



MEMO / NOTE DE SERVICE

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TO: Community Services Committee

DESTINATAIRE : Comité des services communautaires

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FILE NUMBER: ACS2025-CSS-GEN-017

SUBJECT: Use of Delegated Authority during 2024 by the Community and Social Services Department under Schedule “D” City of Ottawa By-law 2024-265

OBJET : Utilisation de la Délégation de Pouvoirs en 2024 par la Direction Générale des Services Sociaux et Communautaires en Vertu de L’annexe « D » du Règlement 2024-265 de la Ville d’Ottawa

PURPOSE

The purpose of this memo is to provide information to the Community Services Committee regarding the Community and Social Services department's use of delegated authority during 2024.

BACKGROUND

Schedule "D" of the Delegation of Authority By-law 2024-265 authorizes the General Manager and heads of the various branches to enter into agreements and undertake other actions related to their mandate. The by-law contains full details including specific titles of the positions with delegated authority, as well as the limits imposed by the by-law. This memo lists service agreements, contribution agreements and grant agreements that were approved, amended, extended, and/or executed in 2024.

The list below summarizes the delegated authorities:

- The **General Manager, Community and Social Services** department is delegated the authority to sign agreements to receive funding from the federal or provincial governments, as well as service agreements, contribution agreements and grant agreements.
- **Gender and Race Equity, Inclusion, Indigenous Relations and Social Development Services**, which includes Community Funding, is delegated the authority to sign agreements related to Gender and Race Equity, Inclusion, Indigenous Relations and Social Development Services initiatives.
- **Employment and Social Services** is delegated the authority to approve, amend, extend, and execute agreements with the provincial or federal government provided that such agreements are related to employment and social services and to sign agreements related to the Ontario Works Act, 1997, the Ontario Disability Support Program Act, 1997, the Homemakers and Nurses Services Act and other social services and employment development initiatives.
- **Long-Term Care Services** is delegated the authority to sign agreements related to long-term care, including Resident Admission Agreements and Accountability Agreements.
- **Housing and Homelessness Services** is delegated the authority to sign agreements funded by the City, the provincial government or the federal government, related to housing and homelessness.

- **Children's Services** is delegated the authority to sign agreements related to provincial and/or City child care programs.
- **Community Safety, Well-Being, Policy and Analytics Service** is delegated the authority to approve, amend, execute and extend agreements related to social policy development within the Community and Social Services Department.

DISCUSSION

Table 1 represents the authority exercised under section 1, 2 and 3 of Schedule “D” City of Ottawa By-law 2024-265.

Table 1: General Manager, Community and Social Services – 2024 Agreements with the federal/provincial government and service agreements, contribution agreements and grant agreements

Program	Description	2024 Amount (\$)
Housing, Infrastructure and Communities Canada Contribution agreement	Unsheltered Homelessness & Encampments Initiatives	\$5,239,673.00
Algonquin College and City of Ottawa	Affiliation Agreement for Unpaid Student Placement	\$0
Ottawa Community Housing Corporation	Business Case	\$2,900,000
Housing Collaborative Initiative Governance Group, Integrated Housing System (IHS)	Memorandum of Understanding	\$0
Total		\$8,139,673.00

Table 2 represents the authority exercised under section 4 of Schedule “D” City of Ottawa By-law 2024-265.

Table 2: Gender and Race Equity, Inclusion, Indigenous Relations and Social Development Services – 2024 Agreements Funding Programs

Program	Description	2024 Amount (\$)
Community Safety and Well-Being Fund	37 community agencies signed funding agreements in 2024	\$3,687,809.00

Program	Description	2024 Amount (\$)
Sustainability Community Funding	95 community agencies signed funding agreements in 2024	\$28,345,128.00
Civic and Commemorative Events Funding	46 community agencies signed funding agreements in 2024	\$67,972.38
Emergency Community Funding	13 community agencies signed funding agreements in 2024	\$283,354.82
Emerging Community Need Funding	20 community agencies signed funding agreements in 2024	\$491,000.00
Project Funding	13 community agencies signed new funding agreements in 2024, and 4 received second year funding in 2024	\$806,652.00
Total		\$33,681,916.20

Table 3 represents the authority exercised under section 5 of Schedule “D” City of Ottawa By-law 2024-265.

Table 3: Employment and Social Services – 2024 Agreements related to the Ontario Works Act, 1997, the Ontario Disability Support Program Act, 1997, and other social services and employment development initiatives

Program	Description	2024 Amount (\$)
Ontario Works	Ontario Transfer Payment Agreement 2022 Service Contract	\$59,526,404
Employment Ontario	Ontario Transfer Payment Agreement	\$4,997,734
Ontario Works – Learning Earning and Parenting Program	Three Contribution Agreements with community agencies	\$115,835
Total		\$64,639,973

Table 4 represents the authority exercised under section 6 of Schedule “D” City of Ottawa By-law 2024-265.

