



Administrative Report

Office of the Chief Administrative Officer

To: Warden MacDonald and Members of Essex County Council

From: Sandra Zwiers, MAcc, CPA, CA
Chief Administrative Officer

Date: Wednesday, September 06, 2023

Subject: 2023 AMO Conference – Delegation Update

Report #: 2023-0906-CAO-R02-SZ

Purpose

To provide County Council with a summary of the advocacy efforts undertaken by the Corporation as part of the 2023 Association of Municipalities of Ontario Annual Conference held in London, Ontario from August 21st to the 23rd, 2023.

Background

The Association of Municipalities of Ontario (AMO) holds an annual conference to provide members an opportunity to collaborate, learn and advocate. A significant feature of the conference is the ability to directly interact with provincial Cabinet Ministers on many of the critical issues confronting municipalities. The ability to delegate in front of Cabinet Ministers (or their designates) is considered a highlight of the conference and involves advance approval and subject matter preparation.

The 2023 AMO Conference was attended by more than 2,500 municipal leaders, government officials, public servants, sponsors, exhibitors and media personnel. Premier Doug Ford and 26 provincial Cabinet Ministers attended the conference this year.

County of Essex Delegation Process

To ensure a professional and well-informed delegation presentation to Ministers, the following process is in place at the County of Essex:

- 1) Issue Identification - Administration assesses operations, industry trends, County Council discussions/directions and anticipated service

- provision challenges to identify issues that warrant provincial advocacy.
- 2) Apply to Delegate – Approximately 10 weeks ahead of the AMO Conference, application forms are completed for delegation status on an issue/Ministry basis. Administration completes these applications on behalf of the Corporation. The application includes the name of the Ministry the Corporation would like to meet, who from the Corporation will be presenting, a summary of the issue to be presented as well as any pertinent background information.
 - 3) Refine Presentation – While the Corporation waits for its application to be approved or denied, Administration further refines the presentation’s advocacy points and prepares deliverables that will be used and/or given to the Minister during the meeting. These deliverables include: speaking notes for the presenters, a briefing note of the advocacy issue, a more detailed backgrounder report and an executive-level infographic.
 - 4) Results of Delegation Status – About three weeks prior to the AMO Conference, the Corporation learns whether its application has been approved and is provided with the date and time of its delegation.
 - 5) Final Preparations – During the days immediately preceding the AMO Conference, the presentation team members meet to confirm speaking roles and review the final deliverables. The Communications Department prepares printed packages and provides them to the CAO, who ensures the materials are presented to the Minister.
 - 6) Delegation Presentation – The Warden, as the head of Council, and the CAO, as the head of Administration, lead all of the Corporation’s delegations. Department Heads/Directors serve as subject matter experts depending on the advocacy issue/topic. If available, local MPP’s attend in a supportive role. Delegations are time limited, generally to 15 minutes, requiring presenters to be well prepared to ensure professional and impactful advocacy.
 - 7) Public Reporting of Delegation Efforts – (PROPOSED NEW STEP) At the next regular meeting of County Council after the AMO Conference, the CAO prepares a summary report of the Corporation’s delegation efforts. The report includes a summary of the process, identification of Ministries to which delegation applications were made, what advocacy issues were put forth, the success of applications and a summary of the advocacy issues, including deliverables submitted to the Ministry. Immediately following the public report at County Council, the
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Communications Department posts the advocacy information to the Corporation's website and social media channels.

Discussion

In early June, 2023, Administration applied to delegate to three Ministries:

- 1) Ministry of Economic Development, Job Creation and Trade
- 2) Ministry of Infrastructure
- 3) Ministry of Health

The infrastructure pressures stemming from the region's transformational economic growth opportunities was to be the focus of the delegations to the Ministries of Economic Development, Job Creation and Trade and Infrastructure. Unfortunately, the Corporation was unsuccessful in securing a delegation to either Ministry.

The focus of the delegation to the Ministry of Health was the chronic strain on our EMS operations stemming from offload delays.

Attached to this report as Appendices 1, 2 and 3 are the deliverables the Warden, CAO and EMS Chief presented to Minister of Health Sylvia Jones and Deputy Minister of Health Dr. Catherine Zahn.

Minister Jones has proven to be highly engaged and knowledgeable about the issues facing our EMS operations in Windsor-Essex. During the delegation, Minister Jones asked a number of strategic questions and committed to continuing to work together with the County of Essex to resolve systemic issues facing our healthcare system. Attached as Appendix 4, is a copy of the follow up correspondence the Corporation received from its delegation.

Financial Implications

Preparing for delegations at the AMO Conference requires the resources of a number of departments: the operational department most impacted by the advocacy issue, the Communications Department, the CAO's office and the Warden. The Corporation is fortunate to have in-house expertise to manage the process and develop and create the deliverables. The cost of this work is absorbed in the daily running of the business.

The opportunity to advocate before a Minister is considered a privilege and while no financial commitments are secured from the Province during delegations, these opportunities open the door to the potential for new

programs and financial supports from the Province, which can work to reduce pressures on the Corporation's tax base.

Consultations

N/A

Recommendation

That Essex County Council receive the 2023 AMO Conference – Delegation Update report for information.

Approvals

Respectfully Submitted,

Sandra Zwiers

Sandra Zwiers, MAcc, CPA, CA, Chief Administrative Officer

Appendix	Title
1	Offload Delay Briefing Note (2023)
2	Offload Delay Backgrounder Report (2023)
3	Offload Delay Infographic (2023)
4	Ministry of Health Delegation Acknowledgement