



Date

To: Nicolas Piperno
Manager, Health Equity French Language Services,
Indigenous, French Language and Priority Populations Branch

Subject: Request for full designation of Centre d'accueil Champlain as a French Language Service provider under the *French Language Services Act* (FLSA)

The City of Ottawa is requesting an official designation as a French Language Service provider under the FLSA for Centre d'accueil Champlain and confirms our ability to offer all direct public services in French on a continuous basis for all of the programs available at Centre d'accueil Champlain. This letter is an attestation that the home has complied with the requirements below and has included the required supporting documents.

a) Committee of management resolution

The City of Ottawa's Community Services Committee, in its capacity as the Committee of Management for the City's long-term care homes, passed a resolution in the form of approving the staff report recommending that the City pursue designation on [Insert date] affirming the committee's decision to seek a full designation under the FLSA for all of the programs and services available at the Centre d'accueil Champlain. The meeting minutes confirming approval of the recommendation and the approved report are included in the City's supporting documents.

b) Policy framework

The City of Ottawa has a Bilingualism Policy for the programs and services available from the City of Ottawa. In addition, Centre d'accueil Champlain has a complementary practice and procedure for French language services (FLS), which details the current and future offer of FLS at the long-term care home.

c) Allocation of responsibilities

The Community Services Committee has agreed upon the Committee's responsibilities, as well as those of the long-term care management team, with respect to the delivery of FLS. Enclosed is a detailed statement with the responsibilities of the respective parties.

If you require further information, please contact Jacqueline Roy, Administrator of Centre d'accueil Champlain, at jacqueline.roy@ottawa.ca.



Laura Dudas
Chair
Community Services Committee
City Council
City of Ottawa

cc.: Clara Freire, General Manager, Community and Social Services, City of Ottawa
Dean Lett, Director of Long-Term Care, City of Ottawa