

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

**Agenda 14**  
**Ordre du jour 14**

**Thursday, September 9, 1999 - 9:15 a.m.**  
**Le jeudi 9 septembre 1999 - 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 13 (August 26, 1999)  
In-Camera Minutes 11 (August 26, 1999)

Procès-verbal 13 (Le 26 août 1999)  
Procès-verbal 11 huis clos (Le 26 août 1999)

## Index

### Information Items Articles pour information

- |    |  |                               |
|----|--|-------------------------------|
| 1. | <b>Delegation of Authority - Contracts awarded for the period of April 1 to June 30, 1999</b><br><b>Délégation de pouvoir - Contrats adjugés pour la période du 1er avril au 30 juin 1999</b><br>Ref.: ACS1999-FN-COM-0005 | 1<br><br><br><b>City Wide</b> |
|----|--|-------------------------------|

### Action Items Articles pour exécution

- |    |   |                                    |
|----|---|------------------------------------|
| 2. | <b>Business Continuity Planning – Risk Mitigation Measures Requiring Funding</b><br><b>Planification de la continuité des activités - Mesures d'atténuation des risques nécessitant l'affectation de crédits</b><br>Ref.: ACS1999-CS-ISS-0006 | 13<br><br><br><b>City Wide</b>     |
| 3. | <b>Capital Budget Status Report as at June 30, 1999</b><br><b>Rapport d'étape sur le budget des immobilisations au 30 juin 1999</b><br>Ref.: ACS1999-FN-FLM-0019  | 17<br><br><br><b>City Wide</b>     |
| 4. | <b>Development Charges - Refund - Carleton University</b><br><b>Redevances d'exploitation - Remboursement - Université Carleton</b><br>Ref.: ACS1999-FN-FLM-0022  | 37<br><br><br><b>OT9 - Capital</b> |

5. **Advisory Committee on French Language Services - 1999 Annual Report and 2000 Objectives** **41**  
**Comité consultatif sur les services en français - Rapport annuel de 1999 et objectifs de 2000**  
 Ref.: ACS1999-CV-FLS-0001 **City Wide/À l'échelle de la ville**

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

**Regional Reform**  
**Réforme régionale**

**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

August 25, 1999

ACS1999-FN-COM-0005  
(File: CCA1200/0110)

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

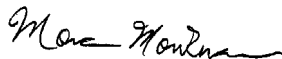
### **1. Delegation of Authority - Contracts awarded for the period of April 1 to June 30, 1999**

**Délégation de pouvoir - Contrats adjugés pour la période du 1<sup>er</sup> avril au 30 juin 1999**

#### **Information**

In accordance with the provisions of the Financial Administration By-Law, as amended by City Council July 3, 1996, attached is a list of contracts awarded through the Supply Management Division for the period April 1 to June 30, 1999.

The City Treasurer certifies that all contracts awarded under Delegation of Authority for the period April 1 to June 30, 1999 are in compliance with the Financial Administration By-Law.



August 26, 1999 (2:24p)

Mona Monkman  
City Treasurer

JB:cds

Contact: Jeff Byrne - 560-2129 ext. 1-5175

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

Document 1 List of Contracts awarded under the Financial Administration By-Law for the period of April 1 to June 30, 1999

\*S = Sole Source, \*C = Awarded through a competitive process

## Part II - Supporting Documentation

Document 1

<b><u>LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY</u></b> <b>PERIOD APRIL 1 TO JUNE 30, 1999</b>				
<b>CONTRACT NUMBER</b>	<b>REQUIREMENT</b>	<b>SUCCESSFUL CONTRACTOR</b>	<b>CONTRACT AMOUNT</b>	<b>("C" OR "S" /REASON)</b>
0968-73-T1/98	Special Sewer Cleaning Services and Emergency Service of approx. 150,000 meters of sewers in Ottawa	Sewer-Matic Inspection and Reconstruction Services Inc.	\$ 146,108.50	C
99D3193	Construction of Sanitary Sewers and Asphalt Overlay in Blossom Drive	K.C.E. Construction	\$ 113,468.36	C
0968-73-Q1/99	Building Sewer Maintenance	Sewer Matic Services	\$ 39,333.20	C
9999-00104-T3/99	Construction of the Enclosure of the Existing Pool Mezzanine into Two Training Rooms at St.Laurent Complex.	Skarlan Enterprises Ltd.	\$ 77,300.52	C
0285-50-T1/98	Supply of Various Incandescent, Fluorescent and HID Lamps	Litemor Distributors (Ottawa) Ltd.	\$ 85,000.00	C Co-operative Extension option in existing contract
0990-46-T1/97	Security Guards and Supervisory Staff at Ottawa City Hall	Riviera Security Services	\$ 254,000.00	C Extension option in existing contract
0060-42-Q1/96	Supply and Deliver Automotive Filters on an as required basis.	Auto Parts Extra	\$ 27,600.00	C Extension option in existing contract
0070-48-T2/99	Purchase of Three Extended Cab Pick-Up Trucks	Ottawa Motor Sales (1987) Ltd. o/a Donnelly's Ottawa Ford	\$ 75,827.55	C

<b><u>LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY</u></b> <b>PERIOD APRIL 1 TO JUNE 30, 1999</b>				
<b>CONTRACT NUMBER</b>	<b>REQUIREMENT</b>	<b>SUCCESSFUL CONTRACTOR</b>	<b>CONTRACT AMOUNT</b>	<b>("C" OR "S" /REASON)</b>
0070-06-CCO-T1/99	Purchase of Three Compact, Four Door Sedans	Belisle Automobiles Inc.	\$ 50,953.05	C
0070-48-T3/99	Purchase of Three Crew Cab Pick-Up Trucks	Belisle Automobiles Inc.	\$ 92,867.10	C
0070-48-T1/99	Purchase of Eighteen Half-Ton Pick-Up Trucks	Ottawa Motor Sales (1987) Ltd. o/a Donnelly's Ottawa Ford	\$ 405,202.50	C
99C3160	Construction of Sewers, Road, Electrical Ducts, Traffic Narrowing and Watermain in Sherwood Dr.	Graydex Ottawa Inc.	\$ 1,499,997.16	C
99C3180	Construction of Sewers, Road, Traffic Narrowings and Watermain in Pontiac St. & Cowley St.	George W. Drummond Ltd.	\$ 1,339,384.05	C
99C3079	Construction on Stewart Street and Wilbrod	Vanson Construction Ltd	\$ 1,174,142.45	C
99-7	HL3 Asphalt Overlay and Grinding and/or Planing on Designated Streets	Dibblee Paving and Material Ltd.	\$ 916,802.37	C
99-6	HL3 Asphalt Overlay and Grinding and/or Planing on Designated Streets	Tarcon Ltd.	\$ 1,054,479.01	C
99C3082	Construction of Combined Sewers, Road and Watermain in Booth St. and Lebreton St	Ottawa Greenbelt Construction Co. Ltd.	\$ 1,947,858.65	C

<b><u>LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY</u></b> <b>PERIOD APRIL 1 TO JUNE 30, 1999</b>				
<b>CONTRACT NUMBER</b>	<b>REQUIREMENT</b>	<b>SUCCESSFUL CONTRACTOR</b>	<b>CONTRACT AMOUNT</b>	<b>“C” OR “S” /REASON)</b>
0060-94-Q1/99	Transmission Repairs	Harper Detroit Diesel Ltd.	\$ 58,873.97	S Sole Source. Only dealer in the region authorized to supply and service Allison transmissions.
0650-30-T2/99	Supply of Two Self-Propelled Ice Resurfacing Machines	Resurface Corp	\$ 79,695.00	C
0070-93-AAO-T1/99	Purchase of One Mini Van, Seven Passenger	Belisle Automobiles	\$ 25,760.00	C
0070-92-T2/99	Purchase of One Cargo Van, 9200 lbs. G.V.W.	Belisle Automobiles	\$ 25,645.00	C
0070-92-T3/99	Purchase of Four Cargo Vans, 8600 lbs G.V.W.	Sterling Ford	\$ 95,956.00	C
99C3208	Construction of Storm and Sanitary Sewers, Road and Watermain in Huron Avenue	Pedro Construction Ltd.	\$ 645,067.69	C
99C3008	Construction of Sewers, Road and Watermain in Broadview Avenue	Graydex Ottawa Inc.	\$ 907,261.88	C
99C3081	Construction of Combined Sewers Watermain and Reinstatement in Queen Elizabeth Drive	Vanson Construction Ltd	\$ 229,301.53	C
0205-40-P2/96	GE Capital ITS Inc. Lease Amalgamation	GE Capital Information Technology Solutions Inc.	\$ 1,238,550.00	C

**LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY**  
**PERIOD APRIL 1 TO JUNE 30, 1999**

<b>CONTRACT NUMBER</b>	<b>REQUIREMENT</b>	<b>SUCCESSFUL CONTRACTOR</b>	<b>CONTRACT AMOUNT</b>	<b>“C” OR “S” /REASON)</b>
9999-02700-T2/99	Catch Basin Improvements at Various Locations	Tweedale Sewer & Water K.C.E. Construction Ltd.	\$ 11,397.00 \$ 33,058.81	C
0745-07-T1/99	Supply of Asphalt Mixes	Beaver Road Builders	\$ 196,449.00	C
9999-02575-T1/99	Misc. Road Reinstatement at Various Locations City Wide	Laurent Leblanc Ltd.	\$ 46,411.25	C
0450-00-P1/99	Supply of Various General and Industrial Hardware Items as required	Preston Hardware (1980) Ltd	\$ 193,200.00	C Co-operative
0968-74-T1/99	Road Sweeping Services	CTM Sweeping Company	\$ 138,521.31	C
9999-02510-T1/99	The Re-development of Existing Patio and Boardwalk at Lakeside Gardens, Britannia Park	Crolla Construction Corp.	\$ 112,222.90	C
9999-15510-T1/99	The Replacement of Heating System at Churchill Club, 345 Richmond Rd	Dave Good Plumbing & Heating Div of 524556 Ontario Inc.	\$ 91,073.00	C
99D3229	Construction of Sanitary Sewer and Misc. in Tawney & Walkley Intersection	K.C.E. Construction Ltd.	\$ 33,287.70	C
0070-92-T1/99	One cargo van, one ton, V8 Automatic 9500 GVWR Minimum	Belisle Automobiles	\$ 27,444.75	C
0070-06-T2/99	Purchase of Eight, Compact, Two Door Coupes	Acacia Motors Ltd.	\$127,540.61	C
9999-16930-G1/99	Annual Maintenance Contract for Building Automation System at Various Locations	Siemens Building Technologies	\$40,822.64	S Standardization with original equipment



<b><u>LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY</u></b> <b>PERIOD APRIL 1 TO JUNE 30, 1999</b>				
<b>CONTRACT NUMBER</b>	<b>REQUIREMENT</b>	<b>SUCCESSFUL CONTRACTOR</b>	<b>CONTRACT AMOUNT</b>	<b>("C" OR "S" /REASON)</b>
99C3111	Construction of Sewers, Road and Watermain in McLeod St.	1186997 Ontario o/a Demo Plus	\$ 909,416.21	C
0400-35-G1/98	Supply and Delivery of 400 Standard Rectangular Catch Basins and Covers	Stittsville Foundry Laperle Foundry	\$ 9,545.00 \$ 29,773.50	C Extension option in existing contract
0060-73-Q1/95	To Supply International Engine and Related Components	Kemptville Truck Centre Ltd.	\$ 106,588.89	C
0924-10-G1/99	PIN Municipal Address, Roll Assessment Links, Y2000 Projects	QSP Geographics	\$ 80,892.00	S Unique specialized expertise. Y2000 requirement
0920-45-G1/99	Neuma CM+Floating Client Licenses and Maintenance	Infrastructures for Information	\$ 38,381.25	C Standard configuration management tool for Y2000 applications
0920-19-C1/98	Systems Analysis and Development for Technical User Documentation for OPMS and Licensing Projects	AJJA Information Technology Consultants	\$ 51,841.50	C
0405-12-T1/97	Heating Fuel Oil (Furnace)	Upper Canada Kemp Fuels	\$ 65,000.00	C Co-operative Extension option in existing contract
99C3080	Construction of Sewers, Road and Watermain in Burnside Avenue	Vanson Construction Ltd.	\$ 596,062.22	C

<b><u>LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY</u></b> <b>PERIOD APRIL 1 TO JUNE 30, 1999</b>				
<b>CONTRACT NUMBER</b>	<b>REQUIREMENT</b>	<b>SUCCESSFUL CONTRACTOR</b>	<b>CONTRACT AMOUNT</b>	<b>“C” OR “S” /REASON)</b>
0968-73-T1/99	Storm Sewer Catch Basin Sump Cleaning East/West	Sewer-Matic Inspection and Reconstruction Services Inc.	\$186,180.00)	C
0405-20-T1/97	Automotive Gasoline Dispensing	Pioneer Petroleums	\$ 932,000.00	C Extension option in existing contract
99C3170	Construction of Sewers, Road and Watermain in Stanley and in Union	Vanson Construction Ltd.	\$ 1,199,808.65	C
0936-33-T1/99	Annual inspections of Specified Fire Alarm and Sprinkler Systems and Bi-Annual Inspection of Hood Suppression and Halon Systems at Various Locations	Total Fire Security and Protection Inc.	\$ 32,886.40	C
0022-80AAO-T1/98	Lease of 7 Articulated 4 Wheel Drive Municipal Tractors w/ Drop Sand/Salt Spreader, and Hydraulic Broom and Water Tank	Holder of North America	\$137,655.00	C Extension option in existing contract
0022-80AAO-T2/97	Lease of 10 Articulated 4 Wheel Drive Municipal Tractors, Angle Plow and Sand/Salt Spreaders	Holder of North America	\$176,036.25	C Extension option in existing contract
00299-96120-P01	Harmer Avenue Overpass - Consultant Engineering Services	Stantec Consulting Ltd.	\$ 47,080.00	S Extensive design and construction knowledge of structure

<b><u>LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY</u></b> <b>PERIOD APRIL 1 TO JUNE 30, 1999</b>				
<b>CONTRACT NUMBER</b>	<b>REQUIREMENT</b>	<b>SUCCESSFUL CONTRACTOR</b>	<b>CONTRACT AMOUNT</b>	<b>("C" OR "S" /REASON)</b>
0760-33AA-T1/95	Lease of 10 Motor Graders c/w Grader Blade and Wing	Toromont-CAT, Div of Tormont Ind. and Caterpillar Financial Services	\$188,025.00	C Extension option in existing contract
0975-66AA-T1/95	Lease of 4 Municipal Tractors c/w Angle Plows and Salt/Sand Spreader	Holder of North America	\$57,500.00	C Extension option in existing contract
00299-96871-G01	Disposal - Road Sweeping Debris	Huneault Waste Management	\$ 53,500.00	S Decision based on proximity of landfill
0055-00ALO-T1/99	Supply and Deliver Automotive Lighting, Electrical and Accessories on an as required bases.	Malmberg Truck and Trailer	\$ 28,750.00	C Co-operative
99C3073	Construction of Sanitary and Storm Sewers, Road and Watermain in Somerset Street	Graydex Ottawa Inc.	\$ 521,309.45	C
00299-96120-P02	Professional Engineering Services, Rehabilitation of Foot Bridge over Rideau River	Harmer Podolak Engineering Consultants Inc.	\$ 27,557.00	S Extensive design and construction knowledge of structure
99C3075	Construction of Sewers, Road and Watermain in MacLaren and Central	1186993 Ontario Inc. o/a Demo Plus	\$ 446,792.41	C

**LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY**  
**PERIOD APRIL 1 TO JUNE 30, 1999**

<b>CONTRACT NUMBER</b>	<b>REQUIREMENT</b>	<b>SUCCESSFUL CONTRACTOR</b>	<b>CONTRACT AMOUNT</b>	<b>“C” OR “S” /REASON)</b>
0906-19-G1/98	Consulting Services - FAMIS Upgrade Project	Bob Milling	\$37,450.00	S Unique and specialized experience
99C3154	Construction of Storm Sewers, Road Retaining Wall & Electrical; Ducts in Byron Avenue	Martin & Martin, a div of 648439 Ontario Inc.	\$ 292,301.53	C
0964-46-P1/99	Flow Monitoring Services	G.A. Clark & Associates	\$ 51,600.00	C
0760-51AAO-T1/98	Lease of 8 Articulated 4 Wheel Drive Front end Loaders c/w Blower, Plow and Wing	Toromont-CAT and Caterpillar Financial Services Ltd	\$ 616,400.00	C Extension option in existing contract
0760-51AAO-T1/97	Lease of 4 Front End Loaders c/w Blowers, Plow and Wing	Toromont-CAT and Caterpillar Financial Services Ltd	\$ 319,700.00	C Extension option in existing contract
0760-51AAO-T1/96	Lease of 4 - 3 cu. yd. Front End Loaders c/w Snow Blowers, Plows and Wing Attachments	Truck and Tractor Eastern	\$ 287,500.00	C Extension option in existing contract
0022-80AAO-T1/96	Lease of 10 Articulated 4 Wheel Dr Municipal Tractors c/w Attachment	Holder of North America	\$ 158,125.00	C Extension option in existing contract
99C2819	Construction of Storm Sewers, Watermain Road and Sidewalks in Clark Street	O’Leary’s Ltd	\$ 305,763.76	C

