

THE CITY OF TORONTO

City Clerk=s Division

Minutes of the Administration Committee

Meeting No. 9

Tuesday, June 13, 2000.

The Administration Committee met on Tuesday, June 13, 2000, in Committee Room 1, 2nd Floor, City Hall, Toronto, commencing at 9:45 a.m.

Attendance

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

	9:45 a.m. to 12:35 p.m.	2:15 p.m. to 6:25 p.m.
Councillor Lorenzo Berardinetti (Chair)	X	X
Councillor John Adams	X	
Councillor Gerry Altobello		X
Councillor Bas Balkissoon	X	X
Councillor Sandra Bussin (Vice Chair)	X	X
Councillor Doug Holyday	X	X
Councillor Doug Mahood	X	X
Councillor David Miller	X	
Councillor Denzil Minnan-Wong	X	
Councillor Ron Moeser	X	X

On motion by Councillor Altobello, the Administration Committee confirmed the minutes of the meeting held on May 16, 2000.

**9-1 Establishing New Community Councils
in the City of Toronto – All Wards.**

The Administration Committee had before it a report (June 5, 2000) from the City Clerk, recommending that:

- (1) the Administration Committee consider the Options Paper (May 2000), as compiled by the City Clerk, as the basis for recommending to City Council the number and configuration of Community Councils for the City;
- (2) City Council, to facilitate a decision on new Community Councils, undertake the following two-step decision-making process:
 - (a) first, decide on the appropriate number of Community Councils for the City; and
 - (b) second, decide on the configuration and boundaries of the new Community Councils; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

The Administration Committee also had before it a companion document (May 2000) entitled “Establishing New Community Councils – Options Paper”.

Mr. Peter Fay, Senior Policy and Planning Analyst, City Clerk’s Office gave an overhead presentation to the Administration Committee in connection with the foregoing matter and filed a copy of his presentation material.

The Administration Committee also had before it the following communications:

- (1) (June 9, 2000) from Ms. Janice Merson, President, and Mr. Matthias Schlaepfer, Vice President, Summerhill Residents Association, advising that the Summerhill Residents Association was not notified by the City of Toronto of its Open Houses; that at a special meeting on June 5, 2000, the Board of Directors of this association considered the Options Paper of May 2000; and providing their conclusions for the Administration Committee’s consideration;

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- (2) (June 9, 2000) from Councillor Michael Prue, East York, providing an analysis of the 49 options presented in the Option Paper for Establishing New Community Councils; and recommending the adoption of Map 44, in order to be inclusive of all eight principles and embrace the need for community councils to be accessible, manageable, workable and consistent with community capacity and public participation;
- (3) (June 11, 2000) from Joanne and Bill O'Driscoll, requesting that as residents of East York, they be grouped with either east-end Toronto (Danforth by the Valley), or the area south of the Danforth, and definitely not with Scarborough; advising that they live, work, shop and use the recreational and municipal facilities in the area west of Victoria Park, south of Eglinton, and east of Broadview, which they consider their community and which they consider to be very different from Scarborough;
- (4) (June 8, 2000) from Mr. Richard Jessop, Chair, Confederation of Resident & Ratepayer Associations (CORRA), preferences with respect to the New Community Council Options; suggesting that wards should be group based on similar issues and that community affiliation is more important than size; suggesting that none of the options with four councils would be able to create consistent communities of interest and therefore advocating a higher number of wards; advising that Options 19, 35, 38 and 45 are close fits to their main principle; and proposing that community feedback be sought in the fall with a final decision on the matter before year end;
- (5) (June 12, 2000) from Mr. Alan Burke, President, East Beach Community Association (EBCA), requesting that the matter be deferred until the meeting of the Administration Committee scheduled to be held in July; and
- (6) (June 12, 2000) from Mr. Bill Roberts, Director, Swansea Area Ratepayers Association (SARA), advising that this communication is an updated version to the earlier letter dated May 18, 2000, and forwarding comments respecting the options report.

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

- Mr. Oudit Raghubir;
- Mr. Allan Heisey, Sr., Annex Residents Association, and filed a submission in regard thereto;

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- Mr. Vernon Bassue;
- Mr. William Roberts, Director, Swansea Area Rate Payers Association (SARA), and filed a submission in regard thereto;
- Mr. Brian Maguire, Secretary, North Hill District Homeowners Association, and filed a submission in regard thereto;
- Ms. Donna-Lynn McCallum;
- Ms. Patricia McCherry, Dundas West Residents Association;
- Mr. Mike Foderick;
- Mr. Allan Gaw, President, Topham Park Homeowners Association;
- Mr. John Ridout;
- Mr. Alex Murray, South Rosedale Ratepayers Association;
- Ms. Janice Etter;
- Ms. Maureen Lindsay;
- Mr. Stig Harvor, and filed a submission in regard thereto;
- Ms. Agnes Vermes, President of the Leaside Property Owners Association, and filed a submission in regard thereto;
- Mr. Maurice Weaver, Executive Blantyre Association;
- Mr. Morry Smith, Vice President, Lansing Community Association; and
- Mr. Peter Clutterbuck, Community Social Planning Council of Toronto.

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

- Councillor Joanne Flint, North York Centre South;
- Councillor Chris Korwin-Kuczynski, High Park;

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- Councillor Gloria Lindsay-Luby, Kingsway-Humber;
 - Councillor Frances Nunziata, York Humber;
 - Councillor Jane Pittfield, East York; and
 - Councillor Sherene Shaw, Scarborough Agincourt.
- A. Councillor Mahood moved that the Administration Committee recommend to Council that:
- (1) eight Community Councils be established; and
 - (2) Map Option 49 contained in the Companion Document, entitled “Establishing New Community Councils – Options Paper” dated May 2000, be approved as the configuration and boundaries of the new Community Councils. **(Carried)**
- B. Councillor Moeser, on behalf of Councillor Korwin-Kuczynski, moved that the Administration Committee recommend to Council that the City Clerk be requested:
- (i) to review the Community Council boundaries in September, 2002; and
 - (ii) to submit a report to the Administration Committee respecting the scheduling of Community Council meetings on alternate days. **(Carried)**
- C. Councillor Bussin moved that the Administration Committee recommend to Council that the Chief Administrative Officer be requested to investigate how issues of significant importance to the City may be addressed should Council establish smaller Community Councils. **(Carried)**
- D. Councillor Moeser moved that the Administration Committee recommend to Council that seven Community Councils be established. **(Lost)**

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- E. Councillor Balkissoon moved that the Administration Committee recommend to Council that four Community Councils be established. **(Lost)**
- F. Councillor Miller moved that the Administration Committee recommend to Council that Map 47 be the preferred option selected to establish the eight Community Councils. **(Lost)**
- G. Councillor Bussin moved that the Administration Committee recommend to Council that Map 44 be the preferred option selected. **(Lost)**
- H. Councillor Moeser moved, on behalf of Councillor Holyday, that the Administration Committee recommend to Council that Map 48 be the preferred option selected. **(Lost)**
- I. Councillor Minnan-Wong moved that a modified version of Map 48 be the preferred option selected. **(Withdrawn)**

The decision of the Administration Committee therefore is as follows:

The Administration Committee recommended to Council that:

- (1) eight Community Councils be established;
- (2) Map Option 49 contained in the Companion Document, entitled "Establishing New Community Councils – Options Paper" dated May 2000, be approved as the configuration and boundaries of the new Community Councils;
- (3) that the City Clerk be requested:
 - (i) to review the Community Council boundaries in September, 2002; and
 - (ii) to submit a report to the Administration Committee respecting the scheduling of Community Council meetings on alternate days; and

- (4) the Chief Administrative Officer be requested to investigate how issues of significant importance to the City may be addressed should Council establish smaller Community Councils as recommended in the aforementioned Committee Recommendation No. (1).

