

THE CITY OF TORONTO

City Clerk's Office

Minutes of the Administration Committee

Meeting No. 6

Wednesday, June 2, 2004

The Administration Committee met on June 2, 2004, in Committee Room No. 2, City Hall, Toronto, commencing at 9:38 a.m.

* Councillor	9:38 a.m.	In-Camera 10:30 a.m. to 11:02 a.m.	Public 11:07 a.m. to 12:45 p.m.	2:14 p.m.
Councillor Michael Walker, Chair	X	X	X	X
Councillor Janet Davis, Vice-Chair	X	X	X	X
Councillor Shelley Carroll	X	X	X	X
Councillor Frank Di Giorgio	X	-	-	-
Councillor Rob Ford	X	X	X	-
Councillor Doug Holyday	X	X	-	X
Councillor Frances Nunziata	X	-	-	-
Councillor Sylvia Watson	X	X	X	X

* Members were present for all or part of the meeting.

Declarations of Interest Pursuant to the Municipal Conflict of Interest Act.

None declared.

Confirmation of April 29, 2004 Minutes

On motion by Councillor Holyday, the minutes of the meeting of the Administration Committee held on April 29, 2004 were confirmed.

6.1 2004 Access and Equity Grants - Allocations

The Committee extended its adjournment time of 12:30 p.m. in order to complete consideration of this item.

The Administration Committee gave consideration to a report (May 21, 2004) from the Chief Administrative Officer recommending allocations for applications submitted under the 2004 Access and Equity Grant Program and recommending that:

- (1) grants totalling \$573.8 thousand be approved as Phase One of the 2004 Access and Equity Grant Program as outlined in Appendix 1;
- (2) the expanded program criteria for 2004 Phase Two of the Access and Equity Grant Program be approved as outlined in this report;
- (3) appeals arising from Phase One be considered during the 2004 Phase Two allocations process; and
- (4) the appropriate City of Toronto officials be authorised to take the necessary action to give effect thereto.

The Committee also had before it the following material:

- communication (June 2, 2004) from Councillor Giorgio Mammoliti supporting the grant allocation to the Newcomer Centre of North York;
- communication (undated) from Alina Chatterjee, Director of Development/Community Engagement, Scadding Court Community Centre; and
- communication (June 2, 2004) from Councillor Cesar Palacio supporting the grant allocation to the Canadian Ecuadorian Foundation of Social Development.

The following persons addressed the Administration Committee:

- Alina Chatterjee, Director of Development, Scadding Court Community Centre;
- Abdirahim Ali, Newcomer Centre of North York;
- Dr. Wilson Basantes, Founder and President, Canadian Ecuadorian Foundation of Social Development.

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A motion placed by Councillor Ford to receive the report (May 21, 2004) from the Chief Administrative Officer for information, was voted on and lost.

On motion by Councillor Watson, the Administration Committee amended Recommendation (1) of the report (May 21, 2004) from the Chief Administrative Officer by reducing the grant for Organization 71, Scadding Court Community Centre, by \$5,000 and providing a grant of \$5,000 to Organization 61, Newcomer Centre of North York, such grant to be conditional on this organization providing the outstanding information to staff within 30 days of Council's decision.

On motion by Councillor Walker, the Administration Committee recommended to City Council for its meeting on June 22, 2004, that the report (May 21, 2004) from the Chief Administrative Officer be adopted, as amended, so that the recommendations now read:

“It is recommended that:

- (1) Appendix 1 be amended by reducing the grant for Organization 71, Scadding Court Community Centre, by \$5,000 and providing a grant of \$5,000 to Organization 61, Newcomer Centre of North York, such grant to be conditional on this organization providing the outstanding information to staff within 30 days of Council's decision, and that grants totalling \$573.8 thousand be approved as Phase One of the 2004 Access and Equity Grant Program as outlined in Appendix 1, as amended;
- (2) the expanded program criteria for 2004 Phase Two of the Access and Equity Grant Program be approved as outlined in this report;
- (3) appeals arising from Phase One be considered during the 2004 Phase Two allocations process; and
- (4) the appropriate City of Toronto officials be authorised to take the necessary action to give effect thereto.”; and

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- (2) on motion by Councillor Walker, City Council request the support of the Attorney General's Office of the Provincial Government for the Community-Police Complaints and Education Bureau Demonstration Project provided by the Scadding Court Community Centre.

On motion by Councillor Ford, the Administration Committee requested the Chief Administrative Officer to report back to the Administration Committee on:

- (1) which organizations receive grants and the amount of those grants, according to culture, etc.;
- (2) on motion by Councillor Carroll, for its November 2, 2004 meeting, with a proposed process to establish an Access and Equity Grant Program Review Panel, such Panel to consist of community representatives and City Councillors; and
- (3) on motion by Councillor Davis the grant approval process for the consolidated grants program, and examine the audit/risk management standards.

Councillor Ford challenged the Chair's ruling that Councillor Davis had the right to vote after it appeared she had not voted with respect to the adoption of the split motion to provide a \$5,000.00 grant to Organization 61. Upon a majority vote by the Committee, the Chair's ruling was upheld.

(Chief Administrative Officer - June 4, 2004)

(Clause 1, Report 4)

6.2 Declaration as Surplus - Strip of Land Fronting 3857-3865 Lake Shore Boulevard West (Ward 6 - Etobicoke-Lakeshore)

The Administration Committee gave consideration to a report (May 12, 2004) from the Commissioner of Corporate Services declaring property surplus to municipal requirements

Recommendations:

It is recommended that:

- (1) the strip of land fronting 3857-3865 Lake Shore Boulevard West, being part of Lots 303 to 307, inclusive and part of Unnamed Road (Closed) on Plan 2172, also being part of Lot 11, Broken Front Concession and designated as Parts 8 and 10 on Reference Plan 64R-9386 (the "Property"), be declared surplus to the City's requirements, subject to the retention of an easement over Part 10 for watermain purposes, and the Commissioner of Corporate Services be authorized to invite an offer to purchase from the owner of 3857-3865 Lake Shore Boulevard West;
- (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 City Council for its meeting on June 22, 2004 adoption of the report (May 12, 2004) from the Commissioner of Corporate Services.

