

**Policy, Priorities and Budgeting Committee**  
**Comité des politiques, des priorités et des budgets**

Agenda 6  
Ordre du jour 6

**Thursday, March 30, 2000 - 9:15 a.m.**  
**Le jeudi 30 mars 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 5 (February 24, 2000)

Procès-verbal 5 (Le 24 février 2000)

## **Index**

### **Information Items Articles pour information**

- |    |  |                                   |
|----|--|-----------------------------------|
| 1. | <b>Information Systems - Year 2000 Final Project Status Report</b><br><b>Systèmes d'information - Rapport d'étape final sur le projet de l'an 2000</b><br>Ref.: ACS2000-CS-ISS-0001  | <b>1</b><br><br><b>City Wide</b>  |
| 2. | <b>Operating Budget Status Report as at December 31, 1999</b><br><b>Rapport d'étape sur le budget de fonctionnement au 31 décembre 1999</b><br>Ref.: ACS2000-FN-FLM-0004   | <b>9</b><br><br><b>City Wide</b>  |
| 3. | <b>1999 Remuneration and Expenses Paid to Members of Council and Local Boards, Commissions and Committees</b><br><b>Rémunération et dépenses payées en 1999 aux Membres du conseil et des Conseils, commissions et comités locaux</b><br>Ref.: ACS2000-FN-FLM-0005 | <b>13</b><br><br><b>City Wide</b> |

### **Action Items Articles pour exécution**

- |    |   |                                   |
|----|---|-----------------------------------|
| 4. | <b>Local Government Reform - Authorities During the Transition Period</b><br><b>Réforme de l'administration municipale - Administration générale pendant la transition</b><br>Ref.: ACS2000-CO-CAO-0001 | <b>19</b><br><br><b>City Wide</b> |
|----|---|-----------------------------------|

5.	<b>Friends of Ottawa Association - HMCS Ottawa/City of Ottawa</b> <b>HMCS Ottawa</b> <b>Association des amis d'Ottawa - NCSM Ottawa/Ville d'Ottawa</b> Ref.: ACS2000-CS-CSS-0001	<b>23</b>   <b>City Wide</b>
6.	<b>Insurance - Property/Casualty Coverage</b> <b>Assurance - Couverture risques divers et biens</b> Ref.: ACS2000-CS-OCS-0004	<b>31</b>   <b>City Wide</b>
7.	<b>9:30 a.m. / 9 h 30</b> <b>Property - Civic - Lease to Canadian Office of Human Rights at 7</b> <b>Bayview Road</b> <b>Propriété municipale - Location d'un immeuble situé au 7, chemin</b> <b>Bayview au Bureau canadien des droits de la personne</b> Ref.: ACS2000-CS-PTY-0006	<b>41</b>      <b>OT7 - Kitchissippi</b>
8.	<b>2000 Tax Rates and Due Dates</b> <b>Taux d'imposition de 2000 et dates d'échéance</b> Ref.: ACS2000-FN-FLM-0003	<b>53</b>   <b>City Wide</b>
9.	<b>Capital Budget Status Report as at December 31, 1999</b> <b>Rapport d' étape sur le budget des immobilisations au 31 décembre</b> <b>1999</b> Ref.: ACS2000-FN-FLM-0007	<b>59</b>     <b>City Wide</b>
10.	<b>10:00 a.m. / 10 h</b> <b>New Municipal Model - Advisory Committee Structure</b> <b>Nouvelle administration municipale - Structure des comités</b> <b>consultatifs</b> Ref.: ACS2000-CV-DIA-0002	<b>91</b>      <b>City Wide</b>
11.	<b>10:00 a.m. / 10 h</b> <b>Fines for Misuse of Designated Handicapped Reserved Parking Stalls</b> <b>Amendes pour utilisation inappropriée des places de stationnement</b> <b>réservées aux personnes handicapées</b> Ref.: ACS1999-CV-DIA-0003	<b>105</b>      <b>City Wide</b>
12.	<b>10:00 a.m. / 10 h</b> <b>Licenses - Taxis - Accessible Cabs</b> <b>Permis - Taxis - Taxis Accessibles</b> Ref.: ACS2000-CV-DIA-0001	<b>111</b>      <b>City Wide</b>

13. **10:00 a.m. / 10 h** **115**  
**Access Canada Program - Pilot Project**  
**Programme Accès Canada - Projet-pilote**  
 Ref.: ACS1999-CV-DIA-0004 **City Wide**

**Regional Matters**  
**Questions régionales**

**Municipal Government Reform**  
**Réforme du gouvernement municipal**

**External Relations Matters**  
**Questions de relations extérieures**

**Correspondence**  
**Correspondance**

**Members' Reports - Enquiries**  
**Rapports des membres - demandes de renseignements**

Councillor/Conseillère Diane Deans, Chairperson/Présidente

Councillor/Conseiller Jim Bickford, Vice-Chairperson/Vice-président

Councillor/Conseillère Inez Berg

Councillor/Conseiller Richard Cannings

Councillor/Conseiller Ron Kolbus

Councillor/Conseiller Brian Mackey  
 SEF

March 22, 2000

ACS2000-CS-ISS-0001  
(File: CIM1254/0110))

Department of Corporate Services

Ward/Quartier  
City Wide

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
- City Council / Conseil municipal

Information

## **1. Information Systems - Year 2000 Final Project Status Report**

### **Systemes d'information - Rapport d'étape final sur le projet de l'an 2000**

#### **Information**

This will be the final report on the Year 2000 Project. As everyone is well aware, the City's transition into the year 2000 was without incident.

All in all, approximately 75 additional staff than the normal on-duty complement participated in roll-over activities. It is a tribute to the dedication of staff that everyone the Y2K PMO office requested to work did so without hesitation or complaint and that a number of people volunteered their services before being asked.

Indeed, the Year 2000 Project office would like to express their sincere appreciation to the large number of staff who contributed in one way or another to addressing this very significant challenge and, in particular, we wish to thank Council, Management Committee, and the members of the Y2K Task Force for their unfailing support. A project of this magnitude with an inflexible completion date does not succeed without top-down prioritization and support.

#### **Accomplished**

In preparation for the roll-over to the Year 2000 and as a final precautionary measure, all the City's computer systems with the exception of Fire Dispatch were shut down December 31<sup>st</sup> and then re-started and tested on January 1<sup>st</sup>, one by one. We are pleased to report that all servers, city-wide, were re-started without incident and all compliance testing was successful.

In addition to these activities, staff in Asset Management monitored the status of all City facilities; Operations Branch and Fire Services as well as staff from the Y2K Project Management Office monitored activities on a regional basis.

To formally report on the status of the City's systems and program areas:

- All high and medium priority systems were successfully repaired and tested prior to the roll-over.
- As at this writing (March 15, 2000) all but one low-priority system has been repaired. The remaining application will be completed by end of March.
- Also, at this writing, all embedded systems have been addressed.
- Some work continues to be performed in several of the above areas, but is being dealt with as normal life-cycle maintenance.
- Extensive effort went into the preparation of departmental contingency plans as well as corporate contingency plans. Mitigation measures, testing efforts, relationships with key suppliers and contingency plans were reviewed corporately for all program areas to ensure that the Corporation was sufficiently prepared to respond to any potential Year 2000 challenges. It should be noted that the results of this work should serve the City for years to come.

### **Cost Report**

Please note that the attached cost report is dated as at December 31<sup>st</sup>, 1999 to coincide with the Finance Department's last Quarterly Status Report. It was however prepared in early March 2000 so that the "Total Projected Cost" and "Surplus /(Deficit)" columns reflect current status.

On an overall Y2K project basis with an original budget of \$12,400,000, we are pleased to report that the project was completed under budget by \$689,000.


Only one project, the FAM I S financial system upgrade was significantly over budget. This was attributable mostly to the continued weak Canadian dollar, as the majority of the project's costs were payable in \$US.

We were however fortunate to complete several project areas under budget. A large number of medium priority systems problems were addressed by a relatively simple database upgrade. This is as close as we came to finding the so-called "silver-bullet" solution. We were also significantly under budget in the area of embedded systems where relatively few systems required costly repairs or replacement.

Yet another area where we were significantly under budget is the category of "Other Costs" which included general consulting and contingencies. We attribute this primarily to the talents of our own City staff and the cooperation of Management Committee and Senior Management who readily seconded staff whenever required. A prime example of this was the work performed entirely by City staff in the areas of business continuity planning and

emergency planning.

This cost report will be the last consolidated Year 2000 Report. Most individual projects will now be closed out and the status of any remaining capital projects will be reported to Council in future via the Quarterly Status Report.



March 21, 2000 (5:40p)

Rosemarie Leclair  
Commissioner of Corporate Services

TH:th

Contact: Thomas Hope - 244-5300 ext. 1-2000

### **Financial Comment**

The quarterly Capital Status Report for December 31, 1999 includes a provision to reduce the overall budget for the Y2000 Upgrade Program by \$689,000 as indicated on the Year 2000 Cost Report attached as Document 1.

Individual projects that are finalized will now be closed. Any remaining capital projects will be reported to Council in future via the Quarterly Capital Status Report.



March 22, 2000 (10:26a)

for Mona Monkman  
City Treasurer

BEB:cds

### **List of Supporting Documentation**

Document 1 Year 2000 Cost Report

## Part II - Supporting Documentation

### Year 2000 Cost Report

Document 1

Note	Project Description	Revised Budget	Expended / Committed	Estimate to Complete	Total Projected Cost Excluding Systems Integration Division Overhead	Surplus / (Deficit)	Total Projected Cost with Distributed Systems Integration Division Overhead
	<u>Business Applications</u>						
	High Priority						
	Fire Department's Computer Aided Dispatch	200,000	200,000		200,000	0	200,000
	Taxes	400,000	378,633	21,367	400,000	0	504,000
	Parking Ticket System	675,000	638,454	36,546	675,000	0	694,366
	Licensing System	185,000	193,653	1,347	195,000	(10,000)	354,822
1	Payroll System	450,000	450,000		450,000	0	835,089
	Operations Management Systems (OPMS & LPMS)	250,000	270,170	41,530	311,700	(61,700)	572,433
	Fire Administration System	25,000			0	25,000	11,999
2	Financial Systems	1,450,000	1,709,979	14,421	1,724,400	(274,400)	1,926,217
	Vehicle & Equipment Pool / Stores Inventory System	400,000	138,810		138,810	261,190	205,352
	Booking and Registration	25,000	22,231		22,231	2,769	22,231
	Planning & Development Information System	800,000	701,751	98,249	800,000	0	976,179
	Security Deposit Tracking	20,000	12,714	2,286	15,000	5,000	15,000
	7780 Remittance Processor	70,000	68,762	238	69,000	1,000	69,000
	Sewer Alarm / Lantastic	500	120		120	380	120
	Microstation CAD/Applications plus Byers Plotting SW	5,000			0	5,000	
	Sub Total High Priority Systems	4,955,500	4,785,277	215,984	5,001,261	(45,761)	6,386,808



<b>Note</b>	<b>Project Description</b>	<b>Revised Budget</b>	<b>Expended / Committed</b>	<b>Estimate to Complete</b>	<b>Total Projected Cost Excluding Systems Integration Division Overhead</b>	<b>Surplus / (Deficit)</b>	<b>Total Projected Cost with Distributed Systems Integration Division Overhead</b>
	Medium Priority Systems	740,000	141,887	77,113	219,000	521,000	275,695
	Low Priority Systems	400,000	290,535	6,865	297,400	102,600	324,697
	Software Tools	200,000	203,948		203,948	(3,948)	203,948
	<b>Total Business Applications</b>	<b>6,295,500</b>	<b>5,421,647</b>	<b>299,962</b>	<b>5,721,609</b>	<b>573,891</b>	<b>7,191,148</b>
	Infrastructure	750,000	539,781	15,219	555,000	195,000	555,000
	Embedded Systems	500,000	166,546	13,454	180,000	320,000	180,000
	IS Retention Costs	916,000	770,913	145,087	916,000	0	916,000
3	Other Costs (including Consulting, Training, Contingencies, etc.)	1,138,500	772,330	86,061	858,391	280,109	858,431
	<b>Sub-Total - Y2000 repair cost</b>	<b>9,600,000</b>	<b>7,671,217</b>	<b>559,783</b>	<b>8,231,000</b>	<b>1,369,000</b>	<b>9,700,579</b>

Note	Project Description	Revised Budget	Expended / Committed	Estimate to Complete	Total Projected Cost Excluding Systems Integration Division Overhead	Surplus / (Deficit)	Total Projected Cost with Distributed Systems Integration Division Overhead
	Additional system costs above the base Y2000 repairs						
	New Fire CAD System	1,200,000			0	1,200,000	
	GIS Applications	1,600,000	1,053,943	546,057	1,600,000	0	1,600,000
	Y2000 and System Enhancement Costs	12,400,000	8,725,160	1,105,840	9,831,000	2,569,000	11,300,579
	Systems Integration Division - Systems Administration						410,461
		12,400,000	8,725,160	1,105,840	9,831,000	2,569,000	11,711,040
	Systems Integration Division Salaries and Benefits for 1998 & 1999		1,880,000	0	1,880,000	(1,880,000)	
	Y2000 System Planning & Development	12,400,000	10,605,160	1,105,840	11,711,000	689,000	11,711,040

<b>Note</b>	<b>Project Description</b>	<b>Revised Budget</b>	<b>Expended / Committed</b>	<b>Estimate to Complete</b>	<b>Total Projected Cost Excluding Systems Integration Division Overhead</b>	<b>Surplus / (Deficit)</b>	<b>Total Projected Cost with Distributed Systems Integration Division Overhead</b>
Notes:							
1	Payroll portion of Human Resources Management Information System (HRMIS) Project 960331						
2	Project funding - initial estimate (\$1 Million) + Transfer from Executive Information System ( \$200,000) + transfer from Contingency (\$250,000) to cover increased costs following completion of contract negotiations.						
3 (Project 970471)	Budget for Other Costs - Contingency includes \$100,000 for Y2000 Consulting (Project 970469 ) +\$100,000 for Business System Recovery Planning						

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March 22, 2000

ACS2000-FN-FLM-0004  
(File: ZZF 244/01)

Department of Finance

Ward/Quartier  
City Wide

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
- City Council / Conseil municipal

Information

## **2. Operating Budget Status Report as at December 31, 1999**

### **Rapport d'étape sur le budget de fonctionnement au 31 décembre 1999**

#### **Information**

Document 1 provides a departmental summary of the year end 1999, Operating Estimates compared to actual results. This information is presented for each department and non-departmental expenditures and corporate revenues.

Document 2 shows actual reserve and reserve fund balances at the end of 1999. Balances have increased by 31.4% over the amount at the end of 1998. Document 2 also indicates 1998 reserve balances at \$28.8M while the 1999 actual balances total \$37.8M. The change is mainly attributed to the return of funds to the reserves from capital project close outs during the year, from the sale of property and from setting aside one-time funds for specific projects.

Operating expenditures last year included the costs of settlements of collective agreement issues. In May 1999, Council had approved sources for these expenditures which included departmental savings targets. Departments realized a savings of \$2,209,710 largely as a result of the expenditure restraint imposed by Management but also from additional revenues such as building permit revenues which would be contributed to the Reserve if the City were in a surplus position at year end. The only department that was unable to achieve a surplus was in Finance, where the additional costs resulting from tax reform were felt. The savings in Non-Departmental mainly results from 1998 One Time Costs for Training and Technology.

The \$2.2 million shortfall in corporate revenue occurred as a result of the delay in issuing tax bills to commercial and multi-residential properties which adversely affects interest income and penalty and interest on taxes and secondly the privatization of Ottawa Hydro adversely

affected payment-in-lieu revenue. In 1992, Council approved that any surplus or deficit arising in the year be contributed to or funded from the General Capital Reserve. Consequently, the shortfall was funded by transfer from the General Capital Reserve.

*Mona Monkman*

March 22, 2000 (3:10p)

Mona Monkman  
City Treasurer

ECM:cds

Contact: Mona Monkman - 244-5300 ext. 1-3889  
Eric McKinley - 244-5300 ext. 1-3681

### **List of Supporting Documentation**

- Document 1 Corporate Financial Statement as at December 31, 1999
- Document 2 Reserves and Reserve Funds as at December 31, 1999

## Part II - Supporting Documentation

Document 1

<b>CORPORATE FINANCIAL STATEMENT AS AT DECEMBER 31,1999</b>				
<b>DEPARTMENTS/OFFICE</b>	<b>1999 Revised Estimate</b>	<b>1999 Actual</b>	<b>1999 Surplus (Deficit)</b>	<b>% Actual To Estimate</b>
Elected Representatives	1,985,200	1,931,129	54,071	97.23%
Office of the Chief Administrative Officer	788,000	700,669	87,331	88.92%
Office of the City Auditor	758,600	604,642	153,958	79.71%
Committee of Adjustment	155,400	128,453	26,947	82.66%
Community Services	55,156,900	54,878,139	278,761	99.49%
Corporate Services	21,376,700	20,665,373	711,327	96.67%
Finance	5,159,100	5,230,223	(71,123)	101.38%
Urban Planning and Public Works	36,419,600	35,692,879	726,721	98.00%*
Non - Departmental	64,546,500	64,304,783	241,717	99.63%
<b>Total Departmental Expenses</b>	<b>186,346,000</b>	<b>184,136,290</b>	<b>2,209,710</b>	<b>98.81%</b>
Less Corporate Revenue	(186,346,000)	(184,136,290)	(2,209,710)	98.81%
<b>Surplus / (Deficit) - City</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<ul style="list-style-type: none"> <li>• * Additional Building Permit Revenue of \$1.6 M is included in this amount. In accordance with the approved policy, funds are to be applied to the corporate deficit before contribution to the Building Permit Stabilization Reserve. There are no funds in the Reserve.</li> <li>• * Excluded from this amount is \$2,709,000 operating deficit in the Winter Maintenance Program funded from the Winter Maintenance Reserve in accordance with the approved policy. The balance of the Reserve is \$170,000.</li> </ul>				

<b>CITY OF OTTAWA RESERVES AND RESERVE FUNDS</b>		
	<b>1998 ACTUAL BALANCE AS AT DECEMBER 31/98</b>	<b>1999 ACTUAL BALANCE AS AT DECEMBER 31/99</b>
<b>CAPITAL RESERVE FUNDS</b>		
<b>Tax Supported</b>		
General Capital Reserve Fund	71,000	2,562,000
Ottawa Public Library Reserve Fund	276,000	179,000
Vehicle and Equipment Reserve Fund	619,000	642,000
<b>Non-Tax Supported</b>		
Parking Reserve Fund	1,749,000	2,869,000
Parking Development Reserve Fund	2,374,000	1,455,000
Redevelopment Charges Reserve Fund	13,000	0
Subdivision Charges Reserve Fund	38,000	57,000
Recreation Lands Reserve Fund	266,000	622,000
Development Charges Reserve Fund	470,000	477,000
Ottawa Hydro Development Charges	108,000	0
Sewer Maintenance Reserve Fund	11,112,000	12,060,000
Stormwater Discharge Reserve Fund	2,405,000	5,525,000
Ottawa Stadium Capital Reserve Fund	31,000	33,000
<b>TOTAL RESERVE FUNDS</b>	<b>19,532,000</b>	<b>26,451,000</b>
<b>RESERVE ACCOUNTS</b>		
<b>Operating</b>		
Winter Maintenance Reserve	3,181,000	170,000
Election Expense Reserve	129,000	388,000
Vested Employee Benefits Reserve	405,000	1,022,000
Assessment Appeal Losses Reserve	2,288,000	3,829,000
Legal Liabilities Reserve	0	0
Building Permit Stabilization Reserve	0	0
General Contingency Reserve	0	120,000
RMOC/City Road Maintenance Agreement Reserve	0	766,000
General Operations (Rideau B.I.A.)	373,000	373,000
Reserve for Committed Expenditures	2,860,000	1,209,000
<b>Capital</b>		
Market Reserve	1,000	133,000
Ottawa South Library Project Reserve	0	245,000
Plant Pool Reserve	0	2,063,000
Glebe Community Centre Reserve	0	1,032,000
<b>TOTAL RESERVES</b>	<b>9,237,000</b>	<b>11,350,000</b>
<b>TOTAL RESERVES AND RESERVE FUNDS</b>	<b>28,769,000</b>	<b>37,801,000</b>



March 22, 2000

ACS2000-FN-FLM-0005  
(File: FYA1100/0200)

Department of Finance

Ward/Quartier  
City Wide

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
  - City Council / Conseil municipal
- Information

### **3. 1999 Remuneration and Expenses Paid to Members of Council and Local Boards, Commissions and Committees**

#### **Rémunération et dépenses payées en 1999 aux Membres du conseil et des Conseils, commissions et comités locaux**

#### **Information**

Section 247 of the Municipal Act requires an annual submission to Council for information purposes, an itemized statement of remuneration and expenses paid by the City to each member of Council and members of local boards, commissions and committees.