(Clause No. 1 - Report No. 14)

9-2. The Impact of a 45 Member City Council on the Size of Standing Committees of Council.

The Administration Committee had before it a report (May 9, 2000) from the Chief Administrative Officer, reviewing the implications of a smaller City Council for the size of Council's standing committees; and recommending that:

- (1) beginning in the new term of Council, the membership of the Administration Committee, Community Services Committee, Economic Development and Parks Committee, Planning and Transportation Committee and the Works Committee be established at eight members for each committee;
- (2) the relevant amendments to the Procedural By-law be drafted for Council approval; 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. 2 - Report No. 14)

9-3. An Official Town Crier for the City of Toronto (All Wards).

The Administration Committee had before it a report (May 30, 2000) from the City Clerk, responding to the request by the Administration Committee, at its meeting on March 21, 2000, to report on the Notice of Motion regarding the appointment of an Official Town Crier for the City of Toronto; and recommending that:

- (1) an Official Town Crier not be appointed; and

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- (2) the City of Toronto utilize the services of a Town Crier on an as needed basis from the Ontario Guild of Town Criers or affiliated organization.

The Administration Committee also had before it the following communications:

- (i) (March 24, 2000) from Mr. Bill McKee, The Official Town Crier of Uxbridge and President of the Ontario Guild of Town Criers, advising, amongst other things, that the Ontario Guild of Town Criers is serious about the art of Town Criers and want to ensure that the image of the profession and the image of the community are best represented; and that he would be pleased to forward suggestions and the Guild Competitions Rules should the City wish to pursue the appointment of an official Town Crier;
- (ii) (March 24, 2000) from Mr. John D. Webster, The Official Town Crier of Markham and President, Town Crier Hospitality and Convention Services, advising that the Town Crier Hospitality and Convention Services is already performing many of the services of a Town Crier for the City of Toronto; and will fill the City's needs by supplying a professional and respected Town Crier as needed and on short notice if necessary, at an affordable, published fee to help control costs; and
- (iii) (Undated) from Ms. Dianne M. Williams, writing in opposition to the appointment of Mr. Frank Knight as the Town Crier for the City of Toronto,
- A. Councillor Miller moved that the Recommendations embodied in the report be struck out; and the Committee recommend to Council that a Town Crier be appointed and the City Clerk be requested to submit a report to the Administration Committee on a process for hiring a Town Crier. **(Lost)**
- B. Councillor Balkissoon moved that the Committee recommend to Council that the report be received. **(Lost)**
- C. Councillor Bussin moved that the Administration Committee recommend to Council the adoption of the aforementioned report. **(Carried)**

(Clause No. 4 - Report No. 14)

9-4. Purchasing Policies and By-law.

The Administration Committee had before it a joint report (May 29, 2000) from the Chief Administrative Officer, the Chief Financial Officer and Treasurer, and the Commissioner, Economic Development, Culture and Tourism, responding to the Administration Committee request of March 21, 2000, for further reports on the new proposed Purchasing Policies and By-law; and recommending that:

- (1) the Policy for the Purchase of Products Manufactured in Factories where Children are used as Slave Labour or Other Exploitative Circumstances which Impedes Child Development, as outlined in Appendix "D" of this report, be adopted;
- (2) the Canadian Content Policy as outlined in Appendix "A" of the February 3, 2000, report from the Chief Financial Officer and Treasurer, be adopted;
- (3) the Live Animal Testing Policy, as outlined in Appendix "E" of this report be adopted;
- (4) the Policy on the Purchase of Coffee, as outlined in Appendix "F" of this report, be adopted;
- (5) the Departmental Direct Purchase Limit in the final Purchasing by-law contained in Appendix "G" read as follows:

"Departmental Direct Purchase Limit" means the maximum dollar amount that any Department head may expend to procure goods and services directly rather than through the offices of the Purchasing Agent, such amount not to exceed \$5,000.00 or such increased amount as approved by the Chief Administrative Officer in accordance with subsection 5(2)";

- (6) the City not adopt a lobbyist registry policy applicable to all competitive calls issued by the City, but tailor the policy as outlined in recommendation (7);
- (7) the following procedures in regard to lobbying be applied:
 - (a) the Purchasing and Materials Management Division in consultation with other City officials, as required, identify criteria to manage lobbying on those competitive calls characterized by special circumstances including

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high-value contracts, high profile contracts, long-term contracts, and/or the likelihood of intense lobbying jeopardizing objective decision-making, and apply such criteria on a one-year trial basis to such competitive calls;

- (b) during the trial period the Purchasing and Materials Management Division in consultation with other City officials, as required, apply either of the following methods as deemed appropriate by the Purchasing Agent for departments to manage lobbying activities in their competitive calls that are characterized by special circumstances:
 - (i) a “disclosure” mechanism which includes:
 - (1) provision in the call that a bidder/proponent is required to ensure that no communication is made by the bidder/proponent or its representatives, including a third party representative employed or retained by it to promote or oppose any bid/proposal unless such communication, relating to all meetings, written correspondence and telephone discussions that the representative has had with any Member of Council, City official, appointed member of any City board, agency, commission, task force, or related organization, is disclosed to the contact party identified in the competitive call document;
 - (2) such disclosures to be submitted up to the time of award of the competitive call; and
 - (3) the Purchasing and Material Management Division be required to provide the disclosure information upon request; or
 - (ii) a “prohibition” mechanism which includes:
 - (1) a “no Lobbying” provision is implemented where a bidder/proponent and representatives employed or retained by them can only present their arguments advancing or opposing a bid/proposal in a public forum of Council (Committees, Task Forces, Boards of City agencies, boards or commissions, or the Boards of City owned organizations) or the media; and the contact party identified in the competitive call;

