

THE CITY OF TORONTO

City Clerk's Division

Minutes of the Administration Committee

Meeting No.7

Tuesday, November 2, 1999.

The Administration Committee met on Tuesday, November 2, 1999, in Committee Room 1, 2nd Floor, City Hall commencing at 9:45 a.m.

Attendance

Members were present for some or all of the time periods indicated.

	9:45 a.m. to 12:30 p.m.	In Camera Session 3:09 p.m. to 5:00 p.m.
Councillor Lorenzo Berardinetti (Chair)	X	X
Councillor John Adams	X	X
Councillor Gerry Altobello	X	X
Councillor Bas Balkissoon	X	
Councillor Sandra Bussin (Vice Chair)	X	X
Councillor Doug Holyday	X	X
Councillor Doug Mahood	X	
Councillor David Miller	-	-
Councillor Denzil Minnan-Wong	X	X
Councillor Ron Moeser	X	X

Confirmation of Minutes.

On motion by Councillor Altobello, the minutes of the meeting of the Administration Committee held on October 5, 1999, were confirmed.

7-1. Property Houses Transfer .

The Administration Committee had before it a report (June 24, 1999) from the Chief Executive Officer, Toronto Housing Company Inc., advising that the Board of the Toronto Housing Company Inc., at its meeting on June 24, 1999, during its consideration of a report (June 21, 1999) from the Chief Executive Officer, entitled "Property Houses Transfer" adopted the following resolutions with respect to the aforementioned report:

- “(1) That the Board of Directors forward this report to the Administration Committee and City Council with the recommendation that Council grant approval of the changes to the transaction outlined in this report, that Council declare all of the property houses surplus in accordance with such changes and that the appropriate city officials carry out whatever actions are necessary to give effect to Bylaw No.551-1998;
- (2) that the Toronto Housing Company accept a conveyance of the Property Houses upon the terms setout in Clause No.3 of the Corporate Services Committee Report No.4 as amended, of the Property House portfolio, except for the 15 properties required to be sold as described in the said clause (“the Sale Properties”);
- (3) that, subject to City Council’s concurrence, the Toronto Housing Company through the Chief Executive Officer, offer for sale and accept offers to purchase respecting the Sale Properties, on the City's behalf;
- (4) that the Toronto Housing Company accept from the City the proceeds from the sale of the Sale Properties;
- (5) that the Toronto Housing Company continue to manage the Sale Properties under the Property House Leases until each Sale Property is sold, respectively; and
- (6) that the appropriate Toronto Housing Company Officials be authorized to take the necessary actions to give effect thereto.”

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The Administration Committee also had before it a communication (August 26, 1999) from Councillor Sandra Bussin, East Toronto, advising that since the July meeting of the Administration Committee, she has met with the tenants of the Wineva and Hubbard property houses and housing company officials on several occasions; that the result of these meetings and discussions has led her to conclude that more time is required to work out a framework to address tenant concerns; and requesting that this item be deferred again by the Committee as more time is required to work out an honest and equitable approach to the tenants' concerns.

The Administration Committee also had before it a communication (August 18, 1999) from Councillor Tom Jakobek, East Toronto, advising that after meeting with representatives of the Housing Department and the tenants involved, a number of concerns have been raised and errors need to be investigated; and requesting that this matter be deferred.

The Administration Committee also had before it a report (September 1, 1999) from the Chief Executive Officer, Toronto Housing Company, recommending that:

- (1) Recommendations Nos. (2), (4), (5), and (6) of the report (June 21, 1999) from the Chief Executive Officer of Toronto Housing Company Inc., entitled "Property House Transfer" as adopted by the Board of Directors of the Toronto Housing Company Inc., on June 24, 1999, be adopted;
- (2) Recommendations Nos. (1) and (3) therein be deleted and the following substituted there for:
 - "(1) that City Council grant approval to the changes to the transaction outlined in the report (June 21, 1999) of the Chief Executive Officer of the Toronto Housing Company Inc., and declare the Property Houses surplus, and that all steps necessary to comply with By-law No. 551-1998 be taken;"
 - (3) that the sale of the four single unit properties located at 125 Roxborough Street, 213 Crawford Street, 217 Crawford Street and 13 Hubbard Boulevard be administered by the Toronto Housing Company Inc., on the City's behalf, and that the Chief Executive Officer of the Toronto Housing Company Inc., report to the October 5, 1999 meeting of the Administration Committee on a disposal strategy respecting the remaining eleven properties to be sold;"
- (4) the appropriate City and Toronto Housing Company officials be authorized and directed to take the necessary actions to give effect to the foregoing.

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The Administration Committee also had before it a report (October 18, 1999) from the Chief Executive Officer, Toronto Housing Company Inc., advising that the Toronto Housing Company Inc., at its meeting on October 18, 1999, had before it a Board report (October 14, 1999) from the Chief Executive Officer, Toronto Housing Company Inc., entitled " Property Houses Transfer"; and that the Board of Directors adopted the report without amendment, wherein it is recommended that:

- (1) this report be forwarded to the Administration Committee and City Council with the recommendation that Council grant approval of the changes to the transaction outlined in the report (June 21, 1999) from the Chief Executive Officer to the Board of Directors as amended by this report, that Council declare all of the Property Houses portfolio surplus in accordance with such changes, and that the appropriate city officials carry out whatever actions are necessary to give effect to bylaw No.551-1998;
- (2) the Toronto Housing Company accept the conveyance of the Property Houses portfolio except for the 18 properties required to be sold as described in this report (the Sale Properties) upon the terms set out in Clause 3 of the Corporate Services Report No.4 as amended by the report (June 21, 1999) from the Chief Executive Officer to the Board of Directors as further amended by this report;
- (3) subject to City Council's concurrence, the Toronto Housing Company administer the sale of the Sale Properties, on the City's behalf;
- (4) the sale of the surplus Property Houses properties proceed as outlined in Schedule 1 attached to this report;
- (5) the Toronto Housing Company accept from the City the net proceeds from the sale of the Sale Properties;
- (6) the Toronto Housing Company continue to manage the Sale Properties under the Property House Leases until each Sale Property is sold, respectively; and
- (7) the appropriate City and Toronto Housing Company officials be authorized and directed to take the necessary actions to give effect to the foregoing.

The Administration Committee also had before it a report (September 24, 1999) from the City Solicitor, recommending that:

- (1) the tenancies of the Property Houses, for the purpose of giving to tenants the first right to negotiate purchases, be determined in accordance with the procedures described in this report;

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- (2) resale restrictions not be imposed on the sales of any of the Property Houses to tenants; and
- (3) the appropriate City and THCI officials be authorized and directed to take the necessary actions to give effect to the foregoing.

The Administration Committee also had before it a communication (September 7, 1999) from Mr. Howard Tessler, Executive Director, Federation of Metro Tenants Association, writing on behalf of the Board of Directors of the Federation of Metro Tenants' Association; and urging the Administration Committee and Council to prevent the loss of 17 units of affordable housing that currently exists on Hubbard Blvd., in Ward 26 of the City of Toronto.

