local infrastructure to community governments, the GNWT has established a \$35 million Community Capacity Building Fund (CCBF) to be administered by the Department of Municipal and Community Affairs. The purpose of this fund is to provide communities with flexible financial support to address their unique priorities.

Some communities have already assessed their needs and have submitted applications for funding. Some of the plans include:

- Investment in housing projects for seniors, staff and community;
- Community workshops;
- A commercial cooking facility;
- A sawmill;
- Cultural and traditional knowledge centres;
- Daycares and adult education centres;
- Playgrounds and parks;
- Community halls and other recreational areas;
- Improved transportation systems such as road construction and up-grades.