
**ADMINISTRATION COMMITTEE
AGENDA**

Date of Meeting:	Thursday, December 12, 2002	Enquiry:	Patsy Morris
Time:	9:30 a.m.		Administrator
Location:	Committee Room 1		392-9151
	2nd Floor, City Hall		pmorris@.toronto.ca
	100 Queen Street West		
	Toronto		

**DECLARATIONS OF INTEREST PURSUANT TO
THE MUNICIPAL CONFLICT OF INTEREST ACT.**

CONFIRMATION OF MINUTES.

COMMUNICATIONS/REPORTS.

1. 2003 OPERATING AND CAPITAL BUDGET REVIEW. 10:00 A.M.

(PRESENTATION ITEM.)

Staff presentation respecting the 2003 Capital and Operating Budgets pertaining to:

Corporate Services:

- City Clerk's;
- Corporate Communications;
- Court Services;
- Facilities and Real Estate;
- Fleet Management Services;
- Human Resources;
- Information and Technology;
- Legal; and
- Service Integration and Support.

Finance

Other:

- CAO's Office;
- Council; and
- Mayor's Office.

(NOTE: BUDGET MATERIAL WILL BE DISTRIBUTED PRIOR TO THE MEETING.)

2. TECHNOLOGY ACQUISITION AND ASSET MANAGEMENT.

(DEFERRED FROM THE MEETING HELD ON NOVEMBER 5, 2002)

City Clerk, Administration Committee

(November 5, 2002)

Advising that the Administration Committee on November 5, 2002, during its consideration of a joint report (September 30, 2002) from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer, entitled "Technology Acquisition and Asset Management", amongst other things:

- (I) deferred consideration of the following Recommendation No. (6) contained in the aforementioned joint report (September 30, 2002) from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer until its meeting scheduled to be held on December 12, 2002:

“(6) staff be authorized to sole source future purchases of computer hardware and software from Dell, if necessary, beyond the maximum sole source limit of \$500,000 due to Dell's direct marketing model, and that Council concur with staff actions to date for emergency sole source purchases of computers from Dell in the amount of \$695,617.71, excluding taxes;” and

- (II) requested the Commissioner of Corporate Services to submit a report to the meeting of the Administration Committee scheduled to be held on December 12, 2002, on why Dell Computers is being treated as a sole source supplier when there are other computer suppliers that the City could make purchases from by making comparisons.

**3. TENANT OUTREACH PROGRAM
2000 MUNICIPAL ELECTION.**

(DEFERRED FROM THE MEETING HELD ON OCTOBER 8, 2002)

City Clerk

(August 27, 2002)

Describing the tenant outreach program undertaken by the City of Toronto during the 2000 Municipal Election; advising that there are no financial implications arising from this report; that this report has outlined a number of options for the tenant outreach program; that staff will continue to evaluate these options and look at implementing a plan that maintains the same level of service and is the most cost effective; and recommending that this report be received for information.

3(a). 2003 ELECTION TENANT INFORMATION PROGRAM.

City Clerk

(November 21, 2002)

Reporting, as requested by the Administration Committee on October 8, 2002, on the cost and feasibility of conducting a tenant information program as part of the 2003 Municipal Election; advising that there are no funds in the City Clerk's proposed 2003 election budget to cover the costs of a tenant information program as part of the 2003 Municipal Election; that the estimated costs of the options outlined in this report range from \$26,440 to \$82,245; that should Council wish the City Clerk to implement such a program, the necessary funds and staffing resources for the selected program would need to be provided to the 2003 election budget; and recommending that this report be received for information.

