



Finance and Corporate Services Committee

Minutes

Meeting #: 12
Date: March 5, 2024
Time: 9:30 am
Location: Champlain Room, 110 Laurier Avenue West, and by electronic participation

Present: Chair: Mayor Mark Sutcliffe, Vice-Chair: Councillor Catherine Kitts, Councillor Matt Luloff, Councillor Laura Dudas, Councillor Cathy Curry, Councillor Glen Gower, Councillor Rawlson King, Councillor Jeff Leiper, Councillor Riley Brockington, Councillor Shawn Menard, Councillor George Darouze

Absent: Councillor Tim Tierney

1. Notices and meeting information for meeting participants and the public
Notices and meeting information are attached to the agenda and minutes, including: availability of simultaneous interpretation and accessibility accommodations; *in camera* meeting procedures; information items not subject to discussion; personal information disclaimer for correspondents and public speakers; notices regarding minutes; and remote participation details.
Accessible formats and communication supports are available, upon request.
Except where otherwise indicated, reports requiring Council consideration will be presented to Council on April 17, 2024 in Finance and Corporate Services Committee Report 12.
The deadline to register by phone to speak, or submit written comments or visual presentations is 4 pm on March 4, 2024, and the deadline to register to speak by email is 8:30 am on March 5, 2024.

These “**Summary Minutes**” indicate the disposition of items and actions taken at the meeting. This document does not include all of the text that will be included in the full Minutes, such as the record of written and oral submissions. Recorded votes and dissents contained in the Summary Minutes are draft until the full Minutes of the meeting are confirmed by the Committee. The draft of the full Minutes (for confirmation) will be published with the agenda for the next regular Committee meeting and, once confirmed, will replace this document.

2. Declarations of Interest

No Declarations of Interest were filed.

3. Confirmation of Minutes

3.1 FCSC Minutes 11 – February 6, 2024

Carried

4. Finance and Corporate Services Department

4.1 2023 Statement of Remuneration, Benefits and Expenses Paid to Members of Council and Council Appointees

File No. ACS2024-FCS-FSP-0004 – City-wide

Vice-Chair Kitts introduced a technical amendment motion during the consent portion of the agenda:

Report Recommendation

That the Finance and Corporate Services Committee and Council receive this report for information.

Carried as amended

Motion No. FCSC 2024-12-01

Moved by C. Kitts

WHEREAS on February 23, 2024, the report titled “2023 Statement of Remuneration, Benefits and Expenses Paid to Members of Council and Council Appointees (ACS2024-FCS-FSP-0004)”, listed as Item 4.1 on the Finance and Corporate Services Committee Agenda 12 for the meeting of March 5, 2024, was circulated to Members of Council and staff, and posted on Ottawa.ca; and

WHEREAS a correction required to “Document 2 - Statement of Remuneration and Expenses Paid to Council Appointees” was identified after the agenda and meeting documents were published on February 23, 2024; and

WHEREAS at the top of page two in Document 2, the total honorarium listed for each member of the Elections Compliance Audit Committee was reported as \$2,350 for each member, when in fact it was \$2,175 for each member; and

WHEREAS a revised Document 2 with the above noted correction was re-circulated to Members of Council and staff, and re-posted on Ottawa.ca on February 27, 2024;

THEREFORE, BE IT RESOLVED THAT, pursuant to Subsection 89(3) of the Procedure By-law, the updated Document 2 be added to the above-noted report for today’s meeting.

Carried

5. Legal Services

5.1 Comprehensive Legal Services Report for the Period July 1 to December 31, 2023

File No. ACS2024-OCC-GEN-0001 – City-wide

Report Recommendation

That the Finance and Corporate Services Committee recommend that Council receive this report for information.

Received

6. Office of the City Clerk

6.1 City representation and delegate attendance at municipal conferences and tradeshow in 2024

File No. ACS2024-OCC-GEN-0004 – City-wide

Vice-Chair Kitts introduced a motion during the consent portion of the agenda:

Following a short discussion, the Committee Carried this item as amended by Motion FCSC 2024-12-02.

