

THE CITY OF TORONTO

City Clerk's Division

Minutes of the Administration Committee

Meeting No. 7

Tuesday, May 8, 2001.

The Administration Committee met on Tuesday, May 8, 2001, in Committee Room 1, 2nd Floor, City Hall, Toronto, commencing at 9:43 a.m.

Attendance

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

	9:43 a.m. to 12:20p.m.	12:00 p.m. to 12:10p.m.
Councillor Lorenzo Berardinetti, Chair	X	X
Councillor Sandra Bussin	X	X
Councillor Rob Ford	X	X
Councillor Doug Holyday	X	X
Councillor David Miller	X	X
Councillor Frances Nunziata Vice-Chair	X	X
Councillor Sherene Shaw		
Councillor David Soknacki	X	X

**7-1. Acquisition of Elihu Pease House
34 Avondale Avenue
(Ward 10 – North York Centre).**

The Administration Committee had before it the following reports and communications:

- (1) (August 28, 2000) from the Commissioner of Corporate Services, reporting on the discussions and negotiations held with Mr. Louis Badone and Ms. Donald Badone, regarding the acquisition of the Elihu Pease House – 34 Avondale Avenue as instructed by Council on October 1 and 2, 1998; advising that until such time as a lawful municipal purpose is identified by a Client Department, the acquisition of this property cannot be undertaken; that if a municipal purpose is identified, staff can, if Council directs, have the Badones' submit an offer to sell to the City per the terms outlined in the report; and recommending that this report be received for information purposes;

- (2) (January 7, 2001) from Ms. Donalda Badone and Mr. Louis Badone, Outlining the objections they have respecting the issue of the acquisition of the Elihu Pease House; and recommending that the Administration Committee reject the report (August 28, 2000) from the Commissioner of Corporate Services in regard thereto; and honour the City agreement for purchase reached on July 25, 2000 with Mr. J. Casali at North York;
- (3) (April 26, 2001) from the Commissioner of Corporate Services, responding to the Committee's request for further information on the acquisition of 34 Avondale Avenue – Elihu Pease House and the continued negotiations held with the owners; and recommending that this matter be deferred to the June 5, 2001 Administration Committee meeting; and
- (4) (May 4, 2001) from Ms. Donalda Badone and Mr. Louis Badone, advising that meetings have been held with the Director of Real Estate to continue negotiations and to explore additional ways in which the City of Toronto could become the owner of the Elihu Pease House; since this matter is to be deferred to the June 5, 2001 meeting of the Administration Committee, the Badone's will reserve their deputation and comments until that time.

On motion by Councillor Soknacki, the Administration Committee deferred consideration of the foregoing reports and communications until its meeting scheduled to be held on June 5, 2001.

(Commissioner of Corporate Services; Director of Real Estate Services; c. Ms. Donalda Badone and Mr. Louis Badone)

(Clause No. 18(a) – Report No. 7)

**7-2. Retention Period for Records in the Custody
and Control of the Toronto Police Services Board
and Toronto Police Services.**

The Administration Committee had before it the following communications:

- (1) (April 24, 2001) from the Chairman, Toronto Police Services Board, providing a response to the February 6, 2001 and July 2000 requests of the Administration Committee respecting a by-law regarding the retention periods for records in the custody and control of the police; advising that there are no financial implications in regard to the receipt of this report; outlining the Police Services Board's opinion respecting this matter; and further advising that in the Board's and the Service's view the by-law should remain as is for the reasons set out in this report; that if the Administration Committee is inclined to make a recommendation to alter the

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retention period of specific records, the matter should be referred to the Police Services Board for consideration prior to any such recommendation being forwarded to City Council; and recommending that this report be received for information;

- (2) (January 9, 2001) from Councillor Suzan Hall, Etobicoke North, requesting that City of Toronto By-law No. 689-2000 governing the retention period for records in the custody and control of the Toronto Police Services Board and Toronto Police Service be rescinded; and requesting that prior to a new By-law being brought before Council on record retention periods for records in the custody and control of the Toronto Police, that:
 - (1) the Administration Committee reaffirm the motion put forward by the Administration Committee on July 11, 2000, stating:

“The Toronto Police Services Board, in consultation with the City Solicitor, be requested to consult with the Law Union, the Canadian Civil Liberties Association, the Law Society of Upper Canada, the Canadian Bar Association of Ontario, the Chief Justice, the Chief Justice of the Provincial Court and the Criminal Lawyers Association respecting this matter; and submit a report thereon to the aforementioned meeting of the Administration Committee, such report to also address any relevant Provincial regulations applicable to this By-law and address the concerns raised by the deputant who appeared before the Administration Committee respecting the retention periods for records in the custody and control of the Police”; and
 - (2) the report also compare the proposed retention schedule with the retention schedules from other municipal jurisdictions throughout the province;
- (3) (April 4, 2000) from the Chairman, Toronto Police Services Board, requesting the Administration Committee to forward this report to City Council recommending the enactment of a new City of Toronto by-law establishing retention periods for records in the custody and control of the Toronto Police Services Board and the Toronto Police Service;
- (4) (June 13, 2000) from Mr. Ted Tibor Berger, advising that he has grave concerns respecting the 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; and forwarding comments in regard thereto; and

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- (5) (September 1, 2000) from the Chairman, Toronto Police Services Board, advising the Administration Committee that until the Toronto Police Services Board is able to consult with specific organizations, the Board is unable to respond to the Administration Committee's request respecting 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 following persons appeared before the Administration Committee in connection with the foregoing matter:

