



Finance and Economic Development Committee

Minutes 15

Tuesday, July 7 2020

9:30 am

Electronic Participation

This Meeting was held through electronic participation in accordance with Section 238 of the *Municipal Act, 2001* as amended by Bill 187, the *Municipal Emergency Act, 2020*.

- Notes:
1. *Please note that these Minutes are to be considered DRAFT until confirmed by Committee.*
 2. *Underlining indicates a new or amended recommendation approved by Committee.*
 3. *Except where otherwise indicated, reports requiring Council consideration will be presented to Council on 15 July 2020 in Finance and Economic Development Committee Report 15.*

Present: **Vice-Chair: Councillor L. Dudas**
Councillors: J. Cloutier, G. Darouze, E. El-Chantiry, G. Gower,
J. Harder, A. Hubley, M. Luloff, S. Moffatt, J. Sudds, T. Tierney

Absent: **Chair: Mayor J. Watson**

DECLARATIONS OF INTEREST

No declarations of interest were filed.

CONFIRMATION OF MINUTES

Minutes 13 - June 2, 2020

CONFIRMED

COMMUNICATIONS

Response to Inquiries

- Committee Appointments

FEDC MOTION N^o. 2020 1/15

Moved by Councillor L. Dudas

WHEREAS on June 19, 2020, the Response to Inquiry OCC 20-11 – Committee Appointments was circulated by email to Members of Council and staff indicating it would be listed on the Finance and Economic Development Committee (FEDC) Agenda of July 7, 2020 ; and

WHEREAS the written response was not included on the Finance and Economic Development Committee (FEDC) Agenda of July 7, 2020;

THEREFORE, BE IT RESOLVED THAT, pursuant to Subsection 89(3) of the Procedure By-law, the response to Inquiry # OCC 20-11 with respect to the Committee Appointments, be added to the agenda for today's meeting.

CARRIED

CORPORATE FINANCE SERVICES

1. CAPITAL BUDGET ADJUSTMENTS AND CLOSING OF PROJECTS – CITY TAX AND RATE SUPPORTED

ACS2020-FSD-FIN-0015

CITY WIDE

REPORT RECOMMENDATIONS

That the Finance and Economic Development Committee recommend Council:

1. **Authorize the closing of capital projects listed in Document 1;**
2. **Approve the budget adjustments as detailed in Document 2;**
3. **Return to source (funding required) the following funding balances and eliminate debt authority resulting from the closing of projects and budget adjustments:**
 - **General revenue \$1,800,000**
 - **Capital supported reserves \$79,490,133**
 - **Development Charge reserves \$16,956,185**
 - **Debt Authority \$9,825,368**
4. **Permit those projects in Document 3 that qualify for closure, to remain open; and**
5. **Receive the budget adjustments in Document 4 undertaken in accordance with the Delegation of Authority By-law 2019-280, as amended, as they pertain to capital works.**

Councillors Leiper, Meehan and Menard were present for this portion of the meeting.

Stephen Willis, General Manager of Planning, Infrastructure and Economic Development responded to questions regarding the criteria used for the projects in Document 2. Mr. Willis noted that he would follow up with councillors regarding an analysis surrounding projects that may have been deferred that could save the City money over time as well as provide further details regarding the line item 907201 O-OTM Civic Works - Cash Allowances listed on page four of Document 4.

Having no further questions, the Committee CARRIED the report as presented.

INNOVATIVE CLIENT SERVICES

2. 2019 – PROCUREMENT YEAR IN REVIEW

ACS2020-ICS-PRO-0001

CITY WIDE

REPORT RECOMMENDATION

That the Finance and Economic Development Committee and Council receive this report for information.

Councillor Menard was present for this portion of the meeting.

Will McDonald, Chief Procurement Officer was on hand to respond to questions relating to the risks identified in the interpretation of new obligations imposed by the Canadian Free Trade Agreement. He also advised that staff would be providing a Response to Councillor Menard's Inquiry (EPWWM 02-20 – Follow-up on Climate Lens for City Procurement and Standing Committees (via Community Associations for Environmental Sustainability)) at the next Standing Committee on Environmental Protection, Water and Waste Management meeting. In terms of the P3 LRT and Lansdowne projects, Mr. McDonald said that he would follow up with Councillor Menard regarding the timing of the release of these reports.

Having no further questions, the Committee RECEIVED this report as presented.

