

**Kelly Lush**

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**From:** AMCTO | The Municipal Experts <broadcasts@amcto.com>  
**Sent:** August 22, 2022 9:30 AM  
**To:** Kelly Lush  
**Subject:** AMCTO at the 2022 AMO Conference

Update on our 2022 AMO conference delegations

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August 22, 2022

## **Advocacy Update: AMCTO at the 2022 AMO Conference**

We were proud to take part in the first in-person AMO conference in two years in the City of Ottawa August 15-17<sup>th</sup>. We spoke with many local government professionals who stopped by our exhibitor booth, heard from subject matter experts during conference sessions, and had important conversations and ministry delegations to advocate on priorities within our [AMCTO Issue Profile](#).

President Elana Arthurs and staff participated in three ministry delegations: a meeting with Parliamentary Assistant to the Minister of Finance, Stephen Crawford, a meeting with the Honourable Kaleed Rasheed, Minister of Public and Business Service Delivery, and the Honourable Steve Clark, Minister of Municipal Affairs and Housing. Executive Director, David Arbuckle, also participated in a discussion with the Ontario Big City Mayors (OBCM) on the strong mayor legislation.

### **AMCTO Delegation with the Ontario Big City Mayors**

Following President Elana Arthurs' [letter](#) to the Minister of Municipal Affairs and Housing about Bill 3, AMCTO received an invitation to address the joint Ontario Big City Mayors/Mayors and Regional Chairs meeting to voice our members' concerns with the Bill.

At the meeting, Executive Director, David Arbuckle, spoke to issues highlighted in the letter including the potential politicization of local government leadership and the effect this can have on overall municipal workplace culture. Our concerns were well received and appreciated, and we will continue to work with other affected groups to make members' voices heard as this legislation moves forward.

### **Delegation with the Ministry of Finance**

With Parliamentary Assistant Crawford, we discussed municipal financial sustainability and in particular, the need to index the Ontario Municipal Partnership Fund (OMPF) to inflation to ensure that municipalities have operating funds to cover their increasing costs. We also expressed our hope that the Municipal Modernization Program (MMP) and Audit and Accountability Funds would continue to support local innovative projects. PA Crawford committed to bringing our asks back to Minister Bethlenfalvy.

### **Delegation with the Ministry of Municipal Affairs and Housing**

Our delegation with Minister Clark came at a time when we have expressed significant concerns with the impacts *Bill 3: Strong Mayors, Building Homes Act* has on municipal staff and local accountability. While we referenced our letter, our focus was continuing to work toward the reduction of the reporting burden with a public, transparent process involving the Government, AMCTO and other municipal associations. This came as a follow up to our [Spring letter](#) to the ministry. The minister and staff expressed their interest in finding ways to continue to work together and we will be following up with the ministry on these issues.

We also raised our concerns regarding funding for the Municipal Management Internship Program (MMIP) once again. While we expressed our thanks for allowing criteria for internships as part of the implementation stream of the Municipal Modernization Program (MMP), we reminded the Ministry that this excluded larger municipalities and was not a replacement for a permanent, centrally-run program. In the Minister's response, he congratulated AMCTO and other municipal groups on efforts around succession planning and stated that while there were municipalities who used MMP funds to hire an intern, there were not as many as he anticipated. We flagged for the minister that this should not indicate disinterest on the part of municipalities or prospective interns, but rather that timelines for applications and the overall program design was short, which he acknowledged. We will be considering what other steps AMCTO can take on the internship program going forward.

### **Delegation with the Ministry of Public and Business Service Delivery**

Building off a productive meeting with Minister Rasheed during the **2022 ROMA conference** when he was Minister of Digital Government, we were pleased to provide an overview of our concerns regarding the 30-year old *Municipal Freedom of Information Privacy and Protection Act (MFIPPA)* and emphasized our call for modernization of the legislation starting with a comprehensive review. We talked about a number of issues our members are experiencing including high-volume, frivolous and vexatious requests that contribute to the issue of harassment of municipal staff during the Freedom of Information (FOI) process and talked about the efforts of our *MFIPPA* Working Group to review and make comprehensive recommendations to the ministry. We are pleased to have secured additional commitments for political-level follow ups which complement the collaboration with ministry officials that AMCTO has had over the last couple of years.

