



**AMCTO**  
**THE MUNICIPAL EXPERTS**

# Zone 2 Spring Meeting

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Friday, March 27, 2026

# Thank you to our sponsors!



# Welcome and Greetings

- Nina Lecic, Zone 2 Chair
- Mayor Chris White
- Ian Roger, CAO, Township of Guelph-Eramosa



# AMCTO Board Update

- **Danielle Manton, AMCTO President**
- **David Arbuckle, AMCTO Executive Director**



# Sponsor Spotlight



# eScribe

## Revitalize Your Local Public Meetings

March 27, 2026



[escribemeetings.com](https://escribemeetings.com)

# Meet Your Speakers



**Taylor Bold**

Senior Product  
Manager



**Mike Bird**

Team Lead, Customer  
Success



# Agenda

About eScribe

eScribe 5: On-going Support & Upgrade Path

eScribe 6: Future Roadmap

Q&A

# eScribe Company Overview

# About eScribe

- » **Sole Focus: Meeting Management Software**
  - » For governing bodies of all sizes
- » **500+ Public Sector Clients across North America**
  - » Cities & Counties of 500 – 2 million residents
  - » School, Transit, Police, Conservation Boards
- » **Renowned Customer Experience**
  - Implementation, support, collaborative R&D
  - » Avg tenure of CX team members: 7+ years
- » Cloud Based, Modular Platform
- » Accessibility & Security Focused
- » Toronto & Indianapolis Based



# Platform Modules



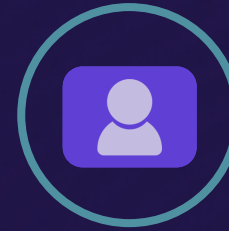
**Meeting Manager**  
Agenda, Minutes, and more – all in one place



**Document Manager**  
Comprehensive workflows & tools to help prepare, approve, & submit reports.



**Speaker Lists**  
Manage member debates



**Livestreaming**  
Video streaming online for public transparency



**Participant Portal**  
Secure access for elected officials & boards



**Vote Manager**  
Rules-based electronic voting tool that even does the math



**Public Comments**  
Engage the public before, during, & after the meeting



**Subscription Lists**  
Public sign up for posting notifications



**For Accessibility and Inclusivity**

WCAG 2.1 AA Compliance | Webcasting | Closed Captioning | Published Pages

# eScribe 5: On-going Support & Upgrade Path to 6

# On-going Support & Upgrade Path

- No end-of-support timeline for eScribe 5 today
- Continued stability and operational support
- Upgrades are customer-led, not forced
- Customer Success partners with you to plan next steps



# eScribe 6: Customer Momentum & Success

# eScribe 6: Customer Momentum & Success

## Growing Adoption Across Our Customer Community

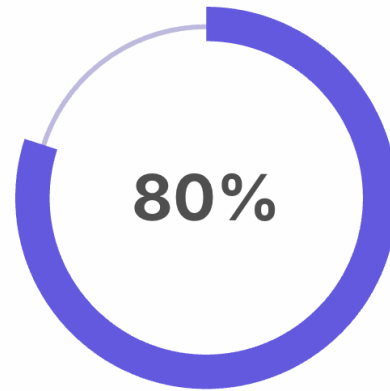
- Over 115 customers on eScribe 6
- ~70% are live on the platform
- 10 eScribe 5 customers have moved to eScribe 6 in a "fresh start"
- 20+ Currently in Progress

## What We're Hearing from Customers

- Positive post-upgrade feedback
  - Customers describing more streamlined meeting preparation
  - Taking this fresh start to eScribe 6 delivers cleaner setups and better long-term efficiency
-

# Publishing Reliability Rate

## Measuring Success: Publishing Reliability



### Publishing Reliability Rate

Target:  $\text{Meetings with on-time publication} \div \text{Total meetings}$

The one metric both internal and external stakeholders can rally around—measured via publish datetime vs. publishing deadline datetime set in meeting template.

# What It Means for You

**Reduces risk:** Meeting mandated notice requirements and transparency obligations.

**Relieves stress:** Staff no longer face late-night manual edits, file chaos, or last-minute publishing crises.

**Actionable insight:** Gives eScribe insight to make your workflows even smoother



# Transcription & AI Minutes

# Live Transcription

- Live transcript with timestamps are created using eScribe's Livestreaming integration
- Transcript timestamps can be easily edited if needed post-meeting
- Speaker identification based on the attendee roll call with human in the loop confirmation and editing

The screenshot displays a web interface for a live transcription session. At the top, there are navigation options like 'Attendees', 'Roll Call', 'Public Comments', and 'Live Streaming'. The main content is divided into two panels. The left panel, titled 'Agenda', lists four items: '1. Call to Order', '2. Roll Call', '3. Pledge of Allegiance', and '4. Approval of Agenda'. The right panel, titled '4. Approval of Agenda', shows a transcript with speaker identification and timestamps. The transcript includes a second Councilmember Sanchez's motion, a statement from City Planner Eleanor Briggs, a question from Councilmember Thomas, and a response from Councilmember Walker. The interface also features a search bar, an 'Autoscroll' toggle, and a 'Transcribing ...' indicator at the bottom.

