
HALDIMAND COUNTY

Report CAO-05-2024 Delegations at the 2025 ROMA Conference
For Consideration by Council in Committee on October 29, 2024



OBJECTIVE:

To approve Council delegation requests for the 2025 Rural Ontario Municipal Association (ROMA) Conference.

RECOMMENDATIONS:

1. THAT Report CAO-05-2024 Delegations at the 2025 ROMA Conference be received;
2. AND THAT the following ROMA delegation requests be submitted:

- a. _____;
- b. _____;
- c. _____;
- d. _____;
- e. _____;
- f. _____.

Prepared and Approved: Cathy Case, Chief Administrative Officer

EXECUTIVE SUMMARY:

The Rural Ontario Municipal Association (ROMA) holds annual conferences for municipal leaders. The conference allows the opportunity for municipal leaders to delegate to various ministries on specific issues of importance to the County.

It is important for Council to collectively support the delegation requests since the individual members of Council who are attending the delegations are representing the municipality and Council. Going forward, a similar report will be presented for approval for each of the AMO and ROMA conferences annually.

In addition to summarizing the topics that have been requested by Council members, the report also outlines suggested guidelines for delegation requests and advises that updates be provided at a Council meeting subsequent to the conference.

BACKGROUND:

The ROMA conference is organized annually by the [Rural Ontario Municipal Association](#). Municipal leaders across the province have an opportunity to meet with provincial ministers and parliamentary assistants at the conference to discuss and advocate for specific issues important to their local communities.

When notification is received that delegation requests are open, typically the Executive Assistant to the Mayor & Council coordinates with individual members of Council to determine the requested delegation topics. Historically the number of delegations requested and approved has varied from year to year.

This report is to allow formal approval by Council, as a whole, of the delegation requests being made to various provincial ministries for the 2025 ROMA Conference. Council approval will ensure collective agreement on the topics being requested, to prevent topics that are not considered a priority to advocate on, or within the scope of the municipality, from being requested on an individual basis. This is important because considerable time and effort goes into preparing delegation and presentation information. Additionally, when a member of Council meets with a Minister or Parliamentary Assistant, they are representing the municipality and all of Council. So it is critical that the issue discussed is supported by a majority of Council.

For future AMO and ROMA conference delegation requests, staff will bring a similar report forward for approval of the requests by all of Council.

ANALYSIS:

Some guidelines, from ROMA and/or staff, to consider when determining delegation requests are as follows:

- A topic should only be requested to one Ministry, not multiple ministries on the same subject.
- Delegate topics should be within the scope of municipal jurisdiction or topics that are within provincial jurisdiction but have a direct impact on the municipal organization.
- Delegation meetings are short, and fifteen minutes is not a lot of time to have a substantive discussion. When requesting a delegation, think strategically about whether the topic requires a face-to-face conversation and whether 15 minutes will provide sufficient discussion time.
- The requester of the topic should be prepared to be the delegate for that topic, if a delegation is approved. However, if the requester is unable to delegate, or Council provides direction for an alternate delegate, it should be based on which members of Council are attending the conference. The Mayor shall be listed on all delegation requests but is not required to attend unless they are the main delegate to speak on the topic.
- Typically staff will not delegate at the conference unless it is an extraordinary situation or topic requiring more technical discussion, however they may attend to support the delegate if necessary.

The report is seeking Council's approval on the requested delegations. Following the conference and Ministry meetings, it is advisable for the Member of Council who delegated to provide an update at Council.

FINANCIAL/LEGAL IMPLICATIONS:

There are no direct financial considerations related to the delegations. It is hopeful that any delegations received, will garner support and action of the applicable provincial ministry.

STAKEHOLDER IMPACTS:

Not applicable.

REPORT IMPACTS:

Agreement: No

By-law: No

Budget Amendment: No

Policy: No

REFERENCES:

None.

ATTACHMENTS:

None.