- Mr. Ted Tibor Berger;
- Mr. Vance Latchford;
- Mr. Peter Howes, Manager, Corporate Information Services, Toronto Police Service; and
- Mr. Rusty Beauchesne, Legal Advisor, Toronto Police Service;

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

- Councillor Suzan Hall, Etobicoke North; and
 - Councillor Michael Walker, St. Paul's.
- A. Councillor Soknacki moved, on behalf of Councillor Hall, that the Administration Committee:
- (1) receive the communications and reports; and
 - (2) request the Toronto Police Services Board to, in future, add one of the following comments on the appropriate arrest records:
 - (i) a court finds that the person should not have arrested;
 - (ii) a court finds that someone else committed the triggering offence;
 - (iii) a court finds that the arrested person did not commit the triggering offence; and
 - (iv) the police acknowledge that the person should not have been arrested. **(Lost)**

Councillor Soknacki moved that the Administration Committee received the foregoing communications. **(Carried)**

(Chairman, Toronto Police Service Board; c. Councillor Suzan Hall; Interested Parties – May 8, 2001)

(Clause No. 18(b) - Report No. 7)

**7-3. Application for Approval to Expropriate
Interest in Land for the North York Centre
Plan Service Road, 29 Byng Avenue
(Ward 23 – Willowdale).**

The Administration Committee had before it the following report and communication:

- (1) (March 9, 2001) from the Commissioner of Corporate Services, recommending that:
 - (1) authority be granted to initiate the expropriation process for the property interests detailed herein;
 - (2) authority be granted to serve and publish Notices of Application for Approval to Expropriate 29 Byng Avenue, to forward to the Chief Inquiry Officer any requests for hearings that are received and to report the Inquiry Officer's recommendations to Council for its consideration; and
 - (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto;
- (2) (March 26, 2001) from Mr. Stephen F. Waque, Borden Ladner Gervais, requesting that the aforementioned report be withdrawn from the Agenda of the Administration Committee pending further consideration; and providing a copy of the Agreement dated May 9, 1994, between their client and Eminent Construction Limited;
- (3) (April 19, 2001) from Mr. Stephen F. Waque, Borden Ladner Gervais, Barristers and Solicitors, forwarding a communication addressed to Mr. Robert M. Freedman, DelZotto, Zorzi, Barristers and Solicitors, requesting general disclosure that was asked of Ms. Margaret Fischer in a letter dated March 28, 2001 and the specific question regarding whether or not a traffic certification as required by the Uptown Secondary Plan has been completed, when it was completed and when it was filed with the City;

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- (4) (April 6, 2001) from Mr. Robert Freedman, DelZotto, Zorzi, Barristers and Solicitors, forwarding a communication addressed to Mr. Stephen F. Waque, Borden Ladner Gervais, Barristers and Solicitors, responding to requests contained in their letter dated March 26, 2001; and
- (5) (May 7, 2001) from Councillor John Fillion, Ward 23 - Willowdale, supporting the staff recommendations regarding the expropriation of 29 Byng Avenue.

Mr. Stephen Waque, Lawyer, appeared before the Administration Committee in connection with the foregoing matter.

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

- Councillor David Shiner, Willowdale; and
- Councillor Michael Walker, St. Paul's.

On motion by Councillor Holyday, the Administration Committee recommended to Council the adoption of the foregoing report (March 9, 2001) from the Commissioner of Corporate Services.

(Clause No. 9 - Report No. 7)

**7-4. Declaration as Surplus, One Foot Reserve Strip
Along the Westerly and Southerly Limits of
1407 Royal York Road (Ward 4 – Etobicoke Centre).**

The Administration Committee had before it a report (April 23, 2001) from the Commissioner of Corporate Services, recommending that:

- (1) the one foot reserve strip along the westerly and southerly limits of 1407 Royal York Road, being part of Lot 17, Concession C and designated as Parts 2, 6 and 11 on Reference Plan 66R-18367, be declared surplus to the City's requirements and offered for sale to Tanana Investments Limited and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code 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 Holyday, the Administration Committee recommended to Council the adoption of the foregoing report (April 23, 2001) from the Commissioner of Corporate Services.

(Clause No. 10 – Report No. 7)

**7-5. Declaration as Surplus, Parcel of Vacant Land
South Side of Bartley Drive, East of O'Connor Drive,
(Ward 34 – Don Valley East).**

The Administration Committee had before it a report (April 23, 2001) from the Commissioner of Corporate Services, recommending that:

- (1) City Council repeal the former North York By-law No. 29981;
- (2) the parcel of vacant land of the south side of Bartley Drive, described as Lot 348 on Plan 1995, be declared surplus to the City's requirements and offered for sale to the abutting property owner of 75 Bartley Drive, failing which on the open market, and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Ford, the Administration Committee recommended to Council the adoption of the foregoing report (April 23, 2001) from the Commissioner of Corporate Services.

(Clause No. 11 – Report No. 7)

**7-6. Revised Method of Disposal,
Vacant Parcel of Land
Adjoining 33 Upwood Avenue,
(Ward 12 – York South-Weston).**

The Administration Committee had before it a report (April 24, 2001) from the Commissioner of Corporate Services, recommending that:

- (1) the approved method of sale of the surplus parcel of vacant land adjoining 33 Upwood Avenue, described as Block C on Registered Plan M-849, be on the open market;

- (2) all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and
- (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 foregoing report (April 24, 2001) from the Commissioner of Corporate Services.