For additional takeaways from the AMO conference, check out our latest blog post:

### **2022 AMO CONFERENCE HIGHLIGHTS**

For more information about our advocacy efforts, please contact:

**Alana Del Greco**

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**From:** AMO Communications <Communicate@amo.on.ca>  
**Sent:** September 1, 2022 10:01 AM  
**To:** Kelly Lush  
**Subject:** AMO Watchfile - September 1, 2022

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September 1, 2022

### In This Issue

- Anti-Stigma Advisory Table: Call for nominations.
- Ontario accepting applications for Flood Hazard Identification & Mapping Program.
- Asset management training for municipalities.
- Jump start your digital transformation with an e-signature solution.
- Investments 101 - Training seminars.
- ORFA's Fall 2022 professional development program, Mississauga.
- Careers: South Bruce, Hastings, Simcoe, Tillsonburg and Sables-Spanish Rivers.

### Provincial Matters

The Ontario Mental Health Secretariat is conducting a call for nominations for the Anti-Stigma Advisory Table to support the work of the Mental Health Collaborative Tables. Interested nominees are requested to complete an [informational survey](#) by September 9.

Applications are being accepted until September 16 for the [Federal Flood Hazard Identification and Mapping Program](#). Up to 50% matched federal funding can be received for eligible flood mapping projects.

### Eye on Events

AMO is continuing to provide training in asset management to municipal staff through the [Municipal Asset Management Program](#), which is delivered by the Federation of Canada Municipalities and funded by the Government of Canada. Contact [ccbf@amo.on.ca](mailto:ccbf@amo.on.ca) for more information.

As municipalities move from paper to electronic filing, authentication of files is a critical challenge. On September 28 at 12 pm, join AMO's partner, [Notarius](#), and learn how ConsignO Cloud can reduce the signing time of documents and allow anyone to sign legally reliable documents electronically with a phone, a tablet, or a computer.

### ONE Investment

ONE Investment brings back in person one-day training seminars. In Fall 2022, Investments 101 sessions will be held in Barrie, Kingston, London, and Milton. For registration or further details, please contact [one@oneinvestment.ca](mailto:one@oneinvestment.ca).

### **Municipal Wire\***

Registration is open for ORFA's [Fall Professional Development Program](#), October 17-21. Take advantage of sessions on emerging issues, trends, and challenges, training courses, and a recreation industry focused tradeshow. Join ORFA in-person or connect virtually!

### **Careers**

[Communications/Public Relations Officer - Municipality of South Bruce](#). Works with the South Bruce Nuclear Exploration Project team. Email the cover letter and resume to: [rniesen@southbruce.ca](mailto:rniesen@southbruce.ca) by September 9, 12:00 noon.

[Collections Clerk - Hastings County](#). Maintains collection records adhering to policies and procedures for the monitoring and collection of outstanding accounts receivable. Closing Date: September 9, 4 pm.

[Manager Maintenance & Facilities - County of Simcoe](#). Provides effective leadership and direction for all day to day operations related to all aspects of maintenance and facilities. [Apply online](#) by September 2.

[Director of Operations and Development - Town of Tillsonburg](#). Responsible for the operation of the Department, and participates in the development of corporate policies and programs. [Apply online](#) by September 12.

[Director of Development Services - Township of South Frontenac](#). Responsible for all strategy, services and policies related to planning, land use and development, Ontario Building Code enforcement, zoning compliance and economic development initiatives. [Apply online](#) by September 7.

[Director of Operations, Public Works - Township of Sables-Spanish Rivers](#). Provides leadership and management of the Department and all related infrastructure. Apply to [awhalen@sables-spanish.ca](mailto:awhalen@sables-spanish.ca) by September 29.

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### **About AMO**

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

### **AMO Contacts**

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[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

Media Inquiries

Municipal Wire, Career/Employment and Council Resolution Distributions

AMO's Partners



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**From:** AMO Communications <Communicate@amo.on.ca>  
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September 8, 2022

### In This Issue

- Finalizing recovery strategies for five species at risk.
- Jump start your digital transformation with an e-signature solution.
- Pandemic recovery support for municipal health and safety programs.
- Canoe vendor spotlight: Rehrig Pacific Company.
- Get a quote for the LAS Road & Sidewalk Assessment Service.
- Blog: My experience as LAS' Marketing and Communications Intern.
- Investments 101 Workshops - Registration open!
- Register for OMSSA's 2022 Forum on Sept 20-21.
- Careers: South Nation Conservation, Thessalon and Greater Sudbury.