The Administration Committee also had before it a communication (October 27, 1999) from Councillor Joe Pantalone, Trinity Niagara, commenting on the substance of the Toronto Housing Company's report respecting the Property Houses Transfer; and recommending that 185 Crawford Street be added to the revised Sale Properties list along with the four vacant single family dwellings on Crawford Street and Havelock Avenue.

The following persons appeared before the Administration Committee in connection with the foregoing matter:

- Ms. Margo Davidson;
- Ms. Lisa Walter;
- Ms. Lisa Wyndels;
- Ms. Sharon Saylis;
- Councillor Tom Jakobek, Ward 26- East Toronto; and
- Councillor Pam McConnell, Ward 25- Don River.

On motion by Councillor Moeser, the Administration Committee:

- (A) recommended to Council:
 - (1) the adoption of the recommendations embodied in the report (October 18, 1999) from the Chief Executive Officer, Toronto Housing Company Inc., subject to:

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- (a) amending Recommendation No. (4) by adding before the word "Schedule" the word "revised" so that the Recommendations now read as follows:

- "(1) that this report be forwarded to the Administration Committee and City Council with the recommendation that Council grant approval of the changes to the transaction outlined in the report (June 21,1999) from the Chief Executive Officer to the Board of Directors as amended by this report, that Council declare all of the Property Houses portfolio surplus in accordance with such changes, and that the appropriate city officials carry out whatever actions are necessary to give effect to By-law No.551-1998;
- (2) that the Toronto :Housing Company accept a conveyance of the Property House portfolio except for the 18 properties required to be sold as described in this report (the Sale Properties) upon the terms set out in Clause No.3 of Report No.4 of The Corporate Services Committee, as amended by the report (June 21, 1999) from the Chief Executive Officer to the Board of Directors as further amended by this report;
- (3) that subject to City Council's concurrence, the Toronto Housing Company administer the sale of the Sale Properties, on the City's behalf;
- (4) that the sale of the surplus Property Houses properties proceed as outlined in revised Schedule 1 attached to this report;

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- (5) that the Toronto Housing Company accept from the City the net proceeds from the sale of the Sale Properties;
 - (6) that the Toronto Housing Company continue to manage the Sale Properties under the Property House Leases until each Sale Property is sold, respectively; and
 - (7) the appropriate City and Toronto Housing Company officials be authorized and directed to take the necessary actions to give effect to the foregoing;”; and
- (b) amending the procedure for the sale of the property houses portfolio as follows:
- (1) that the portfolio of buildings at Nos. 1, 3, 5, 7, 9 and 11 Hubbard Boulevard, and Nos. 2, 4, 6 and 8 Winneva Avenue be sold when vacated by the current tenant;
 - (2) only those tenants currently in place today would have the first entitlement to purchase;
 - (3) that tenants not purchasing a unit be required to move within the envelope of properties listed in order to sell the properties except if they are elderly or unable medically to move and any tenant required to move be reasonably compensated for their moving or other incidental costs; and
 - (4) if the tenant residing at No.13 Hubbard Boulevard, exercises a first right of entitlement to purchase, he/she be required to enter into agreements to be registered on title as a first charge, in a form and content satisfactory to

the City Solicitor, which give the City the right to repurchase the property , at the City's original sale price, in the event that the tenant intends to sell the property during a five-year period following the date of transfer;

- (II) that 15 Hubbard Boulevard, be retained within the Housing Company portfolio and the appropriate staff be requested to continue assisting the tenants at 15 Hubbard Boulevard, in their attempt to formulate a co-operative; and
 - (III) that the City Solicitor be instructed to ensure that if the property at 15 Hubbard Boulevard, is converted into a co-op that the City is able to recapture the property if the co-op fails; and
- (B) requested the Chief Executive Officer, Toronto Housing Company Inc., to submit directly to Council for its meeting scheduled to be held on November 23, 1999:
- (1) a report on:
 - (a) which houses can be sold immediately;
 - (b) a phasing plan which takes into account the tenants concerns; and
 - (c) on the cost of bringing these houses up to standard; and
 - (2) in consultation with the City Solicitor" a revised Schedule 1 incorporating the aforementioned Recommendations Nos. (1) to (III) proposed by the Administration Committee.

(Chief Executive Officer, Toronto Housing Company Inc.; City Solicitor- November 2, 1999)

(Clause No.1 -Report No.7)

7-2. Proposed Purchase of Former Hydro Corridor Lands for Park in the Terraview- Willowfield Community South of Highway 401, West of Warden Avenue (Ward 14- Scarborough Wexford).

The Administration Committee had before it a report (September 22, 1999) from the Acting Commissioner of Corporate Services recommending that:

- (1) the Acting Commissioner of Corporate Services or the Executive Director of Facilities and Real Estate be authorized to accept an Offer to Sell from 915343 Ontario Inc. (Norstar Group of Companies) for that part of Lot 33, Concession 2, City of Toronto (formerly City of Scarborough) being part of Part 2, Plan 64R-15854 and shown for ease of reference as Block 37 on the attached sketch (Schedule "A") in a form satisfactory to the City Solicitor and at a price of \$1,000,000.00;
- (2) the City Solicitor be authorized to complete the transaction according to the terms and conditions of the Offer to Sell; and
- (3) the appropriate City officials be authorized and directed to take the necessary action give effect thereto.

The following persons appeared before the Administration Committee in connection with the foregoing matter:

- Ms. Lynda Wheeler, and filed a written submission in regard thereto; and
- Councillor Mike Tzekas -Scarborough Wexford.

On motion by Councillor Moeser moved on behalf of Councillor Tzekas, the Administration Committee:

- (a) deferred consideration of the aforementioned report until its meeting scheduled to be held on November 30, 1999; and
- (b) requested the Acting Commissioner of Corporate Services to meet with the developers, affected Councillors and the constituents in the community in order to resolve this matter and submit a further report thereon to the aforementioned meeting of the Administration Committee.
(Carried)

(Acting Commissioner of Corporate Services -November 2, 1999)

(Clause No. 20(a) - Report No. 7)

**7-3. Managing Late Agenda Items for Committee
and Council Meeting -Final Recommendations.**

The Administration Committee had before it a report (October 19, 1999) from the City Clerk, recommending that with respect to Committee and Community Council Meetings:

- (1) the closing deadline for regular meeting agendas for Standing Committees and other committees, be changed from 12:00 noon, 10 business days prior to the meeting, to 12:00 noon, nine (9) business days prior to the meeting, and the closing deadline for Community Council meeting agendas remain at 12:00 noon, 10 business days prior to the meeting due to the large volume of planning business requiring advance notice;
- (2) as a general rule, a Committee or Community Council not consider an item that is not on the agenda unless it meets one of the conditions proposed in this report;
- (3) the City Clerk be authorized not to accept any staff reports or communications, pertaining to new business, for a Standing Committee, any other committee or Community Council meeting, after the regular agenda closing deadline, unless one of the following conditions is met:
 - (a) the item involves a last-minute emergency public health, safety or public policy matter that must be addressed within the current committee-Council meeting cycle;
 - (b) the item involves a contractual, judicial, administrative tribunal or statutory deadline that must be achieved within the current committee-Council meeting cycle or places the Corporation at financial or legal risk; and
 - (c) the item has been referred by City Council, a Standing Committee, other committee or a Community Council after the agenda closing and the referral relates to one of the criteria listed above;
- (4) the City Clerk continue to accept for inclusion on the meeting agenda, after the closing deadline:

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- (a) staff reports and communications that are supplementary to an item already properly on the regular meeting agenda; and
- (b) late new business items, meeting the conditions set out in Recommendation No. (3);

which are received by the Clerk up to three (3) business days before the meeting, and that the supplementary agenda be distributed to Members and affected senior officials two (2) business days prior to the meeting;

- (5) any supplementary communications or staff reports, pertaining to items on the regular agenda, submitted to the City Clerk within two (2) business days before the meeting will be held by the City Clerk and brought to the meeting for distribution at the meeting;
- (6) any new business staff reports meeting the conditions set out in Recommendation No. (3) above, submitted to the City Clerk within two (2) business days before the meeting will be held by the City Clerk and brought to the meeting for introduction onto the meeting agenda by a majority vote of the committee to consider such matters;
- (7) when a motion is introduced at a meeting of a Standing Committee, any other committee, Community Council or City Council for a further staff report on an item under consideration, the meeting Chair be permitted to request the Chief Administrative Officer or responsible Commissioner (or appropriate staff) to speak to the motion as to whether a formal staff report or informal response (e.g., verbal report, presentation) is appropriate given the nature of the request and the time frame contemplated by the motion, before the motion is voted upon;
- (8) any communication from a Member of Council to a Committee or Community Council, for a staff report pertaining to new business, be placed on the agenda, and by majority vote, be referred to staff for a report to be presented to the next meeting;
- (9) no items be placed on the agenda for a Committee or Community Council meeting without an accompanying staff report;

and further that with respect to City Council Meetings:

- (10) the closing deadline for the Council meeting agenda be confirmed at 12:00 noon, five (5) business days prior to the Council meeting;

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- (11) the City Clerk be authorized not to accept any late Notices of Motions from Members of Council, after the Council meeting agenda has closed, unless one of the following conditions is met, and unless the Notice of Motion is received before 12:00 noon on the business day before the Council meeting:
 - (a) the Notice of Motion involves a last minute emergency public health, safety or public policy matter that must be addressed within the current Council meeting cycle;
 - (b) the Notice of Motion involves a contractual, judicial, administrative tribunal or statutory deadline that must be achieved within the current .Committee-Council meeting cycle or places the Corporation at financial or legal risk; and
 - (c) the Notice of Motion relates to the passage or extension of an interim-control by-law;
- (12) the Bills for approval by City Council be submitted to the City Clerk prior to the closing of the agenda for the Council meeting, and that the City Clerk be authorized to accept any late Bills in unusual circumstances after the agenda closing and up until 12:00 noon on the business day before the Council meeting;
- (13) any late communications and staff reports, pertaining to items already on the Council agenda, and any late Notices of Motions, and the supplementary Bills list, received up to 12:00 noon on the business day before Council will be placed on the Council supplementary agenda and distributed at the beginning of the meeting of Council;
- (14) after the City Council meeting has started, supplementary communications received by the Clerk be held, packaged with a cover sheet listing the communications received and distributed to Members:
 - (a) at 2:00 p.m. each day of Councilor at the start of the next day of the meeting, or
 - (b) at any time during the Council meeting, if so requested by a Member or deemed appropriate by the City Clerk for distribution;

With respect to Implementation:

- (15) the staff recommendations and guidelines set out in this report be implemented on a trial basis for a six month period, beginning in January 2000, and the City Clerk be requested to report (back to the Administration

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Committee on the status and results of managing late agenda items for Committee and Council meetings, and any further recommendations deemed necessary;

- (16) the City Clerk prepare and distribute to City staff and interested persons an information package containing the guidelines outlined in this report and a schedule showing the respective agenda deadlines recommended in this report;
- (17) the City Clerk, in consultation with the City Solicitor and the Chief Administrative Officer, be requested to develop a protocol, for dealing with staff reports, Standing Committee and Community Council recommendations to City Council, and Notices of Motions introduced at City Council, which have legal implications, such that staff can identify any legal implications and bring such information to the attention of Committee or Council for its consideration;
- (18) the City Clerk be requested to prepare a Notice of Motion template for use by Members of Council and that Members be requested to consult with the City Clerk in the preparation of their Notices of Motions prior to their submission to Council; and
- (19) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

A. Councillor Balkissoon moved that the Committee recommend to Council:

- (i) the adoption of the report (October 19, 1999) from the City Clerk subject to amending Recommendation No. (11) by deleting all of the words after the word "received" and inserting in lieu thereof the words "by 2:00 p.m. on the first day of the Council meeting";
(carried)
- (ii) that the City Clerk be requested to monitor the submission of late Notices of Motions to Council over the next six months and submit a report thereon to the Administration Committee. **(Carried)**

- B. Councillor Miller moved that:
- (i) the foregoing motion A. by Councillor Balkissoon be amended by striking out Recommendation No.{7} embodied in the aforementioned report; **{Carried}**
 - (ii) any last minute items such as supplementary reports that have not been circulated previously to a Committee as part of an agenda also be distributed to all Members of Council. **(Carried)**
 - (iii) that all Members of Council be advised by voicemail and/or electronic mail of any late or supplementary reports that were not circulated prior to the meeting that are presented to any Committee, Sub-Committee or Task Force. **(Carried)**
 - (iv) requests for time specific items be provided to the City Clerk in advance, where possible, and the informal practice that all requests for time specific items be dealt with at the completion of the agenda review be formalized and made part of the Council Procedural By-law. **(Carried)**
- C. Councillor Mahood moved that the foregoing motion A. by Councillor Balkissoon be amend by striking out Recommendation No. (9). **(Carried)**
- D. Councillor Moeser moved that any added items to an agenda be brought to the attention of the Members of the Committee by the Chair of the Committee at the start of the meeting.**(Carried)**
- E. Councillor Adams moved that staff reports for consideration during the Operating and Capital Budget process be exempted from's policy, and that agenda closing dates for the Budget Advisory Committee {BAC) be four business days prior to a {BAC committee meeting, **{Carried}**
- (F) Councillor Minnan-Wong moved that final resolution in report be written in plan language and that the full list of amendments be provided to Council. **(Lost)**

The Decision of the Administration Committee therefore is as follows:

The Administration Committee recommended to Council:

- (1) the adoption of the report (October 19, 1999) from the City Clerk, subject to:
 - (a) striking out Recommendations Nos. (7) and (9); and
 - (b) amending Recommendation No. (11) by deleting all of the words after the word "received" and inserting in lieu thereof the words "by 2:00 p.m. on the first day of the Council meeting", so that such Recommendation shall now read as follows:
 - “(11) the City Clerk be authorized not to accept any late Notices of Motions from Members of Council, after the Council meeting agenda has closed, unless one of the following conditions is met, and unless the Notice of Motion is received by 2:00 p.m. on the first day of the Council meeting:
 - (a) the Notice of Motion involves a last minute emergency public health, safety or public policy matter that must be addressed within the current Council meeting cycle;
 - (b) the Notice of Motion involves a contractual, judicial, administrative tribunal or statutory deadline that must be achieved within the current Committee-Council meeting cycle or places the Corporation at financial or legal risk; and
 - (c) the Notice of Motion relates to the passage or extension of an interim-control by-law;”;
- (2) that the City Clerk be requested to monitor the submission of late Notices of Motions to Council over the next six months and submit a report thereon to the Administration Committee;
- (3) that any last minute items such as supplementary reports that have not been circulated previously to a Committee as part of ,an agenda also be distributed to all Members of Council;

- (4) that any added items to an agenda be brought to the attention of the Members of the Committee by the Chair of the Committee at the start of the meeting;
- (5) that all Members of Council be advised by voice mail and/or electronic mail of any late or supplementary reports that were not circulated prior to the meeting that are presented to any Committee, Sub-Committee or Task Force;
- (6) that requests for time specific items be provided to the City Clerk in advance, where possible, and the informal practice that all requests for time specific items be dealt with at the completion of the agenda review be formalized and made part of the Council Procedural By-law; and
- (7) that staff reports for consideration during the Operating and Capital Budget process be exempted from this policy, and that agenda closing dates for the Budget Advisory Committee (BAC) be four business days prior to a (BAC) committee meeting.

(Clause No.3 -Report No.7)

**7-4. Relocation of Lottery Licensing Staff
(Scarborough) to York Civic Centre.**

The Administration Committee had before it a communication (October 6, 1999) from the City Clerk, advising that City Council on September 28 and 29, 1999, had before it Clause No.21 of Report No.5 of The Administration Committee, headed "Other Items Considered by the Committee" and directed that the aforementioned Clause be received as information, subject to striking out and referring Item (e), entitled "Relocation of Lottery Licensing Staff (Scarborough) to York Civic Centre", embodied therein, back to the Administration Committee for further consideration:

- "(e) Relocation of Lottery Licensing Staff
(Scarborough) to York Civic Centre.

The Administration Committee reports having referred the following report (July 7, 1999) from the City Clerk, to the Scarborough Community Council for consideration and report thereon to Council for its meeting scheduled to be held on September 28, 1999:

- (i) (June 29, 1999) from the City Clerk, advising that the Scarborough Community Council on June 22, 1999, approved, a request by Councillor Bas Balkissoon that the City Clerk report to the Administration Committee, as soon as possible, respecting the reorganization of the Clerk's Department, specifically the intention to

relocate the Scarborough Lottery Licensing function and staff to the York Civic Centre; and that, in the interim, no action be taken on this relocation until this report is provided; and

- (ii) (July 7, 1999) from the City Clerk, responding to the request of the Scarborough Community Council on proposed changes to the organizational structure of the Legislative Services Unit; advising that centralization of the lottery licensing and birth registration processes will not only eliminate current workload demands on the customer service staff, but would ensure consistency and standardization of service delivery across the City, and better utilize human resources; that centralizing the gaming function at the York Civic Centre and birth registration at the East York Civic Centre will alleviate the issue of providing full Legislative Services' functions with only two staff; that in order to provide efficient and effective customer services at Toronto City Hall and the five Civic Centres it is necessary to reallocate staff and functions, specifically the centralization of lottery licence processing in York and the processing of birth registrations in East York; that the reorganization will improve the current level of service and maximize the use of available resources; and recommending that this report be received for information."

The Administration Committee also had before it a communication (October 28, 1999) from the City Clerk, advising that City Council on September 28 and 29, 1999, had before it Clause No.23 of Report No.11 of The Scarborough Community Council, headed "Other Items Considered by the Community Council" and that Council directed that the aforementioned Clause be received as information, subject to striking out and referring Item (w), entitled "Relocation of Lottery Licensing Staff to York Civic Centre", embodied therein, to the Administration Committee for further consideration:

"(w) Relocation of Lottery Licensing Staff to York Civic Centre

The Scarborough Community Council reports having:

- (1) supported the organizational model proposed by the City Clerk respecting the Legislative Services Unit; and
- (2) requested that the City Clerk report to the Scarborough Community Council in six months on the status of the reorganization, following implementation."

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The Administration Committee also had before it a report (October 28, 1999) from the City Clerk, responding to a request of Councillor Balkissoon, Chair of the Scarborough Community Council in conjunction with the City Clerk's proposed re-organizational plan for the provision of legislative services in City Hall and in each of the Civic Centres (e.g. birth and death registrations, issuance of marriage licenses, lottery licensing for charitable organizations, etc.; and recommending that this report be received for information.

Councillor Frances Nunziata, York Humber, appeared before the Administration Committee in connection with the foregoing matter.

- A. Councillor Miller moved, on behalf of Councillor Nunziata, that the Committee concur with the recommendations of the Scarborough Community Council as outlined in the communication (October 28, 1999), from the City Clerk. **(Lost)**

- B. Councillor Balkissoon moved that the Administration Committee:
 - (1) defer consideration of the aforementioned reports and communications; and

 - (2) request the City Clerk to review and conduct a survey, over the next six months, respecting the issue of the location of Lottery Licensing staff and submit a report in regard thereto, for consideration by each Community Council, and that the Community Councils be requested to submit their comments in regard thereto, to the Administration Committee. **(Carried)**

(City Clerk -November 2, 1999)

(Clause No. 20(b) -Report No.7)

7-5. Design of the Official Flag of the City of Toronto.

The Administration Committee had before it a report (October 18, 1999) from the City Clerk, recommending that:

- (1) the Administration Committee recommend to City Council design "A" as the official flag of Toronto;

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- (2) City Purchasing and Materials Management Division be instructed to source a supplier for the official flag in order that all City Departments, Agencies, Boards and Commissions receive the benefits of consistent quality and best possible price through the bulk purchasing of the flag; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

The following persons appeared before the Administration Committee in connection with the foregoing matter:

- Mr. Rene DeSantis, creator of the official flag of the City of Toronto;
 - Mr. Tom Myint, and submitted his design of the official flag for the City of Toronto;
 - Councillor Olivia Chow- Downtown;
 - Councillor Sherene Shaw -Scarborough Agincourt; and
 - Councillor Frances Nunziata- York Humber.
- A. Councillor Holyday moved that the Committee recommend to Council, that the former City of Toronto flag be the official flag of the new City of Toronto, subject to the creator of the flag of the former City of Toronto being given an opportunity to redesign the flag, if he so chooses, to make improvements. (**Carried**)
 - B. Councillor Miller moved, on behalf of Councillor Chow, that the Committee recommend to Council that Corporate Communications be requested to invite children and youth to submit designs for the City of Toronto flag for youth and children. (**Withdrawn**)
 - C. Councillor Bussin moved that the Committee recommend to Council the adoption of the recommendation embodied in the communication (November 2, 1999) from Councillor Olivia Chow. (**Lost**)

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- D. Councillor Holyday moved, on behalf of Councillor Nunziata, that staff be requested to report back to the next meeting of the Administration Committee on the costs involved in development of the new flag. **(Lost)**

- E. Councillor Miller moved that:
 - (i) his depiction of the official flag for the new City of Toronto be recommended to Council for approval; **(Lost)** and
 - (ii) the Committee recommend to Council that the City retain a graphic designer to design the official flag of Toronto; and that staff submit a report to the Committee with regard to the cost therefor. **(Lost)**

Councillor Berardinetti appointed Councillor Bussin Acting Chair and vacated the Chair.

