

**ADMINISTRATION COMMITTEE
AGENDA
MEETING 8**

Date of Meeting: Wednesday, September 8, 2004 **Enquiry:** Christine Archibald
Time: 9:30 a.m. **Committee Administrator**
Location: Committee Room 2 **416-392-7039**
2nd Floor, City Hall **admc@toronto.ca**
100 Queen Street West
Toronto

Under the *Municipal Act, 2001*, the Administration Committee must adopt a motion to meet in-camera (privately), and the reason must be given.

Declarations of Interest under the *Municipal Conflict of Interest Act*

Confirmation of Minutes - June 2 and 28, 2004

Deputations/Presentations - A complete list will be distributed at the meeting.

10:30 a.m. Item 19
2:00 p.m. Item 6

1. Declaration as Surplus - Part of Elm Avenue (Closed), West of Mount Pleasant Road (Ward 27 - Toronto Centre-Rosedale)

Report (August 24, 2004) from the Commissioner of Corporate Services declaring part of Elm Avenue (Closed), west of Mount Pleasant Road surplus to municipal requirements.

Recommendations:

It is recommended that:

- (a) part of Elm Avenue (Closed), west of Mount Pleasant Road lying immediately to the north of Lots 15 and 16 on Plan 329 (the “Property”), be declared surplus to the City’s requirements, and the Commissioner of Corporate Services be authorized to invite an offer to purchase from Branksome Hall, 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.

2. Declaration as Surplus - Residual Portion of Closed Road Allowance Running North from Lawrence Avenue East, Between 6520 and 6530 Lawrence Avenue East (Ward 44 - Scarborough East)

Report (August 18, 2004) from the Commissioner of Corporate Services rescinding an earlier Council authority and declaring the residual portion of a closed road allowance running north from Lawrence Avenue East, between 6520 and 6530 Lawrence Avenue East, shown as Part D on the attached sketch, surplus to municipal requirements.

Recommendations:

It is recommended that:

- (1) the residual portion of closed road allowance, being part of Lot 154 and part of Block A on Plan 319, designated as Parts 5, 6, 7 and 8 on Reference Plan 64R-10150, Part 11 on Reference Plan 64R-10199 and Part 12 on Reference Plan 64R-10422, shown as Part D on the attached sketch, be declared surplus to the City’s requirements, and the Commissioner of Corporate Services be authorized to invite an offer to purchase from the owner of 6520 Lawrence Avenue East, and if, in the opinion of staff, no recommendable offer is received, then the Commissioner of Corporate Services be authorized to invite offer(s) to purchase any or all of Part D from any adjoining owner(s), as deemed appropriate by the Commissioner of Corporate Services;
- (2) Clause 8 of Report 45 of the Board of Control, adopted by the Council of the former City of Scarborough on October 20, 1986 be rescinded;
- (3) all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and
- (4) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

3. Spadina Expressway Transportation Corridor Lands - Disposition of Twenty-One Parcels of Provincially-owned land at the Rear of various privately-owned properties fronting Strathearn Road (Ward 21 - St. Paul's)

Report (August 24, 2004) from the Commissioner of Corporate Services seeking authority to declare surplus twenty-one parcels of vacant land at the rear of various privately-owned properties fronting Strathearn Road which had been expropriated for Spadina Expressway Transportation Corridor purposes.

Recommendations:

It is recommended that:

- (1) authority be granted to enter into an easement agreement with the Province of Ontario (the "Province") for nominal consideration, over the whole of Parts 1 through 8 on Sketch No. PMC-2000-095 and Parts 1 through 12 on Sketch No. PMC-2000-094, (collectively, the "Easement Properties"), to provide for access to the City on such terms and conditions as are acceptable to the Commissioner of Corporate Services and in a form satisfactory to the City Solicitor;
- (2) the twenty-one (21) vacant parcels of land, abutting Nos. 161, 177, 179, 181, 183, 185, 187, 189, 191, 193, 195, 197, 199, 201, 203, 205, 207, 209, 215, 217 and 219 Strathearn Road, shown as Part 1 on Sketch No. PMC-2000-096, Parts 1 through 8 on Sketch No. PMC-2000-095 and Parts 1 through 12 on Sketch No. PMC-2000-094 (all, as amended May 28, 2002) be declared surplus to the City's requirements, and the Commissioner of Corporate Services be authorized to invite an offer to purchase from the owner of the Strathearn Road property listed in Column 2 on Appendix "A" attached, for the respective abutting surplus parcel listed in Column 1, subject to the easement from the Province in favour of the City, as described in Recommendation No. (1), and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken;
- (3) City Council approve, as the approving authority under the provisions of the *Expropriations Act*, the disposal of the lands identified above without giving the original owners from whom the lands were expropriated the first chance to repurchase the lands; and
- (4) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

4. Declaration as Surplus - 2 Kenton Drive (Ward 23 - Willowdale)

Report (August 24, 2004) from the Commissioner of Corporate Services declaring 2 Kenton Drive surplus to municipal requirements.

