

**ZONE 6 EXECUTIVE
2016 - 2017**

**Representative to
the Board**

*Dean Sauriol, CMO,
Dipl.M.M.*

Chair

*Jannette Amini, CMO,
Dipl.M.M.*

Past Chair

*Sandra M.
MacDonald, CMO,
AMCT*

Vice Chair

*Robert Tremblay,
CMO, Dipl.M.A.*

**Secretary-
Treasurer**

*Leslie Drynan, CMO,
Dipl.M.M.*

Zone Directors

Brenda Brunt, CMO

Sheena Earl

Terry Lapierre, CMO

*Donna-Lynn
Longmire*

*Dawn Recoskie, CMO,
Dipl.M.A.*

*Katie Valentin,
Dipl.M.M.*

*Duncan Rogers,
CMO, Dipl.M.M.*

Annette Simonian

For detailed zone
information go to
www.amcto.com

AMCTO ZONE 6

**SPRING ZONE MEETING
THURSDAY, APRIL 19TH, 2018**

**James Bartleman Centre
(Archives)
100 Tallwood Drive
Ottawa, ON**

Hosted by:



AMCTO Zone 6 Spring Meeting Agenda
Thursday, April 19th, 2018

TIME	PRESENTATION
8:30 – 9:00 AM	Registration & Continental Breakfast
9:00 – 9:20 AM	Opening Remarks by Chair and Welcoming Remarks by Local Elected Official, Zone Business, Elections
9:20 – 10:05 AM	AMCTO Update Angela Morgan, Vice President Andy Koopmans, Executive Director
10:05 – 10:20 AM	MMAH Update MMAH Municipal Advisor
10:20 – 10:30 AM	BREAK
10:30 – 11:15 AM	“Doing the Right Things Always, and Documenting It” Archivist, City of Ottawa
11:15 – 12:00 AM	“How to Not Get Voted Off the Island” Arie Hoogenboom Councillor, Township of Rideau Lakes Interim CAO/Clerk/Treasurer, Village of Merrickville
12:00 – 12:30 PM	LUNCH
12:30 – 3:15 PM	Elections 101 Field Trip to the City of Ottawa Elections Office <i>(group bus transportation provided)</i>

AMCTO Zone 6 Spring Meeting Registration
Thursday, April 19th, 2018

Location James Bartleman Centre (Archives), 100 Tallwood Dr. Ottawa
Time 9:00 a.m. – 3:15 p.m. (Registration at 8:30 a.m.)

Name: _____

Municipality: _____ Position: _____

Email: _____

Phone: _____

PAYMENT

- 1 ZONE 6 MEETING FEE:** \$65.00
RETIREES - \$20.00
FIRST TIME ATTENDEE - N/C

Notes: Please scan and email or fax registration form ASAP in order to determine numbers **(no later than Friday, April 13th)**.
Credit cards not accepted. Please make cheques payable to "Zone 6" and mail along with your registration form, or bring it with you to the workshop.

c/o Leslie Drynan
Clerk/Deputy CAO
Lanark County
99 Christie Lake Road
Perth, ON K7H 3C6

Phone 613-267-4200 ext. 1502
Fax 613-267-2964
E-mail
ldrynan@lanarkcounty.ca

Food sensitivities / allergies? Please let us know!



AMCTO – Zone 6
Minutes – Fall Meeting
Thursday, October 26th, 2017

A Fall Meeting of AMCTO Zone 6 was hosted by the municipality of North Grenville on Thursday, October 26th, 2017 at the North Grenville Municipal Complex. Approximately fifty members and guests registered for the meeting.

The 2017 Zone 6 Fall meeting was called to order at 9:00 a.m.

Introductory Remarks

Zone Vice-Chair Rob Tremblay welcomed everyone to the fall meeting, recognized both new/retired members and reminded everyone of the 80th anniversary CMO Challenge.

In addition, it was noted that the 2018 Spring workshop/meeting will be hosted by the City of Ottawa on April 11 & 12, 2018.