(Clause 2, Report 4)

6.3 Declaration as Surplus - Parcel of Vacant Land on the South Side of Taysham Crescent, Between 215 and 219 Taysham Crescent (Ward 1 - Etobicoke North)

The Administration Committee gave consideration to a report (May 12, 2004) from the Commissioner of Corporate Services declaring the property surplus to municipal requirements.

Recommendations:

It is recommended that:

- (1) the parcel of vacant land located on the south side of Taysham Crescent, between 215 and 219 Taysham Crescent being Lot 66 on Plan 5475 (the "Property"), be declared surplus to the City's requirements, subject to the

retention of a permanent easement for storm and sanitary sewers over the entire Property, and the Commissioner of Corporate Services be authorized to invite an offer to purchase the west half from the owner of 215 Taysham Crescent and invite an offer to purchase the east half from the owner of 219 Taysham Crescent, and if, in the opinion of staff, recommendable offers are not received in respect of both halves of the Property, then the Commissioner of Corporate Services be authorized to invite offer(s) to purchase for any or all of the Property from either or both owners, as deemed appropriate by the Commissioner of Corporate Services;

- (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 Carroll, the Administration Committee recommended to City Council for its meeting on June 22, 2004 adoption of the report (May 12, 2004) from the Commissioner of Corporate Services.

On motion by Councillor Carroll, the Administration Committee requested the Commissioner of Corporate Services to provide to members of Council a summary of the process undertaken by staff to determine whether there is any municipal interest in retaining properties identified as surplus to municipal requirements.

(Clause 3, Report 4)

6.4 2398 Yonge Street - New Lease and Sublease Agreement between the City of Toronto and The Anne Johnston Health Station (Ward 16 - Eglinton-Lawrence)

The Administration Committee gave consideration to a report (April 6, 2004) from the Commissioner of Corporate Services authorizing a new lease and sublease for the property located at 2398 Yonge Street.

Recommendations:

It is recommended that:

- (1) authority be granted to enter into a new lease between the City, as Lessor, and The Anne Johnston Health Station, as Lessee, as set out in the body of this report;
- (2) authority be granted to enter into a new sublease between The Anne Johnston Health Station as Sublessor, and the City as the Sublessee, as set out in the body of this report;
- (3) the Commissioner of Corporate Services shall administer and manage the lease agreements including the provision of any consents, approvals, notices and notices of termination provided that the Commissioner may, at any time, refer consideration of such matter (including their content) to City Council for its determination and direction; and
- (4) appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Walker, the Administration Committee recommended to City Council for its meeting on June 22, 2004, adoption of the report (April 6, 2004) from the Commissioner of Corporate Services.

(Clause 4, Report 4)

6.5 St. Lawrence Hall - proposal to lease 161 King Street East (Ward 28 - Toronto Centre-Rosedale)

The Administration Committee gave consideration to a report (May 13, 2004) from the Commissioner of Corporate Services securing approval of an agreement between Backs Etc. Holdings Inc. or a corporation to be designated by it, ("Backs Etc.") and the City of Toronto, to lease part of the main floor of 161 King Street East, a City-owned property known as the St. Lawrence Hall.

Recommendations:

It is recommended that:

- (1) authority be granted to enter into a new lease between the City, as Landlord, and Backs Etc., as Tenant, as set out in the body of this report;
- (2) the Commissioner of Corporate services shall administer and manage the lease agreement, including the provision of any consents, approvals, notices and notices of terminations, provided that the Commissioner may, at any time, refer consideration of such matter (including their content) to City Council for its determination and direction; and
- (3) 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 City Council for its meeting on June 22, 2004 adoption of the report (May 13, 2004) from the Commissioner of Corporate Services.

(Clause 5, Report 4)

6.6 East York Civic Centre Wedding Chamber Proposal (Ward 29 - Toronto-Danforth)

The Administration Committee gave consideration to a report (May 19, 2004) from the Commissioner of Corporate Services responding to Senior Rev. Rabbi Paul Sheldon's lease proposal to establish a wedding chamber at the East York Civic Centre.

Recommendation:

It is recommended that this report be received for information.

Senior Rev. Rabbi Sheldon addressed the Administration Committee

The following motion placed by Councillor Ford was not voted upon:

"It is recommended that the Commissioner of Corporate Services meet with Rev. Rabbi Paul Sheldon to discuss the use of the East York Civic Centre as a wedding chapel on a reduced schedule than that proposed by Rev. Rabbi Sheldon and report back to the Committee on the outcome of this meeting"

On motion by Councillor Davis, the Administration Committee received the report (May 19, 2004) from the Commissioner of Corporate Services for information.

(Senior Rev. Rabbi Paul M. Sheldon; cc: Commissioner of Corporate Services - June 4, 2004)

(Other Items Clause 19(a), Report 4)

6.7 Proposed Closing of a Portion of Bush Drive and Surplus Land Declaration of the Portion of Bush Drive to be Closed, the Adjoining Reserve Strip and the Vacant Parcel of Land on the East Side of Bush Drive, at the rear of 306 Morrish Road (Ward 44 - Scarborough East)

The Administration Committee gave consideration to a report (May 12, 2004) from the Commissioner of Works and Emergency Services and the Commissioner of Corporate Services relating to the closing of a portion of Bush Drive.

