

Community Services and Operations Committee
Comité des services communautaires et des opérations

Agenda 5
Ordre du jour 5

Wednesday, February 23, 2000 - 9:15 a.m.
Le mercredi 23 février 2000 - 9 h 15

Victoria Hall, First Level
Bytown Pavilion, City Hall

Salle Victoria, niveau 1
Pavillon Bytown, hôtel de ville

Confirmation of Minutes
Ratification des procès-verbaux

Minutes 4 (February 9, 2000)
 In-Camera Minutes 2 (February 9, 2000)

Procès-verbal 4 (Le 9 février 2000)
 Procès-verbal 2 huis clos (Le 9 février 2000)

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Cyclisme - Rapport provisoire de mise en oeuvre - 13
Ref.: ACS1999-PW-LTB-0060 | 1

City Wide |
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Action Items

Articles pour exécution

- | | | |
|----|--|--|
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Dérogation au Règlement municipal 170-73 sur les voies d'accès privées - 60, rue Cambridge nord
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Councillor/Conseiller Stéphane Émard-Chabot, Chairperson/Président

Councillor/Conseillère Inez Berg, Vice-Chairperson/Vice-présidente

Councillor/Conseillère Elisabeth Arnold

Councillor/Conseillère Diane Deans

Councillor/Conseiller Allan Higdon

Councillor/Conseiller Shawn Little

LZF

February 11, 2000

ACS1999-PW-LTB-0060
(File: TYC3000/0110)

Department of Urban Planning and Public
Works

Ward/Quartier
City Wide

- Community Services and Operations
Committee / Comité des services
communautaires et des opérations
 - City Council / Conseil municipal
- Information

1. Cycling - Implementation Status Report - 13

Cyclisme - Rapport provisoire de mise en oeuvre - 13

Information

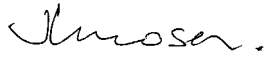
As directed by the Community Services and Operations Committee at its meeting of November 13, 1996, the Department of Urban Planning and Public Works is to provide a regular status report on cycling. This information is presented in **Document 1 - Comprehensive Cycling Plan Implementation Status Report**.

Document 1 provides a listing of projects currently being implemented or in the planning stage, projects that have been deferred pending some future decision or related works, and projects that have been identified by the Ottawa Cycling Advisory Group and referred to the Region of Ottawa-Carleton as they would occur on Regional roads. This latter category is reviewed with Regional staff on a periodic basis. Projects completed since the last status report (August 1999) are shown in Document 1 at the end of the table under "Completed Projects".

A proposed new initiative under the Educational Program is the publication and distribution of a Bicycle Resource Guide in the Spring of 2000. This project is being done with the co-operation and assistance of the various cycling advisory groups, as well as the Region.

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Document 2 - Comprehensive Cycling Plan Budget Summary - is provided to indicate the current level of funding allocated to projects related to the implementation of the Comprehensive Cycling Plan.



February 14, 2000 (12:21p)

Edward Robinson
Commissioner of Urban Planning and Public
Works

DH:lf

Contact: Daphne Hope - 244-5300 ext. 1-3225

List of Supporting Documentation

Document 1 - Comprehensive Cycling Plan Implementation Status Report
Document 2 - Comprehensive Cycling Plan Budget Summary

Part II - Supporting Documentation

Document 1

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
CAPITAL PROJECTS					
1999	January 19, 2000	Albion Road (OT3)	Between Cahill and Johnston - paint edge lines at narrowing	500	Current
1999	January 28, 2000	Bank Street at Echo Drive (east side) at Ottawa Public Library (OT9)	Access to signalized crossing (via parking lot)	Scope To Be Determined	Future
1998		Barriers List (City-wide)	Bicycle Exempt signage, road closures	5,000	Ongoing
1997	December 6, 1999	Bay Street (from Wellington St. to Gloucester St.) (OT6)	Contra-flow Bicycle Lane to connect Wellington St. to Percy/Bay route south of Laurier Ave.	Scope To Be Determined	Future
1998	January 28, 2000	Byron Avenue (OT7)	Overlay Repairs/Catch Basins	To Be Determined	Current
1999	December 6, 1999	Byron Avenue (OT7)	Construction of pathway link at Richmond Road	To Be Determined (Not a CCP Project)	Pending
1996	January 28, 2000	Cameron Avenue (OT9)	Contra-flow bicycle lane	To Be Determined	Pending

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
1998	January 28, 2000	General Hospital (OT10)	Pathway connecting to Station Boulevard	10,000	Current
1996	October 13, 1999	Gladstone Avenue (Elgin Street to Cartier Street) (OT6)	Contra-flow bicycle lane	18,000	Pending
June 1999	January 19, 2000	Gladstone Avenue (Parkdale to Bronson) (OT6) 1. Parkdale to Preston 2. Preston to Lebreton 3. Lebreton to Bronson	Bicycle Facility 1. Status quo - no project 2. Status quo - no project 3. Full reconstruction. Survey Completed. To be reconstructed 2000	Scope To Be Determined	Pending
June 1999	January 19, 2000	Gladstone Avenue (Bronson Avenue to Elgin Street) (OT6) 1. Bronson to Bay 2. Bay to Elgin	Bicycle Facility 1. Reconstruction 2. Not part of current project	Scope To Be Determined	Pending
1996	January 19, 2000	Graham Avenue at Echo Drive (OT9)	Bicycle facility to provide access from Pretoria Bridge to Echo Drive	25,000	Current - construction scheduled for Spring 2000

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
January 28, 2000		Graham Avenue (Echo Drive to Main Street)	Contra-flow Bicycle Lane	Scope To Be Determined	Current
1996	January 19, 2000	Industrial Avenue (Riverside to Alta Vista) (OT10)	Pathway connection on south side of Industrial Ave. from Alta Vista (east side) to Riverside Dr. to link to Hurdman Transit Station.	25,000	Pending
1996	January 19, 2000	Industrial Avenue (Alta Vista to Neighbourhood Way) (OT10)	Pathway connection from Industrial/Alta Vista intersection to Coronation/Neighbourhood Way/Station Boulevard area.	Costs Borne by Developer	Pending
1999		Johnston Road (OT3)	Connection to Conroy Road (temporary - short to medium term)	1,000	Current
1999	January 19, 2000	Lyon Street (OT9)	Barrier at Fifth Avenue	3,000	Current
1999	January 19, 2000	McIlraith Bridge Pathway (OT9)	Access to pathway and pathway upgrade	20,000	Current
1999	January 28, 2000	Midway Avenue at Edgeworth (OT7)	Barrier at Richmond Road	To Be Determined	Pending

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
1998	January 28, 2000	Mooney's Bay Redevelopment Plan (OT8)	Pathway layout and bicycle route connection	Scope To Be Determined	Pending
1999	November 16, 1999	Mutchmor Road (OT9)	Barrier to access to Riverdale Avenue at Main Street	Scope To Be Determined	Future
1999	January 28, 2000	Nelson Street (OT5)	Barrier at Besserer Street	To Be Determined	Current
1999	September 15, 1999	Old Riverside Drive (OT9)	Barrier at Smyth Road	20,000	Current
1998	December 6, 1999	Pathway Centre-line Striping (City-wide)	Pavement markings	5,000	Ongoing
1999	January 19, 2000	Pleasant Park Road (OT10)	Pathway access at Riverside Drive	15,000	Current
1996	January 28, 2000	Russell Road/Belfast Road (OT10)	Bicycle facility across RR lands as alternative to St. Laurent Blvd. (see also Industrial Avenue)	Scope To Be Determined	Future
June 1999	September 15, 1999	St. Andrew Street (OT5)	Barrier at King Edward Avenue (west side)	To Be Determined	Pending

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
June 1999	September 15, 1999	St. Andrew Street (OT5)	Barrier at King Edward Avenue (east side)	To Be Determined	Pending
June 1999	September 15, 1999	St. Andrew Street (OT5)	Barrier at Beausoleil Street and St. Patrick Street (north side)	20,000	Current
1998		Wendover Avenue/Warrington Drive (OT9)	Connection to Cameron Avenue	1,000	Pending
June 1999	July 12, 1999	York Street (OT5)	Barrier at King Edward Avenue (east and west sides)	To Be Determined	Future
EDUCATION PROJECTS					
March 1999	July 12, 1999	Brochures	<ul style="list-style-type: none"> • Winter Cycling • Bicycles and the Law • Bicycle Parking 	5,000	Ongoing
December 6, 1999	January 29, 2000	Bicycle Resource Guide	Insert to Ottawa Citizen	31,000	Current
April 1999	January 28, 2000	Community Bicycle Tours	Demonstrate benefits of cycling through discovery of convenient local routes		Current

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
April 1999	January 28, 2000	Ottawa Urban Cycling Awards	Awards program to recognize organizations and individuals who promote cycling		Current
March 1999		Safe Routes to School	Work with School Boards to identify safe routes		Current
1996	January 28, 2000	Supervised Bicycle Parking (OT5)	By Ward Market location	20,000	Ongoing
April 1999		TV Promotion	Safety/encouragement - Public Service Announcements		Current
June 1999	July 12, 1999	User Surveys	Supervised Bicycle Parking project		Current
1994		Velocity Bicycle Parking	Contract to provide bike parking on public ROW (City/ROC/Velocity)		Ongoing
March 1999		Workplace Education on Commuter Cycling	Provide resources to existing workplace Bicycle User Groups		Current

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
PROJECTS REFERRED TO NCC					
1999	September 27, 1999	Pathway to Train Station (OT9)	1. Upgrade of path 2. Grading of path segment	No Cost To Cycling Program	Current
PROJECTS REFERRED TO ROC					
1999		Albert/Slater Corridor (OT6)	Bicycle Facility		Pending
1997	July 12, 1999	Billings Bridge (OT9)	Improved bicycle facilities		Pending
1998		Byron Avenue (OT1)	Intersection modification at Woodroffe Avenue to provide crossing for bicycles		Pending
1997		Cahill Drive (OT3 & OT8)	Overpass connection from Cahill Drive West to Greenboro Transit Station		Pending
1998		Confederation Heights (OT9)	Connection to Transit		Pending
1997	December 6, 1999	Conroy Road (OT3)	Bicycle Facilities and Multi-use Pathway		Completed
1996	November 16, 1999	Industrial Avenue at Riverside (OT10)	Relocation of pedestrian push-button	To Be Determined	Current

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
1997		Iris Street/Ashley Street (OT2)	Bicycle route connection		Current
2000		Lansdowne Park (OT9)	Access for cyclists		Pending
1996		Lees Avenue (OT9)	Intersection improvement at Algonquin College		Pending
1997	December 6, 1999	Preston Street at Scott Street (OT7)	Pathway connections across Transitway.		Pending
1997		Prince of Wales at Experimental Farm (OT8)	Parking irregularities on south side of street. Bicycle lanes end abruptly on north side of street at traffic circle.		Pending
1997	October 13, 1999	Richmond Road (Edgeworth to Roosevelt) (OT1 & OT7)	Bicycle Route Designation and Bicycle Facilities		Pending
1997		Scott Street (OT7)	Bicycle Facility		Pending
1999	September 27, 1999	Sheffield to Innes Road	Ramp to Startop/Windmill		
1997		Smyth/Othello/Russell (OT10)	Intersection requires improvements for bicycles		Pending
1997	September 15, 1999	Station Street/General Hospital Road (OT10)	Pathway connection across Alta Vista Parkway lands		Current
1999	December 6, 1999	Sussex Drive (OT5)	Bicycle Facility		Current

