



Accountable

Informed

Responsible

Consulted



RACI Chart

Task List	Deadline to Complete	Responsible	Accountable	Consulted	Informed	Status
Schedule project team meetings and monthly touch base with sponsor	December 2024	Michelle	Tim	Crystal Kurtis		Complete
Research historical trends in services moving from lower to upper-tier municipalities	January 2024	Crystal	Michelle	Kurtis Michelle AMO	Tim	Complete
Demo - ESRI data mapping (community analyst)	January 2024	Kurtis	Michelle	County	Tim	Complete
Project Team Meeting	Feb 8, 2024	Michelle	Tim	Crystal Kurtis	N/A	Complete
Project Team Meeting	March 6, 2024 March 19, 2024	Michelle	Tim	Crystal Kurtis	N/A	Complete
Project Team Meeting	April 3, 2024	Michelle	Tim	Crystal Kurtis	N/A	Complete





Gather current statistics on services provided by Owen Sound, Georgian Bluffs, Meaford, Chatsworth which are the same e.g. police services, fire, waste, water and wastewater being provided by the various lower tiers (including annual costs, number of service providers)	February 2024 April 2024	Michelle	Michelle	Crystal Internal Teams (police, fire, waste, water, wastewater)	Kurtis	*check websites for water billing page*
Gather reports form municipalities which have undertaken joint service delivery reviews (see list from Ontario news release Jan.2020)	April 2024	Crystal	Michelle	Tim Kurtis	Kurtis	
Project Team Meeting	May 1, 2024	Michelle	Tim	Crystal Kurtis	N/A	
Gather census data to capture households currently served for each of the services within the lower tiers as well as measurement of area served (urban/rural)	February 2024 March 2024 May 2024	Kurtis	Michelle		Crystal Michelle	
Project Team Meeting	May 27, 2024	Michelle	Tim	Crystal Kurtis	N/A	
Report to Service Review Ad-Hoc Committee	April 10, 2024 June 12, 2024	Michelle	Crystal Kurtis	Tim	Service Review Ad	





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Review data with the stakeholders (validating data and gathering interest in advocating with the City) – break out by stakeholder group	March 2024 - July 2024	Michelle	Tim	Neighbouring Municipalities (GB, Meaford, Chatsworth) - staff Crystal Kurtis	Staff	
Create advocacy plan to approach Province with request to review	July 2024	Michelle	Tim	Crystal Tim AMO	Staff	
Report to County	June 2024 September 2024	Mayor	Michelle	City Clerk County Clerk	Council Committee	



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Meeting with MPP Rick Byers	July 2024	Tim	Michelle	MPP Byers Crystal Kurtis	
Meeting with Province	September 2024	Tim / Mayor	Michelle	Crystal Kurtis	
Include as Advocacy Priority for 2025/2026	December 2024	Michelle	Tim	Tim	Crystal Kurtis