(Clause No. 12 – Report No. 7)

**7-7. Metropolitan Toronto Habitat for Humanity Inc.
Affordable-Ownership Housing Initiative and
Declaration as Surplus, Vacant Parcels of Land
2 and 27 Lucy Avenue and the Parcel of Vacant Land Located
at Northeast Corner of Lovilla Boulevard and Weston Road
(Ward 35 - Scarborough Southwest and Ward 7 - York West).**

The Administration Committee had before it a joint report (April 23, 2001) from the Commissioner of Community and Neighbourhood Services and the Commissioner of Corporate Services, recommending that:

- (1) the properties known municipally as 2 Lucy Avenue and 27 Lucy Avenue, being Lot 41, Plan 2218 and Part of Lots 30 and 31, Registered Plan 2218, and the property located at the northeast corner of Lovilla Boulevard and Weston Road, being Part Lot 132, Registered Plan 3803 and designated as Parts 1 and 3, Reference Plan 64R-13313, be declared surplus to the City's requirements;
- (2) City Council approve, as the approving authority under the provisions of the *Expropriations Act*, the disposal 2 Lucy Avenue and 27 Lucy Avenue without giving the original owners from whom the lands were expropriated the first chance to repurchase the lands;
- (3) the Commissioner of Corporate Services, in consultation with the Commissioner of Community and Neighbourhood Services, be authorized to enter into negotiations with Metropolitan Toronto Habitat for Humanity Inc. for the sale of the subject properties for a purchase price below market value and to report back thereon;
- (4) all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and

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

The Administration Committee reports, for the information of Council, having also had before it a pamphlet, entitled "Building Homes, Building Futures -Metropolitan Toronto Habitat for Humanity Inc."; and information sheet, entitled "Current Project: Blitz Build 2001".

Mr. Nick Volk, on behalf of Metropolitan Toronto Habitat for Humanity Inc., appeared before the Administration Committee in connection with the foregoing matter.

On motion by Councillor Miller, the Administration Committee recommended to Council the adoption of the foregoing joint report (April 23, 2001) from the Commissioner of Community and Neighbourhood Services and the Commissioner of Corporate Services.

(Clause No. 1 - Report No. 7)

7-8. Lottery Licensing By-Law and Administration Fees.

The Administration Committee had before it the following report and communications:

- (1) (April 20, 2001) from the City Clerk, addressing the need for a consolidated City of Toronto Lottery Licensing By-law and the repeal of similar by-laws of the former municipalities; providing for the continuation of a lottery licensing program in the City of Toronto with lottery licence fees also continued at the maximum rate allowed by Order-in-Council 2688/93 (see Schedule "A" of the draft By-law); and recommending that:
 - (1) Council approve the attached draft by-law respecting the licensing of lotteries;
 - (2) administration fees of \$25 be established effective July 1, 2001. Such fees to be payable to the City for:
 - (i) conducting first time lottery licensing eligibility reviews;
 - (ii) amending an existing licence;
 - (iii) providing a letter of municipal concurrence to a charity seeking a provincial gaming licence; and

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- (iv) granting permission to a charity wishing to sell raffle tickets or hold the draw in the City of Toronto where the actual licence has been issued by another municipality; and
- (3) the appropriate City officials be authorized to take the necessary action to give effect thereto; and
- (2) (April 17, 2001) from the City Clerk, Audit Committee, advising that the Audit Committee at its meeting held on April 11, 2001, recommended to the Administration Committee the adoption of the report (March 29, 2001) from the City Auditor, respecting Permits and Lottery Licences Review wherein it is recommended that:
 - (1) the City Clerk seek immediate Council approval of the draft by-law respecting the licencing of lotteries to ensure the provision of fair and consistent services and to foster standardization of administrative procedures across the City;
 - (2) the City Clerk reiterate to staff of the Legislative Services Unit, the requirement to obtain completed eligibility review questionnaires and implement appropriate supervisory reviews to ensure the determination of eligibility requirements of all applicants prior to the issuance of licences;
 - (3) the City Clerk:
 - (a) consider adopting the practice of segregating the collection of receipts from the processing of licence applications at district offices to strengthen controls and standardize procedures in the handling of customer applications for permits and licences;
 - (b) implement a policy requiring the deposit of all revenues within three business days of receipt;
 - (c) require the preparation of a daily listing of all incoming cheques and the subsequent independent reconciliation of this listing of cheques with application forms received to ensure the completeness of revenues; and
 - (d) coordinate with the Chief Financial Officer and Treasurer, the timely return of Non Sufficient Funds cheques to facilitate appropriate follow-up and replacement of dishonoured cheques thereby avoiding potential revenue losses to the City;

- (4) the City Clerk:
 - (a) expedite planned enhancements to the financial and compliance components of the Toronto Gaming Information System, including providing access to management information and reports at district offices to improve the efficiency in the processing of licence applications; and
 - (b) coordinate with the Chief Financial Officer and Treasurer, more up-to-date financial reporting of revenues and expenditure information to facilitate appropriate financial monitoring and control of monthly licencing activities;
- (5) the City Clerk expedite implementation of a compliance review program, including an appropriate level of supervisory review to ensure:
 - (a) staff regularly obtain and review licensee financial reports that must be filed within fifteen days of each lottery event with all other required supporting documents including the licensee's annual financial statement with respect to the receipt and disposition of lottery proceeds;
 - (b) staff conduct periodic compliance visits with licensees selected according to risk based criteria that are indicators of potential non-compliance to ensure the efficient deployment of limited resources; and
 - (c) appropriate training of staff to ensure the compliance process assesses all requirements of provincial regulations and applicable by-laws;
- (6) the City Clerk consider staggering the timing for the issuance of bingo licences to eliminate the congestion that occurs with the existing six month renewal period on January 1 and July 1;
- (7) the City Clerk consider preparation and/or updating of a policies and procedures manual to fully document and clearly delineate staff responsibilities with respect to licencing activities; and
- (8) this report be forwarded to the Administration Committee for consideration.