**4. USE OF COMMUNICATIONS SERVICES AND
RESOURCES DURING AN ELECTION YEAR.**

(DEFERRED FROM THE MEETING HELD ON NOVEMBER 5, 2002)

Commissioner of Corporate Services

(October 17, 2002)

Recommending that:

- (1) Members of Council may not use the services of any staff in the City of Toronto to assist in any communication activity related to the preparation or distribution of campaign related materials or events;

- (2) no photographic or video materials created by City staff may be used in any campaign materials; and
- (3) consistent with the recommendations adopted by the Administration Committee in the report entitled, *Use of Corporate Resources for Election Purposes Especially during a Municipal Election Year*, commencing August 1 and ending December 31st in a municipal election year:
 - (a) Councillors will not distribute media releases using the City of Toronto media relations or departmental communications networks or distribution systems unless such a release is considered to be part of a response to a City emergency.;
 - (b) announcements concerning City of Toronto events where Councillors or the Mayor will be present will not contain the name of the Councillor or Mayor;
 - (c) no advertising paid for by the City of Toronto will contain the name of a Councillor or the Mayor. Advertising during an emergency may contain such information if required;
 - (d) the City logo will not be used in any campaign related materials; and
 - (e) the City of Toronto media clippings package will not include items related to municipal election campaigns.

**5. USE OF CORPORATE RESOURCES FOR ELECTION PURPOSES
ESPECIALLY DURING A MUNICIPAL ELECTION YEAR.**

City Clerk.

(December 2, 2002)

Advising that City Council City Council, at its regular meeting held on November 26, 27 and 28, 2002, re-opened Clause No. 2 of Report No. 13 of The Administration Committee, headed “Use of Corporate Resources for Election Purposes Especially during a Municipal Election Year”, for further consideration, and adopted the balance of the following Motion, without amendment:

Moved by: Councillor Moscoe

Seconded by: Councillor Bussin

“**WHEREAS** City Council at its meeting held October 29, 30 and 31, 2002, adopted, as amended, Administration Committee Report No. 13, Clause No. 2, headed ‘Use of

Corporate Resources for Election Purposes Especially during a Municipal Election Year’;
and

WHEREAS such Clause established severe limitations on Councillors, effective August 1st of an election year; and

WHEREAS during the previous election these restrictions came into effect October 13th, a full two and a half months later; and

WHEREAS these restrictions severely impact on a Councillor’s ability to fulfill the functions expected of them from the electorate they represent; and

WHEREAS the policy attempts to nullify incumbency;

NOW THEREFORE BE IT RESOLVED THAT, in accordance with §27-49 of Chapter 27 of the City of Toronto Municipal Code, Administration Committee Report No. 13, Clause No. 2, headed ‘Use of Corporate Resources for Election Purposes Especially during a Municipal Election Year’, be re-opened for further consideration;

AND BE IT FURTHER RESOLVED THAT this matter be referred back to the Administration Committee;

AND BE IT FURTHER RESOLVED THAT Members of Council be invited to recommend changes to this policy.”

and further advising that in so doing, Council referred Clause No. 2 of Report No. 13 of the Administration Committee headed “Use of Corporate Resources for Election Purposes Especially during a Municipal Election Year”, back to the Administration Committee and invited Members of Council to recommend changes to this policy.

**5(a). MEANS BY WHICH MEMBERS OF COUNCIL
CAN COMMUNICATE WITH THEIR CONSTITUENTS,
IN THE EVENT OF AN EMERGENCY,
WHEN AN ELECTION IS IMMINENT.**

City Clerk
(November 21, 2002)

Responding to a request from City Council to report to the Administration Committee on a process for allowing Members of Council to communicate with their constituents in the event emergency situations arise between August 1, 2002 and Election Day; advising that there are no financial implications arising from this report; that there are five options by which Members of Council can ensure emergency issues or events are brought to their constituent's attention; and recommending that this report be received for information.

6. NUMBER OF VOTERS IN FEDERAL, PROVINCIAL AND MUNICIPAL ELECTIONS.

City Clerk

(November 12, 2002)

Reporting on the number of voters in Federal, Provincial and Municipal elections; advising that there are no financial implications resulting from this report; that traditionally voter turnout has been expressed by percentages; that the federal election attracted the highest number of voters in 8 of the 22 ridings with the provincial election having the highest number in the remaining 14 ridings; and recommending that this report be received for information.

