

ASSOCIATION OF MUNICIPAL CLERKS AND TREASURER OF ONTARIO, ZONE 8

HELD IN ELK LAKE

May 15-16, 2019

Wednesday, May 15, 2019

Welcome by Deputy Reeve, Elk Lake

AMCTO Presentation: AMCTO updates, 81st Annual Conference, Regional Governance Review, Reporting Burden, Municipal Elections Act and Voter's List, 2019 Provincial Budget Highlights, Public Affairs and Policy, Zone Review Project and AMCTO Social Media.

Pinchin Presentation (Sponsor Presentation): Landfill and Waste Management

MMAH Updates: Service Delivery and Efficiency, Cannabis, MFFIPA, Asset Management, OMPF, Community Planning and Development, More Homes Action Plan and Community Safety and Well-Being Plan.

Lunch Presentation by The Managed Municipality (Asset Management, Web/IT/Software Solutions, Records Management)

MMAH Workshop: Accountability and Transparency, Long-Term Financial Capital Planning, Delegations and Powers, Debt Management Planning and Policy.

Thursday, May 16, 2019

MPAC Updates: Uses of MPAC Data (MFFIPA, IPC), Data and Information Requests, Municipal License Agreement, propertyline Site, Planning and Non-Planning Purposes.

Story Environmental (Sponsor Presentation): Waste Management, Drones/Landfill Management, GIS Mapping and Integration, Consulting and Engineering.

E4m & Wishart Municipal Law Group Workshop: Integrity Commissioner and Municipal Conflict of Interest Act

AMCTO Zone 8 Meeting – Wednesday, May 16, 2019

Attendance: Veronique Dion, Julie Bouthillette, Brenda Coulter, Virginia Montminy, Jordan Kemp, Barbara Madigan, Dan Thibeault, Chantal Guillemette, Logan Belanger, Manon Higgins, Christopher Oslund, Amy Vickery-Menard, Julie Belhumeur, Linda McLean, Vanessa Vachon, JoAnn Ducharme, Steph Palmateer, Tom Monahan, Diane Quinn, Anne Kmyta

1. Adoption of the Minutes of the Fall Zone 8 Meeting held September 19, 2019

Moved by: Manon Higgins

Seconded by: Amy Vickery-Menard

THAT the minutes of the Fall Zone 8 Meeting held in the in Timmins on September 19, 2018 adopted as circulated.

CARRIED.

2. Zone 8 Executive Elections

Amy Vickery-Menard provided an overview of the Zone 8 Executive mandate, composition along with a description of each position.

Moved by: Amy Vickery-Menard

Seconded by: Veronique Dion

THAT Chantal Guillemette be appointed as Acting Chair for the AMCTO Zone 8 Executive until the Fall Zone 8 Meeting.

CARRIED.

Moved by: JoAnn Ducharme

Seconded by: Stephane Palmateer

THAT Chantal Guillemette be appointed as Secretary for the AMCTO Zone 8 Executive.

CARRIED.

Moved by: JoAnn Ducharme

Seconded by: Chris Oslund

THAT Thomas Monahan be appointed as Treasurer for the AMCTO Zone 8 Executive.

CARRIED.

Moved by: Veronique Dion

Seconded by: Chris Oslund

THAT JoAnn Ducharme, Manon Higgins and Ann Kmyta be appointed Directors for the AMCTO Zone 8 Executive.

CARRIED.

Moved by: Manon Higgins

Seconded by: Veronique Dion

THAT the AMCTO Zone 8 Executive Secretary be the designated point of contact for training purposes and opportunities.

CARRIED.

It was suggested that a central location be chosen for training and workshops for Zone 8 and that Timmins would be an appropriate location.

A Community Safety and Well-Being Planning session is being held in Sudbury on June 5. Chantal will circulate the information to the membership.

3. **Approval of the Financial Report**

Moved by: Amy Vickery-Menard

Seconded by: JoAnn Ducharme

THAT the Financial Report for AMCTO, Zone 8 for the period of ending May 10, 2019 showing a ledger balance of \$10,856.03 and Investments in the amount of \$5,151.79 be adopted as presented by the Treasurer T. Monahan.

CARRIED.

4. **Zone 8 Membership Status and Recognition**

The Zone 8 Membership Status report was presented as an information item. A total of 49 members were registered in Zone 8 as of May 10, 2019. It was reminded to advise the Executive when a member retires in order to acknowledge the retirement. The following members were recognized for their years of service: John Hodgson (30 yrs), Julie Lafond (20 yrs) and JoAnn Ducharme (10 yrs).

5. **Report by Zone Representative to the AMCTO Board of Directors**

Amy informed members of the upcoming AMCTO Annual Conference and reminded members of the 80th Anniversary vouchers that can be redeemed towards workshops and training. The Conference is a good avenue to network and the surveys that AMCTO distributes are good ways to become involved and share feedback. Amy reminded members to visit the ACMTO website and policy blogs as it contains good information and resources.

6. **General Discussion and Matters that members wish to bring forward**

-Re-introduce name badges for AMCTO Zone meetings and workshops.

7. **Topics for the next Zone Conference (proposed October 2-3, 2019)**

Continue with the format of hosting from east to west. The next Zone meeting and workshop will be hosted by the Town of Hearst.

Topics of Interest:

a. MFIPPA: train staff on rules and how to deal with it

- b. MMAH Open Forum
- c. Environmental Assessment Approvals
- d. Endangered Species Act
- e. Staff-Council Relations Policy
- f. Occupational Health and Safety Act training (use Timmins personnel as trainer)

Chantal will poll membership in September on other topics of interest.

Sponsorship: members are asked to assist in finding new sponsors and are reminded that sponsors have the opportunity to make presentations.

8. **Adjournment**

Moved by: Diane Quinn

Seconded by: Manon Higgins

THAT this meeting be hereby adjourned at 3:23 p.m.

CARRIED.

Chantal Guillemette,
AMCTO Zone 8 Acting Chair and Secretary