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
COMPLETED PROJECTS					
1996	July 12, 1999	Alta Vista Drive (OT10)	Bicycle lanes and intersection widenings	50,000	Completed
1998		Bay Street at Catherine Street (OT6)	Access at road closure	5,000	
1996		Bay Street/Gloucester Street (OT6)	Bicycle lane painting	5,000	
1996		Belanger Street (OT9)	Identify road as bicycle facility (signage)	2,000	
1997		Botsford Street (OT10)	Realignment of Planter Boxes	---	
1996		Brewer Park Pathway (OT9)	Upgrade pathway connecting Bronson Avenue to Cameron Avenue	8,000	
1997		Bronson Avenue at Laurier Avenue (OT6)	Signalized Intersection	---	
1997		Brookfield Road Pathway (OT8 & OT9)	Upgrade pathway	48,000	

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
1996		Byron Avenue/Fraser Light (OT7)		No Cost	
1998	September 27, 1999	Byron Avenue (OT7)	Bicycle Lanes (Churchill to Roosevelt) to improve narrow section of road	25,000	Completed
1996		Cartier Street (OT6)	Bicycle route signage	2,000	
1995		City Facilities Bicycle Parking (OT5 & OT6)	Upgrade/install bicycle parking at all City lots & garages	18,000	
1996		Cobourg Street (OT5)	Bicycle access through closure at Besserer Street	5,000	
1996		Covered Bicycle Parking (OT6)		61,000 (LTB)	
1997		Cummings Bridge (OT5)	Bicycle Facilities	---	
1998		Echo Drive Pathway at Avenue Road (OT9)	Improve pathway connection	10,000	
1997		Flannery Drive (OT8)	Bicycle Route Signage	1,650	

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
1998		Georgina Drive (OT1)	Bicycle Route Signage	500	
1996		Gladstone Avenue (OT6 & OT7)	Bicycle route signage/logos	5,000	
1999	October 21, 1999	Glen Avenue (OT9)	Barrier at Brewer Park	500	Completed
1994		Hardy Avenue/Coventry Road Pathway (OT4)		20,000	
1999	August 26, 1999	Island Park Drive Pavement Markings (OT7)	Bicycle lanes continued up to intersections	5,000	Completed
1998		Iris Street (at Pinecrest Shopping Centre) (OT2)	Straight through restriction	500	Signage installed
1996		Kilborn Avenue (OT10)	Bicycle facility - signage	5,000	
1997		Kitchener Avenue (OT8)	Bicycle Route Signage	500	
1996		Lancaster Road (OT10)	Bicycle lanes (Walkley Road to Ottawa Athletic Centre)	55,000	

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
1996		Lees Avenue (OT5)	Upgrade pathway at Chapel Street	18,000	
1999		Lynda Lane (OT10)	Possible re-alignment of road	N.A.	
1996		Madawaska Avenue (OT9)	Bicycle route signage	2,000	
1997		McCarthy Road (OT8)	Bicycle lanes/parking (Southmore Drive to Paul Anka Drive)	10,000	Sidewalk and curb built on west side; edge lines painted.
1997		Monk Street (OT9)	Bicycle Route Signage	1,950	
1996		O'Connor Street (OT6)	Bicycle lane (Catherine Street to Isabella Street) to provide straight through access for bicycles	13,000	Construction completed; pavement markings installed.
1997	September 1,	O'Connor Street (OT6)	Access at Isabella Avenue	No Cost To	Constructio

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
	1999			Cycling Program	n completed.
1995		On-Street Bicycle Parking (4 locations) (OT5)	SE corner - Nepean at Bank NE corner - Lisgar at Bank SW corner - Cooper at Bank NW corner - MacLaren at Bank	5,000	Completed.
1994	October 22, 1999	Percy Street (OT6)	Contra-Flow Bicycle Lane (Catherine St. to Flora St.) - Evaluation Phase	21,000	Completed
1996		Percy St. (Chamberlain St. to Catherine St.) (OT6 & OT9)		8,000	
1997		Percy Street at Fifth Avenue (OT6)	Bicycle Route Signage	500	
1998		Pleasant Park Rd. (St. Laurent Blvd. to Alta Vista) (OT10)	Install signage. Designate as a new Bicycle Route.	1,000	
1997		Presland Street at Dead End	Repairs to curb ramp	1,000	
1998	December	Rideau River Pedestrian	Rehabilitation of	150,000	Completed

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
	1999	Bridge	pedestrian/cyclist bridge		
1997		River Road (Cummings Bridge/Presland Road (OT4)	Bicycle Route Signage	1,000	
1996		Riverdale Avenue (OT9)	Bicycle Route Signage	5,000	
1998		Riverside Hospital Pathway (OT10)	Pathway connection to Hospital roadway	1,000	
1997		Roosevelt Avenue (north end)/Pathway/Scott Street (OT7)	Bicycle Route Signage	500	
1997		Ryder Street (OT10)	Bicycle Route Signage	500	
1996		St. Laurent Blvd. (OT10)	Bicycle lanes	50,000	
1997	January 19, 2000	Stewart Street (OT5)	Contra-flow bicycle lane (Waller St. to Cumberland St.)	15,000	Completed
1997		Stewart Street (OT5)	Bicycle Route Signage	1,000	
1996		Waller Street (OT5)	Bicycle facility to connect with Mackenzie King Bridge	---	

COMPREHENSIVE CYCLING PLAN IMPLEMENTATION STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS
1997		Wilbrod Street (OT5)	Bicycle Route Signage	1,000	
DEFERRED PROJECTS					
1999	August 26, 1999	Alta Vista Corridor (OT10)	Pathway facility		Pending
1999	December 6, 1999	Burn Street (OT4)	Barrier at Rainsford Ave. (Aviation Parkway)	2,500	Current
1999	September 1, 1999	Kilborn Place (OT10)	Barrier - Pathway connection to Bank Street	5,000	Current
1996/1997		Lancaster Rd. (OT10) Extension to Bicycle Lanes (1997)	Bicycle lanes	120,000	
1999	July 12, 1999	Opeongo Avenue (OT9)	Barrier at Carling Avenue (east side)	To Be Determined	Deferred
1998	September 27, 1999	Somerset St. (Chapel St. to Colonel By Dr.) (OT5)	Install signage		
1996	August 26, 1999	Tyndall Street at Parkdale Avenue (OT7)	Signalized intersection for cyclists	35,000	On Hold

PATHWAY CENTRELINE STRIPING STATUS REPORT

DATE ENTERED	UPDATE	PROJECT NAME	DETAILED DESCRIPTION	ESTIMATED COST	STATUS	COMMENTS
December 8, 1999	January 28, 2000	Pathway from Brookfield Drive East to Brookfield Drive West/Flannery Drive intersection (OT8)	Emergency vehicle access	To Be Determined	Pending	Pathway to be assessed against criteria.
December 8, 1999	January 28, 2000	Pathway from Rodney to roadway behind Ottawa Hospital (Riverside Campus) (OT9)		To Be Determined	Pending	Pathway to be assessed against criteria.
December 8, 1999	January 28, 2000	Pathway Lamira to Pleasant Park (OT10)		To Be Determined	Pending	Pathway to be assessed against criteria.
December 8, 1999	January 28, 2000	Pathway on Scott Street from Western Parkway to Island Park Drive (OT7)		To Be Determined	Pending	Bus station on Pathway requires consideration.
December 8, 1999	January 28, 2000	Hog's Back at Marina entrance (OT8)	Extension of existing centreline stripe on Hog's Back sidewalk to entrance of roadway leading to Marina	To Be Determined	Pending	Pathway to be assessed against criteria.

Comprehensive Cycling Plan Budget Summary (Based on Expenditures to February 4, 2000)

Document 2

Project	Expended to date	Projects Underway	On Hold	Proposed Projects	Section Subtotal	Balance
A	1994 CCP Allocation of \$150,000 1995 CCP Allocation of \$150,000 1996 CCP Allocation of \$150,000 1997 CCP Allocation of \$150,000 1998 CCP Allocation of \$110,000 1999 CCP Allocation of \$150,000 2000 CCP Allocation of \$150,000					
					1010000	1010000
B	Funds Expended on Various Cycling Projects	432000			432000	578000
C	Stewart Contra-Flow Lane Supervised Bike Parking (1999) Rideau River Cycling & Pedestrian Bridge Byron Avenue Widening - Churchill to Roosevelt	15000 22000 150000 25000				
					212000	366000
D	Graham / Echo/Colonel By Connection Roadway / Pathway Striping and Signage		25000 5000			
				5000	35000	331000
E	Lyon and Fifth curb depression McIlraith Bridge Pathway (Main/Smyth Bridge) Old Riverside / Smyth Road Pathway Improvements Pleasant Park / Riverside Recreation Path Extension Gladstone Contra-Flow Lane Allowance for works with Overlay Program Bicycle Resource Guide Bicycle Brochure Reprinting Albion Road Edgelines Johnston Road General Hospital/Station Blvd. Path Supervised Bicycle Parking (2000) Industrial/Alta Vista Pathway Cameron Contra-Flow Lane St Andrew / King Edward Crossing Improvements St Andrew / Beausoleil @ St Patrick Improvements Bay Street Contra-Flow Lane Bank and Echo (Library) Graham Contra-flow Lane Byron Avenue Industrial/Belfast/Russell/Tremblay York Street / King Edward Crossing Improvements			3000 20000 20000 15000 18000 25000 31000 5000 1000 1000 10000 22000		
					171000	160000
					250000	-90000

F	Byron/Woodroffe Intersection Crossing			20000			
	Lancaster Bike Lane Extension			121000			
	Tyndall and Parkdale Pedestrian and Cycle Signal			80000			
	Kilborn Place pathway extention / Bank Street			5000			
						226000	-316000
	TOTALS	644000	30000	226000	176000	1326000	

February 3, 2000

ACS2000-PW-ENG-0005
(File: NRP3120/CAMN 00060)

Department of Urban Planning and Public
Works

Ward/Quartier
OT6 - Somerset

- Community Services and Operations
Committee / Comité des services
communautaires et des opérations
- City Council / Conseil municipal

Action/Exécution

2. Waiver to the Private Approach By-Law 170-73 - 60 Cambridge Street North

**Dérogation au Règlement municipal 170-73 sur les voies d'accès
privées - 60, rue Cambridge nord**

Recommendation

That the Private Approach By-Law 170-73, Section 13(a) (iv), be waived to permit the construction of an additional one-way private approach on Cambridge Street North, thereby, providing one two-way and three one-way private approaches.



February 4, 2000 (2:30p)

Edward Robinson
Commissioner of Urban Planning and Public
Works



February 7, 2000 (3:26p)

Approved by
John S. Burke
Chief Administrative Officer

RF:cd

Contact: Raymond Fournier - 244-5300 ext. 1-3811

Financial Comment

There are no direct financial implications in this recommendation.



February 4, 2000 (2:04p)

for Mona Monkman
City Treasurer

CP:ari

Executive Report

Reasons Behind Recommendation

Executive Report

In accordance with Section 13(a) (iv) of the Private Approach By-Law 170-73, the maximum number of private approaches shall be governed by the amount of frontage owned. This Section provides that between one hundred and fifty feet (150') and five hundred feet (500') of frontage, one two-way and two one-way private approaches or two two-way private approaches are permitted. Section 13(a) (v) provides for each 250' of frontage in excess of 500' additional one two-way or two one-way private approaches will be permitted. The primary intent of these provisions of this by-law is to ensure that there is adequate property separating proposed accesses in order that sufficient sight distances are provided for vehicles exiting any given location.

Plans submitted for Site Plan Approval are for the redevelopment of the north side of the property which includes a new access lane alignment, additional screening to the street, renovated garden and a new garbage pick-up area.

Staff have reviewed the submitted plans and noted the following observations:

1. The proposed northerly access will be a one-way exit only private approach for the removal of refuse and recycled material.
2. The remaining two one-way private approaches are existing and the one two-way access is existing, however its alignment has been modified to better serve this property.
3. Total frontage on Cambridge Street North is approximately 610'.