7. POLICY ON POLITICAL ACTIVITIES FOR GRANT RECIPIENTS.

City Clerk, Grants Sub-Committee

(November 18, 2002)

Advising that the Grants Sub-Committee at its meeting held on November 18, 2002 had before it the following:

- (I) (November 5, 2002) report, from the Commissioner of Community and Neighbourhood Services, recommending that:
 - (1) the Policy on Political Activities, Appendix A, be approved and applied to all City grant programs, and
 - (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto; and
- (II) (April 26, 2002) communication, from the City Clerk, forwarding Clause No. 2 contained in Report No. 3 of The Administration Committee, headed "Policy Statement and Guidelines for Political Activities of City Grant Recipients", which was adopted, as amended, by the Council of the City of Toronto at its meeting held on April 16, 17 and 18, 2002; and advising that Council directed that the request for a policy statement and guidelines be referred to the Grants Sub-Committee for inclusion in its current review of the City of Toronto Grants Policy, being reported out in mid-2002, and that such policy and guidelines be developed in consultation with stakeholders;

and advising that the Grants Sub-Committee directed that a copy of the aforementioned report be forwarded to the Administration Committee, for information purposes.

8. RE-ESTABLISHMENT OF WORKS BEST PRACTICES WORK GROUP.

(DEFERRED FROM THE MEETING HELD ON NOVEMBER 5, 2002)

City Clerk.

(October 22, 2002)

Advising that The Personnel Sub-Committee at its meeting held on October 22, 2002:

- (1) forwarded the communication (June 25, 2002) from the City Clerk, Works Committee, respecting the re-establishment of the Works Best Practices Program Work Group, to the Administration Committee for information; and
- (2) requested the Commissioner of Works and Emergency Services to submit a report to the Administration Committee for its meeting scheduled to be held on November 5, 2002, such report to include:
 - (a) the concerns raised regarding Items 3, 4 and 9 embodied in the Terms of Reference for the Works Best Practices Program Work Group;
 - (b) a review of the Mandate of the Works Best Practices Program Work Group to explicitly address the effectiveness of the Work Group and a response to staff transitional issues; and
 - (c) a review of the outstanding issues from March 1999 and December 1999 addressed by CUPE Local 416, with respect to redeployment, training and apprenticeship programs for inclusion as issues in the Mandate.

**9. HEARING
TAX ADJUSTMENT –
MUNICIPAL ACT SECTION 442 AND 443.**

City Clerk

(November 7, 2002)

Advising that Council on October 29, 30 and 31, 2002, adopted, as amended, Clause No. 31 of Report No. 13 of the Administration Committee, headed "Tax Adjustment – Municipal Act Section 442 and 443"; and amended the Clause by striking out and referring Recommendation No. (2) of the Administration Committee, together with the following motion by Councillor Holyday, back to the Administration Committee for further consideration:

Moved by Councillor Holyday:

“**WHEREAS** the Administration Committee at its meeting held on October 8, 2002, considered 212 appeal applications for the reduction and/or cancellation of property taxes pursuant to the provisions of section 442 and 443 of the Municipal Act; and

WHEREAS 90 of these 212 appeal applications relate to section 442(1)(c) of the Municipal Act; and

WHEREAS the Administration Committee approved tax reductions for 89 of the 90 applications before it, based on staff’s recommendations, calculated on an assessment value pertaining to the damaged area of the building (as determined by the Municipal Property Assessment Corporation) and the appropriate tax rates as levied by City Council, being the methodology applied to all similar section 442 applications since 1998 (and consistently applied by the six former municipalities for many years prior to amalgamation), and being the method employed by municipalities across the Province of Ontario; and

WHEREAS the Administration Committee approved a reduction for the property located at 206 Shaughnessy Boulevard (regarding Application No. 20020104) based on a different formula that grants a full cancellation in taxes (for both the building and the land value) for the period of time that the property was not being lived in; and

WHEREAS the use of the term ‘building’ in section 442(1)(c) of the Municipal Act suggests that only the ‘building’ portion of the taxes should be considered for a tax reduction; and

WHEREAS the motion adopted by Administration Committee at its meeting held on October 8, 2002, with respect to 206 Shaughnessy Boulevard, is unfair to the 3,000 taxpayers that have applied for and been granted tax reductions under section 442(1)(c) of the Municipal Act since 1998 based on the methodology consistently employed by City staff and other municipalities across the province; and

