



**ADMINISTRATION COMMITTEE  
AGENDA  
MEETING 1**

**Date of Meeting:** Thursday, January 6, 2005      **Enquiry:** Yvonne Davies  
**Time:** 9:30 a.m.      **Committee Administrator**  
**Location:** Committee Room 1      **416-392-7039**  
City Hall      **ydavies@toronto.ca**  
100 Queen Street West  
Toronto, Ontario

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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 - December 10, 2004

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

10:00 a.m. - Item 1  
- Item 2

**Communications/Reports:**

**1. 2005 Capital Budget - Administration Committee**

**(Speakers - 10:00 a.m.)**

Analysts Briefing Notes on the 2005 Capital Budgets under the purview of the Administration Committee:

Finance:

Corporate Services:

- City Clerk's Office;
- Court Services;
- End of Lease Strategy;
- Facilities and Real Estate;
- Fleet Services; and
- Information and Technology; and
- Union Station

**2. 2005 Operating Budget - Administration Committee**

**(Speakers - 10:00 a.m. - immediately after Capital Budget)**

Analyst Briefing Notes on the 2005 Operating Budgets under the purview of the Administration Committee:

Finance:

Corporate Services:

- City Clerk's Office;
- Corporate Communications;
- Court Services;
- Facilities and Real Estate;
- Fleet Services;
- Human Resources;
- Information and Technology;
- Legal Services; and
- Service Improvement and Innovation.

Other:

- Chief Administrator's Office;
- Council;
- Mayor's Office; and
- Community Partnership and Investment.

**NOTE: Please bring your Budget Material for Items 1 and 2 with you.**

**2(a). Feasibility of dealing with staff costs in the Mayor's Office such as vacation, sick leave and severance, in a manner similar to Council Program.**

Report (December 13, 2004) from the City Clerk reporting to the Administration Committee on the feasibility of dealing with staff costs in the Mayor's Offices such as vacation, extended sick leave and severance, in a manner similar to Council Program.

Recommendations:

It is recommended that:

- (1) funds in the amount of \$41.0K be added to the Mayor's Office 2005 Operating Budget for staff replacement costs similar to that in the Council Program. A budget transfer from the Council 2005 Operating Budget be made to the Mayor's Office 2005 Operating Budget;
- (2) the policy approved for the Council Program on the administration of the staff replacement and severance fund, equally apply to the Mayor's Office program; and
- (3) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

**3. Declaration as Surplus - Parcel of Vacant Land - Southwest corner of East Drive and Jane Street (Ward 11 - York South-Weston)**

Report (December 17, 2004) from the Commissioner of Corporate Services, seeking approval to declare the property surplus to municipal requirements.

Recommendations:

It is recommended that:

- (1) the parcel of vacant land located on the southwest corner of East Drive and Jane Street Drive, being part of Lot 1 on Registered Plan 2143 and designated as Part 1 on Reference Plan 64R-1623 (the "Property"), be declared surplus to the City's requirements;
- (2) a permanent easement for nominal consideration be granted to Toronto Hydro for existing overhead hydro line along the northeast corner of the Property, and on terms and conditions acceptable to the Commissioner of Corporate Services or the Director of Real Estate Services;

- (3) the Property be listed for sale on the open market, subject to the proposed Toronto Hydro easement, if required;
- (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.

#### **4. Technology End of Lease Strategy Initiative (TELS) Progress Report on Purchasing Requirements for first Quarter 2005**

Communication (December 16, 2004) from the e-City Committee forwarding, for information, the report (December 2, 2004) from the Commissioner of Corporate Services reporting on the hardware requirements for the Technology End of Lease Strategy for the first Quarter 2005.

#### **5. Municipal Election Voting Day**

Report (December 17, 2004) from the City Clerk reporting on advancing the municipal election voting day from the second Monday in November to a Thursday in May, June, September or October in an election year.

##### Recommendations:

It is recommended that:

- (1) Council request the Minister of Municipal Affairs and Housing to amend the *Municipal Elections Act, 1996* to enable municipalities to pass a by-law to provide for a voting day as approved by the municipality. The amendment should limit the choice of dates to a day no later than the second week in June and no earlier than the first week of June;
- (2) in the event the Minister is not in favour of Recommendation No. (1) above, the Minister be requested to institute a Province-wide municipal election date of the first Thursday in June in an election year;
- (3) Council indicate their support for the City of Toronto municipal election to be held on the first Thursday of June in an election year; and
- (4) Council request the Minister of Municipal Affairs and Housing to amend the *Municipal Elections Act, 1996* to enable municipalities to pass a by-law to

provide for the beginning date for a new council. Such date is to be no more than two weeks after the date of the election.