March 22, 2000 (9:33a)

Mona Monkman  
City Treasurer

GW:cds

Contact: Mona Monkman - 244-5300 ext. 1-3889  
Gordon Wollenschlager - 244-5300 ext. 1-3786

#### **List of Supporting Documentation**

- |            |   |
|------------|---|
| Document 1 | Elected Officials Salaries and Allowances - January 1, 1999 to December 31, 1999                                    |
| Document 2 | Elected Officials Councillors Office Allocations - January 1, 1999 to December 31, 1999                             |
| Document 3 | Statement of Honoraria paid to members of Boards, Commissions and Committees in 1999                                |
| Document 4 | City of Ottawa Salaries, Benefits and Expenses - Elected Officials January 1, 1999 to December 31, 1999 Authorities |

## Part II - Supporting Documentation

Document 1

<b>Elected Officials Salaries and Allowances January 1, 1999 to December 31, 1999</b>						
Elected Official	Salary	1/3 Expense Allowance	Chair Pay	Chair Expense	Car Allowance	Benefits
J. Watson (Mayor)	52,098	26,049	0	0	0	5,330
R. Kolbus	31,775	15,887	0	0	7,746	5,771
B. Mackey	31,775	15,887	0	0	7,746	4,168
D. Deans	31,775	15,887	0	0	7,746	5,771
R. Cannings	31,775	15,887	0	0	7,746	5,794
S. Émard-Chabot	31,775	15,887	0	0	7,746	3,202
E. Arnold	31,775	15,887	0	0	7,746	4,168
S. Little	31,775	15,887	0	0	7,746	4,168
K. Howard	2,880	1,440	0	0	715	101
J. Bickford	23,042	11,521	0	0	6,376	1,514
I. Berg	31,775	15,887	0	0	7,746	4,378
A. Higdon (Deputy Mayor)	31,775	15,887	3,322	1,661	7,746	5,836

<b>Elected Officials Councillors' Office Allocation January 1, 1999 to December 31, 1999</b>		
<b>Elected Official</b>	<b>Ward</b>	<b>Allocation</b>
J. Watson (Mayor)	Mayor	351,931
R. Kolbus	1	87,871
B. Mackey	2	87,857
D. Deans	3	84,934
R. Cannings	4	87,865
S. Émard-Chabot	5	86,379
E. Arnold	6	87,899
S. Little	7	87,777
K.D. Howard	8	13,381
J. Bickford	8	48,968
I. Berg	9	76,408
A. Higdon (Deputy Mayor)	10	86,800

<b>Statement of Honoraria Paid to Members of Boards, Commissions and Committees in 1999</b>				
<b>Board Commission Committee</b>	<b>Statutory Authority</b>	<b>Municipal Authority</b>	<b>Honoraria Member</b>	<b>Paid</b>
Committee of Adjustment	Planning Act, R.S.O. 1990, c.P.13, sections 44 and 45	By-Law 108-99 as amended	J. Blatherwick D. Boulet T. Fobert J. Hamel P. Piazza	4,476 4,927 5,973 4,624 4,476
Property Standards Committee	Building Code Act, 1992, S.O. 1992, c.23, section 15.6	By-law 145-98 Sections 80 & 84	L. Bordeleau B. Cruikshank E. Evans	300 300 500
Electrical & Plumbing Examining Board	Municipal Act, R.S.O. 1990, c. M-45, sections 254 & 257.2	By-law L-6 Sch. 12, App. A section 14 Sch. 18, App. A section 14	R. Bell G. Carr H. Jaques J. Wilkinson J. Williams	300 300 300 225 300

**City of Ottawa**  
**Salaries, Benefits and Expenses - Elected Officials**  
**January 1, 1999 to December 1999**

**Authorities**

**Authorities:** Mayor - By-Law Number 216-94 - Municipal Act, R.S.O. 1990, c.M.45, sections 242 and 255.  
Councillors - By-Law Number 217-94

Includes 1/3 expenses allowance as per R.S.O. 1990, c.M.45, section 255

Health/Life Insurance and Pensions as per R.S.O. 1990, c.M.45, sections 251 and 253

Ontario Municipal Employees Retirement System Act, R.S.O. 1990, c.O.29 and regulations thereunder, By-laws Numbers 259-72 and 329-72

1999 Councillors' allocation maximum \$87,900 to 1999 Budget

Policy, Priorities and Budget Committee, June 7, 1990 RPT 10.

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March 23, 2000

ACS2000-CO-CAO-0001  
(File: ACS1300)

Office of the Chief Administrative Officer

Ward/Quartier  
City Wide

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
- City Council / Conseil municipal

Action/Exécution

#### **4. Local Government Reform - Authorities During the Transition Period** **Réforme de l'administration municipale - Administration générale pendant la transition**

#### **Recommendations**

1. That City Council delegate to the CAO and Department Heads the authority to extend existing contracts for goods and services and construction (including contracts where the City is the service provider) where the expiration of the contract is in the year 2000, subject to the following guidelines:
  - the extension expires on or before December 31, 2001 and provides for a termination clause at no penalty to the Corporation for early cancellation;
  - the CAO or Department Head is satisfied with the performance of the contractor on the present contract and is agreeable to the extension;
  - the contract extension is in the best interest of the Corporation; and
  - the cost of the contract has been included in the Year 2000 operating or capital budget.

2. That City Council extend the term of membership on Advisory Committees to December 31, 2000 for those members whose terms are scheduled to expire May 31, 2000.



March 24, 2000 (9:48a)

John S. Burke  
Chief Administrative Officer

RB:rb

Contact: John Burke - 244-5402  
Rosemarie Leclair - 244-5300 ext. 1-3033

## Financial Comment

No immediate financial implications. The Transition Board guidelines may have to be amended to allow for the extension of contracts to December 31, 2001, with a cancellation clause.



March 24, 2000 (9:21a)

Mona Monkman  
City Treasurer

MM:tsc

## Executive Report

### Reasons Behind Recommendations

#### Recommendation 1.

Purchasing By-law Number 205-99 sets out the procurement process for goods and services obtained by the corporation. The process is generally competitive in nature to ensure that the best value for money is obtained. During this year, a number of contracts will come due. Many of these existing contracts pertain to ongoing services required by the corporation such as reproduction equipment, records storage, insurance, etc. In addition, many of these contracts have been entered into several years ago and no longer provide for renewals as of right.

Normally, staff would proceed at this stage to prepare specifications and tender documents to



ensure that the needs of the corporation are met and to provide the basis of comparison for the responses. This year, with the transition to the new City of Ottawa, the ability to enter into longer term contracts has been significantly restricted. Ontario Regulation 100/00 made under the City of Ottawa Act, 1999 provides that an old municipality shall not enter into a contract or incur a financial liability or obligation that extends beyond December 31, 2000 unless it is done with the approval of the Ottawa Transition Board or done in accordance with the Financial Guideline issued by the Board. Financial Guideline No. 1 issued by the Board captures this matter in its definition of transaction and provides that any transaction specifically provided for in a budget submitted by an Old Municipality including any contract or acquisition of real or personal property which does not require the appropriation of funds in 2001 or any subsequent year is exempt from Board approval.

The normal purchasing procedures for contracts can be quite extensive and require several weeks if not months to complete the process to arrive at a successful proponent. Given the restricted term of these contracts during this transition period, it is not expected that entering into an extensive tendering process and potentially changing suppliers is in the best interest of the corporation at this time. Further, given the short time frame of the contract, tendering will not necessarily lead to a better acquisition cost or better product. Accordingly, where there is an existing contract and the contractor is agreeable to extend the terms until the end of the year, it is recommended that the Department Head be authorized to extend such contracts.

Contracts may be coming due this year where it may be possible to negotiate terms of the contract extension more economical with a term past the end of 2000. Where it is in the financial interest of this corporation and the new City to extend such contracts, and the contractor is willing to provide a no cost option to terminate the contract earlier than the end of the term of the contract, it is recommended that such extensions be pursued. Inclusion of the termination provision will ensure that the new City is not bound for the longer term, in keeping with the intent of the Regulations.

For clarity, it is noted that the recommendation would include the agreement with the Department of Justice relating to the processing of federal parking tickets and the agreement with Algonquin College relating to taxi driver education.

#### Recommendation 2.

Memberships on the six city advisory committees (LACAC, French Language Services, Taxi, Equity and Diversity, Environmental and Disability Issues) expire at the end of May, 2000. The selection process normally starts the previous fall to fill the turnover on committees and involves the insertion of notices in the City Page, submission of applications for the vacancies, screening and appointment to the committees by a committee of council. There may not be sufficient interest from new applicants to accept appointments to these committees for such a short term of seven months. The learning curve for new appointees could be avoided with the extension of existing members. It is therefore considered desirable

to continue to the end of the year with the current committee membership. In the event that members whose terms are to expire do not wish to continue on the committee, those positions and other outstanding vacancies will be filled through the screening and appointment process with the term to expire at the end of the year.

Memberships to the Committee of Adjustment and the Library Board run concurrent with the term of Council. Section 34. (1) of the City of Ottawa Act, 1999 extends the Council term to December 31, 2000 as well as the members of local boards until the first council of the new City is organized. The terms of the memberships on the Committee of Adjustment and Library Board will therefore also be extended in keeping with the legislative provision.

### **Disposition**

The City Clerk to consult with the Committee members to confirm they will serve until December, 2000 and to proceed in filling all remaining vacancies.

March 16, 2000

ACS2000-CS-CSS-0001  
(File: ACS1300)

Department of Corporate Services

Ward/Quartier  
City Wide

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
- City Council / Conseil municipal

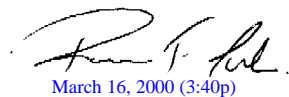
Action/Exécution

## **5. Friends of Ottawa Association - HMCS Ottawa/City of Ottawa HMCS Ottawa**

**Association des amis d'Ottawa - NCSM Ottawa/Ville d'Ottawa**

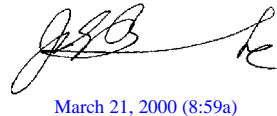
### **Recommendation**

That an Association "Friends of Ottawa" be created to provide a forum for discussion and organization of activities to enhance the relationship between HMCS Ottawa and the City of Ottawa as per Document 1.



March 16, 2000 (3:40p)

R.T. Leclair  
Commissioner of Corporate Services



March 21, 2000 (8:59a)

Approved by  
John S. Burke  
Chief Administrative Officer

SEF/JC:jc

Contact: Pierre Pagé - 244-5300 ext. 1-3625

### **Financial Comment**

Subject to City Council approval of this report, there is no financial implication for the current Corporation of City of Ottawa. Any costs related to the activities of this Association are the sole responsibility of the same Association.



March 17, 2000 (11:42a)

for Mona Monkman  
City Treasurer

RL:cds

## **Executive Report**

### **Reasons Behind Recommendation**

A meeting was held between Mayor Watson and Mr. Russ Fowler, Lieutenant-Commander and Executive Officer of Her Majesty Canadian Ship (HMCS) Ottawa. Mr. Fowler updated the Mayor on the ship's activities over the past few years, in keeping with the notion that HMCS Ottawa is a floating ambassador for the City of Ottawa, flying the City's flag when it is in port and serving as a showcase for the goods and services of local firms particularly high tech companies and tourism. Since the ship's commission, she has visited 33 ports showcasing Ottawa to the world as a thriving business and tourism destination.

During the meeting it was suggested that the formation of an association which would bring to the table a broader diverse spectrum of the Ottawa community would further augment the ship's ambassadorial role. In return a better understanding, appreciation and support for the Navy within the Ottawa community would result.

In order to achieve this, it is recommended that an Association "Friends of OTTAWA" be formed with representation from HMCS Ottawa, the Mayor and/or Members of Council, the Business Community, the Ottawa Tourism and Convention Authority, and possibly the general public.

The objective of the Association would be to provide a forum for discussion and organization of activities to promote a win-win relationship between the ship and the City of Ottawa.

### **Disposition**

The Mayor to appoint a prominent member of the business community as a member of the Board.

The Mayor, in conjunction with the City Clerk, to invite members of the community to participate as members of the Board.

The City Clerk is to inform HMCS Ottawa of the City Council decision.

### **List of Supporting Documentation**

Document 1 Friends of Ottawa Association - Terms of Reference  
Document 2 Presentation Slides

## Part II - Supporting Documentation

Document 1

### FRIENDS OF OTTAWA ASSOCIATION

#### Terms of Reference

#### INTRODUCTION

1. The affiliation between HMCS OTTAWA and its namesake City of Ottawa is beneficial to both the navy and the city. The navy's aim is to promote a better understanding and appreciation of the navy within the greater Ottawa community. In return, the ship will act as Ottawa's ambassador with the aim of increasing global awareness of the business and tourism opportunities available in the City of Ottawa.
2. To enhance this affiliation and achieve both aims, an Association entitled 'Friends of Ottawa' will be formed.

#### ORGANIZATION

3. The Association will be composed of members of the Ottawa community with an interest in naval affairs in general and HMCS OTTAWA in particular.
4. The Association will be governed by a Board of Directors consisting of eight to twelve prominent and energetic members of the Ottawa community, drawn from a broad spectrum of community involvement, plus the Commanding Officer and Coxswain of HMCS OTTAWA. The Board of Directors will have two Co-Chairpersons.
5. The Board members will initially be appointed by the Co-Chairpersons and thereafter elected by unanimous vote of the existing members of the Board. As the Board members are all unpaid volunteers who dedicate time and talent, they may serve for an indefinite term. They may step down at any time should they feel they are unavailable to contribute to the objectives of the Association.
6. The Board shall therefore be comprised as follows:
  - a. two Co-Chairpersons;
    - i. the Commanding Officer of HMCS OTTAWA, and
    - ii. a prominent member of the Ottawa business community appointed by the Mayor of the City of Ottawa initially and elected by the members of the Board thereafter.

- b. one Secretary, which will be the Coxswain of HMCS OTTAWA to facilitate maintenance of a master file, as well as promulgation of meeting agendas and minutes; and
  - c. eight to twelve representatives from the business community, local and provincial government tourism organizations, and City Hall.
7. Honorary Chair. In recognition of the affiliation between the City of Ottawa and HMCS OTTAWA, the Mayor of Ottawa will be invited to be an Honorary Chair of the Board.

#### MISSION STATEMENT

8. “To promote a mutually beneficial relationship between the City of Ottawa and its namesake, HMCS OTTAWA, by enhancing the visibility and understanding of each other.”

#### BOARD OBJECTIVES

9. The Board will function as a forum for the discussion and organization of activities to promote a win-win relationship between the ship and City of Ottawa. The ship will provide opportunities to enhance the exposure of the city to foreign countries, as well to the western regions of Canada. The city will provide opportunities for HMCS OTTAWA to inform various community groups of the roles and capabilities of the Canadian Navy.
10. The goals of the Board will be as follows:
- a. to identify businesses and tourism organizations that can benefit from exposure in foreign ports, or other regions of Canada, and to facilitate providing their promotional material to the ship for display and distribution;
  - b. to receive briefings from the ship so that the Board is kept informed of the activities of the ship, including sailing schedule and destinations;
  - c. to plan, in conjunction with the ship’s personnel, activities within the community that would promote the image of the ship and the navy in general; and
  - d. to assist the ship in planning and coordinating events on board ship that would increase the community’s understanding of the ship and navy. Examples of events include receptions, luncheons, briefings, tours (for youth, school groups, business people and organizations) or daysails.

## MEETINGS

11. The Board will meet at least three times per year, subject to HMCS OTTAWA's sailing schedule, and will normally be held at a venue in the City of Ottawa. The Secretary will ensure that an agenda is distributed to Board members in advance of each meeting and that a "Summary of Decisions" is maintained in the master file.

## FINANCIAL CONSIDERATIONS



12. The "Friends of OTTAWA Association" is not a registered charity and cannot issue charitable receipts or business expense receipts. It is a non-profit association, consisting of voluntary members, and without political affiliations. It is not the intention of the Board to become involved in fundraising events. The aim is to foster activities that will enhance the exposure of the city to other parts of the world and to increase the community's awareness and appreciation of the navy without incurring excessive costs.

## HMCS OTTAWA'S COMMITMENT

13. HMCS OTTAWA will conduct the following types of activities to support the aims of the Friends of OTTAWA Association:
  - a. in foreign ports, the ship will set-up a display with pamphlets on tourism and business information associated with the city;
  - b. in foreign ports, the ship (in conjunction with the local Government of Canada representative) will act as a platform for business and tourism personnel from the City of Ottawa to establish points of contact which will enhance their sale of technology or products abroad.
  - c. in foreign ports, the ship's company will initiate charity work, such as performing maintenance on schools and missions in poverty areas, to promote goodwill and recognition of Canada, and the City of Ottawa as kind and caring people;
  - d. the ship's company will be visible, displaying a high standard of conduct, deportment and professionalism that will bring pride to the navy and to Ottawa;
  - e. the Commanding Officer and selected crew members will make periodic trips to the city to talk to community organizations (Chamber of Commerce, Kiwanis Club and Rotary Club, etc.) schools and local media;
  - f. the Commanding Officer and selected crew members will make periodic trips to the city in support of local organizations with a military association (Naval Reserve Unit - HMCS CARLETON, Navy League, Naval Cadets, White Ensign Club, Naval Officers Association, Naval Museum, etc.);

- g. the ship will support various local charities; and
- h. the Commanding Officer will send several letters each year to keep the “Friends of OTTAWA” informed of the activities of the ship, including its sailing schedule and destinations.




## WHY?



**Ship's Aim**

- to act as ambassador for the City of Ottawa
- to increase global awareness of business & tourism opportunities available in the City of Ottawa

**In Return**

- promote a better understanding, appreciation & support for the Navy within the Ottawa community





## ORGANIZATION

**ASSOCIATION**

- **BOARD OF DIRECTORS**
  - » 8 - 12 people
  - » prominent & energetic members of Ottawa community
  - » broad diverse spectrum
  - » unpaid volunteers
  - » serve for indefinite period, but may step down at any time
  - » 2 Co-Chairs (CO plus ?)
  - » Coxswain = Secretary
  - » Mayor = Honourary Chairman
- meet at least 3 times per year



## MISSION STATEMENT



*“To Promote  
a Mutually Beneficial Relationship  
Between the City of Ottawa and Its Namesake,  
HMCS OTTAWA,  
by Enhancing the Visibility and Understanding  
of Each Other”*

March 10, 2000

ACS2000-CS-OCS-0004  
(File: F1A3200/0110)

Department of Corporate Services

Ward/Quartier  
City Wide

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
- City Council / Conseil municipal


Action/Exécution

## 6. Insurance - Property/Casualty Coverage

### Assurance - Couverture risques divers et biens


#### Recommendation

That the renewal of property/casualty insurance coverage at the limits and deductible amounts indicated on Document 1, be approved for the period March 1, 2000 to January 1, 2001 at a total premium fee of \$487,677, including taxes, payable to the Halpenny Insurance Broker Consortium.



March 10, 2000 (12:02p)

R.T. Leclair  
Commissioner of Corporate Services



March 13, 2000 (9:09a)

Approved by  
John S. Burke  
Chief Administrative Officer

JP:jp

Contact: Jennifer Popowicz - 244-5300 ext. 1-3161

#### Financial Comment

Subject to City Council approval, funds for the 10 month coverage period of net insurance costs as outlined in the report, are available within the Office of the City Solicitor's annual operating estimates. Any budgetary surplus as a result of a shorter insurance coverage period will be addressed in the operating budget status reports to Council.



March 10, 2000 (2:17p)

for Mona Monkman  
City Treasurer

RL:cds

## Executive Report

### Reasons Behind Recommendation

City Council approved a recommendation in 1996 to commence the process to receive priced proposals for the City's 1997 to 2000 Property/Casualty insurance coverage. Five Insurance Brokers were prequalified to submit priced proposals. Two complete proposals were received. The most comprehensive coverage at the lowest price was submitted by the Halpenny Insurance Brokers Consortium.

As a result of the tendering process, City Council approved a recommendation on February 5, 1997 to award the City's insurance coverage to Halpenny Insurance Broker Consortium for a three year term with two additional one year extension options and report the results of the insurance coverage negotiations to City Council for approval.

Renewal of the insurance program detailed in Document 1 will ensure the City of Ottawa, 8 Business Improvement Areas, the Ottawa Public Library and 84 Community Associations are provided with financial protection in the event of an insurable loss.

In the interim, pending approval by City Council, the named insureds are covered by extensions of the policies.

The insurance coverage term was adjusted from March 1, 2001 to January 1, 2001 to ensure the City's insurance program will reflect the inception date of the newly amalgamated City of Ottawa.

1998 insurance costs were \$599,752. The 1999 quotation is \$487,677. Comparing 1999 to 2000 costs demonstrates a decrease of \$112,095. This decrease is mainly attributed to a shorten coverage term of 10 months and decreased insurable limits as a result of transferring Lansdowne to the Regional Municipality of Ottawa-Carleton.