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- (8) the term “Lobbyist” continue to be defined by the three categories used in the City of Toronto Code of Conduct for Council Members, and by the Province of Ontario;
- (9) “Lobbying activities” around competitive calls issued by the City be defined as: “communications by bidder/proponent and/or a representative with members of Council, City officials, and/or appointed members of City agencies, boards and commissions, task forces and other related organizations, to promote or oppose any bidder proponent;
- (10) the Purchasing Policies and By-law be reviewed annually by the Chief Financial Officer and Treasurer, in consultation with the City Auditor and City departments, and report to Committee and Council only if additions or revisions are required to ensure that best practices are being applied in City purchasing;
- (11) authority be granted for the introduction of a bill in Council in the form of the draft by-law, attached as Appendix “G”, to establish procedures and authority for the Procurement of Goods and Services once Council has approved the final Departmental Direct Purchase Limit, Bid Committee Award Limit, and Standing Committee Award Limit;
- (12) the Economic Development, Culture and Tourism Business and Local Partnership section of the Economic Development Office, and the Finance Department Purchasing and Materials Management Division undertake a consultation process with business representatives and report to the Administration Committee on recommendations to improve purchasing practices and remove barriers to small and medium sized businesses; and
- (13) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

The Administration Committee also had before it a communication (March 21, 2000) from the City Clerk, advising that the Administration Committee on March 21, 2000, during its consideration of the Purchasing Policies By-law, amongst other things, deferred consideration of the following motion until such time as the matter is again being considered by the Committee:

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Moved by Councillor Holyday:

“That the Committee recommend to Council that the Section pertaining to Departmental Direct Purchase Limit contained in Appendix B embodied in the report (February 3, 2000) from the Chief Financial Officer and Treasurer read as follows:

“Departmental Direct Purchase Limit” means the maximum dollar amount that any Department Head may expend to procure goods and services directly rather than through the offices of the Purchasing Agent, such amount not to exceed \$5,000.00 or such increased amount as approved by the Chief Administrative Officer in accordance with subsection 5.(2);”.

The Administration Committee also had before it a report ((April 28, 2000) from the City Solicitor, reporting on the Provincial process for the registration of lobbyists under the Lobbyists Registration Act, 1998 including the definitions of categories of lobbyists and how successful the Province has been in dealing with Lobbyists; and recommending that this report be received for information.

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

- Mr. Ivan Fleischmann, Miller Thomson;
 - Mr. Bruce Davis, Executive Vice President, Urban Intelligence; and
 - Councillor Bill Saundercook, York Humber.
- A. Councillor Holyday moved that the Administration Committee recommend to Council the adoption of the joint report (May 29, 2000) from the Chief Administrative Officer, the Chief Financial Officer and Treasurer and the Commissioner, Economic Development, Culture and Tourism subject to amending Recommendation No. (5) by deleting the figure of \$5,000.00 and inserting in lieu thereof the figure of \$7,500.00”. **(Carried)**

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B. Councillor Miller that the the foregoing Motion A. by Councillor Holyday be amended by:

(i) amending Recommendation No.7 (a) to read as follows:

“(7) the following procedures in regard to lobbying be applied:

(a) the Purchasing and Materials Management Division in consultation with other City officials, as required, identify criteria to manage lobbying on those competitive calls characterized by special circumstances including high-value contracts, high profile contracts, long-term contracts, and/or the likelihood of intense lobbying jeopardizing objective decision-making, and report on such criteria to the Administration Committee by September, 2000;” and

(ii) amending Recommendation No. 11 to read as follows:

“(11) authority be granted for the introduction of a bill in Council in the form of the draft by-law, attached as Appendix “G”, to establish procedures and authority for the Procurement of Goods and Services, subject to the awarding limits being as set out in the table embodied in the aforementioned report summarizing the current awarding process;”.

(Carried)

C. Councillor Adams moved that:

(i) the foregoing Motion A. By Councillor Holyday be amended by amending Recommendation No.7 (b) to read as follows:

“(7) the following procedures in regard to lobbying be applied:

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- (b) in the interim, the Purchasing and Materials Management Division, in consultation with other City officials, as required, apply a “disclosure” mechanism which includes:
 - (i) provision in the call that a bidder/proponent is required to ensure that no communication is made by the bidder/proponent or its representatives, including a third party representative employed or retained by it to promote or oppose any bid/proposal unless such communication, relating to all meetings, written correspondence and telephone discussions that the representative has had with any Member of Council, City official, appointed member of any City board, agency, commission, task force, or related organization, is disclosed to the contact party identified in the competitive call document;
 - (ii) such disclosures to be submitted up to the time of award of the competitive call; and
 - (iii) the City Clerk being required to provide the disclosure information upon request and to post the disclosure information on the City’s web site;
- (c) Council may continue to invoke a “prohibition” mechanism including a “no Lobbying” provision such that a bidder/proponent and representatives employed or retained by them can only present their arguments advancing or opposing a bid/proposal in a public forum of

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Council (Committees, Task Forces, Boards of City agencies, boards or commissions, or the Boards of City owned organizations) or the media; and to the contact party identified in the competitive call;” and

(ii) the Administration Committee recommend to Council that:

(i) Council reiterate its 1999 request to the Provincial Government, through the Minister of Municipal Affairs and Housing, to provide legislation authorizing the enactment by the City and its local boards, of lobbyist registration by-laws including enforcement provisions, based upon the New Ontario Lobbyist Registry legislation; and

(ii) the Chief Administrative Officer, in consultation with the City Solicitor and any other appropriate officials, be requested to report to the September, 2000, meeting of the Administration Committee on how best to apply these standards of conduct as it relates to lobbying of employees and officials of the City’s Agencies, Boards and Commissions, Task Forces and Special Purpose Bodies. **(Carried)**

D. Councillor Miller, on behalf of Councillor Saundercook, moved that the Administration Committee recommend to Council the adoption of the report subject to striking out Recommendation No. (5). **(Redundant)**

E. Councillor Moeser moved that the Administration Committee defer consideration of this matter until the next meeting of the Committee, at such time as a comprehensive report from the Commissioner of Economic Development, Culture and Tourism, addressing all amendments raised with respect to this matter, is received thereon. **(Lost)**

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- F. Councillor Balkissoon moved that:
- (i) Recommendation No. (5) be amended by deleting the figure of \$5,000.00 and inserting in lieu thereof the figure of \$10,000.00; and **(Lost)**
 - (ii) Recommendations Nos. (6), (7), (8) and (9) be referred back to staff for a further report to the Administration Committee on a lobbying management policy applicable to all business practices of the City, such that there is a consistent course of business practices across the City. **(Lost.)**

The decision of the Administration Committee therefore is as follows:

The Administration Committee recommended to Council:

- (I) the adoption of the joint report (May 29, 2000) from the Chief Administrative Officer, the Chief Financial Officer and Treasurer and the Commissioner, Economic Development , Culture and Tourism subject to:
 - (i) amending Recommendation No. (5) by deleting the figure of \$5,000.00 and inserting in lieu thereof the figure of \$7,500.00” so that Recommendation No. (5) now reads as follows:
 - “(5) the Departmental Direct Purchase Limit in the final Purchasing by-law contained in Appendix “G” read as follows:
 - “Departmental Direct Purchase Limit” means the maximum dollar amount that any Department head may expend to procure goods and services directly rather than through the offices of the Purchasing Agent, such amount not to exceed \$7,500.00 or such increased amount as approved by the Chief Administrative Officer in accordance with subsection 5(2)”;

