

## Zone 1 - The Great Southwest

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**Agenda - Fall Meeting**  
**Municipality of Chatham-Kent**  
**315 King Street West, Chatham, ON N7M 5K8**  
**Wednesday, October 11, 2023, 9:30am Doors Open**

**Registration Online Via Square Payments**  
<https://checkout.square.site/merchant/MLBZ18BK1Q3W7/checkout/5FRWQ3TQXJWGOQ5BJP52VDX5>

**Fee: \$75.00 In-Person per registrant (includes lunch) or  
\$65 Virtual per registrant (no lunch)**

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| <b>1.</b> | <b>Doors Open – Registrations</b>             | <b>9:30-10:00</b>  |
| <b>2.</b> | <b>Call to Order and Land Acknowledgement</b> | <b>10:00-10:05</b> |

The Chair will call the meeting to order.

The land that is known as Chatham-Kent today was established as part of Treaty #2, the McKee Purchase Treaty of 1790. At that time the land was also inhabited by the Three Fires Confederacy: the Odawa, Potawatomi and Ojibwe. The Lunaapeew also lived in the area at the time, stewarding the land. The People of the Three Fire Confederacy, also known as the Anishinaabeg, and Lunaapeew Peoples agreed to the mutual sharing of the land, with obligations and responsibilities to the environment. Today, Chatham-Kent neighbours the Lunaapeew at Eelūnaapèewi Lahkèewiit which is part of the McKee Purchase Treaty, as well as the unceded territory of the Bkejwanong Walpole Island First Nation. Chatham-Kent continues to be home to diverse First Nations, Métis, and Inuit Peoples. As beneficiaries of the treaty, we recognize all Peoples have responsibilities including collective responsibilities to the land and water.

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| <b>3.</b> | <b>Introductions</b> | <b>10:05-10:15</b> |
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The Chair will lead introductions of Zone 1 Executive Members, and roundtable introductions of those in attendance.

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| <b>4.</b> | <b>Zone Business</b> | <b>10:15-10:30</b> |
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- a) Minutes of the 2023 Spring Zone 1 Meeting, dated May 12, 2023 (Appendix A)

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### Zone 1 Executive - 2023

**Representative to the Board**  
**Chair**  
**Vice Chair**  
**Past Chair**  
**Secretary-Treasurer**  
**Zone Directors**

Paul Shipway  
James Hutson  
Vacant  
Mandi Pearson  
Jennifer Alexander  
Allison Adams, Amanda Gubbels, Katherine Hebert, Jennifer Turk

**Moved By:**

**Seconded By:**

That the Minutes of the 2023 Spring Zone 1 Meeting, dated 2023-05-12, be received and approved.

***[Carried/Defeated]***

- b) Treasurer's Report (Appendix B)

Jennifer Alexander, Secretary Treasurer, to provide a summary financial report for Zone 1

**Moved By:**

**Seconded By:**

That the Treasurer's Report dated 2023-09-15 for Zone 1, be received and approved.

***[Carried/Defeated]***

- c) Zone Executive Realignment of Roles and Election for Vacancies

Attached are the current and proposed Zone 1 roles (Appendix C and Appendix D)

Nomination Forms and Verbal Nominations from Members Shall be Accepted

**Moved By:**

**Seconded By:**

That the membership approve the proposed mid-term appointments to the Zone 1 Executive (*attached as Appendix D*) as follows:

Representative to the Board – James Hutson

Chair – Jennifer Alexander

Past Chair – Mandi Pearson

Secretary-Treasurer – Katherine Hebert

Zone 1 Directors – Allison Adams, Amanda Gubbels, Jennifer Turk

for the remaining duration of their terms; and

That the membership [confirm/ratify/approve] the election of [Name] as Vice Chair for a three year term, and [Name] as a Zone Director for a three year term.

***[Carried/Defeated]***

**5. AMCTO Presentation**

**10:30-11:00**

AMCTO to provide a presentation to the Zone 1 Members.

**6. Ministry of Municipal Affairs and Housing 11:00-11:30**

Reed Waldick, Municipal Advisor [reed.waldick@ontario.ca](mailto:reed.waldick@ontario.ca) and Spencer Fitzpatrick, Municipal Advisor [spencer.fitzpatrick@ontario.ca](mailto:spencer.fitzpatrick@ontario.ca) to bring forward a presentation on behalf of the MMAH

**7. Real Tax – Success Rates for Tax Sales 11:30-12:00**

Jeff Oberman, President – Real Tax, to provide a presentation to the membership.

**8. Elections Ontario 12:00-12:30**

Julia Whither, Municipal Services Coordinator, Register Division, Elections Ontario to provide a presentation to the membership.