Recommendations:

It is recommended that:

- (1) the property known municipally as 2 Kenton Drive, being part of Lot 91 on Plan 4311, designated as Part 14 on Reference Plan 64R-1390 (the "Property"), be declared surplus to the City's requirements, and the Commissioner of Corporate Services be authorized to list the Property for sale on the open market;
- (2) authority be granted to enter into an encroachment agreement with the purchaser of the Property to permit the encroachment of the driveway and a portion of the house located within the Bathurst Street road allowance on such terms and conditions satisfactory to the Commissioner of Works and Emergency Services, and in a form acceptable to the City Solicitor;
- (3) City Council approve, as the approving authority under the provisions of the *Expropriations Act*, the disposal of the Property without giving the original owners from whom the lands were expropriated the first chance to repurchase the land;
- (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.

5. Raffles Hotel Acquisition - 319 Jarvis Street (Ward 27 - Toronto Centre-Rosedale)

(In-camera - proposed or pending acquisition of land for municipal or local board purposes)

(Report from Commissioner of Corporate Services and Commissioner of Community Services is not yet available and will be included on the Supplementary Agenda)

6. Apportionment of Property Taxes

(2:00 p.m. Statutory Meeting under the *Municipal Act, 2001*)

Report (August 25, 2004) from the Chief Financial Officer and Treasurer recommending approval for the apportionment of property taxes relating to properties listed in Appendix A and to report on the estimated amount of grant funding required to off-set the penalty/interest charges associated with these properties.

Recommendations:

It is recommended that:

- (1) the apportioned property taxes as identified in Appendix A, columns entitled "Apportioned Taxes" and "Apportioned Phase In/Capping Amount", be approved; and
- (2) the appropriate City officials be authorized and directed to take the necessary actions to give effect thereto.

7. Supply, Delivery, Cleaning, Maintenance, Alterations, including any ancillary charges, for Rental of Work Garments for Works & Emergency Services, Economic Development, Culture & Tourism and Corporate Services Departments - Request for Quotation 0105-04-0135

Report (August 25, 2004) from the Chief Financial Officer and Treasurer advising on the results of the Request for Quotation to provide for the supply, delivery, cleaning, maintenance, alterations, including any ancillary charges, for Rental of Work Garments for various City of Toronto departments, from October 1, 2004 to September 30, 2005, with the option to renew for two additional one year periods from October 1, 2005 to September 30, 2007 respectively, under the same terms and conditions, and request the authority to issue blanket contracts to the recommended bidder.

Recommendations:

It is recommended that:

- (1) the quotation submitted by the lowest acceptable bidder meeting specifications, Canadian Linen and Uniform Service, be awarded for a one (1) year period from October 1, 2004 to September 30, 2005 in the total amount of \$988,144.10 including all charges and applicable taxes for the supply, delivery, cleaning,

maintenance, alterations, including any ancillary charges, for Rental of Work Garments; and

- (2) blanket contracts be issued to each department requiring this service in the following amounts;

Corporate Services	\$120,915.92
Works & Emergency Services	\$826,670.96
Economic Development, Culture & Tourism	\$ 40,557.22

Total combined value of contracts is \$988,144.10

- (3) authority be delegated to the Commissioners of Works & Emergency Services, Economic Development, Culture & Tourism, and Corporate Services to exercise the option to renew the contracts with Canadian Linen and Uniform Service for the two (2) additional one (1) year, Rental of Work Garment service periods, from October 1, 2005 to September 30, 2006, in the estimated amount of \$ 988,144.10 including all charges and applicable taxes, and from October 1, 2006 to September 30, 2007, in the estimated amount of \$988,144.10 including all charges and applicable taxes, for a total of \$1,976,288.20 including all charges and applicable taxes, for the term of October 1, 2005 to September 30, 2007 under the same terms, conditions, provided the service has been performed at a satisfactory level; and to instruct the Purchasing Agent to process the necessary contracts, subject to the budget approval for each one (1) year optional period; and
- (4) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

8. Metropolitan Toronto Police Benefit Fund (MTPBF) - Actuarial Valuation for Funding Purposes as at December 31, 2003

Report (August 23, 2004) from the Chief Financial Officer and Treasurer providing Finance Department comments and recommendations regarding the Actuarial Valuation of the Metropolitan Toronto Police Benefit Fund for Funding Purposes as at December 31, 2003.

Recommendations:

It is recommended that:

- (1) receipt of the "Report on the Actuarial Valuation for Funding Purposes as at December 31, 2003" prepared by Mercer Human Resource Consulting with respect to the Metropolitan Toronto Police Benefit Fund, be recorded;