- F. Councillor Berardinetti moved that consideration of this matter be deferred for one month; and that Councillors Berardinetti, Bussin, and Minnan- Wong, be requested to develop a design in consultation with the local media and bring forward designs to the next meeting of the Committee. **(Lost)**

Councillor Berardinetti resumed the Chair.

(Clause No.2 -Report No.7)

7-6. Policy on Filling Vacancies on City Council.

The Administration Committee had before it a report (October 21, 1999) from the City Clerk, responding to a request from Council for staff to develop a policy on the methods to fill future vacancies on City Council; and recommending that:

- (1) any vacancy in the office of the Mayor or a Councillor declared by Council prior to July 31 in the year prior to an election year be filled through the conduct of a by-election;
- (2) any vacancy in the office of the Mayor or a Councillor declared by Council after July 31 in the year prior to an election year be filled through an appointment; and

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- (3) the recommended procedures for filling a vacancy through an appointment, as outlined in Appendix "A" be adopted.

The following Members of Council appeared before the Administration Committee in connection with the foregoing matter:

- Councillor Chris Korwin -Kuczynski, High Park;
- Councillor Frances Nunziata, York Humber; and
- Councillor David Soknacki, Scarborough HigWand Creek.

On motion by Councillor Miller, the Administration Committee:

- (1) deferred consideration of the aforementioned report until its meeting scheduled to be held on November 30, 1999;
- (2) referred the following motions to the City Solicitor report to the aforementioned meeting of the Administration Committee as to whether Council may adopt a policy set out in the following motions; and as to whether the original direction from Council respecting this matter was in order:

Moved by Councillor Adams on behalf Councillor Korwin-Kuczynsk:

“ that anyone appointed by Council be requested to indicate, in writing, that they will not run for election in the next election.

Moved by Councillor Adams on behalf of Councillor Soknacki:

“that the Administration Committee recommend to Council the adoption of the report (October 21, 1999) from the City Clerk, subject to deleting the date “July 31” and inserting in lieu thereof the date “September 30”; and

that the appointment process for Councillors outlined in Appendix “A” be considered by the Community Council where the vacancy occurs,”

Moved by Councillor Miller on behalf of Councillor Nunziata:

“that the City Solicitor be requested to submit a report to the Administration Committee on the eligibility of a person becoming a City Councillor who has been charged or convicted of a criminal offence including municipal corruption; and

- (3) requested the City Clerk to submit a report to the aforementioned meeting of the Administration Committee on the practices by other large cities in Canada respecting this issue. **(Carried)**

{City Clerk; City Solicitor -November 2, 1999}

(Clause No. 20(c) -Report No.7)

7-7. Corporate Data Retention.

The Administration Committee had before it a joint report (October 19, 1999) from the Acting Commissioner of Corporate Services and the City Clerk, recommending that:

- (1) the attached draft by-law, to define, establish criteria and enable the destruction of computer data that is no longer required for the City’s purposes or to meet legal requirements, be approved; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

The Administration Committee recommended to Council the adoption of the aforementioned joint report.

(Clause No.8 -Report No.7)

**7-8. Declaration as Surplus
Portion of 39 Manstor Road
(Ward 2. Lakeshore Queensway).**

The Administration Committee had before it a report (October 18, 1999) from the Acting Commissioner of Corporate Services, recommending that:

- (1) a portion of the property known municipally as 39 Manstor Road and identified as Part 2 on the attached sketch be declared surplus to the City's requirements and offered for sale on the open market and all steps necessary to comply with By-law No.551-1998 be taken; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Moeser the Committee recommended to Council the adoption of the aforementioned report, subject to amending Recommendation No. (1) by adding after the words "open market", the words "subject to the existing lease", so that such Recommendation shall now read as follows:

- “(1) a portion of the property known municipally as 39 Manstor Road and identified as Part 2 on the attached sketch be declared surplus to the City's requirements and offered for sale on the open market, subject to the existing lease, and all steps necessary to comply with By-law No.551-1998 be taken;”. **(Carried)**

(Clause No. II -Report No.7)

7-9. Lease Renewal of City-Owned Land at the Northeast Corner of Dufferin Street and Finch Avenue West to Toronto Transit Commission for a Bus Loop (Ward 8- North York Spadina).

The Administration Committee had before it a report (September 22, 1999) from the Acting Commissioner of Corporate Services, respecting the lease renewal of City-owned land at the Northeast Comer of Dufferin Street and Finch Avenue West to the Toronto Transit Commission; and recommending that:

- (1) the lease with Toronto Transit Commission be renewed for a further term of ten years subject to the same terms and conditions and in a form acceptable to the City Solicitor; and
- (2) the appropriate City official be directed and authorized to take the necessary action to give effect thereto.

On motion by Councillor Moeser the Committee recommended to Council the adoption of the aforementioned report.

(Clause No.9 -Report No.7)

7-10. Request for an Encroachment Agreement – 23 Sonneck Square (Ward 23- Scarborough Bluffs).

The Administration Committee had before it a report (October 6, 1999) from the Acting Commissioner of Corporate Services recommending that:

- (1) the City enter into an encroachment agreement with the owner of 23 Sonneck Square, to permit an existing wood fence and retaining wall, to remain subject to the terms and conditions set out in the body of this report; and
- (2) the appropriate City officials be authorised and directed to take the necessary action to give effect thereto.

On motion by Councillor Moeser the Committee recommended to Council the adoption of the aforementioned report.

(Clause No.10 -Report No.7)

**7-11. Declaration as Surplus
453 Spadina Road -Municipal Carpark No.164
(Ward 23- Midtown).**

The Administration Committee had before it a report (October 16, 1999) from the Acting Commissioner of Corporate Services, recommending that:

- (1) the property known municipally as 453 Spadina Road, save and except a fee simple interest in the form of a strata interest in three levels of the proposed parking garage, be declared surplus to the City's requirements and all steps necessary to comply with By-law No.551-1998 be taken; and
- (2) the appropriate City officials be authorized and directed to taken the necessary action to give effect thereto.

On motion by Councillor Altobello the Administration Committee recommended to Council the adoption of the aforementioned report.

(Clause No.12 -Report No.7)

**7-12. Status Report -Toronto Police Association
Poster and Stereotyping of the Hispanic Community.**

The Administration Committee had before it a report (October 15, 1999), from the Chief Administrative Officer, summarizing the response to the resolutions embodied in Clause No.2 of Report No.1 of The Administration Committee as adopted by City Council on July 6, 7 and 8, 1999, with respect to the Toronto Police Association Poster and the stereotyping of the Hispanic community; advising that Toronto City Council and its Special Purpose Bodies have used this incident to take a proactive role in demonstrating their leadership and commitment in the fields of access, equity and race relations; and recommending that this report be received for information.

