

**EXTRACT OF DRAFT
MINUTES 29
5 FEBRUARY 2013**

**EXTRAIT DE L'ÉBAUCHE
DU PROCÈS-VERBAL 29
LE 5 FÉVRIER 2013**

2010-2014 MID-TERM GOVERNANCE REVIEW
ACS2013-CMR-CCB-0011

CITY WIDE

REPORT RECOMMENDATIONS

**That the Finance and Economic Development Committee recommend
Council approve the following:**

PART I – COMMITTEES OF COUNCIL AND RELATED MATTERS

- 1. The revised Committee/Board/Other memberships as outlined in Document 1.**
- 2. The Chairs and Vice-Chairs of each Standing Committee, the Transit Commission and Sub-Committees as outlined in Document 2.**
- 3. The extension of the appointments of Blair Crew, Justin Ferrabee and Emily Rahn to the Transit Commission until the end of this term of Council.**
- 4. That the recruitment process for the vacant citizen Transit Commission position begin as soon as possible.**
- 5. That the Petition Policy be amended to provide that petitions related specifically to matters within the mandate of the Transit Commission be sent directly to the Commission as outlined in this report.**
- 6. That the Terms of Reference for the Transit Commission and the reporting protocols for the Auditor General and any related policies and procedures be amended such that the Transit Commission receives any audits within their mandate and delegated authority for consideration, as described in this report.**

- 7. That the reporting protocols for the Auditor General and any related policies and procedures be amended such that, with the exception of transit-related audits, audits are tabled with the Audit Sub-Committee and referred to the Finance and Economic Development Committee and Council, as described in this report.**

PART II – OTHER GOVERNANCE-RELATED MATTERS

- 8. That the governance for the Cumberland Heritage Village Museum and the Nepean Museum be amended as follows:**
 - a. The Cumberland Heritage Village Museum Board be dissolved, its by-law repealed and that it be recreated as a Departmental Consultative Group as described in this report.**
 - b. That the Parks, Recreations and Cultural Services Department assume operations of the Nepean Museum and Fairfield historic site including:**
 - i. The authorization of 5.38 FTEs;**
 - ii. The transfer of \$408,923 in existing operating funding;**
 - iii. That the Board issue working notice to existing museum employees in accordance with the Employment Standards Act;**
 - iv. An effective date of transfer to take effect following completion of working notice; (as per Service Agreement, 60 days must be provided)**
 - v. That all contracts be ceased by the effective transfer date; and**
 - vi. That a Departmental Consultative Group for the Nepean Museum be established as described in this report.**

9. That staff be directed to report back on the impact of the results of the National Capital Commission's Request for Proposal process for the Nepean Equestrian Park on the Ottawa Municipal Campground, as outlined in this report.
10. That staff be directed to undertake a review of the Pine View Municipal Golf Course's relationship to the City as part of the Department of Parks, Recreation and Cultural Services' review of the overall direction of City recreation services and mandate, and to report back to the Community and Protective Services Committee and Council.
11. The status report on the compliance of the City's agencies, boards and commissioners with respect to their Municipal Act, 2001 policy requirements.
12. That Section 3 of By-law 199-81 (a by-law of the Corporation of the City of Ottawa to establish a Board of Management for the Rideau Area Improvement Area) be amended to require one Member of Council as outlined in this report.

PART III – AMENDMENTS TO VARIOUS BY-LAWS, POLICIES AND RELATED MATTERS

13. That the Accountability and Transparency Policy be amended as described in this report, including the process for the disclosure of executed contracts.
14. That the Office of Protocol produce an annual public disclosure of all events and gifts presented, as outlined in this report
15. That staff be directed to develop a Routine and Pro-active Disclosure Policy by the end of Q2, 2013.