Due to the alignment and profile of this section of Cambridge Street North, it is the opinion of this Department that the proposed one-way access will not create any foreseeable traffic or pedestrian safety hazards.

In addition, it has been noted that vehicular and pedestrian traffic in this area is low and the accesses serving the adjacent properties are located at a sufficient distance from the proposed private approach.

Public Input

No public consultation or the recommendation has taken place. The Department believes that the proposed private approach will not adversely affect established traffic patterns in the immediate area of this site.

Environmental Impact

No environmental input is anticipated and the recommendation is within the MEEP Automatic Exclusion List - Section I(f) Routine Operations.

Disposition

The Department will advise the applicant of Council's decision.

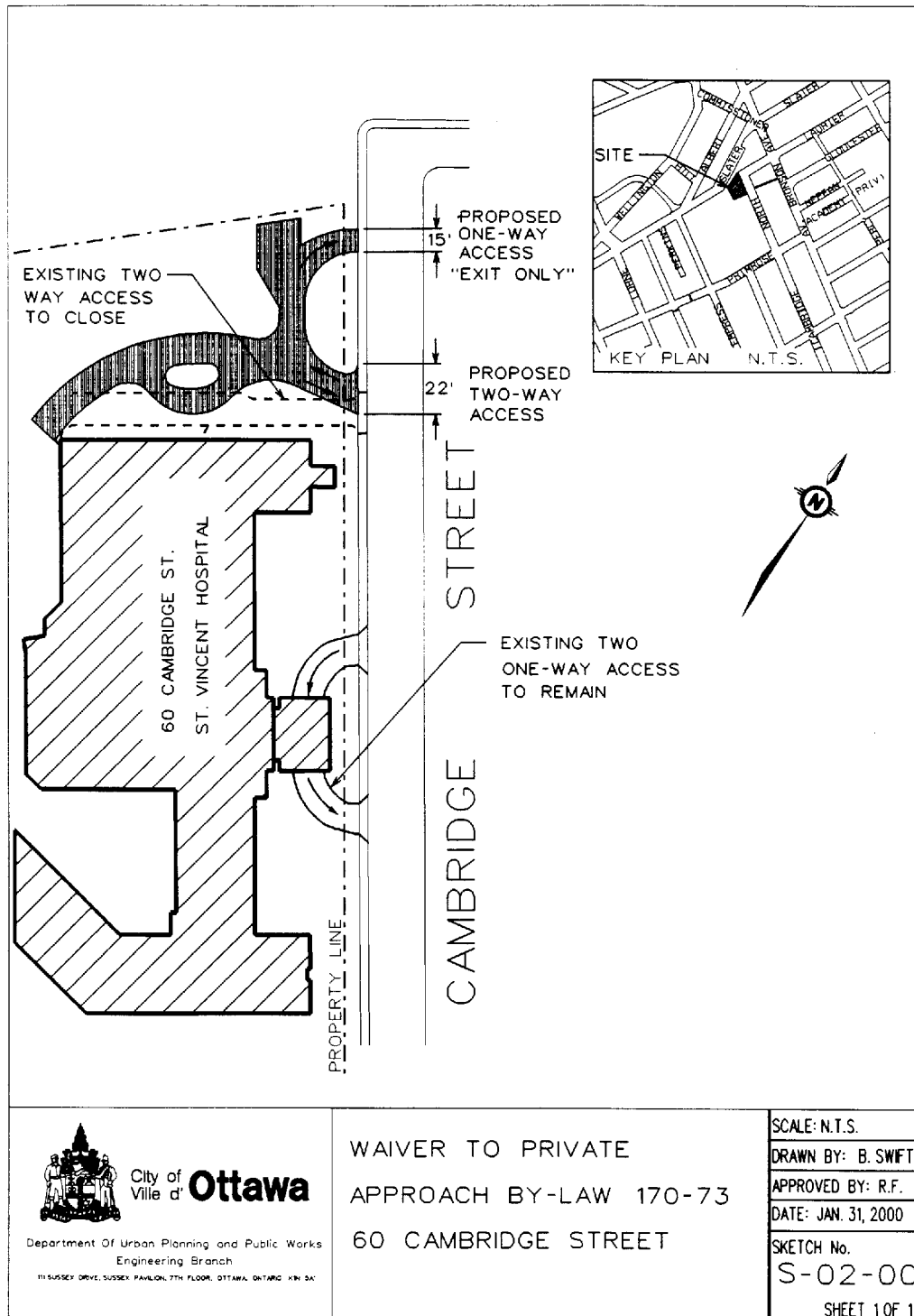
List of Supporting Documentation

- | | |
|------------|---|
| Document 1 | Sketch No. S-02-00, sheet 1 of 1, dated January 31, 2000 |
| Document 2 | Letter from Harmer Podolak Engineering Consultants Inc. Dated Jan. 19, 2000 |

Part II - Supporting Documentation

Sketch No. S-02-00 dated January 19, 2000

Document 1



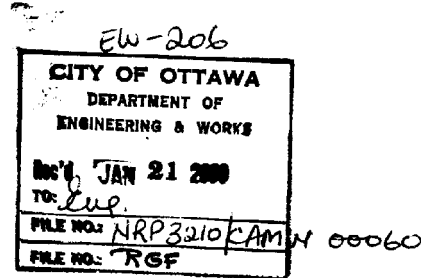
Letter from Harmer Podolak Engineering Consultants Inc.

Document 2



January 19, 2000

Mr. Ray Fournier
 Coordinator, Development and Approvals
 Department of Urban Planning and Public Works
 City of Ottawa
 111 Sussex Drive
 Ottawa, Ontario K2E 7T7



Dear Sir:

RE: ST. VINCENT HOSPITAL - NORTH GARDEN REDEVELOPMENT

We understand from verbal comments provided by Denis Charron of the Planning Department that the proposed works for the St. Vincent Hospital site will require a variance due to the additional access lane along Cambridge Street.

The new access lane is to operate in an exit - only direction by the service vehicles removing refuse and recycled material from the proposed garbage area. Public traffic and delivery vehicles will still utilize the driveway along the north side of the main hospital building as is currently the case. Current service includes one truck per day for garbage removal from Monday - Saturday, with two additional trucks on Thursday for collection of cardboard and recyclables.

The construction of the exit lane will eliminate the need for the garbage trucks to back into the driveway. The benefits of this design are to minimize the potential conflict with driveway traffic, and any noise associated with reversing trucks.

Enclosed is a cheque in the amount of \$200.00 for the required variance application. Should you require any additional information please do not hesitate to contact the undersigned at your earliest convenience.

Yours truly,

HARMER PODOLAK ENGINEERING CONSULTANTS INC.

Doug Rathwell, P.Eng.
 Manager, Transportation / Municipal

Receipt # 133840

cc: John Szczepaniak, Landscape Architect
 Sam Houston, St. Vincent Hospital

991 70 D L... D... L... N... C... K... R... P... H... E... N... B... H... C... T... (417) 999-4445 F... (417) 999-4077

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February 3, 2000

ACS2000-PW-ENG-0006
(File: NRP3120/BEEC 00095)

Department of Urban Planning and Public
Works

Ward/Quartier
OT6 - Somerset

- Community Services and Operations
Committee / Comité des services
communautaires et des opérations
 - City Council / Conseil municipal
- Action/Exécution

3. Waiver to the Private Approach By-Law 170-73 - 95 Beech Street
Dérogation au Règlement municipal 170-73 sur les voies d'accès
privées - 95, rue Beech

Recommendations

1. That Section 13(f) of the Private Approach By-Law 170-73, be waived to permit a sixteen foot (16') separation between a two-way multi vehicle access and a shared access to two single vehicle garages on Beech Street.
and
2. That Section 13(a) (iii), be waived to permit the construction of a third (3rd) two-way private approach on Aberdeen Street.
and
3. That Section 13(m), be waived to permit an existing two-way private approach to remain a distance of one foot (1') from the westerly property line on Aberdeen Street.



February 4, 2000 (2:49p)

Edward Robinson
Commissioner of Urban Planning and Public
Works

RF:cd

Contact: Raymond Fournier - 244-5300 ext. 1-3811



February 7, 2000 (3:16p)

Approved by
John S. Burke
Chief Administrative Officer

Financial Comment

There are no direct financial implications in these recommendations.



February 4, 2000 (1:56p)

for Mona Monkman
City Treasurer

CP:ari

Executive Report

Reasons Behind Recommendations

In accordance with Section 13(f) of the Private Approach By-Law 170-73, the distance between the nearest limits if a private approach included for two-way vehicular traffic and any other private approach on the same property shall be a minimum of thirty feet (30'). Section 13(a) (iii) provides that the maximum number of private approaches shall be governed by the amount of frontage owned. This section provided that between one hundred and ten feet (110') and one hundred and forty-nine feet (149') of frontage, two two-way private approaches are permitted. Section 13(m) provides that no private approach shall be constructed within ten feet (10') of any adjoining property line.

The primary intent of these provisions of this by-law is to ensure that there is adequate separation between the private approaches in order that sufficient sight distances are maintained for vehicles exiting a site.

Plans submitted for Site Plan Approval are for redevelopment (in three phases) of two existing structures and the construction of one new structure. There will be a full residential conversion of the original industrial structure and office and residential conversion to the remaining industrial structure. Both of the industrial structures will be expanded by the addition of two storeys. There will be a total of 45 apartment units and 2,450 sq.m. of office space. Also, the proposed construction of a back to back, eight (8) unit townhouse block fronting on Beech Street.

Staff have reviewed the submitted plans and noted the following observations:

1. The proposed two-way private approaches of Beech and Aberdeen Streets will service a parking lot with a total of 39 parking spaces.

2. Aberdeen Street has a low volume of vehicular and pedestrian residential traffic and is not a thru street while Beech Street has medium vehicular and low pedestrian, mixed use traffic.
3. Total frontage on Beech Street is approximately 73 meters (240 ±) and Aberdeen Street is approximately 76 meters (250 ±).

Due to the alignment and profile of both of these streets, it is the opinion of this Department that the construction of the proposed accesses and the retaining of the existing accesses will not create any foreseeable traffic or pedestrian safety hazards. In addition, the private approaches servicing the adjacent properties are located at a sufficient distance from any of the proposed accesses at this site.

Public Input

No public consultation on the recommendations has taken place. The Department believes that the proposed private approaches will not adversely affect established traffic patterns in the immediate area of this site.

Environmental Impact

No environmental impact is anticipated and the recommendations are within the MEEP Automatic Exclusion List - Section I(f) Routine Operations.

Disposition

The Department will advise the applicant of Council's decision.