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

- (1) the adoption of the foregoing report (April 20, 2001) from the City Clerk, entitled "Lottery Licensing By-law and Administration Fees" and;
- (2) the adoption of the report from the City Auditor, entitled "Permits and Lottery licences Review", subject to striking out Recommendation No. (2) and inserting in lieu thereof the following:

"(2) that all charities seeking a new gaming licence be subject to a complete eligibility review prior to licensing with charities seeking licensing renewal subject to a cursory review every six months and a full eligibility review every two years as recommended by the Bingo Task Force and adopted by City Council at its meeting on April 11, 12 and 13, 2000".

(Clause No. 2 – Report No. 7)

7-9. Contract Extensions Review - Information Technology.

The Administration Committee had before it a communication (April 17, 2001) from the City Clerk, Audit Committee, advising that the Audit Committee at its meeting held on April 11, 2001, had before it a joint report (March 28, 2001) from the City Auditor and the Commissioner of Corporate Services, respecting Contract Extensions Review – Information Technology; and forwarded the aforementioned report to the Administration Committee for information.

On motion by Councillor Soknacki, the Administration Committee received the foregoing communication (April 17, 2001) from the City Clerk.

(Clause No. 18(c) – Report No. 7)

**7-10. Vehicle Replacement for Services
Where ASD is being Considered.**

The Administration Committee had before it a report (April 18, 2001) from the Commissioner of Corporate Services, responding to a motion from the Budget Advisory Committee to report on a policy for the replacment of fleet vehicles for any program where alternative service delivery is being considered; advising that there are no financial

recommendations in this report; that under the current fleet replacement process, departments identify the vehicles they wish to include in their annual replacement program; departments have been informed to identify vehicle replacements for programs being considered for ASD and to provide additional background information to support the request; and recommending that this report be received for information.

On motion by Councillor Holyday, the Administration Committee received the foregoing report (April 11, 2001) from the Commissioner of Corporate Services.

(Clause No. 18(d) – Report No. 7)

**7-11. Extension of Useful Life of Vehicles
from Eight Years to Eleven Years.**

The Administration Committee had before it a report (April 11, 2001) from the Commissioner of Corporate Services, reporting as requested by the Budget Advisory Committee, on extending the useful life of fleet vehicles from eight years to eleven years; advising that there are no financial implications from this report; and recommending that:

- (1) the expected life of vehicles not be increased from eight to eleven years; and
- (2) the current process of assessing vehicles as the expected life marker continue to be performed, in that extending life or identifying the vehicle for disposal be done on a case by case basis after each piece of equipment has received an assessment of its historical repair costs, mechanical and body condition.

On motion by Councillor Soknacki, the Administration Committee recommended to Council the adoption of the foregoing report (April 5, 2001) from the Commissioner of Corporate Services.

(Clause No. 6 – Report No. 7)

**7-12. Requests for Proposals – Contracted Services:
Human Resources/Payroll Resources
for SAP R/3 Support.**

The Administration Committee had before it a joint report (April 5, 2001) from the Chief Financial Officer and Treasurer and the Commissioner of Corporate Services, advising the results of a Request for Proposals (RFP) for Contracted Services for providing expert Human Resources/Payroll Resources for SAP R/3 support; requesting authority to award a contract to the recommended proponent; further advising that funding of \$3,036,339 is provided in the 2001 Capital Budget as follows:

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- (i) SAP Transition Project - \$288,900;
- (ii) SAP Upgrade Project - \$460,000; and
- (iii) Collective Agreement Harmonization Project – Pension, Payroll and Employee Benefits - \$2,287,439; and

recommending that:

- (1) Arinso Canada Inc., the proponent with the highest overall evaluated score as determined by the evaluation team, be retained to provide expert Human Resources/Payroll Resources for SAP R/3 Support, at a total cost not to exceed \$3,036,339.00 for the period of April 2001 to March 21, 2003, subject to the execution of an agreement satisfactory to the appropriate City officials; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Soknacki, the Administration Committee recommended to Council the adoption of the foregoing joint report (April 5, 2001) from the Chief Financial Officer and Treasurer and the Commissioner of Corporate Services.

(Clause No. 4 – Report No. 7)

**7-13. Supply and Delivery of
One (1) Recycling Truck
With "Shu-Pak" Body.**

The Administration Committee had before it a joint report (April 25, 2001) from the Chief Financial Officer and Treasurer and the Commissioner of Corporate Services, requesting authority to issue a Purchase Order to the recommended bidder for the supply and delivery of one (1) Recycling Truck for performance evaluation, used for collection of recyclables throughout the City of Toronto; advising that funds in the amount of \$163,060.80 are available in Account CFL008-1, Solid Waste – Fleet Replacement (200 Replacement); and recommending that the quotation submitted by Freightliner Mid Ontario Ltd., (alternate) be accepted for the supply and delivery of one (1) Recycling Truck for performance evaluation, used for collection of recyclables throughout the City of Toronto, in accordance with specifications as required by the Corporate Services Department, Fleet Management Services Division, at a total price of \$163,060.80 including all taxes and charges.

On motion by Councillor Nunziata, the Administration Committee recommended to Council the adoption of the foregoing joint report (April 25, 2001) from the Chief Financial Officer and Treasurer and the Commissioner of Corporate Services.