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(ii) amending Recommendation No. 7 to read as follows:

“(7) the following procedures in regard to lobbying be applied:

(a) the Purchasing and Materials Management Division in consultation with other City officials, as required, identify criteria to manage lobbying on those competitive calls characterized by special circumstances including high-value contracts, high profile contracts, long-term contracts, and/or the likelihood of intense lobbying jeopardizing objective decision-making, and report on such criteria to the Administration Committee by September, 2000;”;

(b) in the interim, the Purchasing and Materials Management Division, in consultation with other City officials, as required, apply a “disclosure” mechanism which includes:

(i) provision in the call that a bidder/proponent is required to ensure that no communication is made by the bidder/proponent or its representatives, including a third party representative employed or retained by it to promote or oppose any bid/proposal unless such communication, relating to all meetings, written correspondence and telephone discussions that the representative has had with any Member of Council, City official, appointed member of any City board, agency, commission, task force, or related organization, is disclosed to the contact party identified in the competitive call document;

(ii) such disclosures to be submitted up to the time of award of the competitive call; and

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- (iii) the City Clerk being required to provide the disclosure information upon request and to post the disclosure information on the City's web site;
- (c) Council may continue to invoke a "prohibition" mechanism including a "no Lobbying" provision such that a bidder/proponent and representatives employed or retained by them can only present their arguments advancing or opposing a bid/proposal in a public forum of Council (Committees, Task Forces, Boards of City agencies, boards or commissions, or the Boards of City owned organizations) or the media; and to the contact party identified in the competitive call;"; and
- (iii) amending Recommendation No. 11 to read as follows:
 - “(11) authority be granted for the introduction of a bill in Council in the form of the draft by-law, attached as Appendix “G”, to establish procedures and authority for the Procurement of Goods and Services, subject to the awarding limits being as set out in the table embodied in the aforementioned report summarizing the current awarding process;”;
- (II) that City Council reiterate its 1999 request to the Provincial Government, through the Minister of Municipal Affairs and Housing, to provide legislation authorizing the enactment by the City and its local boards, of lobbyist registration by-laws including enforcement provisions, based upon the New Ontario Lobbyist Registry legislation; and
- (III) that the Chief Administrative Officer, in consultation with the City Solicitor and any other appropriate officials, be requested to report to the September, 2000, meeting of the Administration Committee on how best to apply these standards of conduct as it relates to lobbying of employees and officials of the City's Agencies, Boards and Commissions, Task Forces and Special Purpose Bodies.

(Clause No. 3 - Report No. 14)

9-5. Corporate Identity Program Principles for the Use of the City of Toronto Corporate Logo, Coat of Arms and Official Flag.

The Administration Committee had before it a report (June 2, 2000) from the Commissioner of Corporate Services, outlining general principles for the use of the City of Toronto Corporate Logo, Coat of Arms and Official Flag; and recommending that:

- (1) the City of Toronto adopt the Corporate Identity Program principles and forms as outlined in this report; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto and that any necessary bills be introduced.

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

(Clause No. 5 - Report No. 14)

9-6. Ethics Steering Committee, Recommended Terms of Reference.

The Administration Committee had before it a report (June 2, 2000) from the Chief Administrative Officer, recommending that:

- (1) the Terms of Reference in Appendix A, inclusive of composition and reporting relationship, be adopted to guide the operations of the previously established Ethics Steering Committee; 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 report.

(Clause No. 7 - Report No. 14)

**9-7. Sheppard Subway – Bessarion Station
Initiation of Civil Lawsuit to Recover
Contamination Costs.**

The Administration Committee had before it a report (May 31, 2000) from the City Solicitor, recommending that:

- (1) the City Solicitor be authorized to commence proceedings against Petro-Canada, Shell Canada Limited and/or any other parties that may be implicated in respect of contamination encountered during the excavation of the Bessarion Station of the Sheppard Subway system and that such authority include authority to recommend a settlement of any such lawsuits on terms satisfactory to the City Solicitor, in consultation with the TTC, or to appeal such proceedings, or to take any such steps as may be necessary in the opinion of the City Solicitor in respect of the matter; and
- (2) the appropriate staff be authorized to take such action as is required to give effect to these recommendations.

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

(Clause No. 8 - Report No. 14)

9-8. State of Good Repair – Energy Efficiency – Civic Centres.

The Administration Committee had before it a report (May 30, 2000) from the Commissioner, Corporate Services, responding to Council's request, on behalf of the Chief Administrative Officer, for a report to be sent to the Administration Committee regarding the feasibility of incorporating energy efficiency retrofits in the building upgrades of the civic centres and other major civic office buildings; and recommending that this report be received for information.

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

(Clause No. 21a - Report No. 14)

**9-9. Declaration as Surplus -Vacant Parcel of Land,
Known Municipally as Nos. 16 and 20 Keele Street
(Ward 19 – High Park).**

The Administration Committee had before it a report (May 29, 2000) from the Commissioner of Corporate Services, recommending that:

- (1) the properties located between Keele Street and Mountview Avenue, known municipally as Nos. 16 and 20 Keele Street and identified as Lots 54, 55, 57, 58, 59 and 60 on Plan 980, also designated as PARTS 1 to 16 on Plan 63R-4084 be declared surplus to the City's requirements and offered for sale to the open market, subject to the retention of permanent easements over PARTS 2, 4, 6, 8, 14 and 16 on Plan 63R-4084, and all steps necessary to comply with By-law 551-1998 be taken;
- (2) City Council approve, as the approving authority under the provisions of the *Expropriations Act*, the disposal of the site without giving the original owners from whom the lands were expropriated the first chance to repurchase the lands; and
- (3) 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. 13 - Report No. 14)

**9-10. Declaration as Surplus - Nos. 657 and 659 Northcliffe Boulevard
and the Parcel to the North (Ward 28 – Yonge-Eglinton).**

The Administration Committee had before it a joint report (May 29, 2000) from the Commissioner of Community and Neighbourhood Services, and the Commissioner of Corporate Services, recommending that:

- (1) Nos. 657 and 659 Northcliffe Boulevard and the parcel to the north, be declared surplus to the City's requirements, with the intended method of disposal to be by way of a long-term lease to the Toronto Housing Company Inc. for affordable housing;

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- (2) all steps necessary to comply with By-law 551-98 be taken;
- (3) authority be granted to enter into negotiations with the Toronto Housing Company Inc. for a long term lease, loan and second mortgage generally in accordance with the terms and conditions outlined in the body of this report, and to report back on the results of such negotiations; and
- (4) 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 joint report.

(Clause No. 14 - Report No. 14)

9-11. Allocations: 2000 Access and Equity Grant Program.