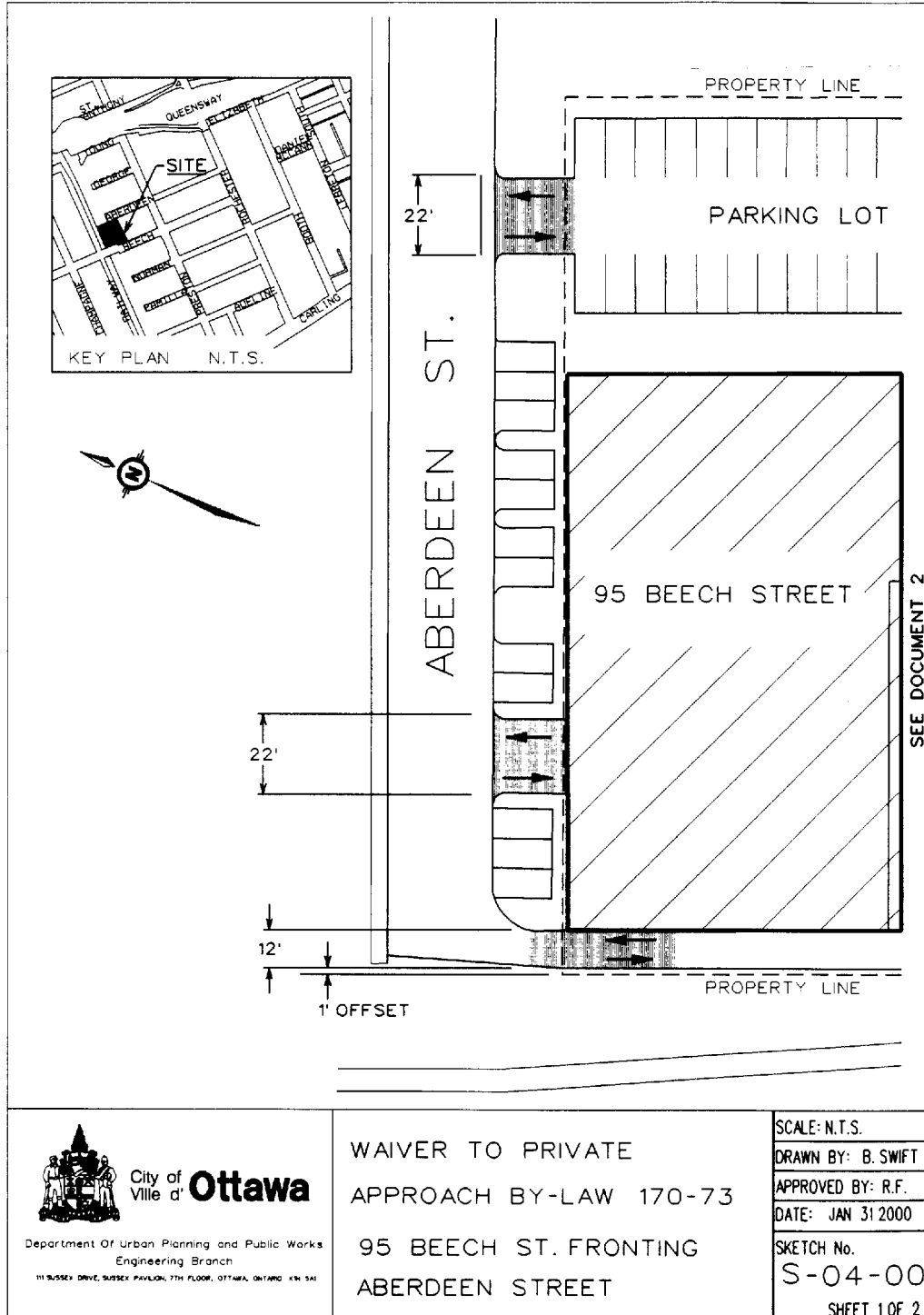
List of Supporting Documentation

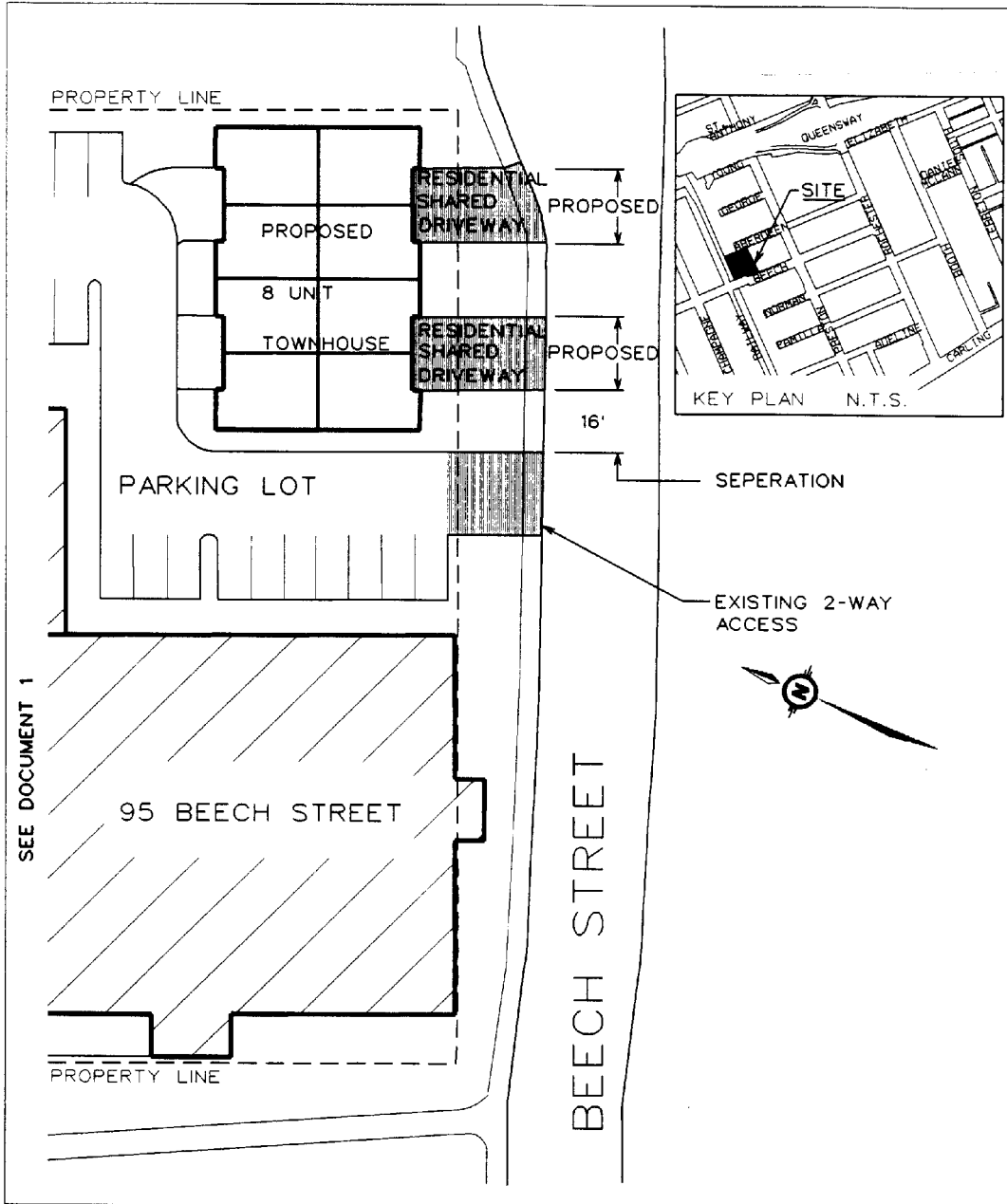
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|------------|---|
| Document 1 | Sketch No. S-04-00 , Sheet 1 of 2, dated January 31, 2000 |
| Document 2 | Sketch No. S-04-00 , Sheet 2 of 2, dated January 31, 2000 |
| Document 3 | Letter from J.E. Ironside Consulting Ltd., dated January 18, 2000 |


Part II - Supporting Documentation

Sketch No. S-04-00 , Sheet 1 of 2, dated January 31, 2000

Document 1





 <p>City of Ottawa Department of Urban Planning and Public Works Engineering Branch <small>111 SUSSEX DRIVE, SUSSEX PAVILION, 7TH FLOOR, OTTAWA, ONTARIO, K1N 5A1</small></p>	<p>WAIVER TO PRIVATE APPROACH BY-LAW 170-73</p>	<p>SCALE: N.T.S.</p>
	<p>95 BEECH ST. FRONTING BEECH ACCESS</p>	<p>DRAWN BY: B. SWIFT</p>
	<p>SEE DOCUMENT 1</p>	<p>APPROVED BY: R.F.</p>
		<p>DATE: JAN 31 2000</p>
		<p>SKETCH No. S-04-00</p>
		<p>SHEET 2 OF 2</p>



J. E. Ironside Consulting Ltd.
2055 Prince of Wales Drive,
Nepean, Ontario K2E 7A4

File Number 1085-99

January 18, 2000

Mr. Ray Fournier
Engineering Branch
Department of Urban Planning and Public Works
City of Ottawa
111 Sussex Drive
Ottawa, ON K1N 5A1

EW-195 40

CITY OF OTTAWA	
DEPARTMENT OF ENGINEERING & WORKS	
Rec'd. JAN 24 2000	
TO: EWP	
FILE NO.: HRP 3210/BEEC	00095
FILE NO.: RGF	

Re: 95 Beech Street - Proposed Mixed Use Development

Dear Mr. Fournier:

We have been informed by Prescott McDonald, the planner looking after our site plan control application for the above-noted project, that you have provided comments with respect to the fact that our driveways do not all conform to the Private Approach By-law.

As you may recall, Wolf Mohaupt and I met with you on November 4, 1999 to discuss this project, and you identified for us the necessary waivers to the by-law that would be required. Following that meeting, we applied for and received Permission from the Committee of Adjustment to change the existing non-conforming use to another non-conforming use. On December 20th, we were advised that the Committee's decision is now final. On December 16th, 1999 we filed our site plan control application, and are now proceeding with the application for waivers to the Private Approach By-law.

The following waivers are requested.

Aberdeen Street

The subject site has a frontage of 76 metres on Aberdeen Street. The by-law permits 2 private approaches for a lot of that width. The existing easterly private approach to the parking lot and the new one to the underground parking garage for 95A Beech should be considered as the two permitted private approaches.

We are requesting a waiver to the Private Approach By-law to permit a third private approach which will give westerly access to the underground parking garage for 95 Beech. This is an existing and only means of access to the existing underground parking garage at 95 Beech Street. The garage will have 22 parking spaces and will be for the use of the proposed 30 unit

Tel: (613) 727-4457 Fax: (613) 225-4736
E-Mail jei@storm.ca

Receipt # 133843

Page -2-

condominium apartment building. The private approach is located at the end of a dead end street, so there will be no pass-by traffic to interfere with the site access or cause any safety concerns.

When we met on November 4th to review this site plan, you indicated that you would be prepared to recommend approval of this third private approach. This access to the underground parking will carry limited traffic, and it will effectively function as a one-way access, because it is too narrow to be used by vehicles moving in opposite directions at the same time. Mirrors or a signal system may be required to ensure that one vehicle does not enter the driveway when other vehicle is exiting. This could be addressed as part of the site plan approval.

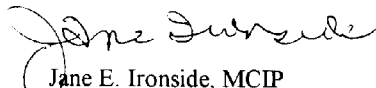
Beech Street

The by-law permits the existing private approach to the parking area. It also permits the private approaches to the townhouses, but the separation distance between the existing access and the most westerly townhouse driveway is below the by-law standard. We are requesting a reduction in this required separation distance from 6.7 metres (22 feet) to 4.8 metres (15.7 feet).

Enclosed you will find a \$200 cheque for the application fee.

I hope you will still be in a position to grant our requests. If you require any additional information, please call me at your convenience.

Yours truly,



Jane E. Ironside, MCIP
Registered Professional Planner

cc: Councillor Elizabeth Arnold
Craig Callan-Jones, 95 Beech Street Ltd.
Wolf Mohaupt, W.G. Mohaupt Architect Ltd.

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February 3, 2000

ACS2000-PW-ENG-0007
(File: NRP3210/GEOR 00087)

Department of Urban Planning and Public
Works

Ward/Quartier
OT5 - Bruyère-Strathcona

- Community Services and Operations
Committee / Comité des services
communautaires et des opérations
- City Council / Conseil municipal

Action/Exécution

4. Waiver to the Private Approach By-Law 170-73 - 87 George Street
Dérogation au Règlement municipal 170-73 sur les voies d'accès
privées - 87, rue George

Recommendations

1. That the Private Approach By-Law 170-73, Section 13(a)(ii), be waived to permit the construction of two(2) two-way private approaches on York Street.
2. That the Private Approach By-Law 170-73. Section 13(f), be waived to permit an eighteen foot (18') separation between two(2) two-way private approaches on York Street.