### Provincial Matters

Surveys are open until October 6 on the Ministry of the Environment, Conservation and Parks' final recovery strategies for Black Ash, Gillman's Goldenrod, Cerulean Warbler, Red-headed Woodpecker and Spoon-leaved Moss.

### Eye on Events

As municipalities move from paper to electronic filing, authentication of files is a critical challenge. On September 28, 12 pm, join AMO's partner, Notarius, and learn how ConsignO Cloud can reduce the signing time of documents and allow anyone to sign legally reliable documents electronically with a phone, a tablet, or a computer.

On September 29, 8:30 am ET, AMO's partner 4S Consulting Services is co-hosting a webinar with the Workplace Safety and Insurance Board (WSIB) on pandemic recovery supports available to municipalities for health and safety programs. Speakers will walk through how you can double the rebate on WSIB premiums and other topics. Register today.

### LAS

We're pleased to welcome Rehrig Pacific Company, supplier of waste and recycling carts, to the Canoe Procurement Group. Save time and money while keeping your



community clean. [Contact Simon](#) to learn more.

Is a road needs study part of your budget for 2023? [Contact Tanner](#) to get a quote for your [LAS Road & Sidewalk Assessment](#). Better data leads to better decisions for your biggest assets.

The end of August marks two occasions: the unofficial end of summer and the end of our student's work term. Tiffany Chan writes about her experience working at LAS as our [Marketing and Communications intern](#).

### **ONE Investment**

Calling municipal finance staff Investment Basics and Beyond workshops are coming to a location near you - Milton, London, Barrie and London. For more details and registration information click on the following [link](#).

### **Municipal Wire\***

Join OMSSA from across Ontario to hear from several experts, including keynotes Françoise Mathieu and Marci Gray, as they discuss post-pandemic workplace mental health and potential solutions. [Register today](#).

### **Careers**

[Chief Administrative Officer - South Nation Conservation](#). The ideal candidate will have exceptional business acumen, great people skills, and the ability to collaborate, build teams, and manage change. Apply to [careers@waterhousesearch.ca](mailto:careers@waterhousesearch.ca) by September 20.

[Chief Administrative Officer - Town of Thessalon](#). Responsible for the strategic leadership and efficient delivery of all the municipality's administrative and operational services. Apply to [careers@waterhousesearch.ca](mailto:careers@waterhousesearch.ca) by September 20.

[Co-ordinator of Waste Disposal - City of Greater Sudbury](#). Demonstrate strong organizational, numeric sense, administrative and good judgement skills. Apply to [hrjobs@greatersudbury.ca](mailto:hrjobs@greatersudbury.ca) by September 27.

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**From:** AMCTO | The Municipal Experts <amcto@amcto.com>  
**Sent:** September 13, 2022 1:31 PM  
**To:** Kelly Lush  
**Subject:** Advocacy Update: Progress on Professional Development Days on Municipal & School Board Election Day

Supporting our members and municipal staff in elections planning

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September 13, 2022

## **Advocacy Update**

**Progress on Professional Development (PD) Days  
on Municipal and School Board Election Day**

We are pleased to provide an update on our advocacy work related to having school boards support scheduling a Professional Development (PD) Day on municipal and school board election day (October 24, 2022).

As you may recall, in late summer 2021, we **wrote to school boards** across the province formally requesting that a PD Day be scheduled on the same day as municipal and school board election day. This was proposed as an interim 'non-legislative' solution to the issue of mandating a PD Day on school board and municipal election day (something AMCTO has long called for). As a follow-up to this letter, we made presentations to the Boards of the Ontario Catholic School Trustees Association and the Ontario Public School Boards Association to seek their support. Our aim was to influence the development of their 2022-2023 school year calendars. We also wrote to Ontario Minister of Education, Stephen Lecce, requesting that he implement a mandatory PD Day on municipal and school board election day. Our team also met with then-Parliamentary Assistant, Sam Oosterhoff, at the 2022 ROMA Conference to further discuss this issue.