- (2) the City make the following payments to the Metropolitan Toronto Police Benefit Fund in satisfaction of its obligations under the *Pension Benefits Act* to liquidate the Fund's solvency deficiency as it existed at that date:
 - (a) \$588,910 on October 1, 2004, from the Non-Program Expenditure Budget, in satisfaction of the accrued obligations (including interest) from January 1, 2004, to that date;
 - (b) \$57,600 on November 1, 2004, and on December 1, 2004, and the same amount monthly commencing January 1, 2005, continuing until December 1, 2008, from the Non-Program Budget, subject to discontinuation as Council may determine, if any subsequent actuarial valuation indicates the existence of sufficient excess assets in the Police Benefit Fund;
 - (c) the total 2004 payments in the amount of \$704,110 be made from the 2004 Non-Program Expenditure Budget and be funded from the Employee/Retiree Benefits Reserve Fund;
 - (d) the 2004 Non-Program Expenditure Budget be increased by \$704,110, offset by an equal contribution from the Employee/Retiree Benefits Reserve Fund for \$0 net impact on the 2004 Operating budget to fund the 2004 payments and that \$691,200 be included in the Non-Program Expenditure Budget for each of the years 2005 to 2008, inclusive;
- (3) the City establish as policies with respect to its financing of the Benefit Fund that:
 - (a) no increases in benefits payable from the Fund be approved unless the Fund is in a sound financial and actuarial position;
 - (b) the City make contributions to the Fund in accordance with the terms of By-law No. 181-81 of the former Metropolitan Corporation as amended and the requirements of the *Pension Benefits Act* over the maximum amortization period;
- (4) the Benefit Fund's Board of Trustees be requested to review and if necessary modify the investment policies of the Fund having regard to the City's desire that the funding deficiency be eliminated without undue delay and not be allowed to recur, so that the extent of the City's contributions to the Fund may be controlled and eventually reduced to zero; and
- (5) the appropriate officers and employees of the City be authorized to take the steps necessary to implement the foregoing recommendations.

8(a). (Deferred from June 28, 2004 Administration Committee meeting)

Report (June 5, 2004) from the Board Secretary, Board of Trustees of the Metropolitan Toronto Police Benefit Fund.

Recommendation:

The Board of Trustees of the Metropolitan Toronto Police Benefit Fund at its meeting held on Friday, May 28, 2004, recommended to the Administration Committee the Actuarial Valuation Report as at December 31, 2003, prepared by Mr. Robert G. Camp, Mercer Human Resource Consulting, be adopted and that the City of Toronto be requested to begin making contributions retroactively.

The Board advises having requested the Chief Financial Officer and Treasurer to report to the Administration Committee on this matter.

9. The Corporation of the City of York Employee Pension Plan Actuarial Valuation for Funding Purposes as at January 1, 2004

Report (August 23, 2004) from the Chief Financial Officer and Treasurer providing Finance Department comments and recommendations regarding the "Report on the Actuarial Valuation for Funding Purposes as at January 1, 2004" for The Corporation of the City of York Employee Pension Plan and the request by the Plan's administrator for a cost-of-living increase for pensioners effective January 1, 2005.

Recommendations:

It is recommended that:

- (1) receipt of the "Report on the Actuarial Valuation for Funding Purposes as at January 1, 2004" prepared by Mercer Human Resource Consulting with respect to The Corporation of the City of York Employee Pension Plan be recorded;
- (2) in satisfaction of its obligations under the *Pension Benefits Act* to eliminate the going-concern unfunded liability and the solvency deficiency of The Corporation of the City of York Employee Pension Plan as they existed at January 1, 2004, the City make the following additional special payments to the Plan from the sources indicated in Recommendation (6) below:
 - (a) \$636,874 on October 1, 2004, in satisfaction of the minimum accrued obligations (including interest) from January 1, 2004, to and including that

date in connection with both the unfunded liability and the solvency deficiency determined as of January 1, 2004;

- (b) \$29,109 per month on account of such unfunded liability from November 1, 2004, to and including December 1, 2013; and
- (c) \$32,904 per month on account of such solvency deficiency from November 1, 2004, to and including December 1, 2008, falling to \$29,109 for unfunded liability alone during the period January 1, 2009 to December 1, 2013,

subject to earlier discontinuation of such monthly payments and/or, in the case of the unfunded liabilities, reduction, as Council may determine having regard to any subsequent actuarial valuation, if permitted under the Act;

- (3) there be granted an increase in payments, effective January 1, 2005, of 2.80% to each pensioner of the Plan then receiving benefits arising from retirements prior to 2004, and an increase of 0.2333% for each month in 2004 for which benefits were received to each pensioner of the Plan then receiving benefits arising from a retirement in 2004;
- (4) By-law No. 3329-96 of the former City of York, as heretofore amended, which governs The Corporation of the City of York Employee Pension Plan, be further amended to implement the increases provided for in Recommendation (3) above and authority be granted to introduce the necessary bill in Council;
- (5) the additional liability resulting from the increase in pensioner payments provided for in Recommendations (3) and (4) above be authorized and funded by making monthly special payments to the Plan in the amount of \$98,952 each from the source indicated in Recommendation (6) below, commencing May 1, 2005, and continuing until April 1, 2007;
- (6) the total 2004 payments in the amount of \$760,900 pursuant to Recommendation (2) above be made from the 2004 Non-Program Expenditure Budget, and be funded from the Employee/Retiree Benefits Reserve Fund; and that funding for future years' payments: \$1,535,772 in 2005, \$1,931,580 in 2006, \$1,139,964 in 2007, \$744,156 in 2008, and \$349,308 each year from 2009 to 2013 inclusive, pursuant to Recommendations (2) and (5) above be included in the Non-Program Budget;
- (7) the 2004 Non-Program Expenditure Budget be increased by \$760,900, offset by an equal contribution from the Employee/Retiree Benefits Reserve Fund for \$0 net impact on the 2004 Operating Budget; and
- (8) the appropriate officers and employees of the City be authorized to take the steps necessary to implement the foregoing recommendations.

