

Policy, Priorities and Budgeting Committee
Comité des politiques, des priorités et des budgets

Agenda 11
Ordre du jour 11

Thursday, June 29, 2000 - 9:15 a.m.
Le jeudi 29 juin 2000 - 9 h 15

Victoria Hall, First Level
Bytown Pavilion, City Hall

Salle Victoria, niveau 1
Pavillon Bytown, hôtel de ville



**Confirmation of Minutes
Ratification des procès-verbaux**

Minutes 10 (June 1, 2000)

Procès-verbal 10 (Le 1 juin 2000)

Index

Information Items

Articles pour information

- | | | |
|----|---|-------------------------------|
| 1. | Travel - Quarterly Expense Report
État trimestriel des frais de déplacement
Ref.: ACS2000-FN-FLM-0016 | 1

City Wide |
| 2. | Contracts Awarded for the Period of January 1 to March 31, 2000
Contrats adjugés pour la période du 1er janvier au 31 mars 2000
Ref.: ACS2000-FN-FLM-0018 | 5

City Wide |

Action Items

Articles pour exécution

- | | | |
|----|---|--------------------------------|
| 3. | 2000 Budgets and Special Levies for Business Improvement Areas and
Mall Authority
Budgets et imposition spéciale de 2000 pour les zones d'améliorations
commerciales et l'administration des mails
Ref.: ACS2000-FN-FLM-0008 | 11

City Wide |
| 4. | Trust Funds Analysis as at December 31, 1999
Analyse des fonds en fiducie au 31 décembre 1999
Ref.: ACS2000-FN-FLM-0017 | 35

City Wide |
| 5. | Advisory Committee on Equity and Diversity - 1999-2000 Annual
Report and year 2001 Objectives
Comité consultatif sur l'équité et la diversité - 1999-2000 rapport
annuel et les objectives de l'an 2001
Ref.: ACS2000-CV-EQD-0001 | 39

City Wide |

Regional Matters
Questions régionales

Municipal Government Reform
Réforme du gouvernement municipal

External Relations Matters
Questions de relations extérieures

Correspondence
Correspondance

Members' Reports - Enquiries
Rapports des membres - demandes de renseignements

Councillor/Conseillère Diane Deans, Chairperson/Présidente

Councillor/Conseiller Jim Bickford, Vice-Chairperson/Vice-président

Councillor/Conseillère Inez Berg

Councillor/Conseiller Richard Cannings

Councillor/Conseiller Ron Kolbus

Councillor/Conseiller Brian Mackey

LZF

May 19, 2000

ACS2000-FN-FLM-0016
(File: FAT2000/0200)

Department of Finance

Ward/Quartier
City Wide

- Policy, Priorities and Budgeting Committee / Information
Comité des politiques, des priorités et des budgets

1. Travel - Quarterly Expense Report **État trimestriel des frais de déplacement**

Information

Submitted for the information of the Policy, Priorities and Budgeting Committee is the quarterly Travel Expense Report for the period of January 1 to March 31, 2000.

The City of Ottawa Travel Regulations, as amended by City Council on August 6, 1997, requires the reporting of staff travel expenses incurred by the Corporation over \$1,500.



June 5, 2000 (10:06a)

Mona Monkman
City Treasurer

GW/CDS:gw

Contact: Gordon Wollenschlager - 244-5300 ext. 1-3786

List of Supporting Documentation

Document 1 Summary of Travel Expenses over \$1,500

Part II - Supporting Documentation

Document 1

SUMMARY OF TRAVEL EXPENSES OVER \$1,500 January 1 to March 31, 2000				
Name	Department	Purpose of Travel	Expected Benefit	Expenditures
N. Dillon	Urban Planning and Public Works	Structural Engineering for Non-Structural Engineers Etobicoke, ON	Provide inspectors better knowledge to manage issues that arise during construction and inspections.	\$1,887.94
C. Freeman	Urban Planning and Public Works	Structural Engineering for Non-Structural Engineers Etobicoke, ON	Provide inspectors better knowledge to manage issues that arise during review and approval.	\$1,887.94
T. Garnett	Urban Planning and Public Works	2000 Fleet Maintenance Conference Nashville, TN	Information gained and persons met provide ongoing building of key fleet consultants, suppliers & fleet related services which directly assist in reducing the cost of providing vehicles and equipment used for public works activities.	\$3,383.67
S. Harling	Urban Planning and Public Works	2000 Fleet Maintenance Conference Nashville, TN	Excellent presentations of cost effective equipment specification writing & presentation of software for vehicle life cost analysis. We intend to adapt and benefit enormously from the latter.	\$3,510.97
T. Hope	Corporate Services	Microsoft Executive Briefing Seattle, WA	Acquire information and knowledge on Windows 2000 and related network including functional services and implementation implications.	\$1,607.09

SUMMARY OF TRAVEL EXPENSES OVER \$1,500 January 1 to March 31, 2000				
T. McTaggart	Office of the City Auditor	Intro to SAP Auditing Chadds Ford, PA	Acquire technical audit training in preparation of auditing the City's Human Resource payroll system.	\$6,563.75
D. Loyala-Nazareth	Office of the City Auditor	Intro to SAP Auditing Chadds Ford, PA	Acquire technical audit training in preparation of auditing the City's Human Resource payroll system.	\$6,165.53
B. Swift	Urban Planning and Public Works	Sewer & Watermain Construction Toronto, ON	Gain better understanding of sewer & watermain construction techniques. Apply this knowledge to provide our clients with a greater depth of knowledge & information.	\$1,815.44
J. Wilkie	Community Services	APCO Convention and Trade Show Fredericton NB	Acquire knowledge in areas of Training programs for dispatchers, new technology and information from various seminars.	\$1,605.07

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June 12, 2000

ACS2000-FN-FLM-0018
(File: CCA1200/0110)

Department of Finance

Ward/Quartier
City Wide

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
- City Council / Conseil municipal

Information

2. Contracts Awarded for the Period of January 1 to March 31, 2000 **Contrats adjugés pour la période du 1^{er} janvier au 31 mars 2000**

Information

In accordance with the provisions of the Purchasing By-Law approved by City Council on September 1, 1999, attached is a list of contracts awarded through the Supply Management Division for the period January 1 to March 31, 2000.

The City Treasurer certifies that all contracts awarded under Delegation of Authority for the Period January 1 to March 31, 2000 are in compliance with the Purchasing By-Law.



June 19, 2000 (1:50p)

Mona Monkman
City Treasurer

JB:mm

Contact: Jeff Byrne - 5175

List of Supporting Documentation

Document 1 List of Contracts Awarded under the Purchasing By-Law for the period January 1 to March 31, 2000

Supporting Information on the attached document:

* S = Sole Source

* C = Awarded through a competitive process

Part II - Supporting Documentation

Document 1

LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY PERIOD JANUARY 1 TO MARCH 31, 2000				
CONTRACT NUMBER	REQUIREMENT	SUCCESSFUL CONTRACTOR	CONTRACT AMOUNT	("C" OR "S" /REASON)
0640-75-T01/99	Supply of Rough Paper Products (6 month extension)	Snelling Paper Limited	\$36,951.66	C - Co-operative
00399-20016-Q01	Supply and Delivery of Patrol Style Storm Jackets	Evin Industries Ltd.	\$41,299.00	C
00799-66524-T01	Supply and Delivery of Poly Bags	Snelling Paper Limited	\$29,694.53	C - Co-operative
00299-92410-P01	Professional Auditing Services	James Hassett Shaw Consulting Inc.	\$53,500.00	S - Personnel vacancies in the Office of the City Auditor. Uncertainty due to restructuring
0405-15-T01/98	Supply of 155,500 litres of Ethanol Gasoline	Sunoco Inc.	\$155,520.00	C - Co-Operative
00699-91233-T01	Installation of New Pool Slide Stairs at Dovercourt Pool	Ritchie's Welding Inc.	\$32,287.25	C
0061-71-Q1/98	Supply and Delivery of Genuine Ford Parts	Donnelly's Ottawa Ford Sales	\$115,000.00	C - Exercising option in existing contract
00299-96871-G01	Disposal of Debris Generated from Road Sweeping Contract	Huneault Waste Management	\$106,475.70	S - Regulated industry - only local choice
0885-40-T1/99	Supply and Delivery of Calcium Hypochlorite	Acapulco Pools	\$42,693.75	C - Exercising option in existing contract
00900-91036-T01	De-humidifier Replacement at Clifford Bowey Pool	S.K. Sheet Metal Ltd.	\$137,846.70	C

LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY PERIOD JANUARY 1 TO MARCH 31, 2000				
CONTRACT NUMBER	REQUIREMENT	SUCCESSFUL CONTRACTOR	CONTRACT AMOUNT	("C" OR "S" /REASON)
00699-90976-T01	New Splash Pad in Sir Wilfrid Laurier Park	ER Jonas Building Restoration Ltd.	\$52,053.03	C
9999-02911-T1/98	Fall Tree Planting - City Wide	Golden Triangle Nursery Inc.	\$58,208.00	C - Exercising option in existing contract
01400-91039-T01	Janitorial Services at Ottawa City Hall	S.H. Cleaners Limited	\$423,158.25	C
00199-13205-P01	Erection of Two (2) Temporary Modular Winter Grit Storage Facilities	Cover-All Building Systems of Ont.	\$111,781.19	C
00600-21011-Q01	Fabrication of Concrete Blocks to be used in the Installation of Modular Winter Storage Facilities.	M-CON Products Inc.	\$36,708.00	S - Only company who could meet short time frame
00200-91842-G01	Develop Hydraulic Capacity Curves for Curb Inlet Catch Basins	R.V. Anderson & Assoc.	\$51,204.85	S - Specialized and unique expertise
0790-70-T02/99	Supply of Screened Loam Topsoil	George W. Drummond ltd.	\$67,562.50	C - Exercising option in existing contract
01499-91039-T03	Janitorial Services at 14 City of Ottawa locations	Entretien J.M.P. Ltée.	\$673,577.84	C
00200-96273-G01	Historic Building Restoration Consultation at Art's Court for a Masonry Restoration Project	Keith Blades Conservation Consultant	\$39,135.25	S - Highly specialized field
00999-92678-T01	Amendment to contract for completion of Site Remediation at 1159-1161 Heron Road	George W. Drummond Ltd.	\$78,383.93	S - Additional work required on existing contract

LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY PERIOD JANUARY 1 TO MARCH 31, 2000				
CONTRACT NUMBER	REQUIREMENT	SUCCESSFUL CONTRACTOR	CONTRACT AMOUNT	("C" OR "S" /REASON)
00300-40035-T01	Supply of Municipal Castings	1) Fonderie Laperle 2) McCoy Foundry Company	1) \$80,813.00 2) 131,100.00	C
00600-72-Q1/97	Supply and Delivery of Genuine General Motor Parts	Tom Donnelly's Pontiac Buick	\$115,000.00	C - Exercising option in existing contract
0985-69-G1/97	Rental of a Two-way Radio System	Christie and Walther Communications Limited	\$77,280.00	S - Contract extension due to amalgamation
00900-91025-T01	Carpet and Ceramic Tile Flooring Replacement at Jetform Triple A Stadium	Southgate Carpets Inc.	\$36,514.85	C
00300-00857-Q01	Life Saving Certificates, Badges, Manuals etc. for Advanced Life Saving Programs	Life Saving Society	\$35,000.00	S - Sole supplier of this material
00300-00857-Q1	Life Saving Certificates, Badges, Manuals etc. for Aquatic and Advanced Life Saving Programs	Canadian Red Cross Society	\$30,000.00	S - Sole supplier of this material
0060-00AA0-P1/99	Autobody Repair Services	Allard's Collision Centre	\$46,000.00	C - Exercising option in existing contract
0022-80-ABO-G01/98	Supply and Delivery of Holder Tractor Parts	Holder of North America	\$65,000.00	S - Sole authorized distributor
0200-72BBO-T01/98	Ottawa Fire Dress Uniforms, Tunics, Trousers	Carleton Uniforms Inc.	\$35,000.00	C - Exercising option in existing contract
01300-55079-Q01	Crowd Control Barricades and Large Barricade Feet	Azure Rubber Canada Inc.	\$29,969.00	S - Product standardization
00400-06021-T01	Supply and Delivery of Misc. Raybestos Automotive Brake Parts,	AutoParts Extra	\$37,050.00	C

**LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY
PERIOD JANUARY 1 TO MARCH 31, 2000**

CONTRACT NUMBER	REQUIREMENT	SUCCESSFUL CONTRACTOR	CONTRACT AMOUNT	(“C” OR “S” /REASON)
	Moog Chassis Parts and Monroe Automobile Equipment			
00200-20522-P01	Maintenance Contract for Complete Control Systems at Ottawa City Hall	Siemens Building Technologies Ltd.	\$49,130.12	S - Maintenance of proprietary equipment
01100-91404-P01	To assess the Adequacy and Efficiency of the Controls of the City of Ottawa’s HRMIS	Ernst & Young	\$45,115.00	C
00200-91819-G01	Plumbing Inspection Services	Gilbert Poirier	\$80,250.00	S - Only known qualified supplier. Personnel vacancies. Uncertainty due to restructuring
0924-10-G01/99	Programmer/Analyst with Primary Expertise in Crystal Report-Writer and Oracle With Knowledge of GIS Systems	IT Staffing	\$25,305.50	S - Urgency. Y2K compliancy enhancements
00300-96652-Q01	Printing of City of Ottawa Spring/Summer 2000 Activity Planner	Tyrell Press Ltd.	\$27,895.55	C
00200-96132-P01	Soil and Bedrock Excavation Stages of the Tweedsmuir Yard Site Remediation Project	Conor Pacific Environmental Technologies	\$32,875.75	S - Unique and specialized experience
9999-16930-G1/99	Maintenance of Building Automation System at Swansea, Pinecrest Pool, Dempsey C.C., Walkley Arena, Lakeside Gardens and Hintonburg C.C.	Siemens Building Technologies	\$40,822.64	S - Maintenance of proprietary equipment

LIST OF CONTRACTS AWARDED UNDER DELEGATION OF AUTHORITY PERIOD JANUARY 1 TO MARCH 31, 2000				
CONTRACT NUMBER	REQUIREMENT	SUCCESSFUL CONTRACTOR	CONTRACT AMOUNT	("C" OR "S" /REASON)
00499-07048-T01	Purchase of Six (6) Crew Cab Dump Trucks	Ottawa Motor Sales o/a Donnelly's Ottawa Ford	\$416,408.10	C
0961-18-P1/98	Administrative Services - City of Ottawa Superannuation Fund	Coughlin & Associates Ltd.	\$32,100.00	C - Exercising option in existing contract
0285-00-P1/96	Miscellaneous Electrical Supplies	Nedco, A Division of Westburne	\$69,000.00	C - Exercising option in existing contract
00C3200	Construction of Sewers, Road and Watermain on Scott Street from Merton to Parkdale	Ottawa Greenbelt Construction Company Limited	\$1,017,119.53	C
00900-95990-T01	New Wood Wharf at Rideau Canoe Club at Hog's Back Road	Zimola Construction Ltd.	\$50,945.80	C
97-11	Provide Waste Basket Cleaning Services at various City of Ottawa locations	Goulbourne-Stittsville Sanitation	\$96,300.00	C - Exercising option in existing contract
9999-02913-T1/99	Stump Removal and Reinstatement City Wide	311741 Canada Inc. (Emondage R.D.)	\$48,578.00	C - Exercising option in existing contract
00999-91079-T02	Aluminum Window Replacement at McNabb Community Centre	Energlass Construction Inc.	\$110,294.00	C
0939-72-G01/96	To provide Motorola Radio Maintenance	Motorola Canada Ltd.	\$48,127.51	S - Proprietary Motorola equipment