OFFICE OF THE CITY CLERK

3. REVIEW OF RECRUITMENT AND HIRING PROCESSES FOR
COUNCILLORS' ASSISTANTS

ACS2020-OCC-GEN-0022

CITY WIDE

REPORT RECOMMENDATIONS

That the Finance and Economic Development Committee recommend

that City Council approve:

- 1. The following improvements to the hiring and recruitment and related processes for Councillors' Assistants, as described in this report and specifically as follows:**
 - a. That staff develop a recruitment toolkit for Members of Council, including best practices, statutory and administrative responsibilities, job description templates and standardized interview questions, as described in this report;**
 - b. That staff develop mandatory hiring and recruitment training for incoming Members-elect as part of Council orientation, as described in this report;**
 - c. That staff implement mandatory individualized orientation sessions for Councillors' Assistants, as described in this report;**
 - d. That staff amend the employment contract for Councillors' Assistants, as described in this report;**
 - e. That staff implement voluntary exit interviews for Councillors' Assistants who voluntarily leave their position, to better inform the recruitment and hiring process, as described in this report;**
 - f. That staff establish a mandatory gender equity, diversity and harassment training session for all Members of Council and their staff, as described in this report;**
 - g. That staff provide ongoing training to Councillors' Assistants throughout a Term of Council, as described in this report; and**
 - h. That, as part of the 2018-2022 Mid-term Governance Review, staff be directed to bring forward for Council consideration a revised Councillor's Office Manual that reflects current policies and procedures, as described in this report; and**
- 2. That the City Clerk be directed to incorporate a review of**

**Members' office-related matters, including employment matters,
as part of each governance review, as described in this report.**

Rick O'Connor, City Clerk provided opening remarks noting that this review is a result of media allegations regarding members of Council that were reported in 2019. The proposed recommendations stem from a consultant firm that provided an independent review of the current practices and process.

Councillors Egli, Fleury, Kavanagh, Leiper, McKenney, Meehan and Menard were present for this portion of the meeting.

The Committee heard from two public delegations as follows:

- Erin Leigh, Executive Director, Ottawa Coalition to End Violence Against Women supports the report recommendations, however provided additional recommendations, as follows: (held on file with the City Clerk)
 - Provide information on where to get support
 - Develop a workplace sexual violence and harassment prevention campaign
 - Provide a post interview anonymous form to determine if there was misconduct
 - Circulate a workplace organizational culture survey bi or tri annually
 - Provide specialized support services for survivors of sexual violence
 - Create an anonymous reporting mechanism
 - Create an open-door policy
 - Develop a fund to compensate survivors
 - Advocate with the province to make changes to the Municipal Act to provide a range of corrective action
- As with Erin Leigh, Fiona Mitchell also spoke in support of the staff recommendations, and offered the following recommendations and/or amendments to existing recommendations: (comments are held on file with the City Clerk)

- Recommendation 1a) – Councillor assistants should be consulted in the development of the toolkit.
- Recommendation 1b) – Councillor assistants should be consulted in the development of the hiring and recruitment training.
- Recommendation 1g) – include a mental health counsellor

In addition to Mr. O'Connor responding to questions, Nathalie Dunn and François Desrochers, Human Resources Consultants, Samson & Associates were also present and available for questions.

After discussion, the Committee CARRIED the report recommendations as presented.

POLICY AND BUSINESS OPERATIONS

4. OTTAWA WARD BOUNDARY REVIEW 2020 – OPTIONS REPORT

ACS2020-OCC-GEN-0002

CITY WIDE

REPORT RECOMMENDATION

That the Finance and Economic Development Committee recommend that City Council receive this report for information.

The Committee received a detailed slide presentation overview of the report from Beate Bowron, President, Etcetera, Gary Davidson, President, Davidson Group Inc. and Russell Matthews, Partner, Hemson Consulting Ltd. A copy of the presentation is held on file with the City Clerk.

Rick O'Connor, City Clerk, Tim Marc, Senior Legal Counsel, Innovative Client Services and the above-noted consultants were available to respond to questions. Councillors Egli, Fleury, Kavanagh, Leiper, McKenney, Meehan and Menard were also present for this portion of the meeting.

William Davidson spoke of the balanced separation of urban, rural and suburban boundaries since amalgamation. He asked if more detail would be available on the ranking tool as he is interested on how it will be weighted.

