



AMCTO

THE MUNICIPAL EXPERTS

Zone 7 Executive 2024-2025

Representative to the Board

Kathryn Scott

Chair

Belinda Ketchabaw

Vice Chair

Carol Trainor Kent, AMCT

Past Chair

Nicky Kunkel

Secretary

Madison Zuppa, CMO

Treasurer

Kris Croskery-Hodgins

Zone Directors

Candy Beauvais

Melanie Bouffard

Joseph Burke

Stasia Carr

Nancy Field

Tammy Godden

Nicole Gourlay

Amanda St. Michel

For detailed zone
information please visit:

www.amcto.com

Zone 7 Spring 2025 Workshop Agenda Host: Zone 7 Executive

Thursday, April 10, 2025

Continental breakfast served with coffee and tea

8:45 am

Welcoming Remarks

- Belinda Ketchabaw, Zone 7 Chair

9:00 am

AMCTO Update

- Paul Shipway, President
- David Arbuckle, Executive Director

9:30 am

Record Retention By-Law

Christine Hodgins, Legislative Compliance
Coordinator, City of Greater Sudbury

10:30 am

Coffee Break

10:45 am

MPAC Update

Judy Sauder, Alice Newton, Jeremy Cormier

11:15 am

By-law Talk

Facilitator: Nicole Gourlay, Clerk Administrator,
Town of Kearney

12:00 pm

Lunch Break

1:00 pm

Zone Business

- Conference Sponsorship
- Financial Update
- Executive Structure
- Elections

1:30 pm

Municipal Law Update

Natalie Schryer, Weaver, Simmons LLP

2:30 p.m.

Coffee Break

3:00 p.m.

Human Resources and Learning Your Communication Style

M. Elizabeth Keenan, Mathews, Dinsdale &
Clark LLP



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Thursday, April 10, 2025

5:30 pm

Cocktails (Cash Bar)

6:00 pm

Dinner

Friday, April 11, 2025

8:30 am

Breakfast

Finance Friday presented by KPMG

9:00 am

Asset Management Planning

Leah Carson, Partner

An overview of how to maintain your asset management plan and related documentation, including how to link to your TCA reported in your financial statements, approaches to updating replacement costs and financing strategies and how to incorporate changes in levels of service.

10:00 am

Coffee Break

10:30 am

How to prepare for year-end

Oscar Poloni, Partner and Areej Salem, Manager

A discussion of what auditors do and don't need for year-end audit purposes and tips for municipalities on how best to prepare for your year-end audit. We'll also share common issues that we experience that increase the time required to complete year-end audits, with strategies on how to avoid these.

12:00 pm

Closing Remarks

Meeting Location – Holiday Inn, Sudbury, 1696 Regent Street