June 21, 2000

ACS2000-FN-FLM-0008
(File: ZZF245/71: 2000)

Department of Finance

Ward/Quartier
City Wide

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets
 - City Council / Conseil municipal
- Action/Exécution

3. 2000 Budgets and Special Levies for Business Improvement Areas and Mall Authority

Budgets et imposition spéciale de 2000 pour les zones d'améliorations commerciales et l'administration des mails

Recommendations

1. That City Council approved the 2000 Budgets, as presented, in Document 1, for the following agencies:
 - a. By Ward Market B.I.A.,
 - b. Preston Street B.I.A.,
 - c. Sparks Street B.I.A.,
 - d. Sparks Street Mall Authority,
 - e. Bank Street Promenade B.I.A.,
 - f. Somerset Village B.I.A.,
 - g. Somerset Heights B.I.A.,
 - h. Westboro Village B.I.A., and
 - i. Rideau B.I.A.
2. That City Council approve the 2000 Business Improvement Area Special Levies and Sparks Street Mall Authority metre-frontage charge, as presented in Documents 2 and 3.



June 19, 2000 (1:59p)

Mona Monkman
City Treasurer



June 22, 2000 (11:40a)

Approved by
John S. Burke
Chief Administrative Officer

BH:cds

Contact: Bruce Helliker - 244-5300 ext. 1-3272

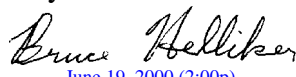
Financial Comment

Recommendation 1

The submission of B.I.A. budgets for City Council approval has no financial impact on the City. Business Improvement Areas are funded through a tax levy based on commercial and industrial assessment, and Payments-in-lieu of taxes. Mall Authorities are funded through a metre-frontage charge.

Recommendation 2

The approval of B.I.A. and Mall Authority levy requirements and tax rates have no financial impact on the City. The B.I.A.'s are funded through a levy on all rateable property in the area that is in a prescribed business property class. The Mall Authority is funded through a levy based on metre-frontage on Sparks Street Mall. These special levies are collected by the City on behalf of the outside agencies.



June 19, 2000 (2:00p)

for Mona Monkman
City Treasurer

BH:cds

Executive Report

Reasons Behind Recommendations

Recommendation 1

The 2000 spending estimates are being submitted for the City's Business Improvement Areas (B.I.A.'s) and Mall Authority for the approval of City Council.

The Municipal Act requires that City Council approve the annual budgets and tax rates for all B.I.A.'s and Mall Authorities. This submission constitutes the approval required for the 2000 Budgets and Tax Rates.

As indicated in Document 1, the levy requirements contained in this submission are projected based on each B.I.A.'s planned expenditures for 2000, and the surplus carried forward from 1999. B.I.A.'s have been informed of their surplus and their budget has been adjusted accordingly.

Recommendation 2

The Municipal Act requires that City Council approve the budgets and tax rates for all B.I.A.'s and Mall Authorities. This submission and the accompanying by-laws constitute the approval required for the 2000 B.I.A. Mill Rates. There are a maximum of 13 property classes that would be subject to a B.I.A. levy in the City of Ottawa. A rate has been assigned to each property class even if there is currently no properties assessed in the class in order to ensure that if assessment moves into these classes, either through an appeal or on a supplementary roll, a rate of taxation will exist. The tax rates for vacant classes were established by using the relative tax burdens set by the transition ratios.

The 2000 B.I.A. levy requirements have been computed with reference to the 2000 Assessment Roll, the 2000 B.I.A. budgets and the final 1999 audited surplus for each B.I.A.

Each B.I.A. has been informed of their final 1999 surplus.

As part of the Rideau Street Redevelopment Project, on October 30, 1992, the Ontario Municipal Board imposed a cap of the Rideau B.I.A.'s levy. The cap is equal to the 1992 base levy of \$490,566. Plus an annual increase not to exceed the increase in the Consumer Price Index (CPI) for Ottawa-Carleton as published by Statistics Canada. The CPI for Ottawa-Carleton increased from 141.0 in November 1998 to 144.4 in November 1999 or approximately 2.4%. Therefore, based on the 1999 actual levy of \$548,200, the 2000 levy cannot exceed \$561,400. The levy requested in the 2000 budget is \$561,400. This does not exceed the cap.

The operations of the Sparks Street Mall Authority are funded by way of special metre-frontage charge imposed on properties fronting on a special area of the mall.

B.I.A. levies are charged to owners who may apportion it back to their tenants based on formula prescribed by legislation.

Payments-In-Lieu of Taxes - B.I.A. Levies

Public Works and Government Services Canada (P.W.G.S.C.) has advised the City that the federal government is reviewing this type of proposed levy in the calculation of future payments-in-lieu of taxes under the provisions of the Municipal Grants Act, 1980.

Rates have been calculated using the assumption that P.I.L.'s will be paid at the rate equivalent to B.I.A. levy.

If P.W.G.S.C. decides not to pay P.I.L.'s, a subsequent report to City Council will deal with that situation at that time.

14

Since the National Capital Commission, the Embassies, and the Royal Canadian Mint also make payments-in-lieu of taxes, the P.W.G.S.C.'s decision could be influential in determining their decision to pay.

The City of Ottawa uses the Assessment Act, Section 27 as authority to charge P.I.L.'s on City owned parking lots and will continue to do so in the future regardless of the P.W.G.S.C.'s decision.

Consultation

The B.I.A.'s, Mall Authority and P.W.G.S.C. have been consulted and are aware of the contents of this submission.

Disposition

Originating Department will use rates to issue tax bills and input the approved budget on the Financial Statements.

The Office of the City Solicitor, Department of Corporate Services to prepare the appropriate By-Laws.

List of Supporting Documentation

- | | |
|------------|--|
| Document 1 | Summary of B.I.A.s and Mall Authority 2000 Budgets |
| Document 2 | B.I.A.s Special Charge Rates |
| Document 3 | Sparks Street Mall Authority - Computation of Special Levy 2000 and Per Meter Charge |

Part II - Supporting Documentation

Document 1

SUMMARY OF BUSINESS IMPROVEMENT AREAS AND MALL AUTHORITY									
2000 BUDGETS									
EXPENDITURES	Byward Market B.I.A.	Preston Street B.I.A.	Sparks Street B.I.A.	Sparks St. Mall Authority	Bank Street B.I.A.	Somerset Village B.I.A.	Somerset Heights B.I.A.	Westboro Village B.I.A.	Rideau B.I.A.
Administration	\$119,100	\$32,400	\$62,800	\$66,400	\$122,900	\$2,200	\$132,000	\$63,600	\$109,700
Promotions/Maintenance	76,400	128,300	186,700	235,000	251,900	7100	22,200	22,400	145,800
Debt Service	-	-	-	-	172,600	-	30,000	-	285,000
Tax Remissions	15,000	3,000	30,000	-	7,000	800	14,200	3,600	40,000
Other	101,500	-	-	-	-	-	-	-	68,400
TOTAL EXPENDITURES	\$312,000	\$163,700	\$279,500	\$301,400	\$554,400	\$10,100	\$198,400	\$89,600	\$648,900
SOURCES OF FINANCING									
Misc. Revenues	6,500	-	\$0	\$77,300	\$31,000	-	-	-	46,000
1998 Estimated Surplus	101,500	75,400	31,100	12,000	53,900	5,800	50,200	1,800	41,500
1999 Proposed Levy	189,200	87,800	171,300	212,100	453,500	3,700	146,400	87,800	531,100
1999 Proposed Payment in Lieu of Levy	14,800	500	77,100	-	16,000	600	1,800	-	30,300
TOTAL REVENUE	\$312,000	\$163,700	\$279,500	\$301,400	\$554,400	\$10,100	\$198,400	\$89,600	\$648,900

