

AMCTO Zone 7 – Fall 2017 Meeting Minutes October 26 & 27, 2017  
Hosted by the West Parry Sound Municipalities  
Holiday Inn Express, North Bay

Thursday, October 26, 2017

Nicky Kunkel, Chairperson welcomed everyone to the meeting and the area.

Peggy Young-Lovelace, Past-Chairperson provided a welcome and thanked everyone for coming.

Peggy Young-Lovelace introduced Steph Palmateer, Immediate Past President and Craig Wellington, Director – Programs & Services, AMCTO.

Steph and Craig provided information on:  
The draft Strategic Plan. AMCTO is seeking feedback. The document is posted on their website.

The research report on the Municipal Reporting Burden. The technical report was released in early 2017.

Update provided on voters list advocacy being undertaken by the Association.

CMO Zone Challenge 2018 has been issued. The Zone with the most new CMO designations in 2018 will win a free AMCTO Workshop for the Zone.

Peggy thanked Steph and Craig.

Candy Beauvais welcomed Bryan Searle and Jason Innis from the Ministry of Municipal Affairs.

Bryan provided changes to municipal elections. New municipal policies for elections being held in 2018 must be in place by December 31, 2017. An Accessibility Plan must be in place and posted publicly prior to the election in addition to the post-election report. October 22, 2018 is voting day. Candidate training will be coming up from the ministry during January, February and March.

Candy thanked Paul, Bryan and Jason.

Break – sponsored by Realtax.

Andrew Farnsworth introduced Steve McArthur and Anne Haines, Account Managers, MPAC.

Steve provided the municipal role in the assessment cycle. Walking through some items that will be available on Municipal Connect 2.0 and the improvements to the methods. Also explained how changes are made to the roll information and when.

All members of staff are needed to help keep the assessment roll current. Road crews and emergency crews are out in the community and see things, they are considered the eyes and ears on the road. If they report building and changes, staff can follow up on them, working with MPAC to capture all changes.

Anne reviewed enumeration time lines and the role MPAC plays.

Andrew thanked Steve and Anne for their presentation.

Lunch – Sponsored by Pinchin.

Pinchin representatives were present to explain the role Pinchin can play in municipal business.

Leanne introduced Jeff Pajot, Health & Safety Consultant & Ergonomist with PSHSA.

Jeff covered mental health, physical health and the wellbeing of employees. It is important for employees to realize their own abilities and to have the ability to cope with the stressors of daily life. This will increase work productivity and the contribution they can make to the community.

He also touched on PTSD, what it is and how to recognize it. There is information on the website PSHSA.ca including “First Responders First”.

Leanne thanked Jeff.

Kim introduced Darren from WSIB.

Darren provided information on the Rate Framework changes that are expected. He advised that as the bands begin to even out with the changes, rate decreases can be expected.

Claims that are registered but have a \$0 impact are not counted towards previous claims for municipalities. The municipality will not be penalized for claims where there is no lost time or money. For more information on the rate reform visit [www.wsibratereform.com](http://www.wsibratereform.com).

Explanation of clearance certificate requirements was provided. Refer to a worker status determination to clarify who needs a certificate.

Break – Sponsored by John Jackson Planner Inc.

Nicky introduced Paul Heroux and Sylvie from the Ministry of Labour.

Sylvie walked through all the steps to expect during a Ministry of Labour inspection and/or investigation. She covered what the inspector looks for including proper ppe and the wearing of it as well as required policies in place and employee knowledge of the policies.

There is information on the MOL website to assist with the update of harassment policy and procedure, [www.labour.on.ca](http://www.labour.on.ca).

Paul explained hours of work, limits and pitfalls, and when Ministry approval is required for work over the approved number. A reminder was given that employee agreements are required to bank overtime.

Nicky thanked Paul and Sylvie.

Business meeting was opened by Chair Nicky Kunkel.

Motion By: Chris Wray (Wawa)

Seconded By: Peggy Young Lovelace

THAT the minutes of the 2017 Spring Zone 7 Workshop hosted by the Municipality of Gordon/Barrie Island and Township of Assiginack and held at the Manitoulin Hotel & Conference Centre, Little Current be accepted as circulated. **Carried.**

Motion By: Shawn Boggs (McKellar)

Seconded By: Candy Beauvais (Killarney)

THAT the 2017 Fall Financial Report be accepted as presented. **Carried.**

Motion By: Kim Sloss (Sables-Spanish Rivers)

Seconded By: Chris Wray (Wawa)

THAT a donation in the amount of \$140.00 be made in lieu of presenters gifts for the Fall Zone 7 Workshop. **Carried.**

Motion By: Peggy Young-Lovelance

Seconded By: Judy Kosowan (Ryerson)

THAT the 2018 Spring Workshop will be held in partnership with Zone 8 in Sudbury. Proposed dates of April 19 and 20, 2018. **Carried.**

Motion By: Maureen Lang (Powassan)

Seconded By: Kim Sloss (Sables-Spanish Rivers)

THAT the 2017 Fall Meeting be adjourned at: 4:10 p.m. **Carried.**

Dinner!

Murder Mystery fun provided by Megan Bonenfant (Carling).

Friday, October 27, 2017

Nicky introduced Andrew Farnsworth and Peggy Young-Lovelace to open the first session on “Chicken Soup for the Clerk’s Soul”, good news stories and events from Zone 7 members.

Andrew spoke about art opportunities in Magnetawan.

Peggy Greco shared information on shoreline/trail regeneration and community partnerships in Prince.

Mary-Lynn Duguay spoke on training she participated in on emotional intelligence and how it can benefit work-life and personal growth.

Peggy wrapped up the session with some suggestions on reading and personal habits to increase happiness.

Nicky thanked Andrew and Peggy for their presentation.

Andrew introduced Peggy Young-Lovelace and Chris Wray who provided a presentation from E4M, Expertise for Municipalities.

Andrew thanked Peggy and Chris for their presentation.

Break.

Peggy Young-Lovelace introduced Paul Cassan, Senior Lawyer with Wishart Law for a presentation titled Bill 68 – What you need to do.

Peggy thanked Paul for his presentation.

The Fall 2017 meeting was adjourned with prizes handed out following lunch.

Respectfully submitted,

Kris Croskery-Hodgins

AMCTO Zone 7 Secretary-Treasurer