

Report to/Rapport au :

Council / Conseil

October 16, 2012

16 octobre 2012

Submitted by/Soumis par : M. J. Beauregard, Chair/Présidente
Campground Authority / Conseil d'administration du terrain de camping

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BAY / BAIE (7)

Ref N°: ACS2012-CMR-OMC-0004

**SUBJECT: OTTAWA MUNICIPAL CAMPGROUND AUTHORITY 2013
OPERATING AND CAPITAL BUDGET**

**OBJET : BUDGETS DE FONCTIONNEMENT ET DES IMMOBILISATIONS 2013
DU CONSEIL DE GESTION DU TERRAIN DE CAMPING**

REPORT RECOMMENDATION

That City Council receive and table the Draft 2013 Ottawa Municipal Campground Authority operating and capital budget submission, for subsequent consideration by Council as Committee of the Whole, to be held November 28, 2012.

RECOMMANDATION DU RAPPORT

Que le Conseil reçoive, dépose et examine le budget provisoire de fonctionnement et des immobilisations 2013 pour le Conseil de gestion du Terrain de camping municipal d'Ottawa à titre de Comité plénier, lors de sa réunion le 28 novembre 2012.

BACKGROUND

The Ottawa Municipal Campground Authority (OMCA) is a Local Board and is composed of one elected Member of City Council and four volunteers. It is responsible for overseeing the ongoing maintenance and operations of the Ottawa Municipal Campground, located at 411 Corkstown Road. The campground is funded 100% from its own revenues.

As part of the Mid-Term Governance Review in July 2009, the City Clerk and Solicitor met with the OMCA to discuss various governance issues. During that session, it was

suggested that the OMCA should establish relevant and current terms of reference and enter into an operating agreement that would reflect the OMCA's mandate, roles and responsibilities. The OMCA subsequently entered into an interim operating agreement with the City of Ottawa, pending the finalization of a long-term lease with the National Capital Commission and any City formalization of its relationship with its local boards. The property is leased from the NCC at \$1.00 per year. The current lease is up for renewal on October 31, 2014.

On August 5, 2010, the OMCA entered into a new operating agreement with the City of Ottawa. In that agreement under item 6(c) it states:

- (a) The Authority shall prepare and submit to City Council for its approval, before December 31st of each year, or at such other time as Council prescribes, a budget with estimates for the following year of all revenues and of all sums required to meet expenditures for the maintenance, operation and capital requirements of the Campground. The estimates shall be prepared in such form and manner as may be prescribed by the City, and shall be subject to approval of the City.

On October 15, 2012, the OMCA approved the 2013 operating and capital budgets.

DISCUSSION

Council is responsible for the review and approval of the Campground Authority's annual operating and capital budgets as set out in the new operating agreement.

The costs of operating, maintaining and improving the Campground are covered by Campground revenue. Any surplus is retained by the City in a special account to the credit of the Campground for purposes of possible future deficits and/or capital improvements and equipment. At the end of 2012, the Campground surplus fund is estimated to be at \$199,000. The Campground is forecasting a \$11,000 operating deficit for 2012 but will be underspent in their capital plan by \$33,000 resulting in a net savings against approved 2012 budget of \$22,000.

The 2013 operating budget includes gross expenditures of \$338,000 and gross revenues of \$349,000 resulting in a net surplus of \$11,000.

The 2013 capital budget request is \$40,000 for building lifecycle for the washrooms and parking lot. This will leave a balance of \$170,000 in the OMCA fund at year end operations in 2013.

RURAL IMPLICATIONS

There are no specific rural implications associated with this report.

CONSULTATION

The Ottawa Municipal Campground Authority meetings are open to the public. Notices of the regularly scheduled meetings, agendas and minutes are published on the City of Ottawa's website.

COMMENTS BY THE WARD COUNCILLOR(S)

Having reviewed the campground budget and work plan for 2013 I am in support of their direction.

I do note that the two capital expenditures (washrooms and parking area) would only be completed pending the approval of the Authority (washrooms) and NCC (Parking), if still prudent, following the outcome of the NCC exercise to determine the future of the land on which the Campground is situated.

LEGAL IMPLICATIONS

There are no legal impediments to implementing the recommendations in this report.

RISK MANAGEMENT IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are sufficient funds in the OMCA account to cover the capital budget requirement.

ACCESSIBILITY IMPACTS

There are no accessibility impacts as a result of approving the report recommendation.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications as a result of approving the recommendation.

TECHNOLOGY IMPLICATIONS

There are no technology implications associated with this report.

TERM OF COUNCIL PRIORITIES

There are no impacts on Council priorities.

SUPPORTING DOCUMENTATION

Document 1 - 2013 Draft Operating & Capital Budget for the Campground Authority

(Immediately follows the report)

DISPOSITION

This report is provided for approval by Council.