B.I.A.s Special Charge Rates

Document 2

Business Improvement Area	Prescribed Business Class	Current Value Assessment*	Frozen Rate Includes PIL & Total Requirement	Pro Rated Requirement
Bank Street	Commercial Taxable: Full	93,337,500	0.001179	\$110,045
	Office Building Taxable: Full	214,001,188	0.001425	\$304,952
	Shopping Centre Taxable:	7,575,610	0.000981	\$7,432
	Industrial Taxable: Full	1,141,940	0.001351	\$1,543
	Large Industrial Taxable: Full	0	0.001160	\$0
	Parking Lot Taxable: Full (No Support)	4,523,000	0.000773	\$3,496
	Commercial Taxable: Vacant Unit/Excess Land	12,120,763	0.000825	\$10,000
	Office Building Taxable: Vacant Unit/Excess Land	15,642,465	0.000997	\$15,596
	Shopping Centre Taxable: Vacant Unit/Excess Land	0	0.000687	\$0
	Industrial Taxable: Vacant Unit/Excess Land	152,929	0.000879	\$134
	Large Industrial Taxable: Vacant Unit/Excess Land	0	0.000755	\$0
	Commercial Taxable: Vacant Land	547,000	0.000825	\$451
	Industrial Taxable: Vacant Land	0	0.000879	\$0
Total 2000 CVA		349,042,394		\$453,648

Business Improvement Area	Prescribed Business Class	Current Value Assessment*	Frozen Rate Includes PIL & Total Requirement	Pro Rated Requirement
Somerset Village	Commercial Taxable: Full	5,162,866	0.000553	\$2,855
	Office Building Taxable: Full	500,098	0.000668	\$334
	Shopping Centre Taxable:	0	0.000460	\$0
	Industrial Taxable: Full	0	0.000633	\$0
	Large Industrial Taxable: Full	0	0.000544	\$0
	Parking Lot Taxable: Full (No Support)	335,000	0.000362	\$121
	Commercial Taxable: Vacant Unit/Excess Land	723,507	0.000387	\$280
	Office Building Taxable: Vacant Unit/Excess Land	193,270	0.000468	\$90
	Shopping Centre Taxable: Vacant Unit/Excess Land	0	0.000322	\$0
	Industrial Taxable: Vacant Unit/Excess Land	0	0.000412	\$0
	Large Industrial Taxable: Vacant Unit/Excess Land	0	0.000354	\$0
	Commercial Taxable: Vacant Land	0	0.000387	\$0
	Industrial Taxable: Vacant Land	0	0.000412	\$0
Total 2000 CVA		6,914,740		\$3,681

Business Improvement Area	Prescribed Business Class	Current Value Assessment*	Frozen Rate Includes PIL & Total Requirement	Pro Rated Requirement
Sparks Street Mall	Commercial Taxable: Full	40,331,941	0.001287	\$51,907
	Office Building Taxable: Full	68,263,860	0.001555	\$106,150
	Shopping Centre Taxable:	1,356,410	0.001070	\$1,451
	Industrial Taxable: Full	400,575	0.001475	\$591
	Large Industrial Taxable: Full	0	0.001266	\$0
	Parking Lot Taxable: Full (No Support)	3,353,070	0.000843	\$2,827
	Commercial Taxable: Vacant Unit/Excess Land	2,606,550	0.000901	\$2,349
	Office Building Taxable: Vacant Unit/Excess Land	3,582,515	0.001089	\$3,901
	Shopping Centre Taxable: Vacant Unit/Excess Land	362,550	0.000749	\$272
	Industrial Taxable: Vacant Unit/Excess Land	0	0.000959	\$0
	Large Industrial Taxable: Vacant Unit/Excess Land	0	0.000823	\$0
	Commercial Taxable: Vacant Land	2,190,000	0.000901	\$1,973
	Industrial Taxable: Vacant Land	0	0.000959	\$0
Total 2000 CVA		122,447,471		\$171,421

Business Improvement Area	Prescribed Business Class	Current Value Assessment*	Frozen Rate Includes PIL & Total Requirement	Pro Rated Requirement
Somerset Heights	Commercial Taxable: Full	17,098,856	0.008411	\$143,818
	Office Building Taxable: Full	0	0.010164	\$0
	Shopping Centre Taxable:	0	0.006997	\$0
	Industrial Taxable: Full	54,810	0.009640	\$528
	Large Industrial Taxable: Full	0	0.008278	\$0
	Parking Lot Taxable: Full (No Support)	153,905	0.005512	\$848
	Commercial Taxable: Vacant Unit/Excess Land	120,249	0.005888	\$708
	Office Building Taxable: Vacant Unit/Excess Land	0	0.007115	\$0
	Shopping Centre Taxable: Vacant Unit/Excess Land	0	0.004898	\$0
	Industrial Taxable: Vacant Unit/Excess Land	0	0.006266	\$0
	Large Industrial Taxable: Vacant Unit/Excess Land	0	0.005381	\$0
	Commercial Taxable: Vacant Land	86,000	0.005888	\$506
	Industrial Taxable: Vacant Land	0	0.006266	\$0
Total 2000 CVA		17,513,820		\$146,410

Business Improvement Area	Prescribed Business Class	Current Value Assessment*	Frozen Rate Includes PIL & Total Requirement	Pro Rated Requirement
By Ward Market	Commercial Taxable: Full	85,575,008	0.001731	\$148,130
	Office Building Taxable: Full	10,664,245	0.002092	\$22,310
	Shopping Centre Taxable:	3,601,221	0.001440	\$5,186
	Industrial Taxable: Full	0	0.001984	\$0
	Large Industrial Taxable: Full	0	0.001704	\$0
	Parking Lot Taxable: Full (No Support)	4,506,000	0.001135	\$5,114
	Commercial Taxable: Vacant Unit/Excess Land	5,828,994	0.001212	\$7,065
	Office Building Taxable: Vacant Unit/Excess Land	529,330	0.001464	\$775
	Shopping Centre Taxable: Vacant Unit/Excess Land	0	0.001008	\$0
	Industrial Taxable: Vacant Unit/Excess Land	0	0.001290	\$0
	Large Industrial Taxable: Vacant Unit/Excess Land	0	0.001108	\$0
	Commercial Taxable: Vacant Land	518,000	0.001212	\$628
	Industrial Taxable: Vacant Land	0	0.001290	\$0
	Total 2000 CVA	111,222,798		\$189,208