Report Recommendations

That the Finance and Corporate Services Committee approve the following:

- 1. That four Members of Council attend the Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show, to be held June 6 to June 9, 2024, in Calgary, Alberta, in addition to the Mayor and Councillors Tierney and Johnson, who serve on the FCM Board of Directors;**
- 2. That, as the Association of Municipalities of Ontario (AMO) Annual Conference is to be held in Ottawa, from August 18 to August 21, 2024, and there will be no travel, accommodation or per diem expenses associated with this conference, any Members of Council wishing to attend are requested to notify the Office of the City Clerk prior to March 18, 2024.**

Carried as amended

Motion No. FCSC 2024-12-02

Moved by C. Kitts

WHEREAS the Federation of Canadian Municipalities (FCM) is hosting its Annual Conference and Trade Show from June 6 to June 9, 2024, in Calgary, Alberta; and

WHEREAS the City of Ottawa currently has two representatives on the FCM Board – Councillor Tim Tierney, who serves as 3rd Vice President, and Councillor Laine Johnson as Ottawa’s representative; and

WHEREAS in accordance with its terms of reference, the Finance and Corporate Services Committee annually approves the attendance of a limited number of Councillors to join the Mayor and Council representatives in the City’s delegation to the FCM conference, whose travel can be funded from the Council Administration Budget; and

WHEREAS the Office of the City Clerk has recommended the Finance and Corporate Services Committee approve the attendance of four

Members of Council in addition to the Mayor, the two Council representatives;

WHEREAS following a circulation for expressions of interest from the Office of the City Clerk, 11 Members of Council expressed an interest in attending the conference; and

WHEREAS it is beneficial to give Members representing different areas of the City the opportunity to participate in municipal conferences over the course of the Term of Council;

THEREFORE BE IT RESOLVED that the Finance and Corporate Services Committee approve the attendance of the following Members at the FCM conference, in addition to the Mayor and two Council representatives:

- 1. Councillor Laura Dudas**
- 2. Councillor Rawlson King**
- 3. Councillor George Darouze**
- 4. Councillor Allan Hubley**

Carried

6.2 French Language Services Advisory Committee 2024-2026 Work Plan

File No. ACS2024-OCC-CCS-0020 – City-wide

Report Recommendation

That the Finance and Corporate Services Committee recommend that City Council approve the French Language Services Advisory Committee’s 2024-2026 work plan, as set out in Document 1.

Carried

6.3 Status Update – Finance and Corporate Services Committee Inquiries and Motions for the period ending 23 February, 2024

File No.: ACS2024-OCC-CCS-0022 - City-wide

Report Recommendation

That the Finance and Corporate Services Committee receive this report for information.

Received

7. Planning, Real Estate and Economic Development Department

7.1 Economic Development Strategy and Action Plan

File No. ACS2024-PRE-EDP-0027 – City-wide

Mr. David Wise, Director, Economic Development & Long Range Planning, Planning, Real Estate and Economic Development Department (PRED), Ms. Sheilagh Doherty, Program Manager, High Economic Impact Projects, PRED and Ms. Cindy VanBuskirk, Program Manager, High Economic Impact Programs, PRED spoke to a PowerPoint presentation, a copy of which is held on file with the City Clerk.

Mr. Wise, Ms. Doherty, Ms. VanBuskirk and Wendy Stephanson, City Manager responded to questions.

Following discussion on this item, the Committee Carried the report recommendations as amended by Motions FCSC 2024-12-03 and FCSC 2024-12-04.

Report Recommendations

That the Finance and Corporate Services Committee recommend Council:

- 1. Approve the Economic Development Strategy and Action Plan as outlined in this report and supporting documentation; and**
- 2. Reaffirm economic development service delivery partner funding and the continuation of economic development grant programs as outlined in this report and supporting documentation, as required by the Grants and Contributions Policy.**

Carried as amended

Motion No. FCSC 2024-12-03

Moved by G. Darouze

WHEREAS Ottawa's rural area encompasses a large geographical area within the City of Ottawa, and is home to many businesses including small businesses and agricultural operations; and

WHEREAS the seven strategic priorities do not directly mention the rural area within the City of Ottawa, and it would be beneficial to ensure that they are represented within these priorities;

THEREFORE BE IT RESOLVED THAT strategic action #7 be amended to read: Key Sectors: Support new and existing small businesses and entrepreneurs and grow Ottawa’s key economic sectors with focuses on the knowledge-based sector, the tourism and creative industries sector, and the rural and agricultural sector.

