

REGIONAL MUNICIPALITY OF OTTAWA-CARLETON
MUNICIPALITÉ RÉGIONALE D'OTTAWA-CARLETON

REPORT
RAPPORT

Our File/N/Réf. (12) 12-95-1002
10-97-2024

DATE 27 August 1997

TO/DEST. Co-ordinator
Corporate Services and Economic Development Committee

FROM/EXP. Planning and Development Approvals Commissioner

SUBJECT/OBJET **RELOCATION OF SURVEYS AND MAPPING BRANCH**

DEPARTMENTAL RECOMMENDATION

That the Corporate Services and Economic Development Committee and Council approve the transfer of funding in the amount of \$135,000, from D. Coolican Bldg. Mechanical (91-13511) to a new capital project - Surveys and Mapping Branch Relocation (91-13513).

BACKGROUND

The Surveys and Mapping Branch is currently located in leased accommodation at 2141 Thurston Drive. The current lease for this facility expires December 15, 1997 (annual rent \$145,000).

Approximately 6,600 square feet of office accommodation has become available within the Technical Services Building at the Robert O. Pickard complex as a result of consolidation within the Environment and Transportation Department. Planning and Development Approvals Department will carry the amount of \$40,000 as part of its annual operating budget as payment to the Environment and Transportation Department for use of the space. This amount is based on operating cost of \$6.07 per square foot. This will represent an annual savings in accommodation costs of \$105,000, beginning in 1998.

In order to achieve those savings, one-time design and fit-up costs estimated at \$135,000, will be required to facilitate the move. These funds were not identified in the 1997 operating budget and, as such, will have to be transferred from other sources. In light of the magnitude of savings achievable, the capital cost expenditure is a reasonable one.

PUBLIC CONSULTATION

As this is an internal administrative matter, public consultation is not required.

EXPENDITURE JUSTIFICATION

Renewal of the existing lease on Thurston Drive would represent an annual cost to the Corporation of approximately \$145,000. With the expenditure of a one-time cost of \$135,000, the annual cost can be reduced by \$105,000. The space is available, the Surveys and Mapping Branch will be well located at the Robert O. Pickard Centre and there are substantial annual savings to be achieved.

FINANCIAL STATEMENT

	91-13513	91-13511
	\$	\$
Approved 1997 Budget to Date	0	1,100,000
Total Paid & Committed	<u>0</u>	<u>0</u>
Balance Available	0	1,100,000
Transfer	<u>135,000</u>	<u>(135,000)</u>
Balance Remaining	<u>135,000</u>	<u>965,000</u>

*Approved by
N. Tunnacliffe, MCIP, R.P.P.*

RWTE/rs

FINANCE DEPARTMENT COMMENT

Funds in the amount of \$135,000 are available to transfer from account # 91-13511 (D. Coolican Bldg. Mechanical) to a new capital project # 91-13513 (Surveys and Mapping Branch Relocation).

Subject to Council Approval.

*Approved by T. Fedec
on behalf of the Finance Commissioner*