WHEREAS granting a tax reduction for 206 Shaughnessy Boulevard based on a different formula sets a precedent for the calculation of future tax reductions on a go forward basis, and if Council continued to use this alternate methodology, it is estimated that an additional \$2.5 million per year would be required to cover the City’s portion of annual tax reductions resulting from section 442(1)(c) tax appeals;

NOW THEREFORE BE IT RESOLVED THAT a tax reduction of \$300.75, as recommended by the Chief Financial Officer and Treasurer in his report dated September 23, 2002, be approved for the property located at 206 Shaughnessy

Boulevard (regarding Application No. 20020104), and that Recommendation No. (2) of the Administration Committee be deleted; and

AND BE IT FURTHER RESOLVED THAT the Chief Financial Officer and Treasurer be requested to submit a report to the Administration Committee, on the methodology used by staff since 1998 (and by the six former area municipalities prior to 1998) to calculate tax reductions as a result of a section 442(1)(c) tax appeal.”

Recommendation No. (2) of the Administration Committee:

“(2) that the taxes for the property located at 206 Shaughnessy Boulevard (Appeal No. 20020104 – Tax Year 2002 – Roll Number 19 08 11-2-570-02200) be reduced in the amount of \$1,214.00; and that the Chief Financial Officer and Treasurer be requested to review the insurance claim of the appellant.”

**10. HEARING - APPORTIONMENT OF TAXES
SECTION 413 OF THE MUNICIPAL ACT
ROLL NO. 1908-101-480-00110-0000
1100 EGLINTON AVENUE EAST,
TORONTO (NORTH YORK), INN ON THE PARK HOTEL.**

City Clerk.

(November 5, 2002)

Advising that The Administration Committee at its meeting held on November 5, 2002, amongst other things, deferred consideration of the communication (October 10, 2002) from the City Clerk pertaining to Apportionment of 2001 Taxes for Roll No. 1908-101-480-00110-0000, 1100 Eglinton Avenue East, Toronto (North York), Inn on the Park Hotel”, until its meeting scheduled to be held on December 12, 2002.

11. RESPONSE TO INCIDENT OUTSIDE CITY HALL.

Commissioner of Corporate Services

(November 13, 2002)

Reporting, as requested by the Administration Committee on November 5, 2002, respecting security improvements to the exterior of Toronto City Hall; and recommending that:

- (1) Security staff re-distribute resources to obtain a better balance between patrolling inside and outside City Hall;

- (2) the 2002 Capital Emergency funds be utilized to install additional lighting, security cameras and intercoms outside Toronto City Hall in an amount not to exceed \$195,000.00; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

12. EXPECTED USE OF FORCE FOR SECURITY OFFICERS AT TORONTO CITY HALL.

Commissioner of Corporate Services
(November 2, 2002)

Reporting, as requested by the Administration Committee on October 8, 2002, on the expected “use of force” options for the Security Officers at Toronto City Hall if granted Special Constable status; advising that there are no funding implications contained in this status report; that this report advises that when Security Officers at City Hall are granted Special Constable status there are no plans to upgrade or change “use of force” options currently available to Security Officers at Toronto City Hall; and recommending that this report be received for information only.

13. DISCUSSIONS WITH THE PROVINCE ON THE FUTURE OF THE ICON COMPUTER SYSTEM.

Commissioner of Corporate Services
(November 19, 2002)

Providing information requested by the Administration Committee on September 10, 2002, on what plans the Province has respecting the future of the ICON computer system which administers the Provincial Offences Act payment, court scheduling and administration activities; advising that there are no financial implications associated with this report; that Provincial staff have indicated that in light of the recently announced change in direction made by the Provincial government respecting the Integrated Justice Project, the future plans respecting ICON are uncertain at this time; that staff from Court Services and the Information and Technology Divisions are working together to develop a project strategy and migration plan that will allow the City to manage its own information in order that services can be provided more efficiently and effectively; and recommending that this report be received for information.