Correspondence was also received by:

- Kris Nanda, Past President, Riverview Park Community Association – email dated June 22, 2020
- Ken Holmes – email dated July 6, 2020
- Agnes Warda, Chair, Knoxdale Merivale Council – email dated July 6, 2020
- Graeme Roderick, President, Tanglewood Hillsdale Community Association – July 6, 2020
- Robert Brocklebank – email dated July 6, 2020
- Phil Sweetnam – email dated July 7, 2020

The Committee's questions to staff and the consultants included, but were not limited to: concerns with the bifurcation of certain neighbourhoods and losing rural representation; suggestion to distinguish rural population (i.e. exclude from average population); options of deferring or referring the report until further consultation has been conducted with councillors; request for a chart of definitions/terminology, specifically on the information on pages 4, 5 and 13 of the consultants report (Document 1); request for the number of households; and, the possibility of consistent ward boundaries with those of the school board, municipal, provincial and federal levels.

After discussion, the Committee RECEIVED this item as presented.

5. APPOINTMENT TO THE WELLINGTON WEST BUSINESS IMPROVEMENT AREA

ACS2020-OCC-FED-0014

KITCHISSIPPI (15)

REPORT RECOMMENDATION

That the Finance and Economic Development Committee recommend Council approve the appointment of Alison Gail Finney to the Wellington West Business Improvement Area Board of Management for the 2018-2022 Term of Council or until a successor is appointed during the next term of Council.

CARRIED

PLANNING, INFRASTRUCTURE AND ECONOMIC DEVELOPMENT

6. DECLARE SURPLUS AND TRANSFER PARTS OF 4151 ALBION ROAD AND 4201 ALBION ROAD TO OTTAWA COMMUNITY LANDS DEVELOPMENT CORPORATION AND APPROVE THE SALE OF A PORTION OF 4151 ALBION ROAD IN EXCHANGE FOR LANDS REQUIRED FOR THE FUTURE LEITRIM ROAD REALIGNMENT

ACS2020-PIE-CRO-0011

GLOUCESTER-SOUTH NEPEAN
(22)

REPORT RECOMMENDATIONS

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

- 1. Declare the viable properties municipally known as part of 4151 Albion Road (which includes Parcel 1) and part of 4201 Albion Road described as part of Lot 17, Concession 4 (Rideau Front) geographic Township of Gloucester, now in the City of Ottawa being part of PINS 04328-0205 and 04328-1826 and shown in heavy outline on Document 1 attached, as surplus to City requirements;**
- 2. Authorize the transfer of the properties identified in Recommendation 1 above, to Ottawa Community Lands Development Corporation (OCLDC) for future development and/or disposal;**
- 3. Waive Section 1(d) of the OCLDC Disposal of Real Property Policy pertaining to public marketing of property with respect to the land identified in Recommendation 4 (a), below; and**
- 4. Direct OCLDC to complete the land exchange with Tartan Homes (North Leitrim) Inc., Tartan Land (North Leitrim) Inc. and Findlay Creek Properties (North) Ltd. as follows:**

- (a) **OCLDC to convey a portion of 4151 Albion Road, described as part of Lot 17, Concession 4, Rideau Front, geographic Township of Gloucester now in the City of Ottawa, containing approximately 47,414.7 metres squared (4.74 hectares), subject to final survey, and shown as Parcel 1 on Document 1 attached, subject to easements that may be required to Tartan Homes (North Leitrim) Inc., Tartan Land (North Leitrim) Inc. and Findlay Creek Properties (North) Ltd., having a value of four million, nine hundred and seventy-nine thousand, three hundred dollars (\$4,979,300.00), in exchange for;**
- (b) **Tartan Homes (North Leitrim) Inc., Tartan Land (North Leitrim) Inc. and Findlay Creek Properties (North) Ltd. conveying to the City of Ottawa, lands required for the future realignment of Leitrim Road, described as part of Lot 16, Concession 4, Rideau Front, geographic Township of Gloucester, now in the City of Ottawa having an area of approximately 2,1072.5 metres squared (2.11 hectares), subject to final survey and shown as Parcel 2 on Document 1, attached, having a market value of one million, seven hundred and fifty-seven thousand, three hundred and sixty dollars (\$1,757,360.00), together with a cash payment to OCLDC in the amount of three million, two hundred and twenty-one thousand, nine hundred and forty dollars (\$3,221,940.00), plus HST as applicable, pursuant to a land exchange agreement that has been received.**

Pierre Dufresne, Vice-President, Land Development, Tartan Land Corporation was available and prepared to respond to questions if needed.

The Committee CARRIED the report recommendations as presented.

