

**MEETING OF**  
**THE ONTARIO SMALL URBAN MUNICIPALITIES (OSUM)**  
**EXECUTIVE COMMITTEE**

**Date: Wednesday, January 16, 2019**

**Time: 9:00 a.m.**

**Place: Board Room, AMO Office, 200 University Avenue, Suite 801**

**MINUTES**

Welcome and Regrets

Graydon Smith, Town of Bracebridge

Bob Kwapis, Town of Newmarket

Lynn Dollin, Town of Innisfil

By Phone

Administrative Representatives:

Larry McCabe, Town of Goderich and Administrative Officer

Dwayne Evans, Township of North Huron

Brian Rosborough, AMO

Adam Garcia, AMO

1. Conflict of Interest

2. Minutes:

- a. Approval of Executive Committee Minutes – August 19, 2018 and Caucus Minutes of November 30, 2018

Moved by: Larry McCabe

Seconded by: Bob Kwapis

That the Executive Committee Minutes – August 19, 2018 and Caucus Minutes of November 30, 2018, be approved.

CARRIED

### 3. Business

#### a. New Host Policies

The Committee review in detail the Host Policies that have been revised having the effect of AMO being involved in support for the conference and looking after registration, exhibitors, etc. Following review:

Moved by: Bob Kwapis  
Seconded by: Lynn Dollin

That the new Host Policies be approved.

CARRIED

#### b. OSUM Sponsorship, Exhibitor and Registration Package

The Committee review in the detail the OSUM Sponsorship, Exhibitor and Registration Package, noting that AMO have prepared a sponsorship package for exhibitors and registration. Following review:

Moved by: Larry McCabe  
Seconded by: Lynn Dollin

That the OSUM Sponsorship, Exhibitor and Registration Package, be approved.

CARRIED

#### c. Future Conferences

Future Conferences is discussed by the Committee and it is felt there should be an outreach and also announced at the AMO Conference.

#### d. Vacancies

Discussion occurs with regards to vacancies on the OSUM Executive Committee as a result of resignations and the 2018 Municipal Election. Currently there are two vacancies on the OSUM Caucus and a call has been sent out by AMO with regards to interested individuals to sit on the OSUM Caucus.

#### e. OSUM Communications and AMO Assistance

The Committee discuss AMO being involved in communicating various issues and assisting with communications with the OSUM Executive Committee. Discussion also occurs regarding the use of Red Brick Communications, Brian Lambie's company, and Chair Smith will reach out to Mr. Lambie to discuss further their services in promoting OSUM matters through various means of communication.

f. 2019 Budget

The 2019 budget is reviewed by the OSUM Executive Committee and it reflects an adjustment with regards to sponsorship as advised by Administrative Officer McCabe due to the difficulty in acquiring sponsors that have changed their policies with regards to support. The sponsorship support is adjusted to \$50,000.00 from \$53,500.00 and following further discussion;

Moved by: Larry McCabe  
Seconded by: Bob Kwapis

That the 2019 OSUM Executive Budget be approved as amended.

CARRIED

It is noted that the revenues will reflect AMO collecting registration, exhibitors directly into AMO for the benefit of the OSUM Executive Committee.

- g. Adam Garcia and Brian Rosborough review the program. Following review, it is noted the ROMA Conference is coming up at the end of the month and that following that, AMO will become more active with regards to promoting the OSUM Conference and acquiring speakers and securing sessions, etc. It is noted the them will be “Changing Landscape.” The next meeting will be on April 30, 2019 at Pembroke.

4. New Business

5. Unfinished Business:

6. Next Meeting:

7. Adjournment:

Moved by: Bob Kwapis  
Seconded by: Dwayne Evans

That there being no further business, the OSUM Committee adjourn at 11:00 a.m.

CARRIED

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CHAIR

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SECRETARY