

**Report to  
Rapport au:**

**Finance and Economic Development Committee  
Comité des finances et du développement économique  
13 February 2017 / 13 février 2017**

**Submitted on January 31, 2017  
Soumis le 31 janvier 2017**

**Submitted by  
Soumis par:**

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**Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE      File Number: ACS2017-CCS-GEN-0002**

**SUBJECT: City representation and delegate attendance at the Federation of  
Canadian Municipalities, Association of Municipalities of Ontario,  
Association of Francophone Municipalities of Ontario and Canadian  
Capital Cities Organization annual conferences, and at the Ontario  
Lottery and Gaming host municipality mayors' meetings**

**OBJET: Représentation de la ville et participation de délégués aux  
conférences et congrès annuels de la Fédération canadienne des  
municipalités, de l'Association des municipalités de l'Ontario, de  
l'Association française des municipalités de l'Ontario et de la  
Canadian Capital Cities Organization, et aux réunions des maires des  
municipalités où se trouvent des établissements de jeu de la Société  
des loteries et des jeux de l'Ontario**

## **REPORT RECOMMENDATIONS**

**That Finance and Economic Development Committee approve the following:**

- 1. That, as the Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show is to be held in Ottawa from June 1-4, 2017, and there are no travel, accommodation or per diem expenses associated with this conference, any Member of Council wishing to attend shall notify the Clerk's Office prior to April 14, 2017;**
- 2. That, as the Association of Municipalities of Ontario (AMO) Annual Conference is to be held in Ottawa from August 18-21, 2017, and there are no travel, accommodation or per diem expenses associated with this conference, any Member of Council wishing to attend shall notify the Clerk's Office prior to March 31, 2017;**
- 3. That Councillor Cloutier attend the Association of Francophone Municipalities of Ontario (AFMO) Annual Conference, to be held September 19-21, 2017 in St-Isidore, Ontario, in his capacity as the City's AFMO representative;**
- 4. That Councillor Monette attend the Canadian Capital Cities Organization (CCCO) Annual Conference, date and location to be confirmed, in his capacity as the City's CCCO representative; and**
- 5. That Councillor Moffatt attend the Ontario Lottery and Gaming (OLG) Host Municipality Mayors' Meetings, as required, for the remainder of the 2014-2018 Term of Council.**

## **RECOMMANDATIONS DU RAPPORT**

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

- 1. Que, étant donné que le Congrès annuel et salon professionnel de la Fédération canadienne des municipalités (FCM) se tiendra à Ottawa du 1 au 4 juin 2017, et qu'aucune dépense liée aux déplacements, au logement ou aux indemnités quotidiennes n'est prévue pour cet événement, tous les membres du Conseil souhaitant y assister avisent le Bureau du greffier avant le 14 avril 2017;**

- 2. Que, étant donné que la Conférence annuelle de l'Association des municipalités de l'Ontario se tiendra à Ottawa du 13 au 16 août 2017, et qu'aucune dépense liée aux déplacements, au logement ou aux indemnités quotidiennes n'est prévue pour cet événement, tous les membres du Conseil souhaitant y assister avisent le Bureau du greffier avant le 31 mars 2017;**
- 3. Que le conseiller Cloutier assiste au Congrès annuel de l'Association française des municipalités de l'Ontario (AFMO), qui se tiendra du 19 au 21 septembre 2017, à St-Isidore, Ontario, en tant que représentant de la Ville au sein de l'AFMO;**
- 4. Que le conseiller Monette assiste au Congrès annuel de la Canadian Capital Cities Organization (CCCO), dates et lieu à déterminer, en tant que représentant de la ville au sein de la CCCO; et**
- 5. Que le conseiller Moffatt participe aux réunions des maires des municipalités où se trouvent des établissements de jeu de la Société des loteries et des jeux de l'Ontario, s'il y a lieu, pour le reste du mandat 2014-2018 du Conseil.**

## **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), the Association of Francophone Municipalities of Ontario (AFMO), and the Canadian Capital Cities Organization (CCCO).