Carried

Motion No. FCSC 2024-12-04

Moved by C. Curry

THEREFORE BE IT RESOLVED THAT staff be directed to consult with the Kanata North Business Association (KNBA), and any other relevant stakeholders on the implementation of the Economic Development Strategy; and,

BE IT FURTHER RESOLVED that staff be directed to undertake similar consultations in support of the implementation of a specific and tangible Action Plan as it relates to the two Special Economic Districts—the Kanata North Economic District and the Ottawa International Airport Economic District.

Carried

7.2 Designate leased spaces as Municipal Capital Facilities

File No. ACS2024-PRE-CRO-0002 – City-wide

Report Recommendations

That the Finance and Corporate Services Committee recommend Council:

1. **Designate six City of Ottawa leased locations, as further described in this report, as a Municipal Capital Facility (MCF), for the purpose of the general administration of the Municipality and other prescribed municipal purposes as permitted under Section 110(6) of the *Municipal Act* and as defined in Ontario Regulation 603/06, 2001 as amended.**

2. **Authorize the Acting Director, Corporate Real Estate Office, in consultation with the City Solicitor, to finalize and execute six Municipal Capital Facility Agreements and place the associated by-laws on the agenda of Council for enactment in support of exempting the respective leased locations from realty taxes as further described in this report.**

Carried

7.3 Approval to Expropriate Lands – Earl Grey Drive Extension Project

File No. ACS2024-PRE-CRO-0011 – Kanata North (Ward 4)

Report Recommendations

That the Finance and Corporate Services Committee recommend that City Council enact a by-law, in the form attached in Document 1 hereto authorizing the City to proceed with the expropriation of the property interests described in Schedule A to the draft by-law (the “Propety Interests”) including:

1. **Registering plans of expropriation with respect to the Property Interests;**
2. **Serving notice of expropriation and possession on the owners of the Property Interests;**
3. **Serving offers of compensation as contemplated in Section 25 of the Expropriations Act; and,**
4. **Taking possession of the Property Interests.**

All in accordance with the *Expropriations Act*.

Carried

7.4 Approval to Expropriate Lands – Bank Street Rehabilitation Project

File No.: ACS2024-PRE-CRO-0010 - Ward: River (16), Capital (17) Alta Vista (18)

Report recommendations

That the Finance and Corporate Services Committee recommend that City Council enact the By-law attached as Document 1 hereto

authorizing the City to proceed with the expropriation of the lands described in Schedule A to the By-law (the “Lands”) including:

1. Registering a plan of expropriation with respect to the Lands;
2. Serving notice of expropriation and possession on the owners of the Lands;
3. Serving offers of compensation as contemplated in Section 25 of the *Expropriations Act*; and,
4. Taking possession of the Lands.

All in accordance with the *Expropriations Act*.

Carried

7.5 Delegation of Authority – Acquisition and Sale of Land and Property – 1 July 2023 to 31 December 2023

File No.: ACS2024-PRE-CRO-0015 - City-wide

Report Recommendation

That the Finance and Corporate Services Committee receive this report for information.

Received

8. Recreation, Cultural and Facility Services Department

8.1 Corporate Sponsorship and Advertising Policies

File No. ACS2024-RCF-GEN-0001 – City-wide

Mr. Dan Chenier, General Manager, Recreation, Cultural and Facility Services spoke to a PowerPoint presentation, a copy of which is held on file with the City Clerk.

Prior to the delegations, Councillor S. Menard introduced a motion (FCSC 2024-12-05).