14. DECLARATION OF SURPLUS PROPERTY - NORTH SIDE OF BERGAMOT AVENUE WEST OF ISLINGTON AVENUE (WARD 2 – ETOBICOKE NORTH).

(DEFERRED FROM THE MEETING HELD ON NOVEMBER 5, 2002)

Commissioner of Corporate Services; and
Commissioner of Community and Neighbourhood Services
(October 21, 2002)

Recommending that:

- (1) the Property be declared surplus to the City's requirements, with the intended method of disposal to be by way of a long-term lease to Young Women's Christian Association of Metropolitan Toronto ("YWCA"), or to another person, corporation or entity associated with and controlled by it and acceptable to the Commissioner of Community and Neighbourhood Services to facilitate the development and provision of affordable rental housing;
- (2) all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code, be taken;
- (3) authority be granted to the Commissioner of Community and Neighbourhood Services, to negotiate the long-term lease described in Recommendation (1) and any mortgages/charges or other agreements, deemed appropriate by the Commissioner and the City Solicitor to facilitate the development and provision of affordable rental housing on the Property, generally in accordance with the terms and provisions outlined in this report and to protect the City's interests, all such terms and conditions as are satisfactory to the Commissioner, in his discretion, and in form acceptable to the City Solicitor, 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.

**15. DECLARATION AS SURPLUS
75 LEE AVENUE
(WARD 32 – BEACHES-EAST YORK).**

Commissioner of Corporate Services
(November 20, 2002)

Recommending that:

- (1) property municipally known as 75 Lee Avenue, being Part of Block A on Plan 254E, be declared surplus to the City's requirements and be listed for sale on the

open market, and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and

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

**16. DECLARATION AS SURPLUS - TWO PARCELS OF VACANT LAND,
REAR OF NOS. 53 AND 57 THICKET ROAD
(WARD 3 - ETOBICOKE CENTRE).**

Commissioner of Corporate Services.
(November 21, 2002)

Recommending that:

- (1) two (2) parcels of vacant land, located at the rear of Nos. 53 and 57 Thicket Road respectively, be declared surplus to the City's requirements, and the Commissioner of Corporate Services be authorized to invite offers to purchase from the abutting property owners as outlined in the body of this report, 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.

**17. DECLARATION AS SURPLUS
PARCEL OF VACANT LAND
LOCATED ON THE WEST SIDE OF BYNG,
BETWEEN NOS. 32 AND 36 BYNG AVENUE
(WARD 35 - SCARBOROUGH SOUTHWEST)**

Commissioner of Corporate Services.
(November 21, 2002)

Recommending that:

- (1) the parcel of vacant land located on the west side of Byng Avenue, between Nos. 32 and 36 Byng Avenue, described as Lot 49 on Registered Plan 2238, be declared surplus to the City's requirements and the property be listed for sale on the open market, 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.

**18. DECLARATION AS SURPLUS
PARCEL OF VACANT LAND LOCATED
AT THE REAR OF 209 FOREST HILL ROAD
(WARD 22 - ST. PAUL'S).**

Commissioner of Corporate Services.
(November 21, 2002)

Recommending that:

- (1) the parcel of vacant land located at the rear of 209 Forest Hill Road, described as Part of Block C on Plan 645E, and shown as Part 1 on Sketch No. PS-2002-076, be declared surplus to the City's requirements and the Commissioner of Corporate Services be authorized to invite an offer to purchase from the abutting property owner at 209 Forest Hill Road, subject to the retention of a permanent easement over entire site, and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code 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.

**19. CORPORATE OCCUPATIONAL HEALTH
AND SAFETY POLICY AND PROGRAM.**

City Clerk, Personnel Sub-Committee.
(November 19, 2002)

Advising that the Personnel Sub-Committee on November 19, 2002, recommended to the Administration Committee the adoption of the joint report (October 23, 2002) from the Chief Administrative Officer and the Commissioner of Corporate Services, entitled "Corporate Occupational Health and Safety Policy and Program", wherein it is recommended that the updated Corporate Occupational Health and Safety Policy be endorsed by City Council.

20. WORK FORCE REDUCTION COSTS IN 2002.

City Clerk, Personnel Sub-Committee.