Table 4: Issuance of Cheques in Emergency Situations by General Manager

Program	Description	2024 Amount (\$)
This authority was not exercised in 2024.		
Total		\$0

Tables 5a and 5b represent the authority exercised under section 7 of Schedule “D” City of Ottawa By-law 2024-265.

Table 5a: Long-Term Care – 2024 Resident Admission Agreements

Program	Description	Amount
Residents and/or Powers of Attorney of Residents and City of Ottawa – Centre d’accueil Champlain	Agreement outlining the care provided and responsibilities of the Home and the responsibilities of the resident regarding services and fee payment	48 Resident Admission Agreements
Residents and/or Powers of Attorney of Residents and City of Ottawa – Garry J. Armstrong	Agreement outlining the care provided and responsibilities of the Home and the responsibilities of the resident regarding services and fee payment	39 Resident Admission Agreements
Residents and/or Powers of Attorney of Residents and City of Ottawa – Carleton Lodge	Agreement outlining the care provided and responsibilities of the Home and the responsibilities of the resident regarding services and fee payment	42 Resident Admission Agreements
Residents and/or Powers of Attorney of Residents and City of Ottawa – Peter D. Clark	Agreement outlining the care provided and responsibilities of the Home and the responsibilities of the resident regarding services and fee payment	52 Resident Admission Agreements

* Provincial fee as established for basic or private accommodation, as noted in each agreement

Table 5b: Long-Term Care – 2024 Accountability Agreements between Ontario Health and the City of Ottawa

Parties to Agreement	Description	2024 Amount (\$)
Ontario Health and City of Ottawa – for Centre d’accueil Champlain L-SAA	Long Term Care Service Accountability Agreement (L-SAA)	\$14,472,998
Ontario Health and City of Ottawa – for Carleton Lodge L-SAA	Long Term Care Service Accountability Agreement (L-SAA)	\$13,118,992
Ontario Health and City of Ottawa – for Peter D. Clark L-SAA	Long Term Care Service Accountability Agreement (L-SAA)	\$17,284,283
Ontario Health and City of Ottawa – for Garry J. Armstrong L-SAA	Long Term Care Service Accountability Agreement (L-SAA)	\$15,249,191
Ontario Health and City of Ottawa	Amending Agreement to the Multi-Sector Service Accountability Agreement (M-SAA)	\$1,000,090
Total		\$61,125,554

Table 6 represents the authority exercised under sections 8 and 9 of Schedule “D” City of Ottawa By-law 2024-265.

Table 6: Housing and Homelessness Services – 2024 Agreements related to Housing

Program	Description	2024 Amount (\$)
Housing Allowance Program Agreements	829 agreements signed	\$12,874,086
Rent Supplement	2 agreements signed	\$51,823
City Homelessness Funding for Community Housing Capital Repairs (formerly HHIP)	17 agreements signed	\$2,701,879

Program	Description	2024 Amount (\$)
Canada-Ontario Community Housing Initiative (COCHI)	43 agreements signed	\$14,708,727
2024 Transitional Operating Funding & 2023 Capital Planning Program - Program Funding under COCHI for Community Housing	25 agreements signed	\$1,000,000
Newcomers	3 agreements signed	\$301,523
New Deal Ontario Shelter Funding	116 agreements signed	\$21,284,913
City Homelessness Funding	26 agreements signed	\$16,704,271
Provincial Homelessness Prevention Program (HPP)	28 agreements signed	\$40,602,552
Federal Reaching Home (RH)	13 agreements signed	\$13,335,680
IHAP Motel-Hotels	15 agreements signed	\$19,725,550
Total		\$143,291,004

Table 7 represents the authority exercised under section 10 of Schedule “D” City of Ottawa By-law 2024-265.

Table 7: Children’s Services – 2024 Agreements Related to Child Care Programs

Program	Description	2024 Amount (\$)
Other Contribution Agreements/ Other Funding	Four corporations received other funding in 2024	\$1,520,052.91
Wage Enhancement Funding	23 providers signed contribution agreements in 2024	\$888,742.65
Child Care Contribution Agreements (CWELCC System and Schedules)	78 providers signed contribution agreements in 2024	\$192,673,889.97
EarlyON	26 providers signed contribution agreements in 2024	\$12,561,642.70
Provincial Agreements	City of Ottawa Transfer Payment Agreement (2023-2027)	\$309,700,910

Program	Description	2024 Amount (\$)
Total		\$517,345,238

Table 8 represents the authority exercised under section 11 of Schedule “D” City of Ottawa By-law 2024-265.

Table 8: Community Safety, Well-Being, Policy and Analytics Service – 2024 Agreements Related to Community Safety, Well-Being, Policy & Analytics

Program	Description	2024 Amount (\$)
This authority was not exercised in 2024.		
Total		0

CONCLUSION

Should you have any questions about the exercise of delegated authority under Schedule “D” City of Ottawa By-law 2024-265 within Community and Social Services in 2024, please do not hesitate to contact the undersigned.

Clara Freire

General Manager / Directrice générale

Community and Social Services / Services sociaux et communautaires

City of Ottawa/ Ville d'Ottawa