

## Report to Council

<b>Report Title:</b>	Municipal Modernization Program (Intake 1) Grant Application		
<b>Prepared By:</b>	Sonya Watson, Chief Administrative Officer, Trish Serratore, Chief Financial Officer, Fiona Hamilton, Clerk, Gregg Furtney, Director of Operations, and Mike Murphy, Fire Chief		
<b>Department:</b>	Administration		
<b>Date:</b>	December 3, 2019		
<b>Report Number:</b>	CAO2019-33	<b>File Number:</b>	C11AD
<b>Attachments:</b>	Municipal Modernization Program Intake 1 Program Guidelines		

### Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number CAO2019-33 - Ontario Municipal Modernization Program (Intake 1) Grant Application, prepared by Sonya Watson, Chief Administrative Officer, Trish Serratore, Chief Financial Officer, Fiona Hamilton, Clerk, Gregg Furtney, Director of Operations, and Mike Murphy, Fire Chief for information purposes and in so doing approves the following:

- 1.) That the Council of the Municipality of Brockton hereby formally endorses the Grant Application, prepared by staff, for a Municipal Facilities Modernization and Efficiencies Review, and
- 2.) Further that Council approves Brockton's participation, as a partner in the Municipal Innovation Council, in an additional Municipal Modernization Program Grant joint application for a Waste Management Services Review.

### Report:

#### Background:

In November of 2019, the Ontario Government announced that small and rural municipalities that received a "Municipal Modernization Payment" in March 2019 could now apply to the "Municipal Modernization Program" for funding to undertake expenditure reviews with the goal of finding service delivery efficiencies and lowering costs in the longer term.

The review project is to be done by an independent third-party reviewer and could take a number of forms including:

- A line by line review of the municipality's entire budget; or
- A review of service delivery and modernization opportunities; or
- A review of administrative process to reduce costs.

The third party review needs to provide specific and actionable recommendations that can be applied for future grant intakes.

It is anticipated that the review projects will cost between \$20,000 and \$200,000.

The program will not cover review projects where:

- The goal is to identify opportunities for revenue generation or reductions in front line services; or
- The review does not result in a formal report prepared by a third party; or
- The object of the review extends beyond municipal accountability.

The application deadline is December 6, 2019. If approved, the Municipality would enter into a transfer payment agreement for project funding in January – February 2020. The submission of the third party draft report is due on June 15, 2020 and the final report is due on June 30, 2020. The Review Report must be publicly posted, including associated fees, along with a 250-word abstract of the project and its findings.

### **Analysis:**

- 1.) Brockton Staff is recommending a “Brockton Municipal Facilities Modernization and Efficiencies” Review. This review would encompass all Municipal Facilities including Public Works Facilities (Workshops), Community Services (Parks and Recreation Facilities), Protective Services Facilities (Fire Department), and the Corporate Administration Facility (Municipal Office). The Review would be scoped to include customer and employee accessibility, security, energy audit recommendations, and resource and space audits, with the goal of getting concrete third party recommendations for the modernization of our departmental service delivery to tax payers and to further the direction of Council to identify any and all associated cost savings. A cost saving analysis would be an important tangible project outcome.

The next grant intake will be to help fund the implementation of these tangible and actionable recommendations. Additionally, it is very likely that some of these actionable recommendations can be implemented, coming from the review, by future grant/loan opportunities, some of which we have already seen in 2019 including the FCM and ICIP grants.

If approved, there would be no cost to the Municipality for the Review. Staff are going to ask for \$175,000 on the application. The review budget, if approved, will ultimately help with the initial scoping of the project. If approved, staff will prepare an RFQ to hire a qualified third party consultant.

- 2.) Brockton Staff is also recommending that as a partner municipality within the Municipal Innovation Council, one of the six lower tier municipalities that are part of the Municipal Innovation Council, that Council also endorse submitting a joint application under the Municipal Modernization Program Grant for a Waste Management Review across the municipalities. The scope has yet to be determined but will cover landfills and recycling options to look at proposed methods for costs savings and long-term planning.

## Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- Do the recommendations help move the Municipality closer to its Vision? Yes
- Do the recommendations contribute to achieving Cultural Vibrancy? Yes
- Do the recommendations contribute to achieving Economic Prosperity? Yes
- Do the recommendations contribute to Environmental Integrity? Yes
- Do the recommendations contribute to the Social Equity? Yes

## Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

Aside from the initial Staff time related to the application, and staff time required for the in depth review in the first half of 2020 there are no upfront or project costs that will be required from the Municipality.

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## Respectfully Submitted by:



Sonya Watson, Chief Administrative Officer



Trish Serratore, Chief Financial Officer



Fiona Hamilton, Clerk



Gregg Furtney, Director of Operations



Mike Murphy, Fire Chief