As a result of these efforts, we were pleased to see that the Ministry of Education wrote a memo to school boards encouraging boards to schedule a PD Day to support the facilitation of municipal and school board elections on October 24<sup>th</sup>, 2022.

In our analysis of available school year calendars from the 2018-2019 school year (the last municipal and school board election year), 25% of school boards held PD Days on election day in 2018 and another 60% held PD days in October (30% of which took place within a week of election day).

Our analysis of 2022-2023 school board calendars suggests that significant progress has been made in getting school boards' support on this issue. As a result of our advocacy work, 2022-2023 calendars show that 64% of school boards have scheduled a PD Day on municipal and school board election day in 2022. While there remains work to be done to increase school boards' collective participation on this issue, we are pleased that our efforts have supported the continued local advocacy done by our members and municipal elections staff.

We will continue to press for a mandatory PD Day to further support our members and election administrators in their elections planning and preparations.

For more information or questions, please contact:

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**From:** AMCTO | The Municipal Experts <broadcasts@amcto.com>  
**Sent:** September 9, 2022 10:03 AM  
**To:** Kelly Lush  
**Subject:** September Municipal Elections Express

*Important reminders heading into a busy Fall elections season*

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September 9, 2022

## **AMCTO 2022 Municipal Elections Express: Voters List, Certificates & Campaign Contributions, Compliance Audit Committee**

An AMCTO tradition every municipal election year, election expresses aim to highlight elements of effective elections planning, elections-focused legislative updates and key dates to support you, our members, in the important task of administering elections in your local communities.

Informed by our 2022 Elections Working Group, these monthly expresses will provide a high-level overview of select content within our **2022 Municipal Elections Training program**. To start, be

sure to **download a copy of our 2021-2023 municipal elections calendar** and if you haven't done so already, **register** to access over 100+ documents, sample templates and other resources within our all-new program and virtual elections community.

## **Requirements for the Interim and Final Voters List**

As prescribed by subsection 27 (1) of the *Municipal Elections Act*, during the period beginning on **September 15** and ending on **September 25** in the year of a regular election, the clerk shall:

- Prepare an interim list of the changes to the Voters List approved under sections 24 and 25 on or before September 15; and
- Give a copy of the interim list to each person who received a copy of the Voters List under section 23 and to each certified candidate.

Within 30 days after Voting Day, the clerk shall prepare a final list of the changes to the Voters List approved under sections 24 and 25 and provide a copy of the final list of changes to the Municipal Property Assessment Corporation (MPAC). For more details on the Voters List, review our previous [August elections express](#).

## **Certificates & Campaign Contributions**

In accordance with sections 33.0.1 and 33.0.2 of the *Municipal Elections Act*, upon filing nomination papers, candidates are to be provided with a certificate of the applicable maximum amount of expenses and a certificate of the applicable maximum amount of contributions to a candidate's own election campaign (the latter is only applicable to candidates for mayor and/or councillor) by the clerk.

Similarly, in accordance with subsection 88.21 (15) of the *Act*, upon filing their notice of registration, registered third party advertisers are to be provided with a certificate of the applicable maximum amount of expenses and a certificate of the applicable maximum amount for parties, etc. after Voting Day.

**Final certificates are to be provided to all candidates and registered third party advertisers on or before September 25.** This is in accordance with subsections 88.9.1 (4), 88.20 (13), and 88.21 (14) of the *Act*.

### ***What are the prescribed formulas for candidates' expenses?***

The following formulas are prescribed for the purpose of calculating the maximum amount a candidate is permitted to spend on their campaign. Pursuant to section 5 of Ontario Regulation 101/97, the prescribed formula to calculate the limit is:

1. In the case of a candidate for the office of head of council of a municipality, the amount shall be calculated by adding together \$7,500 plus 85 cents for each elector entitled to vote for the office.
2. In the case of a candidate for another office, the amount shall be calculated by adding together \$5,000 plus 85 cents for each elector entitled to vote for the office.