On motion by Councillor Miller the Administration Committee recommended to Council that the Chief General Manager, Toronto Transit Commission, be requested to allocate advertising space for anti-hate promotion and hate crime information as part of a City-wide anti-hate campaign; and that staff of the Anti-Hate and Anti-Racism Working Committee continue to monitor this matter and report the results of the inquiry to the Ontario Human Rights Commission and Anti-Hate Crimes Unit.

(Clause No.17 -Report No.7)

**7-13. Undergraduate Recipient. 1999 .2000
City of Toronto Women's Studies
Scholarship at the University of Toronto.**

The Administration Committee had before it a report (October 15, 1999) from the Chief Administrative Officer, recommending that:

- (1) City Council extend its congratulations to Amy Andrews on being selected as the undergraduate recipient of 1999-2000 City of Toronto Women's Studies Scholarship at the University of Toronto; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto."

On motion by Councillor Miller the Administration Committee recommended to Council the adoption of the aforementioned report.

(Clause No.14 -Report No.7)

**7-14. Approval of the Members of the
City of Toronto French Committee.**

The Administration Committee had before it a report (October 19, 1999) from the City of Toronto French Committee recommending that:

- (1) City Council approve the appointment of the following persons as members of the City of Toronto French Committee/Comité français de la ville de Toronto. The name of the sector or area of residence being represented is indicated in parentheses.

Luc Bouchard (former City of North York);

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Alain Yves Diallo (culture, recreation and heritage);
Antonio Dos Ferros (ethno-cultural groups);
André Duclos (economy, charities and volunteering);
Maurice Jouenne (former City of Toronto);
Christine Larouche (women's groups);
Léona Légère (seniors' groups);
Manon Le Paven (community and social services, social housing, services for the handicapped);
Sophie Martel (former City of Etobicoke);
Jean-Claude Mbuyi (health);
Jean-Marie Mishinga-Mbula (former City of East York);
Line Montreuil (former City of Scarborough); and
Francyne Perry (education and skills training);

- (2) the term of office of the above Committee members be for a period of two years; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Moeser the Administration Committee recommended to Council the adoption of the aforementioned report.

(Clause No.13 -Report No.7)

**7-15. Toronto Cycling Committee –
Program and Staffing Requests.**

The Administration Committee had before it a communication (September 22, 1999) from the City Clerk, advising that the Toronto Cycling Committee at its meeting held on September 21, 1999:

- (1) recommended to the Administration Committee that the Acting Commissioner of Urban Planning and Development Services be requested to explore the immediate filling of the two functionally vacant, permanent, full-time positions within Urban Planning and Development Services, namely the Commuter Cycling Coordinator and the Policy Bicycle Planner, and to submit a report thereon to the Administration Committee; and
- (2) requested that a such time as the aforementioned report is before the Administration Committee that the following persons be invited to the meeting to make a presentation/deputation:

- Councillor Jack Layton, Co-Chair, Toronto Cycling Committee;
- Mr. Stephen Fisher, Co-Chair, Toronto Cycling Committee; and
- Mr. Crawford Murphy, Member, Toronto Cycling Committee.

The following persons appeared before the Administration Committee in connection with the foregoing matter:

- Mr. Crawford Murphy; and
- Councillor Jack Layton, Ward 25- Don River.

Councillor Moeser moved that:

- (A) the aforementioned communication be referred to the Policy and Finance Committee for consideration during the Year 2000 budget process; and
- (B) the Acting Commissioner of Urban Planning and Development Services be requested to submit a report in regard thereto for consideration during the 2000 Operating Budget deliberations. **{Carried}**

(Policy and Finance Committee; Acting Commissioner of Urban Planning and Development Services -November 2, 1999)

(Clause No. 20(d) -Report No.7)

**7-16. Metropolitan Toronto Police
Benefit Fund Election.**

The Administration Committee had before it a report (September 30, 1999) from the City Clerk advising that the Board of Trustees of the Metropolitan Toronto Police Benefit Fund considered a communication (September 7, 1999) from the City Clerk advising that an election has been held to select the Officer Representative on the Board to fill the vacancy created by the retirement of Mr. Colin Ewing; and that Mr. Gunter Schroder, having received the largest number of votes has been elected as the Officer Representative on the Board to hold office until November 30, 2000; and recommending that the Administration Committee receive this communication for the information.

On motion by Councillor Miller the Administration Committee received the aforementioned communication.

(Clause No. 20(e) -Report No.7)

**7-17 Amendment to the Council Procedural By-Law
Submission of Reports to Council.**

The Administration Committee had before it the following motion (October 26, 1999) by Councillor John Adams, seconded by Councillor Chris Korwin-Kuczynski.

Moved by: Councillor Adams

Seconded by: Councillor Korwin-Kuczynski

“WHEREAS the Chief Financial Officer and Treasurer was requested by City Council at its meeting of April 26, 19,99 to report on the feasibility of generating additional revenues or allocating revenues from parking related programs and facilities to support public transit in the City; and

WHEREAS this report was submitted to the Policy and Finance Committee for its meeting of October 14, 1999; and

WHEREAS the Policy and Finance Committee received the report and voted not to forward this important report and issue to City Council for consideration, notwithstanding the request of visiting Councillors, and a motion by a Member of the Policy and Finance Committee; and

WHEREAS reports requested by City Council should be forwarded to Council for consideration, notwithstanding recommendations from Standing Committees;

NOW THEREFORE BE IT RESOLVED THAT the Council Procedural By-law be amended to allow for reports which have been requested by Council, and are recommended to be received for information, to be forwarded to Council for consideration, if requested by any Member of Council at the Standing Committee to which the report was submitted.

Councillor Chris Korwin-Kuczynski,- High Park, appeared before the Administration Committee in connection with the foregoing matter.

- A. Councillor Adams moved that the Committee recommend to Council the adoption of the aforementioned Notice of Motion, subject to deleting the word "at" in the operative paragraph and inserting in lieu thereof the word "to".
(Lost)

- B. Councillor Moeser moved that the Committee recommend to Council that the aforementioned motion be received.
(Carried)

(Clause No.17 -Report No.7)

**7-18. Contracts A awarded by the Bid Committee
During the Summer Recess of Council.**

The Administration Committee had before it a communication (September 29, 1999) from the Chief Financial Officer and Treasurer advising the Administration Committee of contracts awarded by the Bid Committee in accordance with By-law No.57-1998 as amended by By-law No.527 during the 1999 Summer Recess of Council; that the authority of the Bid Committee to award contracts during the 1999 Summer Recess of Council was used to award a total of nine contracts for Departments requiring that contracts be awarded immediately in order to meet operational needs; and recommending that this report be received for information.

On motion by Councillor Moeser the Committee received the aforementioned report.