Recommendations:

It is recommended that:

- (1) subject to compliance with the requirements of the *Municipal Act, 2001*, the Highway be permanently closed as a public highway;
- (2) notice be given to the public of a proposed by-law to permanently close the Highway, in accordance with the requirements of Chapter 162 of the City of Toronto Municipal Code and the Toronto East Community Council hear any member of the public who wishes to speak to this matter;
- (3) following the closure of the Highway, easements be granted to any affected utility companies for any existing utilities plant located in the Highway or with the consent of the companies, the utilities plant be relocated, adjusted or abandoned, at the sole cost of the purchaser of the Highway, with such costs to be determined by the appropriate utility companies;
- (4) the Highway and the Property be declared surplus to the City's requirements, and the Commissioner of Corporate Services be authorized to list the Highway and the Property for sale on the open market;

- (5) all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and
- (6) the appropriate City Officials be authorized and directed to take all necessary action to give effect thereto, including the introduction in Council of any bills necessary to give effect thereto.

On motion by Councillor Nunziata, the Administration Committee recommended to City Council for its meeting on June 22, 2004 adoption of the report (May 12, 2004) from the Commissioner of Works and Emergency Services and the Commissioner of Corporate Services.

(Clause 6, Report 4)

6.8 Proposed Closing of the Unopened Portion of Alcide Street and Surplus Land Declaration of the Unopened Portion of Alcide Street to be Closed and Vacant Parcels of Land on the North Side of Albion Road between Codlin Crescent and Steeles Avenue West (Ward 1 - Etobicoke North)

The Administration Committee gave consideration to a report (May 12, 2004) from the Commissioner of Works and Emergency Services and the Commissioner of Corporate Services recommending that the unopened portion of Alcide Street and neighbouring properties be permanently closed as a public highway and be declared surplus to municipal requirements and advising that the vacant parcels of land shall be collectively referred to as the "Property".

Recommendations:

It is recommended that:

- (1) subject to compliance with the requirements of the *Municipal Act, 2001*, the Highway be permanently closed as a public highway;
- (2) notice be given to the public of a proposed by-law to permanently close the Highway, in accordance with the requirements of Chapter 162 of the City of Toronto Municipal Code and the Toronto West Community Council hear any member of the public who wishes to speak to this matter;

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- (3) following the closure of the Highway, easements be granted to any affected utility companies for any existing utilities plant located in the Highway or with the consent of the said utility companies, the utilities plant be relocated, adjusted or abandoned, at the sole cost of the purchaser of the Highway, with such costs to be determined by the appropriate utility companies;
- (4) the Highway and the Property be declared surplus to the City's requirements and the Commissioner of Corporate Services be authorized to list Parts 2, 3, 4 and 5 on Sketch No. PS-2004-061 for sale on the open market, subject to an easement over a portion of Part 3 on Sketch No. PS-2004-061, designated as Part 1 on Reference Plan 66R-14799, for watermain purposes;
- (5) the Commissioner of Corporate Services be authorized to invite an offer to purchase Part 1 on Sketch No. PS-2004-061 from the owner of 2095 Codlin Crescent, and if in the opinion of staff, a recommendable offer is not received, then Part 1 be listed for sale on the open market together with Parts 2, 3, 4 and 5 on said Sketch;
- (6) the Commissioner of Corporate Services be authorized to invite an offer to purchase Parts 6 on said Sketch from the owner of 2107 Codlin Crescent and to invite an offer to purchase Part 7 on said Sketch from the owner of 2117 Codlin Crescent, and if recommendable offers are not received in respect of both Parts, then the Commissioner of Corporate Services be authorized to invite offer(s) to purchase for any or all of Parts 6 and 7 from either or both owners or to list any or all of Parts 6 and 7 for sale on the open market, together with Parts 2, 3, 4 and 5 on said Sketch as deemed appropriate by the Commissioner of Corporate Services;
- (7) 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;
- (8) all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and
- (9) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto, including the introduction in Council of any bills necessary to give effect thereto.

On motion by Councillor Ford, the Administration Committee recommended to City Council for its meeting on June 22, 2004 adoption of the report (May 12, 2004) from the Commissioner of Works and Emergency Services and the Commissioner of Corporate Services.

(Clause 7, Report 4)

6.9 Status of Preferred Vendor Awards Resulting from RFP #2104-01-3175 - Cellular Voice and Data Service and RFP #2104-01-3174 - Pager Services and Two-Way Text Messaging Services Awarded in May 2002 and Recommendations for the Optional Extension of the Awards for One Additional Year

The Administration Committee gave consideration to a report (April 14, 2004) from the Commissioner of Corporate Services on the performance of vendors under the Preferred Vendor awards for cellular and pager services awarded in May 2002 and advising that, at the time of the awards, Council directed staff to report back on the status of the contracts prior to the expiry of the initial 2 year term, prior to exercising the optional third year available under the awards.

Recommendations:

It is recommended that:

- (1) the City not proceed with the optional third year extension for both the cellular services and pager services awards, due to changes in vendor pricing strategies, available services and new technological developments that are not adequately addressed by the current awards;
- (2) the Telecommunications Services, of the Corporate Services Information and Technology Division, prepare a new Request for Proposal (RFP) for Wireless Telecommunications Services for immediate release. The new RFP should integrate the requirements and specifications for all cellular, paging, wireless messaging, wireless data and hybrid cellular/radio services a single multi-part call to leverage the City's purchasing power when dealing with vendors capable of providing more than one type of service;

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- (3) upon expiry of the current City Preferred Vendor of Record agreements, the City purchase cellular voice data service, pager services and two-way text messaging services from the Province of Ontario, Management Board Secretariat Vendor of Record agreements until such time that the City can award new contracts for these services or until the expiry of the MBS agreements on Dec. 19, 2004. The amount of services purchased from the MBS agreements shall not exceed \$2.1 million over a maximum six (6) month period;
- (4) the Telecommunications Services, of the Corporate Services Information and Technology Division and Purchasing and Materials Management Division of Finance investigate the potential for cooperation and partnership with the Ontario Management Board Secretariat for future calls for wireless telecommunication services;
- (5) the appropriate City Officials be authorized and directed to take any necessary action to give effect thereto.

