



**ZONE 8 EXECUTIVE
2018 - 2019**

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For detailed zone
information go to

www.amcto.com

CHAIR ADDRESS

I would like to extend a warm welcome to all Zone 8 members and non-members alike and thank you for taking the time out of your busy schedule to attend the 2018 AMCTO Zone 8 Fall workshop.

With Municipal Elections fast approaching we've put together a workshop that will help guide you through some of the different challenges you may face going into elections and dealing with a possible new council as well as provide you everyday tips and tricks.

We do have a few new Clerks in our zone that will be conducting their first elections as well as some more experienced Clerks who have conducted multiple elections. I encourage the New Clerks to take advantage of the networking opportunities at this workshop to make a connection with a more experienced clerk who may help guide you through the process. 8 years ago, I found myself conducting my very first election with no experience and very little training. Thanks to the support from surrounding Zone 8 Clerks, and especially Barbara Major, (a now retired Clerk from Kapuskasing) I was able to complete a successful first election. The connections I have made through our zone have already proved to be an invaluable asset to my career and I hope you see the value in attending these sessions by making connections yourselves.

Attending these sessions may seem costly at times but remind your Council that these sessions are an investment in you and your position and may save your municipality money in time and effort not only with what you learn but also by tapping into experts across the region.

We hope you learn a lot, make new friends and have fun at our Fall session and wish you a great election!

Veronique Dion, Zone 8 Chair



**Mayor's Message of Welcome
AMCTO Zone 8 Fall Conference
September 19 – 20, 2018**

On behalf of City Council and the citizens of Timmins, I would like to welcome you to the AMCTO Zone 8 Fall Conference as well as welcome those of you from out of town to the City of Timmins.

Once again, the annual AMCTO Fall Conference will bring together industry leaders, professionals and members to discuss opportunities and professional development within our respective communities. We hope you make the most of this professional development workshop.

I would like to thank the organizers of the AMCTO Zone 8 Fall Conference for their hard work and commitment in planning the conference; events such as these are the result of endless hours of planning and hard work by many dedicated individuals. As the host city, we are confident you will enjoy your stay in the City of Timmins and hope you will find time to check out some of the unique things our city has to offer.

Sincerely,

A handwritten signature in black ink that reads "Steve Black".

Mayor Steve Black

BOARD REPORT

Immediately after our fall zone session, the AMCTO Board will meet for the 2nd meeting of the 2018-2019 Board in Ancaster Ontario. This meeting is hosted by the New President, Angela Morgan, City Clerk, City of Burlington.

A noteworthy item on the agenda includes the discussion of a program pricing and discount structure for all programs except continuing educational programs. Consideration will be given to initiatives such as multiple registration and early bird discounts. Keep an eye out for further information on this.

The Zone Executive Engagement Working Group will also present a report identifying opportunities for increased Zone Executive engagement in AMCTO activities. There was active participation by the Working Group, representing all 9 zones and four key recommendations will be presented to the Board.

In case you missed the announcement at the 2018 AGM... in celebration of AMCTO's 80th Anniversary a one-time initiative will be forthcoming for 2019.

- 1- Each member of AMCTO will be provided a \$80 voucher for use with any AMCTO learning and development opportunity.

- 2- Students and new professionals will be eligible to apply for a free attendance to the annual conference as a first timer. This is very exciting and I encourage everyone to take advantage of this one-time offer.

As always, it is a pleasure to see everyone at the Zone Conference and please contact me if you have any AMCTO related questions or concerns.

Regards,

Amy Vickery-Menard, AMCTO Director (Zone 8)
Clerk-Treasurer, Township of Armstrong
amyvickerymenard@armstrong.ca

**AMCTO ZONE 8 FALL CONFERENCE
AGENDA
CITY OF TIMMINS – RAMADA INN
(Reservations: 800-461-3795 or ramadainntimmins.ca)
September 19-20, 2018**

Wednesday, September 19, 2018

- 10:30 am Registration
- 11:00 am Welcome from City of Timmins Mayor
- 11:30 am AMCTO Updates Presentation
- 12:00 pm Lunch and Networking
- 1:00 pm Zone 8 Fall Meeting
- 2:00 pm MPAC – Enumeration Updates
- 2:30 pm Refreshment Break and Networking
- 3:00 pm MMAH Updates

- 5:00 pm Dinner and Escape Room/LaserTag

Thursday, September 20, 2018

- 8:30 Registration
- 9:00 **WORKSHOP by E4m (Expertise for Municipalities)**
 - Part 1: Getting on the same page – Council Orientation Basics***
 - 10:30 am (break) -legislation, by-laws, policies, complaint management processes, best practices, advocacy, preparing staff for new Council
Takeaway: material for orientation packages
 - 12:00 pm (lunch) ***Part 2: Setting the Stage - Start with a solid foundation – Tools and Tricks of the Trade***
-leadership, procedural by-law, accountability and transparency, code of conduct, Council/Staff relations, decision making process, strategic plan
 - 2:30 pm (break) ***Part 3: Keeping the Peace – Follow the Rules***
-Governance vs Management, making the procedural by-law your best friend, when to call the IC, workplace violence/harassment and managing external complaints

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