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| <p>3. REIMBURSEMENT PROGRAM FOR DEVELOPMENT-RELATED FEES FOR CHARITABLE AND NON-PROFIT ORGANIZATIONS - 2015 UPDATE</p> <p>PROGRAMME DE REMBOURSEMENT POUR LES FRAIS LIÉS À L'AMÉNAGEMENT POUR LES ORGANISMES DE BIENFAISANCE ET À BUT NON LUCRATIF – MISE À JOUR 2015</p> |
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COMMITTEE RECOMMENDATION

That Council approve the Reimbursement Program for Development-Related Fees for Charitable and Non-Profit Organizations continue in accordance with the City of Ottawa Grants and Contributions Policy.

RECOMMANDATION DU COMITÉ

Que le Conseil approuve la continuation du programme de remboursement pour les frais liés à l'aménagement pour les organismes de bienfaisance et à but non lucratif, conformément à la Politique sur les contributions et les subventions de la Ville.

DOCUMENTATION / DOCUMENTATION

1. Acting Deputy City Manager's Report, Planning and Infrastructure, dated 27 August 2015 (ACS2015-PAI-PGM-0143).

Rapport du Directeur municipal adjoint par intérim, Urbanisme et infrastructure, daté le 27 août 2015 (ACS2015-PAI-PGM-0143).

**Report to
Rapport au:**

**Planning Committee / Comité de l'urbanisme
September 8, 2015 / 8 septembre 2015**

**and Council / et au Conseil
September 23, 2015 / 23 septembre 2015**

**Submitted on August 27, 2015
Soumis le 27 août 2015**

**Submitted by
Soumis par:
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Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE File Number: ACS2015-PAI-PGM-0143

**SUBJECT: Reimbursement Program for Development-Related Fees for
Charitable and Non-Profit Organizations - 2015 Update**

**OBJET: Programme de remboursement pour les frais liés à l'aménagement
pour les organismes de bienfaisance et à but non lucratif – mise à
jour 2015**

REPORT RECOMMENDATION

That the Planning Committee recommend Council approve the Reimbursement Program for Development-Related Fees for Charitable and Non-Profit Organizations continue in accordance with the City of Ottawa Grants and Contributions Policy.

RECOMMANDATIONS DU RAPPORT

Que le Comité de l'urbanisme recommande au Conseil d'approuver la continuation du programme de remboursement pour les frais liés à l'aménagement pour les organismes de bienfaisance et à but non lucratif, conformément à la Politique sur les contributions et les subventions de la Ville.

BACKGROUND

On June 24, 2009, Council directed staff to develop a policy for responding to requests from hospitals, charitable and non-profit organizations that wish to reduce the amount paid towards development-related application fees. The intent was to provide a framework for reimbursement and to avoid ad hoc requests.

On October 28, 2009, Council approved the Program for Responding to Requests for Reimbursements of Development-related Fees ([ACS2009-ICS-PGM-0172](#)). The Program provides reimbursement of up to half of selected development application fees, such as Site Plan Control and Demolition Control, as well as building permit fees.

The program was originally approved with a proposed budget of \$1,200,000, subject to confirmation during budget deliberations. However, an omnibus motion later that year reduced the program budget to \$200,000 by removing the \$1 million portion that was assigned for hospitals. In May 2012, Council officially removed hospitals from the program through approval of report [ACS2012-PAI-PGM-0118](#), leaving Program funds in the amount of \$200,000 as part of the base budget of the Planning and Growth Management Department.

In accordance with the Corporate Grants and Contributions Policy, reaffirmation of this program is required once per term of Council. A full review of the program is scheduled for 2019, and the results will be presented to Committee and Council.

DISCUSSION

The Reimbursement Program for Development-Related Fees provides reimbursement of up to 50 per cent of selected development application fees. Applicants must be Canadian registered charitable organizations (excluding hospitals) and/or incorporated non-profit organizations organized for the purpose of social welfare or civic improvement. Fees that are eligible for reimbursement are building permit, site plan control, Zoning By-law amendment, and demolition control applications.

Applicants can apply at any time of the year and are required to identify that their project provide services available to the public and in such a manner that the majority of the clientele are residents of the City of Ottawa. Details about what type of project qualifies for the program are available on the City's website <http://ottawa.ca/en/city-hall/funding/development-charge-exemptions/reimbursement-program-charitable-or-non-profit>.

To date, the program has reimbursed \$323,000 to 12 different charitable and non-profit organizations within the city. Details of the reimbursements can be found in Table 1 below.

It is difficult to forecast grant application requests, and once funds are exhausted, requests are considered in the next year. As a result, the department recommends maintaining the program funds as part of the base budget.

Table 1: Program Results

Reimbursement Program's Refunds to Date					
Charity / Non-Profit Organization and Project	2010	2011	2012	2013	2014
Ottawa Rotary Home Building of new Leitrim Campus	\$10,095				
Ottawa-Carleton Association for Persons with Developmental Disabilities	\$5,625				

Renovation of new building on Colonnade Road					
Orleans-Cumberland Community Resource Centre Renovation of new space on Centrum Boulevard		\$6,691			
Paroisse Saint-Thomas D'Aquin Building entrance renovations to Community Hall on Kilborn Avenue		\$804			

Charity / Non-Profit Organization and Project	2010	2011	2012	2013	2014
Ottawa Humane Society New animal care facility on Hunt Club Road		\$27,340			
Our Lady of the Visitation Hall Building of new Family Centre and community space			\$8,272		
West Ottawa Community Resource Centre 4 th floor addition to existing building			\$3,136		

YMCA-YWCA – Orleans Expansion and YMCA-YWCA – Argyle Retrofit Building and renovation projects at both sites			\$67,216		
Parkway Pentecostal Church Building new auditorium and community space				\$21,807	
Metcalfe Agricultural Society New barn facility at Metcalfe Fair grounds				\$1,748	
Ottawa Sikh Society Renovations Construction and renovation project for social and community activities.				\$2,112	
Bruyère Continuing Care Village Building of affordable housing assisted-living apartments					\$168,411
Annual Totals	\$15,720	\$34,835	\$78,624	\$25,667	\$168,411

The Planning and Growth Management Department continues to raise awareness of the program during interactions with potential applicants. This includes notifying charitable

and non-profit organizations about the program during the Pre-application Consultation process and when building permit applications are submitted.

RURAL IMPLICATIONS

There are no rural implications associated with this report.

CONSULTATION

As reaffirmation of the program is an administrative report, no public consultation was required.

COMMENTS BY THE WARD COUNCILLORS

This is a city-wide issue – not applicable.

LEGAL IMPLICATIONS

There are no legal impediments to adopting the recommendation outlined in this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with the recommendation in this report.

FINANCIAL IMPLICATIONS

Planning and Growth Management's operating budget includes a \$200,000 annual budget for this program. In the event annual grants are lower than budget, the surplus goes towards Planning and Growth Management's overall disposition. In the event annual funds are exhausted, additional requests are considered in the next year.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with this report.

TERM OF COUNCIL PRIORITIES

This report addresses the Financial Sustainability Priority of Council, as well as the Healthy and Caring Communities Priority.

DISPOSITION

If the report is approved, the Planning and Growth Management Department will continue to administer the Reimbursement Program for Development-Related Fees for Charitable and Non-Profit Organizations in accordance with the City of Ottawa Grants and Contributions Policy.