On motion by Councillor Carroll, the Administration Committee recommended to City Council for its meeting on June 22, 2004, adoption of the report (April 14, 2004) from the Commissioner of Corporate Services subject to amending Recommendation (4) by adding the words “or other public sector partners” after the words “Management Board Secretariat”, so that the recommendations now read:

“It is recommended that:

- (1) the City not proceed with the optional third year extension for both the cellular services and pager services awards, due to changes in vendor pricing strategies, available services and new technological developments that are not adequately addressed by the current awards;
- (2) the Telecommunications Services, of the Corporate Services Information and Technology Division, prepare a new Request for Proposal (RFP) for Wireless Telecommunications Services for immediate release. The new RFP should integrate the requirements and specifications for all cellular, paging, wireless messaging, wireless data and hybrid cellular/radio services a single multi-part call

to leverage the City's purchasing power when dealing with vendors capable of providing more than one type of service;

- (3) upon expiry of the current City Preferred Vendor of Record agreements, the City purchase cellular voice data service, pager services and two-way text messaging services from the Province of Ontario, Management Board Secretariat Vendor of Record agreements until such time that the City can award new contracts for these services or until the expiry of the MBS agreements on Dec. 19, 2004. The amount of services purchased from the MBS agreements shall not exceed \$2.1 million over a maximum six (6) month period;
- (4) the Telecommunications Services, of the Corporate Services Information and Technology Division and Purchasing and Materials Management Division of Finance investigate the potential for cooperation and partnership with the Ontario Management Board Secretariat, or other public sector partners, for future calls for wireless telecommunication services;
- (5) the appropriate City Officials be authorized and directed to take any necessary action to give effect thereto."

On motion by Councillor Davis, the Administration Committee requested the Chief Financial Officer and Treasurer be requested to report back to the Administration Committee for its September 8, 2004 meeting on the steps taken to ensure that telecommunication expenditures are being accounted and reported accurately.

(Chief Financial Officer and Treasurer; cc: Commissioner of Corporate Services - June 4, 2004)

(Clause 8, Report 4)

6.10 290 Old Weston Road (Ward 17 - Davenport)

The Administration Committee gave consideration to a report (May 18, 2004) from the Chief Financial Officer and Treasurer providing information on the tax arrears for the property known municipally as 290 Old Weston Road.

Recommendation:

It is recommended that this report be received for information.

The Committee also had before it a communication (June 2, 2004) from Councillor Cesar Palacio supporting staffs recommendations.

On motion by Councillor Nunziata, the Administration Committee received the report (May 18, 2004) from the Chief Financial Officer and Treasurer for information.

(Other Items Clause 19(b), Report 4)

6.11 Apportionment of Property Taxes

The Administration Committee gave consideration to a report (May 18, 2004) from the Chief Financial Officer and Treasurer recommending approval for the apportionment of 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", be approved; and,
- (2) the appropriate City officials be authorized and directed to take the necessary actions to give effect thereto.

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On motion by Councillor Walker with Councillor Davis in the chair, the Administration Committee recommended to City Council for its meeting on June 22, 2004 that the individual apportionments made under Section 356 of the *Municipal Act, 2001*, as provided in Appendix A of the report (May 18, 2004) from the Chief Financial Officer and Treasurer be approved excluding the following applications which will be heard at a future hearing.

Page No.	Tax Year	Original Roll No.	Tax Roll No. for Apportioned Properties	Tax Apportionment	Ward No.
5 of 16	2003	1901-03-1-060-00500	1901-03-1-060-00502	\$344,646.66	
		1901-03-1-060-00100	1901-03-1-060-00550	\$415,873.51	
			Total	\$760,520.17	37
9 of 16	2004	1901-12-5-190-01350	1901-12-5-190-01499		
			Range to		
			1901-12-5-190-01585		
			Total	\$135,591.37	42
1 of 16	1998	1904-01-3-620-01000	1904-01-3-620-00950		
		1904-01-3-620-01100	Range to		
		1904-01-3-620-01200	1904-01-3-620-01440		
		1904-01-3-620-01300	Total	\$18,586.57	18
		1904-01-3-620-01400			
		1904-01-3-620-01500			
		1904-01-3-620-01600			
		1904-01-3-620-01700			
		1904-01-3-620-01800			
		1904-01-3-620-02000			
		1904-01-3-620-02100			
		1904-01-3-620-02200			
3 of 16	1999	1904-01-3-620-01000	1904-01-3-620-00950		
		1904-01-3-620-01100	Range to		
		1904-01-3-620-01200	1904-01-3-620-01440		
		1904-01-3-620-01300	Total	\$72,792.05	18
		1904-01-3-620-01400			
		1904-01-3-620-01500			
		1904-01-3-620-01600			
		1904-01-3-620-01700			

		1904-01-3-620-01800			
		1904-01-3-620-02000			
		1904-01-3-620-02100			
		1904-01-3-620-02200			

The Administration Committee held a statutory meeting in accordance with the Municipal Act, 2001 and no one addressed the Committee.

(Clause 9, Report 4)

6.12 Tax Adjustment - *Municipal Act, 2001 Sections 357 & 358*

The Administration Committee gave consideration to a report (May 14, 2004) from the Chief Financial Officer and Treasurer recommending approval for the cancellation, reduction or refund of taxes pursuant to the provisions of sections 357 and 358 of the *Municipal Act, 2001* (formerly section 442 and 443 under the old *Municipal Act*).

Recommendation:

It is recommended that:

- (1) the individual tax appeal applications made pursuant to section 357 of the *Municipal Act, 2001* resulting in tax adjustments totalling \$250,639.11 (excluding phase-in/capping), as provided in the detailed hearing report attached as Appendix C, be approved;
- (2) the individual tax appeal applications made pursuant to section 358 of the *Municipal Act, 2001* resulting in tax adjustments totalling \$166,690.28 (excluding phase-in/capping), as provided in the detailed hearing report attached as Appendix D, be approved; and,
- (3) the appropriate City Officials be authorized and directed to take the necessary actions to give effect thereto.