<b><u>LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY</u></b> <b>PERIOD APRIL 1 TO JUNE 30, 1999</b>				
<b>CONTRACT NUMBER</b>	<b>REQUIREMENT</b>	<b>SUCCESSFUL CONTRACTOR</b>	<b>CONTRACT AMOUNT</b>	<b>("C" OR "S" /REASON)</b>
9999-03000-T2/99	Completion of Concrete Stairs and Railing Repairs at Byward Parking Garage	Duron Services Ltd	\$ 89,636.10	C
0060-00-Q1/96	Automotive Raybestos Brake Parts as needed	Auto Parts Extra	\$ 28,750.00	C
0022-80ABOG01/98	Holder Tractor Parts on an as required basis.	Holder of North America	\$ 34,500.00	S Sole authorized distributor
003-99-205-56-P03	Supply and Install Y2K Compliant Software and Related User Training and Maintenance Services	Creditron Inc.	\$ 67,825.00	C
99C3167	Construction of Sewers and Road in Bradford Street and Maud Street	Vanson Construction Ltd	\$ 1,000,127.93	C
99C3083	Construction of Sewers, Road and Watermain in Highland Avenue	Ottawa Greenbelt Construction Company Ltd.	\$ 708,260.82	C
0070-48-T4/99	Purchase of 2 Pick-Up Trucks	Jim Keay Lincoln Mercury	\$ 47,984.90	C
00499-07048-T05	Purchase of 2 Chevrolet Suburbans 4 x 4 Utility Trucks	Belisle Automobiles Inc.	\$87,745.00	C
99-02860-P01	Supply and Install Playstructure at Hintonburg Park	Little Tikes CCK Sports	\$44,809.00 \$13,190.96	C
00999-90922-T01	Completion of Modifications to Charlie Sim Municipal Workshop, Civic Stores, 2700 Swansea Cres.	Zimola Construction Ltd.	\$34,174.00	C
0070-48-T4/99	Purchase of 2 Pick-Up Trucks	Jim Keay Lincoln Mercury	\$47,984.90	C

**LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY**  
**PERIOD APRIL 1 TO JUNE 30, 1999**

<b>CONTRACT NUMBER</b>	<b>REQUIREMENT</b>	<b>SUCCESSFUL CONTRACTOR</b>	<b>CONTRACT AMOUNT</b>	<b>("C" OR "S" /REASON)</b>
0790-70-T2	Screened Loam Topsoil	Geo. W. Drummond Ltd.	\$62,862.50	C
9999-02575-T1/99	Road Reinstatement at Various Locations City Wide for the 1999 Construction Season	Laurent Leblanc Limited	\$46,411.25	C
0750-00-T2/99	Ball Diamond Aggregate and Playground Sand	R.W. Tomlinson Greely Sand & Gravel Ltd	\$22,560.65 \$8,998.75	C

**This page intentionally left blank**

August 25, 1999

ACS1999-CS-ISS-0006  
(File: CIM1254)

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

## 2. Business Continuity Planning – Risk Mitigation Measures Requiring Funding

**Planification de la continuité des activités - Mesures d'atténuation des risques nécessitant l'affectation de crédits**

### Recommendations


1. That \$155,000 in funds be transferred from the General Contingencies Reserve to support the following risk mitigation measures identified through the City's Business Continuity Planning process:

Urban Planning and Public Works	20 Electrical Generator Transfer Switches	\$150,000
CAO	Emergency Control Centre Fit-up	5,000
Total		\$155,000

2. (i) That an additional amount of \$50,000 in the General Contingencies Reserve, be earmarked to assist addressing requirements identified through the finalization of corporate/intermunicipal mitigation measures and contingency plans;
- (ii) That the Chief Administrative Officer be authorized to approve expenditure of




- these funds for such purposes; and;
- (iii) That the CAO report back to Council regarding expenditures made from this account.



August 25, 1999 (9:14a)

Rosemarie T. Leclair  
Commissioner, Corporate Services



August 27, 1999 (9:58a)


Approved by  
John S. Burke  
Chief Administrative Officer

TH:th

Contact: Danielle McDonald 244-5300 ext. 1-3808

### Financial Comment

Subject to City Council approval, funds in the amount of \$155,000 are available in the General Contingencies Reserve to support the mitigation measures. An additional \$50,000 in the same Reserve will be earmarked to address requirements to finalize the corporate mitigation measures and contingency plans.



August 26, 1999 (9:39a)

for Mona Monkman  
City Treasurer

ECM:cds

### Executive Report

As part of the City's efforts to prepare itself for the Year 2000, the City has undertaken a comprehensive Business Continuity Planning (BCP) process. A risk based approach to business planning was utilized which included the development of mitigation measures and contingency plans for program areas that involved sufficient risk.

The City's BCP process was initiated as a result of concerns identified respecting the Y2K bug; however, the process was expanded somewhat to include overall business planning and was eventually linked with emergency planning. In doing so the City's planning efforts respecting emergency or critical situations was more detailed, ensuring that plans developed can be used beyond the Year 2000.

In preparing various contingency plans for the organization, a series of mitigation measures were developed. Mitigation measures are precautions that should be put in place to reduce

the level of risk identified. On August 16, 1999 the Year 2000 Project Management Office prepared a summary report which was presented to all Department Heads and the CAO. This report, which included departmental mitigation measures and associated costs and the costs of mitigating corporate utility plans was approved by Management Committee. In most cases, mitigation measures could be implemented within existing budget allocations. However, in such cases, new funding is required as the expenditure is not currently provided for.

## Reasons Behind Recommendations

### **Recommendation 1**

The purpose of mitigation measures is to establish ways in which departments can reduce or mitigate the risks associated with a service failure. Mitigation measures were developed as part of the Business Continuity Planning workshops. Staff facilitated some 25 workshops which analyzed 261 City services. Measures developed varied according to the service reviewed.

Through the workshop exercises, staff developed in excess of 900 mitigation measures many of which have subsequently been implemented. The measures varied from obtaining assurance from key vendors that their systems are Y2K ready to purchasing new equipment. Mitigation measures are an important way in which to reduce the risk associated with a dependency upon which a service relies.

In some instances, the cost of a particular mitigation measure was prohibitive in relation to the consequence and probability of the risk event occurring. Upon detailed review, staff have determined which mitigation measures to recommend for funding based on an assessment of the consequence and probability of a Y2K failure of the asset. Two measures are currently being recommended which require new funds. The first is to supply and install transfer switches at 20 key City locations, such as Fire Stations, Shelters, various community centres and Swansea, to allow for immediate connections of emergency generators in the event of a power failure. The switches also prevent the possibility of injury to Hydro workers by preventing the flow of electrical current back into the power grid.

In addition, a fit-up of the Fire Communications Centre to accommodate the operation of the City's Emergency Control Group is being recommended. The Emergency Control Group is comprised primarily of the CAO and Department Heads and is tasked with presiding over emergencies and is responsible for coordinating the City's emergency response. Equipment, phone lines and supplies would be purchased to establish a fully operational emergency operations centre, which will be located in the Fire Communications building. The equipment will be placed in the facility ready for use in the event of a declared emergency.

**Recommendation 2**

The first recommendation dealt with mitigation measures identified via departments. As City staff are still in the process of finalizing the corporate contingency plans, specifically those pertaining to utilities, additional mitigation measures will be required. At the time this report was prepared these costs are not known. However, any further costs will be identified before the end of September and will be brought forward to Management Committee for approval.

By providing the CAO with the delegated authority to approve funds respecting those mitigation measures and contingency plans, timely implementation can occur. The importance of timely implementation, cannot be overlooked. In preparation for the Year 2000, many other organizations and companies are also in the process of similar planning efforts and there may be competing interests for the same commodity or service. The CAO will report back to Council at a later date concerning any additional expenditures authorized in this regard.

**Disposition**

Respective Department Heads are to initiate those projects under their area of responsibility.

September 1, 1999

ACS1999-FN-FLM-0019  
(File: ZZFO245/01-01)

Department of Finance

Ward/Quartier  
City Wide

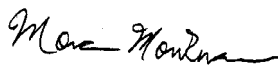
- Policy, Priorities and Budgeting  
Committee / Comité des politiques, des  
priorités et des budgets
  - City Council / Conseil municipal
- Action/Exécution

### **3. Capital Budget Status Report as at June 30, 1999**

#### **Rapport d'étape sur le budget des immobilisations au 30 juin 1999**

#### **Recommendations**

1. That the Capital Project close-outs and adjustments, as identified in Document 1, be approved.
2. That the Capital Project Status Report as at June 30, 1999, as detailed in Documents 2A and 2B, be received.
3. That a new Capital Project be opened in the amount of \$3,500 to allow for preliminary survey work to be undertaken for the implementation of recreational facilities within the Uplands/Riverside Development Lands.



September 1, 1999 (11:29a)

Mona Monkman  
City Treasurer



September 2, 1999 (11:06a)

Approved by  
John S. Burke  
Chief Administrative Officer

JG:cds

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 source of funds, as

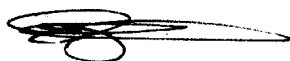
outlined in Document 1. The funds being returned to reserves will be used in future years Capital Budgets.