- 9(a).** Communication (July 24, 2004) from the York Employee Pension and Benefit Committee forwarding action taken by the Committee on July 23, 2004.

Recommendations:

The York Employee Pension and Benefit Fund Committee at its meeting held on Friday, July 23, 2004, recommended to the Administration Committee that:

- (1) no post-retirement adjustment be made as at July 1, 2004;
- (2) the report (May 2004) from Mr. Robert G. Camp, Mercer Human Resource Consulting, titled "Report on the Actuarial Valuation for Funding Purposes as at January 1, 2004", be filed with the Financial Services Commission of Ontario and the Canada Revenue Agency;
- (3) effective January 1, 2005, an increase of 2.8 per cent be given to all pensioners and that the cost be recognized in the next valuation report; and
- (4) requested the Chief Financial Officer and Treasurer to report on this matter to the Administration Committee at its next meeting on September 8, 2004.

(Report on the Actuarial Valuation for Funding Purposes, as at January 1, 2004, prepared by Mercer Human Resource Consulting, is sent to Committee Members only)

10. Accounting for Telecommunication Expenditures

Report (July 26, 2004) from Chief Financial Officer and Treasurer responding to an information request made by the Administration Committee to the Chief Financial Officer and Treasurer on steps taken to ensure telecommunications expenditures are reported accurately.

Recommendation:

It is recommended that this report be received for information.

11. Replacement Toner Cartridges

Report (August 3, 2004) from the Chief Financial Officer and Treasurer responding to the Administration Committee's request to report on suggested recommendations related to Replacement Toner Cartridges.

Recommendations:

It is recommended that:

- (1) future calls (Request for Quotation) for printers request whether remanufactured toner cartridges are commercially available for the makes/models offered and that the cost of the toner cartridges be taken into account in determining the total cost of ownership to determine the winning bid;
- (2) remanufactured toner cartridges purchased by the City shall meet or exceed OEM cartridge specifications and remanufactured toner cartridge standards issued by Environment Canada's Environmental Choice Program, Canadian General Standards Board, or approved equivalent and the supplier must agree that it will be their responsibility to correct any printing problems caused by their toner cartridge;
- (3) in order to ensure a supply of cartridges for all printers in use by the City, calls issued by Purchasing and Materials Management Division (PMMD) for replacement toner cartridges continue to allow suppliers to bid on both Original Equipment Manufacturer (OEM) and remanufactured toner cartridges;
- (4) future calls for printer toner cartridges be awarded based on lowest cost per cartridge meeting City specifications, wherever possible, rather than overall lowest bid; and
- (5) City Agencies, Boards, Commissions and Corporations as listed in Appendix A, be requested to review and update their respective purchasing policies and practices in this regard and report back to the Administration Committee on the outcomes of such reviews and updates.

12. Recipients – 2004 - Access, Equity and Human Rights Awards

Report (August 18, 2004) from the Chief Administrative Officer advising Council of the result of the nomination process for the City of Toronto Access, Equity and Human Rights Awards on Aboriginal Affairs, Disability Issues, Race Relations and the Pride Award.

Recommendations:

- (1) It is recommended that City Council extend congratulations to the following persons who have been selected as recipients of the City of Toronto Access Equity and Human Rights Awards:

Aboriginal Affairs Award – Sandra Laronde and Bear
Access Award – William Brown, William Meider and Ing Wong-Ward

Pride Award – Martin Bourgeois, Susan Gapka and Pride Toronto

William P. Hubbard Award on Race Relations – Lillian Allen, Naheed Dosani and the Immigrant Women’s Health Centre; and

- (2) the appropriate City Officials be authorized to take the necessary actions to give effect thereto.

13. Member Requests for Information and Review of Council Procedures Regarding Various Matters

Report (August 25, 2004) from the City Clerk responding to several requests for information and clarification by Members of Council regarding Council's Procedural By-law (Municipal Code Chapter 27, Council Procedures), specifically:

- referral motions;
- prioritization of Council agenda items;
- order of voting on amendments; and
- behaviour and decorum during meetings.

Recommendations:

It is recommended that:

- (1) City Council establish, as an interim procedural rule until a new Procedural By-law is adopted, the practice of organizing the voting order for similar amending motions with different values, quantities or sizes from greatest to least;
- (2) that Council adopt Robert's Rules of Order Newly Revised (10th Edition) as the authoritative parliamentary procedure reference source for City Council in the event further guidance is required on procedural matters not addressed in Chapter 27 of the Municipal Code;
- (3) this staff report and the Administration Committee's recommendations be forwarded to the September 2004 meeting of the Policy and Finance Committee for consideration with a report on a proposed review of Chapter 27 (Council Procedures) of the Municipal Code; and
- (4) that the appropriate City of Toronto officials be authorized to take the necessary action to give effect thereto.