February 4, 2000 (3:09p)

Edward Robinson
Commissioner of Urban Planning and Public
Works

RF:cd

Contact: Raymond Fournier - 244-5300 ext. 1-3811



February 7, 2000 (3:09p)

Approved by
John S. Burke
Chief Administrative Officer

Financial Comment

There are no direct financial implications in these recommendations.



February 4, 2000 (2:14p)

for Mona Monkman
City Treasurer

CP:ari

Executive Report

Reasons Behind Recommendations

In accordance with Section 13(a) of the Private Approach By-law 170-73, the maximum number of private approaches shall be governed by the amount of frontage owned. Section 13(a)(ii) provides that between seventy feet(70') and one hundred and nine feet(109') of frontage, one two-way or two one-way private approaches are permitted. Section 13(f) provides that the distance between the nearest limits of a private approach intended for two-way vehicular traffic and any other private approach to the same property shall be a minimum of thirty feet(30'). The primary intent of these provisions of this by-law is to ensure that there is a safe separation between the proposed accesses in order to provide adequate sight distances for vehicles exiting from any given site.

Plans submitted for Site Plan Approval are for revisions to an approved site plan for a new broadcasting station. The proposed new broadcasting station will include the installation of planter boxes, altering the loading area and parking layout and altering fencing. The proposed parking layout will provide 25 outside parking spaces. Staff have reviewed the submitted plans and noted the following observations:

1. The proposed westerly private approach will be the primary access for the servicing of the surface parking lot.
2. The proposed easterly private approach will be used for garbage pick-up as will be signed as a "Service Entrance Only".
3. Total frontage on York Street is 87'-10".

Staff have inspected this location and noted that this section of York Street has high vehicular and pedestrian volumes. However, due to a revision requested by staff to the proposed easterly access location, no sight obstructions will exist at either of the two proposed private approaches. In addition, the accesses servicing the adjacent properties are

located at a sufficient distance from the proposed private approaches. Due to the alignment and profile of York Street, it is the opinion of this Department that these proposed accesses will not create any foreseeable traffic hazards.

Public Input

No public consultation on the recommendations has taken place. The Department believes that the proposed private approaches will not adversely affect established traffic patterns in the immediate area of this site.

Environmental Impact

No environmental impact is anticipated and this recommendation is within the MEEP Automatic Exclusion List - Section I(f) Routine Operations.

Disposition

This Department will advise the applicant of Council's decision.

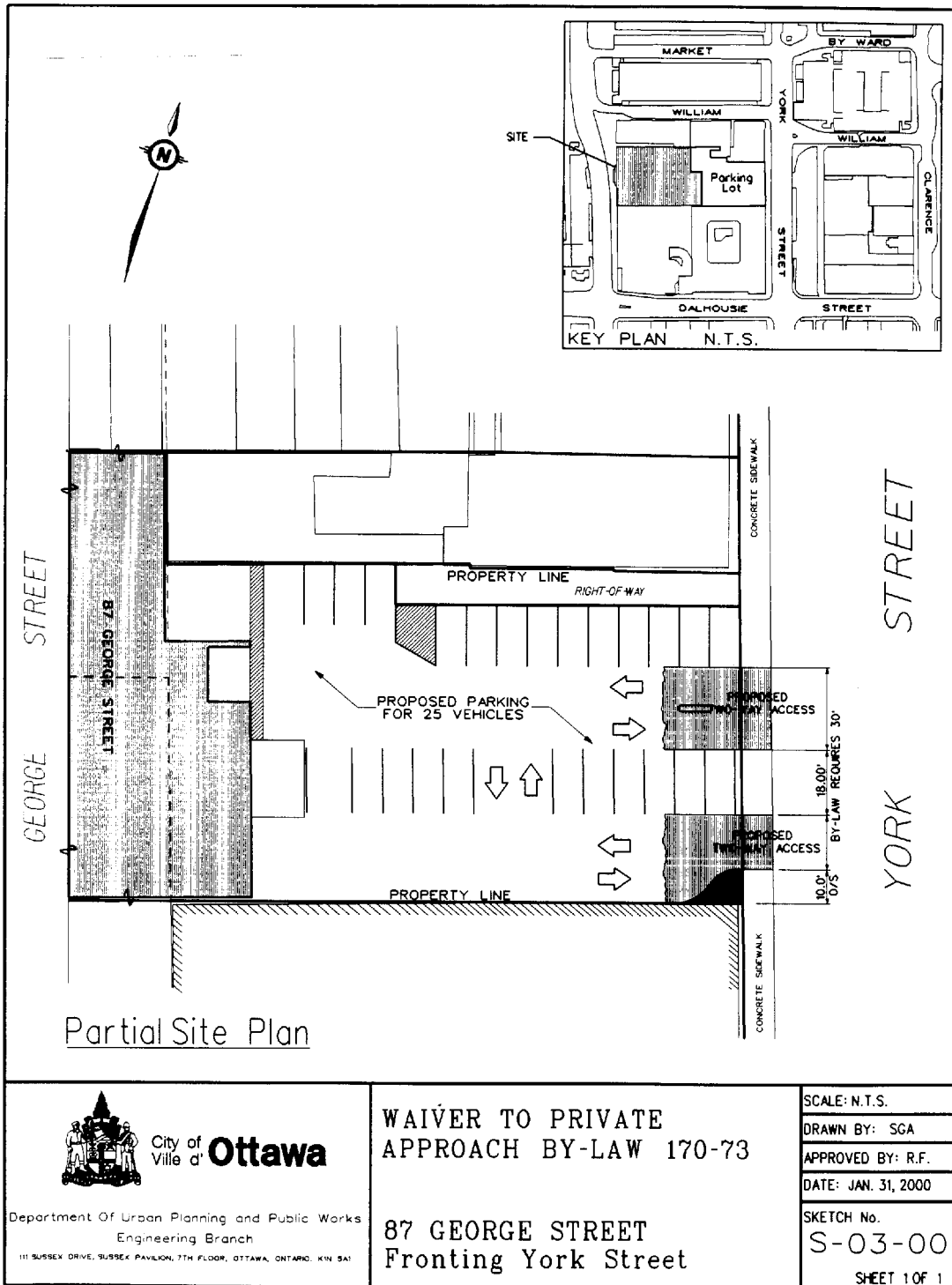
List of Supporting Documentation

- Document 1 Sketch No. S-03-00, sheet 1 of 1, dated February 2, 2000
- Document 2 Letter from J.E. Ironside Consulting Ltd. dated January 19, 2000

Part II - Supporting Documentation

Sketch No. S-03-00, sheet 1 of 1, dated February 2, 2000

Document 1



City of Ottawa
Ville d'Ottawa

Department Of Urban Planning and Public Works
Engineering Branch
111 SUSSEX DRIVE, SUSSEX PAVILION, 7TH FLOOR, OTTAWA, ONTARIO, K1N 5A1

WAIVER TO PRIVATE
APPROACH BY-LAW 170-73

87 GEORGE STREET
Fronting York Street

SCALE: N.T.S.

DRAWN BY: SGA

APPROVED BY: R.F.

DATE: JAN. 31, 2000

SKETCH No.

S-03-00

SHEET 1 OF 1

Letter from J.E. Ironside Consulting Ltd. dated January 19, 2000

Document 2



J. E. Ironside Consulting Ltd.
2055 Prince of Wales Drive,
Nepean, Ontario K2E 7A4

File Number 1060-98

January 19, 2000

Mr. Ray Fournier
Engineering Branch
Department of Urban Planning and Public Works
City of Ottawa
111 Sussex Drive
Ottawa, ON K1N 5A1

EW-207

CITY OF OTTAWA	
DEPARTMENT OF	
ENGINEERING & WORKS	
Rec'd	JAN 24 2000
TO:	<i>jei</i>
FILE NO.:	<i>HRP3210/GEOA-00087</i>
FILE NO.:	<i>TRF</i>

Re: 87 George Street - Request for Private Approach By-law Waiver

Dear Mr. Fournier:

We have been informed by Gordon Harrison, the planner looking after our site plan control application for the above-noted project, that you have provided comments with respect to the fact that our driveways do not conform to the Private Approach By-law.

Further to your comments, I have met on-site with the architect, and have requested that the easterly private approach be relocated to a minimum of 3.05 metres from the east lot line.

The purpose of this application is to request a waiver of the Private Approach By-law to permit two private approaches, even though the property width is only 26.77 metres (87'10").

The westerly access provides for a card operated swing arm access and egress to a fenced parking lot. This will be used primarily for such vehicles as The New RO Mobile Television transmission vans, and similar vehicles required by the TV and radio stations which will occupy the building.

The easterly access has been designed to provide a direct aisle to the garbage enclosure, and will be used primarily for garbage pick-up. It will be signed as a 'Service Entrance Only'. It will also be used on an infrequent, as required, basis for vehicles associated with the delivery and maintenance of large equipment. The proposed swing arm access and egress controls on the main parking area have not been sized to accommodate these larger vehicles. In addition, we believe it is desirable to separate garbage and delivery vehicles from the rest of the parking area.

Tel: (613) 727-4457 . Fax: (613) 225-4736
E-Mail jei@storm.ca

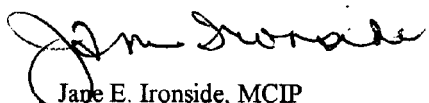
Rec'd # 133839

Page -2-

Enclosed you will find a \$200 cheque for the application fee.

I hope you will still be in a position to grant our request. If you require any additional information, please call me at your convenience.

Yours truly,



Jane E. Ironside, MCIP
Registered Professional Planner

cc: John Krug, The New RO
Les Klein, Quadrangle Architects
Fred Cogan, Yegendorf, Brazeau et al
Councillor Stéphane Émard-Chabot

February 15, 2000

ACS2000-PW-LTB-0002
(File: EW-182-1)

Department of Urban Planning and Public
Works

Ward/Quartier
City Wide

- Community Services and Operations
Committee / Comité des services
communautaires et des opérations
- City Council / Conseil municipal

Action/Exécution

5. Licenses - Rooming Houses Permis - Maisons de Chambres

Recommendations

1. That the by-law set out in Document 1, which amends Licensing By-law Number L-6 to license and regulate rooming houses in the City of Ottawa, be approved.
2. That, for the purpose of implementing rooming house licensing, the following two temporary positions be established in the Licensing, Transportation and Buildings Branch of the Department of Urban Planning and Public Works subject to the approval of the City of Ottawa Transition Board:
 - (a) License Inspector, Schedule 4, Group 10, salary range \$41,841 - \$48,266 for a maximum term of twelve months;
 - (b) Compliance Officer, Schedule 4, Group 13, salary range of \$47,702 - \$55,000 for a maximum term of twenty-four months.



February 16, 2000 (3:12p)

Edward Robinson
Commissioner of Urban Planning and Public
Works

MMB:mmb

Contact: Martha Boyle 244-5300-1-3204



February 17, 2000 (1:06p)

Approved by
John S. Burke
Chief Administrative Officer

Financial Comment

Subject to City Council approval, total City Full-Time Equivalents (FTEs) will be increased by 2.0 and Budget for Personnel Services Expenditures (BPSEs) will be increased by \$115,675 for full year.

Estimated costs/revenues will be as follows:	License Inspector	Compliance Officer	Total Full Year	Mar. 30, 2000 Part Year
Costs				
Salaries	45,100	55,000		
7% Shift Premium	1,000			
12 ^{1/2} % Benefits	5,700	6,875		
Overtime		2,000		
Staffing Total	\$51,800	\$63,875		
City Vehicle	8,000			
Cellular Telephone	3,500	3,500		
Telephone and Office Computer		2,000		
Car Allowance		1,500		
	\$11,500	\$7,000		
Total	\$63,300	\$70,875	\$134,175	\$100,631
Revenues				
Rooming House License - 90 x \$150			13,500	
1 st Time Application Fee - 180 x \$30			5,400	
			\$18,900	\$14,175
Building Permit Revenue				
Budget Increase \$134,175 - 18,900			115,275	
Effective March 30, 2000 \$115,275 x 3/4				86,456

As noted in the background, this report will require Transition Board approval.