Transfer to Reserve	RGC	RPF	OPL	TOTAL
Adjustments/Close-outs	900,000	289,684	25,000	<b>\$1,223,694</b>

### Recommendation 3

Subject to City Council approval, a new capital project will be opened as follows:

	GROSS	RRL
99236001 Uplands/Riverside Recreation Facility	\$3,500	\$3,500



August 31, 1999 (9:59a)

for Mona Monkman  
City Treasurer

JG:cds

## Executive Report

### Reasons Behind Recommendations

In accordance with City Council approved policy dated March 5, 1997, Capital Status Reports are to be forwarded to City Council on a quarterly basis.

### 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 type 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. Section 57 of the financial administration bylaw allows the City treasurer to pay quantity overruns on contracts if the quantity overrun is within 20% of the budget or \$100,000, whichever is less.

### Recommendation 2

Document 2A provides a Capital Status Report summary by Department as at June 30, 1999.

While the Corporation's Capital Budget for open projects totals \$185 million, 81% of this amount (\$148 million) was spent at the end of June.

Document 2B contains the Status Report details for all open capital projects. It includes a list by department of the approved budget, actual expenditures/commitments to June 30, 1999 and the proposed budget required to complete the project. Capital projects approved as a bulk provision (i.e.: roads and sewers) are only reported at the bulk level in this report. Council approved on March 5<sup>th</sup>, 1997, that Department Heads will report on detail projects within bulk allocations at the end of the fiscal year.

Each project has been analyzed by the managing department in order to provide the project's current status and estimated completion date. Any project marked with an asterisk has been included in Document 1A for close-outs.

### **Capital Project Adjustments/Close-outs**

Capital projects that require adjustments or are being close-out are identified in Document 1. The total budget adjustments being recommended result in \$900,000 being returned to the General Capital Reserve. These additional funds have been incorporated in the 2000 capital estimates. The balance of the adjustments are of an administrative nature as we are combining projects that are funded on an annual basis into one project to allow Program Managers to have better control of their projects.

Two projects are being closed within the report, the Clarence/Murray parking garage (\$298,694) and the South-End Library (\$25,000) totaling \$323,694. The savings from the Clarence/Murray parking garage are to be returned to the Parking Reserve Fund. A contribution to the South-End Library Reserve was approved by City Council during the 1999 Budget deliberations but a capital project was inadvertently opened instead. This project will be closed and the contribution to the South-End Library Reserve will be made.

### **Recommendation 3**

On March 6, 1996, City Council approved the Recreation Facility Provision - Uplands/Riverside Drive report which established a Reserve Fund to place monies obtained from development within the area. To this date, \$211,000 has been collected. Preliminary survey work is now ready to begin with a cost of \$3,500. A new Capital Project is requested to be set up for this purpose.

### **Consultation**

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

**Disposition**

Originating Department to take appropriate action.

**List of Supporting Documentation**

- Document 1A Capital Project Budget Adjustments and Close-Outs as at June 30, 1999
- Document 2A Capital Project Status Report Summary as at June 30, 1999
- Document 2B Capital Project Status Report Status of Capital Reports as June 30, 1999

## Part II - Supporting Documentation

## Document 1A

CAPITAL PROJECT BUDGET ADJUSTMENTS AND CLOSE-OUTS AS AT JUNE30, 1999								
DESCRIPTION	TOTAL EXPENDITURES			REQUIRED BUDGET ADJUSTMENT INCREASE/(DECREASE) OR OTHER				NOTES
	BUDGET	EXPENDE D TO DATE	PROPOSED REVISED BUDGET	GENERAL CAPITAL RGC	SEWER MAINTENANCE RSM	OTHER RESERVES	OTHER	
<b>Urban Planning and Public Works</b>								
Road & Sewer Program	20,456,446	17,710,465	20,456,446	(900,000)			900,000	Refinance road portion by RMOC contribution
Ward Infrastructure and Minor Improvements	208,960	62,820	62,820	(146,140)				Close this project and transfer balance to current years allotment
Ward Infrastructure and Minor Improvements	100,000	7,753	246,140	146,140				
Bridge Rehabilitation Program	250,000	49,393	49,393	(200,607)				Close this project and transfer balance to current years allotment
Bridge Rehabilitation Program	200,000	26,543	400,607	200,607				
Street lighting	337,064	277,397	277,397			(59,667)	(20,962)	Close this project and transfer balance to current years allotment Additional recovery from RMOC and BIA
Street lighting	700,000	549,825	780,629			59,667	20,962	
Comprehensive Cycling Plan	408,323	198,810	198,810			(209,513)		Close this project and transfer balance to current years allotment
Comprehensive Cycling Plan	150,000		359,513			209,513		
Replacement to V.E.P.	6,708,453	2,601,064	2,601,064			(4,107,389)		Close this project and transfer balance to current years allotment
Replacement to V.E.P.	2,844,985	1,003,415	6,952,374			4,107,389		



CAPITAL PROJECT BUDGET ADJUSTMENTS AND CLOSE-OUTS AS AT JUNE30, 1999								
DESCRIPTION	TOTAL EXPENDITURES			REQUIRED BUDGET ADJUSTMENT INCREASE/(DECREASE) OR OTHER				NOTES
	BUDGET	EXPENDE D TO DATE	PROPOSED REVISED BUDGET	GENERAL CAPITAL RGC	SEWER MAINTENANCE RSM	OTHER RESERVES	OTHER	
Clarence Murray Parking Garage	7,860,236	7,580,074	7,580,074			(298,694)		Close with funding to be returned to Parking Reserve Fund. Additional funding received from outside source.
339-343 Richmond Road	268,922	268,922	268,922					Close
Burma Road Housing	2,096,000	2,096,000	2,096,000					Close
<b>Community Services</b>								
Bunker Suit Replacement	150,000	154,953	154,953			4,953		Close this project and transfer balance to current years allotment
Bunker Suit Replacement	150,000		145,047			(4,953)		
<b>Ottawa Public Library</b>								
Repairs/Renovations - Buildings	300,000	307,619	300,000					Close over expenditure k/p error
Information Technology	225,000	225,000	225,000					Close
Telephone System	50,000	52,638	50,000					Close over expenditure k/p error
Contribution to South End	25,000	0	0			(25,000)		Close with funding returned to library reserve for new south end branch
				(900,000)	0	(323,694)	900,000	

<b>CAPITAL PROJECT STATUS REPORT SUMMARY AS AT JUNE 30, 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>	
URBAN PLANNING AND PUBLIC WORKS	125,753,915	97,121,248	125,475,013	278,902
COMMUNITY SERVICES	38,425,783	37,826,522	38,964,430	(538,647)
CHIEF ADMINISTRATIVE OFFICER	2,864,375	2,057,520	2,864,375	0
CORPORATE SERVICES	15,335,193	12,135,393	15,335,193	0
LAND TAX SALES		(16,578)		0
TOTAL CITY DEPARTMENTS	182,379,266	149,124,105	182,639,011	(259,745)
OTTAWA PUBLIC LIBRARY	2,273,000	1,315,208	2,248,000	25,000
<b>TOTAL</b>	<b>184,652,266</b>	<b>150,439,313</b>	<b>184,887,011</b>	<b>(234,745)</b>

CAPITAL PROJECT STATUS REPORT						
STATUS OF CAPITAL PROJECTS						
AS AT JUNE 30, 1999						
DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
	BUDGET	EXPENDED & COMMITTED TO DATE	ESTIMATED TO COMPLETE PROJECT			
<b>URBAN PLANNING AND PUBLIC WORKS</b>						
Facilities - Repair/Rehabilitation	3,151,995	2,581,310	3,151,995	0	September 1999	Work on-going
Life Cycle Renewal - General Buildings	2,529,275	826,581	2,529,275	0	September 2000	Work underway
Health and Safety Retrofits	230,000	153,656	230,000	0	December 1999	Work underway
Life Cycle Renewal - Parks & Public Places	900,000	222,500	900,000	0	September 2000	Parks component to be spent by year-end
Life Cycle Renewal - Grounds	58,000	0	58,000	0	December 1999	Work on-going
Buildings and Equipment Facility	16,437,940	15,914,240	16,437,940	0	sale date	Balance of work will not be completed until sale of Tweedsmuir.
Relocation of Bayview Complex	3,020,629	2,703,487	3,020,629	0	sale date	Projects will be adjusted if sales less than budgeted.
Relocation of Bayview Complex	489,867	489,867	489,867	0	complete	
Sanitary Disconnect	1,517,850	884,117	1,517,850	0	December 1999	Work on-going
Sanitary Disconnect	1,000,000	18,600	1,000,000	0	September 2000	Donald St to be completed in 1999. Balance to be completed in 2000
Ward Infrastructure Minor Impr. Prog. ##	208,960	62,820	208,960	0	on-going	Projects are at the discretion of the ward Councillor
Ward Infrastructure Minor Impr. Prog. ##	100,000	7,753	100,000	0	on-going	