From the annual premium of \$487,677, approximately \$ 224,600 will be recovered from outside agencies, boards or self-sustaining City operations. Therefore, the total City premium costs, after recoveries is \$263,077.

### Consultation

Staff met with representatives of the Insurance Consortium and Managers with regard to the renewal quotation. Other named insureds to include the Ottawa Public Library and Business Improvement Area representatives were also consulted during the renewal negotiations process in order to obtain updated insurable values. This is essentially an administrative matter and accordingly no wider consultation took place. Staff consulted with Property

Services, Informatics Services and Asset Management to confirm and update the City's insurance schedules.

### **Disposition**

Department of Corporate Services, Office of the City Solicitor: The Insurance Administrator will provide all named insureds with copies of their insurance policies and endorsements. The Insurance Administrator will provide all third parties, who have an insurable interest, with confirmation of the insurance described in Document 1.

### **List of Supporting Documentation**

Document 1 Insurance Summary

**Part II - Supporting Documentation**

Document 1

## INSURANCE SUMMARY

PROPERTY COVERAGE*ALL RISK BUILDING/CONTENTS - REPLACEMENT VALUE  
(INCLUDING EARTHQUAKE AND FLOOD)*

Premium -		<b><u>\$ 92,393</u></b>
Insurer -	Subscription	
Deductible -	\$1,000,000 City of Ottawa, \$10,000 Ottawa Public Library and \$500 for BIA's \$1,000,000 flood and earthquake, Exhibition Form \$1,000, Fine Arts and Artifacts Form \$2,000	
Limits -	Property of every description	435,914,570
	Extra Expense (buildings only)	1,000,000
	Valuable Papers	1,000,000
	Accounts Receivable	500,000
	Additional Rental Expense	1,000,000
	Gross Rents and Rental Value Form	500,000
	Professional Fees	100,000
	All Risk Exhibition Floater	200,000
	Transit Coverage at any location	250,000

*ALL RISK ELECTRONIC DATA PROCESSING EQUIPMENT*

Premium -		<b><u>\$ 5,933</u></b>
Insurer -	Subscription	
Deductible -	\$1,000,000 per claim City, \$10,000 Ottawa Public Library	
Limits -	Replacement value (total blanket any location)	11,563,565
	Business Interruption Daily Limit	45,000
	Business Interruption Total Limit	2,500,000
	Media per location	3,500,000
	Professional Fees	100,000
	Extra expense per location	5,000,000

***BOILER AND MACHINERY***

Premium -		<b>\$ <u>4,063</u></b>
Insurer -	BI&I - The Boiler Inspection & Insurance Company of Canada	
Deductible -	City, \$1,000,000 and \$3,000 Ottawa Public Library	
Limits -	Per Accident	25,000,000
	Water Damage	500,000
	Hazardous Substances	500,000
	Extra Expense	1,000,000
	Ammonia Contamination	500,000
	Professional Fees	500,000
	Spoilage - Broad Form	50,000
	Data and Media	10,000

***MOTOR VEHICLE - FIRE AND THEFT - REPLACEMENT VALUE***

Premium -		<b>\$ <u>17,428</u></b>
Insurer -	Subscription	
Deductible -	\$10,000	
Limit per Location		10,000,000
Replacement Value -		48,140,776

***REGISTERED MAIL - ALL RISK***

Premium -		<b>\$ <u>545</u></b>
Insurer -	Guarantee Company of North America	
Limit -		6,500,000

***TRAVEL ACCIDENT***

Premium -		<b>\$ <u>2,034</u></b>
Insurer -	CGU Insurance Company of Canada	
Limits -	Per Individual	500,000
	Aggregate	1,000,000
	Funeral Expenses	10,000
	Blanket Accident Expenses	5,000

LIABILITY COVERAGES*MUNICIPAL LIABILITY including ERRORS AND OMISSIONS  
AND NON-OWNED AUTOMOBILE*

Premium -		<b><u>\$ 146,869</u></b>
Insurer -	Subscription	
Deductible -	\$25,000 City, BIA's Nil, Ottawa Public Library \$1,000	
Limits -		15,000,000
Weed Spraying -	Any one person	300,000
	Any one occurrence-bodily injury	500,000
	Any one occurrence-property damage	200,000

*MOTOR VEHICLE LIABILITY OWNED AND LEASED*

Premium -		<b><u>\$ 99,540</u></b>
Insurer -	CGU Insurance Company of Canada	
Deductible -	Fleet - \$100,000 Executive - \$300 City, Ottawa Public Library \$1,000	
Limit -	Part A - Liability	10,000,000
	Part E - Executive - Actual Cash Value	

*GARAGE LIABILITY*

Premium -		<b><u>\$ 8,783</u></b>
Insurer -	CGU Insurance Company of Canada	
Deductible -	\$100,000	
Limit -	Liability - Part A	10,000,000
	Specified Perils - Part E	4,000,000

*EXCESS AUTO AND GARAGE LIABILITY*

Premium -		<b><u>\$ 1,491</u></b>
Insurer -	Guarantee Company of North America	
Deductible -	As per underlying liability policy	
Limit -		5,000,000

<b>TOTAL LIABILITY LIMITS</b>		<b><u>15,000,000</u></b>
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CRIME*COMPREHENSIVE DISHONESTY, DESTRUCTION AND DISAPPEARANCE*

Premium -		<b>\$ <u>4,867</u></b>
Insurer -	Subscription	
Deductible -	\$500.00 Loss of Money and Securities inside premises only.	
Limits -	Employee Dishonesty	2,000,000
	Money Order, Counterfeit & Paper Currency	2,000,000
	Depositors' Forgery	
-	Auditors Expense Rider	100,000

<u>Loss of Money and Securities</u>	<u>Inside</u>	<u>Outside</u>
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111 Sussex Drive	250,000	Nil
Other Locations	35,000	35,000
(Increased in February)	50,000	-
All Library Locations	20,000	20,000
Safety Deposit Box Security Only		500,000

*COUNCILLORS MUNICIPAL CONFLICT OF INTEREST**LEGAL DEFENCE COST COVERAGE*

Premium -		<b>\$ <u>1,039</u></b>
Insurer -	Subscription	
Self-Retained Limit -	10% of each claim	
Limit -		100,000

GROUP PROGRAMS ADMINISTERED ON BEHALF OF THE PUBLIC*COMMUNITY ASSOCIATION LIABILITY (84 Associations)*

Premium -		<b><u>\$ 28,025</u></b>
Insurer - Subscription		
Deductible - \$250 Property Damage only		
	\$100 SEF 94	
Limits - Liability		1,000,000
	SEF. No. 94	100,000

*LESSEES/RENTERS SPECIAL EVENTS LIABILITY*

Premium Retainer -		<b><u>4,609</u></b>
Small Gathering	\$ 5	
Non-Alcohol Event	40	
Alcohol Event	75	
Insurer - Subscription		
Deductible - \$250 Property Damage only		
Limit -		1,000,000

*MARKET VENDORS LIABILITY*

Premium Retainer -		<b><u>\$ 5,000</u></b>
Daily	\$ 5	
Monthly	30	
Semi-Annually	100	
Annual	200	
Insurer - Canadian Liability Insurers (Elliott Special Risks)		
Deductible - \$1,000 (Bodily Injury and Property Damage)		
Limit -		1,000,000

*CITY OF OTTAWA SUPERANNUATION FUND LIABILITY*  
*including NON-OWNED AUTO*

Premium	<u>\$ 356</u>
Insurer - Subscription	
Deductible - Nil	
Limit -	5,000,000

*CITY OF OTTAWA SUPERANNUATION ERRORS AND OMISSIONS*

Premium	<u>\$ 7,076</u>
Insurer - Subscription	
Deductible - \$2,000	
Limit -	5,000,000

**5 % BROKER FEE** **\$ 21,502**

**8 % TAX** **\$ 36,124**

**TOTAL INSURANCE PROGRAM** **\$ 487,677**

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March 22, 2000

ACS2000-CS-PTY-0006  
(File: RHI2598/4120)

Department of Corporate Services

Ward/Quartier  
OT7 - Kitchissippi

Action/Exécution

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
- City Council / Conseil municipal

## **7. Property - Civic - Lease to Canadian Office of Human Rights at 7 Bayview Road**

**Propriété municipale - Location d'un immeuble situé au 7, chemin Bayview au Bureau canadien des droits de la personne**

### **Recommendation**

That the proposal by the Canadian Office of Human Rights to lease space at 7 Bayview Road be refused.



March 22, 2000 (10:52a)

R.T. Leclair  
Commissioner of Corporate Services



March 23, 2000 (9:51a)

Approved by  
John S. Burke  
Chief Administrative Officer

NH:nh

Contact: Nancy Hay - 244-5300 ext. 1-3718

### **Financial Comment**

There are no financial implications as a result of City council approval of this recommendation.



March 23, 2000 (8:26a)

for Mona Monkman  
City Treasurer

RL:cds

## Executive Report

### Reasons Behind Recommendation

At its meeting of February 24<sup>th</sup>, 2000, Policy, Priorities and Budgeting Committee carried the following motion:

“BE IT RESOLVED THAT City staff be directed to review Mr. Gaston Nicholas’ February 14<sup>th</sup>, 2000 letter requesting the Canadian Office of Human Rights be granted a short term lease of the City of Ottawa building, located at 7 Bayview Road; with the possibility that they be assisted in relocating into a permanent building once the amalgamation process has been completed;

AND BE IT FURTHER RESOLVED THAT City staff prepare a written report, to be mailed to all those who attended the PP&B meeting and spoke on behalf of Mr. Nicholas;

AND BE IT FURTHER RESOLVED THAT City staff report back to the March 30<sup>th</sup>, 2000 PP&B Committee with their recommendations.”

The Canadian Office of Human Rights (COHR) is a non-profit organization whose mandate is to train and integrate ex-offenders back into society while providing a steady income during the training period. The specific type of training anticipated is upholstery, computer recycling, mail bag repairs, construction of pallets and other contracts, as they become available. COHR is searching for office/workshop space where they can provide this training.

Mr. Nicholas, the founder and Director of COHR, first approached the City of Ottawa in July of 1999 with a proposal to lease the space formerly occupied by the Snowsuit Fund at the Bayview Yard. Mr. Nicholas indicated that his organization could not afford to pay rent, however, they would renovate the facility at no cost to the City. At that time, Mr. Nicholas was advised that this facility was slated for demolition as it was considered to be a derelict building. The building has since been demolished.

Mr. Nicholas also expressed interest in getting access to any other suitable City facility for his operation. During the summer and fall of 1999 Mr. Nicholas met with staff and the Chief Administrative Officer on numerous occasions and was advised that there were no other City facilities available. In an effort to provide assistance to COHR in the search for suitable space with other municipalities, Mr. Nicholas was requested by staff and by the Chief Administrative Officer to specify their space requirements.

In January 2000, Mr. Nicholas contacted the office of the Commissioner of Corporate Services regarding the availability of space and was again asked to provide specifications for

their requirements. By letter dated February 1<sup>st</sup>, 2000 Mr. Nicholas provided this information. At that time, a meeting was held with the Commissioner of Corporate Services and representatives of COHR at the Bayview Yard in order to get a better understanding of the group's requirements in terms of a suitable location and to discuss the issues associated with potential space at the Bayview Yard.

By letter dated February 14<sup>th</sup>, 2000, a proposal to lease space in Building No. 4 at the Bayview Yard was submitted by COHR and tabled by Councillor Deans at the PP&B meeting of February 24<sup>th</sup>, 2000.

The specifications for leased space submitted by COHR identify the requirement for 15,000 to 20,000 square feet of space comprised of a high ceiling workshop area and an area for office administration. Further requirements include sufficient electrical outlets for office and shop equipment, large doors capable of accommodating a forklift and machinery, a loading dock for the loading of flatbed trucks and a parking lot for about 40 cars and/or pallet storage, when required.

The Corporate Policy on Leasing City-Owned Real Property requires that market rent shall be charged for the leasing of real property, unless otherwise directed by City Council. On October 20, 1993 an Analysis of City-Owned Leased Properties, which included corrective measures, was endorsed by City Council. With respect to leases to charitable or non-profit organizations who request to lease City property at less than market rent, the corrective measures require that a report be submitted for Committee/Council consideration which includes an evaluation of specific criteria.

In addition to addressing these criteria against COHR's request, Council must also consider the particular building and site requested and issues related to transition.

#### Corporate Policy on Leasing City-Owned Real Property

With respect to the corrective measures of the Corporate Policy on Leasing City-Owned Real Property, the following information is provided in response to the evaluation criteria:

- **What the Tenant is requesting to pay, if applicable.**

COHR is requesting to lease the subject property for \$1.00 annually.

- **The current market rent relevant to the proposed leased property and all costs associated with the proposed lease.**

While COHR is looking for 15,000 to 20,000 square feet of space, the space available in Building No. 4 is only 9,600 square feet. Market rent for this space has been evaluated at \$2.50 per square foot or \$24,000 per year for 9,600 square feet. Operating costs for this space have been estimated at \$23,000. Significant additional funds will be necessary to address fit-ups required to bring the condition of this facility up to Building Code requirements. These costs are discussed below.

- **Information regarding the current financial status of the tenant, as provided by the tenant, including identification of other forms of subsidy provided by the City such as sustaining grants, payment of taxes, etc.**

Attached as Document 1 is a Business Case submitted by COHR for this proposed operation from May 2000 to April 2001.

COHR has advised that the funding identified in their Business Case has not been secured to date. A grant from Human Resources Development Canada was provided to COHR for a one year period commencing April 20, 1999. COHR has advised that a further proposal is currently being formulated and is expected to be presented to the RHDC at the end of March 2000.

COHR has indicated that it is difficult to secure funding for this operation until a location has been secured to demonstrate that the operation will proceed. Pledges in the amount of \$78,000 have been obtained to date. COHR has advised that once a location is secured, funding of these pledges will be realized together with the balance of community donations anticipated in their business plan.

COHR is currently in negotiations to secure contracts which will provide the work program for this operation. Again, until a location for this project is obtained, contracts are difficult to secure. Therefore, the Business Case does not address revenues from contracts or wages to be paid to the workers, only wages to be paid to the six staff members.

Clarification/confirmation regarding the current status of funding has been provided by COHR in their letter dated March 20, 2000, attached as Document 2.

No other forms of subsidy have been provided to COHR by the City.

- **Identification of the tenant's ability to pay in cash or in kind, as well as the potential of phasing in market rent.**

As evidenced by the Business Case provided by COHR, there is no funding available to contribute toward the rental of this facility. However, as indicated in the letter from COHR attached as Document 1, once the project has been operational for six to twelve months, with secured funding in place, the issue of rent can be revisited.

- **Whether the activity/service is being delivered on behalf of the City.**  
This project is not part of the mandate of the City of Ottawa and is not being provided on behalf of the City.
- **Whether the activity/service provided targets a regional responsibility.**  
In light of amalgamation, this criteria is not longer relevant in the evaluation of a lease



proposal. However, since receiving the specifications for leased space from COHR, we have communicated with the Regional Municipality of Ottawa-Carleton and the City of Gloucester to determine if they might have vacant space in their inventory which would meet these space requirements. Both the Region and Gloucester have advised that they do not have suitable space available.

### Building and Site Conditions

The Facilities Management Division of the Department of Urban Planning and Public Works has undertaken a preliminary review of the proposed leased space in Building No. 4 to determine the approximate minimal fit-up cost to bring this facility up to Building Code standards (structural, mechanical, electrical, etc.) and accommodate the operational specifications of COHR (partitions for offices, floor finishes, etc.) Staff's total estimated fit-up costs are \$125,000 and are further detailed in Document 3. This estimate has taken into account that the tenant would not have tendering or high labour costs due to the availability of volunteers to undertake a good portion of the work. Not included in this estimate is the cost of new roof finishing which is required at this facility as the roof is beyond the end of its life-cycle. In the short-term, ongoing general repairs could be made to the existing roof.

The Business Case provided by COHR identifies a construction/renovation budget of \$50,000 in order to fit-up this facility to Building Code standards. COHR was requested, to provide details of the construction/renovation fit-ups including in their \$50,000 budget for this item. COHR has responded by indicating that they expect the City to evaluate the specific repairs required and the COHR will complete all repairs to City standards within the budgeted \$50,000. The Asset Management Branch does not feel that \$50,000 will be a sufficient investment to obtain an occupancy permit.

In addition, the Asset Management Branch has identified an estimated \$23,000 per annum in operating costs, including hydro, gas, water and base building maintenance. Due to the age and condition of this facility, it is not considered to be an efficient building and therefore operating costs are much higher than a newer facility. This estimated has been based on historical operating costs for this building and a comparison of like facilities. COHR's projected budget for operating costs is \$10,000.

COHR is proposing to lease the vacant space in Building No. 4. Currently, the only occupant of this building is the City's Sewers Branch. The vacant space consists of two separate and distinct sections, comprising a total of approximately 19,000 sq. ft. One of these section of the building no longer has any functioning systems such as heat, hydro, etc. and is considered to be a derelict facility. The Facilities Management Division of the Department of Urban Planning and Public Works has slated this section of the building for demolition once funding is available and does not consider this space to be suitable for occupancy. The balance of the vacant space is a split level with 4,800 square feet on each level, for a total of 9,600 square feet, and has the only potential for COHR's purposes.

The heating supply for this building is from a boiler system which is well past the end of its

life-cycle. Committee and Council are reminded that this is the same boiler system that supplied heat to an adjacent building which was formerly leased to the Snowsuit Fund. The Snowsuit Fund was given notice effective June 30<sup>th</sup>, 1999 to vacate their leased space due to the failing boiler and heat distribution system. The rationale for termination of the Snowsuit Fund lease is still relevant to this request, that being that the City cannot offer any guarantee that the boiler system will continue to be in a repairable condition or will remain functional from day to day and, therefore, that there will be a supply of heat to the leased premises.

### Transition

There are two issues pertaining to transition which are relevant to this lease request. First, the Transition Board regulations require that the City not enter into any new lease contract with a term beyond December 31, 2000. Second, upon amalgamation there will be a rationalization of all municipal assets. This will provide an opportunity to consolidate facilities for operational needs and dispose of surplus properties which are not required to meet the needs of the new City.

COHR originally requested a 2 year lease arrangement for this space. They have been made aware of the Transition Board regulations that prevent the City from entering into a lease arrangement for a term beyond December 31, 2000. COHR is requesting a short-term lease, to December 31, 2000, with a view in the future to renewal of the lease or a commitment from the City to relocate the group to an alternate City facility, if required.

This Department has been working with the Department of Urban Planning and Public Works over the past several years to locate a suitable alternate site for the Sewers Branch given the deteriorated condition of this building and high operating costs. However, limited capital dollars have made relocation impossible. It is anticipated that through the consolidation of all area municipal facilities, the Sewers Branch will be relocated to a more suitable location and this site will then become a candidate for disposal. It is of concern to this Department that should COHR invest the required funding to obtain an occupancy permit, their occupancy would limit the new Council's ability to deal with this site expeditiously.

### Conclusion

A review of COHR's Business Case does not demonstrate their ability to undertake the required fit-ups and operation of this facility as there is no secured funding in place. Despite the lack of appropriate funding, it is not considered reasonable that COHR should invest funds in this facility when the City cannot guarantee the availability of this space after December 31, 2000, in accordance with the Transition Board Regulations.

Further, it has been staff's experience in the past that once a non-profit organization has been located in a City facility, it becomes incumbent on the City to find them an alternate location if they are required to vacate. Alternate space which meets COHR's specifications is not currently available within the inventory of the City of Ottawa, City of Gloucester or the Regional Municipality of Ottawa-Carleton. Therefore, given the lack of alternate space and

the investment that COHR would have to put into the 7 Bayview Road facility, this occupancy could put the new Council in an awkward position if the facility is identified as surplus as a result of the rationalization of assets.

Based on the above, staff does not recommend that this lease proposal be accepted.

## **Disposition**

Originating Department to advise COHR.

## **List of Supporting Documentation**

- |            |  |
|------------|--|
| Document 1 | Business Case of the Canadian Office of Human Rights   |
| Document 2 | Letter dated March 20, 2000 from the Canadian Office of Human Rights confirming current status of funding                        |
| Document 3 | Asset Management Branch Preliminary Estimate of Fit-Up Costs for Canadian Office of Human Rights at Building No. 4, Bayview Yard |

## Part II - Supporting Documentation

Document 1

### BUSINESS PLAN - 2000 MAY TO 2001 APRIL

#### CANADIAN OFFICE OF HUMAN RIGHTS Inc.

150, MIDDLE STREET,  
OTTAWA, ONTARIO. K1R 6K4  
PHONE: (613) 594 9466  
FAX: (613) 594 5943  
WEB-SITE: [www.cohr.org](http://www.cohr.org)

TYPE OF BUSINESS: NON-PROFIT ORGANIZATION  
INCORPORATION CERTIFICATE No: 3631443 (1999/06/21)  
REVENUE CANADA EMPLOYER No 868247347 (RC0001)

#### MANAGEMENT:

GASTON NICHOLAS, Director;  
JAMES A. HERTRICH, Executive Coordinator;  
TIDJANI A. DJALAL, Legal and Human Resources Administrator.