(Clause No. 7 – Report No. 7)

7-14. Improvement Guidelines for the City's Insurance Claims Process.

The Administration Committee had before it a report (April 20, 2001) from the Chief Financial Officer and Treasurer, reporting on additional improvements that can be made to the procedures for processing public insurance claims made against the City; and recommending that:

- (1) the improvement guidelines for the City's insurance claims process identified in Appendix "A" and Appendix "B" be received; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Ford, the Administration Committee recommended to Council the adoption of the foregoing report (April 20, 2001) from the Chief Financial Officer and Treasurer.

(Clause No. 8 – Report No. 7)

7-15. Accounts Receivable – Largest Debtors With Tax Arrears Greater Than \$500,000.00.

The Administration Committee had before it a report (April 25, 2001) from the Chief Financial Officer and Treasurer, providing information on property tax accounts with outstanding receivables of \$500,000 or more as at March 31, 2001; advising that outstanding taxes receivable continue to be monitored and acted upon in a timely manner as is evident from the reduction in the largest debtor taxes receivable accounts, which continue to be a priority for collection action; and recommending that this report be received for information.

On motion by Councillor Holyday, the Administration Committee received the foregoing report (April 25, 2001) from the Chief Financial Officer and Treasurer.

(Clause No. 18(e) – Report No. 7)

7-16. 2000 Parking Tag Issuance - Year End Results.

The Administration Committee had before it a report (March 26, 2001) from the Chief Financial Officer and Treasurer, reporting on the monthly parking enforcement and collection activities; advising that as of December 31, 2000, tag issuance of 2,760,301 has resulted in total derived revenue of \$58,110,334 (\$51,672,834 parking tag revenue; \$6,437,500 court cost revenue) of which \$47,377,800 has been collected to date; that of the \$61.6 million revenue budget for 2000 (\$58.1 for parking tags and \$3.5 for special projects) the parking tag revenue component was fully realized; that the \$3.5 million from special projects was not realized due to a delay in the implementation of the Drove Away and Fine Enhancement projects; and recommending that this report be received for information.

On motion by Councillor Holyday, the Administration Committee received the foregoing report from the Chief Financial Officer and Treasurer.

(Clause No. 18(f) – Report No. 7)

**7-17. Metropolitan Toronto Pension Plan
December 31, 2000 Actuarial Valuation Results
and Recommendation for Cost of Living Increase
and Continued Contribution Holiday.**

The Administration Committee had before it a report (April 26, 2001) from the Chief Financial Officer and Treasurer, providing an overview of the results of the December 31, 2000 Actuarial Valuation of the Metropolitan Toronto Pension Plan; commenting on the recommendations of the Board of Trustees to provide from Plan surpluses, a cost of living increase of 3.2 per cent effective January 1, 2001 to retirees and spouses and to continue the current contribution holiday to active employees and employers for the year 2002; advising that the continuation of the current contribution holiday for active members and the City will reduce the City's payroll expense by an estimated \$76,135 for the year 2002 and that the Metropolitan Toronto Pension Plan available surplus of \$245.76 million will be reduced by \$19.41 million to \$226.35 million; and recommending that:

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- (1) the Actuarial Report and Cost Certificate with respect to the Metropolitan Toronto Pension Plan as at December 31, 2000 be received;
- (2) the recommendation of the Board of Trustees to increase pensions by 3.2 per cent effective January 1, 2001 as set out in the Actuarial Report be approved, and the estimated \$19.3 million cost of this improvement be charged against available surpluses in the Plan's Indexation Reserve Account;
- (3) the recommendation of the Board of Trustees to continue the active member and employer contribution holiday for the year 2002 be approved, and the estimated \$152,270 cost of this be charged against available surpluses in the Plan's Indexation Reserve Account; and
- (4) staff be authorized to take whatever actions are necessary to give effect to these recommendations.

On motion by Councillor Ford, the Administration Committee recommended to Council the adoption of the foregoing report (April 26, 2001) from the Chief Financial Officer and Treasurer.

(Clause No. 17 – Report No. 7)

**7-18. Recommendation from the
Metropolitan Toronto Pension Plan Trustees
to Make a Lump Sum Distribution from
Pension Plan Surplus to Pensioners.**

The Administration Committee had before it a communication (March 21, 2001) from the Board of Trustees of the Metropolitan Toronto Pension Plan, advising that the Board of Trustees of the Metropolitan Toronto Pension Plan at its meeting held on March 30, 2001, during its consideration of Clause No. 7 contained in Report No. 2 of The Administration Committee, headed "Recommendation from Metropolitan Toronto Pension Plan Trustees to Make a Lump Sum Distribution from Pension Plan Surplus to Pensioners of \$4,500 for Firefighter Pensioners and \$2,500 for Other Pensioners" which was adopted, without amendment, by the Council of the City of Toronto at its meeting held on March 6, 7, and 8, 2001; and a communication (March 19, 2001) from the Chair, Board of Trustees of the Metropolitan Toronto Pension Plan, addressed to the Administration Committee, forwarding a copy of a communication (February 15, 2001) from Mr. Robert Camp of the actuarial firm, William M. Mercer Limited, commenting on Lump Sum Distribution from Pension Plan Surplus to Members, requested the Administration Committee to:

- (1) consider the comments in its letter dated March 19, 2001, appended hereto, to be considered with Recommendation No. 2 of Clause No. 7 of Report No. 2 of The Administration Committee, headed "Recommendation from Metropolitan Toronto Pension Plan Trustees to Make a Lump Sum Distribution from Pension Plan Surplus to Pensioners of \$4,500 for Firefighter Pensioners and \$2,500 for Other Pensioners" which was adopted, without amendment, by the Council of the City of Toronto at its meeting held on March 6, 7, and 8, 2001, as follows:

“(2) that the Administration Committee give further consideration to the request from the Board of Trustees to make a one time distribution of pension plan surplus to pensioners, when it considers the forthcoming report from the Chief Financial Officer and Treasurer which will review surplus issues affecting all City sponsored pension plans”; and

- (2) consider the forthcoming report from the Chief Financial Officer and Treasurer on the review of surplus issues affecting all City sponsored pension plans no later than October, 2001.

