



Business Advisory Committee

MINUTES 9

Tuesday, 12 June 2012, 3:35 p.m.

Colonel By Room, 110 Laurier Avenue West

NOTE: These Minutes have not been confirmed and should be considered DRAFT

Present: T. Whitmore, Chair, B. Lippett, Vice-Chair, J. Blatherwick,
R. Brocklebank

Absent: A. Mitta, D. Guilbault, L-M Parent

DECLARATIONS OF INTEREST

No declarations of interest were filed.

CONFIRMATION OF MINUTES

Minutes 8 of the Tuesday, 10 April 2012 meeting will be confirmed at a later date.

PRESENTATIONS

1. PILOT PROJECT FOR ABANDONED SHOPPING CARTS

M. Rick O'Connor, City Clerk and Solicitor

Kevin Wylie, Manager, Roads and Traffic Operations and Maintenance spoke to a PowerPoint presentation, which served to provide Committee with an overview of abandoned shopping carts on the City's roadways that are a safety and maintenance concern. *A copy of the presentation is held on file with the City Clerk's office pursuant to the City of Ottawa Records Retention and Disposition By-law.* Mr. Rick O'Connor, City Clerk and Solicitor, Valerie Bietlot, Legal Counsel and Linda Anderson, Manager, Chief, By-Law & Regulatory Services were also present to respond to questions.

Mr. Rick O'Connor, City Clerk and Solicitor noted that on 2 May 2012, the Transportation Committee considered this report; which was in response to direction given to staff by the Committee in December 2011 to examine the costs and benefits of the establishment of a program to retrieve abandoned shopping carts from City property. The Transportation Committee approved that:

Staff consult with the Business Advisory Committee as well as representatives from retailers, grocers, property managers and other stakeholders to develop non-regulatory options for preventing carts from being removed from private property and abandoned elsewhere, and also for the pick-up and retrieval of abandoned shopping carts from City property, including educational programs, cooperative solutions with retailers, and community-led initiatives, together with fees for retrieval of the carts and potential costs for the City.

He also advised that direction was also given that this be done as a pilot project in Wards 11 and 12 only and that for purposes of the pilot, the number of carts found in these two wards be recorded and reported on-line through 3-1-1 or Service Ottawa.

Following the presentation and breakdown of the Transportation Committee's motion, Mr. Wiley, Mr. R. O'Connor, Mrs. Bietlot and Mrs. Anderson responded to members' questions on the following topics:

- Staff look at similar projects such as the Grafitti issue for similarities;
- Legal implications with respect to stolen carts;
- How this project would affect city taxpayers;
- What By-Law services approach would be to regulations;
- Identifying approaches of retrieval;
- Ensuring that bad corporate branding is not an issue;
- How the City would work with businesses and surrounding communities to address the issue.

Action 1: The Business Advisory Committee will forward Kevin Wylie's presentation of 12 June meeting to the BIA's, Community Associations and Parties that they see fit and inquire as to whether they would be interested in being included in the consultation.

Action 2: The Chair will speak with members who were not in attendance and get their feedback on approach.

Action 3: Kevin Wiley will inform the Committee Coordinator of any further steps with respect to Stakeholder Consultation.

2. **OFFICE OF THE PROCUREMENT OMBUDSMAN - PRESENTATION**
Gilles Pineau, Communications Manager, Office of the Procurement Ombudsman

Deferred to a future meeting due to the presenter's late schedule change.

3. **SUSTAINABLE PURCHASING POLICY - DRAFT**
Linda Christina, Strategic Support Coordinator, Sustainability Practice & Neighbourhood Liability, Planning & Growth Management

Jeff Byrne, Chief Procurement Officer and Linda Cristina, Strategic Support Coordinator, Sustainability Practice and Neighbourhood Livability, Planning and Growth Management provided a PowerPoint presentation. *A copy of the presentation is held on file with the City Clerk's office pursuant to the City of Ottawa Records Retention and Disposition By-law.*

Members asked that staff may find it useful to look at the West Coast for strategies and asked about the encouragement of local tenders, outreach to suppliers, facilitating with small businesses.

Action 1: Linda Cristina will forward the names and meeting dates of the Advisory Committee's that they will be presenting this draft to.

Action 2: The Committee Coordinator will forward the May 2011 Annual Report to BAC members.

Action 3: Jeff Byrne will present the 2011 Annual Report to BAC at a future meeting.

INFORMATION ITEMS

4. VERBAL REPORT FROM STAFF
 RAPPORT VERBAL DU PERSONNEL
 Saad Bashir, Manager, Economic Development

Mr. Bashir, Manager, Economic Development provided an overview on Invest Ottawa and Marketing collateral as well as the Division's many recent activities:

- Studio for the City of Ottawa (RFP document will be available online);
Action: Mr. Bashir will keep BAC members informed on the RFP process of the Studio and inform as to whether any reports will be brought forward to FEDCO & Council.

- 2017 Mayor's Task Force - 150th Anniversary
Action: Mr. Bashir will forward the online link to the Committee Coordinator to provide the BAC members once it is available.
http://www.ottawa.ca/en/city_hall/infobusiness/anniversary/index.htm

- Hotel
Action: Mr. Bashir will forward the Committee Coordinator future plans; which she will provide to the BAC members.

- CIP (Investment Plan)
Action: Mr. Bashir will forward the report to the Committee Coordinator to provide to the BAC members.

- AMO conference in Ottawa
Action: Mr. Bashir will forward more details about the upcoming August conference and send an invitation to BAC members to the August 19th reception.

OTHER BUSINESS

5. GOVERNANCE / GOUVERNANCE: Mr. Rick O'Connor provided a brief overview of timelines and next steps of several reports including the Lobbyist Registry, the Code of Conduct and Advisory Committee Renewal to support Council's Term of Council Priorities.

Action: The Committee Coordinator will keep the BAC members informed on when the report will be finalized and brought forward to a Joint meeting of the Finance and Economic Development Committee and Governance Renewal Sub-Committee.
<http://ottawa.ca/cgi-bin/pressco.pl?&Elist=17774&lang=en>

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6. JULY AND AUGUST MEETINGS: The Committee cancelled the July meeting and August meeting; however, Chair Whitmore advised that a meeting may be called if necessary.

ADJOURNMENT

The meeting adjourned at 5:30 p.m.

Committee Coordinator

Chair