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT JUNE 30, 1999						
DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
	BUDGET	EXPENDED & COMMITTED TO DATE	ESTIMATED TO COMPLETE PROJECT			
Dry Grinding/Road Overlay	2,158,422	1,981,552	2,158,422	0	December 1999	Work underway
Road and Sewer Program##	20,456,446	17,710,465	20,456,446	0	December 1999	Work on-going
Road and Sewer Program	15,745,800	9,615,356	15,745,800	0	December 2000	Work on-going
New Sidewalk Program	174,923	19,597	174,923	0	December 1999	Work underway
Bridge Rehabilitation Program ##	250,000	49,393	250,000	0	December 1999	Work to be completed on Harmer Ave overpass & Rideau River footbridge
Bridge Rehabilitation Program ##	200,000	26,543	200,000	0	December 1999	
Retaining Wall Rehabilitation Study	40,000	0	40,000	0	September 1999	Complete review of city owned retaining walls
Island Park Drive - COIWP	1,925,648	1,798,151	1,798,151	127,497	complete	Funding to be adjusted in a later report
Sidewalk Projects - COIWP	300,350	291,010	291,010	9,340	complete	Funding to be adjusted in a later report
Alta Vista/Smyth/ Rolland - COIWP	1,200,000	1,395,129	1,395,129	(195,129)	complete	Funding to be adjusted in a later report
Britannia-Pinecrest Storm Outlet - COIWP	9,000,000	9,026,033	9,026,033	(26,033)	complete	Funding to be adjusted in a later report
Minto Bridges - COIWP	1,500,000	1,500,000	1,500,000	0	complete	Funding to be adjusted in a later report
Colonel By/Hogs Back/Pretoria - COIWP	801,863	768,690	768,690	33,173	complete	Funding to be adjusted in a later report
Belfast/CNR Overpass - COIWP	153,000	122,910	122,910	30,090	complete	Funding to be adjusted in a later report

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT JUNE 30, 1999						
DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
	BUDGET	EXPENDED & COMMITTED TO DATE	ESTIMATED TO COMPLETE PROJECT			
Britannia/Howe - COIWP	65,000	73,879	73,879	(8,879)	complete	Funding to be adjusted in a later report
Traverse/Brookfield - COIWP	26,344	26,344	26,344	0	complete	Funding to be adjusted in a later report
Fontenay/Southgate/ Albion - COIWP	48,793	48,793	48,793	0	complete	Funding to be adjusted in a later report
Somerset Heights/Primrose/ Elm - COIWP	35,000	29,514	29,514	5,486	complete	Funding to be adjusted in a later report
Centretown/Frank/ Maclaren - COIWP	12,500	0	0	12,500	complete	Funding to be adjusted in a later report
Ottawa South/ Sunnyside - COIWP	30,000	21,531	21,531	8,469	complete	Funding to be adjusted in a later report
Sandy Hill - COIWP	13,000	10,774	10,774	2,226	complete	Funding to be adjusted in a later report
Laperierre/ Coldrey - COIWP	12,500	12,500	12,500	0	complete	Funding to be adjusted in a later report
Streetlighting ##	337,064	277,397	337,064	0	December 1999	Streetlighting installation/ upgrade
Comprehensive Energy Retrofit	200,000	195,245	200,000	0	December 1999	On-going energy audits
Streetlighting ##	700,000	549,825	700,000	0	December 1999	Streetlighting installation/ upgrade underway
Major Repairs Parking Garage	857,526	470,498	857,526	0	August 2000	Life cycle repairs at Byward Garage
Life Cycle Renewal - Parking Facilities	335,000	0	335,000	0	December 2000	Life cycle repairs various parking facilities

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT JUNE 30, 1999						
DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
	BUDGET	EXPENDED & COMMITTED TO DATE	ESTIMATED TO COMPLETE PROJECT			
Parking Meters Unallocated	850,000	854,079	850,000	0	December 1999	Meters ordered. Committed to be reduced by GST rebate.
Surface Parking Lot	1,060,000	0	1,060,000	0	March 2000	Analysis to be undertaken in fall 1999 as to feasibility of parking facility on Preston St.
Parking Studies	162,303	31,132	162,303	0	October 2000	Complete institution parking analysis and update existing parking demand analysis
Traffic Control Signals Upgrade	139,025	132,935	139,025	0	July 1999	Installation of intersection pedestrian signal - Booth St at Willow
Transportation Measures Implementation	1,000,000	858,715	1,000,000	0	September 2000	Measures to be completed in Sandy Hill and Rideau Area Transportation Study
Transportation Measures Implementation	110,500	58,667	110,500	0	September 2000	Work to be completed in New Edinburgh, Parkdale, Lowertown West & Laperierre
Transportation Measures Implementation	82,941	1,005	82,941	0	September 2000	Work to be done on Kitchener and in Sandy Hill
Centretown Streetscaping	160,200	129,737	160,200	0	December 1999	To be identified in a separate report
Comprehensive Cycling Plan ##	408,323	198,810	408,323	0	September 2000	Work on Rideau River Pedestrian Bridge, Alta Vista, Stewart, Echo Dr. and supervised bicycle parking
Comprehensive Cycling Plan ##	150,000	0	150,000	0	September 2000	
Transportation Studies	211,415	118,651	211,415	0	September 2000	CO2 reduction study

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT JUNE 30, 1999						
DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
	BUDGET	EXPENDED & COMMITTED TO DATE	ESTIMATED TO COMPLETE PROJECT			
Facilities - Energy Conservation	474,126	382,922	474,126	0	December 1999	On-going energy audit of city facilities
Replacements to V.E.P. ##	6,708,453	2,601,064	6,708,453	0	December 1999	To complete replacement of city owned vehicles and equipment
Replacements to V.E.P. ##	2,844,985	1,003,415	2,844,985	0	December 2000	
Sandy Hill Heritage District	426,656	414,872	426,656	0	December 1999	Grants have been approved for specific properties but can only be paid after all work has been completed
Rideau Mall Improvements	4,894,000	4,848,037	4,894,000	0	December 1999	Balance will be used for the completion of the Marketing Study
Dalhousie Gateway Improve. Ped. Lighting	223,000	210,246	223,000	0	December 1999	Substantially Complete
Heritage Grant Program	100,000	30,420	100,000	0	December 1999	Grants have been approved for specific properties but can only be paid after all work has been completed
Property Grants - Province of Ontario	147,574	112,623	147,574	0	December 1999	Grants have been approved for specific properties but can only be paid after all work has been completed
Heritage Grant Program	249,508	229,102	249,508	0	December 1999	Grants have been approved for specific properties but can only be paid after all work has been completed

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT JUNE 30, 1999						
DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
	BUDGET	EXPENDED & COMMITTED TO DATE	ESTIMATED TO COMPLETE PROJECT			
Central Area Heritage Conserv. District	50,000	51,365	50,000	0	December 1999	Substantially complete - encumbrances outstanding
Centretown Heritage Conserv. District	310,000	266,925	310,000	0	December 1999	On-going
Innovative Housing Loan Fund	150,000	108,099	150,000	0	December 1999	On-going
339-343 Richmond Road ##	268,922	268,922	268,922	0	close	
Burma Road Housing ##	2,096,000	2,096,000	2,096,000	0	close	
Revolving Housing Loan Fund	220,000	0	220,000	0	December 1999	On-going
Salt/Grit Mix Domes	72,000	0	72,000	0	December 1999	Process initiated for purchase of domes
New City Hall Phase V	2,579,890	2,359,053	2,579,890	0	December 1999	To finalize outstanding claims
Sewer Alarm System	250,000	0	250,000	0	December 2000	Under review
Hunt Club Creek Stormwater Management	465,000	91,390	465,000	0	December 1999	On-going review of Hunt Club Creek
Rideau River Stormwater Management	200,000	15,759	200,000	0	December 1999	On-going review of Rideau River
McEwan Creek Water Quality Study	112,000	82,953	112,000	0	December 1999	Study on water quality underway
Lane Rehabilitation Program	20,000	0	20,000	0	December 1999	On-going
Life Cycle Renewal - Jetform Park	20,000	7,575	20,000	0	July 1999	On-going
Terry Fox Track	1,100,000	9,895	1,100,000	0	December 1999	On-going



CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT JUNE 30, 1999						
DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
	BUDGET	EXPENDED & COMMITTED TO DATE	ESTIMATED TO COMPLETE PROJECT			
Britannia Beach House	380,000	328,514	380,000	0	December 1999	On-going
Streetlighting - 600 Volt System	550,000	550,000	550,000	0	December 1999	Streetlighting installation/ upgrade underway
Upgrade Underground Wiring/Streetlighting	400,000	349,999	400,000	0	December 1999	Streetlighting installation/ upgrade underway
Clarence/Murray Parking##	7,860,236	7,580,074	7,580,074	280,162	June 1999	Complete
Purchase Parking Meters/Repl. Old Stock	100,000	0	100,000	0	December 1999	Complete conversion and expansion of meter program
Parking Automation Lot 1	130,000	110,492	130,000	0	December 1999	Implementation of phase II of the automation of Lot #1 to be undertaken.
Pay and Display Machines	100,000	4,815	100,000	0	March 2000	Pilot project to be undertaken in Byward Market area
Purchase Parking Meters/Repl. Old Stock	300,000	0	300,000	0	December 1999	Complete conversion & expansion of meter program
Water System Rehab. - Canada - Phase 1	83,100	98,975	83,100	0	December 2000	Fully funded by CIDA. Canadian visit to Romania complete
Centretown Traffic Calming	175,400	0	175,400	0	July 1999	Cartier St. Costs to be finalized with contractor.
Land Purchase for Environmental Reasons	200,000	194,374	200,000	0	December 1999	On-going review of environmental lands
Environmental Lands	200,000	144,376	200,000	0	December 1999	On-going review of environmental lands