The Administration Committee had before it a report (May 31, 2000) from the Chief Administrative Officer, advising that funding for grants recommended in this report is available within the Consolidated Grants Budget which provides an allocation of \$470.4 thousand for the 2000 Access and Equity Grant Program; that the Chief Financial Officer and Treasurer has reviewed this report and concurs with the financial impact statement; and recommending that:

- (1) grants totalling \$465.4 thousand be approved as outlined in Appendix 1– 2000 Access and Equity Grant Allocations;
- (2) \$5.0 thousand be held in reserve for appeals subject to the submission of a report recommending the allocation of this reserve; and
- (3) the appropriate City of Toronto officials be authorized to take the necessary action to give effect thereto.

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

- Mr. Mire Iro, Ogaden Somali Community Association of Ontario;
- Mr. Wilson Basantes, President, Canadian Ecuadorian Foundation of Social Development, and filed a submission in regard thereto.;

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- Ms. Esther Green, WHYME;
- Ms. Margaret Parsons, African Canadian Legal Clinic;
- Mr. Ezrom Mokgakala, Culturelink;
- Ms. Maria Wallis, Executive Director and Mr. Barry Thomas, Board Member, Urban Alliance on Race Relations;
- Ms. Daina Green, Alliance for Employment Equity;
- Ms. Monique Bokya-Lokum; and
- Councillor Sherene Shaw, Scarborough Agincourt.

On motion by Councillor Miller, the Administration Committee recommended to Council:

- (1) the adoption of the report (May 31, 2000) from the Chief Administrative Officer; and
- (2) requested staff in the Chief Administrator's Office to work with the African Canadian Legal Clinic and relevant City Departments and Agencies Boards and Commissions to determine if the brochure to be developed by them could be suitable for use by any of the City's Departments or Agencies, Boards and Commissions.

(Chief Administrative Officer; c: Ms. Ceta Ramkhalawansingh, Interim Manager Access and Equity; Ms. Cassandra Fernandes, Consultant, Access and Equity; Mr. Tim Rees, Co-ordinator, Access and Equity - June 13, 2000)

(Clause No. 17 - Report No. 14)

9-12. Bill C-31 – The Immigration and Refugee Protection Act.

The Administration Committee had before it a report (June 1, 2000) from the Chief Administrative Officer, recommending that:

- (1) Council request that Bill C-31 be amended:
 - (a) to make provision for the Government of Canada to formally consult with municipalities receiving large numbers of immigrants and refugees on relevant policy and program issues, specifically by including municipalities in the sections on “Objectives and application” and “Consultations with the provinces” (Section 3(1)(c) and (f); Section 3(3)(c); Section 10(1) and (2));
 - (b) to maintain a strong emphasis on providing support for the settlement and integration of immigrants and refugees and recognizing their contribution to Canadian society while acknowledging the need to address the abuse of the immigration and refugee system;
 - (c) to reflect Canadian core values, democratic principles and human rights standards, specifically:
 - (i) to allow persons convicted of crimes as a result of engaging in lawful advocacy, protest or dissent and prisoners of conscience to gain access to Canada and make a refugee claim (Section 3 (1)(i) and (2)(h))
 - (ii) to define “gender” as one of the grounds of persecution (Section 3(2)(d))
 - (iii) to limit the powers given to immigration officers to detain people on the basis of identity as genuine refugees are often forced to flee without proof of identity (Sections 50 – 55)
 - (iv) to respect the status and rights of permanent residents as in the current Immigration Act (Sections 2, 27, 42 and 58).
- (2) Council request the Minister of Citizenship and Immigration to establish immediately a formal process to include the City of Toronto and other affected municipalities as full participants in the development of regulations to Bill C-31;

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- (3) Council request that the Government of Ontario facilitate federal consultation with municipal governments on immigration and refugee matters affecting large urban centres;
- (4) Council request the Government of Canada to reimburse municipalities regarding:
 - (i) public health expenditures related to refugees;
 - (ii) social assistance and hostel costs provided to refugees;
 - (iii) social assistance to immigrants because of sponsorship breakdown.
- (5) Council request the Government of Canada to explicitly address and support federal-provincial agreements related to public health, social assistance and hostel costs for newcomers;
- (6) Council support the requests made by the School Boards in the Toronto District:
 - (i) to the Governments of Canada and Ontario to provide assistance regarding language training needs of immigrant and refugee children and adults; and
 - (ii) to the Minister of Citizenship and Immigration that undocumented refugee children and youngsters under the age of 19, as per the Ontario Education Act (Section 49A[1]), be admitted to schools without authorization by Citizenship and Immigration Canada.
- (7) Council request the Government of Canada:
 - (i) to consult with professional and technical associations to identify measures to accelerate the professional recognition and skills upgrading of foreign-trained workers;
 - (ii) to include the City of Toronto in the consultations;
 - (iii) to increase funding and support to enhance the skills upgrading and employment-related language training programs for newcomers.
- (8) this report be forwarded to the Federal Ministers of Citizenship and Immigration and Human Resource Development, and the Ontario Ministers of Citizenship, Culture and Recreation; Education; Community and Social Services; Health; Training, Colleges and Universities; and Economic Development and Trade;

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- (9) this report be incorporated in the City of Toronto's submission to the House of Commons Standing Committee on Citizenship and Immigration;
- (10) this report be forwarded to the Federation of Canadian Municipalities and Association of Municipalities in Ontario to further the development of an urban policy framework and best practices that address immigrant and refugee issues and involve all orders of government;
- (11) Council encourage the Government of Canada to conduct broad and public consultation on Bill C-31 to ensure all relevant stakeholders have an opportunity for input;
- (12) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

Councillor Michael Prue, East York, appeared before the Administration Committee in connection with the foregoing matter.

(Councillor Denzil Minnan-Wong declared an interest in the foregoing matter in that he is a practicing lawyer whose practice includes immigration law.)

On motion by Councillor Miller, on behalf of Councillor Prue, the Administration Committee:

- (i) recommended to Council the adoption of the report (June 1, 2000) from the Chief Administrative Officer with the exception of Recommendations Nos. (1) (c) (iii) and (iv); and
- (ii) referred Recommendations Nos. (1) (c) (iii) and (iv) to the Chief Administrative Officer for report thereon directly to Council for its meeting scheduled to be held on July 4, 2000, detailing the rationale to limit the powers given to Immigration Officers to detain people on the basis of their identify.

(Chief Administrative Officer; c.: Cita Ramkhalawansingh, Chief Administrator's Office; Rose Lee, Chief Administrator's Office - June 13, 2000)

(Clause No. 16 - Report No. 14)

**9-13. Recipients - 2000 City of Toronto
Constance E Hamilton Award**

The Administration Committee had before it a report (May 30, 2000) from the Selection Committee (Women Members of Council) for the Constance E. Hamilton Award, advising Council of the result of the nomination process for the City of Toronto Constance E. Hamilton Award; that funds are provided for the award presentations within the 2000 Operating Budget for Protocol Services in City Clerk's; that the Chief Financial Officer and Treasurer has reviewed this report and concurs with the financial impact statement; and recommending that:

- (1) City Council endorse the selection of Rose Cunha, Raheel Raza and Jean Small as recipients of the City of Toronto Constance E. Hamilton Award for 2000; 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 (May 30, 2000) from the Selection Committee (Women Members of Council) for the Constance E. Hamilton Award.