February 16, 2000 (1:50p)

for Mona Monkman
City Treasurer

BH:cds

Executive Report

Reasons Behind Recommendations

Recommendation 1

At its meeting of December 15, 1999, City Council resolved as follows:

That City Council approve licensing of rooming houses, in principle, and direct staff to prepare a report and by-law establishing the regulatory framework by the end of February 2000, with an annual license fee not to exceed \$150.00 per rooming house.

Document 1 contains a proposed by-law that would give effect to a rooming house licensing programme described more fully below.

License Required

Owners or operators of rooming houses in Ottawa would be required to obtain a separate rooming house license for each property. Rooming house is defined in the by-law as a building that contains four or more rooming units in which persons are harboured, received or lodged for hire, but does not include a hotel, motel, bed and breakfast establishment, hospital, special needs housing, or retirement home as defined in By-law Number 93-98, the Zoning By-law, 1998; and rooming unit is defined in the by-law as a room or suite of rooms that constitutes a separate, independent occupancy in which a person sleeps, and that may have either a kitchen or washroom but which does not have both.

Licensing Prerequisites

Property Standards, Building Code, Zoning, Fire, Health and Electrical Safety Authority (formerly Ontario Hydro) inspections and approvals are prescribed as prerequisites for a first-time (original) license. The by-law also provides that the comment of the City's Rooming House Response Team Co-ordinator, who is in the position of offering useful community impact information, will be solicited in relation to every first-time rooming house application.

License Fee

In December, City Council directed a maximum annual license fee of \$150, and it is that fee which the Department has proposed.

In addition to the annual license fee, rooming house license applicants would be subject to the non-refundable application processing fees that are standard for other license applicants. Those fees are currently set at \$30 for a first-time application and \$10 on renewal.

License Duration, Expiry and Renewal

Like all other fixed premise licenses issued under the authority of the Licensing By-law, rooming house licenses are proposed to be issued and renewed for a maximum one-year term. The actual duration of each first-time (original) license will of course depend upon its issue date. March 31 of each year is proposed as the fixed expiry date for all rooming houses licenses. Yearly license renewals would be invited and processed throughout the month of March.

The proposed by-law prescribes re-inspection of all rooming houses by Property Standards, Building Code, Zoning and Fire on a two-year cycle; that is, rooming house licensees would renew their licenses each March with renewal in every other year subject to satisfactory re-inspections by the agencies listed. That renewal-triggered re-inspection programme is new for the Licensing By-law, all other categories of fixed-premise license being automatically renewable unless an approval agency has reported in writing to the Licensing Office that there is non-compliance with that agency's regulations. The Department believes that changing conditions in rooming houses warrant those regular re-inspections but it is also of the view that yearly inspections, coinciding with annual license renewal, are more frequent than is practicable or necessary. Between mandatory biennial inspections, non-compliant houses will be identified via the complaint mechanism with the status of the license subject at any time to review.

After-Licensing Regulations

The by-law proposes that the rooming house license certificate issued by the City will include the name and telephone number of the person to whom all matters respecting the property may be directly addressed. The certificate will have to be conspicuously posted inside the main entrance of the house at all times during the license period. The certificate regulation responds to a concern expressed by the community that it is difficult to identify a responsible person (owner or superintendent) with whom to discuss in a timely manner problems presented by rooming houses.

The by-law also provides that the licensee will properly manage the rooming house in accordance with applicable law.

General Provisions of Licensing By-law Applicable to Rooming Houses

Licensing By-law L-6, to which the rooming house by-law will become one of many schedules, has several general provisions that will apply to rooming house licensing as they do to all other businesses licenses (unless otherwise prescribed). The most significant of those provisions are as follows:

- as already reported, a first-time application processing fee of \$30 and a renewal application processing fee of \$10 will apply
- licenses can be transferred from person to person or from location to location subject to satisfying licensing pre-requisites as appropriate and upon payment of the transfer fee (currently set at \$26)
- the Chief License Inspector will have the authority to refuse to issue a license if there is reason to believe that the applicant's character may not be good or that the carrying on of the business may result in a breach of the law or may be in any way adverse to the public interest
- the Chief License Inspector will have the authority to suspend a license (some conditions apply) or to refuse to renew a license for a breach of the law, a violation of licensing regulations, or anything which may be in any way adverse to the public interest
- the Chief License Inspector will not renew a license if any of the pre-requisite approval agencies has reported in writing to the Licensing Office that the licensee has failed (and continues to fail) to comply with that agency's regulations during the term of the license
- license applicants/ licensees will have the right to appeal the refusal decisions of the Chief License Inspector to License Committee, a tribunal of CSOC. License Committee will have the authority to uphold the refusal, to direct that the license be issued without conditions, or to recommend to City Council that conditions be imposed upon the issuance or renewal of a license
- at any time during the license period, the Chief License Inspector will have the authority to report to License Committee breaches of the law, violations of licensing regulations, or anything which may be in any way adverse to the public interest. After a hearing, License Committee will have the authority to suspend or revoke a license, or to recommend to City Council the imposition of special conditions on a license

Recommendation 2

License Inspectors currently have no responsibilities that would take them into rooming houses; property standards staff estimates that it is active in an on-going way in about 25% of the City's rooming house stock. There is no capacity to introduce licensing and inspection of all rooming houses without either hiring new resources or accepting a significant deterioration in service in other areas of responsibility.

License Inspector

Ten years ago, the City had 18 enforcement officers responsible for animal control and for a Licensing By-law that governed 21 different business activities. Today there are 12 Officers who, among and between them, are not only responsible for the animal control and licensing regulations of a decade ago but who in the intervening years have taken on responsibility for 5 more business licensing by-laws (not yet including rooming houses) and two more animal control regulations, as well as for the Noise By-law, 2 smoking by-laws, the Designated (Vending) Space Programme, and the snow dumping prohibition of the Streets By-law. The Officers cover a seven-day work week with shifts beginning at 6:00 a.m. and ending at 10:00 p.m. early week and midnight late week. In recent summer months, there has been essential coverage until 2:30 in the morning on Thursdays, Fridays and Saturdays to respond to late night vending and noise issues in the By Ward Market.

With a reduced workforce, an expanded mandate and pressure to increase hours of service, License Inspector shifts are not well-resourced, officers are over-extended, and there is no capacity for pro-active patrols to identify unlicensed businesses or to monitor such issues as taxis, outdoor vending or dogs on leash or in parks for example. The public has frequently expressed frustration and dissatisfaction with respect to the service the Department can offer in relation to animal control, noise and taxis in particular. In the absence of an additional licensing resource to assist in the implementation of the rooming house licensing programme, noise and animal control work at a minimum will experience a further deterioration in service.

It would be the job of License Inspectors to identify and obtain license applications from those rooming house owners who do not apply for licenses by the deadline prescribed, and to lay charges and participate in the prosecution of owners who decline to apply for licenses. The extent to which one full-time resource will actually be required in Licensing to implement the new programme will depend upon the number of rooming house owners who will actively seek to circumvent the requirement to register for licensing. The workload for Licensing is expected to be acute in the introductory year but manageable once the programme is in maintenance mode. Given the shift work of the License Inspectors and the competing priorities that change on a daily basis, the Department would not plan to assign one individual full-time to rooming houses but would expect all LI's to undertake rooming house work as required, to a maximum contribution to the programme of one full-time equivalent.

Compliance Officer

During the past ten years, there have been a number of temporary pro-active property standards programs dealing with high and low rise rental units and rooming houses. On those occasions, additional temporary staff resources were assigned to specific program objectives to pro-actively inspect and enforce applicable standards, thereby preserving the stock of affordable housing. Over the same period, the number of complaints increased substantially, the mandate was expanded, additional by-law and statutory responsibilities were assigned and the skill sets were enhanced and integrated. Assigning additional demands to the present workforce will have direct results in a reduced response in the reactive programs, an inability to meet service level standards and delays in proceeding with the legal and enforcement processes. These impacts will frustrate the clientele and communities that are presently being served and create dissatisfaction with respect to the standard of service for property standards, building code and zoning compliance.

Based on the motion approved on December 15, 1999 by City Council, one of the existing Compliance Officers is dedicated to rooming house work for addresses where the Rooming House Response team has been called in to respond. This response will deal with a percentage of the more problematic rooming houses. However, a large percentage of the 180 rooming houses will still require the prescribed inspections for license issuance.

As a result, the impact of carrying out the property standards and building code inspections and assisting with zoning inspections for the licensing function requires an additional staff resource with all of the foregoing expertise to execute the field inspection, administrative and enforcement services. The Tenant Protection Act in 1998 transferred property standards and all building code activities under one authority, the Ontario Building Code Act. This Compliance Officer with a generalist skill set will be able to provide a comprehensive response to the property standards, zoning and building code issues that may prevail in each rooming house scheduled for a license inspection.

Transition Board Approval

The job of the Transition Board is to ensure a smooth, effective transition to the new municipal structure. During the transition period, the Board will oversee decisions by the "old" municipalities that could have a significant financial effect on the new municipality. Clause 4(1)(d) of Ontario Regulation 100/00 respecting the powers and duties of the Transition Board provides that an old municipality shall not hire a new employee, promote or change the job classification of an existing employee, or appoint a person to a position. Subsection 4(2) provides that the clause does not apply to anything done with the approval of the Transition Board or in accordance with the Board's guidelines; as of this writing, the Board has not issued guidelines and therefore its approval must be solicited for the temporary staffing proposed.

Consultation

There has been no formal consultation undertaken with respect to the proposed content of the rooming house licensing by-law since the City Council direction of December 15, 1999.

Community associations that have historically participated in rooming house related initiatives, and all identifiable rooming house landlords have been provided with a copy of the Department's final report and notice of the Standing Committee meeting at which it will be considered.

Disposition

Office of the City Solicitor to process the amending by-law to City Council for enactment.

Department of Urban Planning and Public Works to implement.

List of Supporting Documentation

Document 1 By-law Amending Licensing By-law L-6 to License and Regulate Rooming Houses

Part II - Supporting Documentation

Document 1

BY- LAW NUMBER L-

A by-law of The Corporation of the City of Ottawa amending By-law Number L-6.

The Council of The Corporation of the City of Ottawa enacts as follows:

1. Paragraph (74E) of Section 1 of By-law Number L-6 entitled "A by-law of The Corporation of the City of Ottawa respecting licenses", as amended, is renumbered as paragraph (75).

2. Section 1 of the said By-law Number L-6 is further amended by adding thereto immediately after paragraph (74D) the following paragraphs:

(74E) "Rooming House" means a building that contains four or more rooming units in which persons are harboured, received or lodged for hire, but does not include a hotel, motel, bed and breakfast establishment, hospital, special needs housing, or retirement home as defined in By-law Number 93-98, the Zoning By-law, 1998.

(74F) "Rooming Unit" is a room or suite of rooms that constitutes a separate, independent occupancy in which a person sleeps, and that may have either a kitchen or washroom but which does not have both.

3. Section 2 of the said By-law Number L-6 is amended by adding thereto immediately after paragraph (30C), the following paragraph:

(30D) Every owner or operator of a rooming house;

4. Schedule No. 1 entitled "Fee Structure" to the said By-law Number L-6 is amended by adding immediately after the item "Rickshaw Operator" the following item:

Column 1 Description of License	Column 2 License Fee	Column 3 Expiry Date
Rooming House	\$ 150.00	31st March

5. The said By-law Number L-6 is further amended by adding thereto immediately after Schedule No. 30 the Schedule No. 31 relating to Rooming Houses attached hereto.