14. Council's Priorities for the 2003-2006 Term

Communication (July 26, 2004) from the City Clerk forwarding Clause 4 of Report 6 of the Policy and Finance Committee, titled "Council's Priorities for the 2003-2006 Term", and advising that City Council on July 20, 21 and 22, 2004, directed that the Budget Advisory Committee, Standing Committees, Departments and Agencies, Boards and Commissions be guided by the priorities set out in this Clause during the 2005 and 2006 budget processes.

15. Harmonized City Naming Policy for Municipal Properties

Communication (July 29, 2004) from the City Clerk, advising that City Council on July 20, 21 and 22, 2004, referred the following Motion to the Administration Committee.

“WHEREAS the incidents of requests to Community Councils to rename parks, public buildings and other municipal properties appear to be on the increase; and

WHEREAS consideration of such requests are being done on an ad hoc basis, due to the absence of a transparent and harmonized naming policy; and

WHEREAS a clear and objective naming policy is needed to create an opportunity to recognize our current and recent ‘history makers’ within a context that continues to recognize earlier ‘history makers’ as well;

NOW THEREFORE BE IT RESOLVED THAT the Chief Administrative Officer be directed to prepare a municipal property naming policy that has due regard to protecting the heritage of the City as well as the policies of the former municipalities;

AND BE IT FURTHER RESOLVED THAT such policy be forwarded to the Administration Committee, no later than December 2004.”

16. Request to Amend *The Municipal Elections Act* to Allow a Municipality to Place Restrictions on the Terms Under Which Their Members May Stand for a Higher Office

Communication (June 29, 2004) from the City Clerk advising that City Council on June 22, 23 and 24, 2004, referred the following Motion to the Administration Committee.

“WHEREAS in an open and accountable free society, an oath of office calls for a total commitment to fulfill the duties and responsibilities that voters expect and deserve during a term of office; and

WHEREAS our democratic institutions are not a business, nor are the votes a commodity to be purchased and then ignored at will; and

WHEREAS it is incumbent upon individuals when standing for office to recognize that the public fully expects that winning candidates will honour their selection with conscientious dedication for the full period of the mandate; and

WHEREAS any disruption in a term of office can cause a new election to be held with considerable cost to the taxpayers; and

WHEREAS should the Council decide upon an appointment in place of an election, the democratic rights of citizens to elect their representatives is denied and perversion of the system ensues; and

WHEREAS the financial difficulties endured by Council to balance the budget and maintain services make it imperative that no unnecessary expenses be incurred; and

WHEREAS citizens standing for office should be aware of both the remuneration and demands of office and understand that the public expects that they, once elected, honour that trust and complete their term; and

WHEREAS any time a Councillor is absent (with or without pay) from Council deliberations, the ward involved remains unrepresented on many key issues; and

WHEREAS it has never been more important to have a strong Council unaligned with political party interests to best effect negotiations with other levels of government; and

WHEREAS it is manifestly unfair that some councillors use their candidacy for higher office to buttress the evaluation of their local incumbency by voters; and

WHEREAS a councillor’s role in governing Toronto affairs should not be used like a Las Vegas poker table where you ‘fold a hand’ and play another later without risk, penalty or moral censure; and

WHEREAS the public, according to published surveys, perceives the democratic process to be so fundamentally flawed and controlled by opportunists, that voter turnout is at an all-time low;

NOW THEREFORE BE IT RESOLVED THAT this Council recognize the electoral abuse that takes place when a Ward remains unrepresented for weeks at a time and enact appropriate safeguards to prevent voluntary absenteeism in the pursuit of another office;

AND BE IT FURTHER RESOLVED THAT candidates for Council should swear upon filing their nomination papers that, if elected, they will serve at least half the term of their mandate before seeking another office, or as a result of such a decision, trigger automatic dismissal;

AND BE IT FURTHER RESOLVED THAT Toronto Council request the Government of Ontario to amend *The Municipal Elections Act* to allow a municipality to place restrictions on the terms under which their members may stand for a higher office.”

17. Fixing the Date of the Municipal Election to a Four Year Term

Communication (July 29, 2004) from the City Clerk advising that City Council on July 20, 21 and 22, 2004, referred the following Motion to the Administration Committee.