For example, if a candidate for mayor is running in a municipality with 634,525 eligible electors, then the prescribed formula would be  $\$7,500 + (\$0.85 \times 634,525)$  which would equate to a spending limit of \$546,846.25.

### ***How do you determine the number of electors in a regular election?***

The number of electors presented on the certificates are established using the number determined from the Voters List **as it existed on September 15 in the year of the previous election, adjusted for changes made under sections 24 and 25 that were approved as of that day.** The prescribed formulas for calculating spending and contribution limits must be written so that the amount calculated under it varies based on the number of electors entitled to vote in the municipality or for the office for which the candidate is nominated. The manner in which the number of electors in a regular election is determined is referred to in paragraph 1 of subsection 88.20 (11), paragraph 1 of subsection 88.9.1 (2), and paragraph 1 of subsection 88.21 (11) of the *Act*.

### **Compliance Audit Committee**

The Compliance Audit Committee (CAC) is an independent, statutory body whose responsibilities and powers are prescribed in section 88.37 of the *Municipal Elections Act*. The CAC is responsible for reviewing and making decisions on applications for municipal election campaign finance compliance audits, and on reports from the clerk respecting apparent contraventions of contribution limits.

With respect to applications for a compliance audit of the campaign finances of a candidate for municipal council, school board, or a registered third party, the CAC is responsible for:

- Receiving and considering applications and determining whether the compliance audit should be granted or rejected;
- Appointing an auditor, if the compliance audit is granted;
- Receiving the compliance audit report from the auditor; and
- Reviewing the auditor's report – if the report concludes that the candidate or registered third party appears to have contravened a provision of the *Act* relating to campaign finances, the Committee must decide whether legal proceedings should be commenced against the candidate.

With respect to reports from the clerk regarding apparent contraventions of contribution limits, the Compliance Audit Committee is responsible for:



- Receiving and considering report(s) from the clerk identifying each contributor to a candidate for office on council or school board who appears to have contravened any of the contribution limits under section 88.9 of the *Act*, and deciding whether to commence a legal proceeding against a contributor for an apparent contravention; and
- Receiving and considering report(s) from the clerk identifying each contributor to a registered third party who appears to have contravened any of the contribution limits under section 88.13 of the *Act* and deciding whether to commence a legal proceeding against a contributor for an apparent contravention.

The Committee is required to consider and render a decision on applications for compliance audits, reports from an audition and reports from the clerk within 30 days of receipt, as prescribed in section 88.33 (17) of the *Act*.

### **CAC FAQs**

#### ***What is the deadline for establishing the CAC?***

Section 88.31 (1) outlines that the last day for councils and school boards to establish a compliance audit committee for the 2022-2026 term is **October 1, 2022**. It is recommended the clerk remind the secretary of school board(s) for which they run elections of the requirement to establish the committee and administrative procedures.

#### ***Who can submit compliance audit applications?***

Under the *Act*, any eligible elector who believes that a candidate or registered third party advertiser has contravened the campaign finance rules in the statute may apply for a compliance audit of that party's election campaign finances.

#### ***When can compliance audit applications be submitted?***

For the 2022 municipal elections, the first date a compliance audit application can be accepted is **April 3, 2023**. In accordance with the *Act* applications for compliance audit must be made within 90 days after the latest of the following:

- The initial financial statement filing date;
- The date the candidate filed an initial financial statement, if the statement was filed within 30 days after the applicable filing date;
- The candidate's supplementary filing date, if any; or
- The date on which the candidate's extension, if any, expires.

#### ***What does the Municipal Elections Act say about the composition of the committee?***

Section 88.37 (2) prescribes that the committee must be composed of not fewer than three and not more than seven members and can not include:

- Employees or officers of the municipality or local board;
- Members of the council or local board;
- Any persons who are candidates in the election for which the committee is established; or
- Any persons who are registered third parties in the municipality in the election for which the committee is established.

For more details regarding CACs, check out Module 7 of the AMCTO Municipal Elections Training Program.

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Connect with fellow clerks, members of our Elections Working Group and other elections experts within the **AMCTO Elections Training Program** to review materials and legislation, to ask questions, and for general support and advice as you head into a busy fall elections season.

Plus, stay tuned for a recap of all of our 2022 municipal election expresses to come!

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