



Zone 5 Spring Meeting – Minutes

May 8 + 9, 2025

Best & Bash Arena

16 McPherson Dr., Napanee

Zone 5 Executives:

Tonia Bennett	Chair	Martina Chait-Hartwig	Director
Joel Watts	Vice-Chair	Cathy Bradley	Director
Tracey McKenzie	Past-Chair	Daphne Livingstone	Director
Maddison Mather	Treasurer	Cindy Page	Director
Kayla Thibeault	Secretary, Representative to the Board	Brandi Teeple	Director

Absent

Kari Stevenson	Director
Karen Way	Director

Day One: Thursday May 8, 2025 at 1:00 p.m.

1. Welcome & Call to Order

Tonia Bennett, Chair, called day one of the 2025 Zone 5 Spring meeting to order.

John Wise, Reeve of the Township of Stone Mills, recited the Township's Land Acknowledgement Statement, brought greetings to those in attendance and thanked the organizers of the event.

2. Municipal Voters' List – What We've Learned So Far

Ximena Morris, Manager of Stakeholder Relations from Elections Ontario provided information regarding preparation work for municipalities for the 2026 election including:

- clean up exercise for street names;
- removing deceased electors;
- ward boundary inclusions;
- adding direct mail addresses; and
- impact of school board support data from MPAC.

Shrishma Dave and Anne Kantharajah, members of the AMCTO Elections Working Group, provided information regarding AMCTO's preparation efforts for fulsome training options for the 2026 Municipal Election including virtual and in-person training, new training modules and vignettes.

Joel Watts, Deputy Clerk from the City of Kawartha Lakes, provided a presentation on lessons learned during the City's recent by-election including:

- by-elections as part of the procurement process for a regular election
- value of the AMCTO elections calendar
- collaboration with Elections Ontario
- preparation work with the voters' list
- impact of duplicate street names
- properties with unique characteristics
- requests of candidates
- preparing for continuity of operations during an emergency
- collaboration with neighbouring municipalities

3. Election Vendor Fair

The following election vendors provided details of their 2026 municipal election products:

- a. Sequent
- b. Intelivote
- c. Simply Voting
- d. Neuvote
- e. Voatz

The meeting adjourned at 4:30 p.m., to reconvene on Friday May 9, 2025 at 9:00 a.m.

Day Two: Friday May 9, 2025 at 9:00 a.m.

4. Welcome + Greetings

Tracey McKenzie, Past-Chair of Zone 5, reconvened the meeting at 9:00 a.m.

Nathan Townend, Warden of the County of Lennox & Addington, recited the County's Land Acknowledgement Statement and brought greetings to those in attendance.

5. Harbr HR

Amanda Blodgett from Harbr HR, provided a brief presentation on empowering leaders including upskilling processes, importance of HR training, organizational needs, building trust, and talent building.

6. Zone 5 Business

Tonia Bennett, Chair, recognized the new and retirement of members since the Fall 2024 meeting.

a. Receive Minutes from 2024 Zone 5 Fall Meeting

Moved by R. van de Moosdyk, Seconded by K. Thibeault
THAT the 2024 Zone 5 Fall meeting minutes be approved.
CARRIED

b. Financial Statements – April 30, 2025 + Treasurer’s Report

Maddison Mather, Treasurer, provided a review of the financial statements as of April 30, 2025.

Moved by T. McKenzie Seconded by M. Chait-Hartwig
THAT the Financial Statements dated April 30, 2025 be received.
CARRIED

c. **Member Conference Scholarship**

The Zone 5 Executive provided information regarding awarding a 2025 AMCTO Conference scholarship in lieu of general sponsorship of the event.

Moved by J. Watts Seconded by C. Page
THAT Marissa Martin be provided with a 2025 AMCTO Conference scholarship including general registration and accommodation.
CARRIED

d. **2025-2026 Zone Executive Election**

Moved by R. van de Moosdyk, Seconded by C Sykes
THAT the following appointments be confirmed

Joel Watts, Chair
Martina Chait-Hartwig, Vice Chair
Tonia Bennett, Past Chair
Kayla Thibeault, Secretary
Maddison Mather, Treasurer
Cathy Bradley, Tracey McKenzie, Cindy Page, Kari Stevenson, Brandi Teeple,
Karen Way, Shrishma Dave and Jessica Polley, Director

CARRIED

7. AMCTO Updates

Paul Shipway, President of AMCTO and Dan Nguyen, AMCTO Manager of Finance provided updates on the:

- Collaborative partnerships with other associations and innovative programs
- Upcoming DEIA implementation and branding work
- Membership status and associated data
- Policy and government relationship work

8. Physician Recruitment in Small Communities

Allan Hewitt, CAO of Asphodel-Norwood, provided information regarding the challenges of physician recruitment in rural Ontario and the innovative program his municipality developed including a municipally owned and operated primary health care clinic with health care professionals taking on the role of contractor versus a private practice. He further expanded on legislative authority, advocacy, community partnerships and impacts of service agreements.

9. Interactive Panel – Encampments in your Community

Tonia Bennett, Zone 5 Chair, led a panel of local and upper tier municipal employees through a discussion on various municipal responses to encampments.

Matthew Grant and Jessica Walters from the Town of Greater Napanee and Rebecca Carman and Bill Smith from Northumberland County engaged in a discussion regarding resources, responsibilities and unique community responses to support and enforcement of unhoused individuals and encampments in public spaces.

10. Municipal Construction Projects

Derek Nunn from Walker Construction provided a presentation of alternate asphalt composition solutions and requested municipalities consider flexibility in procurement RFP and RFT writing.

11. Show Me the Money: Mastering the Art of Designing Programs that Partners Want to Fund

Jennifer Hardy-Parr from Northumberland County provided information on the background of the grant writing industry including types of funders, common obstacles, effective searching and designing oriented projects that meet the funding requirements. Jennifer led the attendees through a collaborative outcome measurement logic model for a possible funding application.

12. The Life and Times of an Integrity Commissioner

Jeffrey A. Abrams from Principles Integrity provided an overview on the office of the Integrity Commissioner including details on what an Integrity Commissioner does, role with municipal officials, options to deal with bad behaviours of Councillors and the public, Municipal Integrity Commissioners of Ontario statement of principles, Council disciplinary options provided through legislation and an overview of new Integrity Commissioner and impacts of Bill 241.

13. Adjournment

The meeting adjourned at 3:45 p.m.