

Oxford County CAOs and Treasurers Meeting
Regional Government Review
MEETING NOTES

April 4, 2019
1:30 p.m.

Suite 203, 200 Broadway, 2nd Floor

Present:

Lynn Buchner, David Calder, Dave Creery, Peter Crockett, Karen DePrest, Mary Ellen Greb, Will Jaques, Iryna Koval, Denice Krug, Kyle Kruger, Diane Larder, Mike Legg, Don MacLeod, Karen Martin, Rodger Mordue, Dave Rushton, Bill Tigert.

1. Welcome

2. Ministry of Municipal Affairs and Housing – Grant Funding, Oxford County Council Motions March 27, 2019 (Attached)

Ontario municipalities have received an unconditional grant from the Ministry of Municipal Affairs and Housing (MMAH). The Province has proposed using the funds for investments in projects such as: service delivery reviews, development of shared services agreements, and capital investments.

The Province wants municipalities to document what they do with the money and will likely be requested to advise the Ministry how the funds were used.

It was suggested that there may be guidelines for the grant funding, but they have not been released by the Ministry.

Most area municipalities noted that they are putting the grant funding into capital, technology or reserves.

East Zorra-Tavistock is interested in initiatives related to technology improvements or joint service delivery.

Norwich is interested in initiatives related to technology improvement (software) and conducting a joint service delivery review.

County Council wants to know what opportunities are available to leverage the dollars with regards to regional governance review and if there is a process to defend the current governance model.

Zorra and South-West Oxford may be interested in putting funds towards the SWIFT project.

Zorra and Oxford County are setting the funds aside while a use is identified.

City of Woodstock is investing in a Customer Relationship Management System.

It was suggested that the “Made in Oxford Solution” be a joint service delivery review under the current governance structure.

Proposed ideas to improve efficiency included staff sharing, centralizing fire services, and responsibility of County roads shifting to the lower tiers, etc.

It was suggested that the new requirement for a Community Safety Plan is an example of something that should be a joint effort.

It was agreed that a joint service delivery review under the current governance structure would be a good use of a portion of the funds. Each municipality will contribute funds from the MMAH grant for a Service Delivery Review under the existing two-tier model.

Karen DePrest, CAO East Zorra-Tavistock, offered to write the initial report and circulate to all CAOs to bring forward to each Council prior to the end of April. The report will propose striking a Steering Committee at the administrative level, a proposed Terms of Reference and joint RFP. Each municipality will offer up to \$20,000 each. The report will be sent out early next week for feedback. All CAOs will use the same wording in their reports.

The KPMG Terms of Reference from the late 90s should be found and sent to Karen DePrest, East Zorra-Tavistock.

3. Regional Government Review – Oxford County CAO Report, City of Woodstock CAO Report, Zorra Township CAO Report (Attached)

- a) What about the County of Oxford municipalities is important to protect?
- b) Evaluation criteria to assess the relative merit of alternatives and the status quo.
- c) What are the critical success factors and key desired outcomes?
- d) Evaluation of the current two-tier, a modified two-tier and single-tier options.

County Council is interested in a workshop of all nine Councils to discuss the questions identified in the Oxford County CAO report from March 27, 2019.

County Council is also interested in having the Advisors attend an open Council meeting following the public consultations on April 16, 2019.

4. Service Delivery Items

- a) Policing
- b) County Roads
- c) Emergency Management
- d) Integrated Phone System

- e) Consent and Subdivision Approval
- f) Shared Services /Service Delivery
- g) Water Distribution and Wastewater Collection Services
- h) Others

These items will perhaps be covered by the Service Delivery Review.

5. Elected Officials – Numbers

It was decided that this is an issue for the Councils to tackle if they desire.

6. County of Oxford Municipal Council Positions

There was update on the various Council positions to date.

7. County and Area Municipalities Public Engagement Opportunities for Regional Government Review

The Advisors are in control of the public engagement session on April 16, 2019. Information regarding the session is available on the Oxford County website.

It was noted that the Speak Up Oxford page is directing people to the Province webpage. The site is not currently soliciting feedback.

It was suggested that if the Speak Up Oxford were to solicit feedback that an Ad Hoc Committee made of CAOs that could deal with the comments/questions from the public would be beneficial.

The public engagement session is an open setting and there is a ten minute speaking limit per delegation. Registration is required by delegates.

It was noted that the municipalities should ensure that the comments made at the public engagement session are summarized.

* Since our meeting CAO Crockett has advised that a scribe will be made available to take notes for distribution to the CAO.

8. Other Items

There was no other business.

Adjourn 2:45 p.m.