Business Improvement Area	Prescribed Business Class	Current Value Assessment*	Frozen Rate Includes PIL & Total Requirement	Pro Rated Requirement
Preston Street	Commercial Taxable: Full	22,769,220	0.002546	\$57,970
	Office Building Taxable: Full	6,990,565	0.003076	\$21,503
	Shopping Centre Taxable:	363,000	0.002118	\$769
	Industrial Taxable: Full	1,744,290	0.002918	\$5,090
	Large Industrial Taxable: Full	0	0.002505	\$0
	Parking Lot Taxable: Full (No Support)	274,000	0.001668	\$457
	Commercial Taxable: Vacant Unit/Excess Land	110,000	0.001782	\$196
	Office Building Taxable: Vacant Unit/Excess Land	0	0.002153	\$0
	Shopping Centre Taxable: Vacant Unit/Excess Land	102,000	0.001482	\$151
	Industrial Taxable: Vacant Unit/Excess Land	0	0.001897	\$0
	Large Industrial Taxable: Vacant Unit/Excess Land	0	0.001629	\$0
	Commercial Taxable: Vacant Land	701,000	0.001782	\$1,249
	Industrial Taxable: Vacant Land	225,875	0.001897	\$428
Total 2000 CVA		\$33,279,950		\$87,813

Business Improvement Area	Prescribed Business Class	Current Value Assessment*	Frozen Rate Includes PIL & Total Requirement	Pro Rated Requirement
Rideau Street	Commercial Taxable: Full	166,895,518	0.001504	\$251,011
	Office Building Taxable: Full	25,357,075	0.001818	\$46,099
	Shopping Centre Taxable:	171,047,795	0.001251	\$213,981
	Industrial Taxable: Full	0	0.001724	\$0
	Large Industrial Taxable: Full	0	0.001480	\$0
	Parking Lot Taxable: Full (No Support)	6,619,000	0.000986	\$6,526
	Commercial Taxable: Vacant Unit/Excess Land	4,959,824	0.001053	\$5,223
	Office Building Taxable: Vacant Unit/Excess Land	2,237,335	0.001272	\$2,846
	Shopping Centre Taxable: Vacant Unit/Excess Land	4,263,038	0.000876	\$3,734
	Industrial Taxable: Vacant Unit/Excess Land	0	0.001121	\$0
	Large Industrial Taxable: Vacant Unit/Excess Land	0	0.000962	\$0
	Commercial Taxable: Vacant Land	1,628,000	0.001053	\$1,714
	Industrial Taxable: Vacant Land	0	0.001121	\$0
Total 2000 CVA		383,007,585		\$531,134

Business Improvement Area	Prescribed Business Class	Current Value Assessment*	Frozen Rate Includes PIL & Total Requirement	Pro Rated Requirement
Westboro	Commercial Taxable: Full	19,248,037	0.004047	\$77,897
	Office Building Taxable: Full	557,555	0.004891	\$2,727
	Shopping Centre Taxable:	1,050,916	0.003367	\$3,538
	Industrial Taxable: Full	190,140	0.004639	\$882
	Large Industrial Taxable: Full	0	0.003983	\$0
	Parking Lot Taxable: Full (No Support)	0	0.002652	\$0
	Commercial Taxable: Vacant Unit/Excess Land	124,350	0.002833	\$352
	Office Building Taxable: Vacant Unit/Excess Land	0	0.003424	\$0
	Shopping Centre Taxable: Vacant Unit/Excess Land	0	0.002357	\$0
	Industrial Taxable: Vacant Unit/Excess Land	0	0.003015	\$0
	Large Industrial Taxable: Vacant Unit/Excess Land	0	0.002589	\$0
	Commercial Taxable: Vacant Land	854,000	0.002833	\$2,419
	Industrial Taxable: Vacant Land	0	0.003015	\$0
Total 2000 CVA		22,024,998		\$87,816

**SPARKS STREET MALL AUTHORITY
COMPUTATION OF SPECIAL LEVY - 2000**

Net Levy Per Budget Submission	\$212,100
Add: Projected 1999 Surplus (Deficit)	12,000
<i>Less: Actual 1999 Surplus (Deficit)</i>	<i>12,000</i>
Budget Adjustment Requested By Mall Authority	0
Revised Net Levy Requirement	\$212,100
Total Metre Frontage - Sparks Street Mall	1,568.48 Metres
2000 Special Levy Per Metre	\$135.22646129
<i>1999 Special Levy Per Metre</i>	<i>\$135.23</i>
Percent Increase (Decrease)	0.00%
TOTAL MALL AUTHORITY BUDGET 2000	301,400
Funded By:	
Levy	212,100
Rentals - General	77,300
Miscellaneous Revenue	0
1999 Surplus Carry Forward	12,000
Total Funds Available	301,400

MALL AUTHORITY	PER METER CHARGE	TOTAL SPECIAL CHARGE
Sparks Street Mall Authority	135.22646129	\$212,099.99

ROLL NUMBER	PROPERTY OWNERS AND ADDRESSES	LEGAL DESCRIPTION	FOOT FRONTAGE	METRE FRONTAGE	2000 AMOUNT
<i>SPARKS STREET - ELGIN TO BANK</i>					
<i>Sparks Street North Side</i>					
04-170-1-05000	Public Works Canada, Municipal Grants Section Centre Montcalm 200 Montcalm Street Hull, PQ, K1A 0M3	Lots 27-26 & E. 1 Lot 25	127.75	38.94	5,265.72
04-170-1-05100	Public Works Canada, Municipal Grants Section Centre Montcalm 200 Montcalm Street Hull, PQ, K1A 0M3	W. 31.66 of E. 32.66 Lot 25	31.67	9.65	1,304.94
04-170-1-05200	Public Works Canada, Municipal Grants Section Sir Charles Tupper Building 2250 Riverside Drive, Room A-417 Ottawa, Ontario. K1A 0M2	W. 14E. 46.66 Lot 25	14.00	4.27	577.42
04-170-1-05300	Public Works Canada, Municipal Grants Section Centre Montcalm 200 Montcalm Street Hull, PQ, K1A 0M3	W. 19.5 Lot 25	19.50	5.94	803.25
04-170-1-05400	Public Works Canada, Municipal Grants Section Centre Montcalm 200 Montcalm Street Hull, PQ, K1A 0M3	E. 1/2 Lot 24	33.12	10.09	1,364.43

ROLL NUMBER	PROPERTY OWNERS AND ADDRESSES	LEGAL DESCRIPTION	FOOT FRONTA GE	METRE FRONTA GE	2000 AMOUNT
04-170-1-05500	Public Works Canada, Municipal Grants Section Centre Montcalm 200 Montcalm Street Hull, PQ, K1A 0M3	W. 33.208 of Lot 24	33.08	10.08	1,363.08
04-170-1-05600	Public Works Canada, Municipal Grants Section Real Estate Division 200 Montcalm Street Hull, PQ, K1A 0M3	Lots 23 & 22	132.50	40.38	5,460.44
04-170-1-05900	Public Works Canada, Municipal Grants Section Centre Montcalm 200 Montcalm Street Hull, PQ, K1A 0M3	S. 59.291 Lot 21 less W. 1.42	65.00	19.81	2,678.84
04-170-1-06000	Public Works Canada, Municipal Grants Section Sir Charles Tupper Building 2250 Riverside Drive, Room A- 417 Ottawa, Ontario. K1A 0M2	Lot 20 & R. of W. 1.42 S. 59.77 Lot 21	67.42	20.55	2,778.90
04-170-1-06100	Public Works Canada, Municipal Grants Section Real Estate Division 200 Montcalm Street Hull, PQ, K1A 0M3	E. 1/2 Lot 19	33.00	10.06	1,360.38

