



CITY OF KINGSTON
REPORT TO COUNCIL

Report No.: 12-301

TO: Mayor and Members of Council

FROM: Desiree Kennedy, City Treasurer

RESOURCE STAFF: David Johnston, Chief Information Officer
Phil Healey, GIS Supervisor

DATE OF MEETING: September 18, 2012

SUBJECT: Renewal of Data Product Subscription – Teranet Enterprises Inc.

EXECUTIVE SUMMARY:

The City's Enterprise GIS manages and integrates digital information from many sources so that it can be presented and published in the form of maps, or integrated with existing systems that support the business operations of City departments. Location-based data is used on a daily basis for delivering public services, managing public resources and assets and supporting public policy.

At its meeting of April 17, 2007, Council authorized the Mayor and Clerk to enter into an agreement with Teranet Enterprises Inc. to acquire monthly updates for property and ownership information, including transfer, right-of-way/easement and owner databases. Teranet owns and operates Ontario's Electronic Land Registration System (ELRS) and facilitates the delivery of electronic land registration services on behalf of the Province.

The existing five year subscription agreement with Teranet expires in 2012. This report seeks Council authorization to renew the subscription agreement with Teranet Enterprises Inc. for an additional 5 year term, to a maximum annual cost of \$20,354 excluding taxes. The purchasing by-law 2000-134(Clause 4.5 ii) requires that Council authorize this expenditure because the procurement will be a sole source purchase above \$50,000.

RECOMMENDATION:

THAT the Mayor and Clerk authorize the City Solicitor to execute the necessary subscription agreement with Teranet Enterprises Inc., for property and ownership information, for a term of five years based on a set annual fee, not to exceed \$20,354.

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AUTHORIZING SIGNATURES:

ORIGINAL SIGNED BY <u>DIRECTOR OF FINANCIAL SERVICES</u> Desiree Kennedy, City Treasurer
ORIGINAL SIGNED BY <u>CHIEF ADMINISTRATIVE OFFICER</u> Gerard Hunt, Chief Administrative Officer

CONSULTATION WITH THE FOLLOWING COMMISSIONERS:

Cynthia Beach, <i>Sustainability & Growth</i>	N/R
Lanie Hurdle, <i>Community Services</i>	N/R
Denis Leger, <i>Transportation, Properties & Emergency Services</i>	N/R
Jim Keech, <i>President and CEO, Utilities Kingston</i>	N/R

(N/R indicates consultation not required)

OPTIONS/DISCUSSION:**Background:**

The City's Enterprise GIS manages and integrates digital information from many sources so that it can be presented and published in the form of maps, or integrated with existing systems that support the business operations of City departments. Location-based data is used on a daily basis for delivering public services, managing public resources and assets and supporting public policy.

Accurate and timely property and ownership information is a foundation data set in the enterprise GIS database used to support City operations and capital projects.

More than 300 new parcels are added to the City of Kingston every year as a result of land development, and there are ongoing real estate transactions, all having associated property and ownership information including owner's name, transfer of ownership and right-of-ways/easements.

Through an exclusive agreement with the Province of Ontario, Teranet Enterprises Inc. (Teranet) developed, owns and operates Ontario's Electronic Land Registration System (ELRS) and facilitates the delivery of electronic land registration services on behalf of the Province. The ELRS is the means by which ownership of real property and interests on title are searched, recorded and transferred in the Province of Ontario. Property and ownership information in Ontario is only available from Teranet.

In 2007, Council approved the acquisition of monthly updates for property and ownership information from Teranet (April 17, 2007, Report No. 41 of the Chief Administrative Officer – Execution of an Agreement with Teranet to Acquire Teranet Data Products). The existing five year agreement with Teranet expires in 2012. Staff are recommending a renewal of the subscription agreement with Teranet Enterprises Inc. for an additional 5 year term, to a maximum annual cost of \$20,354 excluding taxes.

Benefits of Teranet Data Products

Property and ownership information is required to support growth-related activity, particularly for infrastructure improvements, utility approvals and project planning and construction. It is also used by the Real Estate and Construction Services in support of property acquisition, right-of-way/easement and land access negotiations for road-widening projects, sewer and watermain installations, and general public works.

Teranet data products are used to efficiently compile ownership lists for notification of environmental assessments, public hearings, and notifications under the Planning Act, and are more accurate than using Municipal Property Assessment Corporation assessment data.

Parcel and ownership information is accessible via the City's enterprise GIS database and can be combined with other City information such as roads and orthophotography, and used for change detection and quality control in editing the City of Kingston's parcel fabric. Specific

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applications such as KingMaps and property viewing and notification tools enhance the value of this information for users in the context of City operations.

Freedom of Information and Protection of Privacy Act (FIPPA) and privacy laws restrict access

Owner names are considered to be personally identifiable information, and under the requirements of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), cannot be released to the public. Similarly, owner data provided through Teranet agreements cannot be provided to the private sector.

EXISTING POLICY/BY LAW:

By-Law 2000-134, being a By-Law to Establish Purchasing Policies and Procedures.

NOTICE PROVISIONS:

There are no notice provisions with this report.

ACCESSIBILITY CONSIDERATIONS:

There are no accessibility provisions with this report.

FINANCIAL CONSIDERATIONS:

The cost for the delivery of the property and ownership information from Teranet Enterprises Inc. will not exceed \$20,354 per year exclusive of HST. Sufficient funds exist for 2012 in the Council-approved Information Systems & Technology (IS&T) Department operating budget. Subsequent year's costs will be included in future operating budget submissions.

CONTACTS:

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OTHER CITY OF KINGSTON STAFF CONSULTED:

Mark Van Buren, Director of Engineering
Peter Huigenbos, Director Real Estate and Construction
Jim Miller, Director Utilities Engineering
Alan McLeod, Senior Legal Counsel
Janis Morrison, Purchasing Coordinator, Finance

EXHIBITS ATTACHED:

Not Applicable