“WHEREAS the Provincial Government is currently undertaking a review of the provincial electoral system; and

WHEREAS, as part of that review, the Premier has indicated that they will be fixing the date of provincial elections so that they occur on the same date every four years; and

WHEREAS this change will result in both provincial and municipal elections occurring at established, predictable times; and

WHEREAS this change will provide an opportunity to create a stable electoral cycle and a system which clarifies the electoral process for citizens; and

WHEREAS there may be opportunities for cost efficiencies by co-ordinating the two electoral systems;

NOW THEREFORE BE IT RESOLVED THAT the Province of Ontario be requested to extend the municipal term of office to coincide with the new provincial term of office;

AND BE IT FURTHER RESOLVED THAT the provincial election date be offset from the municipal election date so that it occurs within the year preceding the municipal election date;

AND BE IT FURTHER RESOLVED THAT once the dates have been established, the Province of Ontario grant a one time extension of the current municipal term of office to permit the system to be in place for the next municipal and provincial elections; and

AND BE IT FURTHER RESOLVED THAT the Clerk be requested to submit a report to the Policy and Finance Committee on savings that might accrue from such matters as:

- (a) common voters lists;
- (b) the use of shared electoral organizations;
- (c) shared facilities like constituency offices;
- (d) the oversight of election finances; and
- (e) an extended term of office;

AND BE IT FURTHER RESOLVED THAT this position be conveyed to the Association of Municipalities of Ontario with a request that the Association support this proposal and convey it to the Minister of Municipal Affairs and Housing on the City's behalf."

18. Settlement with Purchaser of former City-Owned Property, South side of Brooke Avenue, between 133 - 141 Brooke Avenue (Ward 16 - Eglinton-Lawrence)

(In-camera - Litigation or potential litigation)

Confidential report (August 13, 2004) from the City Solicitor.

19. "3-1-1" Customer Service Strategy Report

(Presentation - 10:30 a.m.)

Communication (July 9, 2004) from the e-City Committee forwarding the action taken by the Committee on July 7, 2004.

Recommendations:

The e-City Committee recommends to the Administration Committee that:

- (1) City Council adopt the staff recommendations in the Recommendations Section of the report (June 23, 2004) from the Chief Administrative Officer, subject to:
 - (a) amending Section 4(ix) of Appendix "C" by adding the words "and Councillors' staff be provided with the ability to know the source of service requests in their ward;" , so as to read:
 - "4. (ix) The public and staff are able to look up and track the status of service requests electronically, and Councillors' staff be

provided with the ability to know the source of service requests in their ward; “

- (b) amending Recommendation (3) by adding the words “and the projected expected benefits” after the words “associated costs”;

so that the report’s recommendations now read:

“It is recommended that:

- (1) the multi-channel, customer service strategy outlined in Appendix “C” of this report, as amended by Recommendation (1)(a), be adopted;
 - (2) Council endorse the strategy success factors outlined in Appendix “D” of this report;
 - (3) the Chief Administrative Officer in conjunction with the Commissioners report back to Council on a phased-in implementation plan that addresses the strategy success factors outlined in this report and associated costs and the projected expected benefits to be included in the 2005 budget submission by October 2004; and
 - (4) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.”
- (2) the Chief Administrative Officer be requested to include in her implementation report to be submitted to City Council for its October 26, 2004 meeting, the following:
 - (a) implementation of a technology interface with Members of Council to track information available as part of the three pilot projects to streamline and improve contact centre processes for the public through new technology solutions;
 - (b) as part of the Phase I implementation, a process for coordinating with neighbouring municipalities the 3-1-1- brand and service delivery; and
 - (c) a recommendation that the membership of the Steering Committee be expanded to include the Mayor, or his designate;
 - (3) the Commissioner of Corporate Services be requested to report to the e-City Committee on:
 - (a) the potential for back office security business opportunities for the City in support of 3-1-1; and

- (b) the implications of the Municipal Freedom of Information and the Protection of Privacy Act as it relates to the access of 3-1-1 stream;
- (4) requested the Chief Administrative Officer to report to the September 8, 2004 meeting of the Administration Committee with suggested revised wording for the vision and mission statement contained in her report (June 23, 2004) to place greater emphasis on the public and services to be received; and
- (5) requested the Commissioner of Corporate Services to brief the e-City Committee on the benefits of the integration of the technology end of lease strategy as it relates to the implementation of 3-1-1.

19(a). "3-1-1" Customer Service Strategy - Vision and Mission Statements

Report (August 16, 2004) from the Chief Administrative Officer recommending Vision and Mission Statements be included in the "3-1-1" Customer Service Strategy.

Recommendations:

It is recommended that:

- (1) Council adopt the Vision and Mission Statements for the "3-1-1" Customer Service Strategy as contained in this report; and
- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

20. Report on Mobile and Wireless Application Development

Communication (July 7, 2004) from the e-City Committee forwarding the action taken by the Committee on July 7, 2004.

Recommendation:

The e-City Committee recommends to the Administration Committee that City Council adopt the staff recommendations in the Recommendations Section of the report (June 22, 2004) from the Commissioner, Corporate Services subject to amending Recommendation (1) by striking out all of the words beginning with "to further validate...", and substitute with the words "within the context of an overall wireless strategy for the City of Toronto, such overall wireless strategy to be presented to the e-City Committee at a future date", so that the report's recommendations now read:

“It is recommended that:

- (1) future wireless and mobile projects in departments be conducted and supported by the Corporate I&T division within the context of an overall wireless strategy for the City of Toronto, such overall wireless strategy to be presented to the e-City Committee at a future date;
- (2) Corporate I&T division provide the common process and templates for development of future wireless and mobile projects in order to improve the potential to duplicate successes and transfer best practices between the Public Health Restaurant Inspection Mobile Project and other future mobile and wireless projects
- (3) departments that are interested in conducting future wireless and mobile projects be required to submit a business case to the Corporate I&T division for approval and that the scope of these projects include a full business process review, a detailed risk analysis, and the impact on the Corporate wireless infrastructure
- (4) any future implementation of a standard corporate or departmental application be subject to the general tendering process; and
- (5) this report be referred to the Board of Health for information.”

