

Subject: City representation and delegate attendance at the Federation of Canadian Municipalities and the Association of Municipalities of Ontario Annual Conferences

File Number: ACS2023-OCC-CCS-0026

Report to Finance and Corporate Services Committee on 7 March 2023

Submitted on March 24, 2023 by Caitlin Salter-MacDonald, Manager, Council and Committee Services, Office of the City Clerk

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Ward: Citywide

Objet : Représentation de la Ville et participation de délégués aux conférences et congrès annuels de la Fédération canadienne des municipalités et de l'Association des municipalités de l'Ontario

Dossier : ACS2023-OCC-CCS-0026

Rapport au Comité des finances et des services organisationnels

le 7 mars 2023

Soumis le 24 février 2023 par Caitlin Salter-MacDonald, Gestionnaire des Services au Conseil municipal et aux comités, Bureau du greffier municipal

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Quartier : À l'échelle de la ville

REPORT RECOMMENDATION(S)

That the Finance and Corporate Services Committee approve the following:

- 1. That Councillors Jessica Bradley, Sean Devine, Wilson Lo, Shawn Menard, and Ariel Troster attend the Federation of Canadian Municipalities (FCM)**

Annual Conference and Trade Show, to be held May 25 to May 28, 2023, in Toronto, Ontario, in addition to the Mayor and Councillor Tierney, who was previously appointed by Council to serve as the City's FCM representative;

- 2. That Councillor Wilson Lo attend the Association of Municipalities of Ontario (AMO) Annual Conference to be held August 20 to August 23, 2023, in London, Ontario, in addition to the Mayor and Councillor Brockington, who was previously appointed by Council to serve as the City's AMO representative;**

RECOMMANDATIONS DU RAPPORT

Que le Comité des finances et du développement économique approuve ce qui suit :

- 1. Outre le maire et le conseiller Tierney, qui a été nommé précédemment par le Conseil pour représenter la Ville à la FCM, que les conseillers Jessica Bradley, Sean Devine, Wilson Lo, Shawn Menard et Ariel Troster assistent au Congrès annuel et salon professionnel de la Fédération canadienne des municipalités (FCM) qui se déroule du 25 mai au 28 mai 2023 à Toronto, en Ontario;**
- 2. Outre le maire et le conseiller Brockington, qui a été nommé précédemment par le Conseil pour représenter la Ville à l'AMO, que le conseiller Wilson Lo assiste au Congrès annuel de l'Association des municipalités de l'Ontario (AMO) qui se déroule du 20 août au 23 août 2023 à Londres, en Ontario.**

BACKGROUND

The City of Ottawa is the fourth largest city in Canada, the second largest city in Ontario, and the largest city in the Association of Municipalities of Ontario (AMO). In addition to AMO, the City is a member of a number of municipal organizations including the Federation of Canadian Municipalities (FCM), the Rural Ontario Municipal Association (ROMA), and the Association of Francophone Municipalities of Ontario (AFMO).

With greater emphasis being placed on stronger municipalities, the work of these organizations intensifies as they are the bodies responsible for advancing policies and negotiating agreements with the upper levels of government. The City of Ottawa can

influence in this policy development and negotiations through participation in these organizations. To this end, Members of Council are invited to attend various conferences, conventions, and meetings both within and outside the municipality.

In March 2008, the Participation in Municipal Organizations and Miscellaneous Internal Issues report (ACS2008-CMR-CCB-0040) was approved. This report set out guidelines and protocols for participation in municipal associations. Specifically, the guidelines required that a comprehensive report be prepared early in each calendar year identifying the primary municipal conferences and the recommended delegates for each conference.

The Finance and Corporate Services Committee has the authority to approve travel and attendance at the AMO and FCM annual conferences, and other conferences that do not fall within the mandate of other Standing Committees, as required.