(Clause No. 20(f) -Report No.7)

**7-19. Temporary Employees With Length
of Service for Two to Ten Plus Years.**

The Administration Committee had before it a communication (October 14, 1999) from the City Clerk, advising that the Personnel Sub-Committee at its in-camera meeting held on October 13, 1999, had before it a report (June 22, 1999) from the Executive Director of Human Resources, entitled "Temporary Employees with Length of Service from Two to Ten Plus Years", which had been referred back by City Council on July 27, 28, 29 and 30, 1999, to Administration Committee for reconsideration; and recommending to the Administration Committee that the appropriate staff be directed to address the issue of long term temporary employees during their negotiations with CUPE Local 79.

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The Administration Committee also had before it a communication (November 1, 1999) from Ms. Ann Dubas, President, C.U.P.E. Local 79, requesting that the City recognize the long-term commitment of its temporary employees and offer them the stability that comes with permanent positions; and urging the Committee to recommend that these long-term positions be made permanent.

Ms. Ann Dembinski, 2nd Vice President of C. U .P .E. Local 79, appeared before the Administration Committee in connection with the foregoing matter.

On motion by Councillor Holyday the Committee concurred with the recommendation of the Personnel Sub-Committee embodied in the aforementioned communication.

(Acting Commissioner of Corporate Services and Executive Director of Human Resources -November 2,1999)

(Clause No. 20(g) -Report No.7)

7-20 Quotation for Ten Snow Blowers.

The Administration Committee had before it a report (October 22, 1999) from the Acting Commissioner of Corporate Services and Chief Financial Officer and Treasurer, advising the Administration Committee of the results of the Request for Quotation for the supply and delivery of Ten Detachable Snow Blowers to be mounted on existing articulated loaders used for snow removal throughout the City, that funds in the amount of \$1,109,209.50, including all taxes and charges, have been provided for in the Consolidated Vehicle Equipment Reserve Account; and recommending that the quotation submitted by Joe Johnson Equipment Inc., be accepted for the supply and delivery of Ten Detachable Snow Blowers to be mounted on existing articulated loaders used for snow removal throughout the City, in accordance with specifications, as required by the Corporate Services Department, Fleet Management Services Division, at a total price of \$1,109,209.50 including all taxes and charges, being the lowest quotation received.

On motion by Councillor Adams the Administration Committee:

- (1) approved the aforementioned joint report in accordance with By-law No.57-1998, the Interim Purchasing By-law, as amended; and

- (2) directed that the aforementioned report be forwarded to Council for information.

(Clause No.15 -Report No.7)

7-21. Establishment of a Remuneration Review Committee.

The Administration Committee had before it the following motion (October 26, 1999) from Councillor Gloria Lindsay Luby and Councillor Bill Saundercook:

Moved by: Councillor Gloria Lindsay Luby

Seconded by: Councillor Bill Saundercook

WHEREAS a report on tying Councillors' salary increases to increases awarded to City unions was recently requested; and

WHEREAS the issue of increases for municipal politicians has always been a contentious one; and

WHEREAS the Province of Ontario has mandated that municipal Councils are responsible for establishing their own level of compensation; and

WHEREAS what is needed is a process that will be regular, fair and more at arm's length;

NOW THEREFORE BE IT RESOLVED THAT a Remuneration Review Committee be struck in the final year of every term of Council to make recommendations for the incoming Council; such committee will consist of compensation experts, business representatives, members of the public and several City Councillors (in an advisory capacity), with staff assistance as required;

AND BE IT FURTHER RESOLVED THAT this motion be sent to the Association of Municipalities of Ontario (AMO) for distribution to members who may also wish to adopt this process for their municipality;

A. Councillor Balkissoon moved that:

- (1) the Committee defer consideration of the aforementioned Notice of Motion until its meeting scheduled to be held on November 30, 1999; and

(2) the City Clerk be requested to submit a report to the aforementioned meeting of the Administration Committee respecting other municipal jurisdictions that have established similar compensation or remuneration processes. **(Carried)**

B. Councillor Holyday moved that Part (2) of the foregoing Motion A. by Councillor Balkissoon be amended to provide that the report also address whether there are other ways that this issue can be handled. **(Carried)**

(City Clerk -November 2, 1999)

(Clause No. 20(h) -Report No.7)

On motion by Councillor Adams, in accordance with subsection 55(7) of The Municipal Act, the Administration Committee, met privately to give consideration to the following Items Nos. 7-22 to 7-28, and 7-32 having regard that there may be proprietary rights and legal issues pertaining thereto.

7-22. Claim by Vardin Et Al.

The Administration Committee had before it a communication (August 6, 1999) from the City Clerk, advising that City Council on July 27,28,29 and 30, 1999, struck out and referred Clause No.17 of Report No.2 of The Administration Committee, headed "Claim by Vardin et al", back to the Administration Committee for further consideration and the hearing of deputations.

The following persons appeared before the Administration Committee in connection with the foregoing matter:

- Councillor Joanne Flint -North York Centre South;
- Councillor Tom Jakobek,- East Toronto

Councillor Adams moved that the Committee recommend to Council the adoption of the confidential report (July 9, 1999), from the City Solicitor, embodied in the communication (August 6,1999) from the City Clerk, respecting a claim by Vardin et al. **(Carried)**

(Clause No.4 -Report No.7)

**7-23. 39 McGlashan Road (Former City of North York)
Municipal Tax Sale Proceeding.**

The Administration Committee had before it a confidential report (September 24, 1999) from the City Solicitor, respecting a tax sale relating to 39 McGlashan Road (former City of North York).

Councillor Joanne Flint (North York Centre South), appeared before the Administration Committee in connection with the foregoing matter.

- A. Councillor Minnan-Wong moved that the aforementioned confidential report be received. **{Carried}**
- B. Councillor Holyday moved that the Chief Financial Officer be requested to submit a report to the Committee in three month's time on what, if any costs, have been incurred by the Legal Department in handling this matter. **(Lost)**

(Clause No. 20(1) -Report No.7)

**7-24. Proposal to Sell City-Owned Land
at 170 Plewes Road
(Ward 8- North York Spadina).**

The Administration Committee had before it a confidential report (June 25, 1999) from the Chief Administrative Officer, Acting Commissioner of Corporate Services, Commissioner of Economic Development, Culture and Tourism and Commissioner of Works and Emergency Services, respecting the Proposal to Sell City Owned Land at 170 Plewes Road.

The Administration Committee also had before it a communication (November 1, 1999) from Councillor Howard Moscoe, North York Spadina advising, amongst other things, that negotiations are still taking place with De Havilland with respect to this matter; and requesting the Committee to defer consideration of this matter for one month.

The Administration Committee was advised by the Legal Department that the aforementioned report need not be considered in camera.

The Administration Committee deferred consideration of the aforementioned joint report until its meeting scheduled to be held on November 30, 1999.

(Chief Administrative Officer, Acting Commissioner of Corporate Services, Commissioner of Economic Development, Culture and Tourism and Commissioner of Works and Emergency Services, c: Councillor Howard Moscoe -November 2, 1999)

(Clause No. 20(j) -Report No.7)

7-25. Union Station Appeal.