On motion by Councillor Holyday, the Administration Committee received the foregoing communication (March 21, 2001) from the Board of Trustees of the Metropolitan Toronto Pension Plan.

(Board of Trustees of the Metropolitan Toronto Pension Plan – May 8, 2001)

(Clause No. 18(g) – Report No. 7)

7-19. Agreements Regarding Telecommunications Matters.

The Administration Committee had before it a communication (March 14, 2001) from the City Clerk, advising that City Council at its meeting held on March 6, 7 and 8, 2001, had before it Clause No. 1 contained in Report No. 3 of The Administration Committee, headed "Union Station: Proposal for a Governance Structure", and referred the following motion to the Administration Committee for further consideration:

“Moved by Councillor Moscoe:

“It is further recommended that any agreements regarding telecommunications be subject to City Council’s municipal policies and by-laws.”

On motion by Councillor Holyday, the Administration Committee referred the foregoing communication to the City Solicitor, the Commissioner of Corporate Services (Information and Technology Division) and the Chief Administrative Officer for a report thereon to the Administration Committee.

(City Clerk; City Solicitor; Executive Director, Information and Technology Division; Chief Administrative Officer – May 8, 2001)

(Clause No. 18(h) – Report No. 7)

**7-20. Exclusive Catering and Food Services
Rights Provided to Café on the Square.**

The Administration Committee had before it a communication (April 25, 2001) addressed to the Commissioner of Corporate Services from Councillor Brad Duguid, Scarborough Centre, advising that charges for services at Café on the Square are excessive; that the exclusivity agreement is due for renewal; and requesting that a report be submitted to the Administration Committee outlining the costs and benefits of the current leasing and contractual arrangements between the City of Toronto and Café on the Square, along with the agreement regarding exclusive catering and food services rights to City Hall, including a costs analysis of the pricing of this service.

Councillor Brad Duguid, Scarborough Centre, appeared before the Administration Committee in connection with the foregoing matter.

On motion by Councillor Soknacki, the Administration Committee referred the foregoing communication to the Commissioner of Corporate Services for a report thereon to the Administration Committee.

(Commissioner of Corporate Services; c. Councillor Brad Duguid, Scarborough Centre – May 8, 2001)

(Clause No. 18(i) – Report No. 7)

7-21. Information Technology Outsourcing.

The Administration Committee had before it the following communications:

- (1) (April 23, 2001) from Mr. Larry Blight, IBM Canada Ltd., addressed to Councillor Lorenzo Berardinetti, advising that IBM Canada is the leader in IT Strategic Outsourcing both in Canada and around the world; and requesting the opportunity to deliver a short deputation to the Administration Committee meeting on May 8, 2001; and
- (2) (April 26, 2001) from Mr. Tony R. Canning, President, Computer Sciences Canada Inc., advising that CSC is a global leader in IT services with extensive experience in government and commercial outsourcing and believes that there are substantial advantages to be gained through an outsourcing partnership; such advantages include financial savings, cash infusion through asset transfer, improved IT employee opportunities, and an enhanced ability for the City to focus on its core business; and advising that CSC is keenly interested in participating in the outsourcing initiative being considered by the City of Toronto.

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

- Mr. Bob Morine, IBM Canada Ltd., and filed a written submission in regard thereto; and
- Mr. Tim Tetarenko, Computer Sciences Canada Inc., and filed a written submission in regard thereto.

On motion by Councillor Soknacki, the Administration Committee referred the foregoing communications to the Commissioner of Corporate Services for report thereon to the Administration Committee when she reports on the overall IT Plan.

(Commissioner of Corporate Services; c. Mr. Larry Blight, IBM Canada Ltd.; Mr. Tony R. Canning, President, Computer Sciences Canada Inc. – May 8, 2001)

(Clause No. 18(j) – Report No. 7)

7-22. Access to Property Databases by City Councillors.

The Administration Committee had before it the following communications:

- (1) (March 19, 2001) from The Honourable David H. Tsubouchi addressed to Councillor Lorenzo Berardinetti, respecting access to property databases by City Councillors; advising that the practice of access to property databases ceased as a result of an investigation (MC-980018-1) by the Information and Privacy Commissioner which found that such access was in contravention to the Municipal Freedom of Information and Protection of Privacy Act; that the City has filed an application for judicial review of the Commissioner's decision in this regard; and encouraging the City to await the results of the aforementioned application;
- (2) (January 19, 2001) from the Chair of the Administration Committee addressed to the Honourable Chris Hodgson PC MPP, Chair, Management Board, Province of Ontario;
- (3) (January 17, 2001) addressed to the Honourable James Flaherty, PC MPP, Attorney General of Ontario from the Chair of the Administration Committee;
- (4) (June 21, 2000) addressed to the Honourable James Flaherty PC MPP, Attorney General of Ontario from the Chair of the Administration Committee; and
- (5) (May 8, 2001) confidential communication from Mr. George H. Rust-D'Eye, Weir Foulds LLP, providing a status report respecting the foregoing matter.