On motion by Councillor Walker with Councillor Davis in the chair, the Administration Committee recommended to City Council for its meeting on June 22, 2004 that Recommendation (1) of the report May 14, 2004) from the Chief Administrative Officer and Treasurer be amended by

excluding one application to be heard at a future hearing, so that the recommendations now read:

- “(1) the individual tax appeal applications made pursuant to Section 357 of the *Municipal Act, 2001* resulting in tax adjustments totalling \$250,639.11 (excluding phase-in/capping), as provided in the detailed hearing report attached as Appendix C, be approved, excluding the following application to be heard at a future hearing

Section 357

Ward #	Appeal #	Tax Year	Assessment Roll #	Property Location	Reason	Tax Adjustment
16	2002-0887	2002	1904 11 5 200 00600	35 Kimbark Blvd	Further Review with MPAC	0

- (2) the individual tax appeal applications made pursuant to Section 358 of the *Municipal Act, 2001* resulting in tax adjustments totalling \$166,690.28 (excluding phase-in/capping), as provided in the detailed hearing report attached as Appendix D, be approved; and,
- (3) the appropriate City Officials be authorized and directed to take the necessary actions to give effect thereto.”

The Administration Committee held a statutory meeting in accordance with the Municipal Act, 2001 and no one addressed the Committee.

(Clause 10, Report 4)

6.13 Overpayment of Property Taxes

The Administration Committee gave consideration to a report ((March 30, 2004) from the Chief Financial Officer and Treasurer providing information and statistical data regarding the tax refund process administered by staff of the

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Finance Department and recommending new operational and process improvements to the tax refund process.

Recommendations:

It is recommended that:

- (1) all credit balances on property tax accounts resulting from assessment appeals shall be credited or refunded directly to whoever the Tribunal directs in its decision, and if no payee is named in the decision, to the current assessed owner, in accordance with section 341 of the *Municipal Act, 2001*; and where there has been a change in the assessed owner(s) since the date the decision was released by the Tribunal, the Director, Revenue Services, will require an executed Indemnification Agreement in a form satisfactory to the City Solicitor before any refund shall be made;
- (2) credit balances on all tax accounts of less than one hundred dollars (\$100) shall be applied as a credit to the tax account of the current assessed owner of said property, and, where requested in writing, credit amounts between fifteen dollars (\$15) and one hundred dollars (\$100) will be refunded directly to the current assessed owner by way of a cheque;
- (3) for residential tax accounts with credit balances between one hundred dollars (\$100) and one thousand dollars (\$1,000) inclusive, credit amounts shall be credited or refunded to the current assessed owner of the property, upon receipt by the City of a written refund request signed by the current assessed owner, together with an Indemnification Agreement in a form satisfactory to the City Solicitor;
- (4) for all other tax accounts, credit amounts shall be credited or refunded to the individual who made the overpayment, provided the City is in receipt of a written refund request signed by the claimant, together with an Indemnification Agreement in a form satisfactory to the City Solicitor, and proof in a form satisfactory to the Director, Revenue Services or a designate, that the said owner made the payment for which the refund is requested;
- (5) in the event that the City has not received a request for a refund, or a signed Indemnification Agreement and/or proof that the said owner made the payment for which the refund is requested, and no refund is issued by the City, all credit balances shall be transferred to the City's Tax Repayment Account, (re: Account No. 215161); and,

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

The Committee also had before it the report (May 20, 2004) from the Chief Financial Officer and Treasurer providing additional information regarding how overpayments of property taxes are processed, and examines several suggestions for alternate procedures identified by the Administration Committee during its consideration of this item at its meeting of April 29, 2004.

Recommendation:

It is recommended that this report be received for information.

On motion by Councillor Nunziata, the Administration Committee recommended to City Council for its meeting on June 22, 2004 that:

- (1) the report (March 30, 2004) from the Chief Financial Officer and Treasurer be adopted; and
- (2) the report (May 20, 2004) from the Chief Financial Officer and Treasurer be received for information.

(Clause 11, Report 4)

6.14 Toronto Fire Department Superannuation and Benefit Fund - Preliminary Valuation Results as at December 31, 2003

The Administration Committee gave consideration to a report (May 13, 2004) from the Chief Financial Officer and Treasurer presenting the preliminary 2003 Actuarial Valuation Results and the request of the Toronto Fire Department Superannuation and Benefit Fund Committee (the Benefit Fund Committee) to increase pensions effective January 1, 2004 by the 2.8% increase in the Consumer Price Index for the year 2003 and to provide Finance Department comments on this request.

Recommendations:

It is recommended that:

- (1) the 2003 preliminary Valuation Results Summary be received for information;
- (2) service and disability pensions which commenced prior to December 31, 2003 be increased by 2.8% effective January 1, 2004; and,
- (3) authority be granted to introduce the necessary bills and the appropriate City officials be authorized to take the necessary action to give effect thereto.

On motion by Councillor Davis, the Administration Committee recommended to City Council for its meeting on June 22, 2004 adoption of the report (May 13, 2004) from the Chief Financial Officer and Treasurer.

(Clause 12, Report 4)

6.15 Toronto Civic Employees' Pension and Benefit Fund (the Civic Plan) - Preliminary Valuation Results as at December 31, 2003.

The Administration Committee gave consideration to a report (May 25, 2004) from the Chief Financial Officer and Treasurer presenting the Preliminary 2003 Actuarial Valuation Results and the request of the Toronto Civic Employees' Pension and Benefit Fund Committee to amend the Canada Pension Plan integration formula in the Civic Pension plan and to increase pensions effective January 1, 2004 by the 2.8% increase in the Consumer Price Index for the year 2003, and to provide Finance Department comments on this request.

Recommendations:

It is recommended that:

- (1) the 2003 Preliminary Valuation Results Summary be received for information;

- (2) service and disability pensions which commenced prior to December 31, 2003, be increased by 2.8% effective January 1, 2004;
- (3) the Canada Pension Plan (CPP) offset formula in the Civic plan be reduced from 0.7% to 0.675% effective January 1, 2000 and the CPP earnings base used in the offset calculation be changed to the year of retirement and the four prior years for offsets taking place after January 1, 2000;
- (4) retirement pensions and survivor pensions which commenced prior to January 1, 2000 be recalculated as of that date provided that either the retired member or surviving spousal pensioner is alive and in receipt of a pension from the Fund on the date this amendment is approved by Council; and
- (5) authority be granted to introduce the necessary bills and the appropriate City officials be authorized to take the necessary action to give effect thereto.