#### DESCRIPTIONS:

FIRST YEAR: Opening a workshop / Job training;  
SECOND YEAR: Expansion / Opening a second workshop in Kingston.

#### FINANCIAL SOURCES:

Community donations.....	175,000.00\$
Government subventions (HRDC)	150,000.00\$
TOTAL.....	325,000.00\$

#### BUDGET PROVISIONS:

Overhead costs.....	250,532.16\$
Capital costs.....	16,000.00\$
Construction / Renovations	50,000.00\$
Provisional fund.....	4,000.00\$
TOTAL.....	..... 320,532.16\$

#### INSURANCES:

Health and Security  
Civil liability  
Administrative and Executive Liabilities

PROMOTION:

Newsletters  
Yellow Pages and Web-site

MARKET:

Service: Job training / Job placement  
Products/ Services: Upholstery; Pallets; Computer recycling; Mail bags repair.

CLIENTELE:

Private business  
Individuals  
Government (All levels)

HUMAN RESOURCES PLAN (First year):

3 Administrators/ managers  
1 Assistant/ secretary  
2 Job trainers

INSTALLATION NEEDS:

Rent.....	1.00\$
Construction/Renovation.....	50,000.00\$
Public services.....	1,000.00\$
Insurances.....	5,000.00\$
Phone.....	5,000.00\$
Office supplies.....	6,000.00\$
Utilities (heat/hydro/electricity).....	10,000.00\$
Provisional fund.....	2,000.00\$
<b>TOTAL.....</b>	<b>79,001.00\$</b>

OPERATING FEES:

Wages.....	210,000.00\$
Administration.....	1,000.00\$
Licenses.....	200.00\$
Tax / EI-CPP deductions.....	10,331.16\$
Photocopier.....	6,000.00\$
Promotion.....	2,000.00\$
Maintenance.....	10,000.00\$
Cash flow provision.....	2,000.00\$
<b>TOTAL.....</b>	<b>241,531.16\$</b>

<b>BILAN.....</b>	<b>4,467.84</b>
<b>TOTAL REVENUES.....</b>	<b>325,000.00\$</b>
<b>TOTAL EXPLOITATION COSTS (Installation &amp; Operating)...</b>	<b>(320,532.16\$)</b>

**Canadian Office of Human Rights**  
 150 Middle St. Ottawa, ON, Canada K1R 6K4  
 Founder – Director Gaston Nicholas  
 Exec. Director James A. Hertrich  
[www.cohr.org](http://www.cohr.org)



**Bureau des Droits de la Personne**  
 Tel: (613) 594 9466 \* 1 888 238 7359  
 Fax: (613) 594 5943 \* 1 888 874 4424  
 E-mail [cohrprep@iosphere.net](mailto:cohrprep@iosphere.net)

Monday, March 20, 2000

Nancy Hay  
 Property Officer  
 City of Ottawa  
 111 Sussex Drive  
 Ottawa, Ontario  
 K1N 5A1

**Re: Offer to lease City of Ottawa building located at 7 Bayview Rd.**

Dear Ms Hay;

In furtherance of receipt of the COHR business plan you have requested information on the following;

- 1. Confirmation/status of the federal grant;  
 Having completed a financial monitoring on Friday, March 17, 2000. It is now possible to apply for further consideration to extend the HRDC grant to include the year 2000. Therefore confirmation is not possible at this time.
- 2. Confirmation of all other pledges and commitments;  
 At this time we have no further pledges or commitments to submit other than those extended to you initially. This will change once a location is available.  
 As this will permit COHR contractual advantages arriving only with possession of a building in which to complete the contracts obtained. View attachment.
- 3. Verification of all funding which is currently in place;  
 Included with this fax is a letter from HRDC confirming the initial grant for 1999 - 2000. At this time the proposal for the year 2000 is being formulated with the intent of presentation being the end of this month.
- 4. Details of the construction/renovation fit-ups included in your proposed \$50,000.00 budget for this item.  
 As this is a City of Ottawa building and COHR is expected to complete all repairs to City Of Ottawa inspectors standings. It is further expected you will submit an evaluation of which specific repairs are required in order for COHR to bring the building up to code.

I am on the hope this information will assist you. If you require other information, please contact me at 594 9466.

Yours truly,

James A. Hertrich  
 Exec. Director  
 COHR

BAYVIEW YARD, BUILDING NO. 4  
 PRELIMINARY ESTIMATE OF FIT-UP COSTS FOR CANADIAN OFFICE OF  
 HUMAN RIGHTS

STRUCTURE	\$ 1,000
misc. concrete patching	
EXTERIOR CLADDING	\$ 8,000
new roof finish required*	
window repairs	
exterior doors repair/replace	
INTERIOR PARTITIONS	\$ 30,000
4000 sf office fit-up	
VERTICAL MOVEMENT	\$ 2,500
stair railings & treads to code	
INTERIOR FINISHES	\$ 27,000
floor finishes (offices, etc.)	
ceiling (offices)	
painting	
SITE DEVELOPMENT	\$ 5,000
grade, fencing, misc.	
MECHANICAL	\$ 40,000
plumbing fixtures	
heating; fit-up to existing system	
ventilation	
ELECTRICAL	\$ 12,000
distribution: fit-up to existing	
lighting fixtures	
TOTAL ESTIMATED FIT-UP:	\$125,000

\*estimated cost: \$150,000

Facilities Management Division 2 March 2000



February 28, 2000

ACS2000-FN-FLM-0003  
(File: FTA1200/2000 and  
ZZF288/20)

Department of Finance

Ward/Quartier  
City Wide

- Policy, Priorities and Budgeting  
Committee / Comité des politiques, des  
priorités et des budgets
- City Council / Conseil municipal

Action/Exécution

## 8. 2000 Tax Rates and Due Dates

### Taux d'imposition de 2000 et dates d'échéance

#### Recommendations

1. That the final tax due dates be set as May 31<sup>st</sup> and June 28<sup>th</sup>.
2. That the City Treasurer be given the authority to adjust the tax due dates, if required, to meet the statutory notice requirements and report back to Council with an amended by-law at the earliest possible date.
3. That the 2000 operating budget be amended to:
  - a) increase the taxation levy by \$795,400,
  - b) decrease the interest and penalty on overdue taxes by \$395,400, and
  - c) decrease the interest from investment accounts by \$400,000.
4. That the tax rates for 2000, as identified in Document 1, be approved, such that the tax rate for the Provincial Download Adjustment be set at 0; and that the year 2000 City of Ottawa portion of the tax rate be set at the 1999 level.



March 13, 2000 (2:26p)

Mona Monkman  
City Treasurer



March 15, 2000 (8:37a)

Approved by  
John S. Burke  
Chief Administrative Officer

MS:cds

Contact: Mona Monkman - 244-5300 ext. 1-3889  
Marian Simulik - 244-5300 ext. 1-3052

## Financial Comment

It is anticipated that a delay of the capped class billing from the normal May/June dates to July will result in \$753,000 less investment income. In addition, it is expected that tax penalty and interest revenue would be negatively impacted.

*M. Simulik*

March 13, 2000 (2:27p)

Marian Simulik  
Deputy City Treasurer

MS:cds

## Executive Report

### Reasons Behind Recommendations

The purpose of this report is to finalize the 2000 tax levy, set tax rates and final tax due dates.

### Recommendation 1

In 1998, City Council approved moving to four tax due dates. The original dates in both 1998 and 1999 were to be February, March, May and June. As a result of the tax reforms introduced by the Province, the City was not able to keep this billing schedule in either year for the capped commercial and multi-residential. In 1999, these four dates were achieved for the residential class. The recommendation is to return in 2000 to the normal billing schedule originally approved in 1998 for all tax classes.

### Recommendation 2

2000 is the last year of the three year capping program for the multi-residential, commercial and industrial tax classes. In order to produce the final 2000 tax bill the City is again dependent on the province to supply capping data for inclusion on the bill, and to put in place various legislative provisions. Given last year's experience wherein requests for information took months longer than anticipated, there is a strong possibility that the tax due dates for the capped classes will need to be changed in order to both produce the bills and meet the Municipal Act requirement of having tax bills issued 21 days in advance of the due date.

As was the case last year, it is again being recommended that the City Treasurer be given the authority to adjust the tax due dates in the event the 21 day advance period cannot be maintained. The Treasurer would report to the next Council meeting after the date has been revised and have the due date by-law amended and approved accordingly.

### **Recommendation 3**

On January 17<sup>th</sup>, 2000 City Council approved the year 2000 budget and the following departmental recommendation:

*“That subject to Regional Council approval of a tax reduction to offset the Community Reinvestment Fund grant loss, the tax rate associated with the Provincial Download Adjustment be set at 0; and that the year 2000 City of Ottawa portion of the tax rate be set at the 1999 level”.*

Adjustments are recommended to the tax levy budgeted and the interest and penalty accounts. These adjustments will maintain the tax rates for city services at their 1999 level, as approved by Council during budget deliberations.

The returned assessment roll for 2000 shows that assessment has increased, which generates \$795,400 in additional taxation revenue. The total assessment on the returned roll has been adjusted to remove PIL properties that were improperly coded as taxable and the Ontario Hydro properties that are to be treated as PIL properties, as recommended in a letter from the Ministry of Municipal Affairs and Housing dated January 31, 2000.

The anticipated delay in issuing the tax bills for the capped classes will result in the loss of interest revenue earned from investing the taxes received and from the interest that is charged to tax accounts that are not paid on time. In 1999, the delay in the capped tax class billings to August, resulted in these two accounts having a combined deficit of \$1.9 million, even after the Province provided interest relief of \$2.7 million. The cost of delaying the capped class bills is \$253,000 in lost investment income revenue for the first month and \$500,000 for the second month. Penalty and interest on tax revenues are also impacted from delayed billing. The additional revenues raised from the assessment growth is therefore being recommended to reduce the budgeted revenues in these two accounts in order to avoid another deficit in 2000 from delayed tax billing in these accounts. This adjustment to these interest revenue accounts will provide a sound basis for the year 2001 budgets in the new City. It is anticipated that the new City’s final tax due dates will not be as early as those in Ottawa (May and June) since other municipalities in this region presently bill later (June onward). Hence, on a long term basis, interest and penalty account budgets should be reduced, as is recommended.

### **Recommendation 4**

The 2000 City of Ottawa tax rates are the same as those approved in 1999, except that the Provincial Download Adjustment is no longer available as the Provincial grant has been discontinued. The elimination of the grant has been partially offset to Ottawa’s taxpayers by the reduction in the Regional rates.

### **Disposition**

## **56**

Originating Department to take necessary action.

Office of the City Solicitor, Department of Corporate Services to prepare the necessary By-law.

### **List of Supporting Documentation**

Document 1    2000 City Tax Rates

## Part II - Supporting Documentation

### 2000 City of Ottawa Tax Rates

Tax Class	Current Value Assessment	City Levy Tax Rate	Provincial Download Adjustment	Total City Tax Rate	Taxes Raised
Residential	11,968,480,428	0.003613	0.000000	0.003613	\$43,242,100
Multi-Residential	1,949,252,849	0.008440	0.000000	0.008440	\$16,451,700
Commercial (1),(2)	2,082,318,290	0.007074	0.000000	0.007074	\$14,730,300
Commercial Vacant Units (1)	101,658,556	0.004952	0.000000	0.004952	\$503,400
Commercial Vacant Land	39,950,815	0.004636	0.000000	0.004636	\$185,200
Office Building (2)	1,292,296,057	0.008548	0.000000	0.008548	\$11,046,600
Office Building Vacant Units	82,446,720	0.005984	0.000000	0.005984	\$493,400
Shopping Centre	701,295,662	0.005884	0.000000	0.005884	\$4,126,400
Shopping Centre Vacant Units	30,200,120	0.004119	0.000000	0.004119	\$124,400
Parking Lot	60,037,000	0.004636	0.000000	0.004636	\$278,300
Industrial (1)	142,931,900	0.008108	0.000000	0.008108	\$1,158,900
Industrial Vacant Units	7,782,307	0.005270	0.000000	0.005270	\$41,000
Industrial Vacant Land	28,680,225	0.005270	0.000000	0.005270	\$151,100
Large Industrial	22,109,015	0.006962	0.000000	0.006962	\$153,900
Large Industrial Vacant Units	3,439,080	0.004526	0.000000	0.004526	\$15,600
Pipeline	28,892,030	0.004093	0.000000	0.004093	\$118,300
Farmlands & Managed Forests	0	0.000904	0.000000	0.000904	\$0
Managed Forests	0	0.000904	0.000000	0.000904	\$0
Railway Rights of Way	N/A	N/A	N/A	N/A	\$90,000
<b>Total</b>	<b>18,541,771,054</b>				<b>\$92,910,500</b>

**Note:**

1. Total Assessment adjusted by 5,617,458 for Ontario Hydro properties excluded from taxable roll as follows: Residential - 413,000, Commercial - 5,490, Commercial Vacant Unit - 489,570 and Industrial - 4,709,308..
2. Total Assessment adjusted by 12,661,000 for Canada Mortgage & Housing Corporation properties incorrectly coded taxable as follows: Commercial - 3,952,945 and Office - 8,708,055.

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March 23, 2000

ACS2000-FN-FLM-0007  
(File: ZZF0245/01-01)

Department of Finance

Ward/Quartier  
City Wide

- Policy, Priorities and Budgeting  
Committee / Comité des politiques, des  
priorités et des budgets
- City Council / Conseil municipal

Action/Exécution

## **9. Capital Budget Status Report as at December 31, 1999**

### **Rapport d' étape sur le budget des immobilisations au 31 décembre 1999**

#### **Recommendations**

1. That the Capital Budget Adjustments identified in Document 1A, and the Capital Project Close-outs, as identified in Document 1B be approved.
2. That the Capital Status Report as at December 31, 1999 as detailed in Document 2A and 2B, be received for information.
3. That the 1996 Sidewalk Reconstruction Capital Project which has an unfunded debenture amount of \$46,175 be funded from the General Capital Reserve Fund.
4. That Infrastructure Triple "A" Capital Project which has a revenue shortfall amount of \$559,393 be funded from the General Capital Reserve Fund

5. That the Capital Projects for Life cycle repairs (99083134) and for Recreational Self Help at Lindenlea Community Centre (99235510) be combined into one Capital Project



March 23, 2000 (8:19a)

Mona Monkman  
City Treasurer



March 23, 2000 (11:40a)

Approved by  
John S. Burke  
Chief Administrative Officer

JG:jg

Contact: John Goold - 244-5300 ext. 1-3793

## Financial Comment

### Recommendations 1 and 2

Subject to City Council approval, capital project close-outs and adjustments will be processed with funds being transferred to/from reserve funds or other sources of funds as outlined in document 1.

Transfer to Reserve	RGC	RPF	VEP	Total
Adjustments/Close-outs	153,363	462,884	344,500	960,747



March 23, 2000 (8:20a)

Mona Monkman  
City Treasurer

JG:cds

## Executive Report

### Reasons Behind Recommendations

In accordance with a City Council approved policy dated March 5, 1997, Departments are to report on detailed capital projects approved as part of a bulk provision to City Council after the end of each year. In addition, this report also includes the regular quarterly reporting of capital projects which are not part of a bulk provision.



## **Recommendation 1**

Capital Budget adjustments and close-outs require City Council approval. Adjustments are required when forecasted revenues are not realized or are over achieved and when expenditures are either higher or lower than forecasted. These types of situations can arise from unforeseen circumstances (i.e. weather delays, market conditions) or from additions and deletions to the scope of work being undertaken.

### Budget Adjustments

Document 1A provides a summary by department of overall budget adjustments recommended. The total budget adjustments being recommended result in an overall budget decrease of \$689,000 which are expenses not required for the Y2000 Upgrade Program. As the program was funded from specific reserves, \$344,500 is being returned to the Parking Reserve Fund and \$344,500 being returned to the Vehicle and Equipment Reserve fund.

### Capital Project Close-Outs

Capital Projects that are finalized and require close-outs are identified in Document 2B. In order to close projects, not only must the budget match the actual expenditures but the revenues must also match. Surplus project funds are required to be returned to the reserve funds from which they were originally financed. Project deficits are to be funded from existing capital projects within the appropriate Departments. Sixteen Projects are identified to be closed in this report which will result in \$271,747 being returned to the City's various reserve funds. The two largest projects being closed were for Lansdowne Park.

## **Recommendation 2**

Document 2A provides a Capital Status Report Summary by Department as at December 31, 1999. While the Corporation's Capital Budget for open Projects totals \$150 Million, 85% of this amount (\$128 million) was spent by the end of the year (1999).

Document 2B contains the Capital Status Report details for all open projects. It includes a list by department of the latest approved budget, actual expenditure/commitments to December 31, 1999, and the proposed budget required to complete the project.

Each project has been analysed by the managing department in order to provide the project's current status and estimated completion date. Any project with an asterisk has been included in Document 1A for either an adjustment and/or in Document 1B for close-out.

## **Recommendation 3**

The 1996 Sidewalk Reconstruction Program was approved with \$260,000 of debenture funding. At the present time, there is \$46,175 of unissued debentures. To allow for the

closure of this project and avoid assuming debt as per Council's decision on long term capital financing, approval is requested to finance this amount from the General Capital Reserve.

#### **Recommendation 4**

In 1999, the City entered into an arbitration process with the Region of Ottawa-Carleton with respect to cost-sharing of the roadway improvements to Coventry Road/Vanier Parkway. In accordance with the minutes of settlement dated November 4<sup>th</sup> 1999 and approved by PP&B on September 30<sup>th</sup> 1999, the City must fund the revenue shortfall of \$559,393 in the Capital Project. It is recommended that these funds be transferred from the Reserve for General Capital.

#### **Recommendation 5**

In 1999, the Department of Urban Planning and Public Works identified within its Facilities Repairs/Rehabilitation Program to replace the boiler at the Lindenlea Community Centre. At the same time, the Department of Community Services entered in to Self Help agreement with the Lindenlea Community Association to renovate the interior of the building. The Association's contribution to this project was estimated to be \$80,000. It was agreed that to get the best value for the two projects, that they be combined into one tender package and that the City would take the lead role as project manager.

With the funding sources for this work coming from various capital accounts and from the community, its being recommended that one capital project for this work be established by Council.

#### **Consultation**

All Departments and the Ottawa Public Library provided input into this report.

#### **Disposition**

Originating Department to take appropriate action.

