April 18, 2008

To: Head and Members of Council
From: Jim Wilson, Secretary-Treasurer, AMO
      Kathy Zammit, Chief Returning Officer, AMO

Please be advised that in accordance with the Association’s governing by-law, the Secretary-Treasurer is requesting nominations to the 2008 – 2009 AMO Board of Directors.

Attached please find:

- A summary of the offices for each caucus for which elections will be held at the 2008 Annual Meeting;
- An estimate of the annual time commitment required to serve on the AMO Board of Directors and for those who will then serve on the AMO Executive Committee; and
- Nomination Form

The names of all qualified individuals who are duly nominated will appear on the ballot for election to the Board.

Please forward a completed Nomination Form to the Association of Municipalities of Ontario via fax at (416) 971-6191 or mail to the attention of Pat Vanini, Executive Director. **Qualified Nominees must obtain a Council resolution of support which also specifies the Caucus for which the individual is nominated.** A completed Nomination Form and supporting material must be received no later than 4:00 p.m. Friday, June 20, 2008. Nominations will not be accepted beyond that date.

All candidates will be contacted to confirm receipt of their nominations and at that time will receive further information on the election process.

If you have any questions regarding this information, please contact Pat Vanini, Executive Director at (416) 971-9856, ext. 316, e-mail pvanini@amo.on.ca or Lorna Ruder, Executive Assistant, ext. 341, or lruder@amo.on.ca.
The following is an estimate of time individuals can normally expect to devote for service on the AMO Board of Directors and Executive Committee (i.e. Chair of each Caucus).

<table>
<thead>
<tr>
<th>Event</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>Executive Meetings</td>
<td>10 days</td>
</tr>
<tr>
<td>Memorandum of Understanding Meetings</td>
<td>10 days</td>
</tr>
<tr>
<td>(Executive Committee)</td>
<td></td>
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<tr>
<td>Board Meetings</td>
<td>7 days</td>
</tr>
<tr>
<td>AMO Conference</td>
<td>3 days</td>
</tr>
<tr>
<td>Other Commitments</td>
<td>up to 6 days depending on interest</td>
</tr>
<tr>
<td>(task forces, other meetings)</td>
<td></td>
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</tbody>
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*Board Meetings:*

Board meetings are normally held on the fourth Friday in September, November, January, March and June and on the Saturday and sometimes the Sunday prior to the AMO Annual Conference in August. The June meeting is normally held in the President’s home municipality. In addition to the six Board meetings, Board members may also serve on AMO Task Forces.

*Executive Meetings:*

Executive meetings are held on the Thursday before a scheduled Board meeting and on the fourth Friday of the month when there is no Board meeting. Memorandum of Understanding (MOU) meetings are specifically scheduled and are generally monthly.
Elections will be held for the 2008 – 2009 AMO Board of Directors consistent with the AMO By-law No. 1:

- **President.** 1 elected official.

- **Secretary-Treasurer.** 1 municipal employee.

The President and the Secretary-Treasurer shall each serve a two-year term.

- **6 County Caucus Directors.** *To be Elected:* Three elected officials and one municipal employee to be elected by caucus constituency at the conference. *Appointed:* Chairs of the Eastern and Western Ontario Wardens Caucuses.

- **7 Large Urban Caucus Directors.** *To be Elected:* Five elected officials and one municipal employee to be elected by caucus constituency at the conference. *Appointed:* Chair of the Large Urban Mayors’ Caucus of Ontario.

- **6 Northern Caucus Directors.** *To be Elected:* Three elected officials and one municipal employee to be elected by caucus constituency at the conference: two from the Northeast and two from the Northwest. *Appointed:* Chairs of the Federation of Northeastern Ontario Municipalities and the Northern Ontario Municipal Association.

- **7 Regional and Single Tier Caucus Directors.** *To be elected:* Six elected officials to be elected by caucus constituency at the conference. *Appointed:* Chair of the Mayors and Regional Chairs of Ontario’s Single Tier Cities and Regions.

- **6 Rural Caucus Directors.** *To be elected:* Four elected officials and one municipal employee to be elected by caucus constituency at the conference. *Appointed:* Chair of the Rural Ontario Municipal Association.

- **6 Small Urban Caucus Directors.** Four elected officials and one municipal employee to be elected by caucus constituency at the conference. *Appointed:* Chair of Ontario Small Urban Municipalities.

Each of the above caucus members shall serve a one-year term.
**Nomination Form**

**2008 – 2009 AMO Board of Directors**

- It is the responsibility of the person nominated to file a complete and accurate Nomination Form.
- Nominations will be accepted no later than **4:00 PM Friday, June 20, 2008.**
- Resolution of support from nominee’s municipality must be attached, and must specify the Caucus.

Send completed forms to:

**Pat Vanini, Executive Director**
Association of Municipalities of Ontario,
200 University Avenue, Suite 801,
Toronto, ON M5H 3C6
FAX: 416-971-6191

<table>
<thead>
<tr>
<th>Nominee’s Name as it is to appear on the ballot</th>
<th>Nominated for the Office of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nominee’s Municipality</td>
<td>Check One Only</td>
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<tr>
<td>Is Municipality currently a paid member of AMO? Yes / No</td>
<td></td>
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<tr>
<td>Nominee’s Municipal Title</td>
<td></td>
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<tr>
<td>Nominee’s Preferred Contact Information</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Town/City</td>
<td>Postal Code</td>
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<tr>
<td>Bus/Cell Phone</td>
<td>Res Phone</td>
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<td>Fax</td>
<td>Email</td>
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☐ Council Resolution confirming Caucus and Council support for the nomination is ATTACHED.

**Consent of Nominee and Statement of Qualification**

I ___________________________ the Nominee mentioned in this Nomination Form do hereby consent to such nomination and declare that I am qualified to be elected and to hold the office for which I am nominated.

Dated: ____________________ Signature: ____________________

Signature of Nominee

**Certificate of Chief Returning Officer**

Date Nomination Form Received at AMO offices: ____________________

I, the Chief Returning Officer, appointed by the Association of Municipalities of Ontario, to officiate over these elections, do hereby certify that I have examined the Nomination form of the aforementioned Nominee filed with me and am satisfied that such Nominee is qualified to be nominated to the office indicated above.

Dated: ____________________ Signature: ____________________

Chief Returning Officer