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT JUNE 30, 1999						
DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
	BUDGET	EXPENDED & COMMITTED TO DATE	ESTIMATED TO COMPLETE PROJECT			
Westboro BIA - Development/Marketing	400,000	43,571	400,000	0	December 1999	Consultant hired for Physical Improvement Plan & Design Concept
Central Area Transportation Study	132,067	112,067	132,067	0	December 1999	Council directed survey of office workers
Gateway Improvement - King Edward Ave.	202,596	143,563	202,596	0	December 1999	Construction to coincide with future RMOC work
	<b>125,753,915</b>	<b>97,121,248</b>	<b>125,475,013</b>	<b>278,902</b>		
COMMUNITY SERVICES						
Minor Park and Facility Improvements	75,000	11,116	75,000	0	December 1999	Work orders issued
Facility, Service Improvements	98,423	90,077	98,423	0	September 1999	Work orders to be issued
Accessibility Improvements	25,391	21,332	25,391	0	December 1999	Work orders issued
Accessibility Improvements	50,000	0	50,000	0	September 2000	Work orders to be issued
LPA Coliseum Retrofit	1,422,900	1,383,869	1,410,000	12,900	December 1999	Emergency structural repairs Horticultural building
LPA Retrofit Program	196,138	186,608	191,350	4,788	July 1999	Complete
LPA Landscaping	666,300	557,916	666,300	0	December 1999	Final closure pending negotiations with N.C.C.
St. Laurent Complex	11,123,128	11,111,056	11,123,128	0	September 1999	Work in progress
Sportsfield Development	102,000	100,968	102,000	0	September 1999	Work in progress
Playground Equipment Replacement	39,515	26,380	39,515	0	December 1999	Work in progress

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT JUNE 30, 1999						
DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
	BUDGET	EXPENDED & COMMITTED TO DATE	ESTIMATED TO COMPLETE PROJECT			
Capital Self Help	146,293	150,483	146,293	0	December 1999	Work in progress. Awaiting contribution from community.
Recreation Self Help	50,000	41,146	50,000	0	December 1999	Work in progress
Recreation Self Help	150,000	58,187	150,000	0	September 2000	Work in progress
Coventry Road Triple "A"	17,572,555	17,589,552	17,587,775	(15,220)	sale date	Project Complete. Revenue to be received
Infrastructure Triple "A"	3,580,571	4,121,686	4,121,686	(541,115)	December 1999	Project Complete
Booking Registration System	101,265	45,939	101,265	0	December 2000	16 sites identified to bring on-line
Routhier School Upgrading	1,386,071	1,383,451	1,386,071	0	December 1999	Work in progress
Strathcona Park	200,000	191,059	200,000	0	December 1999	Work in progress
Greenboro Ball Park	391,572	377,948	391,572	0	December 1999	City share for cargo net
Glebe Community Centre	145,000	70,530	145,000	0	December 2006	Funds to be used for working drawings
Plant Pool	230,000	40,431	230,000	0	December 2005	Funds to be used for working drawings
Mooney's Bay Park	228,592	143	228,592	0	December 2000	CC Report for 1st phase October 1999
Resuscitation Equipment	70,069	61,250	70,069	0	December 1999	Equipment on order
Specialized Rescue Equipment	75,000	50,442	75,000	0	December 1999	Equipment on order
Bunker Suit Replacement ##	150,000	154,953	150,000	0	December 1999	In progress
Bunker Suit Replacement ##	150,000	0	150,000	0	December 1999	Purchase orders to be processed
	<b>38,425,783</b>	<b>37,826,522</b>	<b>38,964,430</b>	<b>(538,647)</b>		

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT JUNE 30, 1999						
DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
	BUDGET	EXPENDED & COMMITTED TO DATE	ESTIMATED TO COMPLETE PROJECT			
<b>CHIEF ADMINISTRATIVE OFFICER</b>						
Hawthorne Business Park	1,301,500	1,305,657	1,301,500	0	sale date	Sale of lots on-going
Employment Area Development	1,082,875	751,863	1,082,875	0	December 1999	Balance for Scott Wellington Study - Laperierre intersection
Hawthorne Business Park	480,000	0	480,000	0	sale date	Work will not proceed until land sold
	<b>2,864,375</b>	<b>2,057,520</b>	<b>2,864,375</b>	<b>0</b>		
<b>CORPORATE SERVICES</b>						
Corporate Renewal Informatics Technology	178,000	110,117	178,000	0	June 2000	Implement Technological Processes including Call Management & Service Request Systems
Technical Infrastructure - Informatics	535,000	537,131	535,000	0	July 1999	To finalize communication infrastructure for remote sites
Y2000 Projects		0		0		Project status for all Y2000 projects to be reported in the Y2000 Quarterly Report
Fire - Computer Aided Dispatch	200,000	200,000	200,000	0		
Tax Information System	400,597	349,377	400,597	0		
Parking Ticket System	675,000	644,910	650,000	25,000		
Licensing System	185,000	201,219	205,000	(20,000)		
Operations Management System	250,000	269,678	311,700	(61,700)		
Fire Administration System	25,000	0		25,000		

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT JUNE 30, 1999						
DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
	BUDGET	EXPENDED & COMMITTED TO DATE	ESTIMATED TO COMPLETE PROJECT			
Financial System (Business System Acq.)	1,450,000	1,656,857	1,724,400	(274,400)		
VEP/Stores Inventory System	400,000	4,636	200,000	200,000		
PDIS/GIS Information System	800,000	496,965	698,700	101,300		
7780 Remittance Processor	70,000	56,572	70,000	0		
Booking and Registration	25,000	27,162	25,000	0		
Sewer Alarm System	500	493	500	0		
Security Deposit Tracking	20,000	0		20,000		
Micro CAD/Appl./ Byers Plotting SW	5,000	0		5,000		
Medium Priority Systems	740,000	201,223	394,000	346,000		
Low Priority Systems	400,000	117,523	322,400	77,600		
Software Tools	200,000	182,015	192,200	7,800		
Infrastructure	750,000	528,449	578,100	171,900		
Embedded Systems	500,000	128,262	450,000	50,000		
General Contingencies	1,138,500	652,026	1,132,000	6,500		
Systems Integration Costs		1,814,000	1,880,000	(1,880,000)		
Fire CAD System	1,200,000	0		1,200,000		
GIS Applications	1,600,000	914,327	1,600,000	0		
Environmental Impairment Costs	988,596	962,150	1,003,154	(14,558)	December 1999	On-going groundwater monitoring on Lees Avenue
Human Resources Management Info.	1,100,000	1,043,943	1,100,000	0	September 1999	Project roll-out to be finalized by June 1999

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT JUNE 30, 1999						
DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
	BUDGET	EXPENDED & COMMITTED TO DATE	ESTIMATED TO COMPLETE PROJECT			
Geographic Information System	250,000	197,001	250,000	0	December 1999	To meet on-going requirements to implement GIS program
Corporate Computer Networking	150,000	146,591	150,000	0	September 1999	To finalize Corporate Network Systems
Bayview Yard Groundwater Remediation	269,000	284,233	292,000	(23,000)	December 1999	On-going Environment Management and Groundwater Monitoring Program
St. Laurent Complex Remediation	830,000	408,533	792,442	37,558	December 2005	Commenced Remedial Action and Risk Management Program
	<b>15,335,193</b>	<b>12,135,393</b>	<b>15,335,193</b>	<b>0</b>		
<b>LAND TAX SALES</b>						
1132 Merivale		1,930				Property Listed for Sale
2019 Bank Unit 105		(12,181)				Awaiting final costs of Sale
2019 Bank Unit 106		(13,705)				Awaiting final costs of Sale
1208-1214 Wellington		7,378				Property Listed for Sale
	<b>0</b>	<b>(16,578)</b>	<b>0</b>			
<b>OTTAWA PUBLIC LIBRARY</b>						
Repairs and Renovations - Buildings	182,000	154,500	182,000	0	December 1999	Part of project 981760 - Elmvale Acres
Repairs and Renovations - Buildings ##	300,000	307,619	300,000	0	April 1999	Complete - Holdback release in April
Repairs and Renovations - Buildings	241,000	6,880	241,000	0	December 1999	
Expand Lease Space - Elmvale Acres	60,000	0	60,000	0	December 1999	

