

AMCTO Workshop – “Financial Obligations in Elections, Compliance and Audit Committees and Third Party Advertising”:

This workshop has been designed to assist Clerks, Deputy Clerks, Election Administrators and election support staff in preparing for the 2018 municipal election as it relates to understanding third party advertising, candidate and third party advertisers financial reporting and the role of the Compliance Audit Committee. It provides an understanding of the legislative changes affecting campaign financial reporting and will address the new responsibilities of the Municipal Clerk. This workshop provides an overview and understanding of financial reporting, campaign finance rules along with specific issues/solutions, including preparation of reports to the Compliance Audit Committee.

What You Will Learn:

- What statutory notices are required and who gets the statutory notices.
- Understanding third party advertising
- What are the rules for candidates and third-party advertisers.
- What are the various forms of election advertising
- Calculation of campaign expense limits.
- How to review the financial statements.
- What are the reporting periods and filing dates
- Role of the Compliance Audit Committee
- What's New – Running Compliance Audit Committee meetings and making decisions
- Helpful tools and tips.

Why Attend:

- There has been a significant number of changes to the Municipal Elections Act which will affect the 2018 municipal election. There is an increased level of responsibility for Municipal Clerks with respect to campaign finance rules, including the implementation of third party advertising and the fact that corporations and trade unions are no longer eligible to contribute to municipal election campaigns. Municipal Clerks need to be prepared to manage the review of the campaign financial statements, administer the changes, including reporting to the Compliance Audit Committee. With this course participants will be provided with the tools and assistance in understanding third party advertising, financial reporting, the changes to the role & responsibilities of the Compliance Audit Committee, and how to effectively manage for the 2018 municipal election.

Who Should Attend: Municipal Clerks, Deputy Clerks, Election Administrators, Election Assistants

About the Instructors:

Jody Johnson - Jody practices in the areas of municipal law and land use planning and provides advice and representation to municipalities as well as to ratepayers and property owners. She appears regularly before municipal authorities and administrative tribunals, including the Ontario Municipal Board and before all levels of the Ontario Courts. Much of Jody's practice is comprised of work in the areas of municipal governance, municipal finance, property tax matters, expropriations and municipal election law. Jody's municipal finance experience includes matters relative to development charges, municipal capital facilities, budgeting, and capital/infrastructure project management. Prior to joining the firm, Jody was a municipality's Chief Administrative Officer and a Municipal Clerk where she oversaw a municipal restructuring. As well, she spent several years as a Municipal Adviser with the Ministry of Municipal Affairs and Housing (MMAH). After her law school graduation, Jody articulated at the City of Windsor, where she assisted with by-law drafting, governance matters, prosecution of municipal by-law offences, planning, real estate and development matters involving the City.

Debi Wilcox - Debi Wilcox has worked in the local government sector for 35 years and recently retired as the Director of Legislative Services/Regional Clerk for the Region of Durham and opened her own consulting firm. Debi has been actively involved in the education of local government officials throughout her career and has been involved in municipal elections for over 25 years. She holds a Masters of Public Administration, Executive Masters in Municipal Management, Diploma in Public Administration and is a Certified Municipal Officer and a Registered Parliamentarian. She has held many roles within AMCTO including Board Director, Zone 4 Chair and a member on various Committees. Most recently she was Canada's elected representative on the IIMC Board of Directors where she was also a member of the Education and Professional Development Committee.