Committee heard from the following public delegations:

- Angela Keller-Herzog, Executive Director, CAFES*
- William van Geest, Ecology Ottawa*
- Sam Hersh
- Julia Levin

- Elizabeth Houlding
- Letitia Charbonneau
- Mark Brooks
- Thomas Deadman
- Shellyza Sajwani, co-chair, Canadian Association of Pharmacy for the Environment (CAPHÉ)
- Eugenie Waters
- Dr. Husein Moloo
- Una Ferguson
- Dr. Sarah Charron
- Shana Quesnel
- Emma Bider
- Robert Lyman
- Cecile Wilson
- Gemma Patey

[* Individuals / groups marked with an asterisk above either provided comments in writing or by e-mail; all submissions are held on file with the City Clerk.]

The following correspondence is held on file with the City Clerk.

- Email dated 4 March 2024, Onita Basu
- Email dated 4 March 2024, Alex Legault

Following delegations on this item, the Committee Carried the report recommendations as amended by Motion FCSC 2024-12-05.

Report Recommendations

That the Finance and Corporate Services Committee recommend that City Council:

1. **Approve the updated Sponsorship Policy and the Advertising Using City Assets and Programs Policy as detailed in Documents 1 and 2; and**
2. **Delegate authority to the General Manager, Recreation, Cultural and Facility Services:**
 - a. **The authority to approve sponsorship naming rights, with ward councillor concurrence, for ancillary spaces and**

small local amenities; and

- b. The authority to approve minor administrative amendments to the policies to improve clarity and usefulness, adapt to changing digital media technology and practices, and evolving industry and government regulations; and**
- 3. Delegate the authority to all General Managers to approve sponsorships or advertising within their respective Departments, and to conclude and execute associated agreements of up to 10 years in term where the value of the sponsorship or advertising does not exceed \$250,000.00 per year, provided that the sponsorship or advertising and the associated agreement complies with the requirements of the City's Sponsorship and Advertising policies; and**
- 4. Approve that Recreation, Cultural and Facility Services Department initiate a new phase of solicitation for billboard advertising on City property in accordance with established procedures and by-laws and be authorized to initiate future solicitations on a periodic basis to increase advertising revenues.**

Carried as amended

Motion No. FCSC 2024-12-05

Moved by S. Menard

WHEREAS the City's updated Sponsorship Policy and Advertising Using City Assets and Programs Policy maintains the practice of accepting advocacy advertising with the condition that the ads clearly indicate that they are paid ads and who paid for them; and

WHEREAS the updated policy specifies that advertising must not impact the quality and integrity of the City's properties, programs, buildings, streetscapes, or digital spaces, and for advocacy advertisements must indicate the source organization paying for the advertising to ensure transparency and avoid perception of City endorsement; and

WHEREAS the City has accepted paid sponsorships for rink board advertising in select arenas that advances pro-oil and gas fossil fuel industry advertisements; and

WHEREAS the current contracts for fossil fuel advertising on rink boards runs until November 2024, and the OC Transpo contract runs until June 8, 2024; and

WHEREAS the advertising programs for OC Transpo's assets are formally exempt from the provisions set out in the City's Advertising Policy but are routinely reviewed by staff to align with the Recreation, Culture and Facility Services policy and best practices; and

WHEREAS the city has excluded certain types of advertising in the past from its policy including tobacco and guns on the basis that they adversely "impact the quality and integrity of the City's properties, programs, buildings, streetscapes, or digital spaces."

THEREFORE BE IT RESOLVED that staff review a change to the updated Advertising Using City Assets and Programs Policy that would examine options around fuel advocacy advertising, considering the alignment of city policies, outcomes related to lowering GHG emissions, reputational risks, and legal implications; and

BE IT FURTHER RESOLVED that staff present options for advancing the matter and report back to the Finance and Corporate Services Committee for consideration by Q3 of 2024; and

THEREFORE BE IT FURTHER RESOLVED that any future changes to fossil fuel advertising under the City's updated policy be considered by Transit Services staff, and that any resulting amendments proposed to OC Transpo policies be brought to the Transit Commission for timely consideration.

