

Subject: French Language Services Advisory Committee 2024-2026 Work Plan

File Number: ACS2024-OCC-CCS-0020

Report to Finance and Corporate Services Committee on 5 March 2024

and Council 3 April 2024

**Submitted on February 23, 2024 by, French Language Services Advisory
Committee**

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Ward: Citywide

**Objet : Plan de travail 2024-2026 du Comité consultatif sur les services en
français**

Numéro de dossier : ACS2024-OCC-CCS-0020

Rapport présenté au Comité des finances et des services organisationnels

Rapport soumis le 5 mars 2024

et au Conseil le 3 avril 2024

Soumis le 23 février 2024 par le Comité consultatif sur les services en français

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Quartier : À l'échelle de la ville

REPORT RECOMMENDATION(S)

**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.**

RECOMMANDATION(S) DU RAPPORT

Que le Comité des finances et des services organisationnels recommande au Conseil municipal d'approuver le Plan de travail 2024-2026 du Comité consultatif sur les services en français, comme il est décrit dans le document 1.

BACKGROUND

In accordance with Section R.1.19 of the [Bilingualism Policy](#), the City of Ottawa is required to establish an Advisory Committee on French Language Services whose mandate is to advise City Council on issues that impact the implementation of the Bilingualism Policy and its application to the City's services, programs, policies, and initiatives. The French Language Services Advisory Committee (the FLSAC) is also responsible for ensuring that its actions align with and complement City Council's Term of Council Priorities.

On [Wednesday, September 12, 2012](#), City council approved the report titled "[Advisory committee renewal to support Council's Term of Council Priorities](#)", which requires that all City advisory committees develop a work plan based on their respective mandates and the Term of Council Priorities and that they be approved by the relevant standing committee.

On [Wednesday, November 9, 2016](#), City Council approved the report titled "[2014-2018 Mid-Term Governance Review](#)", which in part recommended that the work plans for all of the City's advisory committees be in the same format and include a similar level of detail. The work plans are to refer to any specific initiatives under the broader priorities in which the Advisory Committee will be involved, and how and when the Advisory Committee will provide input into the initiatives.

City Council approved the establishment of the FLSAC for the 2022-2026 Term of Council on [July 12, 2023](#). At the same meeting, Councillor Stephanie Plante was appointed as Council Liaison for the Committee. On Wednesday, [September 27, 2023](#), following recruitment efforts, Ottawa City Council approved the report titled "[Appointments to the French Language Services Advisory Committee](#)" and appointed 11 individuals as Members of the 2022-2026 FLSAC.

The FLSAC held its first meeting of the term on [November 16, 2023](#). At this meeting, staff provided an overview on how the work plan would be established as further described in the Discussion section of this report.

The recommended 2024-2026 FLSAC work plan, attached to this report as Document 1, was approved by the French Language Services Advisory Committee at their meeting on Thursday, [February 8, 2024](#).

DISCUSSION

The proposed 2024-2026 French Language Services Advisory Committee (FLSAC) work plan, which is being recommended for Finance and Corporate Services Committee (FCSC) and City Council's approval, and is attached as Document 1, was prepared in accordance with the legislative framework outlined in the Background section of this report and contains goals and activities that align with the FLSAC's mandate and the 2023-2026 Term of Council Priorities.

Developing the 2024-2026 FLSAC work plan

At the FLSAC meeting on [November 16, 2023](#), French Language Services (FLS) staff provided a presentation to Members of the FLSAC which included information about the FLSAC's mandate, the 2023-2026 Term of Council Priorities, examples of work plan goals and activities, and a proposed process to develop the work plan. Information was also provided about items that were deferred from the 2020-2022 FLSAC work plan. As noted in the [FLSAC 2019-2021 Mid-Term Report](#), submitted to the Finance and Economic Development Committee meeting on Tuesday, December 7, 2021, due to COVID-19, three activities were deferred from the 2018-2022 FLSAC's work plan to be considered by the 2022-2026 FLSAC for inclusion on their work plan.

To develop the workplan, FLS issued a survey to Members of the FLSAC which sought information on Members' areas of interest and requested input on activities, including the deferred items from the 2020-2022 FLSAC's work plan. FLS reviewed the submitted responses and developed a work plan that was in line with survey responses, the Term of Council Priorities, and Committee's mandate.

As outline in the work plan, attached as Document 1, FLS identified eight activities for inclusion on the work plan including the three deferred activities from the 2020-2022 FLSAC, which correspond with the following four overarching goals:

- Goal 1: Support an approach that enhances municipal programs available to residents.
- Goal 2: Continue to raise staff awareness of the importance of providing an active offer of bilingual services.

- Goal 3: Support economic growth and resiliency in our bilingual City.
- Goal 4: Support the recruitment and hiring of bilingual City staff.

The draft work plan also includes a schedule which details when City staff will provide a presentation to FLSAC and at what meeting the FLSAC will submit their recommendations to staff relating to the activity. Where a department has more than one activity on the work plan, they have been scheduled to present on both activities at the same meeting to limit the number of meetings staff is required to attend. In addition, the work plan items are thoughtfully scheduled to ensure that activities will be completed before the end of this Term of Council.

The draft work plan was circulated to the relevant departments for feedback, as well as to Councillor Plante, the committee's Councillor Liaison, and Members of FLSAC. Following this, the work plan was listed for FLSAC's consideration at the [February 8, 2024](#), meeting and was carried without amendment.

Execution of the work plan

Should FCSC and City Council approve the work plan, the FLSAC will undertake each activity within the timelines outlined in the work plan. Relevant departmental staff will provide a presentation to the FLSAC regarding the items identified on the work plan and seek advice on areas within the FLSAC's mandate.

The FLSAC will subsequently make recommendations to the department following the presentation, orally and / or by way of a brief written report. The presentations and subsequent FLSAC recommendation reports will occur in accordance with the schedule outlined in Document 1, and relevant meeting minutes and reports will be forwarded to the departmental staff for their consideration.

As in previous Terms, the FLSAC will provide a mid-Term and end-of-Term report to the FCSC and City Council regarding the progress made on the work plan. The FLSAC may recommend revisions to the work plan as part of its mid-Term report, if required.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

LEGAL IMPLICATIONS

There are no legal impediments to approving this report.

ADVISORY COMMITTEE(S) COMMENTS

This is a report from the French Language Services Advisory Committee.

CONSULTATION

Advisory Committee meetings are open to the public and anyone wishing to speak to an item may do so. No members of the public spoke to this item at the Advisory Committee meeting of February 8, 2024.

Department staff has been consulted with the development of the Advisory Committee work plan and support its objectives.

ACCESSIBILITY IMPACTS

There are no accessibility implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk implications associated with this report.

RURAL IMPLICATIONS

There are no rural implications associated with this report.

TERM OF COUNCIL PRIORITIES

This report touches on the following [2023-2026 Term of Council Priorities](#):

- A city that has affordable housing and is more liveable for all.
- A city with a diversified and prosperous economy.

SUPPORTING DOCUMENTATION

Document 1	French Language Services Advisory Committee 2024-2026 Work Plan
Document 2	Extract of draft Minutes, French Language Services Advisory Committee, February 8, 2024

DISPOSITION

The FLSAC will work with staff to complete the projects identified in the attached work plan. The FLSAC will report to the FCSC and City Council on the progress on its work plan.