#### **List of Supporting Documentation**

- Document 1A Capital Project Budget Adjustments
- Document 1B Capital Project Budget Close-Outs
- Document 2A Capital Project Status Report Summary as at December 31, 1999
- Document 2B Capital Project Status Report as at December 31, 1999

## Part II - Supporting Documentation

Document 1A

CAPITAL PROJECT STATUS REPORT CAPITAL PROJECT BUDGET ADJUSTMENTS AS AT DECEMBER 31,1999										
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			REQUIRED BUDGET ADJUSTMENT INCREASE/(DECREASE) OR OTHER					NOTES
		BUDGET	EXPENDED TO DATE	PROPOSED REVISED BUDGET	GENERAL CAPITAL RGC	SEWER MAINTENANCE RSM	VEP EQUIPMENT RVP	OTHER RESERVES	OTHER	
	<b>A. CAPITAL BUDGET ADJUSTMENTS COMMUNITY SERVICES</b>									
98236001	Resuscitation Equipment	70,069	61,251	64,343	(5,726)					
98236002	Specialized Rescue Equipment	75,000	80,726	80,726	5,726					
	<b>CORPORATE SERVICES</b>									
98222000	Y2000 Upgrade Program	8,984,000	7,299,109	8,295,030			344,500	344,500		\$689,000 Surplus to VEP and Parking Reserve
					0	0	344,500	344,500	0	

CAPITAL PROJECT STATUS REPORT CAPITAL PROJECT BUDGET CLOSE-OUTS AS AT DECEMBER 31,1999											
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES				REQUIRED BUDGET ADJUSTMENT INCREASE/(DECREASE) OR OTHER					NOTES
		BUDGET	EXPENDED TO DATE	PROPOSED REVISED BUDGET	REVENUE RECEIVED TO DEC 99	GENERAL CAPITAL RGC	SEWER MAINTENANCE RSM	VEP EQUIPMENT RVP	OTHER RESERVES	OTHER	
	<b>B. CAPITAL PROJECT CLOSE-OUTS URBAN PLANNING &amp; PUBLIC WORKS</b>										
97085649	Somerset Heights Traffic Diversion	147,100	137,099	137,099	147,100				10,001		Parking Reserve Fund
99081001	Road Overlay/Dry Grinding	2,158,422	2,203,702	2,158,422							
99083103	Life Cycle Renewal Jetform Park	20,000	23,230	20,000							
99083104	Health and Safety Retrofit	230,000	273,566	230,000							
	<b>COMMUNITY SERVICES</b>										
92234001	LPA Landscaping	666,300	557,917	557,917	666,300				108,383		Parking Reserve Fund
95234001	LPA Coliseum Retrofit	1,422,900	1,403,418	1,403,418	1,422,900	19,482					General Capital Reserve Fund
	<b>CORPORATE SERVICES</b>										
95226001	Corporate Communications Network	150,000	150,000	150,000							
	<b>LAND TAX SALES</b>										
98341002	105 Lebreton		17,095		17,095	0					
98341003	2019 Bank Street, Unit 3		695		695	0					
98341004	2019 Bank Street, Unit 5		2,886		15,425	12,539					
98341005	2019 Bank Street, Unit 6		840		15,545	14,705					
99341001	1208-1214 Wellington		7,713		89,165	81,452					
99341002	2019 Bank, Units 101-102		865		26,050	25,185					
	<b>OTTAWA PUBLIC LIBRARY</b>										
98840001	Repairs and Renovations - Buildings	300,000	300,000	300,000							
98840200	Information and Technology	235,000	235,000	235,000							
98840004	Telephone System	50,000	50,000	50,000							
						153,363	0	0	118,384	0	

<b>Capital Project Status Report Summary as at December 31, 1999</b>				
<b>DESCRIPTION</b>	<b>TOTAL EXPENDITURES</b>			<b>BUDGET ADJUSTMENT (INCREASE) DECREASE</b>
	<b>BUDGET</b>	<b>EXPENDED &amp; COMMITTED TO DATE</b>	<b>ESTIMATED TO COMPLETE PROJECT</b>	
TOTAL URBAN PLANNING & PUBLIC WORKS	102,951,357	84,181,111	103,242,770	(291,413)
TOTAL COMMUNITY SERVICES	25,411,329	25,310,163	25,839,801	(428,472)
TOTAL CHIEF ADMINISTRATIVE OFFICER	5,664,265	2,105,292	5,664,265	0
TOTAL CORPORATE SERVICES	17,636,693	15,006,432	17,056,620	580,073
TOTAL FINANCE	0	0	0	0
TOTAL LAND TAX SALES	0	34,845	0	0
TOTAL CITY DEPARTMENTS	151,663,644	126,637,843	151,803,456	(139,812)
TOTAL OTTAWA PUBLIC LIBRARY	2,023,000	1,527,098	2,023,000	0
<b>TOTAL</b>	<b>153,686,644</b>	<b>128,164,941</b>	<b>153,826,456</b>	<b>(139,812)</b>

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
90083001	<b>URBAN PLANNING AND PUBLIC WORKS</b> Relocation of Bayview Complex	3,020,629	2,704,520	3,020,629	0		Balance of work will not be completed until sale of Tweedsmuir. Projects will be adjusted if sale less than budgeted.
91083001	Relocation of Bayview Complex	489,867	489,867	489,867	0	sale date	
93083003	Buildings and Equipment Facility	16,437,940	15,914,241	16,437,940	0		
91084200	Property Grants - Province of Ontario	29,475					
91084201	149 Hopewell Avenue	3,000	3,000				
91084202	304 Queen Elizabeth Drive	3,000	3,000				
91084203	306 Queen Elizabeth Drive	3,000	3,000				
91084204	308 Queen Elizabeth Drive	3,000	3,000				
91084205	310 Queen Elizabeth Drive	3,000	3,000				
91084206	312 Queen Elizabeth Drive	3,000	3,000				
91084211	245 Nepean Street	1,218	1,218				
91084212	247 Nepean Street	1,310	1,310				
91084213	249 Nepean Street	1,993	1,993				
91084214	251 Nepean Street	1,437	1,437				
91084215	410 Queen Street	3,000	3,000				
91084216	176 Bronson Avenue	3,000	3,000				
91084217	117 St. Andrew Street	3,000	3,000				
91084222	301 Metcalfe Street	3,000	3,000				
91084223	112 Daly Avenue	3,000	3,000				
91084227	85 Cartier Street	3,000	3,000				
91084228	87 Cartier Street	3,000	3,000				
91084229	40 Fuller Street	1,685	1,685				
91084230	105 Murray Street	3,000	3,000				
91084231	91 Cartier Street	2,009	2,009				
91084232	193 1/2 - 195 Cumberland	3,000	3,000				
91084234	125 Mackay	2,757	2,757				
91084235	150 Mackay	3,000	3,000				
91084236	157 Mackay	3,000	3,000				
91084237	159 Mackay	3,000	3,000				
91084238	161 Mackay	3,000	3,000				
91084239	163 Mackay	2,751	2,751				

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
91084240	165 Mackay	3,000	3,000				
91084241	167 Mackay	3,000	3,000				
91084242	3 Bower Street	2,459	2,459				
91084245	112 Daly Avenue	1,099	1,099				
91084246	47-49 Daly Avenue	3,000	3,000				
91084247	500 Wilbrod	3,000	3,000				
91084248	35 Mackay	2,679	2,679				
91084249	155-159 Rideau Street	3,000	3,525				
91084250	229 Chapel	3,000	3,000				
91084251	309-311 Daly	3,000	3,000				
91084252	224 Cooper	2,568	2,568				
91084253	408 Queen	1,134	1,134				
91084254	176 Bronson	3,000	3,000				
91084255	61 William	3,000	3,000				
91084256	454 King Edward	3,000	0				
91084257	143 Seraphine Manor Private	3,000	0				
91084258	145 Seraphine Manor Private	3,000	0				
91084259	73 - 77 Nicholas		3,000				
	Property Grants - Province of Ontario	147,574	112,624	147,574	0	December 2000	Grants have been approved for specific properties but can only be paid after all work has been completed.
91085701	Parking Automation Lot # 4	68,040	68,040				
91085702	Parking Automation General		0				
91085703	Parking Automation Lot # 1	61,960	60,767				
	Parking Automation General	130,000	128,807	130,000	0	December 2000	On-going automation Lot #3
91084001	Central Area Transportation Study	132,067	112,068	132,067	0	December 2000	Council directed survey of office workers
92085615	Centretown Traffic Calming	175,400	135,000	175,400	0	December 2000	To complete work at Argyle and Driveway
92084001	Rideau Mall Improvements	4,784,000	4,754,423				
92084002	William Mall - Oregano Patio		3,721				
92084003	Retail Leasing Promotion Material	50,000	46,135				
92084004	Additional Transit Canopies	30,000	23,012				
92084005	Pageantry - Banners Bridge Art	20,000	20,423				
92084006	Linkages Project	10,000	10,008				
	Rideau Mall Improvements	4,894,000	4,857,722	4,894,000	0	December 2000	Balance will be used for the completion of Marketing Study

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
92080701	Purchase Environmental Lands	200,000	194,374	200,000	0	December 2000	On-going review of environmentally sensitive lands
94080701	Purchase Environmental Lands	200,000	163,629	200,000	0	December 2000	On-going review of environmentally sensitive lands
82084100	Sandy Hill Heritage District	93,455	92,224				
82084101	Daly Avenue	70,233	70,233				
82084102	503-7 King Edward	13,791	13,791				
82084103	King Edward Avenue	58,275	58,275				
82084104	Stewart/Wilbrod	10,489	10,489				
82084105	Wilbrod/Laurier	27,101	27,101				
82084106	Sweetland Avenue	16,574	16,574				
82084111	66 George Street	6,000	6,000				
82084112	75-77 Cathcart	10,138	9,000				
82084113	151 St. Andrews	2,898	2,898				
82084114	153 St. Andrews	3,500	3,500				
82084115	155 St. Andrews	3,500	3,500				
82084116	157 St. Andrews	3,500	3,500				
82084117	159 St. Andrews	2,778	2,778				
82084118	161 St. Andrews	4,500	2,980				
82084119	16 Sweetland	3,168	3,168				
82084120	454 King Edward	25,000	25,000				
82084121	102-106 Bruyere	3,141	3,141				
82084122	143 Seraphine Manor Private	6,000	6,000				
82084123	145 Seraphine Manor Private	6,000	6,000				
82084124	479 Cumberland	3,500	3,500				
82084125	90-92 Bruyere	6,603	6,603				
82084126	43 Bruyere	15,000	15,000				
82084127	241 Bruyere	15,000	15,000				
82084128	459 Laurier	6,000	2,606				
82084129	286-288 Daly	9,000	4,500				
82084130	211 Stewart	1,512	1,512				
	Sandy Hill Heritage District	426,656	414,873	426,656	0	December 2000	Grants have been approved for specific properties but can only be paid after all work has been completed.
93085750	Parking Meters Unallocated	750,000	814,989				
93085752	Wellington Area Parking	100,000	21,202				



CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
	Parking Meters Unallocated	850,000	836,191	850,000	0	March 2000	Substantially Complete
93084001	Gateway Improvements King Edward	202,596	143,564	202,596	0	December 2000	Construction to coincide with future RMOC work
94085620	Transportation Studies	186,415					
94085621	Donald/River Road	25,000	28,133				
94085622	Ottawa South		69,539				
94085623	CO2 Reduction		20,979				
	Transportation Studies	211,415	118,651	211,415	0	December 2000	Work to be completed in CO2 Reduction Study
94084001	Westboro BIA Development/Marketing	400,000	43,572	400,000	0	December 2000	Consultant hired for Physical Improvement Plan & Design Concept
94084200	Heritage Grant Program	2,165	1,033				
94084201	240 Kent	12,483	12,483				
94084202	410 Queen	2,675	2,675				
94084203	230 Daly	16,000	16,000				
94084204	176 Bronson	5,758	5,758				
94084205	61 William	2,083	2,083				
94084206	34 Sweetland	1,857	1,857				
94084207	589 Rideau (Wallis House)	25,000	25,000				
94084208	107-115 Rideau	14,013	14,013				
94084209	29 Crichton	4,815	4,815				
94084210	224 Cooper	3,592	3,592				
94084211	34 Alexander	6,000	6,000				
94084212	139-141 Crichton	1,783	1,783				
94084213	304-312 Queen Elizabeth Drive	10,400	10,400				
94084214	156 & 158 Sparks	4,922	4,922				
94084215	154 Britannia	8,410	8,410				
94084216	195 Cumberland	4,661	4,662				
94084217	246 Somerset	3,408	3,408				
94084218	73-77 Nicholas	5,000	5,000				
94084219	236 Metcalfe						
94084220	84 Bradford	10,000	10,000				
94084221	464 Besserer	10,000	10,000				
94084222	377 Daly	1,432	1,432				
94084223	43 Bruyere	25,000	25,000				
94084224	240 Daly	6,312	6,312				
94084225	52 Sweetland	6,000	6,000				

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
94084226	157 Daly	4,500	4,500				
94084227	159 Daly	4,500	4,500				
94084228	192 Cobourg	4,500	4,500				
94084229	300 Cooper	10,000	10,000				
94084230	17 Cathcart Square	2,611	2,611				
94084231	525 King Edward	4,280	3,613				
94084232	62 Sweetland	1,925	1,925				
94084233	146-148 St. Patrick	4,815	4,815				
94084234	120 Boteler						
94084235	172 Bruyere	4,280	4,280				
94084236	353-357 Frank	5,000					
94084237	58 Sweetland	2,000					
94084238	38 Sweetland	2,328					
94084239	417 Laurier Ave East	5,000					
	Heritage Grant Program	249,508	233,382	249,508	0	December 2000	Grants have been approved for specific properties but can only be paid after all work has been completed.
94084400	Central Area West Heritage District	50,000	51,365	50,000	0	December 2000	Substantially complete - encumbrances outstanding
94084401	Centretown Heritage						
94084402	Heritage Study	140,000	120,566				
94084403	Parking Lot Residential Development	50,000	27,606				
94084404	Traffic Calming	120,000	118,754				
	Centretown Heritage	310,000	266,926	310,000	0	December 2000	On-going
90229002	Innovating Housing Loan Fund	150,000	108,099				
90229005	Revolving Housing Loan Fund	220,000	0				
	Innovating Housing Loan Fund	370,000	108,099	370,000	0	December 2000	On-going
95082800	Hunt Club Creek Stormwater	465,000	95,710	465,000	0	December 2000	On-going review of Hunt Club Creek
96082800	Rideau River Stormwater Management	200,000	15,759	200,000	0	December 2000	On-going review of Rideau River
96082081	Regional Road Sidewalks	400,000	134,202	400,000	0	September 2000	Work to be completed on Hunt Club Road and Conroy Road
96084200	Heritage Grant Program	2,080					

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
96084201	146 Dalhousie	6,000	2,541				Grants have been approved for specific properties but can only be paid after all work has been completed.
96084202	454 King Edward	25,000	25,000				
96084203	550 Cumberland	15,000	15,000				
96084204	600 Cumberland	15,000					
96084205	115 Seraphine Private	4,500					
96084206	133-135 Seraphine Private	7,000					
96084207	236 Metcalfe	6,420	6,420				
96084208	38 Stewart	6,000	6,000				
96084209	207 Cathcart	3,000	3,000				
96084210	272 Wellington	5,000					
96084211	275 Maclaren	5,000	5,000				Grants have been approved for specific properties but can only be paid after all work has been completed.
	Heritage Grant Program	100,000	62,961	100,000	0	December 2000	
96085720	Glebe/Bank Street Parking Study	91,403	31,132				Studies to be completed at Ottawa U. and Central Area
96085722	Glebe/Bank Street Parking Study	40,000					
96085723	Central Area Parking Study	30,900	31,871				
	Glebe/Bank Street Parking Study	162,303	63,003	162,303	0	December 2000	
96085640	Transportation Measures						To complete work per approved Traffic Calming Measures
96085641	Rideau Area	833,000	627,098				
96085642	Sandy Hill	167,000	10,399				
	Transportation Measures	1,000,000	637,497	1,000,000	0	December 2000	
96084001	Dalhousie Gateway Improvements	223,000	210,246	223,000	0	December 2000	Substantially complete
97085701	Major Repairs Parking Garage	857,526	513,348	857,526	0	March 2000	Substantially Complete
97085640	Transportation Measures	6,063					
97085641	Frank Street	15,000	17,649				
97085642	Somerset Heights	14,437	10,083				
97085643	Old Ottawa South	12,500	11,765				
97085644	Island Park/Churchill	12,500	12,987				
97085645	Parkdale	12,500	1,318				
97085646	New Edinburgh	12,500					
97085647	Lowertown West	12,500	5,090				

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
97085648	Woodward/Laperierre	12,500	364				
	Transportation Measures	110,500	59,256	110,500	0	December 2000	To complete work of on-going Traffic Calming Measures
97085649	Somerset Heights Traffic Diversion **	147,100	137,099	137,099	10,001	complete	Surplus to return to Parking Reserve Fund
98083100	Facility Repair/Rehabilitation	42,819					
98083101	Jetform Park	76,000	74,734				
98083102	Life Cycle Renewal Parks and Grounds	131,600	25,610				
98083103	Life Cycle Renewal Lansdowne Park						
98083104	Jetform Park						
98083107	Parks General Repairs	371,400	131,070				
98083108	Site and Lot Emergencies	100,000	93,395				
98083109	Wading Pool Structural Repairs	60,000	46,111				
98083110	Fairlea Park	32,000					
98083111	Hampton Park	10,000	7,629				
98083112	Lincoln Heights Park	27,000	18,717				
98083113	McNabb Park	26,000	20,510				
98083114	Minto Park	50,000	57,435				
98083115	Greenboro Wading Pool	40,000	10,965				
98083117	Roof Repairs	1,037,550	913,640				
98083118	Building Repairs Mechanical	331,000	325,364				
98083119	Fire Stations	11,430	11,430				
98083120	Ward Yards General Repairs	41,208	41,208				
98083121	Buildings General Mechanical/Electrical	76,991	76,991				
98083122	Buildings General Architectural/Structural	60,080	62,456				
98083123	Buildings General Environmental Emergencies	18,165	17,807				
98083124	Arts Court	224,102	224,102				
98083125	Facilities District 3,4	137,000	127,325				
98083126	Facilities District 1,2	57,650	38,857				
98083127	Britannia Park	190,000	241,148				
98083128	Prior Years Encumbrances		190,377				
	Facility Repair/Rehabilitation	3,151,995	2,756,881	3,151,995	0	September 2000	To complete on-going life cycle repairs
98082000	Road and Sewer Program	5,254,946	2,000,549				
98082101	Pre Engineering	125,000	565,828				
98082102	Post Engineering	125,000	97,360				

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
98082103	IIMS/TV Inspection	450,000	110,038				
98082104	South Cyrville Municipal	217,000	417,738				
98082105	Sewer Spot Repairs	300,000	413,911				
98082106	Catch Basin Lead Connect	35,000	50,925				
98082107	Wellington St. Bank to Elgin/Queen						
98082108	Hawthorne	330,000					
98082110	Easement Tremblay/Belfast	188,000	196,917				
98082111	Osgoode (King Edward to Range)	316,700	353,826				
98082112	Osgoode (King Edward to Range)	207,500	210,753				
98082113	Osgoode (King Edward to Range)	690,700	649,850				
98082114	Osgoode (King Edward to Range)	473,500	466,222				
98082115	Glebe (Lyon to Bank)	236,000	209,872				
98082116	Glebe (Lyon to Bank)	178,600	173,721				
98082117	Glebe (Lyon to Bank)	200,700	185,018				
98082119	Fifth (Howick/Rupert)						
98082120	Fifth (Howick/Rupert)	425,000	344,921				
98082121	Fifth (Howick/Rupert)	292,500	252,784				
98082122	Fairmont/Young/Kinnear/Irving						
98082123	Fairmont/Young/Kinnear/Irving						
98082124	Fairmont/Young/Kinnear/Irving						
98082125	Fairmont/Young/Kinnear/Irving						
98082126	Preston/Willow/Balsam						
98082127	Preston/Willow/Balsam	380,500	230,260				
98082128	Preston/Willow/Balsam	253,000	188,452				
98082129	Knightsbridge (Lockhart to Sherbrooke)						
98082130	Knightsbridge (Lockhart to Sherbrooke)		1,007				
98082131	Knightsbridge (Lockhart to Sherbrooke)						
98082132	Second (Bronson to Bank)		20				
98082133	Second (Bronson to Bank)		762				
98082134	Second (Bronson to Bank)						
98082135	Pinehurst/Burnside						
98082136	Pinehurst/Burnside						
98082137	Pinehurst/Burnside						
98082138	Britannia (Carling to Howe)						
98082139	Britannia (Carling to Howe)		5,796				
98082140	Britannia (Carling to Howe)		321				
98082141	Second (Bronson to Bank)	122,500	125,147				
98082142	Second (Bronson to Bank)						
98082143	Somerset St. Environmental Assessment	60,000					

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
98082144	Britannia Road	450,000	510,279				
98082145	Falaise Road	234,000	250,581				
98082146	Knightsbridge		152,258				
98082147	Byron Avenue		287,919				
98082148	Broadview Avenue		439,250				
98082149	Arlington Avenue	220,700	170,869				
98082150	Waverley Avenue		6,120				
98082151	Waverley Avenue	247,800	179,593				
98082152	Florence Street	550,000	528,274				
98082153	Gordon	251,000	286,759				
98082155	Belanger	212,000	177,135				
98082156	Broadview Avenue	159,900	145,953				
98082158	Broadview Avenue	61,700	62,035				
98082159	Gordon	213,000	186,013				
98082160	Gordon	221,000	203,972				
98082164	Broadview Avenue		233,885				
98082167	Byron Avenue		29,801				
98082168	Wellington St. Bank to Elgin/Queen	250,000	329,567				
98082169	Fifth (Howick/Rupert)	580,000	486,264				
98082170	Fairmont/Young/Kinnear/Irving	609,000	563,765				
98082171	Fairmont/Young/Kinnear/Irving		31,794				
98082172	Fairmont/Young/Kinnear/Irving	556,000	614,854				
98082173	Fairmont/Young/Kinnear/Irving	547,000	508,419				
98082174	Preston/Willow/Balsam	482,000	464,896				
98082175	Knightsbridge (Lockhart to Sherbrooke)		249,436				
98082176	Knightsbridge (Lockhart to Sherbrooke)		214,843				
98082177	Second (Bronson to Bank)	459,100	409,179				
98082178	Second (Bronson to Bank)	572,950	515,496				
98082179	Second (Bronson to Bank)	539,650	469,499				
98082180	Pinehurst/Burnside	301,900	259,216				
98082181	Pinehurst/Burnside		8,648				
98082182	Pinehurst/Burnside	189,000	152,578				
98082183	Britannia (Carling to Howe)	690,000	804,662				
98082184	Second (Bronson to Bank)	123,300	99,727				
98082185	Waverley (Elgin - Cartier)	78,300	70,905				
98082186	Belanger	209,000	225,660				
98082187	Broadview Avenue		226,142				
98082188	Broadview Avenue		126,568				
98082189	Florence Street	450,000	409,289				

