

**ZONE 2
EXECUTIVE
2017 - 2018**

**Representative to
the Board**

Dylan McMahon

Chair

Kathy Pearl

Past Chair

Michelle Dunne,
Dipl. M.M.

1st Vice Chair

Alison Gray, BAH,
CMO, AOMC

2nd Vice Chair

Jennifer Willoughby

Secretary

Donna Van Wyck,
AMCT

Treasurer

Terri Rau, CMO

Zone Directors

Joanne Hyde, AMP
Sonya Watson, CMO,
Dipl. M.M.
Margaret Wilton-
Siegel

For detailed zone
information go to

www.amcto.com

**Zone 2 Fall Meeting
Thursday, October 19, 2017
Mount Forest & District Sports Complex,
850 Princess Street, Mount Forest**

1. Welcome and Introductions

Kathy Pearl, Chair, called the meeting to order at 9:10 a.m. and welcomed everyone.

Mayor Andy Lennox brought greetings on behalf of the Township of Wellington North and welcomed everyone to Mount Forest.

2. Zone Business

(a) Chair's Remarks

The Chair:

- a) introduced members of the Executive Committee
- b) thanked the sponsors of today's meeting
- c) announced that the Notes from the Zone Executives Roundtable Event held at the Conference are available on the website
- d) announced that the Spring and Fall meetings will be held on a Friday next year instead of Thursday

Pam Fettes and Genevieve Scharback were thanked for their participation on the Zone 2 Executive and presented with a certificate of appreciation.

2. Zone Business

(b) Adoption of Spring 2017 Minutes

Moved by Barb Schellenberger
Seconded by Cathy Conrad

That the minutes of the May 18, 2017 Zone 2 Meeting be adopted as presented.

Carried

(c) Adoption of Treasurer's Report

Moved by Genevieve Scharback
Seconded by Lori Rounds

That the Treasurer's Report for the period January 1, 2017 to October 12, 2017 be adopted as presented.

Carried

(d) Recognition of Retirees and First Time Attendees

First time attendees and retirees were recognized and presented with a chocolate treat.

Kathy Adams was acknowledged by Richard AI on her upcoming retirement on October 27, 2017.

(e) Recognition of 10, 20, 30 or 40 years with AMCTO

Peggy Rouse (10 years), Grace Currie (30 years) and Larry McCabe (40 years) were acknowledged for their years of membership with AMCTO and were presented with a pen.



(f) Resolution

Moved by Larry McCabe
Seconded by Barb Schellenberger

That the following resolution be tabled until AMCTO has completed their review:

That Whereas the Mission of AMCTO is to "To offer leadership, direction and service to the municipal sector in Ontario through education, member services and advocacy";

And whereas the majority of municipalities in Ontario have limited membership, training and conference budgets;

And whereas AMCTO's membership fees, training/workshop costs, and conference costs are higher than most other municipal associations;

And whereas AMCTO's fees and education/training costs are becoming unaffordable for small to medium-sized municipalities;

Now therefore be it resolved that AMCTO be requested to consider a freeze of all membership fees, training/workshop costs, and conference costs for the next three to four years;

And further, that AMCTO conduct a review of all fees, training and conference costs with consideration of fees and costs charged by other municipal associations such as MFOA, OGRA and MLEOA;

And further, that the result of that fee review be shared with AMCTO membership for feedback and review through the Zone Executives / Zone meetings prior to approval.

Carried



3. AMCTO Update

Ms. Angela Morgan, Vice-President and Mr. Rick Johal, Director, Member and Sector Relations, provided an update on the following:

- Seeking feedback on AMCTO Draft Strategic Plan
- AMCTO Research Report – Municipal Reporting Burden
- Update – Voters List Advocacy
- AMCTO Accreditation Programs

On behalf of Dylan McMahon, Angela Morgan presented the Board update:

- Electronic voting will take place in 2018 for the Zone representative to the Board
- Conference locations have been decided for 2021 (Niagara) and 2022 (Windsor)
- In order to run for the position of Vice President you must hold at least one AMCT accreditation; be a full member for a minimum of 3 years and have current or past Board experience

4. Retirement Certificate Presentation

Maureen Beatty from the Ministry of Municipal Affairs presented Kathy Adams, Director of Corporate Services/Clerk, Township of North Huron, with a retirement certificate on behalf of the Ministry.

The meeting recessed at 10:20 a.m. and reconvened at 10:45 a.m.

5. MuniServ

Susan Shannon, muniSERV and Ken Kavanagh, Orion Learning introduced muniLEARN, a collaborative learning management solution provided by muniSERV in partnership with Orion Learning.

MuniLEARN's pilot project includes access to the learning management solution for all participants, access to select courses for 3 weeks and learning support, all at no cost. Simply register your municipality with muniSERV, confirm your pilot participation, provide learner information, participate in a learner kick-off meeting and participate in a debrief survey/interview.



6. **Building Trust and Credibility and Becoming a Better Communicator**

Mr. Jacques Brunet presented a workshop on Building Trust and Credibility and Becoming a Better Communicator.

Building Trust and Credibility

Let's face it—dealing with others isn't always easy. In fact, if you're like most people, it's one of the biggest day-to-day challenges you face. Jacques showcased how to meet the challenge and be more successful with all the people with whom you interact. You'll project a more confident, more polished and more professional image.

