



ZONE 5 – SPRING REGISTRATION FORM

AMCTO Workshop: May 1, 2019 and **Zone 5 Spring Meeting:** May 2, 2019

Location: Fairfield Inn & Suites Marriott, 407 North Front Street, Belleville

Accommodations: Marriott – **for reservations call: 1-613-962-9211 ext 150**, please quote “AMCTO Zone 5” for room rate of 2 Queen or 1 King Rooms \$149/night which will be held until April 1, 2019.

AMCTO Workshop Time: 8:30 am – 4:00 pm **Zone 5 Meeting:** 8:30 am – 4:00 pm

Name: _____ Zone: _____

Municipality: _____ Position: _____

Email: _____

Phone: _____

MEETING/WORKSHOP OPTIONS:

- AMCTO WORKSHOP (May 1, 2019) - “Transparency, Accountability & Openness of Municipal Council and Local Boards”**
Registration Fee: \$250 zone members/\$350 non-zone members
- ZONE 5 MEETING (May 2, 2019)**
Registration Fee: \$50.00
- HOSPITALITY (May 1, 2019) – Paint Nite \$40 per person following dinner at Shoeless Joes (walking distance from hotel)**

TOTAL AMOUNT SUBMITTED: \$_____

Any Dietary Restrictions: _____

Please make cheques payable to “**AMCTO Zone 5**” and mail with your registration form to:

Andrea Bull, CMO, Treasurer, Zone 5
c/o County of Haliburton
PO Box 399, 11 Newcastle Street
MINDEN ON K0M 2K0
E-mail: abull@county.haliburton.on.ca

Fax: 705-286-4829

AMCTO Workshop – Transparency, Accountability and Openness for Municipal Councils and Local Boards:

Many members of municipal council, new and old alike, have just been either elected or re-elected on the promises of increased "transparency and openness" as well as greater "accountability" for all - now what? This day-long workshop will establish both the "ethical infrastructure" that is mandated by the Municipal Act, 2001, as well as identifying how to enhance that foundation in a variety of ways to optimize the key elements of the "TAO".

What You Will Learn:

- How to significantly decrease the length and number of times your council or local board meets in closed session;
- Refresh your mandatory policies on Accountability & Transparency as well as Delegation of Powers from the 2006, templated placeholder versions to a dynamic, purposeful documents;
- Cultivating and coordinating the various respectful relationships between members, staff and the public;
- Learn how to proactively disclose contracts, MFIPPA responses, legal matters and many other records.

Why Attend:

•While the trio, "transparent, accountable and open" have long been heard together as "buzz words" in local government, the recent rise of populist politics gives them more prominence than ever before. Therefore, it is crucial that staff who support the members of council or local boards know all the intricacies of how to successfully move an organization from merely meeting the minimum statutory requirements to excelling as a public entity that endorses the TAO.

Who Should Attend:

•AMCTO members who are CAOs/City Managers, City Clerks & Deputy Clerks along with other senior staff who support councils and local boards councils and local boards

About the Instructor:

With over 30 years of municipal experience as both a lawyer and senior manager, **Rick O'Connor** has spent the last decade as the City Clerk and Solicitor for the City of Ottawa. Having earned his Certified Municipal Officer (CMO) designation in 2005 from AMCTO, Rick was the proud recipient of the Association's Prestige Award in 2006 and continues to work with AMCTO on a variety of initiatives. In 2010, he also received his Certified Specialist (Municipal Law: Local Government) designation from the Law Society of Ontario. A well-known public speaker, Rick is the author of numerous articles and books on local government topics including the 2017 edition of Ontario's Municipal Conflict of Interest Act: A Handbook.

**ZONE 5
EXECUTIVE
2018 - 2020**

**Representative to
the Board**

Elana Arthurs, CMO

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Dipl. M.A.

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Susan Beckel,
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Teri Guthrie,
Dipl.M.A.

SPRING ZONE 5 MEETING AGENDA

Thursday May 2, 2019

Fairfield Inn & Suites Marriott
407 N Front Street, Belleville, Ontario

8:00 – 8:30

Registration

8:30 – 8:45

Welcome and Introductions
Greetings from Mayor Panciuk, City of Belleville

8:45 – 9:30

AMCTO Update

9:30 – 10:00

MMA/MHO Updates, Advisor - Eric Thibaudeau

10:00 – 10:15

Zone Business

- Chair's Remarks
- Adoption of 2018 Fall Minutes
- Adoption of Treasurer's Report
- Recognition of Retirees & First Time Attendees

10:15 – 10:30

Break

10:30 – 12:00

Cannabis in the Workplace

Jeff Pajot, Health & Safety Consultant & Ergonomist
Public Services Health & Safety Association

12:00 – 1:00

Lunch

1:00 – 2:30

Community Safety and Well-being Planning

Lianne Sauter, Clerk(A)/Economic Development
Coordinator, Town of Bancroft

2:30 – 2:45

Break

2:45 – 4:00

Legal Updates

Tony Fleming, Associate Managing Partner
Cunningham Swan Carty Little & Bonham LLP

For detailed zone
information go to
www.amcto.com



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4:00 Door Prizes and Adjournment

Local Charitable Donation will be made on behalf of the speakers

Interested in hosting a Zone meeting, please contact any member of the Zone 5 Executive.

2019 Conference

June 9-12, 2019
Deerhurst Resort, Huntsville

2020 Conference

June 7th – 10th, 2020
Blue Mountain

2021 Conference

June 13th – 16th, 2021
Niagara Falls

Thank you to our generous sponsors!



ZONE 5