

## MEMO / NOTE DE SERVICE



# 13.1

**To / Destinataire** OPLB Trustees

**cc:** Sonia Bebbington, Chief Librarian and CEO

**From / Expéditeur** Craig Ginther, Division Manager, Service Planning

**Subject / Objet** City reporting on Ādisōke

**Date:** November 24, 2023

The purpose of this Memo is to make trustees aware of a report regarding Ādisōke that will be tabled for information at the next meeting of the Finance and Corporate Services Committee on Tuesday, December 5, 2023, and subsequently at Ottawa City Council on Wednesday, December 6.

### Context

On June 13, 2018, Council approved the Implementation Plan for the Ottawa Public Library and Library and Archives Canada Joint Facility report ([ACS2018-PIE-IS-0007](#)). That report recognized the City of Ottawa's participation in the partnership for the Ottawa Public Library and Library and Archives Canada Joint Facility, noted that the City would provide all project management services for the building project via a Project Management Office (PMO), and directed the PMO to provide updates to Members of Council as major project milestones are achieved.

### Update / Implications

In line with the above-mentioned reporting obligations, the PMO will be tabling a report at the next meeting of the Finance and Corporate Services Committee on December 5, 2023, and subsequently at Council. This report will provide an update on milestones achieved, as they relate to contract award and construction commencement. It will also provide information and updates on communications and engagement activities, project governance, schedule, budget, and high-level risks for the building project, along with information regarding the 2024 workplan.

The upcoming PMO report is distinct from the monthly construction updates shared with all Members of Council and with OPLB Trustees and is also distinct from OPLB reports, which provide general updates on construction progress and OPL operational planning efforts.

These distinctions align with the management and reporting accountabilities of each partner as reflected in the June 2018 Board and Council reports, and in accordance with the Governance Agreement.

### **Next steps**

The PMO will continue to provide regular updates to Council, including as major milestones are achieved, and OPL staff will advise trustees via memo in advance of future City reports.

For any questions, please feel free to contact me.

CRAIG GINTHER  
Division Manager  
Service Planning

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