

# Staff Report



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To	<b>Committee of the Whole</b>
Service Area	Office of the Chief Administrative Officer
Date	Monday, November 2, 2020
Subject	<b>City of Guelph Staff Nomination to Association of Municipalities of Ontario Board of Directors – Large Urban Caucus Staff Vacancy</b>

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## Recommendation

1. That Council support the Expression of Interest of Stephen O’Brien, General Manager, City Clerk’s Office / City Clerk, to serve as a municipal employee member of the Large Urban Caucus of the Association of Municipalities of Ontario’s Board of Directors for the 2020-2022 Board term.
  2. That the City assume the costs of staff participation on the Association of Municipalities of Ontario’s Board should the Expression of Interest be successful.
  3. That Council direct Intergovernmental Services staff to support the City Clerk’s participation if selected to serve on the Association of Municipalities of Ontario’s Board.
  4. That staff be directed to provide a letter indicating Council’s support as part of the Expression of Interest to be sent to the Association of Municipalities of Ontario.
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## Executive Summary

### Purpose of Report

The purpose of this report is to seek Council’s support of General Manager, City Clerk’s Office and City Clerk, Stephen O’Brien’s, Expression of Interest application to serve as a municipal employee member of the Large Urban Caucus of the Association of Municipalities of Ontario’s (AMO) 2020-2022 [Board of Directors](#). A Council resolution of support is required as part of the application to fill this municipal employee vacancy position on the AMO Board. If successful, Mr. O’Brien will serve on the AMO Board from January 2021 until August 2022.

### Key Findings

AMO’s [Request for Expressions of Interest to Fill 2 Municipal Staff Vacancies on the 2020-2022 AMO Board of Directors](#) presents a unique opportunity for the City. Securing a municipal employee seat on the Large Urban Caucus of the AMO Board of Directors will ensure a City of Guelph representative remains on the Board while raising the City’s profile, increasing networking and information-sharing opportunities, and allowing the City to contribute to the Ontario municipal sector’s advocacy work to influence the province. Mr. O’Brien has expressed interest in this

opportunity and would be a strong ambassador for the City if selected to serve on the AMO Board.

Notably, no member municipality can be represented on the AMO Board by more than one Director (staff or elected official). There are currently no vacancies on the AMO Board for elected officials. The next opportunity for elected officials and municipal staff across Ontario to express interest in running for the AMO Board will likely be in advance of the 2022 AMO Conference and Annual General Meeting.

### **Financial Implications**

Municipalities represented on the AMO Board assume the costs of staff or elected official board participation, including board meeting travel and accommodation costs, as well as AMO Conference travel and registration expenses.

Given the pivot to remote meetings as a response to COVID-19, the costs of AMO Board participation are expected to be lower than usual in the 2021 municipal fiscal year.

If the City's application for a municipal employee seat on the AMO Board of Directors is successful, participation costs will be covered using existing resources.

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### **Report**

The [Association of Municipalities of Ontario](#) is a non-partisan, non-profit association representing almost all of Ontario's 444 municipalities. Its mandate is to support and enhance strong and effective municipal government in Ontario. AMO promotes the value of the municipal level of government as a vital and essential component of Ontario and Canada's political system. Under the Municipal Act, the province of Ontario has committed to consulting with municipalities on proposals that may impact local governments through AMO in accordance with the AMO-Ontario Memorandum of Understanding (MOU).

AMO is currently looking for a municipal employee to fill a vacant staff seat on the Large Urban Caucus of the Board of Directors for the 2020-2022 board term. This presents a unique opportunity for the City. Securing a municipal employee seat on the Large Urban Caucus of the AMO Board of Directors will allow the City to advance its intergovernmental advocacy and priorities within a key municipal association for the duration of the AMO Board term. Participation on the AMO Board will also raise the City's profile, increase networking and information-sharing opportunities and allow the City to contribute to the Ontario municipal sector's advocacy work to influence the province. The City's General Manager, City Clerk's Office / City Clerk, Stephen O'Brien, has expressed an interest in applying to fill this vacancy on the AMO Board on behalf of the City. Mr. O'Brien will serve as a strong ambassador for the City on the AMO Board if selected to fill this board opportunity.

To be eligible, interested municipal employees must work for a municipality that is an AMO member in good standing. The City of Guelph meets this criteria. The deadline for Expressions of Interest is noon, November 30, 2020, and the application must be submitted with a resolution of support from Council. Pending ratification and approval of the staff recommendations at Council on November 23, staff will formally submit the Expression of Interest package to AMO along with Council's supporting resolution. Successful applicants are expected to begin their term on the AMO Board in January 2021.

AMO's Board of Directors consists of 43 elected and non-elected municipal representatives, including:

- A President;
- A Secretary-Treasurer;
- Caucus Directors representing six caucuses: County, Large Urban, Northern, Regional and Single Tier, Rural and Small Urban;
- The past President; and
- The past Secretary-Treasurer.

The AMO Board meets eight to nine times a year, including a meeting at the annual AMO Conference and Annual General Meeting. Its role is to provide oversight and direction to AMO leveraging the collective voice of municipalities across the province. Directors are also expected to contribute to the work of AMO Task Forces. Further, AMO has an Executive Committee that meets monthly to carry out the business of the organization and to implement the AMO-Ontario MOU.

Mayor Guthrie currently serves on the AMO Board of Directors in his capacity as Chair of the Ontario Big City Mayors (OBCM). However, this seat on the AMO Board will move to the City of Barrie once Mayor Jeff Lehman becomes the Chair of OBCM in November 2020.

Notably, an AMO Board term is typically two years and no member municipality can be represented on the AMO Board by more than one Director (staff or elected official). There are currently no vacancies on the AMO Board for elected officials. The next opportunity for elected officials and municipal staff across Ontario to express interest in running for the AMO Board will likely be in advance of the 2022 AMO Conference and Annual General Meeting.

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### **Consultations**

Intergovernmental Services consulted with the City Clerk's Office when preparing this report.

### **Strategic Plan Alignment**

The recommendations in this report fully align with the priorities in the City's Strategic Plan. Engaging in municipal associations advances the City's advocacy efforts, engagement with key stakeholders and contributes to various priorities identified in "Guelph. Future Ready."

### **Attachments**

None.

## **Departmental Approval**

Jodie Sales, General Manager, Strategy, Innovation and Intergovernmental Services

### **Report Author**

Leslie Muñoz, Manager, Policy and Intergovernmental Relations

### **This report was approved by:**

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### **This report was recommended by:**

Scott Stewart

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