



Information Technology Sub-Committee

Minutes 8

Monday, November 29 2021

9:30 AM

Electronic Participation

This Meeting was held through electronic participation in accordance with Section 238 of the *Municipal Act, 2001* as amended by the *COVID-19 Economic Recovery Act, 2020*.

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- Notes:**
1. *Please note that these Minutes are to be considered DRAFT until confirmed by the Sub-committee.*
 2. *Underlining indicates a new or amended recommendation approved by Sub-committee.*
 3. *Except where otherwise indicated, reports requiring Council consideration will be presented to Council on 8 December 2021*
Information Technology Sub-Committee Report 4.

Present: Chair: Councillor J. Leiper
Vice-Chair: Councillor T. Kavanagh
Councillors: G. Darouze, R. King, T. Tierney

DECLARATIONS OF INTEREST

No declarations of interest were filed.

CONFIRMATION OF MINUTES

Minutes 7 and Confidential Minutes 7, of the Information Technology Sub-Committee meeting of Monday, 14 June 2021, were confirmed.

At the outset, Chair Leiper welcomed all to the meeting and spoke to provide an outline for the format of the meeting, a portion of which was to be held *In Camera*.

INNOVATIVE CLIENT SERVICES

[IN-CAMERA ITEM]

1. VERBAL UPDATE ON CYBER SECURITY AND THE EXTERNAL THREAT LANDSCAPE - *IN CAMERA* – REPORTING OUT DATE: NOT TO BE REPORTED OUT

CITY-WIDE

The following Motion was introduced:

MOTION N^o ITSC 2021 08-01

Moved by Vice-Chair T. Kavanagh:

That, in accordance with Procedure By-law 2021-24, the Information Technology Sub-Committee resolve to move In-Camera pursuant to Subsection 13 (1)(a), to close part of a meeting to members of the public as the subject matter considered is “the security of the property of the City”, and a verbal update will be provided on cyber security and the external threat landscape, which is confidential and will not be reported out.

CARRIED

The Sub-Committee then recessed the open portion of the meeting at 9:40 a.m. and resumed in closed session.

RESUMING IN OPEN SESSION

The Information Technology Sub-Committee resumed in open session at 10:33 a.m. Upon doing so, Chair Leiper advised that the Sub-Committee had met *In Camera* in order to receive a verbal update on *Cyber Security and the External Threat Landscape*, and that these matters are confidential and will not be reported out as they relate to *Procedure By-law Subsection 13 (1)(a), the security of the property of the City*. The Chair also noted that during the IN CAMERA session, no votes were taken except for the Procedural motion to rise from the *In Camera* session.

ITSC Agenda Item 1, listed as an *In-Camera* item of Information Technology Sub-Committee Agenda 8 was then RECEIVED as presented.

2. OPEN DATA UPDATE 2021

ACS2021-ICS-ST-0001

CITY-WIDE

REPORT RECOMMENDATION

That Information Technology Sub-Committee receive this report for information.

Ms Natalie Kahale, Director, Culture, Strategy and Innovation, Service Transformation, Innovative Client Services (ICS) Department, offered introductory remarks to provide context, and then introduced Messrs. Darrel Bridge and Paul Steeves, Senior Data Analytics Strategists, ICS. They spoke to a detailed slide presentation which served as an overview of the report on the City's Open Data portal. A copy of this presentation is held on file with the Office of the City Clerk.

Questions to staff and Sub-Committee discussions touched upon, but were not necessarily limited to: whether the open data portal could be integrated with the new eScribe agenda platform; the involvement of the developer community on the creation of open data sets; which data sets currently enjoyed the greatest 'popularity' (COVID19-related); how best to engage with the developer community

(via Engage Ottawa); and possibilities of integrating partner organizations' data (i.e., Ottawa Police Service, Ottawa Public Library, Ottawa Public Health, National Capital Commission) with that of the City of Ottawa. Discussions having concluded, the report recommendation was put before the Sub-Committee and the report was 'RECEIVED', for information.

RECEIVED

FINANCE SERVICES DEPARTMENT

3. 2022 DRAFT OPERATING AND CAPITAL BUDGETS - INFORMATION TECHNOLOGY SUB-COMMITTEE

ACS2021-FSD-FIN-0025

CITY WIDE

REPORT RECOMMENDATION

That the Information Technology Sub-Committee consider the relevant portions of the draft 2021 Operating and Capital Budgets and forward its recommendations to Council, sitting as Committee of the Whole, for consideration at the meeting to be held December 8, 2021.

The Information Technology Sub-Committee received a detailed slide presentation overview of its portion of the 2022 Draft Operating and Capital City Budgets from Mr. Sandro Carlucci, Chief Information Officer, Information Technology Services (ITS), Innovative Client Services (ICS) Department. A copy of this presentation is held on file with the Office of the City Clerk.

The presentation touched upon, but was not necessarily limited to: an overview of the Draft 2022 Capital and Operating City Budgets; key areas of focus for I.T. Services in 2021 and 2022; highlights of major work completed in 2021, and; the department's strategic priorities and major work scheduled for 2022.

Chair Leiper remarked on the level of achievements accomplished by I.T. Services, particularly in light of the demands brought about by the COVID pandemic.

Vice-Chair Kavanagh then introduced the following 'Roadmap' Budget Motion:

MOTION N^o ITSC 2021 08-02

Moved by Councillor T. Kavanagh:

THAT the Information Technology Sub-committee (ITSC) recommend that Council, sitting as Committee of the Whole, approve the ITSC portion of the 2022 Draft Operating and Capital Budget, as follows:

- 1. The Information Technology Services Budget as follows:**
 - a. Information Technology Services Operating Resource Requirement (page 2 of the ITSC budget book);**
 - b. ITSC Capital Budget (page 3 of the ITSC budget book, individual projects listed on page 10).**

There being no further discussion, the report recommendation was put before the Sub-Committee and was 'CARRIED', as amended by Motion N^o ITSC 2021 08-02.

ADJOURNMENT

The meeting was adjourned at 11:27 a.m.

Committee Coordinator

Chair