On motion by Councillor Davis, the Administration Committee recommended to City Council for its meeting on June 22, 2004 adoption of the report (May 25, 2004) from the Chief Financial Officer and Treasurer.

(Clause 13, Report 4)

6.16 Parking Tag Activity Report - 2003

The Administration Committee gave consideration to a report (May 18, 2004) from the Chief Financial Officer and Treasurer reporting on the number and breakdown of parking infraction notices issued in the City of Toronto in 2003.

Recommendation:

It is recommended that this report be received for information.

On motion by Councillor Nunziata, the Administration Committee received the report (May 18, 2004) from the Chief Financial Officer and Treasurer for information.

(Other Items Clause 19(c), Report 4)

6.17 A Managed Intrusion Detection System - Request for Proposal No. 9144-03-7407

The Administration Committee gave consideration to a communication (May 19, 2004) from the e-City Committee forwarding actions taken by the Committee at its meeting held on May 19, 2004.

Recommendations:

- (1) supported, in general, the recommendations of the report (April 13, 2004) from the Commissioner of Corporate Services and Chief Financial Officer and Treasurer; and
- (2) requested the Commissioner of Corporate Services, in consultation with the Chief Financial Officer and Treasurer, to report to the June 2, 2004 meeting of the Administration Committee with a detailed tabulation of the criteria, scores and evaluation for the proponents who were shortlisted.

The Committee also had before it a confidential report (May 28, 2004) from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer, and because the report relates to the security of the property of the municipality discussions be held in-camera.

On motion by Councillor Davis, the Administration Committee recommended to City Council for its meeting on June 22, 2004 adoption of the report (April 13, 2004) from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer, attached to the communication (May 19, 2004) from the e-City Committee, which reads:

"It is recommended that:

- (1) Bell Canada Inc., the highest overall scoring Proponent meeting the requirements, be retained to provide the services of a Managed Intrusion Detection System for the Corporate Services Department, Information & Technology Division;

- (2) approval be granted to the Executive Director of Information & Technology, the Commissioner of Corporate Services, the Chief Financial Officer and Treasurer and the City Solicitor to negotiate and enter into an agreement with Bell Canada Inc. at a total estimated cost of \$508,250.00 including all charges and taxes for a three (3) year term;
- (3) the agreement referred to in the above recommendation No. 2 shall contain terms and conditions satisfactory to the Executive Director of Information & Technology, Commissioner of Corporate Services, Chief Financial Officer & Treasurer and the City Solicitor and be in a form satisfactory to the City Solicitor. As such, these terms and conditions must be negotiable between the aforementioned parties and Bell Canada Inc.; and
- (4) the appropriate City officials be authorised and directed to take the necessary action to give effect thereto.”

(Clause 14, Report 4)

6.18 Progress Report on the Development of a Future Strategy for Outsourced Mainframe Services

The Administration Committee gave consideration to a communication (May 19, 2004) from the e-City Committee forwarding action taken by the Committee at its meeting on May 19, 2004.

Recommendations:

The e-City Committee recommends to the Administration Committee:

- (1) the adoption of the following recommendations contained in the report (April 19, 2004) from the Commissioner of Corporate Services:

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- “(1) the strategy for the identified mainframe applications be adopted as outlined in this report and departments be directed to decommission inactive applications, archive the relevant data in accordance with legislated requirements and data retention policies, and develop and implement long-term application lifecycle strategies for the remaining operationally active mainframe applications;
 - (2) the Information & Technology Division works with departments to complete and implement the development of such application lifecycle strategies for each of the remaining operationally active mainframe applications and provides a progress report in early 2005;
 - (3) the expiration date of the current mainframe services contract with E.D.S. be recognized to be October 14, 2004, per the provisions of Work Plan No. 1 of the Master Services Agreement; and
 - (4) staff be authorized to continue the existing mainframe services with E.D.S. after October 14, 2004, and to enter into a contract on a sole sourced month-by-month basis with E.D.S. to a maximum term of 12 months after October 14, 2004 with negotiated terms for early termination at the City’s option and advanced notice, while transitioning services to the successful proponent to a Request for Proposal for future mainframe services.”; and
- (2) that the Commissioner of Corporate Services be requested to submit a report to the e-City Committee on the City’s overall information technology road map to enable a greater understanding of the existing environment, such report to also include a detailed inventory of the different information technology systems and the degree of integration within these systems.

On motion by Councillor Holyday, the Administration Committee recommended to City Council for its meeting on June 22, 2004 adoption of the recommendations in the communication (May 19, 2004) from the e-City Committee.

(Clause 15, Report 4)

6.19 Metropolitan Toronto Pension Plan - Actuarial Report and Cost Certificate as at December 31, 2003

The Administration Committee gave consideration to a report (May 19, 2004) from the Chief Financial Officer & Treasurer providing Finance Department comments regarding the Plan's 2003 Actuarial Valuation, to request approval for the Consumer Price Index-based increase in payments to pensioners as of 2004 as recommended therein and to present information on the financial status of the Plan.

Recommendations:

It is recommended that:

- (1) the 2003 Actuarial Report for the Metropolitan Toronto Pension Plan be received;
- (2) there be granted an increase of 2.80% in payments, effective as if in force on January 1, 2004, to pensioners of the Plan receiving benefits resulting from retirements prior to 2003, and for pensioners whose benefits arose from retirements in 2003, a proportionate increase at the rate of 0.2333% for each benefit month in that year;
- (3) By-law No. 15-92 of the former Metropolitan Corporation governing the Metropolitan Toronto Pension Plan be amended accordingly and authority be granted to introduce the necessary bill in Council; and,
- (4) the appropriate City officials be authorized to take the necessary action to give effect to the foregoing Recommendations.