ECONOMIC DEVELOPMENT AND LONG RANGE PLANNING

7. NATIONAL CAPITAL COMMISSION'S BUILDING LEBRETON REDEVELOPMENT – STATUS UPDATE AND PRINCIPLES OF

ENGAGEMENT

ACS2020-PIE-GEN-0004

SOMERSET (14)

REPORT RECOMMENDATIONS

That the Finance and Economic Development Committee recommend Council:

- 1. Receive an update from Planning, Economic Development and Infrastructure staff on the National Capital Commission's Building LeBreton Project;**
- 2. Approve the City's goals and principles of engagement for Building LeBreton, which adjust the Operating Principles previously approved in the November 2017 Report titled "City of Ottawa Participation in the National Capital Commission's Commercially Confidential Negotiations for the Redevelopment of LeBreton Flats" (ACS2017-PIE-PS-0135); and**
- 3. That, in accordance with their mandates, appropriate Standing Committee be the committees to receive further updates and recommendations regarding the redevelopment at LeBreton Flats.**

The following staff were in attendance to respond to questions:

- Stephen Willis, General Manager, Planning, Infrastructure and Economic Development (PIED)
- Alison Hamlin, Planner II, PIED

Katie Paris, Director, Building LeBreton, National Capital Commission was also present and responded to questions on sustainability, affordability and projects in neighbouring communities (i.e. Albert Street Streetscaping). Mr. Willis advised that he would provide an update to councillors on the timing on moving forward with the neighbourhood community projects.

The Committee CARRIED the report recommendations as presented.

8. LONG-TERM PLAN FOR CITY-OWNED PROPERTIES ON SUNLAND DRIVE

ACS2020-PIE-CRO-0013

CUMBERLAND (19)

REPORT RECOMMENDATIONS

That Finance and Economic Development Committee recommend that Council:

- 1. Approve the demolition of 20 residential units on Sunland Drive and Orchardview Avenue, as described in this report; and,**
- 2. Authorize Infrastructure Services staff to create a capital account to utilize the City's Sewer Reserve Funds to implement the long-term plan for these properties.**

In response to questions Councillor Luloff raised on behalf of a member of the public (correspondence received on July 6, 2020 from Darren Horne, held on file with the City Clerk), Peter Radke, Manager, Realty Initiatives & Development, Planning, Infrastructure and Economic Development advised the demolition is slated to begin in approximately six months, pending the procurement process. He also noted that pre-demolition inspections will be done to ensure there is no damage to surrounding homes and that residents will be sent notifications.

The Committee then CARRIED the item as presented.

9. FEDERATION OF CANADIAN MUNICIPALITIES FUNDING FOR A BETTER HOMES LOAN PROGRAM TO SUPPORT RESIDENTIAL RETROFIT PROJECTS

ACS2020-PIE-EDP-0020

CITY WIDE

REPORT RECOMMENDATIONS

That the Finance and Economic Development Committee recommend that Council:

1. **Direct staff to apply to the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) for funding to launch the proposed Better Homes Loan Program attached as Document 1 and as summarized in this report;**
2. **Approve in principle the Better Homes Loan Program Feasibility Study and Program Design attached as Document 1 and as summarized in this report for the municipality to be eligible for the FCM funding; and**
3. **If the City is successful in its FCM funding application, direct staff to:**
 - a) **Report back to Finance and Economic Development Committee (FEDCO) and Council for approval of the final Better Homes Loan Program**
 - b) **Update the city's current Local Improvement Charge (LIC) policy to include energy efficiency, renewable energy and water conservation in alignment with municipal goals and policies in accordance with provincial legislation; and**
 - c) **Secure external financing to launch the program, as required.**

The Committee heard from four delegations:

Cecile Wilson supports the report recommendations and applauded City Council for declaring climate emergency in 2019. She spoke of the importance in reducing greenhouse gas emissions and urged the Committee to adopt the staff report.

Robb Barnes, Executive Director, Ecology Ottawa, also spoke in support of the report, noting that by adopting this proposal would achieve the reduction in GHG emissions.

Angela Keller-Herzog, Co-Chair, Community Associations for Environmental Sustainability (CAFES) Ottawa spoke to a PowerPoint Presentation, which is held on file with the City Clerk.

Tim Lash congratulated staff on the report recommendations, echoing previous speakers by supporting the Program. His comments are held on file with the City Clerk.

Correspondence was also received by Liz Bernstein, Co-Executive Director, Nobel Women's Initiative.

The committee CARRIED the report recommendations as presented.