The Administration Committee had before it a confidential report (October 19, 1999) from the City Solicitor respecting the Union Station Appeal.

On motion by Councillor Miller the Committee recommended to Council the adoption of the aforementioned confidential report, which was forwarded to Members of Council under confidential cover.

(Clause No.5 -Report No.7)

7-26. Permission to use the name "East York".

The Administration Committee had before it a confidential report (October 18, 1999) From the City Solicitor, respecting the use by organizations of the name "East York".

On motion by Councillor Balkissoon the Committee recommended to Council the adoption of the aforementioned confidential report which was forwarded to Members of Council under confidential cover.

(Clause No.6 -Report No.7)

7-27. Settlement -Appeal- Pay Equity Tribunal File 96.10401.

The Administration Committee had before it a confidential report (October 20, 1999) from the Executive Director of Human Resources and Acting Commissioner of Corporate Services, respecting Settlement - Appeal, Pay Equity Tribunal File 96.10401.

On motion by Councillor Balkissoon the Committee recommended to Council the adoption of the aforementioned confidential report.
(Carried)

(Clause No. 20(k) -Report No.7)

7-28 Conditions Of Employment -Council Staff Members.

The Administration Committee had before it a confidential report (October 28, 1999) from the Acting Commissioner of Corporate Services and the Executive Director of Human Resources regarding Conditions of Employment for Council Staff Members.

The following persons appeared before the Administration Committee in connection with the foregoing matter:

- Mr. Carl Aboud, Consultant, The Hay Group;
- Councillor Frances Nunziata -York Humber; and
- Councillor Sherene Shaw -Scarborough Agincourt.

(Councillor Bas Balkissoon declared his interest in the foregoing matter in that a members of his family are employees of the City of Toronto.)

{Councillor Doug Mahood declared his interest in the foregoing matter in that a family member is an employee of the City of Toronto.)

On motion by Councillor Miller the Administration Committee forwarded confidential recommendations to the Policy and Finance Committee respecting the aforementioned confidential report.

Councillor Moeser moved that the Acting Commissioner of Corporate Services be requested to submit a report to the Administration Committee on how and why the proposal by Councillor Frances Nunziata respecting a global salary budget can be implemented. **(Lost)**

Councillor Minnan- Wong moved that the Committee recommend to the Policy and Finance Committee that any recommendations approved, be found within the envelope of funds that has been allocated for salaries for Councillors' offices. **(Lost)**

(Policy and Finance Committee; Acting Commissioner of Corporate Services and Executive Director of Human Resources; Chief Financial Officer and Treasurer -November 2, 1999)

(Clause No. 20(1) -Report No.7)

7-29. Reporting Relationship -City Solicitor and City Clerk.

The Administration Committee had before it a report (October 15, 1999) from the Chief Administrative Officer, recommending that:

- (1) the reporting relationship of the City Clerk and City Solicitor as approved by Toronto City Council on February 4, 1998, be reaffirmed;
- (2) all organizational charts representing the City of Toronto's administrative structure reflect the dual reporting relationship of the Solicitor and City Clerk;
- (3) during the recruitment process for the Commissioner of Corporate Services, the role of the Commissioner be clarified with respect to the City Clerk and City Solicitor. The role of the Commissioner is to provide administrative direction and coordination;
- (4) the Chief Administrative Officer report during the next term of Council on the need, timing, and scope of a review of the City's administrative structure, giving consideration to the completion of the transition process; and
- (5) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

Councillor Frances Nunziata, York Humber, appeared before the Administration Committee in connection with the foregoing matter.

Councillor Berardinetti appointed Councillor Bussin Acting Chairman and vacated the Chair.

- A. Councillor Berardinetti moved that the Committee recommend to Council the adoption of the aforementioned report, subject to amending Recommendation No. (4) by deleting the word "during" and inserting in lieu thereof the words "within the first year of". **(Lost)**

Councillor Berardinetti resumed the Chair.

- B. Councillor Miller moved that the Committee:
- (1) defer consideration of the aforementioned report until its meeting scheduled to be held on January 11, 2000; and
 - (2) request the Chief Administrative Officer to submit a further report to the aforementioned meeting of the Committee on the Montreal and Vancouver experience respecting this matter. **(Carried)**

(Chief Administrative Officer -November 2, 1999)

(Clause No. 20(m) -Report No.7)

7-30 1998 Collision Statistics -City Fleet Vehicles.

The Administration Committee had before it a report (October 27,1999) from the Acting Commissioner of Corporate Services, providing information on 1998 collision statistics and related costs for City of Toronto fleet vehicles and the actions being taken to reduce the impact; and recommending that Fleet Management Services, in consultation with Departments, report annually to the Administration Committee on the previous year's collision statistics, the cost of repairs, actions taken to reduce the number of collisions and recommend further actions that may be required.

The Administration Committee recommended to Council, the adoption of the aforementioned report.

(Clause No.19 -Report No.7)

7-31. Quotations for Fourteen Recycling Trucks.

The Administration Committee had before it a joint report (October 29, 1999) from the Acting Commissioner of Corporate Services and Chief Financial Officer and Treasurer recommending that the quotation submitted by Joe Johnson Equipment Inc. (alternate A), be accepted for the supply and delivery of Fourteen Recycling Trucks used for garbage collection throughout the City, in accordance with specifications, at a total price of \$2,328,000.20 including all taxes and charges, being the lowest quotation received meeting specifications.

On motion by Councillor Moeser the Administration Committee:

- (1) approved the aforementioned joint report in accordance with By-law No.57-1998, the Interim Purchasing By-law, as amended; and
- (2) requested the Acting Commissioner of Corporate Services to consult with officials in the Works Department with respect to the “bagging system” being considered and submit a further report thereon directly to Council for its meeting scheduled to be held on November 23, 1999.

(Clause No.16 -Report No.7)

7-32 Y2K Employee Indemnification.

The Administration Committee had before it a confidential report (October 29, 1999) from the Acting Commissioner of Corporate Services respecting Y2K employee indemnification.

On motion by Councillor Miller the Administration Committee recommended to Council the adoption of the Recommendation of the Administration Committee embodied in the confidential communication (November 2, 1999) from the City Clerk respecting Y2K Employee Indemnification, which was forwarded to Members of Council under confidential cover.

(City Council -November 2, 1999)

(Clause No.7 -Report No.7)

7-33. Compensation Review.

Councillor Berardinetti appointed Councillor Bussin Acting Chair and vacated the Chair.

On motion by Councillor Berardinetti the Administration Committee directed that the Chief Administrative Officer be requested to submit a report, through the Personnel Sub-Committee, to the next meeting of the Administration Committee scheduled to be held on November 30, 1999 on:

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- (1) the first compensation program for executive, management and exempt staff of the new City of Toronto; and
- (2) the process and timelines of renewals for senior staff contracts including revised terms and conditions, as appropriate. **(Carried)**

(Chief Administrative Officer -November 2, 1999)

(Clause No. 20(n) -Report No.7)

Councillor Berardinetti resumed the Chair.

The Administration Committee adjourned its meeting at 5:00 p.m.

Chair .