

Ministry of Transportation Ministère des Transports

Transit Policy Branch
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April 4, 2017

Steve Kanellakos
City Manager
City of Ottawa
100 Constellation Drive
Ottawa, ON, K2G 6J8

Dear Mr. Steve Kanellakos,

As you may know, the Ministry of Transportation (MTO) is administering the federal Public Transit Infrastructure Fund (PTIF) Phase One, on behalf of Infrastructure Canada (INFC).

The purpose of this correspondence is to advise you that INFC has approved projects submitted by your municipality, and to provide you with the draft Transfer Payment Agreement (TPA) between MTO and your municipality.

Please note the TPA provisions that address both provincial and federal requirements, specifically section A.34.1 (a)(i) "Special Conditions" ; MTO requires a copy of the by-law and, if applicable, any council resolution(s) authorizing the Agreement and naming the authorized representatives of the Recipient for the Agreement.

Attached you will find a Request for Recipient Information Form, which MTO needs in order to finalize the TPA process. Please email the completed form to Tasneem Essaji, Manager of the Municipal Transit Policy Office, by April 18, 2017.

Additionally, INFC has requested a high-level progress report from all PTIF recipients. Once MTO receives this template, we will forward it to your municipality for completion. If you have any questions, please feel free to contact Tasneem at Tasneem.Essaji@ontario.ca or at (416) 585-6312.

I wish you every success in the implementation of your project(s) and look forward to the results.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vinay Sharda', with a stylized flourish at the end.

Vinay Sharda
Director

Attachment

- c. Tasneem Essaji, Manager, Municipal Transit Policy Office