10. BROWNFIELDS GRANT PROGRAM APPLICATION – 155 – 165 CHAPEL STREET

ACS2020-PIE-PS-0064

RIDEAU-VANIER (12)

REPORT RECOMMENDATIONS

That Finance and Economic Development Committee recommend Council:

- 1. Approve the Rehabilitation Grant and Development Charge Reduction Program application submitted by Trinity Rideau GP Inc., owner of the property at 155 - 165 Chapel Street, for a grant, under the 2010 Brownfield Redevelopment Community Improvement Plan Program, not to exceed \$2,040,999 over a maximum of 10 years, subject to the establishment of, and in accordance with, the terms and conditions of the Brownfields Redevelopment Grant Agreement;**
- 2. Delegate the authority to the General Manager, Planning, Infrastructure and Economic Development Department, to execute a Brownfields Redevelopment Grant Agreement with Trinity Rideau GP Inc., establishing the terms and conditions governing the payment of the grant for the redevelopment of 155 - 165 Chapel Street, to the satisfaction of the General Manager, Planning, Infrastructure and Economic Development Department, the City Solicitor and the City Treasurer; and**
- 3. Exempt the proposed redevelopment of 155 - 165 Chapel Street from paying future municipal development charges up to a maximum of \$1,516,250 under Section 7(t) of the Development Charges By-law 2014-229, under the Guideline for the Development Charge Reduction due to Site Contamination Program, approved by Council June 11, 2014, and included in the \$2,040,999 grant request, as outlined in Recommendation 1.**

CARRIED

11. BROWNFIELD GRANT PROGRAM APPLICATION – 440-444 BRONSON
ACS2020-PIE-PS-0070 SOMERSET (14)
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REPORT RECOMMENDATIONS

That Finance and Economic Development Committee recommend
Council:

1. **Approve the Brownfield Rehabilitation Grant application submitted by 444 Bronson Development Inc., owner of the properties at 440 and 444 Bronson Avenue, for a Rehabilitation Grant under the Brownfield Redevelopment Community Improvement Plan Program not to exceed a total of \$128,812 for which the grant payment period will be phased over a maximum of 10 years of development, subject to the establishment of, and in accordance with, the terms and conditions of the Brownfield Redevelopment Grant Agreement; and**
2. **Delegate the authority to the General Manager, Planning, Infrastructure and Economic Development, to execute a Brownfield Redevelopment Grant Agreement with 444 Bronson Development Inc., establishing the terms and conditions governing the payment of the grant for the redevelopment of 440 and 444 Bronson Avenue, to the satisfaction of the General Manager, Planning, Infrastructure and Economic Development Department, the City Solicitor and the City Treasurer.**

CARRIED

12. BROWNFIELD GRANT PROGRAM APPLICATION – 1445 AND 1451
WELLINGTON STREET WEST

ACS2020-PIE-PS-0034

KITCHISSIPPI (15)

REPORT RECOMMENDATIONS

That Finance and Economic Development Committee recommend Council:

- 1. Approve the Brownfield Rehabilitation Grant application submitted by Mizrahi Development Group (1451 Wellington) Inc., owner of the property at 1445 and 1451 Wellington Street, for a Rehabilitation Grant under the Brownfield Redevelopment Community Improvement Plan Program not to exceed a total of \$2,040,999 for which the grant payment period will be phased over a maximum of 10 years of development, subject to the establishment of, and in accordance with, the terms and conditions of the Brownfield Redevelopment Grant Agreement;**
- 2. Exempt the proposed redevelopment of 1445 and 1451 Wellington Street from paying future municipal development charges up to a maximum of \$1,516,250 under Section 7 (1) (s) of the Development Charges By law 2019 280, under the Guideline for the Development Charge Reduction due to Site Contamination Program, is outlined in Recommendation 1; and**
- 3. Delegate the authority to the General Manager, Planning, Infrastructure and Economic Development, to execute a Brownfields Redevelopment Grant Agreement with Mizrahi Development Group (1451 Wellington) Inc., establishing the terms and conditions governing the payment of the grant for the redevelopment of 1445 and 1451 Wellington Street, to the satisfaction of the General Manager, Planning, Infrastructure and Economic Development Department, the City Solicitor and the City Treasurer.**

CARRIED

INFORMATION PREVIOUSLY DISTRIBUTED

A ECONOMIC DEVELOPMENT UPDATE Q3 2019 AND Q4 2019

ACS2020-PIE-EDP-0018

CITY WIDE

ADJOURNMENT

The meeting adjourned at 2:43 pm.

Committee Coordinator

Vice-Chair

DRAFT