The Committee also had before it the following material:

- communication (May 7, 2004) from the Board of Trustees of the Metropolitan Toronto Pension Plan at its meeting held on Friday, April 30, 2004, respecting the valuation report as at December 31, 2003.

Recommendations:

- (1) the recommendations contained in the report dated April 2004, titled "Report on the Actuarial Valuation for Funding Purposes as at December 31, 2003", be adopted, as follows:

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- (a) that no improvements be approved for active members for 2004; and
 - (b) that an increase of 2.80% be granted on pensions, effective January 1, 2004, to pensioners on benefit for more than one year and a proportionate increase of 0.2333% for each month of pension payment made in 2003 be granted for pensioners who retired during 2003 for which the estimated cost is \$16,380,000.
- (2) the process used in previous years to implement the proposed increase be confirmed.
- report titled "Metropolitan Toronto Pension Plan – Report on the Actuarial Valuation for Funding Purposes as at December 31, 2003" prepared by Mercer Human Resource Consulting is distributed to members of Council and key staff only)

On motion by Councillor Nunziata, the Administration Committee recommended to City Council for its meeting on June 22, 2004 adoption of the report (May 19, 2004) from the Chief Financial Officer and Treasurer, as amended by the communication (May 7, 2004) from the Board Secretary, The Board of Trustees of the Metropolitan Toronto Pension Plan, as follows:

"It is recommended that:

- (1) the 2003 Actuarial Report for the Metropolitan Toronto Pension Plan be received;
- (2) there be granted an increase of 2.80% in payments, effective as if in force on January 1, 2004, to pensioners of the Plan receiving benefits resulting from retirements prior to 2003, and for pensioners whose benefits arose from retirements in 2003, a proportionate increase at the rate of 0.2333% for each benefit month in that year;
- (3) no improvements be approved for active members for 2004;
- (4) the process used in previous years to implement the proposed increase be confirmed;

- (5) By-law No. 15-92 of the former Metropolitan Corporation governing the Metropolitan Toronto Pension Plan be amended accordingly and authority be granted to introduce the necessary bill in Council; and,
- (6) the appropriate City officials be authorized to take the necessary action to give effect to the foregoing Recommendations.”

(Clause 16, Report 4)

6.20 Request for Review of Procedural By-law regarding referral motions

The Administration Committee gave consideration to a communication (May 2, 2004) from Councillor Michael Walker requesting a review of the Procedural By-law as it relates to referral motions.

Recommendation:

That the City Solicitor and the City Clerk be requested to conduct a joint review of Council's Procedural By-law with respect to referral motions and report their findings to the next Administration Committee meeting.

On motion by Councillor Watson, the Administration Committee requested the City Clerk, in consultation with the City Solicitor, to conduct a review of Chapter 27, Council Procedures regarding referral motions, as outlined in the communication (May 2, 2004) from Councillor Walker, and report her findings to the September 8, 2004 Administration Committee meeting.

(City Clerk; cc: City Solicitor - June 4, 2004)

(Other Items Clause 19(d), Report 4)

6.21 City of Toronto Interest in Potential Divestiture of the Liquor Control Board of Ontario (LCBO)

The Administration Committee gave consideration to a communication (May 1, 2004) from Councillor Michael Walker advising that if the province chooses to investigate its options relative to the ownership of the LCBO, the City should be in a position to propose the assumption of its operations within the City of Toronto.

Recommendation:

That the Commissioner of Corporate Services report to the Administration Committee on the feasibility of the purchase or other means of acquisition of the LCBO stores, warehousing and testing and research facilities within the City of Toronto.

The Committee also had before it a report (May 20, 2004) from Councillor Michael Walker advising that it appears from the recently announced provincial budget that the province does not plan to dispose of the LLBO at this time.

Recommendation:

That the May 1, 2004 report from Councillor Walker on this matter be received.

On motion by Councillor Walker, with Councillor Davis in the chair, the Administration Committee received the communications (May 20, 2004 and May 1, 2004) from Councillor Walker.

(Other Items Clause 19(e), Report 4)

6.22 Provincial Riding Boundaries - Urban Under-Representation - Deficit in Democracy

The Administration Committee gave consideration to a communication (undated) from Alan Heisey and John Adams respecting urban voter under-representation in provincial ridings, requesting to speak to Committee, and seeking the Committee's support in requesting a report from the Chief Administrative Officer on this issue.

The Committee also had before it the following communications:

- (May 4, 2004) from Reginald Stackhouse regarding the Provincial Riding Boundaries; and
- (undated) from John Adams submitting a motion on the Provincial Riding Boundaries.

The following persons appeared before the Committee:

- Alan Heisey; and
- Heather Jewell

On motion by Councillor Watson, the Administration Committee requested the Chief Administrative Officer to report to the Administration Committee and/or Policy and Finance Committee, as appropriate, on strategies and opportunities for enhancing the principle of one-person, one vote and strengthening the representation of urban centres in Ontario.

(Chief Administrative Officer; cc: Interested Persons, Administrator, Policy and Finance Committee - June 4, 2004)

(Other Items Clause 19(f), Report 4)

6.23 Replacement Toner Cartridges

The Administration Committee gave consideration to a communication (May 18, 2004) from John Adams regarding procurement policies and practices of replacement cartridges for printers and requested to speak to the Committee.

The Committee also had before it the following material:

- communication (undated) from John Adams regarding printers and cartridges; and
- submission by John Adams regarding changing purchasing policies and practices on printers and cartridges.

Mr. David Title, President & CEO, Sistek Data addressed the Committee.

