



**City of Kingston  
Report to Council  
Report Number 15-002**

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**To:** Mayor and Members of Council  
**From:** Desirée Kennedy, Chief Financial Officer and City Treasurer  
**Resource Staff:** David Johnston, Chief Information Officer  
Phil Healey, Manager Enterprise GIS Services  
**Date of Meeting:** December 16, 2014  
**Subject:** Renewal of Ontario parcel Mapping – Teranet Enterprises Inc.

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**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. Teranet Enterprises Inc. provides the City with access to location-based property and ownership data maintained at the provincial level.

The existing five year subscription agreement with Teranet Enterprises Inc. expired on September 30, 2014. 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 \$11,608 excluding taxes. The Purchasing By-Law 2000-134 (Clause 4.5 ii) requires that Council authorize this expenditure as it is a single source procurement. The contract will be retroactive to October 1, 2014.

**Recommendation:**

**That** Council authorize the Mayor and Clerk to execute a subscription agreement for the provision of property and ownership mapping with Teranet Enterprises Inc. for an additional 5 year term based on a set annual fee not to exceed \$11,608, subject to the satisfaction of the Director of Legal Services.

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**Authorizing Signatures:**

ORIGINAL SIGNED BY DIRECTOR OF FINANCIAL SERVICES

Desiree Kennedy, Chief Financial Officer and  
City Treasurer

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

Gerard Hunt, Chief Administrative Officer

**Consultation with the following Commissioners:**

Cynthia Beach, Corporate & Strategic Initiatives	Not Required
Lanie Hurdle, Community Services	Not Required
Denis Leger, Transportation, Facilities & Emergency Services	Not Required
Jim Keech, President and CEO, Utilities Kingston	Not Required

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**Options/Discussion:**

Accurate and timely property and ownership mapping is a foundational data set in the enterprise GIS database. More than 400 new parcels of land are created or updated in the City of Kingston every year as a result of land development and ongoing real estate transactions. Among other things, location based mapping data can be applied to property assessment and taxation, land registration, land use planning, land management and business planning. Property and ownership mapping is required to support growth-related activity, particularly for infrastructure improvements, utility approvals and project planning, construction, and general public works.

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 mapping in Ontario is only available from Teranet.

In October 2009, the City of Kingston entered into an agreement with Teranet to obtain the Ontario Parcel Mapping product. The existing five year agreement with Teranet expired on September 30, 2014. This report is to seek Council authorization to extend the agreement for the provision of property and ownership mapping.

**Existing Policy/By-Law:**

By-Law 2000-134, 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 \$11, 608 per year exclusive of HST. Sufficient funds exist for 2014 in the Council-approved Information Systems & Technology (IS&T) Department operating budget. Subsequent years' costs will be included in future operating budget submissions.

**Contacts:**

David Johnston, Chief Information Officer, Extension 1333

Phil Healey, Manager, Enterprise GIS Services, Extension 3255

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**Other City of Kingston Staff Consulted:**

Mark Van Buren, Director of Engineering

Paige Agnew, Director of Planning

Peter Huigenbos, Manager, Real Estate and Land Development

Jim Miller, Director, Utilities Engineering

Alan McLeod, Senior Legal Counsel, Legal Services

Janis Morrison, Purchasing Coordinator, Financial Services

**Exhibits Attached:**

There are no exhibits attached to this report.