(November 19, 2002)

Advising that the Personnel Sub-Committee on November 19, 2002, recommended to the Administration Committee the adoption of the joint report (November 13, 2002) from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer wherein it is recommended that:

- (1) the Reserve Fund preliminary estimate be revised to reflect a reduction in the estimate for 2002 staff exits from \$5,251,000 to \$3,574,676.00. This amount represents the actual and revised anticipated charges to the Reserve for 2002;
- (2) the Chief Financial Officer and Treasurer and the Commissioner of Corporate Services report to the Personnel Sub-Committee the final charges to the Reserve Fund once the actual 2002 workforce reduction costs have been finalized in early 2003; and
- (3) the Chief Financial Officer and Treasurer and the Commissioner of Corporate Services report to the Personnel Sub-Committee and Budget Advisory Committee on the workforce reduction reserve funds required for the year 2003 once the budget process for 2003 has been finalized.

21. PERFORMANCE PAY: INCREMENT PROGRESSION RATE – NON-UNION.

City Clerk, Personnel Sub-Committee.

(November 19, 2002)

Advising that The Personnel Sub-Committee on November 19, 2002:

- (A) recommended to the Administration Committee:
 - (1) the adoption of the report (November 15, 2002) from the Commissioner of Corporate Services respecting Performance Pay, Increment Progression Rate – Non-union; and
 - (2) that the Commissioner of Corporate Services be requested, in one years' time after the implementation of the performance pay program, to submit a report back to the Personnel Sub-Committee, providing a further review on this program; and
- (B) requested the Chief Financial Officer and Treasurer to submit a report directly to the Administration Committee for its meeting scheduled to be held on December 12, 2002, on the funding of the performance pay program.

**22. SECURING ADDITIONAL PARKING SPACES
AT 630 AND 650 MOUNT PLEASANT ROAD
WARD 22 - ST. PAUL'S.**

President, Toronto Parking Authority.
(November 27, 2002)

Recommending that:

- (1) City Council approve the expansion of the public underground parking garage in the proposed development at 630 and 650 Mount Pleasant Road;
- (2) the cost of the expansion of the public underground parking garage be deducted from the net closing proceeds on the sale of the development rights; and
- (3) the appropriate City officials be authorized to take the actions necessary to give effect thereto.

**23. STAFF RESPONSE TO COMMISSION INQUIRY,
REVIEW OF ALL BUSINESS COMPUTING LICENSES.**

General Secretary, Toronto Transit Commission
(October 29, 2002)

Advising that the Toronto Transit Commission at its meeting on Wednesday, October 23, 2002, had before it a memorandum dated October 23, 2002 from Mr. Richard C. Ducharme, Chief General Manager, Toronto Transit Commission entitled, "Staff Response to Commission Inquiry - Review of All Business Computing Licenses", that the Commission received the memorandum and requested that a copy be forwarded to the City Administration Committee for information.

IN CAMERA

In Accordance with the Municipal Act, a motion is required for the Committee to meet privately and the reason must be stated.

IN CAMERA

24. EXTERNAL HUMAN RIGHTS INVESTIGATION.

(DEFERRED FROM THE MEETING HELD ON NOVEMBER 5, 2002)

Executive Director of Human Resources.
(November 1, 2002)

Confidential report respecting an External Human Rights Investigation, such report to be considered in-camera having regard that the subject matter relates to personal matters about identifiable individuals, including municipal or local board employees.

(NOTE: A FURTHER CONFIDENTIAL REPORT FROM THE EXECUTIVE DIRECTOR OF HUMAN RESOURCES RESPECTING THE AFOREMENTIONED MATTER WILL BE DISTRIBUTED PRIOR TO THE MEETING.)

IN CAMERA

25. LEGAL PROCEEDINGS TO RECOVER RENTAL ARREARS FROM RHINELAND HEATING LTD. C.O.B. AS WEST END HEATING.

City Solicitor.
(November 27, 2002)

Confidential report respecting legal proceedings to recover rental arrears from Rhineland Heating Ltd. C.O.B as West End Heating, such report to be considered in-camera having regard that the subject relates to litigation or potential litigation matters.