6. If any section, subsection or part or parts of this by-law is declared by any Court of Law to be bad, illegal or ultra vires, such section, subsection, part or parts shall be deemed to be severable and all parts are declared to be separate and independent and enacted as such.

GIVEN under the corporate seal of the City of Ottawa this day of , 2000.

CITY CLERK

MAYOR

SCHEDULE NO. 31 TO BY-LAW NUMBER L-6
Relating to Rooming Houses

LICENSE REQUIRED

1. Every owner or operator of a rooming house shall obtain a rooming house license.

CONDITIONS FOR ISSUANCE OF A LICENSE

2. No rooming house license shall be issued unless:
 - (a) the applicant is at least eighteen (18) years of age;
 - (b) the premises comply with the zoning, building, and property standards requirements of the Corporation;
 - (c) the Fire Chief has reported in writing that the premises are suitable for the purpose of the license application and comply with the fire regulations;
 - (d) the Medical Officer of Health has reported in writing that the premises are suitable for the purpose on the license application and are in a sanitary condition;
 - (e) the Rooming House Response Team Co-ordinator has provided comments with respect to community impact information on file; and
 - (f) the applicant has filed proof of certification that a general inspection for fire and shock hazard has been carried out by the Electrical Safety Authority with respect to the premises.

CONDITIONS FOR RENEWAL OF A LICENSE

3. Despite paragraph (c) of subsection (9) of Section 5 of the general provisions of By-law Number L-6, the following biennial inspections shall be made and no rooming house license shall be renewed unless in every second year:
 - (a) the premises comply with the zoning, building, and property standards requirements of the Corporation; and
 - (b) the Fire Chief has reported in writing that the premises are suitable for the purpose of the license application and comply with the fire regulations.

ISSUANCE OR RENEWAL OF A LICENSE

4. The Chief License Inspector shall indicate on the license certificate, upon issuing or renewing the rooming house license, in addition to the requirements of By-law Number L-6, the following:
 - (a) the municipal address of the rooming house, and;
 - (b) the name and telephone number of a person to whom matters respecting the rooming house may be directly addressed.

GENERAL REGULATIONS

5. The licensee shall post and keep continuously displayed in a prominent location inside the main entrance of the rooming house the license certificate.
6. The licensee shall properly manage the rooming house in accordance with applicable law.

February 14, 2000

ACS2000-CM-BUS-0003
(File: COA1997/7001)

Department of Community Services

Ward/Quartier
City Wide

- Community Services and Operations Committee / Comité des services communautaires et des opérations
- City Council / Conseil municipal

Action/Exécution

6. Leisure, Arts and Heritage Study - Work Plans

Étude des loisirs, des arts et du patrimoine - Plans de travail

Recommendation

1. That the Department of Community Services proceed with the Work Plans outlined in Document 1.



February 14, 2000 (11:54a)

Janette Foo
Commissioner of Community Services



February 15, 2000 (9:39a)

Approved by
John S. Burke
Chief Administrative Officer

JG:dd

Contact: John Guinan - 244-5300 ext. 1-3345
David Dixon - 244-5300 ext. 1-3339

Financial Comment

There are no financial implications as a result of City Council approval of this report.



February 14, 2000 (1:00p)

for Mona Monkman
City Treasurer

ML:cds

Executive Report

Reasons Behind Recommendation

On January 12, 2000, the Community Services and Operations Committee received an information report, which provided an update on Phase 3 of the *Leisure, Arts and Heritage Study*. The report included a document called the *Consolidated List of Issues*, which was the product of Phase 3.

The Work Plans recommended in this report were prepared by examining each of the Consolidated Issues to determine what tasks have to be undertaken to address their resolution: what data has to be collected; what analysis of the data is required; and what product or recommendation is expected?

As noted in the January 12th report, municipal amalgamation has impacted which work plans should be undertaken. While the original intention was to address all of the work plans, it is now clear that some should be deferred until after amalgamation.

The Department has therefore narrowed its focus to the eight Work Plans shown in Document 1. Of these, the first five have the highest priority because they are issues unique to or contained within the existing City of Ottawa, or they are issues that are likely to require resolution by the City of Ottawa during the transition process. The remaining three Work Plans, while a priority, will require input from surrounding municipalities, and will therefore be deferred until information is requested and/or direction given through the inter-municipal review process.

Priority Work Plans

The following are work plan summaries for the five priority Work Plans. Complete descriptions for each Work Plan, including task details, are provided in Document 1.

- a. The **School Closures** Work Plan deals with issues that will have to be addressed in the current year or in the first year of the amalgamated city. The Ottawa-Carleton

Public School Board is in the process of identifying surplus schools. The Department needs to undertake an analysis of the impact that school closures will have on the *delivery of programs*, and then develop a framework for responding to specific closures.

- b. The **Open Space** Work Plan deals with identifying open space needs, and the opportunities to address these needs within the boundaries of the existing City of Ottawa. The ratio of municipally-owned-park-land to population in Ottawa is lower than the average standard in other Canadian municipalities. In addition, there is a wide variation in the distribution of parkland throughout the City. With amalgamation, the open space needs of all area municipalities will have to be re-prioritized within the context of the amalgamated city. To prepare for this process, the Department should document its needs so they are ready to be considered and incorporated into the new City's capital planning and development program.
- c. The **Recreational and Cultural Capital Planning and Development** Work Plan deals with developing criteria and a process for identifying capital planning and development requirements within the existing City of Ottawa. To prepare for amalgamation, the Department should document its needs so they are ready to be considered and incorporated into the new City's capital planning and development program.
- d. The **Programs** Work Plan deals with identifying the programming needs of special populations within the existing City of Ottawa. This will involve a review of current practices, and targeted surveys of selected populations. The demographic profiles undertaken in Phase 2 of the *Leisure, Arts & Heritage Study* showed that the population of the existing City of Ottawa has higher low-income and ethnic populations than other municipalities in Ottawa-Carleton. The unique programming requirements of these populations should be documented prior to amalgamation to ensure that the new service delivery system addresses their needs.
- e. The **Outdoor Water Play** Work Plan deals with updating a program analysis that the Department undertook in 1996. This review showed that many pools are aging and will require major repair or replacement. Based on the information collected, a strategy was proposed for converting older pools to water spray facilities. Since 1996 four new water spray facilities have been built. They have proved to be very popular and have resulted in lower maintenance and operating costs, while extending both the season and daily operating hours. Ottawa is the only municipality in the area with a significant inventory of wading pools, the initial study needs to be updated to ensure that priorities are well documented in advance of amalgamation, and are ready to be incorporated into the new City's capital program with supporting rationale for prioritization.

Work Plans Impacted by Transition

The remaining three Work Plans in Document 1-- **Arenas, Indoor Pools, and Sports Fields** -- deal with subjects related to amalgamation, for example: the need to identify and document “best practices” amongst area municipalities or the need to gather information on existing inventories of facilities, equipment and programs. They should therefore be deferred until this information is requested or directed through the inter-municipal review or the transition process.

Future Reports

The Department will proceed with work on the priority Work Plans in this year. Reports on individual Work Plans will be brought to the Community Services and Operations Committee and/or City Council for information and/or action as required.

Disposition

Department of Community Services to undertake work plans

List of Supporting Documentation

Document 1 Leisure Arts and Heritage Study Work Plans

Part II - Supporting Documentation

Document 1

Leisure Arts and Heritage Study Work Plans

A. Priority Work Plans

1. Work Plan for School Closures

Over the years the Department has utilized school board facilities -- especially gymnasiums, auditoriums and sports fields -- in the delivery of leisure, arts, and heritage programs. Area school boards are in the process of identifying surplus schools for closure and disposal. When a school used by the Department closes, there will be an impact on programming. The Department requires a strategic response to these potential closures.

Issue

What criteria, process and methodology are required to effectively assess the impact of individual school closures, and to determine its priority for usage to address the delivery of leisure, arts and heritage programs?

Tasks

- Identify which schools and/or school properties are key components in providing leisure, arts and heritage programs and open space.
- Identify why they are key components: i.e. what facility/space do they provide that is not available from another source (gymnasium, workshop, sports field, auditorium)?
- Liaise with school boards to monitor the school closure process, stay informed about closure recommendations, and provide input to the boards on the impact that individual school closures will have on municipal and community-based programming.
- Develop strategies for dealing with the potential closures, and the impact they would have on the Department's programs and open space requirements.

Note: These tasks will be performed for schools within the current City of Ottawa boundaries. Following amalgamation, the same tasks should be undertaken for remaining areas of the new municipality.

2. Work Plan for Open Space

The ratio of municipally-owned-park-land per population in Ottawa is less than the average standard in other Canadian municipalities. In addition, there is a wide variation in the distribution of parkland throughout the City. The Department must develop a strategy for preserving and enhancing open space opportunities throughout the City.

Issue

What opportunities are there for the Department to acquire additional park lands, particularly in areas where the ratio is lower than other parts of the city; which schools are key components in providing green spaces to these areas; and what are the criteria for prioritizing these acquisitions?

Tasks

- Identify and prioritize opportunities for the City to extend the existing pathway (including bike-way) and open space network.
- Identify open spaces (owned and not owned by the city) that could be developed for active uses. In each case, identify what the active use could be -- i.e. sports field, ball diamond.
- Identify opportunities for the city to add new park sites over and above park land acquired through the development process.
- Develop criteria for rating properties for their importance to Ottawa's open space needs.

3. Work Plan for Recreational and Cultural Capital Planning and Development

The Department, with its community stakeholders, has identified a number of capital planning and development issues. As the Department prepares for amalgamation, it is crucial that this issue be documented, so that the Department has good rationale for its capital planning and development requirements.

Issue

What criteria, processes and methodologies are required to prioritize leisure, arts and heritage capital projects?

Tasks

- Undertake a review of practices at the City of Ottawa: what criteria, processes and methodologies are currently used in the City of Ottawa to identify capital planning and development priorities.
- Undertake a review of practices at other municipalities: what criteria, processes and methodologies are used at these municipalities to identify capital planning and development priorities.
- From these reviews, make recommendations regarding the criteria, process and methodology to provide a rationale for the Department's capital planning and development requirements.

4. Work Plan for Programs

The demographic portrait of Ottawa is changing. the most significant change is the aging of the “boomer” population: 13% of Ottawa’s population is between the ages of 50 and 64; by 2012 this demographic will surge to 20% of the population. The growth of ethnic communities is another significant change. Nearly 20% of Ottawans have a mother tongue other than English or French, and a similar percentage are members of visible minority groups. this number will increase over the next 12 years.

Recent studies have found that the demand for arts and heritage programs is increasing rapidly. The City’s mandate is to provide cultural opportunities which are affordable and available at the community level. How can this be achieved?

Issues

- *How should the Department’s program emphasis for leisure, arts and heritage programs be shifted to address demographic changes; and what steps should the Department take to ensure its programs are responsive to demographic change in the future?*
- *How can the Department increase the availability of space in community centres on a permanent basis to enable non-profit arts and heritage organizations to deliver programs at the community level?*

Tasks

- Conduct surveys among target populations that are key to the Department’s mandate - - for example: the low income population, seniors, multi-cultural populations -- in order to identify their particular program and facility needs.

- Conduct a review of the format and delivery of the learn-to-skate and learn-to-swim programs.

5. Work Plan for Outdoor Water Play

In 1996 the Department undertook an analysis and review of its outdoor wading pool and water play program. This review showed that many pools are aging and will require major repair or replacement. Based on the information collected, a strategy was proposed for converting older pools to water spray facilities. Since 1996 four new water spray facilities have been built. They have proved to be very popular and have resulted in lower maintenance and operating costs while extending opportunities for water play activities. The initial study must now be updated so that a new five-year strategy can be prepared.

