

**ZONE 3 EXECUTIVE  
2020-2022**

**Representative to the  
Board**

*Danielle Manton*

**Chair**

*Andrea Coyne*

**Vice Chair**

*Jennifer Shaw*

**Past Chair**

*Danielle Manton*

**Secretary**

*Amelia Jaggard*

**Treasurer**

*Amanda Fusco*

**Education Coordinator**

*Greta Susa*

**Zone Directors**

*Tim Brubacher*

*Donna Delvecchio*

*Amy Humphries*

*Julie Kirkelos*

*Amber LaPointe*

*Nina Lecic*

*Dawn Mittelholtz*

*Valerie Petryniak*

*Laura Pickersgill*

*Jessica Rudy*

For detailed zone  
information visit

[www.amcto.com](http://www.amcto.com)

**AGENDA**

**Zone 3 Fall Meeting**

**November 4, 2021 - 9:00 a.m. - 1:30 p.m.**

[ZOOM Registration link](#)

9:00 – 9:05 a.m.	Welcome and introductions, Andrea Coyne
9:05 – 9:15 a.m.	Zone Business (minutes, treasurer’s report)
9:15 – 9:20 a.m.	Presentation from our Sponsor, RealTax Jeff Oberman, President
9:20 – 10:00 a.m.	AMCTO Presentation Sandra MacDonald, President, Elana Arthurs, Vice President, David Arbuckle, AMCTO Executive Director
10:00 – 11:00 a.m.	Guest Speaker: Michael Lewis, Art of Delegation
11:00 – 11:10 a.m.	Break
11:10 – 12:30 p.m.	Elections Panel – Facilitated Q & A, Discussion, Guest Speaker
12:30 – 1:00 p.m.	Ministry Update
1:00 – 1:15 p.m.	AMCTO Board Update, Danielle Manton
1:15 – 1:20 p.m.	Zone Updates/reminders
1:20 p.m.	Adjournment and door prizes



Zone 3 of the Association of Municipal Managers, Clerks and Treasurers of Ontario met virtually Friday, April 30, 2021 commencing at 9:00 a.m.

## **OPENING REMARKS AND GREETINGS**

Andrea Coyne, AMCTO Zone 3 Chair, opened the meeting and welcomed those present.

Andrea Coyne acknowledged special thanks to AMCTO and Sao Tith for their assistance in setting up and co-hosting this meeting.

## **ZONE BUSINESS**

Andrea Coyne introduced the current 2020-2022 Zone 3 Executive:

Danielle Manton, *Board Representative*

Andrea Coyne, *Chair*

Jennifer Shaw, *Vice Chair*

Danielle Manton, *Past Chair*

Amelia Jaggard, *Secretary*

Amanda Fusco, *Treasurer*

Greta Susa, *Education Coordinator*

Tim Brubacher, *Director*

Donna Delvecchio, *Director*

Amy Humphries, *Director*

Julie Kirkelos, *Director*

Amber LaPointe, *Director*

Nina Lecic, *Director*

Dawn Mittelholtz, *Director*

Valerie Petryniak, *Director*

Laura Pickersgill, *Director*

Jessica Rudy, *Director*

Andrea Coyne acknowledged the continued meeting sponsorship and support from Real Tax.

Andrea Coyne recognized the following Zone 3 members who are candidates in the 2021-2023 Director-At-Large Election:

Nina Lecic, CMO, Dipl.M.A. - Manager, Legislative & Legal Services/Deputy Clerk, Town of Milton (Zone 3)

John Mattocks - Supervisor, Enforcement Services, Town of Oakville (Zone 3)

Kyle Pratt, MPA, CMM III, CHRL, CMO - Chief Administrative Officer, Town of Tillsonburg (Zone 3)

Andrea Coyne encouraged members to register for the AMCTO RISE Conference June 14 to 16, 2021.

## **PRESENTATIONS**

### **AMCTO Update**

Robert Tremblay, AMCTO President and David Arbuckle, AMCTO Executive Director  
*A copy of this presentation is available on Zone 3's AMCTO webpage.*

### **New Electronic Signatures for Tax Sales Documents**

Jeff Oberman, Realtax (*meeting sponsor*)

### **2021-2023 Director-At-Large Election**

The three Zone 3 candidates were provided an opportunity to address meeting attendees.

### **AMCTO Board Update**

Danielle Manton, Board Representative, provided an update regarding the Board.

## **GUEST SPEAKER**

### **COVID Impacts, Mental Health**

Jody Johnson, Director of Legal Services, Region of Halton, presented to the group on the impact of COVID on mental health as well as corporate wellness initiatives.

*A copy of this presentation is available on Zone 3's AMCTO webpage.*

### **Ministry of Municipal Affairs and Housing Update**

Megan Flaherty, Western MSO Office, presented to the group key updates from the Ministry of Municipal Affairs and Housing.

### **AMCTO Ethics Advisory Committee Report**

Danielle Manton, Board Representative, provided an update regarding the Ethics Advisory Committee.

## **GUEST SPEAKER**

### **Brantford's Innovative Work from home Solution**

Lise Sordo, Director of Facilities Management and Security and Scott Hall, Manager of Corporate Information and IT, City of Brantford, presented to the group an overview of the City of Brantford's Innovative Work from home Solution.

## **ZONE BUSINESS**

Jennifer Shaw, Vice Chair, presented the new members report and reminded members of upcoming nomination submissions deadlines for the 2021 Zone Award and the

Prestige Award. Jennifer Shaw encouraged members to register for the AMCTO RISE Conference June 14 to 16, 2021.

Minutes of the 2020 Fall Zone Meeting, held November 6, 2020

Moved by Lee Ann Wetzel  
Seconded by John Mattocks

CARRIED

Treasurer's Report (dated November 1, 2020 – April 15, 2021)

Moved by Tim Brubacher  
Seconded by Kyle Pratt

CARRIED

### **ROUND TABLE DISCUSSIONS**

Meeting attendees joined breakout rooms for roundtable discussions regarding various topics including election planning, hybrid meetings, code of conduct, pandemic planning, and more.

### **ADJOURNMENT**

Andrea Coyne reminded meeting attendees that Zone 3 members are invited to attend an Election Vendor Speed Dating meeting hosted by Zone 5 beginning at 2:00 p.m.

The meeting adjourned at 1:00 p.m.

**Treasurer's Report**

April 16, 2021 – October 15, 2021

**Opening Balance** **\$4,319.60**

**Revenue**

Sponsorship (Fall 2021 meeting) \$200.00

**Total Revenue** **\$200.00**

**Expenditures**

Spring 2021 Meeting Speaker Thank You Donation  
Reach Out Centre for Kids (ROCK), Halton \$25.00

Spring 2021 Meeting Speaker Thank You Donation  
Hospice Georgian Triangle Foundation \$25.00

Zone 5 invite to Zone 3 Election Vendor Speed Dating event \$151.50

Bank of Montreal Service Charges \$15.00

**Total Expenditures** **\$216.50**

**Closing Balance** **\$4,303.10**

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Respectfully submitted,

*Amanda Fusco*

Amanda Fusco  
Treasurer, AMCTO Zone 3