(Clause No. 18 - Report No. 14)

9-14. Disposition of Transitory and Duplicate Records

The Administration Committee had before it a report (May 30, 2000) from the City Clerk, advising the Committee of the current burden on City storage space for paper-based, electronic working files; and back-up tapes; seeking Council approval for the destruction of transitory and duplicate records in accordance with federal and provincial statutory requirements; and recommending that:

- (1) the attached draft by-law, to define, establish criteria, and enable the destruction transitory and duplicate records, regardless of media, no longer required for the City's purposes or to meet legal requirements, be approved;
- (2) the City Solicitor be authorized to introduce a bill into Council substantially in the form of the draft by-law attached; and

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- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

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

(Clause No. 20 - Report No. 14)

9-15. Quotation for Twenty-Nine Refuse Packer Trucks.

The Administration Committee had before it a joint report (May 15, 2000) from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer, advising the Committee of the results of the request for Quotation for supply and delivery of Twenty-nine Refuse Packer Trucks used for garbage collection throughout the City of Toronto in accordance with the specifications as required by the Corporate Services Department, Fleet Management Services Division; requesting authority to issue a purchase order to the recommended bidder; advising that funds in the amount of \$4,512,337.80, including all taxes and charges have been provided for in the Consolidated Vehicle Equipment Reserve Account; and recommending that the quotation submitted by Freightliner Mid-Ontario Inc. - alternate bid 'A' be accepted for the supply and delivery of Twenty-nine Refuse Packer Trucks used for garbage collection in the City of Toronto in accordance with specifications, at a total price of \$4,512,337.80 including all taxes and charges, being the lowest quotation received.

On motion by Councillor Adams, the Administration Committee approved the aforementioned joint report (May 15, 2000) from the Commissioner of Corporate Services and the Chief Financial Officer, in accordance with the City of Toronto's Interim Purchasing By-law.

(Commissioner of Corporate Services; Chief Financial Officer and Treasurer - June 13, 2000)

(Clause No. 21b - Report No. 14)

9-16. Quotation for Three Articulated Loaders With Trade-Ins.

The Administration Committee had before it a joint report (May 29, 2000) from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer, recommending that the quotation submitted by Toromont – Division of Toromont Industries Limited be accepted for the supply and delivery of Three Articulated Loaders with Trade-ins, used in the processing of waste at various Works and Emergency Services Department, Solid Waste Management Services Division Sites, in accordance with specifications as required by the Corporate Services Department, Fleet Management Services Division at a total price of \$1,854,606.87 including all taxes and charges, being the lowest quotation received.

On motion by Councillor Balkissoon, the Administration Committee approved the aforementioned joint report (May 15, 2000) from the Commissioner of Corporate Services and the Chief Financial Officer, in accordance with the City of Toronto's Interim Purchasing By-law.

(Commissioner of Corporate Services; Chief Financial Officer and Treasurer - June 13, 2000)

(Clause No. 21c - Report No. 14)

**9-17. Sale of Surplus Property Located
at 15 Hubbard Boulevard, Toronto.**

The Administration Committee had before it a report (June 1, 2000) from the Chief Executive Officer, advising that the Board of Directors of the Toronto Housing Company on May 29, 2000, recommended to the Administration Committee and Council the adoption of the report (May 16, 2000) from the Chief Executive Director, Toronto Housing Company, wherein it is recommended that:

- (1) the Board of Directors forward this report to the Administration Committee and to City Council with the recommendation that Council grant approval to the Offer to Purchase 15 Hubbard Boulevard, in the amount of \$ 690,000.00, that has been received from Hubbard Court Non-Profit Housing Co-operative as outlined in this Report;
- (2) Council approval of the sale of 15 Hubbard Boulevard be conditional upon the sale of the property closing by October 1, 2000;

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- (3) in the event that the sale of the property is not completed by October 1, 2000, title to 15 Hubbard Boulevard be conveyed immediately to the Toronto Housing Company and that the Toronto Housing Company be authorized to determine the future use of the property for housing purposes;
- (4) the City Solicitor be directed to submit a report on the issue of structuring the real estate transaction in such a manner that that the City is able to recapture the Property should the housing co-op default on its financial obligations, surrender its interests in the property to another party, or otherwise cease to operate;
- (5) the net sale proceeds on closing be directed to the Toronto Housing Company, pursuant to the plan adopted by City Council "A Plan for the Property Houses – Maximizing housing opportunities for low-income tenants".
- (6) the City Solicitor and the Chief Executive Officer of THC be authorized and directed to take the appropriate action to complete the transaction on behalf of the City of Toronto and be further authorized to amend the closing date and any other terms of sale as are considered reasonable by them; and
- (7) the appropriate Toronto Housing Company and City officials be authorized and directed to take the necessary action to give effect thereto

The Administration Committee also had before it a report (June 12, 2000) from the City Solicitor discuss respecting the ability of the City to structure the sale of 15 Hubbard Boulevard (the "Property") to a housing co-operative proposed by the tenants of the Property, or to its nominee, in a manner which would allow the City to reacquire the Property if the housing co-operative fails; and recommending that:

- (1) should Council determine to authorize acceptance of the offer to purchase the Property made by Hubbard Court Non-profit Housing Co-operative Inc. (the "Tenant Co-op"), the Property, in fact, be transferred to a non-profit housing co-operative or other non-profit housing provider controlled by the City, subject to the approval of the Toronto Housing Company Inc., provided such transferee agrees to grant a long-term lease of the Property to the Tenant Co-op; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto, including amending the terms of the offer to purchase submitted by the Tenant Co-op and executing such collateral agreements as may in the opinion of the City Solicitor be necessary.

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On motion by Councillor Bussin, the Administration Committee recommended to Council:

- (I) the adoption of the aforementioned report (May 16, 2000) from the Chief Executive Officer, Toronto Housing Company, subject to amending the recommendations embodied therein to read as follows:

“It is recommended that:

- (1) Council grant approval to the Offer to Purchase 15 Hubbard Boulevard, in the amount of \$ 690,000.00, that has been received from Hubbard Court Non-Profit Housing Co-operative as outlined in this report;
- (2) Council approval of the sale of 15 Hubbard Boulevard be conditional upon the sale of the property closing by October 1, 2000;
- (3) in the event that the sale of the property is not completed by October 1, 2000, title to 15 Hubbard Boulevard be conveyed immediately to the Toronto Housing Company and that the Toronto Housing Company be authorized to determine the future use of the property for housing purposes;
- (4) the net sale proceeds on closing be directed to the Toronto Housing Company, pursuant to the plan adopted by City Council “A Plan for the Property Houses – Maximizing housing opportunities for low-income tenants”.
- (5) the City Solicitor and the Chief Executive Officer of THC be authorized and directed to take the appropriate action to complete the transaction on behalf of the City of Toronto and be further authorized to amend the closing date and any other terms of sale as are considered reasonable by them; and
- (6) the appropriate Toronto Housing Company and City officials be authorized and directed to take the necessary action to give effect thereto;” and

(II) that the report (June 12, 2000) from the City Solicitor, be received.

