



Municipal Governance 101

1 Day Workshop

AMCTO's Municipal Governance 101 workshop is designed to provide participants with a foundation in the fundamentals of municipal government, including the history, legislation, governance and administration that impact you as municipal practitioners in a variety of roles in Ontario municipalities.

AMCTO has developed this Workshop to offer a basic understanding of the core areas of responsibility and focus within the role of municipal staff. The insights gained will assist you to carry out your duties in the most effective manner while maintaining and developing the tools to manage the challenges and responsibilities in your day-to-day work.

This Workshop offers an intensive day of interactive learning of the practical administration and management required for you to succeed as an effective municipal administrator in the delivery of municipal programs and services. Topics will be presented through a combination of presentation, group discussion and examples.

What You Will Learn:

- Overview of legislation and practical aspects of municipal government
- The municipal sector - background, structure, service responsibilities
- The fundamentals of accounting and financial reporting, PSAB compliance
- Best practices and principles of effective municipal administration
- Service delivery, user fees vs taxation, cost recovery, budgets, reporting and much more
- Managing compliance, the changing municipal landscape and practices among municipalities

Why Attend:

This Workshop will allow those who have had little exposure to municipal government thus far in their career to gain a better understanding of the basic tenets of municipal legislation and administration. Discussion of relevant and timely issues will provide useful context and background. Valuable tips from hands-on experiences for creating a positive environment for effective delivery of municipal public service and customer service for your department and/or municipality will be covered.

This Workshop will be of interest to municipalities of all sizes looking to expand their staff's knowledge on the importance of municipal governing and administration.