ROLL NUMBER	PROPERTY OWNERS AND ADDRESSES	LEGAL DESCRIPTION	FOOT FRONTAGE	METRE FRONTAGE	2000 AMOUNT
04-170-1-07000	Public Works Canada, Municipal Grants Section Real Estate Division 200 Montcalm Street Hull, PQ, K1A 0M3	S. 80 W. pt. 13 & 12 & E. 33.354 Lot 11	100.71	30.69	4,150.10
04-170-1-07100	Public Works Canada, Municipal Grants Section Sir Charles Tupper Building 2250 Riverside Drive, Room A-417 Ottawa, Ontario. K1A 0M2	Lot 10 & W. 1/2 Lot 11	100.07	30.50	4,124.41
04-170-1-07400	Public Works Canada, Municipal Grants Section Centre Montcalm 200 Montcalm Street Hull, PQ, K1A 0M3	Lot 9, 8, 7 & 6	267.03	81.39	11,006.08
04-170-1-22400	Chambers Ottawa (1990) Inc. National Capital Commission, c/o Standard Life Assurance Co. 1605-275 Slater Street Ottawa, Ontario. K1P 5H9	Lot 27, Pt Lot 28	93.27	28.43	3,844.49
04-170-1-08100	Sixty-One Queen Limited, 1801 Woodward Dr., Ottawa, Ontario. K2C 0R3	Lot 26	66.00	20.12	2,720.76
04-170-1-08200	Sixty-One Queen Limited, 1801 Woodward Dr., Ottawa, Ontario. K2C 0R3	E. 1/2 Lot 25	33.00	10.06	1,360.38

Sparks Street South Side

ROLL NUMBER	PROPERTY OWNERS AND ADDRESSES	LEGAL DESCRIPTION	FOOT FRONTAGE	METRE FRONTAGE	2000 AMOUNT
04-170-1-08600	90 Sparks Street Holdings Ltd., c/o Oxford Group Attn. Mr. Mark Trusdale 120 Adelaide st. W., 17th floor Toronto, Ontario. M5H 1T1	Lot 22, 23, 24 & 25 WPT	231.64	70.60	9,546.99
04-170-1-08800	Sparks Properties Ltd. c/o Properties Group Inc. 500-100 Sparks Street Ottawa, Ontario. K1P 5B7	Lot 21	66.06	20.13	2,722.11
04-170-1-08900	Toronto-Dominion Bank Corporate Real Estate Operations, 19th floor TD Tower, P.O. Box 1, TD Centre Toronto, Ontario. M5K 1A2	Lot 20	66.00	20.12	2,720.76
04-170-1-09000	National Capital Commission, c/o Property Management, Tax & Assessment Clerk 202-40 Elgin Street Ottawa, Ontario. K1P 1C7	Lot 19	66.06	20.13	2,722.11
04-170-1-09200	Bank of Nova Scotia, c/o Enterprise Commercial Mgm. 200-480 University Avenue, Toronto, Ontario. M5G 1V2	Lot 18	66.00	20.12	2,720.76
04-170-1-09300	Truscan Property Corporation Attn. Property Manager 300-45 O'Connor Street Ottawa, Ontario. K1P 1A4	E. 31 Lot 17	31.00	9.45	1,277.89

ROLL NUMBER	PROPERTY OWNERS AND ADDRESSES	LEGAL DESCRIPTION	FOOT FRONTA GE	METRE FRONTA GE	2000 AMOUNT
04-170-1-09400	National Capital Commission, c/o Property Management, Tax & Assessment Clerk 202-40 Elgin Street Ottawa, Ontario. K1P 1C7	Pt. Lot 17	35.16	10.72	1,449.63
04-170-1-09500	National Capital Commission, 202-40 Elgin Street Ottawa, Ontario. K1P 1C7	E. 1/2 Lot 16	33.02	10.06	1,360.38
04-170-1-09600	National Capital Commission, c/o Property Management, Tax & Assessment Clerk 202-40 Elgin Street Ottawa, Ontario. K1P 1C7	N. 68 W. 1/2 Lot 16 and Lot 1	56.77	17.30	2,339.42
04-170-1-09800	National Capital Commission, c/o Property Management, Tax & Assessment Clerk 202-40 Elgin Street Ottawa, Ontario. K1P 1C7	Lot 2 & 3	45.62	13.90	1,879.65
04-170-1-09900	Ages Holdings Ltd., Murray Macy Ent. Ltd., c/o Conrad Prevost, 203-35 O'Connor Street Ottawa, Ontario. K1P 5M4	Lots 4 & 5	63.31	19.30	2,609.87

ROLL NUMBER	PROPERTY OWNERS AND ADDRESSES	LEGAL DESCRIPTION	FOOT FRONTAGE	METRE FRONTAGE	2000 AMOUNT
<i>O'Connor Street Intersects</i>					
04-170-1-10000	London Life Insurance Company, c/o Heritage Place Management, 200-155 Queen Street Ottawa, Ontario. K2P 6L1	Lots 13 & 12	133.00	40.54	5,482.08
04-170-1-10100	1259087 Ontario Inc. c/o Canril Corporation 200-81 Metcalfe Street Ottawa, Ontario. K1P 6K7	Lots 11 & E. 12.14 Lot 10	78.79	24.01	3,246.79
04-170-1-10300	1259087 Ontario Inc. C/O Canril Developments Inc. 200-81 Metcalfe Street Ottawa, Ontario. K1P 6K7	N. 91.16 W. 54.26 Lot 10	54.26	16.54	2,236.65
04-170-1-10500	Judy-Jay Shoes (1985) Ltd., 184 Sparks Street, Ottawa, Ontario. K1P 5C1	E. 1/2 Lot 9	33.25	10.13	1,369.84
04-170-1-10600	1332573 Ontario Inc. C/O Canril Corporation 200-81 Metcalfe Street Ottawa, Ontario K1P 6K7	W. 1/2 Lot 9	33.25	10.13	1,369.84
04-170-1-10700	Metropolitan Stores of Canada Ltd., c/o Marks & Spencer, 955 Richmond Road Ottawa, Ontario K2B 6R1	L.F. & G.H.	66.48	20.26	2,739.69
04-170-1-10800	DELETED Combined with 04-170-1-10900 for 1997 taxation year.				

ROLL NUMBER	PROPERTY OWNERS AND ADDRESSES	LEGAL DESCRIPTION	FOOT FRONTAGE	METRE FRONTAGE	2000 AMOUNT
04-170-1-10900	Appotive Investments Inc., 2654 Priscilla Street, Ottawa, Ontario. K2B 7C9	L.D. & C. & E. 26.83 Lot 6 Lot E	93.31	28.44	3,845.83
04-170-1-11000	Appotive Investments Inc., 2654 Priscilla Street, Ottawa, Ontario. K2B 7C9	W. 39.66 N. 98.62 Lot 6	39.66	12.09	1,634.89
TOTAL - SPARKS STREET - ELGIN TO BANK			2,940.59	896.24	121,195.35
<i>SPARKS STREET - KENT TO LYON</i>					
04-170-1-07500	Public Works & Government Services Canada Municipal Grants-Real Estate Division, Sir Charles Tupper Building, 2250 Riverside Drive Room A-410, Ottawa, Ontario K1A 0M2	Lots 3 & 4 Sparks Street North & Lot 5 and part of Lot 6	205.01	62.48	8,448.95
04-170-1-04400	Public Works Canada, Municipal Grants Section Centre Montcalm 200 Montcalm Street Hull, PQ, K1A 0M3	Lots 5 to 10 Sparks St. N.	327.30	99.76	13,490.19
04-170-1-15700	CamDev Properties Inc. c/o O & Y Properties Box 69009 Place de Ville Ottawa, Ontario K1R 1A7	Lots 5 to 11 Sparks St S Lots 5 to 11 Queen N RP4R012277 Part 1	358.45	109.25	14,773.86