(Clause No. 9 - Report No. 14)

**9-18. City of Toronto By-law Governing Retention
Periods for Records in the Custody and
Control of the Toronto Police Services
Board and the Toronto Police Service.**

The Administration Committee had before it a report (April 4, 2000) from the Chairman, Toronto Police Services Board, advising that at its meeting held on January 26, 2000, the Toronto Police Services Board adopted a report (Appendix "A"), dated December 31, 1999, from Chief of Police David J. Boothby, requesting the Board's approval of a new record retention schedule for records in the custody and control of the Toronto Police Service; and recommending that the Administration Committee forward this report to City Council recommending the enactment of a by-law establishing retention periods for records in the custody and control of the Toronto Police Services Board and the Toronto Police Service.

The Administration Committee also had before it a communication (June 13, 2000) from an individual in opposition to the City of Toronto By-law Governing Retention Periods for Records in the Custody and Control of the Toronto Police Service.

On motion by Councillor Balkissoon, the Administration Committee deferred consideration of the aforementioned report and communication until its meeting scheduled to be held on July 11, 2000.

(Chairman, Toronto Police Services Board; c: Mr. Ted Tibor Berger;
Councillor Bruce Sinclair, Rexdale - Thistletown - June 13, 2000)

(Clause No. 21d - Report No. 14)

**9-19. Purchase of 935 Eglinton Avenue West,
(Ward 28 – York Eglinton).**

The Administration Committee had before it a confidential report (June 2, 2000) from the President, Toronto Parking Authority, respecting the Purchase of 935 Eglinton Avenue West, such report to be considered in-camera having regard that the subject matter relates to the acquisition of property.

The Administration Committee recommended to Council the adoption of the confidential report (June 2, 2000) from the President, Toronto Parking Authority respecting the Purchase of 935 Eglinton Avenue West – Ward 28 – York Eglinton, which was forwarded to Members of Council under confidential cover; and further that, in accordance with the Municipal Act, discussions pertaining thereto be held in-camera, having regard that the subject matter relates to the acquisition of property.

(Clause No. 10 - Report No. 14)

9-20. Recreationist Positions in the East District.

The Administration Committee had before it a confidential communication (May 23, 2000) from Councillor Bas Balkissoon, Chair Scarborough Community Council, on behalf of the Members of the Scarborough Community Council respecting the recreationist positions in the East District, such communication to be considered in-camera having regard that the subject matters relates to labour relations issues.

The Administration Committee also had before it a communication (June 12, 2000) from the City Clerk, advising that the Personnel Sub-Committee on June 12, 2000, referred the communication (May 29, 2000) and (June 6, 2000) from COTAPSAI and all submissions in regard thereto to the Commissioner of Economic Development, Parks and Recreation with a request that he submit a report to the Economic Development and Parks Committee to its meeting scheduled to be held on June 19, 2000, regarding the structure of that department and how the exempt recreation staff may be accommodated in the management of that department.

The Administration Committee referred the aforementioned confidential communication to the Economic Development and Parks Committee for consideration at its meeting scheduled to be held on June 19, 2000, together with the forthcoming report from the Commissioner of Economic Development, Culture and Tourism.

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(Economic Development and Parks Committee; c: Brenda Glover, Executive Director, Human Resources; Joe Halstead, Commissioner, Economic Development, Culture and Tourism; John MacIntyre, Acting General Manager, Parks and Recreation; All Scarborough Councillors - June 22, 2000)

(Clause No. 21e - Report No. 14)

9-21. Declaration as Surplus - Part of Sheppard Square Parkette as Per Official Plan and Zoning By-Law Amendment UDOZ-99-20 and Draft Plan of Subdivision Application UDSB-1248 for 2-47 Sheppard Square, 1-5 Rean Drive and Parts of 17 and 19 Barberry Place (Ward 9-North York Centre South).

The Administration Committee had before it a report (June 8, 2000) from the Commissioner of Corporate Services, recommending that:

- (1) part of the Sheppard Square Parkette identified as Part of Block B on Registered Plan 3440 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 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.

(City Clerk, North York Community Council - June 13, 2000)

(Clause No. 11 - Report No. 14)

9-22. Declaration as Surplus - Vacant Parcel of Land Located at the West End of Springwood Drive (Ward 3 – Kingsway-Humber).

The Administration Committee had before it a report (June 7, 2000) from the Commissioner of Corporate Services, recommending that:

- (1) the parcel of vacant land located at the west end of Springwood Drive, identified as Part of Lots 6, 7 and 8 on Plan 3565, and also designated as PART 6 on Plan 64R-9397 be declared surplus to the City's requirements and offered for sale on

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the open market, and all steps necessary to comply with By-law No. 551-1998 be taken;

- (2) the Commissioner of Works and Emergency Services be authorized to dedicate for public highway purposes, the one foot reserve located at the west end of Springwood Drive; 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. 12 - Report No. 14)

**9-23. Options for a Tenant Outreach Program
for the 2000 Municipal Election.**

The Administration Committee had before it a communication (June 7, 2000) from the City Clerk, responding to a request from the Administration Committee, to investigate options that the City of Toronto can undertake to ensure that tenants of multi-residential buildings are added to the voters' list prior to Nomination Day; identifying four options that the City of Toronto can undertake to ensure that tenants of multi-residential buildings are added to the voters' list prior to Nomination Day; advising that there are costs associated with the four identified options contained within the report; that the estimated costs range from \$653,853 to \$136,790; that the 2000 operating budget for the municipal election does not contain resources for these options; that should Council choose one of the options, the necessary funds and staffing resources for the selected program would need to be provided to the Elections 2000 operating budget; that the Chief Financial Officer and Treasurer has reviewed this report and concurs with the financial implications; and recommending that this report be received for information.

The Administration Committee received the aforementioned report.

(Clause No. 21f - Report No. 14)

**9-24. Actuarial Report and Cost Certificate
as at December 31, 1999, for the
Metropolitan Toronto Pension Plan.**

The Administration Committee had before it a report (June 8, 2000) from the Chief Financial Officer and Treasurer, commenting on the December 31, 1999, actuarial report of the Metropolitan Toronto Pension Plan and the recommendations of the actuary as approved by the Board of Trustees; and recommending that:

- (1) the December 1999 actuarial report for the Metropolitan Toronto Pension Plan be received;
- (2) the full contribution holiday for the employers and employees be continued for the calendar year 2001; and
- (3) an increase of 2.60 percent be granted on pensions, effective January 1, 2000, to pensioners on benefit for more than one year with a proportionate increase of 0.2167 percent for each month of pension payments made in 1999 to be granted for pensioners who retired during 1999.

