

**Report to  
Rapport au:**

**Planning Committee  
Comité de l'urbanisme**

**November 12, 2014  
12 août 2014**

**Submitted by  
Soumis par:  
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**Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE      File Number: ACS2014-CMR-CCB-0061**

**SUBJECT: Status Update – Planning Committee Inquiries  
and Motions for the Period Ending 18 November 2014**

**OBJET: Rapport de situation - Demandes de renseignements et motions du  
Comité de l'urbanisme pour la période se terminant le 18 novembre  
2014**

**REPORT RECOMMENDATION**

**That the Planning Committee receive this report for information.**

**RECOMMANDATION DU RAPPORT**

**Que le Comité de l'urbanisme prenne connaissance du présent rapport.**

## **BACKGROUND**

On 11 June 2008, Council approved a new process for tracking formal Inquiries and Motions submitted at Standing Committees and Council. Included in this process was the requirement for Committees and Council to receive bi-monthly status updates on these motions and inquiries, at the second meeting of every second month. Accordingly, this report is being presented to the Committee for information.

## **DISCUSSION**

### *Departmental Report on Outstanding Motions and Directions*

In addition to the status of outstanding formal Inquiries, this report integrates the status of outstanding motions and directions to staff, identified as part of the City Manager's review in the fall of 2008, with the actions that will be taken to ensure that both are addressed appropriately.

Consistent with Council's direction, the tracking and reporting of formal motions and inquiries is undertaken by the City Clerk's Office. Protocols have also been established within departments to ensure department-specific motions and inquiries are processed in a timely manner. In those instances where there may be a delay, Council will be provided with an explanation.

The list of outstanding Inquiries is attached as Document 1. The departmental list of outstanding motions and directions to staff is attached as Document 2.

## **RURAL IMPLICATIONS**

There are no rural implications.

## **CONSULTATION**

This report is administrative in nature and therefore no consultation was required.

## **LEGAL IMPLICATIONS**

No legal implications have been identified for this report, as it is for information only.

## **RISK MANAGEMENT IMPLICATIONS**

No risk management implications have been identified for this report, as it is for information only.

## **FINANCIAL IMPLICATIONS**

No financial implications have been identified for this report, as it is for information only.

## **ACCESSIBILITY IMPACTS**

This report is administrative in nature and has no associated accessibility impacts.

## **TECHNOLOGY IMPLICATIONS**

This report is administrative in nature and has no associated technology implications.

## **TERM OF COUNCIL PRIORITIES**

This report has no direct impacts on the City's strategic priorities or directions identified for the current Term of Council.

## **SUPPORTING DOCUMENTATION**

Document 1 Outstanding Inquiries Status report as of 14 August 2014

Document 2 Departmental Report on Outstanding Motions and Directions as of  
14 August 2014

## **DISPOSITION**

The Coordinator will continue to track all formal inquiries made at Committee meetings and departmental staff will continue to track motions and directions to staff. The results will be reported to Committee on a bi-monthly basis.