ROLL NUMBER	PROPERTY OWNERS AND ADDRESSES	LEGAL DESCRIPTION	FOOT FRONTAGE	METRE FRONTAGE	2000 AMOUNT
04-170-1-15800	1210478 Ontario Inc. c/o 100 Park Royal 3rd floor West Vancouver, B.C. V7T 1A2	Plan 3922 Pt lot 3,4 & 5 Sparks S Pt lot 3,4 & 5 Queen N RP4R12277 Part 2,3 &4	169.91	51.78724	7,003.01
TOTAL - SPARKS STREET - KENT TO LYON			1,060.67	323.28	43,716.01
<u>SPARKS STREET - BANK TO KENT</u>					
04-170-1-04000	Bank of Canada, Att. Ursula Faller 234 Wellington Street, Ottawa, Ontario. K1A 0G9	Wellington, Bank, Sparks, Kent except W34.75 L1 East of LA, and all LA and N 1/2 Land & N 1/2 St. closed	572.79	174.58	23,607.84
04-170-1-11500	Olympia & York Development Ltd., c/o Newcort Centre/Att. Annie Ropar 700-207 Queen Quay West Toronto, Ontario. M5J 1A7	Lots 1-5, Lots A and B and 1 & 2	572.14	174.38	23,580.79
TOTAL - SPARKS STREET - BANK TO KENT			1,144.93	348.96	47,188.63
GRAND TOTAL			5,146.19	1,568.48	212,099.99

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June 16, 2000

ACS2000-FN-FLM-0017
(File: FCN1999/T:0110)

Department of Finance

Ward/Quartier
City Wide

- Policy, Priorities and Budgeting
Committee / Comité des politiques, des
priorités et des budgets
 - City Council / Conseil municipal
- Action/Exécution

4. Trust Funds Analysis as at December 31, 1999 **Analyse des fonds en fiducie au 31 décembre 1999**

Recommendations

1. That City Council approve the contribution of \$134,079.76 from the Ontario Home Renewal Program Trust Fund to general operations.
2. That City Council approve the contribution of \$397,000.00 from general operations to the Local Improvement Commutations Trust Fund.
3. That City Council approve the reversal of \$262,920.24 of a 1999 over-provision for uncollectible accounts receivable.



June 16, 2000 (9:07a)

Mona Monkman
City Treasurer



June 16, 2000 (9:20a)

Approved by
John S. Burke
Chief Administrative Officer

GS:cds

Contact: Geoff Simpson - 244-5300 ext. 1-3685

Financial Comment

Approval of Recommendations 1 and 2 results in an unbudgeted one-time charge to operations of \$262,920.24 to fund the required contribution to the Local Improvement Commutations Trust Fund, net of the available contribution of the surplus from the O.H.R.P. Trust Fund.

Recommendation 3 provides a one-time funding source. Thereby resulting in no net cost to 2000 operations from these one-time issues.



June 16, 2000 (9:07a)

Mona Monkman
City Treasurer
GS:cds

Executive Report

Reasons Behind Recommendations

As part of the preparation of the 1999 Financial Statements, staff performed an analysis of the balances available in the City of Ottawa Trust Funds. As detailed in the individual recommendations, the O.H.R.P. Trust Fund is in a surplus position, while the Local Improvement Commutations Trust Fund is projecting a deficit as early as 2001. This report recommends the sources of funding for this projected deficit.

Recommendation 1

The Ontario Home Renewal Program was established by the Ontario Ministry of Housing in 1973 to provide grants for municipalities to make loans to assist owner-occupants to repair, rehabilitate and improve their homes to local property standards. Individual loans were limited to \$7,500. A trust fund was opened to account for all aspects of the program, including loans receivable, interest earned, and grants to be refunded to the Province.

In 1993, the Ontario Ministry of Housing advised municipalities that the O.H.R.P. was discontinued and that further loans were prohibited. Homeowners with loans outstanding at the date of discontinuance were not affected by the cancellation of the program. In a letter from the Ministry dated September 7, 1993 it was stated that "any interest earned on O.H.R.P. trust balances may be retained for general purposes for 1994 and ensuing years." In addition, it was provided that municipalities may retain a 5% administration fee on loans receivable collected after December 31, 1993.

Current analysis of the balance in the fund indicates that the interest earnings have continued to accrue within the trust fund only, and the 5% administration fee was also never credited to general operations. As a result, the trust fund carries a balance greater than the amount required to satisfy the remaining commitments. Surplus funds available for transfer equal \$134,079.76.

Recommendation 2

Property owners upon whom special rates are assessed for improvements made under the Local Improvement Act have the option to commute future annual local improvement levies for a one-time present value cash payment. The present value calculation is discounted based on an estimate of future interest earnings. Monies received are retained in the Local Improvement Commutation Trust Fund and used to pay future levies on behalf of the property owner.

In 1991, analysis of the Local Improvement Commutation Trust Fund projected that a surplus had accumulated due to conservative projections of interest earnings within the fund. A surplus of approximately \$250,000 was contributed to general operations.

Subsequently, analysis as at December 31, 1999 indicates the balances available in the fund are insufficient to satisfy remaining obligations. Levy payments required from the trust fund expire in 2003. However, the analysis projects the trust fund could be in a deficit position as early as 2001.

Based on updated and conservative interest earnings projections, the Local Improvement Commutation Trust Fund requires an immediate lump sum contribution of \$397,000 to satisfy remaining obligations until the close of the fund in 2003.

Recommendation 3

In the absence of any further accounting, the impact of Recommendations 1 and 2 is a net unbudgeted cost to 2000 operations of \$262,920.24. As this is a one-time requirement for additional funding, an equivalent one-time solution is proposed.

At year end 1999, as part of the analysis of the required provision for uncollectible accounts receivable, a provision of \$430,000 was charged to operations for the balances outstanding from the Triple A baseball park and project. At the time of the year end closeout, collection of this account was considered uncertain. As a conservative accounting practice, 50% of the existing receivable of approximately \$1 million was provided. Subsequent to the 1999 year end closeout, the Triple A agreement has been renegotiated and collection is considered secure.

Therefore, it is recommended that a sufficient amount be reversed from the allowance for uncollectible accounts receivable to fund the projected deficit in the Local Improvement Commutations Trust Fund.

38

Consultation

No consultation was required since this submission is administrative in nature.

Disposition

Subject to City Council approval of the recommendations, the Department of Finance to action the required accounting entries.

June 20, 2000

ACS2000-CV-EQD-0001
(File: ACS1300)

Advisory Committee on Equity and Diversity Ward/Quartier
City Wide

- Policy, Priorities and Budgeting Committee / Comité des politiques, des priorités et des budgets Action/Exécution
- City Council / Conseil municipal

5. Advisory Committee on Equity and Diversity - 1999-2000 Annual Report and year 2001 Objectives

Comité consultatif sur l'équité et la diversité - 1999-2000 rapport annuel et les objectifs de l'an 2001

Recommendations

1. That the Annual Report of the Advisory Committee on Equity and Diversity from June 1999 to May 2000, as detailed in Document 1, be received.
2. The Committee recommends that the objectives for 2001 be approved.
3. That the accompanying resource requirements, as described in this submission, be considered with the 2001 budget and make available to Council as part of the budget documentation.
4. That this report be forwarded to the Transition Board for information and for consideration in developing the budget for the new City of Ottawa for the year 2001.

M. Q. Malik

June 20, 2000 (10:32a)

Mukhtar Malik
Chairperson

MM:cal

Contact: Carole Langford - 244-5300 ext. 1-3617
Mukhtar Malik - 737-1919

Financial Comment

Funds for the Advisory Committee on Equity and Diversity base budget of \$ 2,100 are currently provided for in account 2231971 in the Department of Corporate Services 2000 approved Operating Budget. Further, ACED has received an additional \$1,600 from the unallocated bulk provision of \$ 10,000 provided in account 2231911 as approved during budget deliberations of January 17, 2000.