The Administration Committee also had before it a communication (June 5, 2000) from the City Clerk, advising that The Board of Trustees of the Metropolitan Toronto Pension Plan on May 26, 2000, recommended to the Administration Committee, and Council, the adoption of the Actuarial Report and Cost Certificate prepared by William M. Mercer Limited with respect to the Metropolitan Toronto Pension Plan as at December 31, 1999.

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

(Clause No. 19 - Report No. 14)

**9-25. Public Disclosure of Tax Arrears Information
and Strategy for Aggressive Collection Procedure
and Update on Largest Tax Receivables,
Including 1000 Finch Avenue West.**

The Administration Committee had before it a report (June 7, 2000) from the Chief Financial Officer and Treasurer, entitled "Public Disclosure of Tax Arrears Information and Strategy for Aggressive Collection Procedures responding to a request from the Administration Committee with respect to the public disclosure of tax arrears information and a strategy to aggressively pursue industrial/commercial tax debtors; and recommending that:

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- (1) the Chief Financial Officer and Treasurer report to the Administration Committee on a quarterly basis identifying those properties with tax arrears of \$500,000 or more, that are owned by a corporation (i.e., reports will be submitted identifying tax arrears of \$500,000 or more as at March 31, June 30, September 30, December 31); and
- (2) the strategy described in this report regarding the collection process for industrial and/or commercial tax debtors be endorsed.

The Administration Committee also had before it a communication (June 12, 2000) from the City Clerk, advising that Council on June 7, 8 and 9, 2000, struck out and referred back to the Administration Committee Clause No. 6 of Report No. 13 of The Administration Committee, headed "Update on Largest Tax Receivables, Including 1000 Finch Avenue West", for further consideration and to permit the Baliffs an opportunity to address the Committee in this regard.

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

- Mr. Harvery Greber, President, S.Wilson and Co. Baliffs Limited;
- Mr. Wm. Glenn Shingler, President/Bailif, A. O. Shingler & Co. Ltd.; and
- Councillor Howard Moscoe, North York Spadina.

On motion by Councillor Moeser, on behalf of Councillor Moscoe, the Administration Committee referred the aforementioned report and communication to the Chief Financial Officer and Treasurer with a request that she submit a comprehensive report to the Administration Committee examining the process used by the former City of Scarborough and comparing current and proposed collection strategies to their process.

(Chief Financial Officer and Treasurer; c: Giuliana Carbone, Legal Department - June 13, 2000)

(Clause No. 21g - Report No. 14)

9-26. City Policy Regarding Claims.

The Administration Committee had before it a communication (June 2, 2000) from Councillor Joanne Flint, North York Centre South, advising that in December, 1999, a claim for damages was forwarded to the Insurance and Risk Management Department; that the claim was not forwarded to the City's insurance adjusters for several months resulting in the adjusters advising her office that the claim had now expired prior to any satisfactory conclusion being reached; that she has serious problems with this process; and recommending that the Administration Committee request staff to submit a report to the Committee respecting the development of a policy for the processing of claims.

The Administration Committee referred the aforementioned communication to the Chief Financial Officer and Treasurer for report thereon to the meeting of the Administration Committee scheduled to be held on July 11, 2000, such report to recommend a policy and process for the handling of claims.

(Chief Financial Officer and Treasurer; c: Councillor Joanne Flint, North York Centre South - June 13, 2000)

(Clause No. 21h - Report No. 14)

9-27. Corporate Use of Resources.

The Administration Committee had before it a communication (June 7, 2000) from Councillor Joe Mihevc, York Eglinton, advising that the residents of the City of Toronto would like a municipal election process that is fair, transparent and democratic; that it seems that the current policies are ambiguous in a number of areas such as the use of corporate resources; and requesting that the City Clerk submit a report on the use of corporate resources during an election year, based on the experience of enforcing the existing corporate policy for the last six months and provide policy options for consideration by the Committee.

The Administration Committee referred the aforementioned communication to the City Clerk for report thereon to the Administration Committee, such report to examine whether it would be possible to release expenses of Members of Council in September.

(City Clerk; c: Councillor Joe Mihevc, York Eglinton - June 13, 2000)

(Clause No. 21I - Report No. 14)

**9-28. Long Branch Cenotaph – Southeast Corner
of Long Branch Avenue and Park Boulevard
(Ward 2 – Lakeshore – Queensway).**

The Administration Committee had before it a joint report (June 12, 2000) from the Commissioner of Economic Development, Culture and Tourism and the Commissioner of Corporate Services, recommending that:

- (1) the acquisition of the property located at the southeast corner of Long Branch Avenue and Park Boulevard, known as the Long Branch Cenotaph in the amount of \$50,000.00 net to the Vendor be accepted on the terms outlined in the body of this report and that the Commissioner of Corporate Services be authorized to accept the Offer on behalf of the City;
- (2) this report be referred to the Policy and Finance Committee for a report directly to City Council on the provision of funding in the amount of \$61,325.00; funds could be made available from the Parkland Acquisition Reserve Fund (former Metro);
- (3) the City Solicitor be authorized to complete this transaction on behalf of the City including the payment of any necessary expenses and amending the closing date to such earlier or later date as considered reasonable;
- (4) the owners outstanding realty taxes plus penalties of approximately \$3,025.00 as of the Closing Date, July 31, 2000, be part of the cost of acquisition; and
- (5) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Holyday, the Administration Committee recommended to Council the adoption of the joint report.

(Clause No. 15 - Report No. 14)

9-29. City of Toronto Employment Equity Policy.

The Administration Committee had before it a communication (June 12, 2000) from the City Clerk, advising that the Personnel Sub-Committee at its meeting held on June 12, 2000, recommended to the Administration Committee:

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- (I) the adoption of the Employment Equity Policy Statement, Appendix 1 (Revised May 18, 2000), entitled “Employment Equity Policy Statement”, embodied in the report dated May 17, 2000 from the Executive Director of Human Resources, with the following principle being reflected in the Revised version of the Policy:
- (1) a recognition in the policy statement that the citizens of Toronto are best served by a public service which fully reflects the diversity of the community which it serves; and
 - (2) setting objectives for equitable representation and developing programs to support such objectives; and
- (II) the adoption of Recommendation Nos. (2) and (3) embodied in the report dated April 20, 2000 from the Executive Director of Human Resources, which read as follows:
- “(2) that all agencies, boards and commissions and special purpose bodies be requested to implement policies consistent with the provisions of this policy and be required to report back on employment equity initiatives through Council, and;
 - (3) that the appropriate civic and City officials be authorized and directed to take the necessary action to give effect thereto.

The Administration Committee also had before it Appendix No. (1) entitled “Personnel Sub-Committee – Terms of Reference”.

The Administration Committee recommended to Council the adoption of the Recommendations of the Personnel Sub-Committee embodied in the aforementioned communication (June 12, 2000) from the City Clerk.

(Clause No. 6 - Report No. 14)

The Committee adjourned its meeting at 6:24 p.m.

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