

MEETING OF
THE ONTARIO SMALL URBAN MUNICIPALITIES (OSUM)
EXECUTIVE COMMITTEE

Date: Sunday, August 18, 2019

Time: 2:00 p.m.

Place: Newfoundland Room, Westin Hotel, Ottawa

MINUTES

Welcome and Regrets

Graydon Smith, Town of Bracebridge
Ron Elliott, Town of Minto
Bob Kwapis, Town of Newmarket
Mason Ainsworth, City of Orillia
Lynn Dollin, Town of Innisfil (part of the meeting)
Joanne Vanderheyden, Strathroy-Carodoc
Hilda MacDonald, Town of Leamington
Jo-Anne Albert, Township of Tweed

Administrative Representatives:

Larry McCabe, Town of Goderich and Administrative Officer
Dwayne Evans, Township of North Huron

Also Present:

Craig Reid, AMO Staff - Policy Advisor
Bob Sweet, Warden of the County of Renfrew and representing the City of Pembroke
Brian Lambie, Redbrick Communications (part of the meeting)
Minister Steve Clark (part of the meeting)

Regrets

Jamie McGarvey, Town of Parry Sound
Rick Milne, Town of New Tecumseth

Minister Steve Clark is present and provides a number on updates of initiatives within his Ministry including Local Planning Appeal Tribunal (LPAT), Future Ontario Municipal Partnership Fund indicating that the 2020 allocation formula will remain the same as 2019 and provides additional information on various funding programs including a Cannabis Update and the recent announcement concerning Cannabis and payments to eligible

Municipalities. Chair Graydon Smith thanks Minister Clark for his presentation and says that it is very important for Municipalities to have predictable and stable funding in the future.

1. Conflict of Interest - None

2. Minutes:

a. Approval of Executive Committee Minutes – May 1, 2019

Moved by: Ron Elliott

Seconded by: Bob Kwapis

That the Executive Committee Minutes of May 1, 2019, be approved.

CARRIED

3. Business

a. Host - Future

The following have indicated an interest in hosting a future OSUM Conference:

-Email from Russell Press, Brant County regarding hosting an OSUM Conference

-Email from Darcy Brooke-Bisschop, New Tecumseth regarding hosting the 2022 OSUM Conference

-Email from Michael Ladouceur, Orillia regarding hosting an OSUM Conference

-Cobourg

Goderich – previously submitted

Following discussion;

Moved by: Bob Kwapis

Seconded by: Mason Ainsworth

That subject to the facilities meeting the requirements of OSUM for hosting a future OSUM Conference that the following host schedule be tentatively approved and reviewed and confirmed at a future meeting:

2020 – Cobourg

2021 – Orillia

2022 – Brant County (Paris)

2023 – consideration be given to New Tecumseth

CARRIED

With regards to the facilities, Larry McCabe or Bob Kwapis will visit Cobourg to view their facilities and see if they meet the requirements to host the future Conference in 2020.

b. Conference Update

There is no update at this time. The financial information will be provided later in the agenda.

c. OSUM Conference 2020 dates – April 29th to May 1st, 2020 – to be confirmed

Moved by: Mason Ainsworth
Seconded by: Dwayne Evans

That the dates for the OSUM Conference in 2020 possibly in Cobourg, be April 29th to May 1, 2020 inclusive.

CARRIED

d. Email from Brian Lambie, Red Brick, dated June 19, 2019 regarding Next Steps: Communications Support for OSUM

Brian Lambie is present and discusses the draft communication strategy for OSUM noting there is no budget associated with it, however the strategy is available now for review of the OSUM Executive Committee.

Moved by: Jo-Anne Albert
Seconded by: Bob Kwapis

That the OSUM Executive Committee receive the draft OSUM Communications Strategy, approve proceeding with a roll out and budget for the consideration of the Committee at a future meeting.

CARRIED

e. Financial Statements

It is noted that the net profit at this time was \$59,000.00 for the conference however there is approximately \$10,000.00 in future payments and \$7,000.00 for the strategy to date noting that approximately \$40,000.00 should be taken from the conference and added to the current \$100,000.00 in the working capital. The Committee will discuss at their next meeting, allocations to reserves for wind down of OSUM, working capital etc., to allocate these funds.

Moved by: Jo-Anne Albert
Seconded by: Hilda MacDonald

That the Financial Statements be received.

CARRIED

4. New Business

- a) Presentation of Plaques to the County of Renfrew and the City of Pembroke –
Hosting of 2019 OSUM Conference

Bob Sweet is present representing the County of Renfrew and the City of Pembroke and Chair Smith presents Bob Sweet with two plaques, one for the City of Pembroke and one for the County of Renfrew recognizing them for hosting the OSUM Conference in 2019 in Pembroke.

- b) OSUM Executive Group Photo

At this time an OSUM Executive Group photo is taken with the Minister and a separate photo of just the Committee Members present is also taken.

- c) Fall Meeting

Moved by: Larry McCabe
Seconded by: Ron Elliott

That Chair Smith and Administrative Officer McCabe and his staff organize a fall meeting on October 18, and 19, 2019 in Goderich.

CARRIED

- d) OSUM Audit

Administrative Officer McCabe explains that the finances of OSUM are administered by AMO and AMO Staff and that since they audit ROMA, LAS and other subsidiaries and organizations, that they should be responsible for auditing the OSUM revenues and expenditures. Following discussion;

Moved by: Mason Ainsworth
Seconded by: Bob Kwapis

That the OSUM Executive Committee confirm and request that the Association of Municipalities of Ontario (AMO) include the OSUM audit similar to other organizations such as ROMA.

CARRIED

5. Unfinished Business

a) Draft Policies – Conference Guidelines

Moved by: Hilda MacDonald

Seconded by: Jo-Anne Albert

That the draft policies for Conference Guidelines be approved as amended.

CARRIED

6. Next Meeting: October 17, 2019 at which time a reception will be hosted by the Town of Goderich on the Friday evening followed by a meeting commencing at 9:00 a.m. in the Menesetung Room at Goderich Town Hall.

7. Adjournment

Moved by: Joanne Vanderheyden

Seconded by: Ron Elliott

That there being no further business, the OSUM Executive Committee meeting adjourn at 4:20 p.m.

CARRIED

CHAIR

SECRETARY