Carried

9. Councillors' Items

9.1 Kanata North Nuisance Mosquito Control Program (Councillor Curry)

File No. ACS2024-OCC-GEN-0002 – Kanata North (Ward 4)

Report Recommendations

That the Finance and Corporate Services Committee recommend that Council:

- 1. Receive the results of the community-wide vote on the proposed continuation of the Kanata North Nuisance Mosquito Control Program and related area-specific levy; and**
- 2. Approve the continuation of the Kanata North Mosquito Nuisance Program special levy from 2024 through 2027 for the area identified in Document 1;**
 - a. Direct the City Solicitor to prepare the necessary by-laws for Council's enactment;**
 - b. Direct the Chief Financial Officer to administer the special levy for the annual amounts identified in Document 2, from 2024 through 2027 for the area identified in Document 1; and**
 - c. Delegate the authority to the General Manager of Public Works, in consultation with the City Solicitor and the Ward Councillor, to award, finalize, execute and manage the contract to GDG Environment.**
- 3. That the Finance and Corporate Services Committee direct that the report be submitted to Council for consideration at its meeting of March 6, 2024.**

Carried

10. In Camera Items

There were no *in camera* items.

11. Information Previously Distributed

11.1 Update - Acquisition Lease - Transitional Housing for Families

File No.: ACS2024-PRE-CRO-0012

12. Motions of Which Notice has been Previously Given

12.1 Motion – Havenlea Gateway Feature

ACS2024-OCC-GEN-0005 - Barrhaven East (Ward 24)

Ms. Melissa Côté, Taggart Investments & Tartan Homes was present in support, and available to answer questions. She advised that she did not need to address the Committee if the item carried.

Moved by C. Kitts

WHEREAS a gateway feature was constructed at the southwest corner Crestway Drive and Prince of Wales Drive as part of a subdivision agreement registered on 17 January 2002 as OC35390 (and amended by an agreement registered on 24 January 2003 as OC163052 and by an agreement registered on 22 March 2004 as OC311288); and

WHEREAS the gateway feature and the associated parcel of land were not conveyed to the City as part of the subdivision process; and

WHEREAS the City completed its report on the Design Guidelines for New Development Application Gateway Features in 2008; and

WHEREAS through the Design Guidelines for New Development Application Gateway Features, the City has since developed a maintenance fund to cover all costs associated with the maintenance and upkeep of gateway features for 20 years, with the base amount being \$25,500 in 2014 value; and

WHEREAS as a result of retaining ownership of the land parcel, the applicant has accrued an outstanding tax balance of approximately \$27,000, which would not have been incurred if the gateway feature and parcel was transferred to the City upon completion of construction; and

WHEREAS the applicant has agreed to pay the outstanding tax balance and an additional \$10,000 contribution to the gateway feature maintenance fund, for a total of approximately \$37,000; and

WHEREAS the applicant has agreed to address all deficiencies outlined by asset management prior to the transfer of the gateway feature and land; and

WHEREAS the \$10,000 is sufficient for the removal of the feature at the end its service life, which is in approximately 30 years; and

WHEREAS the applicant has agreed to pay the Land Transfer Tax (LTT) and Harmonized Sales Tax (HST) associated with the land transfer.

THEREFORE BE IT RESOLVED THAT, as a modification of the subdivision approval, Council direct staff to assume the gateway feature and its associated parcel, being Parts 1 to 3 on Plan 4R-20761, for a nominal value of \$1 from 1213225 Ontario Ltd. and Tamarack Developments Corporation, subject to the complete payment of all taxes owing, the contribution of \$10,000 to the gateway feature maintenance fund, and addressing all deficiencies outlined by asset management. A new account shall be set up to deposit the \$10,000 maintenance contribution.

Carried

13. Notices of Motions (For Consideration at Subsequent Meeting)

There were no Notices of Motion.

14. Inquiries

There were no Inquiries.

15. Other Business

There was no other business.

16. Adjournment

Next Meeting

April 2, 2024

The meeting adjourned at 1:02 pm.

Original signed by M. Aston,
Committee Coordinator

Original signed by Mayor M.
Sutcliffe, Chair