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 directly influence in this policy development and in negotiations only through participation in these organizations. To accomplish this, 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 report would be presented to the Finance and Economic Development Committee (formerly the Corporate Services Economic Development Committee) for approval.

Although the 2008 report focussed on conference attendance, it did not address the issue of how Council should select its representatives to the various municipal organizations for the Term. To that time, Council representatives for FCM, AMO, ROMA, AFMO, CCCO and the Ontario Good Roads Association (OGRA) had been selected *ad hoc*. In some cases, the selection had been done through a Councillor's report, in others, by motion.

As part of the 2010-2014 Mid-Term Governance Review, Council approved the adoption of a consistent approach for the selection of Council representatives. In addition to recommending conference delegates, the first conference report in a new Term of Council would also include recommendations to Council of Members who would serve as the City's representatives to these organizations, to be confirmed as part of the Mid-term Governance Review.

For this term of Council, as part of the 2014-2018 Council Governance Review, Council approved that the Nominating Committee recommend the City's representatives to FCM, AMO, ROMA, AFMO and CCCO. Therefore, on December 10, 2014, during their consideration of the Nominating Committee report, Council approved the appointments to external agencies for the 2014-2018 Term of Council as follows:

**Federation of Canadian Municipalities (FCM)**

Councillor Tim Tierney

**Association of Municipalities of Ontario (AMO)**

Councillor Mark Taylor

**Rural Ontario Municipal Association (ROMA)**

Councillor Eli El-Chantiry

**Association of Francophone Municipalities of Ontario (AFMO)**

Councillor Jean Cloutier

## **Canadian Capital Cities Organization (CCCO)**

Councillor Bob Monette

As Chief Executive Officer of the City, a member of the Large Urban Mayor's Caucus of Ontario (LUMCO) and the Big City Mayor's Caucus (BCMC) representative group of FCM member cities, the Mayor attends the FCM Annual Conference and the AMO Annual Conference. The Mayor's attendance at both conferences is additional to that of the City's representative from Council, and that of the Council-approved delegates.

In addition to the appointment of Members at annual conferences, the Finance and Economic Development Committee may approve travel and attendance at other conferences. Therefore, in addition to the attendance of Councillors at FCM, AMO, AFMO and CCCO, this report also recommends that Committee approve the attendance of a Member of Council at the Ontario Lottery and Gaming Corporation (OLG) Host Municipality Mayors' Meetings that will take place in various municipalities in Ontario. The first Mayors' meeting was held in 2016 and it is anticipated that these meetings will take place on a quarterly basis or as required.

### **DISCUSSION**

In accordance with past practice, all Members of Council were canvassed for their interest in representing the City of Ottawa at these conferences. This year, all Members' first choices were accommodated. The results of that circulation are as follows:

#### **FCM Annual Conference**

The Federation of Canadian Municipalities is hosting its Annual Conference and Municipal Expo from June 1-4, 2017 in Ottawa, Ontario.

In 2016, one Member of Council attended as a delegate from the City of Ottawa, in addition to Councillor Tierney in his capacity as the City's FCM representative.

In 2017, as the conference is to be held in Ottawa, any Member of Council wishing to attend will have the opportunity to do so.

#### **AMO Annual Conference**

The Association of Municipalities of Ontario is hosting its Annual Conference from August 13-16, 2017 in Ottawa, Ontario.

In 2016, four Members of Council attended as delegates from the City of Ottawa, in addition to Councillor Taylor in his capacity as the City's AMO representative.

In 2017, as the conference is to be held in Ottawa, any Member of Council wishing to attend will have the opportunity to do so.

### **AFMO Annual Conference**

The Association of Francophone Municipalities of Ontario has not yet set the date or location of its annual conference.

In 2016, Councillor Cloutier, as the City's AFMO representative, attended as a delegate from the City of Ottawa.

Councillor Cloutier will be attending the 2017 Annual Conference. As the budget accommodates one attendee, no additional delegates were sought.