A. Councillor Miller moved that:

- (1) the foregoing communications be forwarded to Council for consideration; and
- (2) the City Clerk be requested to submit a report directly to Council for its meeting scheduled to be held on May 30, 2001, on what methods might be available within the current legislation to allow Councillors to undertake a mailing using electronic assessment database and the cost therefor. **(Carried)**

B. Councillor Bussin moved that the City Clerk be requested to submit a report directly to Council for its meeting scheduled to be held on May 30, 2001, on what information is made available to MPs and MPPs. **(Carried)**

(City Clerk; Director, Corporate Access and Privacy Section; Councillor
Lorenzo Berardinetti – May 8, 2001)

(Clause No. 3 – Report No. 7)

**7-23. Purchase of 1501 Bayview Avenue
(Ward 26 – Don Valley West)**

The Administration Committee had before it a confidential report (April 25, 2001) from the President, Toronto Parking Authority, respecting the purchase of 1501 Bayview Avenue, such report to be considered in-camera having that the subject matter relates to the acquisition of property.

On motion by Councillor Miller, the Administration Committee recommended to Council the adoption of the foregoing confidential report (April 25, 2001) from the President, Toronto Parking Authority, respecting the purchase of 1501 Bayview Avenue (Ward 26 – Don Valley West), 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. 14 – Report No. 7)

**7-24. Purchase of 1535 Eglinton Avenue West
(Ward 15 – Eglinton-Lawrence)**

The Administration Committee had before it a confidential report (April 25, 2001) from the President, Toronto Parking Authority, respecting the purchase of 1535 Eglinton Avenue West, such report to be considered in-camera having that the subject matter relates to the acquisition of property.

On motion by Councillor Miller, the Administration Committee recommended to Council the adoption of the foregoing confidential report (April 25, 2001) from the President, Toronto Parking Authority, respecting the purchase of 1535 Eglinton Avenue West (Ward 15 – Eglinton-Lawrence), 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. 15 – Report No. 7)

**7-25. Purchase of 363 Adelaide Street West
(Ward 20 – Trinity-Spadina)**

The Administration Committee had before it a confidential report (April 25, 2001) from the President, Toronto Parking Authority, respecting the Purchase of 363 Adelaide Street West, such report to be considered in-camera having that the subject matter relates to the acquisition of property.

On motion by Councillor Miller, the Administration Committee recommended to Council the adoption of the foregoing confidential report (April 25, 2001) from the President, Toronto Parking Authority, respecting the purchase of 363 Adelaide Street West (Ward 20 – Trinity-Spadina), 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. 16 – Report No. 7)

**7-26. Master Accommodation Plan (MAP),
Financial Analysis of Alternatives and
Moving Ahead with MAP and the
Disposition of Metro Hall.**

The Administration Committee had before it the following reports:

- (1) (May 7, 2001) confidential joint report from the Chief Administrative officer and the Chief Financial Officer and Treasurer, respecting the Master Accommodation Plan and Financial Analysis of Alternatives, such report to be considered in-camera having regard that the subject matter relates to the security of the property of the municipality; and
- (2) (May 7, 2001) joint report from the Chief Administrative Officer and the Commissioner of Corporate Services, entitled “Moving Ahead with the Master Accommodation Plan (MAP) and the Disposition of Metro Hall” wherein it is recommended that:
 - (1) City Council authorize that:
 - (a) the budget for MAP Phase II be changed from the previously approved \$38.2 million to \$43.2 million; and

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- (b) the previously approved City Hall Main Floor renovations project be reduced in scope, such that the amount of \$5 million be redirected from the \$7.7 million previously approved by City Council, to Phase II of the Master Accommodation Plan;
- (2) Option 1(a) for the disposal of Metro Hall as described in this report be approved, subject to successful negotiations being completed between the City and the Toronto District School Board (TDSB) on the City's purchase of the TDSB administrative buildings at 140 Borough Drive and 5050 Yonge Street;
- (3) the City-owned property commonly known as Metro Hall at 55 John Street be declared surplus to municipal requirements and that the property be offered for sale without an asking price through the City appointed real estate consultant/brokers, Royal LePage Commercial Inc., on the open market subject to the appropriate lease and/or leaseback arrangements with the City and the Toronto District School Board (TDSB), and that all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken;
- (4) the Commissioner of Corporate Services be directed to conclude negotiations with the Toronto District School Board (TDSB) on the purchase of the TDSB's administrative buildings at 140 Borough Drive and 5050 Yonge Street, and to report the proposed details directly back to Council for its consideration;
- (5) the Commissioner of Corporate Services be authorized to negotiate the terms of a conditional lease with the Toronto District School Board (TDSB) in respect of a portion of Metro Hall, the terms and conditions of which are to be based on the prevailing market conditions, and to report the proposed details directly back to Council for its consideration;
- (6) the Commissioner of Corporate Services be directed to continue to monitor the Downtown office market for any class "B" office buildings which may be offered for sale and could accommodate the South District office space needs and report thereon with recommendations for appropriate actions to the Administration Committee;
- (7) the Consulting/Listing Agreement between the City and Royal LePage Commercial Inc. for the marketing and sale of Metro Hall be extended for a period of six (6) months from the date that Council approves this report;

- (8) the KiiA Architecture Inc./Rice Brydone Ltd. contract with the City be amended to delete the portion of the services relating to construction management and the contract value not to exceed \$4.8 million be adjusted to a contract value not to exceed \$4.24 million;
- (9) the City enter into a contract with BFC Construction Limited for construction management services for Phase II of the Master Accommodation Plan with a contract value of two percent of the total construction costs not to exceed \$560,000;
- (10) the City enter into a sole-source contract with BFC Construction Limited for the general expenses portion of the construction management process for a contract value not to exceed \$2.5 million; and, the Commissioner of Corporate Services be authorized to allocate an upset limit of \$2.5 million of the previously approved \$38.2 million as a cash allowance for that purpose; and
- (11) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

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

On motion by Councillor Berardinetti, the Administration Committee deferred consideration of the foregoing reports until a special meeting of the Administration Committee to be held on Monday, May 14, 2001.