North Grenville Mayor David Gordon brought greetings and thanked everyone for attending.

Sponsors Realtax and JLT were also thanked.

Zone Business

L. Drynan noted that the minutes from the spring 2017 zone meeting and financial statement as at September 2017 were distributed for review. There being no questions, a request was made for a motion from the floor.

Moved by: Donna Longmire
Seconded by: Dawn Recoskie

“**THAT**, the minutes of the Zone 6 Fall Meeting held on June 1, 2017 be approved.”

ADOPTED

Moved by: Michael Wildman
Seconded by: Sheena Earl

“**THAT**, the Financial Statement as at September 2017 be approved.”

ADOPTED

MMAH Update

Municipal Advisor from MMAH, Carol Church provided an update from the Ministry of Municipal Affairs and Housing and reviewed an elections update. Speaking notes to be provided and posted on the Zone 6 webpage.

The meeting recessed at 10:30 am
The meeting reconvened at 11:00 am

Office Ergonomics

Christine Joli-Coeur from the Public Services Health & Safety Association provided an overview of office ergonomics, including a review of various free resources for municipalities.

AMCTO Update

Yvonne Robert and Rick Johal gave a PowerPoint presentation regarding an update from AMCTO.

The meeting recessed for lunch at 12:30 pm.
The meeting reconvened at 1:15 pm.

Ethics and Local Government

Dick Tindal gave a presentation regarding ethics and local government, and spoke to the group about various requirements of Bill 68.

Adjournment

Door prizes were distributed and the meeting adjourned at 2:40 pm.

AMCTO ZONE 6
FINANCIAL STATEMENT
as at December 31, 2017

Operating Account Balance as of October 26, 2017	\$2,436.81
+ Revenues	\$9,850.48
- Expenses	-\$10,273.62
CURRENT OPERATING ACCOUNT TOTAL	\$2,013.67

REVENUES

2017 Spring Workshop & Meeting:	
Registrations & Donations	\$7,865.48
2017 Fall Meeting	\$1,985.00

TOTAL REVENUE	\$9,850.48
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EXPENSES

2017 AMCTO Workshop (Cemetery Mngt)	\$4,791.20
Catering (2017 Workshop & Spring Meeting)	\$2,931.06
Venue Rental (2017 Spring Meeting)	\$1,130.00
Catering (2017 Fall Meeting)	\$1,303.76
Guest Speaker Mileage	\$117.60

TOTAL EXPENSES	\$10,273.62
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GIC ACCOUNT BALANCE

G.I.C.	\$4,349.11
TOTAL	\$4,349.11

March, 2018

Each year at our Spring Meeting, Zone 6 holds an Election of Officers for our Executive. Each position on the Zone Executive is for a one year term and the position of Zone 6 Representative to the Board of Directors is a two year term. The Zone Executive usually meets 4 - 5 times per year.

I encourage you to consider letting your name stand for one of the Executive positions.

I have attached a Nomination Form and the Terms of Reference for AMCTO Zones and Zone Executives.

Nominations should be forwarded to:
Sandi MacDonald, Past Chair no later than Friday, April 13th, 2018
Email: smacdonald@brockville.com

Feel free to contact me if you have any questions.

Regards,



Leslie Drynan, Secretary-Treasurer
AMCTO Zone 6



AMCTO – Zone 6 Spring Meeting
April 19, 2018

Election of Officers – Nomination Form

ZONE 6 REPRESENTATIVE TO THE BOARD
(0 Positions)

Two Year Term – Dean Sauriol appointed in 2017.

CHAIR: (1 Position)

1.

VICE CHAIR: (1 Position)

1.

PAST CHAIR: This position will be automatically filled by the previous Chair.

SECRETARY / TREASURER: (1 Position)

1.

DIRECTOR: (Number of Positions is not restricted)

1.

Election of Officers will be conducted at the Spring Zone Meeting.

Nominations should be forwarded to: Sandi MacDonald, Past Chair at smacdonald@brockville.com no later than Friday, April 13th, 2018.