21. Redevelopment of TTC Yonge-Eglinton Lands - Issues (Ward 22 - St. Paul's)

(In-camera - proposed or pending acquisition of land for municipal or local board purposes)

Confidential report (July 15, 2004) from the General Secretary, Toronto Transit Commission.

22. Application of the Housing First Policy to the Development of Transit Sites

The Toronto Transit Commission have now determined that the following report, listed as an in-camera item on the agenda, does not need to be considered privately.

(In-camera - proposed or pending acquisition of land for municipal or local board purposes)

Confidential report (July 15, 2004) from the General Secretary, Toronto Transit Commission.

23. Lease of a Staff Parking Lot - St. Francis of Assisi School, 80 Clinton Avenue (Ward 19 - Trinity Spadina)

Report (August 21, 2004) from Maurice J. Anderson, President, Toronto Parking Authority ("TPA") requesting City Council approval to enter into a lease with the Toronto Catholic District School Board ("TCDSB") for a portion of the property adjacent to the existing municipal underground parking garage carpark #111 and approval of expenditure to develop a surface parking lot to service the parking needs in the area (see attached site location map). The TCDSB owned parking lot has an area of approximately 14,300 square feet that is sufficient to allow the development of approximately 29 public spaces.

Recommendations:

It is recommended that:

- (1) City Council approve entering into a lease agreement for premises located at 80 Clinton Avenue with the TCDSB, for municipal parking purposes, to be generally on the terms and conditions outlined in this report, in a form satisfactory to the City Solicitor;
- (2) from the lease commencement date and throughout the term including any renewals, the subject lands be designated for municipal parking purposes, to be managed by the TPA; and
- (3) the appropriate City Officials be authorized to take the actions necessary to give effect thereto.



**ADMINISTRATION COMMITTEE
SUPPLEMENTARY AGENDA
MEETING NO. 8**

Date of Meeting: Wednesday, September 8, 2004 **Enquiry:** Christine Archibald
Time: 9:30 a.m. **Administrator**
Location: Committee Room No. 2 **416-392-7039**
2nd Floor, City Hall **carchiba@toronto.ca**
100 Queen Street West
Toronto

5. Acquisition of 319-321 Jarvis Street (Ward 27-Toronto Centre-Rosedale)

(In-camera - proposed or pending acquisition of land for municipal or local board purposes)

Confidential report (August 31, 2004) from the Commissioner of Corporate Services and the Commissioner of Community and Neighbourhood Services.

NEW ITEMS

24. Declaration as Surplus - Twelve Parcels of Vacant Land, North of St. Clair Avenue East, Between Midland Avenue to Brimley Road (Ward 36 - Scarborough Southwest)

Report (August 30, 2004) from the Commissioner of Corporate Services declaring twelve parcels of vacant land located north of St. Clair Avenue East between Midland Avenue and Brimley Road, shown as Parts 1, 3, 4, 5, 7, 9, 10, 11, 12, 13, 14 and 15 on Sketch No. PS-2004-060d, (collectively "the Property"), surplus to municipal requirements.

Recommendations:

It is recommended that:

- (1) six (6) parcels of vacant land located between Midland Avenue and Brimley Road, north of St. Clair Avenue East, shown as Parts 1, 3, 4, 5, 7 and 9 on Sketch No. PS-2004-060d, be declared surplus to the City's requirements, subject to the retention of permanent easements for storm sewer and watermain purposes and one foot reserve strips as required by the Commissioner of Works and Emergency Services, and the Commissioner of Corporate Services be authorized to list Parts 1, 3, 4, 5, 7 and 9 for sale on the open market separately or in such groupings as the Commissioner of Corporate Services deems appropriate;
- (2) two (2) parcels of vacant land, shown as Parts 10 and 11 on Sketch No. PS-2004-060d, be declared surplus to the City's requirements, subject to the retention of permanent easements for storm sewer and watermain purposes and one foot reserve strips as required by the Commissioner of Works and Emergency Services, and the Commissioner of Corporate Services be authorized to invite an offer to purchase from the adjoining property owner, Monarch Construction Limited, and, if in the opinion of staff, no recommendable offer is received, then Parts 10 and 11 be listed for sale on the open market together with Parts 1, 3, 4, 5, 7 and 9, separately or in such groupings as the Commissioner of Corporate Services deems appropriate;
- (3) four (4) parcels of vacant land shown as Parts 12, 13, 14 and 15 on Sketch No. PS-2004-060d, be declared surplus to the City's requirements, and the Commissioner of Corporate Services be authorized to invite an offer to purchase from the property owners at Nos. 97, 99, 101 and 103 Comrie Terrace for their respective adjoining Parts and, if in the opinion of staff, no recommendable offer is received, then Parts 12, 13, 14 and 15 be listed for sale on the open market together with Parts 1, 3, 4, 5, 7 and 9, separately or in such groupings as the Commissioner of Corporate Services deems appropriate;
- (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.

