

**SUBJECT: Status Update – Environment and Climate Change Committee –  
Inquiries and Motions for the Period Ending  
9 November 2023**

**File Number: ACS2023-OCC-CCS-0150**

**Report to Environment and Climate Change Committee on 21 November 2023**

**Submitted on November 9, 2023 by Christopher Zwierzchowski  
Committee Coordinator, Council and Committee Services, Office of the City Clerk**

**Contact Person: Christopher Zwierzchowski  
Committee Coordinator, Council and Committee Services**

***613-580-2424, ext. 21359, Christopher.Zwierzchowski@ottawa.ca***

**Ward: CITY WIDE**

**OBJET : Rapport de situation – Demandes de renseignements et motions du  
Comité de l'environnement et du changement climatique pour la période se  
terminant le 9 novembre 2023**

**Dossier : ACS2022-OCC-CCS-0150**

**Rapport au Comité de l'environnement et du changement climatique,  
le 21 novembre 2023**

**Soumis le 9 novembre 2023 par Christopher Zwierzchowski, Coordonnateur du  
Comité, Services aux comités et au conseil, Bureau du greffier municipal**

**Personne ressource : Christopher Zwierzchowski, Coordonnateur du Comité,  
Services aux comités et au conseil**

***613-580-2424, poste 21359, Christopher.Zwierzchowski@ottawa.ca***

**Quartier : À L'ÉCHELLE DE LA VILLE**

## **REPORT RECOMMENDATION**

**That the Environment and Climate Change Committee receive this report for  
information.**

## **RECOMMANDATION DU RAPPORT**

**Que le Comité de l'environnement et du changement climatique prenne connaissance du présent rapport.**

## **BACKGROUND**

On 11 June 2008, Council approved a new process for tracking formal Inquiries and Motions submitted at Standing Committees and Council. Included in this process was the requirement for Committees and Council to receive bi-monthly status updates on these motions and inquiries. Accordingly, this report is being presented to Committee for information.

## **DISCUSSION**

### **Departmental Report on Outstanding Motions and Directions**

This report integrates the status of outstanding motions and directions to staff, identified as part of the City Manager's review in the fall of 2008, with the actions that will be taken to ensure that both are addressed appropriately.

Consistent with Council's direction, the tracking and reporting of formal motions and inquiries is undertaken by the City Clerk's Office. Protocols have also been established within departments to ensure department-specific motions and inquiries are processed in a timely manner. In those instances where there may be a delay, Council will be provided with an explanation.

The departmental list of Outstanding Motions and Directions to Staff is attached as Document 1. The departmental list of Outstanding Inquiries is attached as Document 2.

## **RURAL IMPLICATIONS**

There are no rural implications associated with this report.

## **CONSULTATION**

This report is administrative in nature and therefore no consultation was required.

## **ADVISORY COMMITTEE(S) COMMENTS**

This report is administrative in nature and therefore no consultation was required.

**LEGAL IMPLICATIONS**

There are no legal impediments to receiving the report for information.

**RISK MANAGEMENT IMPLICATIONS**

There are no risk management implications associated with this report.

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report.

**ACCESSIBILITY IMPACTS**

This report is administrative in nature and has no associated accessibility impacts.

**TECHNOLOGY IMPLICATIONS**

This report is administrative in nature and has no associated technology implications.

**TERM OF COUNCIL PRIORITIES**

This report has no direct impacts on the City’s strategic priorities or directions identified for the current Term of Council.

**SUPPORTING DOCUMENTATION**

Document 1 Departmental List of Outstanding Motions and Directions as of  
9 November 2023

Document 2 Departmental List of Outstanding Inquiries as of 9 November 2023

**DISPOSITION**

The Coordinator will continue to track all motions and inquiries made at Committee meetings and departmental staff will continue to track motions and directions to staff. The results will be reported to Committee on a bi-monthly basis.