

## REPORT TO COUNTY COUNCIL

# Canada Community-Building Fund Agreement

**To:** Warden and Members of County Council

**From:** Director of Corporate Services

## RECOMMENDATION

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1. That County Council authorize the Chief Administrative Officer and Director of Corporate Services to execute a Municipal Funding Agreement with the Association of Municipalities of Ontario for the transfer of funds under the Administrative Agreement for the Canada Community-Building Fund.

## REPORT HIGHLIGHTS

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- Authorize the execution of a Municipal Funding Agreement for the transfer of Canada Community-Building Funds (CCBF)
- Oxford County's 2024 allocation under the Agreement is \$3,822,489.87

## IMPLEMENTATION POINTS

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Subject to the County entering into a Municipal Funding Agreement with the Association of Municipalities of Ontario (AMO), allocations of funding will be provided on a per-capita basis in accordance with census population accounts split 50/50 in two-tier municipalities. Funding allocations will be received in two instalments over the course of a year – the first being upon final execution of the funding agreement (and annually thereafter in July/August); the second instalment annually in November.

### Financial Impact

The County's 2024 CCBF allocation has been included in the approved 2024 budget. Scheduled allocations have been announced to 2028 and are included in Table 1 below. CCBF funding is generally allocated to transportation related lifecycle needs. Not securing this funding would increase the infrastructure gap identified in the asset management plan, resulting in pressures for further increases on the levy or reduction in the level of service provided.

Table 1 – Summary of CCBF Funding for 2024 to 2028

Year	Allocation
2024	\$3,822,489.87
2025	\$3,981,760.28
2026	\$3,981,760.28
2027	\$4,141,030.70
2028	\$4,141,030.70

## Communications

Communications requirements are outlined in the Municipal Funding agreement and include a variety of activities such as project signage, media events, news releases and social media advertising. These activities are required to help the public recognize the importance of infrastructure funding and its impact to their community. Project staff work with Strategic Communications and Engagement staff to ensure that communications requirements are met for each project receiving CCBF funding.

## 2023-2026 STRATEGIC PLAN

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Oxford County Council approved the [2023-2026 Strategic Plan](#) on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendation in this report supports the following strategic goals.

Strategic Plan Pillars and Goals

PILLAR 1	PILLAR 2	PILLAR 3
		
<b>Promoting community vitality</b>	<b>Enhancing environmental sustainability</b>	<b>Fostering progressive government</b>
Goal 1.2 – Sustainable infrastructure and development		Goal 3.4 – Financial sustainability

See: [Oxford County 2023-2026 Strategic Plan](#)

## DISCUSSION

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### Background

The Canada Community-Building Fund is a permanent source of federal funding for local infrastructure. Funds can be strategically invested across 18 project categories to address local priorities. Municipalities can also pool, bank and borrow against the funding. First established in 2005, the Fund has continually evolved to meet the needs of municipalities and their critical infrastructure projects.

The Association of Municipalities of Ontario (AMO) administers the Fund to all municipalities in Ontario except for the City of Toronto in accordance with the Administrative Agreement - a multilateral agreement between Canada, Ontario, the City of Toronto and AMO. Municipal Funding Agreements govern AMO's partnership with each municipality.

The previous Municipal Funding Agreement was entered into in 2014 and expired on March 31, 2024.

### Comments

The term of the Municipal Funding Agreement is April 1, 2024 to March 31, 2034, and will be reviewed by AMO by June 30, 2027. The following provides highlights of the changes within the new Agreement:

#### Incremental Base Amount

The previous agreement required a base spending amount be established for municipally funded capital spending, with funds received under the Agreement being incremental to that amount. The requirement to remain above the base amount has been removed, however it is

still expected that CCBF funds complement, without replacing or displacing, the County's investment in lifecycle needs.

### Staff Costs

Internal staff costs are now considered an eligible cost under the capacity building project stream, with limitations.

### Housing Outcomes

A Housing Needs Assessment (HNA) is required to be completed by all single or lower tiers with a 2021 census population exceeding 30,000 to help inform current and future housing needs. Although the County is not required to complete an HNA, housing outcomes resulting from CCBF investments are required each reporting year, to show how investments are maintaining or supporting new housing needs within the community.

### Schedule of Payments

The schedule of fund payments has been removed from the agreement to increase flexibility in administering one-time or top-up payments under the agreement.

### Project Prioritization

It is expected that the County will prioritize projects that support growth in the housing supply, where it makes sense to do so, and that address infrastructure needs in the community in accordance with the asset management plan.

## CONCLUSIONS

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Securing the Municipal Funding Agreement for the Canada Community-Building Fund will provide the County with a predictable source of funding to use for completion of lifecycle needs identified in the asset management plan.

## SIGNATURES

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### Report author:

Original signed by \_\_\_\_\_

Jennifer Lavalley, CPA, CGA  
Manager of Capital Planning

**Departmental approval:**

Original signed by

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Lynn S. Buchner, CPA, CGA  
Director of Corporate Services

**Approved for submission:**

Original signed by

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Benjamin R. Addley  
Chief Administrative Officer