25. Sale of 590 Jarvis Street (Ward 27 - Toronto Centre-Rosedale)

Report (August 26, 2004) from the Commissioner of Corporate Services seeking authorization for the sale of the City-owned property known municipally as 590 Jarvis Street.

Recommendations:

It is recommended that:

- (1) the Offer to Purchase from Great Gulf (Downtown Properties) Ltd. to purchase the City-owned property known municipally as 590 Jarvis Street (the "Property") in the amount of \$8,250,000.00, 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) should, in the opinion of the City Solicitor, the Agreement of Purchase and Sale between the City and Great Gulf (Downtown Properties) Ltd. be terminated by Great Gulf (Downtown Properties) Ltd. during the purchaser's conditional period, the Commissioner of Corporate Services be authorized to approach the next three highest offerors to invite them to submit their best Offer to Purchase and to report back thereon to the Administration Committee;
- (3) 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 dates and on such terms and conditions as she may from time to time consider reasonable;
- (4) authority be granted to direct a portion of the proceeds on closing to fund the outstanding expenses related to this property; and
- (5) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

26. Disposition of a Vacant Parcel of Land - Located on the South Side of Ranee Avenue, West of the William R. Allen Expressway (Ward 15 - Eglinton-Lawrence)

(In-camera - security of the property of the municipality or local board)

Confidential report (August 24, 2004) from the Commissioner of Corporate Services.

27. Declaration as Surplus - Part of 48 Hamilton Street – Don Mount Parkette and Part of 120 Broadview Avenue – Thompson Street Parkette (Ward 30 - Toronto-Danforth)

(Report from the Commissioner of Corporate Services is not available for inclusion on the supplementary agenda and will be distributed to members of Council as soon as it is received.)

28. Contract 04D1-53RD, Tender Call 194-2004 - Reconstruction of TTC Track Allowance, Roadway, Curb and Sidewalk, Pole Bases, Trees and Lighting Elements on College Street from Bay Street to Yonge Street and Carlton Street from Yonge Street to Jarvis Street (Ward 27 - Toronto Centre-Rosedale)

Communication (August 25, 2004) from the Bid Committee advising that the Bid Committee on August 25, 2004, adopted the report (August 12, 2004) from the Acting Commissioner of Works and Emergency Services and the Director of Purchasing and Materials Management, advising on the results of the Tender issued for the reconstruction of TTC track allowance, roadway, curb and sidewalk, pole bases, trees and lighting elements on College Street from Bay Street to Yonge Street and Carlton Street from Yonge Street to Jarvis Street, in accordance with specifications as required by the Works and Emergency Services Department, and requesting authority to award a contract to the recommended bidder, and in so doing:

- (1) awarded Contract No. 04D1-53RD, Tender Call No. 194-2004 for the reconstruction of TTC track allowance, roadway, curb and sidewalk, pole bases, trees and lighting elements on College Street from Bay Street to Yonge Street and Carlton Street from Yonge Street to Jarvis Street, to Sanscon Construction Ltd., in the amount of \$2,727,319.79, including all taxes and charges, being the lowest Tender received; and
- (2) reports this award to the Administration Committee and City Council in accordance with the requirements of The Municipal Code, Chapter 195, Purchasing.

29. Contract 04SD-103TR, Tender Call 184-2004 - Reconstruction and Maintenance Repairs to Various Types of Pavements on Local Roadways (Wards 11 and 12 - York South-Weston; Wards 13 and 14 - Parkdale-High Park; Wards 15 and Part of 16 - Eglinton-Lawrence, Wards 17 and 18 - Davenport; Wards 19 and 20 - Trinity-Spadina, Wards 21 and Part of Ward 22 - St. Paul's, Wards 25 and 26 - Don Valley West, Wards 27 and 28 - Toronto Centre-Rosedale, Wards 29 and 30 - Toronto-Danforth and Wards 31 and 32 - Beaches-East York)

Communication (August 18, 2004) from the Bid Committee advising that the Bid Committee on August 18, 2004, adopted the report (August 4, 2004) from the Acting Commissioner of Works and Emergency Services and the Director of Purchasing and Materials Management, advising on the results of the tender issued for the reconstruction and maintenance repairs to various types of pavements on local roadways, in accordance with specifications as required by the Works and Emergency Services Department, and requesting authority to award a contract to the recommended bidder, and in so doing:

- (1) awarded Contract No. 04SD-103TR, Tender Call No. 184-2004, for reconstruction and maintenance repairs to various types of pavements on local

roadways, to Furfari Paving Co. Ltd., in the amount of \$3,374,175.45 including all taxes and charges, being the lowest tender received; and

- (2) reports this award to the Administration Committee and City Council in accordance with the requirements of The Municipal Code, Chapter 195, Purchasing.