Participants learned:

- The Secret to Quickly Establishing Rapport and Conversing Easily With New Acquaintances
- Ensuring Your Words and Actions Tell Others You're a Credible, Reliable Professional
- Increase the Level of Trust, Cooperation and Support From Others Around You
- 14 Vital Interpersonal Skills Shared by Influential People
- The Secret to Quickly Establishing Rapport and Conversing Easily With New Acquaintances
- Six Major Components of Personal Charisma

Becoming a Better Communicator

Jacques delved into the world of presentations and public speaking. Public speaking is more than just giving speeches – it's presenting a new idea in your next meeting ... it's convincing someone to see it your way ... it's inspiring others ... and it may be explaining how to use a new software program. To be successful at it (and, yes, even look forward to it!), you must overcome your fears and replace them with confidence.

Participants learned some tricks and techniques for coming across as confident, enthusiastic and professional, every time.



Participants learned:

- The Sweetest Sound in Any Language (remembering names)
- Elements of Great Presentations
- Proven Tips for Calming Your Nerves
- Ways to Instantly Make Your Audience Really Like You

You'll project a more confident, more polished and more professional image. Nothing says more about your competence, confidence and professionalism than your human relations skills. Your ability to communicate effectively with people in a variety of settings and situations is the most important business skill of all.

The meeting recessed at 12:20 p.m. and reconvened at 1:00 p.m.

7. Bereavement Authority of Ontario

Michael D'Mello, Manager, Licensing, Education, Outreach and Trusts, Bereavement Authority of Ontario made a presentation on cemetery management and compliance.

Highlights of Changes in the Funeral, Burial and Cremation Services Act:

- Crematoriums allowed to be established off cemetery land
- Co-location/co-ownership permitted
- Property tax changes, i.e. payment-in-lieu and changes to the *Assessment Act*
- Categories of licences. Who can sell what?
- Crematorium operators now require separate licence even if located on cemetery land
- Consumer protection enhancements, including increased disclosure to consumers prior to sale and on contracts, price lists and promotional materials, extension of a 30-day cooling off period for purchases of interment/scattering rights
- Resale or repurchase of interment and scattering rights allowed
- Price lists, contracts and certificates of interment/scattering rights no longer filed with the Regulator i.e. BAO
- New trust options, i.e. Municipality may act as trustee, trust accounts for small cemetery Care and Maintenance contributions



- Enhanced requirements for record keeping and reporting to the Registrar
- Regulation of scattering on cemetery land, Care and Maintenance Trust Fund contributions and scattering services for a fee
- Increase in amounts payable for assisted burials and cremations
- Fees – New application and renewals, for cemetery, crematorium, funeral establishment and transfer service operators, pre-planners and sales representative licences

8. Infrastructure Ontario

Anthony Pizans, Infrastructure Ontario presented an update on Infrastructure Ontario's Loan Program.

The Loan Program provides access to capital markets.

There are two fundamental ways that the broader public sector can choose to fund infrastructure:

- Full cost (pay as you go)
- Loan financing

The Loan Program:

- Provides affordable long-term financing solutions to help renew public infrastructure and deliver value to customers and residents across Ontario
- Efficient access to the Capital markets
- Long-term fixed rates up to 30 years with bonus short-term flexible (construction) rate, if required
- Longer terms than generally available elsewhere
- Two kinds of long-term rates – Serial and Amortizer
- Rates are the same for all borrowers within each sector
- Affordable all-in blended rates
- All capital expenditures are eligible
- Online application (WebLoans)



9. Ministry of Municipal Affairs and Housing Update

Mr. Spencer Sandor and Ms. Tristan McCredie provided an overview of the following:

Current Consultations

- a. Bill 154: Cutting Unnecessary Red Tape Act, 2017
- b. Amendments to Ontario Regulations 438/97, 84/16 and 635/05 – Municipal Act, 2001

2.Current Grant Opportunities

- a. Municipal GHG Challenge Fund
- b. National Disaster Mitigation Program
- c. FCM Municipal Asset Management Program
- d. FCM Climate Change Capital Grant
- e. FCM Climate Change Plans and Studies Grant

3.Resources

- a. Navigating the Sharing Economy
- b. MFIPPA Frivolous and Vexatious Requests Factsheet
- c. Ontario Ombudsman Tip Cards
- c. Municipal Resource Guide for Leading Practices
- d. Rural Community Vitality Initiative
- e. Municipal Finance Resources

4.Legislation Update

- a. Modernizing Ontario's Municipal Legislation Act – Bill 68
- b. Municipal Elections Act
- c. Building Better Communities and Conserving Watersheds Act - Bill 139
- d. Rental Fairness Act



10. Door Prizes and Wrap Up

Draws for the door prizes took place and Kathy Pearl, Chair, thanked everyone for attending.

Sponsors – Ward Uptigrove; Duncan Linton, H. Bye Construction Limited, Coburn Insurance Brokers, B.M. Ross & Associates Limited, Marcc Apparel Signs & Promotions, Real Tax, Frey Communicaitons were thanked for their donations.

Copies of presentations made at the meeting will be available on AMCTO's website under Zone 2 with a link to the presentations being provided through the Zone 2 Facebook page.

11. Next Meeting

Owen Sound will host the Spring 2018 Zone 2 meeting on Friday, April 20, 2018.

12. Adjournment

The Zone 2 Spring meeting adjourned at 3:40 p.m.