On motion by Councillor Walker, with Councillor Davis in the chair, the Administration Committee requested the Chief Financial Officer and Treasurer to report to the September 8, 2004 Administration Committee meeting on the following suggested recommendations proposed by John Adams:

- “(1) For acquisition of all new printers, the City of Toronto should require that only printers that have remanufactured cartridges commercially available shall be eligible;
- (2) for those printers already acquired, the City should require that only remanufactured toner cartridges shall be used which meet City specifications;
- (3) the City of Toronto should conduct a yearly bidding process that will be open to all qualified remanufacturers. The City should produce a qualified vendor list and only remanufacturers on this list will be allowed to conduct business with the City. These vendors must meet City specifications for quality standards and be approved through the normal selection process implemented by the City;
- (4) the City of Toronto shall cease the practice of accepting only ‘bundled’ bids – or winner take all bids – from toner cartridge manufacturers or remanufacturers. In the past, if remanufactured toner cartridges were not available for all printer types, the bid was disqualified;
- (5) the City of Toronto should only buy OEM cartridges when no remanufactured option exists meeting City specifications; and
- (6) City Council, through the Commissioner of Finance, request its Agencies, Boards and Commissions such as Toronto Police Services and Toronto Transit Commission 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.”

(Chief Financial Officer and Treasurer; cc: Interested Persons - June 4, 2004)

(Other Items Clause 19(g), Report 4)

6.24 Derry Foods (Contract 47001099) and Cover-All Computer Services Corp. (Contract 47006658) - Supplemental Contract Details

The Administration Committee gave consideration to a report (May 20, 2004) from the Chief Financial Officer and Treasurer providing requested additional details on the expenditures for the Derry Foods (Contract 47001099) and Cover-All Computer Services Corp. (Contract 47006658)

Recommendation:

It is recommended that this report be received for information.

On motion by Councillor Holyday, the Administration Committee received the report (May 20, 2004) from the Chief Financial Officer and Treasurer for information.

(Other Items Clause 19(h), Report 4)

6.25 Sale of Surplus Property to Metropolitan Toronto Habitat for Humanity Inc., 38 St. Lawrence Street - (Ward 26 - Toronto-Centre Rosedale)

The Administration Committee gave consideration to a report (May 14, 2004) from the Commissioner of Corporate Services authorizing the sale of the surplus property known municipally as 38 St. Lawrence Street to Metropolitan Toronto Habitat for Humanity Inc. at below market value for the development of affordable-ownership housing.

Recommendations:

It is recommended that:

- (1) the Offer to Purchase from Metropolitan Toronto Habitat for Humanity Inc. (“Habitat”) to purchase the City-owned property known municipally as 38 St. Lawrence Street, being part of Lots 3, 4 and 5 on the west side of St. Lawrence Street (formerly Cross Street), Plan 108, designated as Part 2 on Plan 64R-16187 (the “Property”), be accepted on the terms and conditions outlined in the body of this report, and that either one of the Commissioner of Corporate Services or the Executive Director of Facilities and Real Estate be authorized to accept the Offer on behalf of the City;
- (2) 38 St. Lawrence Street be released from Social Housing Agreement (No. CA200202), Collateral Agreement (No. CA200200) and Development Agreement (No. CA200201);
- (3) the Commissioner of Corporate Services be authorized to provide written authorization from the City as owner to authorize Habitat to submit an application for any zoning, site plan approval, minor variance, building permit or Official Plan amendment that may be required;
- (4) authority be granted to direct a portion of the proceeds on closing to fund any outstanding expenses related to this Property;
- (5) 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(s) and on such terms and conditions as she may from time to time consider reasonable; and
- (6) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Carroll, the Administration Committee recommended to City Council for its meeting on June 22, 2004 adoption of the report (May 14, 2004) from the Commissioner of Corporate Services.

(Clause 17, Report 4)

6.26 Expropriation of a Portion of 1251 Tapscott Road - McNicoll Avenue Extension Project (Ward 42 - Scarborough-Rouge River)

The Administration Committee gave consideration to a communication (May 25, 2004) from the City Clerk advising that City Council at its meeting held on May 18, 19 and 20, 2004, referred Clause No. 35 of Report No. 3 of The Administration Committee, regarding "Expropriation of a Portion of 1251 Tapscott Road - McNicoll Avenue Extension Project (Ward 42 - Scarborough-Rough River" back to the Administration Committee for further consideration.

The Committee also had before it the following material:

- confidential report (June 1, 2004) from the Commissioner of Corporate Services and because the report relates to the proposed or pending acquisition of land for municipal purposes or local board purposes, under the Municipal Act, 2001, discussions be held in camera; and
- communication (June 1, 2004) from J. Pitman Patterson, Borden Ladner Gervais, Lawyers.

On motion by Councillor Watson, the Administration Committee deferred consideration of the communication (May 25, 2004) from the City Clerk and related material before the Committee, to its next meeting on June 28, 2004.

(Other Items Clause 19(i), Report 4)

**6.27 Requests by the Toronto District School Board for Release of City Interest in:
St. Conrad Separate School (Ward 9 - York Centre);
Yvonne Public School (Ward 7 - York West); and
Melody Public School (Ward 7 - York West)**

The Administration Committee adjourned its public session at 10:30 a.m. to meet in-camera to consider Minute No. 6.27 relating to acquisition of land for municipal purposes.

The Administration Committee gave consideration to a confidential report (May 27, 2004) from the Commissioner of Corporate Services and the City Solicitor.

The Administration Committee resumed its public session at 11:07 a.m.

On motion by Councillor Watson, the Administration Committee:

- (1) submitted the confidential report (May 27, 2004) from the Commissioner of Corporate Services and the City Solicitor, which was forwarded to Members of Council under confidential cover, to Council for its meeting on June 22, 2004, without recommendation, and discussions on this report be held in-camera because the matter relates to the acquisition of lands for municipal purposes; and
- (2) requested the City Solicitor to submit a confidential report to City Council for its meeting on June 22, 2004 as outlined in the confidential communication (June 4, 2004) from the City Clerk, Administration Committee.

(City Council; City Solicitor; cc: Commissioner of Corporate Services - June 4, 2004)

(Clause 18, Report 4)

The Committee adjourned its meeting at 2:32 p.m.

Chair