On April 5, 2000 City Council approved a report New Municipal Model - Advisory Committee Structure, which requests the existing advisory committees of the current City of Ottawa be included in the transition process to the new City of Ottawa. Therefore, Recommendation 3 pertaining to this advisory committee's 2001 budget will be made available to the Ottawa Transition Board for consideration as part of the budget process and included in budget documents



June 21, 2000 (9:08a)

for Mona Monkman
City Treasurer

RL:cds

Executive Report

Reasons Behind Recommendations

Recommendation 1

ACED submits its 1999-2000 report (Document 1) for the information of Council, in accordance with the June reporting requirements for Advisory Committees.

Recommendation 2

The objectives for 2001 have been developed in accordance with ACED's mandate.

Objective 1 - March 21 Education Project

Continuation of our March 21 Annual Education Project for Ottawa children and youth to commemorate the International Day for the Elimination of Racial Discrimination.

Liaison with the School Boards has been enhanced by direct contact with several key persons including principals, teachers, parents, and students. Discussions are underway to include school board representatives on the planning committee for the 2001 project. Response from

principals, teachers, parents, students, sponsors, and the media has been unanimously positive and supportive.

*Awards and expenses related to
Opening and Awards Ceremonies
Budget requested for Objective 1 from the bulk provision \$3,000*

Objective 2 - Annual Human Rights Day, November-December

Approval was sought and received from Council in fall 1998 to hold two annual projects: The March 21 Education Project and the Human Rights Day Project. This year, ACED agreed in principle to cooperate with the Disability Issues Advisory Committee to commemorate both the Human Rights Day and the International Day for Disabled Persons.

*Expenses related to event, communications
Budget requested for Objective 2 from the bulk provision \$500.00*

Objective 3 - Community Outreach

Enhanced community outreach to identify and address community issues and support to Council and City Hall on issues affecting equity and diversity.

*Meeting-related costs such as light refreshments,
additional parking, travel related costs
Budget requested for Objective 3 from the bulk provision \$600.00*

Objective 4 - Multiculturalism Policy, Human Rights Policy, Fire Fighters' recruitment Advisory Committee

Ongoing monitoring and support on Multiculturalism Policy, Human Rights Policy, Fire Fighters' Recruitment Advisory Committee, and advisory support to the Office of the Chief Administrative Officer related to human rights and employment equity:

No resources are required.

Objective 5 - Committee Development

Ongoing Committee development to enhance our ability for substantive, effective, and meaningful work objectives and outcomes related to our mandate and terms of reference.

No resources are required.

Recommendation 3

In addition to the funds requested for the Objectives for 2000, funding is also requested to cover expenditures associated with food, taxis and child care services since the Committee meets during the supper hour.

Budget requested from the bulk provision \$400.00

Recommendation 4

The new City of Ottawa should be a leader in making equity issues a priority and that appropriate financial and human resources be provided to promote equity issues.

Consultation

Public input was received from members of ACED at our regular monthly meetings throughout the year.

The Office of the Chief Administrative Officer, as Lead Department for the Advisory Committee on Equity and Diversity, has read the attached 1999-2000 Annual Report and Year 2001 Objectives, and concurs with its contents.

Disposition

Objectives 1 - 5 - Office of the Chief Administrative Officer and Community Services

List of Supporting Documentation

Document 1 ACED - Annual Report from June 1999 - May 2000

Part II - Supporting Documentation

Document 1

ADVISORY COMMITTEE ON EQUITY AND DIVERSITY (ACED)

1999-2000 ANNUAL REPORT

PREAMBLE

During the year, ACED continued working on the activities, which were started in the previous year. During the year three very valuable ACED members resigned including the Chair. A new Chair and Vice Chair were elected.

The Committee has organized its work through two sub-committees:

1. **The Community Outreach Sub-Committee** is responsible for three projects:
 - a. Human Rights Project;
 - b. March 21 Anti-Racism Education Project; and
 - c. Community Relations.

2. **The Advocacy/Policy Sub-committee** has two strands:
 - a. Retreat Planning, Annual Report; and
 - b. Liaison with the Council and Transition Board.
 - In addition, the Committee works very closely with the Advisory Committee on Disability Issues.

Human Rights Day Project:

During the past several years, the Committee has commemorated December 10 as a Human Rights Day. This year too, the Committee was fully prepared to hold this function. A distinguished panel of speakers was invited to speak on the occasion. Several invitations were sent to various organizations and prominent leaders of the community. Unfortunately, at the last minute, the function had to be canceled because very few persons confirmed their attendance.

March 21 Education Project:

This project is organized in two phases to commemorate March 21, the International Day for the Elimination of Racial Discrimination. The opening ceremony was held at Ottawa City Hall. Mayor Jim Watson launched the project. The opening ceremony was mainly attended by partners and representatives from various schools.

On June 2, 2000, the award ceremony was held. Thirty six schools across the Ottawa-Carleton Region from all school boards, both Catholic and Public, participated in this project and sent a record number of submissions in all categories. There were more than 700 submissions, which included arts, handicrafts, videos and written submissions in essays and poetry. Fifty outstanding submissions were chosen for prizes. As in the past two years, this Project is carried out in association with community partners. This year the community partners were: Odawa Native Friendship Centre, National Capital Alliance on Race Relations, Ottawa Carleton Immigrant Services Organization and the Jamaican (Ottawa) Community Association Inc.

Some 200 other entries were displayed in the City Hall during the Award Ceremony.

Annual Retreat Meeting

This year's Retreat meeting was held in the City Hall and new members were apprized of their role and duties and the functions of the ACED. The committee participated in a team building exercise. The exercise consisted of three stages:

- Expressing ideas for ACED to be successful
- What went well
- What are the concerns of this process

After completing this exercise, the Committee determined the issues to be discussed in the Retreat Meeting.

Enhanced support to Council, and the Community on issues affecting equity and diversity:

Meetings with the Councillors

The main purpose of this objective is to find out from the Councillors and other Community Organizations relevant issues affecting equity and diversity. During the year, all ACED Committee members met with all Councillors individually in order to exchange and enhance our respective knowledge of the community to become better acquainted with relevant issues related to equity and diversity in their wards. During these meetings, Councillors

highlighted issues related to youth, particularly immigrant youth and their family and, the police. A major community issue which the Committee was asked to address, came from the Riverwood Quinterra Community.

Riverwood Quinterra Community

Close collaboration was maintained with the Riverwood Quinterra Community regarding the planned rezoning of a property owned by Fines flowers, which is planned to be rezoned for use as a Funeral home. The Community raised serious objections with regard to locating the funeral home in their vicinity because of cultural and spiritual issues. Letters were sent on Community's behalf to the Commissioner of Urban Planning and Public Works. However, the City Council did approve the rezoning application and the Community has appealed the decision to Ontario Municipal Board of Appeal.

Liaison with Community Organizations

A close contact was maintained with major community Organizations in the City.

Collaboration with Disability Issues Advisory Committee

A representative from the Disability Advisory Committee regularly attends ACED meetings and provides information on disability issues.

Role of Advisory Committees during the new Municipal Structure:

The ACED firmly believes in the value of our Committee to the City of Ottawa. Accordingly, the Committee feels that the new City of Ottawa, following completion of the current transition, should include a similar Committee. To this end, members of the ACED Committee met with the Advisory Committee on French Language Services and discussed the strategy to influence the Transition Board for continuing the Advisory Committees in the new restructured City of Ottawa. Subsequently, the ACED made written and oral presentations to the Transition Board for continuation of the ACED Committee in the new City of Ottawa. It also sent the Terms of Reference and the current structure of ACED.