Councillor Berardinetti resumed the Chair.

(Clause No. 18(k) – Report No. 7)

7-27. Policies on the Personal Use of Corporate Vehicles and How They are Managed.

The Administration Committee had before it a report (April 18, 2001) from the Commissioner of Corporate Services, responding to a request from the Budget Advisory Committee on the policies regarding personal use of City vehicles and enforcement of such; advising that there are no financial implications in this report; Fleet Services is compiling current policies and practices and will work with departments to develop a corporate policy in 2001; and recommending that this report be received for information.

Councillor Berardinetti appointed Councillor Nunziata as Acting Chair and vacated the Chair.

On motion by Councillor Berardinetti, the Administration Committee received the foregoing report from the Commissioner of Corporate Services.

Councillor Berardinetti resumed the Chair.

(Clause No. 18(l) – Report No. 7)

**7-28. Sale of Surplus City-Owned Vacant Land
Southeast Corner of Ellesmere Road and Neilson Road
(Ward 43 -Scarborough East).**

The Administration Committee had before it a report (May 3, 2001) from the Commissioner of Corporate Services, recommending that:

- (1) the Offer to Purchase, in the amount of \$1,570,000.00, from Rouge Valley Health System to purchase the parcel of vacant land at the southeast corner of Ellesmere Road and Neilson Road, designated as Parts 1, 2 and 3 on Reference Plan No. 64-10780, subject to the retention of a permanent easement for storm and sanitary sewer purposes over Part 2, be accepted on the terms outlined in the body of this report, and that either one of the Commissioner of Corporate Services or the Director of Real Estate Services be authorized to accept the offer on behalf of the City;
- (2) authority be granted for either one of the Commissioner of Corporate Services or the Director of Real Estate Services to waive the condition in the Offer to Purchase if the Purchaser does not obtain approval for a licence to operate a long term care facility on the property;
- (3) authority be granted to direct a portion of the sale proceeds on closing to fund the outstanding balance of Costing Unit No. RE3028;
- (4) the City Solicitor be authorized to complete the transaction on behalf of the City, including payment of any necessary expenses and amending the closing date to such earlier or later date as he considers reasonable; and
- (5) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Soknacki, the Administration Committee recommended to Council the adoption of the foregoing report (May 3, 2001) from the Commissioner of Corporate Services.

(Clause No. 13 – Report No. 7)

7-29 Invitation to Pre-Qualify for the Provision of Information Technology Contractual Services (ITP No. 9155-01-7397).

The Administration Committee had before it a joint report (May 7, 2001) from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer, advising of the results of the Invitation to Pre-Qualify for the Provision of Information Technology Contractual Services (ITP No. 9155-01-7397) in accordance with the requirements of the Information and Technology Division, Corporate Services Department, and to authorize Professional Services Agreements with the recommended respondents who will constitute a roster of pre-qualified service providers for a two (2) year period; Professional Services Agreements will be entered into with the recommended agencies and specialized technology firms; the cost of any subsequent work schedule(s) will be funded from existing departmental operating budgets or through a further report to Council if funding has not been provided as part of an approved budget; and recommending that:

- (1) the following respondents who submitted the highest overall evaluated submissions received, be placed on the roster list of pre-qualified proponents for a term of two (2) years, subject to compliance with Recommendation No. (2):

Ajilon;
Analysts International;
Andall Technologies;
Applied Technology Solutions;
Asset Computer Personnel;
Aurora Network Technologies;
Ball Hsu & Associates;
Bankside Chase;
Bradson Technology;
Calian;
CGI;
CH & Associates;
CNC Global;
CSI Consulting;
Daedalian;
DynaLync;

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Emex Systems;
GSI;
N2End;
ONX.com;
Procom;
Toronix Engineering Corp.; and
Vector;

- (1) a Professional Services Agreement be entered into with each recommended respondent; and
- (2) appropriate City staff be authorized to take the necessary action to give effect to Recommendations Nos. (1) and (2).

On motion by Councillor Soknacki, the Administration Committee recommended to Council the adoption of the foregoing joint report (May 7, 2001) from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer.

(Clause No. 5 – Report No. 7)

7-30. Use of Consultants.

On motion by Councillor Nunziata, the Administration Committee requested the Chief Administrative Officer to include the following in his forthcoming report to the Administration Committee in June respecting the use of consultants:

- (a) a list, by program, including Agencies, Boards and Commissions, of 2001 Operating Budget amounts as approved for the various types of consultants; and
- (b) a new committee review and approval process that can be implemented for all consulting assignments, including how to ensure that the City gets value for the money spent on the consultant and that the study results be implemented after being reported to the appropriate committee.

(Chief Administrative Officer – May 8, 2001)

(Clause No. 18(m) – Report No. 7)

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The Committee adjourned its meeting at 12:20 p.m.

Chair