Issue

How many wading pools and water spray facilities should the Department operate; how should these facility be distributed throughout the city; and what criteria should be used to make these decisions?

Tasks

- Prepare an inventory of wading pool and water spray facilities in the municipalities that will be incorporated in to the new City of Ottawa.
- Use attendance records, pool condition reports, and the service standards, to evaluate existing wading pools and water spray facilities.
- Develop service standards for wading pools and water spray facilities.
- establish standards for the type(s) of facilities that will be provided (i.e. design standard requirements and whether there will be more than one level)
- establish standards that define the quantity of pools to be provided (i.e. so many per population or some other measure) and how they will be distributed.
- Notwithstanding existing facilities, use these standards to identify sites where pools and water spray facilities should be located, and to identify a strategy for providing outdoor water play opportunities throughout the City.

B. Work Plans to Be Deferred Pending Direction from Transition Process

1. Work Plan for Arenas

The Department is facing two principle issues related to arenas: 1) the existing inventory of arenas does not meet the demand for prime time ice, and this demand will increase over the next 12 years; and, 2) many of the city's older arenas will require a major infusion of capital spending to keep them operating over the next twelve years. These issues present an opportunity to reassess the current delivery model (primarily single surface facilities) and to give consideration to developing multi-surface arena complexes.

Issues

- *How can we respond to the increasing demand for ice and address the aging inventory of arenas?*
- *How can the Department ensure a fairer distribution of facility rental time among participants in traditional and emerging sports?*

Tasks

- Prepare an analysis of existing arenas and the service areas for each arena within the amalgamated city. What areas are under/over-serviced relative to others. What is the standard of service now? What should be the standard of service target for the future? Examine existing facilities for program suitability: identify the programming advantages/limitations of each facility.

Demand for Ice in the Existing City of Ottawa:

- Quantify the ice shortage today and in the future, given today's demands and projected demand for ice-based sports.
- Identify the peak time periods where there is a shortage now. What is the gap between supply and demand?
- What groups (i.e. sporting groups such as womens' hockey) are not receiving enough ice time, and how much more do they require to meet their minimum/maximum needs?
- Develop options to address the shortage: i.e.
 - modify operations (times when ice is available)
 - redistribute ice to emerging user groups
 - develop new ice sheets

2. Work Plan for Indoor Pools

Municipal amalgamation will result in a merging of divergent aquatic delivery models and facilities. The existing City of Ottawa has adopted a community level delivery model for its pools. Surrounding municipalities have a more centralized delivery model, where a single large pool services many communities or even the entire municipality. Given these variations, how many indoor pools will the amalgamated city require, and how should they be distributed? To address this question, an analysis of the existing aquatic facilities in Ottawa-Carleton must be undertaken.

Issue

How many indoor pools does the City require, and how should they be distributed?

Tasks

- Prepare an analysis of existing pools, showing the service area for each facility within the amalgamated city. What areas are under/over-serviced relative to others. What is the standard of service? What should be the standard of service target for the future?

3. Work Plan for Sports Fields

The Department is unable to address current demand for sports fields or ball diamonds with its present inventory of fields. Users also complain that fields are of inferior quality to the point of being dangerous. forecasts show that demand for quality fields (especially full-sized soccer fields) will grow over the next decade.

Issue

Where can the Department develop additional sports fields and how can the declining quality of existing fields be addressed?

Tasks

Quantify Need

- prepare an inventory of all fields in the amalgamated City of Ottawa
- assess usage data evaluate the supply of fields and how it responds to demand for each field sport
- establish standards for the provision of sports fields

Field Quality

- prepare an overview of sports field maintenance policies at surrounding municipalities.

- assess the condition of all fields in the inventory
- establish a maintenance standard that is responsive to user needs and not defined by a maintenance operating branch with no accountability to users.
- prepare a cost analysis of implementing this standard

Partnerships

- Prepare an analysis of the benefits and risks of entering partnerships with sport clubs, the private sector or sport associations to take over the maintenance and development of fields in exchange for preferred use and even revenue sharing.
- Identify a list of potential partners.

Emerging Sports

- Prepare an analysis of demand for sports fields/diamonds among participants in emerging sports. How is the city meeting demand from these groups at present?
Identify options for addressing the needs of these groups:
 - Develop new policies and procedures for field allocation.
 - Identify potential sites for new fields to accommodate demand, or
 - existing fields that could be converted to accommodate emerging user groups.

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February 4, 2000

ACS2000-CM-BUS-0004
(File: APD3900/0300)

Department of Community Services

Ward/Quartier
City Wide

- Community Services and Operations Committee / Comité des services communautaires et des opérations
- City Council / Conseil municipal

Action/Exécution

7. Smoking - Policy for City of Ottawa Leisure and Cultural Facilities
Usage du tabac - Politique concernant les installations récréatives et culturelles de la Ville d'Ottawa

Recommendation

That effective September 1, 2000, smoking be prohibited in all City of Ottawa leisure and cultural facilities, including those operated by community partners under Purchase of Service and other contractual agreements.



February 4, 2000 (1:44p)

Janette Foo
Commissioner of Community Services



February 7, 2000 (3:41p)

Approved by
John S. Burke
Chief Administrative Officer

DC:dc

Contact: Daniel Chenier - 244-5300 ext. 1-3425

Financial Comment

There are no financial implications as a result of City Council approval of this report.



February 7, 2000 (9:51a)

for Mona Monkman
City Treasurer

ML:cds

Executive Report

Reasons Behind Recommendation

On September 16, 1987, City Council established a no smoking policy for premises occupied by the City of Ottawa. The policy was directed at the municipal workplace and did not address parts of City-owned or leased buildings that were used by the public.

On April 20, 1988, City Council addressed the public portion of municipal facilities by resolving that smoking would be prohibited at pools, the Billings Estate, community center offices, preschool and children's rooms, gymnasiums, pottery studios, the 11 municipal arenas and the Civic Center except in the rental halls of community centers and arenas at the request of outside or community groups who rent or use those halls for specific events. Rental clients could set the smoking rules for the space they occupied at their discretion.

Under the 1988 policy, some City facilities are used to host events such as weddings, private parties, dances and private meetings where smoking is permitted. A review of current practices and demand for rentals with smoking allowed identified that approximately twelve facilities accommodate rentals with smoking allowed. Of these, eight facilities do so on an infrequent basis only, while the other 4 facilities do so on a regular basis. This reflects the fact that the four sites, Lakeside Gardens, Tom Brown Hall, J. Alph Dulude Hall, and Elwood Hall (Jim Durrell Complex), are facilities with reception halls and ample parking to accommodate large private functions.

The Department is also aware that space at the Lowertown West Community Center is used by Le Patro, the Purchase of Service operator of the facility, to host weekly bingos, special events and rentals where smoking is permitted. The Artscourt Foundation allows smoking for rentals in some of the building's rooms. The Dovercourt Recreation Association, who operates the Dovercourt Recreation Complex, does not allow smoking in the facility, while the community group that operates the Hunt Club Community Center does allow smoking during private rentals. The Department is including these facilities in its recommendation because it has always been the City's expectation and contractual requirement, as well as the public's expectations, that operational policies that impact on public access and use of the facilities should reflect City policies.

City Council has recently indicated its intention to take a leadership role in addressing the harmful effects of smoking in public places and reducing involuntary exposure to second-hand smoke. On June 30, 1999, Council directed staff, in conjunction with the Regional Medical Officer of Health and staff from Nepean and Kanata, to undertake consultation relative to the Medical Officer of Health's recommendation that public places be smoke-free by September 2001. Staff recently reported back on their consultation with recommendations for amendments to the By-law respecting smoking in public places to

further restrict or eliminate smoking in restaurants, bars, bingo parlours and billiard halls. City Council approved these recommendations, as amended, on February 2, 2000. The recent amendments to the By-law did not address the issue smoking in City owned and operated facilities.

Like any property owner, City Council can establish smoking regulations in City facilities that are more rigorous than what is the minimum non-smoking requirement prescribed by bylaw. The Department of Community Services believes that a complete ban on smoking in all City leisure and cultural facilities would be consistent with the City's direction on the issue of smoking in public places, and a further demonstration of our leadership and commitment in this important area of public health. Such an action also reflects positively on the Department's mandate to promote fitness and a healthy lifestyle. Locally, Nepean and Kanata have already instituted a 100% smoke-free policy in their facilities, while Cumberland, Gloucester and Vanier still allow smoking for private rentals.

Accordingly, the Department is recommending that a total ban on smoking be approved for September 1, 2000. The September effective date will provide the Department with enough time to advise its rental clients who will be impacted by this change in policy. This date will also provide a few months of moderate weather, so that clients adjusting to the change in policy can go outdoors if they wish to smoke.

Impact on the City's Facility Rental Clients:

Clients booking events to be held prior to September 2000 will continue to decide whether smoking will be allowed in their rented space in accordance with the current policy. The Department will undertake to notify clients of the change of policy, to alter its printed information material on rentals to reflect the smoke-free policy, and to post the policy and the September 1, 2000 effective date in all its facilities.

Clients for large special events that allow smoking, such as wedding and dances, are for the most part one-time only or infrequent clients that are unknown to the Department until they request a rental. This is the client group that will experience the largest impact from a smoking ban. Potential clients for these types of rentals will become aware of the new policy through our revised rental information documents, and by way of the notices which the Department will put up in all its facilities.

The Department is also aware that some of the small self-help groups that rent meeting space in our facilities may be inconvenienced by a smoking ban. In the past, groups such as Alcoholics Anonymous and Narcotics Anonymous, have indicated that it is important for them to create a relaxed atmosphere for their meetings, and that the ability to allow smoking during their meetings is important to them. We are also aware that some of these groups have now adopted a strategy that allows their participants to take frequent breaks to smoke outdoors, and that such a strategy has made it possible for smokers and non-smokers to comfortably participate in these meetings.

Lastly, this change in policy will have an impact on the occasional and regular bingos held in a few community centers, in advance of the impact from changes to the Public Places Bylaw in May 2001. However, the Department recommends moving forward with the September 1, 2000 date for bingos to demonstrate leadership on the issue, and in recognition that the bingos held in City facilities do not benefit from separately ventilated space for smokers, nor is it likely that such space will be built to accommodate this type of activity in City building in a manner which complies with the By-law requirements for May 2001. Since bingos are usually held at times when other activities are present in our facilities, they have been the source of complaints from our other clients with respect to smoke, and the smell of smoke, migrating into other activity rooms.

Financial Impact of Change to Policy:

The Department currently generates approximately \$70,000 from facility rentals where smoking is allowed. Though it is anticipated that some of this revenue may be lost because of the complete smoking ban, the Department believes that it can retain some of rentals or replace them with other revenue generating activities. In addition, we believe that many of our prospective clients will adjust to our new policy by simply requesting that their guests who wish to smoke do so outside the facility. Many of our rental clients already choose to make the rooms they rent smoke-free.

In some instances, any loss of demand for rentals where smoking is allowed may present an opportunity to market the space for recreation use. This is particularly applicable to gymnasiums which are sought by a variety of sports groups, though revenues from these types of rentals are somewhat less than for social functions.

Consultation

Community partners that operated City facilities under a Purchase of Service agreement were provided with a copy of this report and advised of the time and date that the report would be considered by the Community Services and Operations Committee.

There was no consultation with the general public or our rental clients on this initiative. The Department is aware of most of the concerns surrounding a recommendation to ban smoking, as well as of the support for such a move by other members of the community.

During recent consultations related to the Public Places Smoking Bylaw, the Medical Officer of Health (MOH) asked that the City consider a prohibition on smoking in all its municipal buildings regardless of whether functions in those buildings are private or public. The MOH has been provided with a copy of this report and notice of the Standing Committee date at which it will be considered.

Disposition

Department of Community Services to notify clients and community partners, and amend facility rental documents.