### **CCCO Annual Conference**

The Canadian Capital Cities Organization is hosting its Annual Conference in Victoria, British Columbia, but has not yet confirmed a date.

In 2016, Councillor Monette attended in his capacity as Board Member.

Councillor Monette will be attending the 2017 Annual Conference as the City's CCCO representative. As the budget accommodates one attendee, no additional delegates were sought.

### **ROMA Annual Conference**

The Rural Ontario Municipal Association hosted its annual conference from January 29-31, 2017 in Toronto, Ontario.

In 2016, Councillor El-Chantiry attended as a delegate from the City of Ottawa in his capacity as ROMA Board Member.

Councillor El-Chantiry attended the 2017 Annual Conference as the City's ROMA representative. As the budget accommodated one attendee, no additional delegates were sought.

### **OLG Host Municipality Mayors' Meetings**

On August 28, 2013, City Council approved Motion No. 59/3, which directed the Mayor to inform the Ontario Lottery and Gaming Commission (OLG) that the City of Ottawa would participate in the OLG's RFP process as a "host city" for a gaming facility on the

understanding that the only location acceptable to the City of Ottawa for an expanded gaming facility is the current location at the Rideau Carleton Raceway.

The first Ontario Lottery and Gaming Commission (OLG) Host Municipality Mayors' Meeting was held on November 14, 2016, with the most recent meeting held on January 31, 2017.

Councillor Moffatt, as Chair of the Agriculture and Rural Affairs Committee (ARAC), attended on behalf of Mayor Watson. It is recommended that, as Chair of the ARAC, Councillor Moffatt attend all OLG Host Municipality Mayors' Meetings on behalf of Mayor Watson for the remainder of the 2014-2018 Term of Council. It is anticipated that these meetings will be held on a quarterly basis or as required.

### **RURAL IMPLICATIONS**

There are no rural implications associated with this report.

### **CONSULTATION**

Consultation with Members of Council regarding City representation to the various municipal organizations was obtained through the Nominating Committee survey and request for external agency membership preferences and associated comments. Consultation with Members of Council regarding 2017 conference attendance was obtained by the City Clerk and Solicitor through the circulation of a memo soliciting Member interest.

### **LEGAL IMPLICATIONS**

There are no legal implications associated with this report.

### **RISK MANAGEMENT IMPLICATIONS**

There are no risk management implications associated with this report.

### **FINANCIAL IMPLICATIONS**

The estimated costs per delegate to attend the conferences outlined in this report, including registration fees, accommodations, per diem and travel expenses, are:

FCM - \$938

AMO - \$831

AFMO - \$1,300

CCCO - \$2,050

ROMA - \$1,650

Funds are available within the 2017 Elected Officials Administration operating account.

Exact costs associated with the OLG Host Municipality Mayors' Meetings are dependent on the frequency and location of the meetings. At this time meetings are expected to be quarterly or as required.

### **ACCESSIBILITY IMPACTS**

There are no accessibility impacts associated with this report.

### **TECHNOLOGY IMPLICATIONS**

There are no technology implications associated with this report.

### **TERM OF COUNCIL PRIORITIES**

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

### **DISPOSITION**

The City Clerk's Branch will process the registrations for all four conferences and advise FCM, AMO, AFMO and CCCO of the names of the City's delegates. Should any Council Member be unable to attend a conference for which they have been registered, it is requested that they notify the City Clerk and Solicitor immediately. The City Clerk and Solicitor will then undertake a circulation to all Members of Council to search for a substitute. The first elected representative to indicate an interest in participating will replace the representative who cannot attend. As per the 2008 Council-approved Participation in Municipal Organizations and Miscellaneous Internal Issues report, in the event that the City is unable to find a substitute and a refund is not provided, any fees associated with cancellations that are not due to emergencies (personal or City-related) will be charged to the office budget of the individual elected representative. The delegates to each of the conferences will be responsible for making their own travel and accommodation arrangements, in consultation with Council Support Services.