**9. Lunch and Refreshments 12:30-1:00**

Networking

**10. Local Government Expert Panel 1:00-2:00**

Guest Speakers to give a brief background on their municipal experiences, mentorships and opportunities that have presented to them in their roles. Speak then about the importance of local government and how they feel their roles have evolved over time. Followed by a Q & A with the membership. The Expert Panelists are:

- Hilda MacDonald, Warden - County of Essex and Mayor – Municipality of Leamington
- Michelle Smibert – From Municipal Administration (Retired) to Elected Official
- Ron Reymer – Seasoned Administrator, Chief Administrative Officer, Township of Lucan

**11. Roundtable Discussion 2:00-2:30**

Local Government Week Successes and Idea Workshop led by Zone Executive

Bring forward your ideas to share with the membership! We want to hear your stories, ideas and Local Government Week successes!

**12. Sitting Next to Greatness: The Benefits of Being or Having a Mentor! Michael Lewis 2:30-3:30**

Around us everyday are people who have experience and wisdom deeper than our own. Discover how being a mentor or

becoming a mentee might be the one thing that is missing in your career and the one experience in which you will value the most.

**13. Western University Presentation**

**3:30-4:00**

(Tentatively Scheduled)

## **Minutes of the AMCTO Zone 1 Meeting**

Friday, May 12, 2023 (10:00 a.m.)

10227 Ilderton Road, Coldstream, ON N0M 2A0

### **1. Call to Order**

The Chair calls the meeting to order at 10:03 am. There are 21 members in attendance at the meeting. Members present introduce themselves and note the municipality which they are attending from.

### **2. AMCTO Update Presentation**

Paul Shipway, Zone 1 representative to the AMCTO Board of Directors is in attendance to provide an update regarding the activities of the association. Key highlights include details of the upcoming 2023 Annual Conference to be held in Niagara Falls, as well as activities of the Legislative and Policy Advisory Group.

### **3. Minutes of the Fall Meeting – November 29, 2022 and Treasurer Update**

#### **Motion 01/23**

Moved By: Ron Reymer

Seconded By: Paul Shipway

THAT the minutes of the May 4, 2022 Spring Zone 1 Meeting as circulated be approved.

CARRIED

### **4. Presentation – Stronger Teams and Building Collaboration**

Rob Adams, Chief Administrative Officer with Whitchurch-Stouffville is in attendance virtually to provide a presentation regarding stronger teams and building collaboration.

### **5. Net Zero Fire Hall Tour and Lunch**

Members in attendance are invited for a guided tour of the Middlesex Centre Net Zero Fire Hall followed by lunch.

### **6. AMCTO Board of Director Candidate Profiles**

Kyle Pratt, candidate for an AMCTO Director at Large position and Paul Shipway, candidate for Vice President of the AMCTO Board of Directors are in attendance to provide members with an overview of their candidacy.

### **7. Adjournment**

The Meeting adjourns at 1:03 p.m.

**AMCTO Zone: Treasurer's Report for Fall 2023 Meeting**

<b>Balance as of June 2023</b>	<b>\$987.17</b>
<b>Revenue</b>	
Registrations received for Spring meeting	\$1575.00
No sponsorships	
<b>Total</b>	<b>\$1575.00</b>
<b>Expenses</b>	
TD Bank Charges (\$1.95 per month)	\$13.65
AMCTO Conference zone Sponsorship	\$500.00
Spring Meeting presentation - Rob Adams	\$565.40
Lunch – King of the Pigs	\$422.98
<b>Total Disbursements</b>	<b>\$1502.03</b>

# **AMCTO Zone 1 - The Great Southwest**

## **Executive Members**

### **Representative to the Board**

Paul Shipway

### **Chair**

James Hutson

### **Vice Chair**

Vacant

### **Past Chair**

Mandi Pearson

### **Secretary-Treasurer**

Jennifer Alexander

### **Zone Directors**

Allison Adams

Amanda Gubbels

Katherine Hebert

Jennifer Turk

# **AMCTO Zone 1 - The Great Southwest**

## **Executive Members (Proposed)**

Following the announcement of Paul's successful election to the role of Vice President. The Zone 1 Executive connected and a majority consensus was reached on the following:

- James Hutson to be appointed to the Zone 1 Board of Director position for the remainder of the term (1 year until the 2024-2025 Board of Director elections are held)
- Jennifer Alexander is appointed to the role of Chair for the remainder of the current term
- Katherine Hebert is appointed to the role of Secretary-Treasurer for the remainder of the current term

### **Representative to the Board of Directors**

James Hutson (Term End 2024)

### **Chair**

Jennifer Alexander (Term End 2024)

### **Vice Chair**

Vacant (Term End TBD)

### **Past Chair**

Mandi Pearson (Term End TBD)

### **Secretary-Treasurer**

Katherine Hebert (Term End 2024)

### **Zone Directors**

Allison Adams (Term End 2025)

Amanda Gubbels (Term End 2024)

Jennifer Turk (Term End 2024)

Vacant (Term End TBD)