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
98082190	Florence Street Road and Sewer Program	136,000 20,456,446	403,473 18,747,574	20,456,446	0	December 2000	To complete on-going program
98082002	Retaining Wall Rehabilitation	40,000	0	40,000	0	December 2000	To complete on-going review of City owned retaining walls
99082000	Road and Sewer Program	6,331,114					
99082101	Pre Engineering		180,128				
99082102	Post Engineering		35,202				
99082103	Integrated Inventory System		112,502				
99082104	Studies - Infrastructure		4,698				
99082105	Sherwood Storm						
99082106	Sherwood Sanitary						
99082107	Sherwood Road		570,160				
99082108	Sherwood Watermain		468,738				
99082110	Stewart/Waller/King Edward Road	470,100	419,446				
99082112	Stewart Watermain	383,700	431,445				
99082113	Pontiac/Cowley/Premier Road	440,300	385,785				
99082116	Pontiac/Cowley/Premier Watermain	418,300	420,145				
99082118	Infrastructure Rehabilitation		819,280				
99082121	Elgin/Queen Storm Sewer		114,579				
99082124	Somerset/Metcalf Storm	121,700	103,089				
99082125	Somerset/Metcalf Road	185,000	176,070				
99082126	Somerset/Metcalf Watermain	222,500	215,937				
99082127	Lebreton/Elizabeth Combined	675,500	599,315				
99082128	Lebreton/Elizabeth Road	739,000	676,753				
99082129	Lebreton/Elizabeth Watermain	772,000	793,760				
99082132	Bayview/Stonehurst Road		236				
99082134	Highland/Princeton Sanitary		131,160				
99082135	Highland/Princeton Road		192,294				
99082136	Highland/Princeton Water		242,857				
99082140	McLeod/Bank/O'Connor Storm	246,400	221,199				
99082142	McLeod/Bank/O'Connor Road	401,900	361,004				
99082143	McLeod/Bank/O'Connor Watermain	367,400	360,244				
99082144	Queen Elizabeth Drive/Pretoria Combined	141,000	137,163				
99082145	Queen Elizabeth Drive/Pretoria Road	67,000	87,488				
99082146	Queen Elizabeth Drive/Pretoria Water	62,000	62,786				
99082150	Bradford/Salina/Cassels Road		313,882				

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
99082151	Bradford/Salina/Cassels Watermain		17,328				
99082152	Maclaren/Central Combined	161,700	128,632				
99082153	Maclaren/Central Road	211,700	180,230				
99082154	Maclaren/Central Watermain	151,700	120,953				
99082158	Huron/Island Park Storm	151,900	127,574				
99082159	Huron/Island Park Sanitary	135,900	136,260				
99082160	Huron/Island Park Road	218,000	200,150				
99082161	Huron/Island Park Watermain	219,200	225,620				
99082162	Parkdale/Armstrong Storm	224,000					
99082163	Parkdale/Armstrong Road	317,000					
99082164	Parkdale/Armstrong Water	358,000					
99082165	Mann/Henderson Storm	463,800	370,157				
99082167	Clark/St. Laurent Storm		115,248				
99082168	Clark/St. Laurent Road		215,955				
99082169	Clark/St. Laurent Watermain		23,791				
99082170	Union/Stanley Storm	335,000	314,397				
99082171	Union/Stanley Sanitary	300,000	281,210				
99082172	Union/Stanley Road	315,000	283,762				
99082173	Union/Stanley Watermain	400,000	399,214				
99082174	Somerset/Metcalf Sanitary	81,000	71,448				
99082176	Burnside Storm	142,000	133,760				
99082177	Burnside Sanitary	113,000	96,029				
99082178	Burnside Road	189,000	227,999				
99082179	Burnside Watermain	251,000	225,550				
99082180	Highland/Princeton Storm		179,917				
99082181	Bradford/Salina/Cassels Storm		382,054				
99082182	Parkdale/Armstrong Water	307,000					
99082183	Mann/Henderson Sanitary	375,200	745,780				
99082184	Mann/Henderson Watermain	112,700	157,667				
99082185	Sherwood Storm		386,098				
99082186	Sherwood Sanitary		258,852				
99082187	Stewart Storm	300,000	474,170				
99082188	Stewart Sanitary	266,100	13,164				
99082189	Pontiac/Cowley/Premier Storm	340,400	3,267				
99082190	Pontiac/Cowley/Premier Sanitary	399,500	613,514				
99082191	Bradford/Salina/Cassels Sanitary Road and Sewer Program	18,884,714	16,094,335	18,884,714	0	December 2000	To complete on-going program
98082200	Sanitary Disconnect	527,580					



CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
98082201	Elmvale Acres Relief	386,000	445,405				
98082202	Tawney/Walkley Intersection	28,000	39,648				
98082203	Pooler Avenue	170,000	194,937				
98082204	Blossom/Easement	130,000	130,075				
98082205	CB Removal City Wide	109,000	121,722				
98082206	Minor Sewer Repairs	50,000					
98082207	Coordination Sanitary Disconnect	12,000	2,774				
98082208	Reduce Wading Pool Flows Sanitary Disconnect	105,000 1,517,580	934,561	1,517,580	0	December 2000	To complete on-going program
98083751	Street Lighting	784,845	780,072	784,845	0	March 2000	To complete streetlighting upgrade program
98085640	Roadway Modifications		1,005				
98085641	Kitchener Avenue	40,000					
98085642	Sandy Hill Roadway Modifications	2,278 42,278	1,005	42,278	0	December 2000	To complete work on Kitchener Ave. and in Sandy Hill area
98085601	Traffic Control Signal Upgrade	139,025	138,068	139,025	0	September 2000	Installation of pedestrian signal at Booth and Willow
98085791	Purchase Parking Meters/Replace Old Stock	100,000	0	100,000	0	December 2000	Complete conversion & expansion of meter program
98083150	Britannia Beach House	380,000	327,339	380,000	0	June 2000	To complete work on roof of building
98083800	Energy Retrofits	291,203	238,131	291,203	0	December 2000	To complete energy audit
98082003	McEwan Creek Water Quality Study	112,000	110,300	112,000	0	June 2000	Study on water quality underway
99082001	Central Storage Tunnel	4,268,800	3,423,228	4,268,800	0	December 2001	Design of sewer tunnel underway
99081005	Sewer Alarm System	250,000	0	250,000	0	December 2000	Under review.
99082200	Sanitary Disconnect	456,000					
99082201	Catch Basins	90,000	112,461				
99082204	Donald Street Sanitary Disconnect	454,000 1,000,000	418,112 530,573	1,000,000	0	December 2000	To complete on-going sewer repairs

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
99081001	Road Overlay/Dry Grinding **	2,158,422	2,203,702	2,158,422	0	complete	Overexpenditure to be first commitment of 2000 allocation
99082400	Bridge Rehabilitation	174,798	28,655				
99082401	Rideau River Footbridge	269,500	163,857				
99082402	Harmer Avenue Bridge Bridge Rehabilitation	444,298	236,357	444,298	0	December 2000	To complete Harmer Avenue overpass
99083752	600 Volt Street Lighting	550,000	550,000	550,000	0	June 2000	To complete upgrading of streetlighting
99083701	Upgrade Underground Wiring	400,000	362,033	400,000	0	September 2000	To complete upgrading of underground wiring
99083104	Health and Safety Retrofit **	230,000	273,566	230,000	0	complete	
99082500	Ward Infrastructure Minor Improvements						
99082501	WIMIP - OT1	13,823	2,847				
99082502	WIMIP - OT2	32,406					
99082503	WIMIP - OT3	27,983	1,850				
99082504	WIMIP - OT4	40,251	10,683				
99082505	WIMIP - OT5	19,972					
99082506	WIMIP - OT6	27,289	3,024				
99082507	WIMIP - OT7	17,255	2,000				
99082508	WIMIP - OT8	26,961	12,754				
99082509	WIMIP - OT9	19,531	927				
99082510	WIMIP - OT10	10,000	2,692				
	Ward Infrastructure Minor Improvements	235,471	36,777	235,471	0	December 2000	Projects are at discretion of ward councillor.
99083100	Life Cycle Renewal General Buildings	235,425					
99083110	General Mechanical/Electrical Emergencies	210,000	286,763				
99083111	General Painting	50,000	46,113				
99083112	General Architectural/Structural Emergencies	100,000	73,457				
99083113	Barbara Ann Scott Arena	60,000	53,762				
99083114	Belltown Arena	50,000	32				
99083115	Brewer Arena	1,500	259				
99083116	J.A. Delude Arena	30,000	49,934				

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
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		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
99083117	McNabb Arena	97,500	11,341				
99083118	Tom Brown Arena	10,000	34				
99083119	Don Gamble Arena	4,000					
99083120	Champagne Bath	15,000	22,024				
99083121	Clifford Bowie Pool	11,000					
99083122	Dovercourt Complex	15,000	3,609				
99083123	Jack Purcell Complex	2,500	797				
99083124	Lowertown Pool	25,000	20,796				
99083125	Pinecrest Complex	50,000	21,499				
99083126	Alexander Community Centre	25,000	24,210				
99083127	Foster Farm Community Centre	10,000	8,394				
99083128	Glebe Community Centre	65,000	71,424				
99083129	Britannia Trolley	40,000	9,602				
99083130	Greenboro Pavilion	46,500	64,998				
99083131	Heatherington Community Centre	34,500	32,809				
99083132	Heron Road Multi Community Centre	14,000	6,724				
99083133	Lakeside Gardens	45,000	37,474				
99083134	Lindenlea Community Centre	40,000	48,810				
99083135	McNabb Community Centre	98,000	25,531				
99083136	Fieldhouses	165,250	130,699				
99083137	Billings Estate	3,500	2,853				
99083138	Arts Court	300,000	140,123				
99083139	Ottawa School of Art	44,500	37,874				
99083140	Churchill Seniors Centre	95,000	139,532				
99083141	Brewer Beach House	1,500	1,259				
99083142	Ottawa Rowing Club	69,500	212,375				
99083143	Fire Stations	91,000	35,392				
99083144	150 Elgin Street	104,000	3,383				
99083145	City Hall General	100,000	151,933				
99083146	Ward Yards	93,100	71,770				
99083147	Spay Neuter Clinic	77,000	15,917				
99083148	2000 Preliminary Work		15,504				
	Life Cycle Renewal General Buildings	2,529,275	1,879,010	2,529,275	0	December 2000	To complete on-going life cycle repairs
99083105	Terry Fox Track	1,100,000	1,060,881				
99083106	Les jeux de la francophonie		270,533				Contract awarded. Work to commence in spring. To be recovered from 'Les jeux de la francophonie'.
	Terry Fox Track	1,100,000	1,331,414	1,331,414	(231,414)	June 2001	

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
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		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
99085700	Lifecycle Renewal - Parking Facilities	335,000	0	335,000	0	December 2000	On-going life cycle repairs
99082900	Lane Rehabilitation Program	20,000	0	20,000	0	September 2000	To complete on-going land rehabilitations
99083601	V.E.P. Replacement Pool # 1 Operations	3,466,459	1,245,479				
99083602	V.E.P. Replacement Pool # 2 Bldgs & Equip	1,710,030	348,990				
99083604	V.E.P. Replacement Pool # 4 Fire	1,242,374	688,128				
99083605	V.E.P. Replacement Pool # 5 Others	132,090	22,627				
99083606	V.E.P. Replacement Pool # 10 City Living	223,508	166,407				
99083607	V.E.P. Replacement Pool # 13 Licensing, Transp.	265,165	230,472				
	V.E.P. Replacement	7,039,626	2,702,103	7,039,626	0	December 2000	To complete replacement of city-owned vehicles and equipment
99082800	New Sidewalk Program	74,923					
99082801	Pike Street		25,119				
99082802	Queensview Drive	100,000	93,553				
	New Sidewalk Program	174,923	118,672	244,923	(70,000)	December 2000	Brittany Drive sidewalk. Balance funded from Road and Sewer Program
99085790	Purchase Parking Meters/Replace Old Stock	300,000	310,596	300,000	0	June 2000	On-going replacement
99085640	Roadway Modifications	145,000					
99085641	Pontiac/Cowley	5,000					
99085642	Sherwood Drive		13,000				
99085644	MacLaren Streetscaping		455				
	Roadway Modifications	150,000	13,455	150,000	0	December 2000	Work done in conjunction with Road and Sewer Program
99085702	Surface Parking Lot	1,060,000	0	1,060,000	0	December 2001	Purchase of parking facility on Preston Street
99085701	Purchase Pay and Display Machines	100,000	5,035	100,000	0	September 2000	Purchase of machine for market area
99085750	Comprehensive Cycling Plan	312,588	70,576				

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
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		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
99085751	Rideau River Footbridge	150,000	144,444				Work to be completed on Rideau River pedestrian bridge, Alta Vista and Echo Drive
99085752	Glenn Avenue		1,906				
99085757	Byron Avenue		15,356				
	Comprehensive Cycling Plan	462,588	232,282	462,588	0	September 2000	
99081006	Salt/Grit Mix Dome	72,000	0	72,000	0	March 2000	Purchase and installation of two salt domes
99086001	Water System Rehabilitation - Canada	363,520	174,858				Fully funded by CIDA.
99086002	Water System Rehabilitation - Romania	116,267					
	Water System Rehabilitation	479,787	174,858	479,787	0	December 2000	
99083101	Life Cycle Renewal Parks and Public Places	900,000					Substantially Complete
99083160	Emergency Site Repairs		100,703				
99083161	Equipment Replacement		280,687				
99083162	Repairs to Wading Pools		30,792				
99083163	Repairs to Tennis/Basketball		109,690				
99083164	Repairs to Sports Fields		5,377				
99083166	Rideau Canoe Club		52				
	Life Cycle Renewal Parks and Public Places	900,000	527,301	900,000	0	March 2000	
99083102	Life Cycle Renewal Grounds	58,000	55,258	58,000	0	June 2000	On-going life cycle repairs
99083103	Life Cycle Renewal Jetform Park **	20,000	23,230	20,000	0	complete	On-going life cycle repairs
99083001	Risk Mitigation Measures	150,000	104,839	150,000	0	June 2000	To complete security system upgrade for Y2K
		102,951,357	84,181,111	103,242,770	(291,413)		
	<b>COMMUNITY SERVICES</b>						
91235001	Coventry Road Triple "A"	17,572,555	17,593,797	17,587,775	(15,220)	December 2007	Revenue to be received
91235003	Infrastructure Triple "A"	3,580,571	4,121,688	4,121,688	(541,117)	December 2007	Revenue to be received
92234001	LPA Landscaping **	666,300	557,917	557,917	108,383	complete	Surplus to return to Parking Reserve Fund
94235301	Strathcona Park	200,000	191,052	200,000	0	September 2000	Works to be undertaken in the spring
94235303	Greenboro Ball Diamond	391,572	377,948	391,572	0	December 2000	City share for cargo net in conjunction with adjacent development

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95234001	LPA Coliseum Retrofit **	1,422,900	1,403,418	1,403,418	19,482	complete	Surplus to return to General Capital Reserve Fund
95235001	Booking Registration System	101,265	45,939	101,265	0	December 2000	Works in progress. 16 sites identified to bring on-line
97235001	Plant Pool	230,000	40,432	230,000	0	December 2005	Funds to be used for design development. Project deferred.
97235002	Mooney's Bay Park	228,592	144	228,592	0	December 2005	Report to CC in May. Implementation of phase I in summer.
97235003	Replace Playground Equipment	43,250	41,387	43,250	0	June 2000	Works in progress.
97235500	Minor Self Help	3,629	3,399				
97235501	Greenboro Community Centre	1,470	1,469				
97235502	Carleton Condo Corporation 28	1,979	1,979				
97235503	Prince of Peace Adv Catholic	4,335	4,335				
97235504	Riverview Alternate School	6,450	6,449				
97235505	Calzabara Family Park	977	977				
97235506	Weight Room Committee Pinecrest	7,500	7,500				
97235507	Environment Committee	210	210				
97235508	St Patrick School Advisory	2,000	2,000				
97235509	St Lukes Park Reunion Committee	1,500	1,500				
97235510	Franco-Nations School Committee	6,900	6,900				
97235511	Vietnamese Monument	123	123				
97235512	Broadview School Council	2,397	2,397				
97235513	Broadview School Council	5,275	5,031				
97235514	Gabrielle-Roy School Council	6,173	6,173				
97235515	Bayview Public School	7,500	7,500				
97235516	Brantwood Park	2,347	2,347				
97235517	Dempsey Community Centre	1,010	1,010				
97235518	Pinecrest Park	4,100	4,100				
97235520	Britannia Woods Community Association	9,475	9,476				
97235521	Laroche Park Community Association	4,000	2,050				
97235522	Queen Mary Public School	2,829	2,828				
97235523	Hintonburg Community Association	2,190	2,190				

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
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		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
97235524	Jack Purcell Community Association						
97235525	Hopewell Public School	2,000	2,000				
97235526	First Avenue Public School	6,123	6,123				
97235527	Heatherington Park Basketball	3,868	3,868				
97235528	Ainsley Park - Sideline Fence	2,610	2,610				
97235529	Hanlon Annex - Players Bench	605	605				
97235530	Pinecrest Weight Room Committee	2,499	2,500				
97235531	Geoff Wightman Park	7,500	7,490				
97235532	Rideau Canoe Club	5,976	5,976				
97235533	Kaladar Park Recreation Association	905	904				
97235534	Dovercourt Recreation Association	3,038	3,038				
97235535	Plant Bath Recreation Association	7,500	7,500				
97235536	Elmdale Lawn Bowling Club	450	413				
97235537	Ottawa Rowing Club	7,500	7,500				
97235538	Foster Farm Community Association	300	4,786				
97235539	Riverside Park Recreation Centre	350					
97235540	Coronation Park	7,500	7,500				
97235541	Hobson Park Development	2,400	4,742				
97235542	Glebe Coop Nursery School	800	800				
	Minor Self Help	146,293	150,298	146,293	0	January 2000	Works in progress Dollars in "Expended & Committed to Date" column represent both the City's and Communities contribution to projects.
97235005	Glebe Community Centre	145,000	70,530	145,000	0	December 2006	Funds to be used for design development. Project deferred.
98235000	Accessibility Improvements	25,391	21,332	25,391	0	March 2000	
98235500	Capital Self Help	205					
98235501	Greenboro Community Centre	3,700	3,447				
98235502	Greenboro Community Centre	3,000	2,300				
98235503	Ottawa Junior A Senators	7,500	7,500				
98235504	Canterbury Little League	4,670	4,667				
98235505	Broadway School Council	7,500	7,343				
98235506	Alexander Community Association	7,500	15,890				
98235512	Billings Park	7,500	17,195				
98235513	Britannia Diamond Upgrade	2,500	10,000				
98235514	Weston Park	825	825				
98235515	Dale Park	5,000	8,310				Works in progress

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
98235516	Britannia Diamond Upgrade	100					Dollars in "Expended & Committed to Date" column represent both the City's and Communities contribution to projects.
	Capital Self Help	50,000	77,477	50,000	0	January 2000	
98236001	Resuscitation Equipment **	70,069	61,251	64,343	5,726	June 2000	Surplus to be transferred to 98236002
98236002	Specialized Rescue Equipment **	75,000	80,726	80,726	(5,726)	June 2000	Deficit covered by transfer from 98236001
99236001	Fire Bunker Suit Replacement	187,571	166,562	187,571	0	June 2000	Purchase order in place
99235001	Minor Park and Facility Improvement						
99235002	Routhier Community Centre	4,015	4,015				
99235003	Dempsey C.C. Security Cameras	2,140	2,058				
99235004	Jack Purcell Day Care	10,000	9,270				
99235006	Dempsey Community Centre	3,200	3,091				
99235007	Fairlea Park Soccer Posts	1,850	2,205				
99235008	Arts Court Parking Lights	2,500	3,381				
99235009	Routhier Gates and Locks	1,000	695				
99235010	Routhier Canopies	3,500	3,457				
99235011	Routhier Dividing Wall	1,500	1,396				
99235012	Dempsey Computer Lab	6,300	1,037				
99235013	Dempsey Storage	3,550	3,389				
99235014	Brewer Pool Office Relocation	5,000					
99235015	Ottawa Business Park Goal Posts	1,150	1,110				
99235016	Laroche Park Basketball	2,200	2,017				
99235017	Canterbury Community Centre Kitchen	17,000	15,708				
99235018	Brewer Pool Sauna	10,095	13,419				
	Minor Park and Facility Improvement	75,000	66,248	75,000	0	December 2000	Works in progress
99235005	Accessibility Improvements	50,000	0	50,000	0	March 2000	
99235500	Recreation Self Help	1,000					
99235501	Jack Purcell Community Centre	3,000	5,187				
99235502	Clare Gardens Park	3,650					
99235503	Raven Park	3,000	2,941				
99235504	Dale Park	2,500	3,203				
99235505	Dovercourt Recreation Centre	7,500	7,500				
99235506	Queen Elizabeth School	7,500	7,500				



CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
INDEX CODE	DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
		BUDGET	EXPENDED & COMMITTE D TO DATE	ESTIMATED TO COMPLETE PROJECT			
99235507	Prince of Peace School	5,400	5,379				Works in progress Dollars in "Expended & Committed to Date" column represent both the City's and Communities contribution to projects.
99235508	Greenboro Park	2,500					
99235509	Glebe Coop Nursery School	5,200	5,200				
99235510	Lindenlea Community Centre	10,000	87,826				
99235511	Ecole Franco jeunesse	5,000	4,968				
99235512	Overbrook Park	2,000	2,696				
99235513	Britannia Park	7,500	16,916				
99235514	London Terrace Park	7,500					
99235515	Greenboro Community Centre	3,750	3,443				
99235516	Alexander Park	4,000	5,579				
99235517	Canterbury Community Centre	7,500	41,300				
99235518	Carlington Gym	7,500	14,439				
99235519	Westboro Beach Pavilion	7,500	7,500				
99235520	Ottawa South Community Centre	7,500					
99235521	Alta Vista Public School	7,500	7,500				
99235522	Billings Park	3,000	1,861				
99235523	Jack Purcell Community Centre	1,500					
99235524	Paget Park	2,000					
99235525	New Edinburgh Park	2,000	2,204				
99235526	Kaladar Park	3,000	2,996				
99235528	Elmdale Lawn Bowling Club	7,500					
99235529	Brewer Skate Park	5,000	4,897				
99235530	Glebe Community Centre	7,500	982				
	Recreation Self Help	150,000	242,017	150,000	0	December 2000	
		25,411,329	25,310,163	25,839,801	(428,472)		
	<b>CHIEF ADMINISTRATIVE OFFICER</b>						
90152300	Office Site Development	26,000	20,000				
90152301	Carling/Churchill Plan of Development	146,000	145,976				
90152302	Woodward/Laperierre	69,000	68,964				
90152303	Coventry Road	137,015	137,060				
90152304	Woodward/Clyde	90,700	90,706				
90152305	Carling/Churchill Plan of Development		0				
90152306	Alta Vista/Smyth Planning Study	149,250	149,279				
90152307	Official Plan Retail Study	45,400	46,729				
90152308	Transitway Station Study	43,300	41,974				
90152309	Scott Wellington Planning Study	33,500	33,456				

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90152310	Woodward/Laperierre	17,710	17,710				
90152311	Scott/Wellington	75,000	1,871				
90152312	Laperierre/Coldrey	250,000	0				
	Office Site Development	1,082,875	753,725	1,082,875	0	December 2000	Balance for Scott Wellington Study - Laperierre intersection
93152100	Hawthorne Business Park	1,216,000	1,075,930				
93152101	Hawthorne Business Park - Asphalt Overlay	85,500	229,728				
	Hawthorne Business Park	1,301,500	1,305,658	1,301,500	0	sale date	
85080005	New City Hall Phase V	2,579,890	2,407,611	2,579,890	0	December 2000	On-going litigation
96152001	Hawthorne Business Park - Phase 3	480,000	0	480,000	0	sale date	
99150001	York Street Fountain - Millennium Project	220,000	45,909	220,000	0	July 2000	On-going
		5,664,265	2,105,292	5,664,265	0		
	<b>CORPORATE SERVICES</b>						
98222000	Y2000 Upgrade Program						
98222001	Fire - Computer Aided Dispatch	200,000	200,000				
98222002	Parking Ticket System	675,000	638,454				
98222003	Licensing System	185,000	193,454				
98222004	Operations Management System	250,000	270,170				
98222005	VEP/Stores Inventory System	400,000	138,810				
98222006	PDIS/GIS Information System	800,000	724,355				
98222007	7780 Remittance Processor	70,000	68,762				
98222008	Software Tools	200,000	203,948				
98222009	General Contingency	938,500	753,399				
98222010	Infrastructure	750,000	539,781				
98222011	GIS Infrastructure	1,600,000	1,053,943				
98222012	Booking and Registration	25,000	22,231				
98222013	Low Priority	400,000	290,535				
98222014	Sewer Alarm System	500	120				
98222015	Fire CAD System	1,200,000					
98222016	Embedded Systems	500,000	166,546				
98222017	Fire Administration	25,000					
98222018	Security Deposit	20,000	12,714				
98222019	Micro/CAD Applications	5,000					

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98222020	Ayatem Integration Costs Medium Priority Systems Y2000 Upgrade Program **	740,000 8,984,000	1,880,000 141,887 7,299,109	8,201,669	782,331	December 2000	Project status for all Y2000 projects to be reported in the Y2000 Quarterly Report. \$689,000 surplus to return to Reserve Funds
94226001	Environmental Impairment Costs	988,596	962,150	988,596	0	September 2000	On going groundwater monitoring on Lees Avenue
94226100	Geographic Information System	250,000	197,002	250,000	0	March 2000	To meet on going requirements to implement GIS program
95226003	Tax Information System	400,597	378,633	400,597	0	June 2000	Project substantially complete, final payments to be processed
95226001	Corporate Communications Network **	150,000	150,000	150,000	0	complete	
96083501	Bayview Yard Groundwater	269,000	284,915	334,915	(65,915)	September 2001	On going environmental management & groundwater monitoring program Overexpended accounts will be offset by other related project surpluses
96226010	HRMIS Implementation	1,100,000	1,110,965	1,100,000	0	December 2000	Project substantially complete, final payments to be processed
96226001	Technical Infrastructure	535,000	535,000				
96226002	Corporate Renewal Informatics	178,000	110,117				
	Technical Infrastructure	713,000	645,117	713,000	0	June 2000	Implement technology processes including Call Management and Service Request computerized systems
97226000	Business Systems Acquisitions						
97226001	Y2000 System Planning	300,000	258,582				
97226003	Business Recovery Plan	100,000					
97226004	Financial Systems	1,450,000	1,622,894				
	Business Systems Acquisitions	1,850,000	1,881,476	1,943,331	(93,331)	May 2000	Business Systems shortfall to be funded from Y2000 program

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
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87229002	231 Clarence Street	809,000	851,935	851,935	(42,935)	sale date	Shortfall in funding from sale to be funded from General Capital Reserve Fund
98226001	St Laurent Complex Remediation	830,000	404,349	830,000	0	December 2005	Commercial remedial action and risk management program
99226001	615 Belfast Road	250,000	231,947	250,000	0	September 2000	Substantially complete. Funded by Sub Divider.
99226002	Greenboro Busway Development	125,000	61,784	125,000	0	December 2000	Funded by Region
99226003	1161 Heron Road Site Remediation		481,408	0	0	September 2001	
89229002	Clarence/King Edward	917,500	917,577	917,577	(77)	sale date	Shortfall in funding from sale to be funded from General Capital Reserve Fund
		17,636,693	15,006,432	17,056,620	580,073		
	<b>FINANCE</b>						
		0	0	0			
	<b>LAND TAX SALES</b>						
98341001	1132 Merivale		2,094				Remains under City ownership
98341002	105 Lebreton **		17,094			complete	Sold - Oct. 23/98 sale price \$23,700
98341003	2019 Bank Street, Unit 3 **		695			complete	Sold - Sep. 28/98 Sale price \$12,000
98341004	2019 Bank Street, Unit 5 **		2,886			complete	Sold - Apr. 30/99 Sale price \$15,000
98341005	2019 Bank Street, Unit 6 **		840			complete	Sold - Apr. 30/99 Sale price \$15,000
99341001	1208-1214 Wellington **		7,713			complete	Sold - Aug. 20/99 Sale price \$98,000
99341002	2019 Bank, Units 101-102 **		865			complete	Sold - Oct. 28/99 Sale price \$26,000
99341004	123 Stirling Avenue		2,658				Remains under City ownership
		0	34,845	0	0		
	<b>OTTAWA PUBLIC LIBRARY</b>						
97840001	Repairs & Renovations - Buildings	182,000	154,500	182,000	0	June 2000	
97840100	Office Furniture and Equipment	97,000	95,418	97,000	0	June 2000	
97840150	Library HRMIS	60,000	49,480	60,000	0	June 2000	
98840001	Repairs and Renovations - Buildings **	300,000	300,000	300,000	0	complete	

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT DECEMBER 31, 1999							
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98840002	Expand Lease Space - Elmvale Acres	60,000	8,280	60,000	0	April 2000	
98840100	Office Furniture and Equipment	152,000	102,256	152,000	0	June 2000	
98840200	Information and Technology **	235,000	235,000	235,000	0	complete	
98840004	Telephone System	50,000	50,000	50,000	0	complete	
99840002	Office Furniture and Equipment	146,000	72,260	146,000		June 2000	
99840003	Information and Technology	350,000	303,791	350,000		June 2000	
99840004	Telephone System	50,000	45,269	50,000		June 2000	
99840005	Y2000	50,000	37,175	50,000		June 2000	
99840006	Main Branch	50,000	4,315	50,000		June 2000	
99840008	Repairs and Renovations - Buildings	241,000	69,354	241,000		June 2000	
	1999 Library Program	887,000	532,164	887,000	0		
		2,023,000	1,527,098	2,023,000	0		
		<b>153,686,644</b>	<b>128,164,941</b>	<b>153,826,456</b>	<b>(139,812)</b>		

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March 17, 2000

ACS2000-CV-DIA-0002  
(File: ACV1354/0110)

Advisory Committees

Ward/Quartier  
City Wide

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
- City Council / Conseil municipal

Action/Exécution

## 10. New Municipal Model - Advisory Committee Structure

### Nouvelle administration municipale - Structure des comités consultatifs

#### Recommendation

That City Council recommend to the Transition Board:

1. That the new City Council include in the new municipal model an Advisory Committee structure such as the one currently in place in the City of Ottawa.
2. That the current Advisory Committees of the City of Ottawa, in collaboration with similar Committees from the other municipalities which will form the new City of Ottawa, where appropriate, be included in the transition process as Advisory Committees to the transition board.

*M. A. Malik*

*Frederic Peltier*

Chairperson  
Advisory Committee on Equity and Diversity

Chairperson  
Advisory Committee on French Language Services

*Bob Brown*

*Bob Lefebvre*

Chairperson  
Disability Issues Advisory Committee

Chairperson  
Environmental Advisory Committee

*Juan G. Corbin*

*Patrick W. Murray*

Chairperson  
Local Architectural Conservation Advisory Committee

Chairperson  
Taxi Advisory Committee

BB:be  
Contact: Brenda Emond 244-5300-3541  
Carole Langford 244-5300-3617

## **Financial Comment**

Not required.

## **Executive Report**

### Reasons Behind Recommendation

All Advisory Committees met individually and approved the above motions. The Advisory Committees have listed what Advisory Committees bring to a new city. By having Advisory Committees, Council has access to a larger variety of knowledge, expertise and experience to make informed decisions and preestablished groups for public consultation.

### **Advisory Committee on Equity Diversity (ACED)**

The Committee was established towards the realization of a National Capital which will be a model City for harmonious race relations in Canada

The Committee was established to monitor and advise on the implementation of the Multiculturalism Policy by:

- Cooperating with local and regional bodies to ensure the avoidance or the elimination of racial discrimination in their policies and practices.
- Cooperating and supporting other organizations, associations and bodies with similar objectives.
- Encouraging the formation and development of visible minority groups which, through activities and services of a self-help nature, can better meet the needs of their own members.
- Promoting a better understanding of different cultures and values.

The Committee is providing external advocacy as per City Council approved policy in the following areas:

- Constitutional Issues
- Policing/Community Relations
- Human Rights



### **Advisory Committee on French Language Services (ACFLS)**

Among other things, the role of the City of Ottawa Advisory Committee on French Language Services (ACFLS) is to advise the City and report on community concerns and trends in regard to official languages and City services.

Given that Ottawa City Council has recognized French-language service delivery as a priority issue for the new city, and that the City of Ottawa has the most comprehensive policy and structure to address the issue of French-language services, we ask that City Council make its Advisory Committee on French Language Services available to the Transition Team.

### **Disability Issues Advisory Committee (DIAC)**

DIAC's role is to advocate for City of Ottawa policies, programs, and services which best meet the needs of persons with disabilities within the municipality.

The committee regularly provides advice to City Council and administration on a range of issues affecting citizens with disabilities.

Areas of focus include issues of accessibility, housing and transportation, with subcommittees having been established to address issues in those three areas.

Additional activities include:

- monitoring applications for development site plans;
- reviewing plans for all new City buildings or changes to existing municipal buildings;
- making recommendations to the City to provide services that enable independent living;
- consulting and collaborating with the Human Rights and Employment Equity Division with respect to accessibility issues;
- providing input on the development of municipal, regional, provincial, and federal policies and legislation that impacts on persons with disabilities;
- recognizing progress in working towards equality for persons with disabilities through the presentation of City-sponsored awards.

### **Environmental Advisory Committee (EAC)**

The EAC provides an opportunity for residents to have input to City Council as outlined in its mandate:

- to advise on the effectiveness of policies and programmes of the City directed to the preservation of the quality of the natural environment;

- to advise on the state of the natural environment in Ottawa and environs;
- to advise on private and Government programmes affecting the natural environment;
- to hold public hearings, solicit advice and undertake research;
- to advise on other programmes and measures on protection and enhancement of the natural environment.

To this end the EAC attracts people who have a personal interest, an educational and/or business background relating to environmental issues. Having such a wealth of expertise to draw on at such a low cost has proved invaluable to Council and staff on all aspects of the environment. The sub committee structure used by the City of Ottawa EAC would also be a great model for the new City of Ottawa EAC, with the anticipated size and diverse issues that will be faced by the new EAC.

#### **Local Architectural Conservation Advisory Committee (LACAC)**

LACAC members feel strongly that the New City should include voluntary citizens participation in municipally administered Advisory Committees. Such committees would be comprised of members selected for their expertise and abilities to advise the new council.

The existing Advisory Committee members at the City of Ottawa and around the region of Ottawa-Carleton are in a position to offer their assistance to the transition team. It is LACAC's hope that the transition team would take advantage of such expertise.

#### **Taxi Advisory Committee (TAC)**

Like all advisory committees, the Taxi Advisory Committee (TAC) is a public non-affiliated committee that has developed a small core of citizens who act as a complement to the municipal structure of managing a public area of concern. It is a source of recommendations for reform and a forum for debate. Issues are brought forward and recommendations are found through participation from the municipality, the public and the service providers. For instance, TAC makes recommendations for the implementation of an integrated accessible taxi system for persons with disabilities. TAC explores ways to improve service to the public in the taxi industry. To that end, a public survey to gauge the public's views on various aspects of taxi service in Ottawa is in progress with results to be published by the end of April. TAC members are concerned with the concentration of licenses in the hands of a few owners. TAC will examine ways to reduce the concentration of ownership in the hope of seeing a broader sharing of the industry's ownership of taxi owner's licenses. Opportunities for improved taxi service and a more coordinated and consistent taxi licensing policy could result from regionalized taxi licensing. TAC is a committee of users of the taxi services within the City of Ottawa and is the only committee of its kind in the region.

The Taxi Advisory Committee to the City of Ottawa Council believes that the restructuring

of services that will take place as a result of the Transition to one City should include input from the local area municipalities' Advisory Committees. These groups are composed of ratepayers who have debated many of the issues the transition team will be grappling with. They have been established with a variety of mandates and purposes in order to advise on these complex and highly important issues within the respective communities. These communities could provide valuable assistance with the immense challenge that the Transition Board has been tasked.

### **Disposition**

That City Council forward the recommendations to the Transition Team

### **List of Supporting Documentation**

Document 1 Why Advisory Committee are established

## Part II - Supporting Documentation

### Document 1

#### 1. WHY ARE ADVISORY COMMITTEES ESTABLISHED?

To provide:

- \* advice on major public issues and social trends
- \* advice on organizing public input to a city study or project
- \* specific technical expertise and advice, either on a short-term basis or an on-going long-term basis
- \* a test of public attitudes and opinions on sensitive issues and initiatives
- \* an enrichment of an existing public consultation process
- \* resolution of clearly defined issues by the provision of options or direction for action

**THESE ARE TIED TO MUNICIPAL ISSUES AND CONCERNS  
UNLESS OTHERWISE APPROVED BY COUNCIL**

#### HOW ARE ADVISORY COMMITTEES ESTABLISHED?

There are different categories of citizens advisory groups:

Council Advisory Committees which provide ongoing advice to City Council; the creation, membership, etc., is approved by City Council.

Corporate/Departmental Advisory Committees which provide ongoing advice to one or more departments and are recruited, selected and appointed by the lead department.

Task Forces which provide short term advice on specific matters. The terms of office, individuals or organizations, are approved by Council, with the exception of Task Forces set up by the Mayor.

Citizens Study/Project Committees which provide advice on very specific projects or studies. Criteria, etc., is approved by City Council, but the selection process and appointment is carried out by the lead department.

## **ADVISORY COMMITTEE RESPONSIBILITIES**

### **i Advisory Committees are responsible to:**

- . work towards the fulfilment of their mandates as approved by City Council
- . provide the best possible advice to City Council
- . follow City Council's procedures, by-laws and policies
- . provide City Council with annual reports on their accomplishments, priorities, etc.
- . meet with their standing committee at least once per year, usually when their annual report is before the standing committee



Le 14 mars 2000

ACS2000-CV-DIA-0002  
(File / Dossier : ACV1354/0110)

Comités consultatifs

Ward / Quartier  
À l'échelle de la ville

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
- City Council / Conseil municipal

Action / Exécution

## 10. New Municipal Model - Advisory Committee Structure

### Nouvelle administration municipale - Structure des comités consultatifs

#### Recommandations

Il est recommandé :

1. Que le Conseil municipal intègre dans la nouvelle administration municipale une structure de comités consultatifs semblable à celle qui existe actuellement à la Ville d'Ottawa.
2. Que les comités consultatifs de la Ville d'Ottawa, en collaboration avec les comités similaires des autres municipalités qui feront partie de la future Ville d'Ottawa, soient inclus, là où cela est indiqué, dans le processus de transition en tant que comités consultatifs auprès du Conseil de transition.



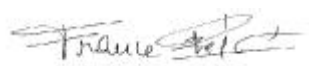
Président

Comité consultatif sur l'équité et la diversité



Président

Comité consultatif sur les handicaps



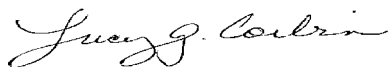
Présidente

Comité consultatif sur les services en français



Président

Comité consultatif l'environnement



Présidente

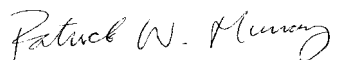
Comité  
consultatif local

sur la conservation de l'architecture

Renseignements :

Brenda Emond, 244-5300, poste 3541

Carole Langford, 244-5300, poste 3617



Président

Comité consultatif sur les taxis

## **Commentaire financier**

Non requis.

## **Rapport d'exécution**

### Motifs des recommandations

Chacun des comités consultatifs s'est réuni et a approuvé la motion précitée. Les comités consultatifs ont énuméré ce qu'ils pourraient apporter à la nouvelle ville. Grâce à ses comités consultatifs, le Conseil municipal a accès des connaissances, des compétences et une expérience plus vastes pour éclairer ses décisions et bénéficie de l'existence de groupes déjà établis pour les consultations du public.

### **Comité consultatif sur l'équité et la diversité (CCED)**

Le Comité a été créé en vue de faire de la capitale nationale une ville modèle en matière d'harmonie raciale au Canada.

Il a été chargé de suivre la mise en oeuvre de la politique du multiculturalisme et de formuler des conseils à cet égard, c'est-à-dire :

- coopérer avec les organismes locaux et régionaux afin d'éviter et d'éliminer la discrimination raciale dans leurs politiques et pratiques;
- assurer sa coopération et son soutien aux autres organismes, associations et groupes ayant des objectifs similaires;
- encourager la formation et le développement de groupes représentant des minorités visibles qui, par leurs activités et services d'entraide, peuvent mieux répondre aux besoins de leurs membres;
- promouvoir une meilleure compréhension de différentes cultures et valeurs.

Le Comité exerce des activités externes de promotion, conformément à la politique approuvée par le Conseil municipal, dans les domaines suivants :

- questions constitutionnelles;
- relations police-communautés;
- droits de la personne.

### **Comité consultatif sur les services en français (CCSF)**

Le Comité consultatif sur les services en français a pour rôle, entre autres, de communiquer à la Ville des conseils et des rapports sur les préoccupations de la communauté et les tendances relativement aux langues officielles et aux services municipaux.