CAPITAL PROJECT STATUS REPORT STATUS OF CAPITAL PROJECTS AS AT JUNE 30, 1999						
DESCRIPTION	TOTAL EXPENDITURES			DIFFERENCE	ESTIMATED COMPLETION DATE	PROJECT STATUS
	BUDGET	EXPENDED & COMMITTED TO DATE	ESTIMATED TO COMPLETE PROJECT			
South Branch Reserve ##	25,000	0	0	25,000		Contr. toward \$5 million South End Library
Main Library	50,000	0	50,000	0	December 1999	
Office Furniture and Equipment	97,000	95,760	97,000	0	July 1999	
Office Furniture and Equipment	152,000	90,135	152,000	0	December 1999	
Office Furniture and Equipment	146,000	0	146,000	0	December 1999	
HRMIS	60,000	14,593	60,000	0	December 1999	
Information Technology ##	225,000	225,000	225,000	0	March 1999	Complete
Information Technology	235,000	127,110	235,000	0	July 1999	
Information Technology	350,000	185,008	350,000	0	December 1999	Complete
Telephone System ##	50,000	52,638	50,000	0	May 1999	
Telephone System	50,000	44,090	50,000	0	September 1999	
Y2000 Projects	50,000	11,875	50,000	0	December 1999	
	2,273,000	1,315,208	2,248,000	25,000		
	<b>184,652,266</b>	<b>150,439,313</b>	<b>184,887,011</b>	<b>(234,745)</b>		

August 31, 1999

ACS1999-FN-FLM-0022  
(File: ZZF244/09-67)

Department of Finance

Ward/Quartier  
OT9 - Capital

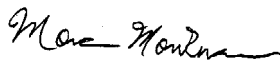
- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
- City Council / Conseil municipal

Action/Exécution

#### **4. Development Charges - Refund - Carleton University** **Redevances d'exploitation - Remboursement - Université Carleton**


#### **Recommendation**

That the study to determine the capital costs of growth approved by City Council on December 16, 1998, be deferred and that the \$50,000 approved to conduct the study be applied towards the reimbursement of development charges to Carleton University.



August 31, 1999 (2:27p)

Mona Monkman  
City Treasurer



September 1, 1999 (1:53p)

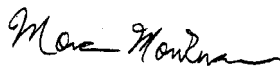
Approved by  
John S. Burke  
Chief Administrative Officer

RC:cds

Contact: Rosemary Cooper - 244-5300 ext. 1-3465

#### **Financial Comment**

The financial implications are contained in the body of this report.



August 31, 1999 (2:27p)

Mona Monkman  
City Treasurer

MM:tsc



## Executive Report

In 1994, a dispute arose regarding the obligation of Carleton University to pay a development charge for the construction of the Technology and Training Centre building on their campus. Carleton University took the position that they were not obligated to pay development charges since they were exempt from all forms of municipal taxation pursuant to the provisions of the Carleton University Act, S.O. 1952. At that time the issue of whether development charges were payable by universities and community colleges was being adjudicated throughout the province. Carleton, however, agreed to pay the development charges in order to obtain a building permit and entered into a legal agreement with the City to have the charges refunded without interest in the event that the decision was in its favour.

Several court decisions by both the Supreme Court of Canada and the Ontario Court of Appeal ruled in favour of the exemption of universities and community colleges from the obligation to pay development charges. Carleton University's solicitors have recently written to request reimbursement of the development charges paid in 1994.

While the total reimbursement being sought by Carleton University is \$159,515.49, the City portion of the development charges is \$73,696.65. The Hydro portion of the development charges (\$59,969.00) had been remitted to Ottawa Hydro at the time of payment and therefore Carleton University will be advised that they should seek reimbursement directly from Ottawa Hydro. The final component of the reimbursement requested by Carleton University is the 5% Parkland Charges which total \$25,850.00. This charge is not classified as a development charge in accordance with the Development Charges Act which Carleton was disputing. It will therefore not be reimbursed.

### Reasons Behind Recommendation

The \$73,696.65 paid by Carleton University to the City was contributed to the Development Charges Reserve Fund and used for various growth related projects. In accordance with the revised development charges legislation, monies collected for those capital projects which no longer qualify to be part of the development charge were contributed to the General Capital Reserve Fund. In total, \$267,000 was transferred from the Development Charges Reserve Fund to the General Capital Reserve Fund leaving insufficient funds in the Development Charges Reserve Fund to accommodate the reimbursement.

Subsequently, Council approved that \$50,000 of these funds be used to prepare a study to determine the capital costs of growth. While preliminary work has been undertaken, funds remain unencumbered at this time. Given that the study approved by City Council was to be funded from past development charge receipts, and that none of the funding approved for this work has been expended, it is recommended that these funds be re-allocated to reimburse Carleton University for the development charges paid. Although the study will be deferred, the availability of future funding may be addressed at year end when the results of the

spending restraint are known. The balance required for the reimbursement to Carleton University will be drawn from the Library category of the Development Charges Reserve Fund (\$1,930.85) and the General Capital Reserve Fund (\$21,765.80).

### Consultation

The Office of the City Solicitor, Department of Corporate Services provided input to this submission.

### Disposition

The City Solicitor will forward a cheque to Carleton University's solicitors in the amount of \$73,696.65 and advise them to contact Ottawa Hydro directly for remittance of their portion of the development charges paid.

**This page intentionally left blank**

August 25, 1999

ACS1999-CV-FLS-0001  
(Re: ACV3224/0110)

Advisory Committee on French Language  
Services

Ward/Quartier  
City Wide/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

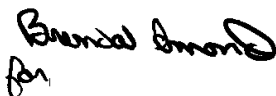
Interpretation/Interprétation

## **5. Advisory Committee on French Language Services - 1999 Annual Report and 2000 Objectives**

### **Comité consultatif sur les services en français - Rapport annuel de 1999 et objectifs de 2000**

#### **Recommendations**

1. That the 1998-1999 Annual Report, as detailed in Document 1, be received.
2. The Committee recommends approval of the 2000 Objectives.
3. That the accompanying resource requirements as described in this report be considered within the 2000 budget and be made available to City Council as part of the budget documentation.



August 25, 1999 (12:18p)

France Pégeot  
Chairperson

MG:bjc

**Contact:** **France Pégeot**  
**Brenda Emond, 244-5300, ext. 3541**

#### **Financial Comment**

Funds for the Advisory Committee on French Language Services base budget of \$2,000, will be provided in account 2231951 in the Department of Corporate Services 2000 Operating

Budget. The Advisory Committee approved a motion requesting that an additional \$500.00 be provided from the unallocated bulk provision of \$10,000. The distribution of this bulk allocation of \$10,000 will be dealt with by City Council during its deliberation of the 2000 Operating Estimates.



August 26, 1999 (9:07a)

for Mona Monkman  
City Treasurer

ECM:cds

## **EXECUTIVE SUMMARY**

### REASONS BEHIND RECOMMENDATIONS

#### Recommendation 1

In keeping with the reporting requirements for Advisory Committees, the Advisory Committee on French Language Services is submitting its 1998-1999 Annual Report (Document 1) to City Council for information.

#### Recommendation 2

In addition to the tasks prescribed by its mandate, the Committee submits the following objectives for 2000:

#### Recommendation 3

The Committee requests additional funds in the amount of \$500 to supplement the amounts earmarked to cover costs associated with taxi, babysitting and meals.

Objective 1:

RMOC:

In the event of an amalgamation between the City of Ottawa and regional municipalities, submit recommendations concerning French-language service delivery and the protection of established rights.

Implementation

Action with elected officials:

Briefing and awareness sessions with regional organizations and associations and Francophones in other municipalities.

#### Objective 2:

Jeux de la Francophonie:  
Ensure the Committee's involvement

#### Implementation

Inform the National Committee responsible for organizing the games of the ACFLS' interest in taking part in activities.

Establish direct contact with the Executive Director of the Games to ensure that the Committee is kept informed of these activities.

#### Objective 3:

Take action to advance the bilingual nature of the City of Ottawa.

#### Implementation

Ensure that residents are informed as best possible of the City of Ottawa's Official Languages Policy, their rights to service in the language of their choice, and the mechanisms in place to handle language-related complaints.

#### Consultation

No public consultation took place since this matter was discussed by members of the Advisory Committee on French Language Services at its meeting of June 3, 1999.

The Corporate Human Resources Branch, Corporate Services, was consulted and its comments are incorporated in the report.

#### **Disposition**

Advisory Committee on French Language Services and Corporate Human Resources Branch,  
Corporate Services

#### **List of Supporting Documents**

Document 1 - Annual Report of the Advisory Committee on French Language Services  
(June 1998 to May 1999)

## 1998-99 Annual Report

## FOREWORD

The Committee includes 10 members, 5 of them new members who joined the Committee in May 1999.