On November 30, 2022, Council appointed Councillor Tim Tierney as the City's representative to FCM until the 2023 Annual Conference and Trade Show. On December 7, 2022, Council further appointed Councillor Riley Brockington as the City's representative to AMO until the 2022-2026 Mid-Term Governance Review.

DISCUSSION

In accordance with past practice, all Members of Council were canvassed for their interest in representing the City of Ottawa at the FCM Annual Conference and Trade Show and the AMO Annual Conference.

FCM Annual Conference

The Federation of Canadian Municipalities (FCM) is hosting its Annual Conference and Trade Show from May 25 to May 28, 2023, in Toronto, Ontario.

The Office of the City Clerk solicited interest for up to five (5) Members, in addition to Mayor Sutcliffe and Councillor Tierney, as the City's FCM representative. Following expressions from five Members, the Office of the City Clerk is recommending that Councillors Bradley, Devine, Lo, Menard and Troster attend in person with Mayor Sutcliffe and Councillor Tierney for a total of seven delegates.

AMO Annual Conference

The Association of Municipalities of Ontario (AMO) is hosting its Annual Conference from August 20 to August 23, 2023, in London, Ontario.

The Office of the City Clerk solicited interest for up to five (5) Members, in addition to Mayor Sutcliffe and Councillor Brockington, as the City's AMO representative. The Office of the City Clerk is recommending that Councillor Lo attend in person with Mayor Sutcliffe and Councillor Brockington for a total of three delegates.

FINANCIAL IMPLICATIONS

Funds are available within the 2023 Elected Officials Administration operating account.

LEGAL IMPLICATIONS

There are no legal impediments to approving the recommendations in this report.

COMMENTS BY THE WARD COUNCILLOR(S)

This is a City-wide report.

CONSULTATION

The Office of the City Clerk solicited Members of Council for interest in representing the City at various municipal organizations. Member interest and preferences were considered by the Nominating Committee in its deliberations and appointments on December 14, 2022.

Members were further consulted by the City Clerk through the circulation of a memo to solicit interest in attending the 2023 FCM Annual Conference and Trade Show, and the 2023 AMO Annual Conference.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

RURAL IMPLICATIONS

Council appoints a representative to the Rural Ontario Municipal Association (ROMA), amongst other municipal associations.

TERM OF COUNCIL PRIORITIES

There are no Term of Council Priorities associated with this report.

DISPOSITION

Council Support Services will process the registrations for the 2023 FCM Annual Conference and Trade Show, and the 2023 AMO Annual Conference, and advise FCM and AMO of the City's delegates.

As the early-bird registration deadline for AMO is March 3, 2023, and that FCSC will not yet have considered this report on recommended delegates, all Members who signal their interest in participating will be proactively registered to benefit from preferential pricing. Council Support Services will cancel registrations for a full reimbursement less a small administrative fee in the event a Member is not approved as a delegate.

Should any Member of Council be unable to attend a conference for which they have been registered, it is requested that they notify the City Clerk immediately. The City Clerk will undertake a circulation to all Members of Council to identify a substitute.

As per the 2008 Council-approved report entitled *Participation in Municipal Organizations and Miscellaneous Internal Issues*, if the City is unable to identify a substitute and unable to obtain a full refund in the event of a cancellation that is not the result of an emergency, outstanding registration fees will be charged to the Member's Constituency Services Budget. Delegates to each of the conferences are responsible for making their own travel and accommodation arrangements, with the support of Council Support Services.

Similarly, the cost of registration for any additional Members who advise the City Clerk at a later date of their intent to attend these conferences will be charged to the respective Member's Constituency Services Budget.

The Council Expense Policy requires Members who undertake City-funded travel to submit a written report to the appropriate Standing Committee detailing their experiences, what they learned and how the City's position or interests were advanced. The report will be included on the agenda of the appropriate Standing Committee as an Information Previously Distributed (IPD) Memo.

The Finance and Corporate Services Committee has the delegated authority to approve this report in accordance with its Terms of Reference.