Étant donné que le Conseil municipal a reconnu la nature prioritaire de la prestation de services en français dans la future ville et que la Ville d'Ottawa est, de toutes les municipalités, celle dont la politique et la structure sont les plus complètes en cette matière, le Comité demande au Conseil municipal de le mettre à la disposition du Conseil de transition.

### **Comité consultatif sur les handicaps (CCH)**

Le CCH a pour rôle de recommander à la Ville d'Ottawa des politiques, des programmes et des services optimaux pour répondre aux besoins des personnes handicapées de la municipalité. Il donne régulièrement des avis au Conseil municipal et à l'administration, sur toute une gamme de questions touchant les citoyens handicapés.

Ses activités sont axées sur les questions d'accessibilité, de logement et de transport; il a chargé des sous-comités de ces trois domaines.

En outre, le CCH :

- contrôle les demandes d'aménagement de terrains;
- étudie tous les plans de construction de nouveaux bâtiments ou de modification des bâtiments existants de la Ville;
- fait des recommandations à la Ville sur les services nécessaires à l'indépendance des personnes handicapées;
- échange et collabore avec la Division des droits de la personne et d'équité en matière d'emploi sur les questions d'accessibilité;
- participe à l'élaboration des politiques et de la législation municipales, régionales, provinciales et fédérales touchant les personnes handicapées;
- reconnaît les progrès réalisés pour atteindre à l'égalité des personnes handicapées grâce à la présentation de prix parrainés par la Ville.

### **Comité consultatif sur l'environnement (CCE)**

Le Comité consultatif sur l'environnement offre aux résidents la possibilité de faire valoir les questions environnementales au Conseil municipal, conformément à son mandat :



- donner des conseils quant à l'efficacité des politiques et des programmes de la Ville qui visent à préserver la qualité de l'environnement naturel;
- donner des conseils quant à l'état de l'environnement naturel à Ottawa et aux environs;
- donner des conseils sur les programmes privés et gouvernementaux qui influent sur l'environnement naturel;
- tenir des réunions publiques, solliciter des avis et effectuer des recherches;
- donner des conseils sur d'autres programmes et mesures de protection et de valorisation de l'environnement naturel.

À cette fin, le Comité regroupe des personnes ayant un intérêt personnel ou des antécédents éducatifs ou professionnels dans le domaine de l'environnement. Le Conseil et le personnel municipal a ainsi pu bénéficier grandement, à peu de frais, d'une vaste somme de compétences que représente le Comité pour tous les aspects des questions environnementales. La structure de sous-comités établie par le Comité consultatif sur l'environnement pourrait s'avérer des plus utiles pour le comité consultatif de l'environnement de la future Ville d'Ottawa, étant donné l'ampleur et la diversité des enjeux environnementaux qui se présenteront.

### **Comité consultatif local sur la conservation de l'architecture (CCLCA)**

Les membres du Comité consultatif local sur la conservation de l'architecture sont convaincus que la future Ville d'Ottawa devrait prévoir la participation de citoyens bénévoles au sein de comités consultatifs municipaux. De tels comités devraient être composés de membres choisis pour leurs compétences et leurs capacités afin d'être en mesure de bien assumer leur rôle consultatif auprès du nouveau Conseil municipal.

Les membres de comités consultatifs existants à la Ville d'Ottawa et dans l'ensemble d'Ottawa-Carleton sont en mesure d'apporter leur aide au Conseil de transition. Le Comité consultatif local sur la conservation de l'architecture espère que celui-ci fera appel à ces compétences.

### **Comité consultatif sur les taxis (CCT)**

À l'exemple des autres comités consultatifs, le Comité consultatif sur les taxis est un comité public non affilié, regroupant un petit noyau de citoyens, qui agit comme complément à la structure municipale de gestion d'un secteur d'intérêt public. Il constitue un forum pour le débat public et l'élaboration de recommandations de réforme. Les questions sont examinées et des recommandations formulées avec la participation de la municipalité, du public et des

fournisseurs de services. Par exemple, le Comité propose des recommandations visant la mise en place d'un service intégré de taxi qui soit accessible aux personnes handicapées. Il se penche sur les moyens d'améliorer le service au public dans l'industrie du taxi. À cette fin, il a entrepris une enquête pour connaître les vues du public sur les différents aspects du service de taxi à Ottawa, dont les résultats seront publiés à la fin d'avril. Les membres du Comité se préoccupent de la concentration des permis entre les mains de quelques propriétaires et ils examineront les moyens de la réduire en vue de répartir plus largement la propriété des permis de taxi. La régionalisation du système de permis de taxi pourrait présenter des possibilités d'amélioration du service ainsi que d'une coordination et d'une uniformisation plus grandes de la politique d'attribution des permis. Le Comité consultatif sur les taxis est un comité d'utilisateurs des services de taxi à Ottawa et est le seul de ce genre dans la région.

Le Comité consultatif sur les taxis de la Ville d'Ottawa est d'avis que la restructuration des services qui surviendra à la faveur du fusionnement municipal devrait se faire avec la participation des comités consultatifs de toutes les municipalités de la région. Ces comités sont composés de contribuables qui ont déjà débattu beaucoup des questions que le Conseil de transition sera appelé à examiner. Ils se sont donné divers mandats et objectifs en vue de remplir leur rôle consultatif relativement à ces questions complexes et des plus importantes à l'intérieur de leurs communautés respectives. Ces communautés pourraient apporter une aide précieuse au Conseil de transition dans l'immense travail qui lui a été confié.

## **Disposition**

Il est proposé que le Conseil municipal transmette les recommandations au Conseil de transition.

## **Liste des documents à l'appui**

Document 1    Raison d'être des comités consultatifs

## Partie II - Documents à l'appui

### Document 1

#### RAISON D'ÊTRE DES COMITÉS CONSULTATIFS

Les comités consultatifs sont créés pour :

- donner des conseils sur les grands enjeux publics et les tendances sociales;
- conseiller sur la façon d'organiser la participation du public à une étude ou à un projet municipal;
- apporter des compétences et des avis techniques précis sur une base ponctuelle à court terme ou permanente à long terme;
- vérifier les attitudes et les opinions du public sur les questions et initiatives délicates;
- enrichir le processus existant de consultation du public;
- résoudre des problèmes clairement définis en proposant des options ou des orientations d'action.

**SAUF APPROBATION CONTRAIRE DU CONSEIL, LES  
COMITÉS CONSULTATIFS S'EN TIENNENT AUX  
QUESTIONS ET ENJEUX MUNICIPAUX.**

#### MODALITÉS DE CRÉATION DES COMITÉS CONSULTATIFS

Il existe quatre différents types de groupes consultatifs de citoyens :

Les comités consultatifs du Conseil, qui donnent, sur une base permanente, des conseils au Conseil municipal; leur création, leur composition, etc. sont approuvées par le Conseil.

Les comités consultatifs de la Ville ou d'un Service, qui donnent, sur une base permanente, des conseils à un ou plusieurs Services; leurs membres sont choisis, recrutés et nommés par le principal Service concerné.

Les groupes de travail, qui donnent, sur une base ponctuelle, des conseils sur des questions précises; leur mandat et leur composition sont approuvés par le Conseil municipal, sauf dans le cas des groupes de travail créés par le maire.

Les comités de citoyens chargés d'une étude ou d'un projet, qui donnent des conseils sur des études ou des projets très précis; leur mandat, etc. est approuvé par le Conseil municipal, mais leurs membres sont choisis et nommés par le principal Service concerné.

## **RESPONSABILITÉS DES COMITÉS CONSULTATIFS**

Les comités consultatifs ont les responsabilités suivantes :

- de façon à remplir leur mandat approuvé par le Conseil municipal;
- conseiller de leur mieux le Conseil municipal;
- respecter les procédures, les règlements et les politiques établis par le Conseil municipal;
- présenter au Conseil municipal un rapport annuel faisant état de leurs réalisations, leurs priorités, etc.;
- rencontrer le comité permanent dont ils relèvent au moins une fois par an, ordinairement lorsque celui-ci examine leur rapport annuel.



106

City of  
Ville d' **Ottawa**

November 19, 1999

ACS1999-CV-DIA-0003  
(File: ACS1354)

Disability Issues Advisory Committee

Ward/Quartier  
City Wide

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
- City Council / Conseil municipal

Action/Exécution

### **11. Fines for Misuse of Designated Handicapped Reserved Parking Stalls** **Amendes pour utilisation inappropriée des places de stationnement réservées aux personnes handicapées**

#### **Recommendation**

That in view of the short supply and to discourage the misuse of designated handicapped reserved parking stalls, the City of Ottawa will display the amount of the parking fine on all official signage. A separate tab sign will be added to all existing and future signage posts.

*Bob Brown*

Bob Brown  
Chairperson

CL:cl

Contact: Bob Brown 731-1989  
Carole Langford 244-5300 1-3617

#### ***Policy, Priorities and Budgeting Committee Action - November 25, 1999***

- ▶ *The Committee deferred this item to its next meeting.*

#### ***Policy, Priorities and Budgeting Committee Action - December 9, 1999***

- ▶ *The Committee deferred this item to March 30, 2000.*

## Financial Comment

Subject to City Council approval of this report, funds in the amount of \$1,000 plus installation for the tab signs on all existing signs on City property can be found within the operating estimates of Parking Administration Account 0850090. If there is any future financial requirements from amendments in the Traffic and Parking By-Laws to accommodate for tab signs on private property or additional works related to this report, there should be a subsequent report to City Council to address these issues.



November 22, 1999 (1:46p)

for Mona Monkman  
City Treasurer

RL:cds

## Executive Report

### Reasons Behind Recommendation

The people with disabilities who are in need of handicap parking spaces are often deprived for a variety of reasons. Quantity of spaces and their misuse, combined with the difficulties of enforcing proper use of parking permits, make finding a convenient parking spot sometimes impossible.

The problem is further compounded by commercial property owners not wanting to enforce their delegated parking authority by ticketing those who misuse the handicapped parking spaces. No one wants to stick a fine currently at \$100 on a client's vehicle for fear it will discourage business.

City Staff is well aware of the inadequate provincial regulations and enforcement obstacles for handicap parking permits and stalls. It is anticipated that these problems will eventually be rectified, but the community with disabilities want action now.

By advertising the amount of the fine on parking signs, the majority of abusers will fully understand that they are about to pay a significant fine if they leave their vehicle in a designated space.

This action will further demonstrate to the public that the City promotes full integration of people with disabilities into the community.

## Consultation

DIAC has met with Parking Enforcement, the Regional Parking Review Committee, and individual members of the public to discuss the misuse of Handicap Parking Permits and designated spaces.

Staff of the Office of the City Solicitor and Transportation Division, LTB, UPPW have reviewed this proposal and have the following comments and issues. Transportation staff met with DIAC on November 18, 1999.

### **DIAC Committee Recommendation:**

At the meeting with DIAC, it was determined that the intention of the Committee's recommendation is that a sign indicating the amount of fine be added to ALL existing and future disabled parking signs - City facilities and all private lots accessible to the general public.

### **Legal Issues:**

Paragraph 153 of Section 210 of the Municipal Act is the enabling authority for requiring the provision of designated parking spaces for the sole use of vehicles displaying a physically disabled parking permit in parking lots which are for public use. This section of the Municipal Act is used as the authority to support the existing requirements of the City's Traffic and Parking Bylaw 1-96. This City bylaw is consistent with bylaws of the Region and all other municipalities in Ottawa-Carleton, with respect to provisions for parking for the disabled.

Section 11 of Regulation 581 made under the Highway Traffic Act mandates the disabled parking permit sign, including its markings. As an "official sign", it cannot be modified, and thus the only option to provide information on the amount of fine is to add a "tab sign" (a separate sign) below the official sign.

There is an issue with respect to the City's ability to follow through with the motion as presented: "*the City of Ottawa will display the amount of the parking fine on all official signage*". The City does not have the legal right enter onto private property to install the fine tabs without the consent of the property owner. In fact, the existing by-law requirement provides that the public parking area owner and operator are jointly responsible for the procurement and installation of the authorized signs.



An alternate approach would be to require the owners of private lots to add to/modify their existing signs. The City would have to amend the Traffic and Parking By-law to add the tab requirement and to require the public parking area owner and operator to add the tab and maintain the sign. There is a concern that as a “tab sign” is not specifically permitted, there may be issues with respect to the authority to require the addition of the tab sign to the official sign.

### **Costs:**

The DIAC motion states that “*a separate tab sign will be added to all existing and future signage posts*”. Staff estimate that the cost of an additional fine tab is approximately \$50 each, including installation. Less costly alternatives such as stickers have been suggested, however, signs are made of very durable material, designed to last 7 to 10 years in the field, and it is not cost-effective in the long term to apply stickers to signs as there would be a constant requirement to replace the stickers.

Concerning costs to the City to provide the requested fine tab signs in municipal parking facilities, the City has a very small proportion of the total signs in use ( 40 spaces on City-owned lots, several hundred on private parking lots). The cost to the City to add fine tabs to signs in City facilities is estimated at \$2000, including installation.

If the City were to provide signs to private parking lot owners/operators, the cost is unknown, but would be several thousand dollars. No inventory of parking stalls is available at this time, and a considerable staff effort would be required to determine accurately the existing number of reserved parking spaces on privately-owned public parking lots.

The existing requirement provides that upon the request of the owner or operator of a public parking area, the Regional Municipality shall provide the authorized signs referred to in subsection (1) hereof, at a cost of Fifteen (\$15.00) Dollars per sign.

The alternative would be to amend the Traffic and Parking By-law to require the Owner/operator of the lot to provide the signs, at their cost. In addition, should the set fine amount change, all sign tabs would have to be amended/replaced.

### **Consistency with Other Municipalities:**

There has been an effort to ensure that all Traffic and Parking By-laws are consistent Region-wide, to ensure that the same signs, regulations, etc. are in place. The basis for the DIAC

motion is *“In view of the short supply and to discourage the misuse of designated handicapped reserved parking stalls.....”*.

There is presently a review of issues pertaining to parking for the disabled. This working group, comprised of representatives of all municipalities, including the City of Ottawa and the Region, is examining the appropriateness of the current bylaws, including: stall size; location; markings; and number of stalls. This review is soon to proceed to the public consultation phase, and then will be for consideration by the councils of the municipalities. If changes are approved, notification and information will be provided to the parking lot owners and operators. This could occur mid- next year.

If Committee and Council approve of the DIAC request at this time, and it is decided that the parking lot owners/operators shall be financially responsible to add the “fine tab signs”, a notice informing owners/operators of the change will be required. This may be followed closely by a further notice depending on the outcome of the overall review of parking provisions for the disabled.

Therefore, it is staff’s opinion that this single issue should not be considered in isolation. It is suggested that the issue be included in the current review of disabled parking requirements, being coordinated at the Regional level. A notice from the City requesting voluntary compliance could be an alternative action at this time.

## **Disposition**

The Department of Urban Planning and Public Works to take appropriate action.

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February 15, 2000

ACS2000-CV-DIA-0001  
(File: ACS1300)

Disability Issues Advisory Committee

Ward/Quartier  
City Wide

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
- City Council / Conseil municipal

Action/Exécution

## **12. Licenses - Taxis - Accessible Cabs**

### **Permis - Taxis - Taxis Accessibles**

### **Recommendations**

1. That the Department of Urban Planning and Public Works and the Office of the City Solicitor develop the legislative requirements in the format of an application for special legislation for the “new” City of Ottawa to license, regulate and govern accessible taxicabs separately from taxicabs, and submit a report to City Council for its consideration.
2. That City Council, on approving the report referred to in Recommendation 1, forward the item to the “new” City of Ottawa requesting that the legislative authority be obtained as a priority.
3. That City Council, on approving Recommendation 1, forward its decision to the Transition Board so that the Board is aware of the community need for accessible taxicab service and request that the Board take whatever action it considers appropriate in the transition phase for the “new” City of Ottawa.

*Bob Brown*

Bob Brown  
Chairperson

BB:cl

Contact: Bob Brown 731-1989

Carole Langford - 244-5300 ext. 1-3617

## Financial Comment

Subject to City Council's approval of this report, any required funds associated with Recommendation 1 are available within the approved annual estimates for the Department of Urban Planning and Public Works, as well as, the Department of Corporate Services, Office of the City Solicitor.



March 17, 2000 (1:30p)

for Mona Monkman  
City Treasurer

RL:cds

## Executive Report

### Reasons Behind Recommendation

At its meeting of November 18, 1999, the Disability Issues Advisory Committee discussed the current accessible cab situation in the Region including the regulatory framework (Provincial legislation and municipal licensing), the reasons the private sector has not seen fit to offer the service in quantity, and the options that might be available to the City to ensure adequate accessible cab service.

The views of the Committee were in regards to OC Transpo's suggestion, repeated in the newspaper editorial, that to encourage provision any licensed accessible cab should be granted access to able-bodied fares throughout the Region instead of just within the boundaries of the municipality of license. The Committee agreed that while any first steps are welcome the idea is at best only a partial solution. For example, there would be no guarantee that priority service would be given to persons with disabilities, there would be no guarantee that a "critical mass" of accessible cabs would be provided, and without one broker managing a "fleet" there would be no central call and dispatch centre, and no assurances that there would be around-the-clock service.

The Committee discussed several options, including:

- accessible cabs to pick up able-bodied fares but with persons with disabilities somehow assured priority;
- to write the Editor of the Citizen with DIAC's views on the O-C Transpo (and editorial)suggestion
- to write Mayor Watson requesting that he ask the Province for changes to the legislation;

- to recommend legislative changes by way of submission to PP&B and CC

### **Consultation**

The Department of Urban Planning and Public Works, City Solicitor and Taxi Advisory Committee

DIAC at its meetings of November 18, 1999 and February 15, 2000 discussed the above-noted item.

### **Disposition**

Department of Urban Planning and Public Works and Office of the City Solicitor.

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February 17, 2000

ACS1999-CV-DIA-0004  
(File: ACS1300)

Disability Issues Advisory Committee

Ward/Quartier  
City Wide

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
- City Council / Conseil municipal

Action/Exécution

### **13. Access Canada Program - Pilot Project** **Programme Accès Canada - Projet-pilote**

#### **Recommendation**

That the City of Ottawa review the Hotel Association of Canada's *Access Canada Program* in order to determine the feasibility of city wide implementation and that subject to the acceptance of such a program the ByWard market area be used as a pilot project.

Bob Brown  
Chairperson

BM:cl

Contact: Bob Brown 731-1989  
Carole Langford - 244-5300 ext. 1-3617

#### **Financial Comment**

There are no staff resources or support funding allocated in the 2000 Operating Budget specifically for this project. Approval of this submission will require redeployment of existing Department of Urban Planning and Public Works staff time and support funding.

March 21, 2000 (8:00a)

for Mona Monkman  
City Treasurer

BH:cds



## **Executive Report**

### **Reasons Behind Recommendation**

The Hotel Association of Canada, recognizing the commercial benefits of servicing the needs of the community of people with disabilities, operates a program called "Access Canada". Access Canada provides coded information on the degree of accessibility of hotels for guests, travellers, and service users with special needs, or those planning events who wish to take accommodation of disability into consideration.

The Disability Issues Advisory Committee (DIAC) would like to encourage the City of Ottawa to examine the Access Canada program as a potential model for the benefit of visitors to the national capital. While the Committee envisions this as a City-wide initiative, it seems strategic to focus on a smaller area as a pilot project. Given the number of tourists and business visitors to the downtown area, the ByWard Market would appear to be the logical section for this initial scrutiny.

The Committee proposes that the Access Canada system be expanded to apply to enterprises other than the hotel industry, such as malls, restaurants, convention centres, civic institutions, museums, and galleries. Obviously, this may require a multi-disciplinary approach, including facility managers, urban planners, human rights experts, and others.

### **Consultation**

DIAC, at its meeting of April 15, 1999 and February 15, 2000 discussed the above-noted item with the ByWard Market Business Improvement Area. Sub-Committee members of DIAC also met with Councillors Bickford and Énard-Chabot.

### **Comment from the Chief Administrative Officer**

Given the current climate of transition that this municipality is operating within, I do not support any staff involvement in this initiative at this time. Much of the activity over the course of the next year will be focussed on transitioning to the new city. Staff resources across the corporation will be taxed to the limit as staff will be required to both assist in transition work as well as continue to provide services to our citizens.

Requesting the allocation of staff resources to undertake a new project/initiative that has not been included in the 2000 budget or work plans of departments would require the re-allocation of resources and re-assignment of work priorities.

I would suggest that this proposal be deferred until such time as the new municipality is established and the new Council can look at this initiative in a more comprehensive manner with application to the entire new city, whose government and administration will be responsible for the resources required to implement such a program.



John S. Burke

### **Disposition**

Staff from the Department of Urban Planning and Public Works investigate the feasibility of the project and report back to Committee and Council and that DIAC and the ByWard Market Business Improvement Area be consulted throughout the process.