- 16. The amendments to the Commemorative Naming Policy as described in this report.**
- 17. The establishment of a Roadside Memorial Sign Program as described in this report.**
- 18. The amendments to the Delegation of Authority By-law as outlined in this report.**
- 19. That the Delegation of Powers Policy be amended as described in this report.**
- 20. That the Election-Related Resources Policy be amended as described in this report.**
- 21. The amendments to the Procedure By-law outlined in this report related to the following:**
 - a. Advisory Committees; and**
 - b. The Court of Revision/Committee of Revision.**
- 22. That the litigation exclusion amendment be adopted as a permanent provision of the Purchasing By-law as described in this report.**
- 23. That the Procedure By-law, the Delegation of Authority By-law and any other related By-laws, as amended by this report, be included in the by-law listing of a subsequent Council meeting.**

PART IV – OTHER MATTERS

- 24. The appointment of Councillor Hobbs and Councillor Chiarelli to serve on the Creative Industries Working Group of Invest Ottawa's Film Office.**
- 25. That the Property Standards and License Committee be renamed the Property Standards and License Appeals Committee.**
- 26. That the process for tracking formal Inquiries and Motions be amended to provide for a review and recommendation for closure of Outstanding Motions and Directions from the previous Term of Council early in each new Term of Council, following the adoption of the new Term's Priorities, as described in this report.**
- 27. The guidelines for the selection of City of Ottawa representatives for, and Member participation in, the committees and/or working groups of the federal and provincial municipal associations as described in this report.**
- 28. That a temporary FTE be provided to support the role of the Deputy Mayors, to be funded from the Council Administrative Services budget, as described in this report.**
- 29. That the current policies for Council remuneration be amended as described in this report and as follows:**
 - a. That an annual cost-of-living increase for Members of Council be established at the same rate as for Management and Professional Exempt staff;**
 - b. That Members over the age of 65 receive benefits as described in this report; and**
 - c. That eligibility for the Transition Assistance Allowance include Members who retire.**

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30. That all City policies and procedures be amended to be consistent with the recommendations in this report.

Mr. Rick O'Connor, City Clerk and Solicitor and Ms. Leslie Donnelly, Deputy City Clerk, spoke to a PowerPoint presentation, which served to provide Committee with an overview of the report and its recommendations. A copy of their presentation is held on file.

Committee then heard from the following public delegations:

- Sherry Franklin, former member of the Nepean Museum Board; and
- Tom Moss, Nepean Museum Board of Trustees.

Committee also received the following written submissions, which are held on file with the City Clerk:

- Letter from Ruth M. Bell dated 2 February 2013;
- Letter from Mary Pitt dated 4 February 2013,
- Written submission from the Nepean Museum Board of Trustees; and
- Written submission from Sherry Franklin, former member of the Nepean Museum Board.

Following the public delegations, staff responded to questions from Committee Members, which focused primarily on the recommendations relative to the Pineview Board, the recommendations relative to the Transition Assistance Allowance for Members of Council, the proposed temporary FTE to support the role of Deputy Mayors, proposed changes to the Election Related Resources Policy, and recommendations with respect to the Delegation of Authority By-law.

Committee then voted on the following motion:

MOTION FED 29/01

WHEREAS the 2010-2014 Mid-term Governance Review recommends that the City's Parks, Recreation and Cultural Services Department assume the management and operations of the Nepean Museum and Fairfields Historic Site; and

WHEREAS this change in governance will see the City make use of the Shared Museum Resources Unit to achieve efficiencies and the

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establishment of a Departmental Consultative Group to retain the community input currently provided by its Board of Trustees; and

WHEREAS, as a result of discussions with some members of the Nepean Museum's Board of Trustees, it is now recommended that the transfer of the operations of the Nepean Museum and Fairfield's Historic Site to the City be accomplished with a longer transition period rather than in 60-days as currently recommended;

THEREFORE BE IT RESOLVED that June 30, 2013, be set as the final date of transfer of operations for the Nepean Museum and Fairfield's Historic Site; and

BE IT FURTHER RESOLVED that any corresponding agreements and funding advancements be adjusted accordingly to support this transition period.

CARRIED

The report recommendations were then put to Committee and CARRIED, as amended by Motion FED 29/01.