< Back [Meeting Type] • [Meeting Date] Meeting (In-Session) ▾

Attendees Roll Call Public Comments Live Streaming Status: ● No Encoder Public Display 🔊 📄 🗑️

**Agenda** Stop Conducting Conclude ⋮

Active | Agenda Details

1. Call to Order ⬆️

📄

The meeting was called to order by Mayor Williams at X:XX AM / PM.

2. Roll Call ⬆️

📄

At X:XX AM / PM, the City Clerk conducted roll call and confirmed a quorum was present.

3. Pledge of Allegiance ⬆️

📄

The Pledge of Allegiance was led by the Mayor at X:XX AM / PM.

4. Approval of Agenda ⬆️

📄 ✎️ 🗑️

The Council reviewed the proposed meeting agenda at X:XX AM / PM and approved it with no amendments. This procedural step confirmed the sequence and content of the meeting's discussions.

Moved:  
Seconded:  
A councilmember introduced a motion to adopt the agenda as presented, ensuring all listed items would be addressed in order. This motion helps establish meeting structure and affirms agreement among members on the schedule.

Result:

4. Approval of Agenda ⋮

Details Minutes **Transcription** Speaker List More

🔍 Enter a search term  Autoscroll

I second Councilmember Sanchez's motion. Public utility issues are critical, and we should ensure full transparency on progress being made, especially after last week's boil advisory.

0:12 City Planner Eleanor Briggs

Thank you, Council. Regarding Agenda Item 3—Rezoning Petition RZ-245—we've received the environmental impact study and traffic flow analysis. Both documents recommend proceeding with the rezoning, provided the developer adjusts their stormwater runoff mitigation plan.

0:18 Councilmember Thomas

I'd like to ask for clarification. Ms. Briggs, does the traffic study account for the proposed addition of a charter school adjacent to the rezoned lot? That's a key concern for Ward 4 constituents.

0:22 City Planner Eleanor Briggs

Yes, Councilmember Thomas. The traffic study includes projected flow increases from both the charter school and the mixed-use development. However, the Department of Transportation has requested a revised ingress/egress layout to minimize congestion on Maple Avenue during peak school hours.

0:27 Councilmember Walker

I'd like to suggest we table the rezoning vote until the revised site access plan is submitted. We owe it to residents to ensure all impact factors are addressed before proceeding with a final decision.

0:31 Speaker Name

Motion noted, Councilwoman Holloway. We'll vote on the motion to table Agenda Item 3 until our next scheduled meeting on July 16th. All those in favor, please say 'aye'.

Transcribing ...

# Minutes AI

- Minutes can be generated using the Generate Minutes button in eScribe
- Generated minutes will use the transcript, timestamps, agenda item details, motions, and voting results to create draft minutes
- Draft minutes can be accepted, declined, or regenerated at any time
- AI Minutes will also consider past minutes taken to better match styling and tone

The screenshot displays the eScribe meeting interface. At the top, there's a navigation bar with a 'Back' button, meeting type and date placeholders, and a 'Meeting (In-Session)' dropdown. Below this is a toolbar with buttons for 'Attendees', 'Roll Call', 'Public Comments', 'Live Streaming', and a 'Status' indicator set to 'Not Streaming'. The main content area is divided into two panels. The left panel, titled 'Agenda', shows a list of items: '1. Call to Order', '2. Roll Call', '3. Pledge of Allegiance', and '4. Approval of Agenda'. The '4. Approval of Agenda' item is selected and expanded, showing its details and a 'Generate Minutes' button. The right panel, titled '4. Approval of Agenda', shows the 'Minutes' section. It features a 'Generate Minutes' button and three review cards. Each card contains a warning about AI-generated content and options to 'Accept', 'Decline', or 'Regenerate'. The third card is currently in a 'Regenerating' state, showing a progress indicator and the text 'Text being generated in realtime|'.

Q&A

**Thank you.**



# Civility, Leadership, and Public Trust

- **Mayor Meed Ward, City of Burlington**
- **David Arbuckle, AMCTO Executive Director**



## **Networking Break**

**See you back in 10 minutes!**



# Sponsor Spotlight



# What We Wish We'd Known: Lessons Learned from an ERDMS Journey

- **Alison Gray, Director of Corporate Services/Clerk, Township of Severn**
- **Justin Grainger, Deputy Clerk, Town of Erin**
- **Rachel Wilson, Manager of Privacy and Information, County of Wellington**



# Lunch Break- Sponsor Spotlight



# Sponsor Spotlight



## **Networking Break**

**See you back in 5 minutes!**



# AI Without the Hype

- **Marco Cheng-Perri, Manager of Digital Transformation, Data and Corporate Performance, Township of King**



# Zone Business

# Wrap Up, Door Prizes, and Adjournment