This report covers the period from June, 1998 to June, 1999, during which the Committee met four times. Committee members were particularly careful to monitor motions adopted and proposals made at meetings.

The Committee's activities primarily focussed on achieving its general objectives and action plan, especially in regard to language training for City employees and the policy on language services at public meetings; on meetings with staff from the City departments; and on complaints and items of interest drawn to the Committee's attention.

**RMOC:** In view of a possible amalgamation between the City of Ottawa and other regional municipalities, and in regard to the downloading of provincial responsibilities to the RMOC, the Committee explored possible activities to raise awareness about the delivery of services in French within the area, and the best means of planning and coordinating such services.

**Jeux de la Francophonie:** The Committee expressed its willingness to play a part in the Jeux de la Francophonie and participate in the event's activities. It asked to be kept informed of these activities.

**Language-related complaints:** The Committee focussed special attention on the complaints received. In each case, it monitored the situation and recommended corrective action. An annual report is prepared for the Committee to review. In response to a committee complaint regarding the awarding of contract, in particular the awarding of the City Hall Security Guard contract, a revised clause has been incorporated into the contract for the second term of the contract, which increased the overall requirement for bilingualism.

**City departments:** The Committee made a special effort to inform management of its French-language service delivery concerns and to promote the use of French internally. To do so, it met with key staff members and departmental spokespersons while giving special attention on certain departments during the year. These exchanges made the Committee's role more familiar and opened strong lines of communication between the Committee and management. Meetings held with the Chief Administrative Officer of the City of Ottawa underscored the importance of taking a pro-active approach and participating in the development of strategies and reviews of City government.

**Outside organisations:** The Committee has endeavoured to advance the bilingual nature of the City of Ottawa. In this regard, it has asked that the Official Languages Policy be strictly enforced within these organisations and that they include adequate Francophone resources. It is also important that the administrators appointed by the City include a fair proportion of Francophone representatives.

**Varia:** The Committee appointed delegates to represent it in dealings with various committees, forums or organisations in order to ensure that consideration is given to services for Francophones.





le 25 août 1999

ACS1999-CV-FLS-0001  
(N/Réf.: ACV3224/0110)

Comité consultatif sur  
les services en français

Quartier/Ward  
City Wide

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

**Comité consultatif sur les services en français - Rapport annuel de 1999 et objectifs de 2000**

**Advisory Committee on French Language Services - 1999 Annual Report and 2000 Objectives**

**Recommandations**

1. Que le Rapport annuel de 1998-1999, qui figure au document 1 ci-joint, soit reçu.
2. Le Comité recommande que les objectifs de 2000 soient approuvés.
3. Que les besoins y afférents en ressources décrits dans le présent rapport soient pris en considération dans le cadre du budget de 2000 et inclus dans les documents budgétaires distribués au Conseil.

*Brenda Emond*  
for

August 25, 1999 (12:18p)

France Pégeot  
Présidente

MG:bjc

**Personne -** France Pégeot  
**ressource:** Brenda Emond 244-5300 poste. 3541

## Commentaire financier

Les fonds de 2 000 \$ au titre du budget de base du Comité consultatif sur les services en français seront versés au compte 2231951 du budget de fonctionnement des Services intégrés pour l'an 2000. Le Comité consultatif a approuvé une motion pour que lui soit versée une somme supplémentaire de 500 \$ provenant de l'affectation globale non attribuée de 10 000 \$. Le Conseil municipal se penchera sur la répartition de ces 10 000 \$ pendant ses délibérations sur les prévisions budgétaires de fonctionnement pour l'an 2000.

La trésorière municipale,  
Services des finances



Le 26 août 1999 (9 h 12)

pour Mona Monkman  
ECM:cds

## RÉSUMÉ

### MOTIFS À L'APPUI DES RECOMMANDATIONS

#### Recommandation 1

Le Comité consultatif sur les services en français, conformément aux exigences sur la présentation des rapports des comités consultatifs, soumet son rapport de 1998/99 (Document 1) au Conseil municipal pour information.

#### Recommandation 2

En plus des tâches qui lui incombent par son mandat, le Comité soumet les objectifs suivants pour 2000 :

#### Recommandation 3

Le Comité demande des crédits supplémentaires de 500 \$ pour compléter les sommes affectées au paiement des coûts liés aux services de taxis, au gardiennage d'enfants et aux repas.

Objectif 1:

MROC :

Faire des recommandations en cas d'une éventuelle fusion de la ville d'Ottawa avec les municipalités de la région pour la prestation des services en français ainsi que la protection des droits acquis.

Mise en oeuvre

Interventions auprès des élus.

Sessions d'information et de sensibilisation auprès d'organismes et associations de la région ainsi qu'auprès des francophones des autres municipalités.

Objectif 2:

Jeux de la Francophonie:  
Assurer l'implication du Comité

Mise en oeuvre

Aviser le Comité national chargé de l'organisation des jeux de l'intérêt du CCLSF à participer aux activités.

Établir un lien direct avec le directeur général des Jeux afin d'être tenu au courant de ces activités.

Objectif 3:

Agir pour faire progresser le caractère bilingue de la ville d'Ottawa.

Mise en oeuvre

S'assurer d'informer au mieux les résidents sur la Politique des langues officielles de la ville d'Ottawa, sur leurs droits à se faire servir dans la langue de leur choix et sur le mécanisme en place pour donner suite aux plaintes de nature linguistique.

Consultation

Le public n'a pas été consulté étant donné que les membres du Comité consultatif sur les services en français ont discuté de la question à l'occasion de sa réunion le 3 juin 1999.

La Direction des ressources humaines, Services intégrés, a été consultée et commentaires de son personnel sont intégrés au rapport.

## **DISPOSITION**

Le Comité consultatif sur les services en français et la Direction des ressources humaines, Services intégrés.

## **Liste des documents à l'appui**

Document 1 - Rapport annuel du Comité consultatif sur les services en français (juin 1998 à mai 1999)

## Partie II - Documents à l'appui

## Document 1

### Rapport annuel 1998-1999

#### PRÉAMBULE

Le Comité compte 10 membres dont 5 nouveaux membres, entrés en fonction en mai 1999.

Ce rapport couvre la période de juin 1998 à juin 1999, au cours de laquelle le Comité a tenu quatre réunions. Les membres du Comité ont veillé particulièrement au suivi des motions adoptées en réunions et des propositions.

Les activités du Comité ont porté principalement sur la réalisation des objectifs généraux et du plan d'action; notamment en ce qui touche la formation linguistique du personnel municipal et la politique des services linguistiques aux réunions publiques; sur les rencontres avec les membres du personnel des services municipaux; et sur des plaintes et des points d'intérêt portés à l'attention du Comité.

**MROC:** En vue d'une éventuelle fusion de la ville d'Ottawa avec les autres municipalités de la région, de même dans le cas de délestage des responsabilités provinciales à la MROC, le Comité s'est interrogé sur des activités possibles de sensibilisation à la prestation de services en français sur le territoire ainsi que sur la meilleure façon de les planifier et de les coordonner.

**Jeux de la Francophonie:** Le Comité a fait connaître son souhait de s'impliquer dans les Jeux de la Francophonie et de participer aux activités relatives à cet événement. Il a demandé à être tenu au courant de ces activités.

**Plaintes de nature linguistique :** Le Comité a porté une attention particulière aux plaintes reçues. Dans chaque cas, il a surveillé la situation et recommandé des mesures correctives. Un rapport annuel est rédigé à l'intention du Comité. Par suite d'une plainte du Comité concernant l'attribution d'un contrat, en l'occurrence le contrat des services d'agents de sécurité à l'hôtel de ville, une clause ayant pour effet de rendre plus rigoureux les critères généraux de bilinguisme a été incorporée au contrat pour la seconde période de celui-ci.

**Services municipaux:** Le Comité s'est attaché à sensibiliser l'administration à ses préoccupations en matière de prestation des services en français ainsi qu'à promouvoir l'usage du français à l'interne. Pour ce faire, il a rencontré le personnel clé et les porte-parole des services administratifs en ciblant pour l'année certains services en particulier. Ces échanges de vues ont permis de mieux faire connaître le rôle du Comité et d'établir une bonne communication entre le Comité et l'Administration. Des rencontres avec le Directeur général de la Ville ont fait ressortir l'importance d'adopter une action proactive et de participer à l'établissement des stratégies et à l'examen de l'administration municipale.

**Organismes externes:** Le Comité s'est attaché à faire progresser le caractère bilingue de la ville d'Ottawa. Dans ce sens, il a demandé à ce que s'assure que la politique sur les langues officielles sont rigoureusement mise en oeuvre dans ces organisme et que les ressources francophones y soient adéquates. Il est important aussi qu'il y ait, parmi les administrateurs nommés par la Ville, des représentants de la population francophone dans une proportion équitable.

**Divers:** Le Comité a nommé des délégués le représentant auprès de différents comités, forums ou organismes afin de s'assurer que les services aux francophones sont pris en compte.

**This page intentionally left blank**