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Zone 3 of the Association of Municipal Managers, Clerks and Treasurers of Ontario met virtually Wednesday, November 15, 2023, commencing at 9:07 a.m.

### **OPENING REMARKS AND GREETINGS**

Jennifer Shaw, AMCTO Zone 3 Chair, and Valerie Petryniak, AMCTO Zone 3 Vice Chair, opened the meeting and welcomed those present.

Jennifer Shaw acknowledged special thanks to the following: RealTax and DataVisual (Zone 3 sponsors), Nathalie Plourde (AMCTO) for her assistance in setting up and coordinating this meeting, and the Zone Executive for their efforts in putting together the agenda.

Jennifer Shaw introduced Troy McHarg, Commissioner of Corporate Services, Town of Milton.

Troy McHarg welcomed the association and thanked both the executive for their efforts in organizing the meeting, and the association for their hard work every day.

Valerie Petryniak introduced the current 2022-2024 Zone 3 Executive:

Danielle Manton, *Board Representative*

Jennifer Shaw, Chair

Valeria Petryniak, Vice Chair

Andrea Coyne, Past Chair

Amelia Jaggard, Secretary

Amanda Fusco, Treasurer

Greta Susa, Education Coordinator

Tim Brubacher, Director

Natasha Coric, Director

Donna Delvecchio, Director

Sunayana Katikapalli, Director

Julie Kinkelos, Director

Nina Lecic, Director

John Mattocks, Director

Matthew Trennum, Director

Kyle Pratt, Director

### **PRESENTATIONS**

#### **Presentation from our Sponsor, RealTax**

Jeff Oberman, Realtax (*meeting sponsor*)

Jennifer Shaw thanked Sponsor Data Visual, who provided technology for the meeting, but could not be with us today to present.

Valerie Petryniak reviewed today's agenda and spoke to housekeeping items.

## **ZONE BUSINESS**

Jennifer Shaw shared with the group new members to Zone 3, retired members, and words of congratulations.

### **New members – Full, new, Professional, Associate**

Amber Chrastina  
Administrative Assistant To The Mayor and CAO  
Township of Wainfleet

Liz Dommasch  
Coordinator of Legislation Information / Archivist  
County of Oxford

Adam Eckhart  
Fire Chief  
City of Welland

Patricia Ann Gerrior, Dipl.M.A.  
Administrative Assistant II  
City of Hamilton

Whitney M. Gilliland  
Licensing Clerk  
City of Port Colborne

Candice E. Greenley  
Administrative Clerk  
Township of Wilmot

Bev Hendry  
Chief Administrative Officer  
Township of West Lincoln

Reanne Kassar  
Legislative Services Specialist  
Regional Municipality of Waterloo

Christa Libera  
Clerk  
Regional Municipality of Niagara

Neal McDonald  
Manager, Transit Maintenance  
City of Burlington

Philip A. Lawlor  
Manager, Treatment Plant Maintenance  
Regional Municipality of Halton

Jeffery F. Lefebvre  
Payroll and Accounts Payable Clerk  
Niagara Children's Centre

Huda Rosic  
Legislative Clerk  
City of Kitchener

Alana Russell  
Chief Communications Officer  
Waterloo Region District School Board

Erin Shacklette  
Committee of Adjustment Clerk  
City of Burlington

William J.L. Stevenson  
Articling Student  
Miller Thomson LLP

Monika T. Tomczyk  
Manager of Corporate Records and Archives  
City of Kitchener

Ahmad Tuhmazi  
Environmental Compliance Technician  
Town of Niagara-on-the-Lake

Saima Tufail  
Deputy Clerk  
City of Port Colborne

## **Retired members**

### **Carol Schofield, Dipl.M.A.**

Retired, Manager Legislative Services/Clerk  
Town of Fort Erie

Jennifer Shaw recognized Evelyn Eichenbaum and her recent retirement announcement, and thanked Evelyn for her many years actively participating on with the Zone 3 Executive.

## **Recent Accreditations**

### **AOMC Accreditations**

#### **Nina Lecic, CMO, Dipl.M.A.**

Manager, Legislative & Legal Services/Deputy Clerk  
Town of Milton

#### **Danielle C. Manton, Dipl.M.M.**

City Clerk  
City of Cambridge

### Minutes of the 2023 Spring Zone Meeting, held April 14, 2023

Moved by Danielle Manton

Seconded by Greta Susa

**CARRIED**

### Treasurer's Report (dated March 11, 2023 – October 11, 2023)

Moved by Nina Lecic

Seconded by Andrea Coyne

**CARRIED**

## **Nomination for Zone award**

Jennifer Shaw congratulated 2023 Zone Award Recipient at AMCTO's June conference, Angela Morgan (Retired Member), CMO, AOMC, City of Burlington.

## **Other Business**

Jennifer Shaw reminded the group that elections will be held at the 2024 Spring meeting for a two-year term. Any members in good standing may put their name forward for a position on the executive.

A discussion of the format of the spring meeting was held. Additional feedback from the group is welcomed.

### **Board Update**

Danielle Manton, City Clerk, City of Cambridge, Zone 3 Board Representative, welcomed the group and provided an update regarding the Board, as well as her experience on the board, particularly in the first year after a general election. A reminder to the group to reach out to the network and support that this Zone offers, and familiarize yourself with the Zone's Terms of Reference and Code of Ethics.

### **AMCTO Update**

AMCTO Presentation, Stephen O'Brien, AMTO President, and Dave Arbuckle, Executive Director, AMCTO.

Stephen presented AMCTO's accomplishments, recent and ongoing work, and looking ahead. A copy of the presentation is available on the zone page.

### **BREAK**

### **Update on Election Portal and Assumption of PLE**

Ximena Morris, Manager of Stakeholder Relations, Elections Ontario  
Julia Wither, Municipal Services Coordinator, Register Division, Elections Ontario

Ximena and Julia presented on the transition of the responsibility to provision PLEs for municipal elections to Elections Ontario from MPAC on January 1, 2024. Spoke to the improvements Elections Ontario has made to improve the PLE, including the use of a single elector register, a new online election portal, a dedicated register team, and targeted registration efforts being expanded to encompass eligible electors.

### **BREAK**

### **Reinventing Your Employee Value Proposition**

Rob Adams, Chief Executive Officer – Town Hall Consulting

Rob presented to the group on the war on talent, how to attract talent, and the importance an Employee Value Proposition (EVP) brings to a workplace.

### **LUNCH**

### **Ministry Update**

Verity Martin, Municipal Services Office

*Presentation will not be shared or posted, but individuals may contact their MSO with any questions.*

## **Emerging Trends in information Access, Security, and Privacy Compliance in the Municipal Sector**

Shaun McIver, CEO, Vayle Inc.

Shaun spoke to emerging trends in information access, security, and privacy compliance, and shared eight steps to implementing an effective information access, security, and privacy compliance program.

## **Economic Update**

Nick Poulias, MBA, Investment Advisor, CIBC Wood Gundy

Nick presented an economic update on what municipalities can expect the economic backdrop to look like in the coming year, including central bank policy, inflation, and other macro drivers such as GDP.

## **BREAK**

## **Strong Mayor Powers – what have you done?**

John Elvidge, City Clerk, City of Toronto

Tyler Cox, Manager – Legislative Services, City of Ottawa

Alana Del Greco, Manager – Policy & Government Relations, AMCTO

Greta Susa introduced the panel on strong mayor powers. A panel discussion to better understand the new legislation and learn how other municipalities are handling the changes.

## **CONFERENCE DRAW AND DOOR PRIZES**

## **ADJOURNMENT**

The meeting adjourned at 3:30 p.m.