**6. Acquisition by the City of Toronto of the Records of Members of Council**

Communication (December 7, 2004) from the City Clerk advising that City Council on November 30, December 1 and 2, 2004, referred Item (a) in Other Items Clause 34 of Report 9 of the Administration Committee, titled "Acquisition by the City of Toronto of the Records of Members of Council", back to the Administration Committee for further consideration.

**7. 2004 Annual Report on Multilingual Services (All wards)**

Report (December 13, 2004) from the Commissioner of Corporate Services following up on the Multilingual Services Policy passed by Council in 2002. The report offers an overview summary of translation and interpretation activities undertaken in 2004 by the various City departments in order to meet the language needs of City of Toronto residents.

Recommendations:

It is recommended that this report be received for information.

**8. Write-off of Uncollectable Miscellaneous Receivables**

**(Deferred from December 10, 2004)**

Report (November 29, 2004) from the Chief Financial Officer and Treasurer recommending to Council the write-off of uncollectable miscellaneous receivable accounts in accordance with the provisions of the Financial Control Bylaw.

Recommendations:

It is recommended that:

- (1) City Council approve the write-off of uncollectable accounts of \$3,584,144 as detailed on the Appendix B to this report; and
- (2) the Chief Financial Officer and Treasurer report annually to the Administration Committee on accounts receivable that are being recommended for write-off.

*(Appendix B1, referred to in this report, was distributed to Members of Council and key city staff only and a copy is on file in the City Clerk's office.)*

- 8(a).** Report (December 15, 2004) from the Chief Financial Officer and Treasurer requesting that consideration of the report, entitled "Write-off of Uncollectable Miscellaneous Receivables", be deferred.

Recommendation:

It is recommended that the report, entitled "Write-off of Uncollectable Miscellaneous Receivables" be deferred to the March 8, 2005 Administration Committee.

- 9. Court Application by Toronto District School Board with respect to Yvonne Public School (Ward 7 - York West)**

**(In-camera - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board)**

Confidential report (December 17, 2004) from the City Solicitor.

- 10. Recipient - 2004-2005 City of Toronto Women's Studies Graduate Scholarship at the University of Toronto**

Report (December 20, 2004) from the Chief Administrative Officer advising Council of the result of the scholarship application process for the City of Toronto graduate scholarship in Women's Studies at the University of Toronto.

Recommendations:

It is recommended that:

- (1) City Council extend its congratulations to Helen Kang as the 2004-2005 recipient of City of Toronto graduate scholarship in Women's Studies at the University of Toronto; and
- (2) the appropriate City Officials be authorised and directed to take the necessary action to give effect thereto.



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**ADMINISTRATION COMMITTEE  
SUPPLEMENTARY AGENDA  
MEETING 1**

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**NEW ITEMS**

**Communications/Reports:**

**11. Sale of Portions of City-owned Land adjacent to 150 Borough Drive, In Exchange for a Strata Land Interest for a Proposed New Public Park and Other Considerations (Ward 38 - Scarborough Centre)**

Report (January 5, 2005) from the Commissioner of Corporate Services recommending that the City-owned lands described in this report be sold in exchange for a strata land interest in certain lands to be conveyed to the City for the purpose of a proposed new public park, a cash payment and other considerations.

**Recommendations:**

It is recommended that:

- (1) authority be granted for the City to enter into a Land Exchange Agreement with Skygold Developments Limited (hereinafter referred to as "Skygold" or "Goldman"), pursuant to which the City will agree to convey its lands north of the City's deck parking facility, east of the Scarborough Civic Centre and west of Town Centre Court, designated as Parts 8, 9, 10, 11, 12 and 13 on the draft reference plan dated December 9, 2004 (the "Draft Reference Plan"), to Skygold in exchange for the conveyance of a strata land interest in certain lands for a proposed new public park designated as Parts 17, 19, 20, 21, 22, 26 and 28 on the Draft Reference Plan, a cash payment of \$1,800,000.00 and other considerations as outlined in Appendix A this report;

- (2) the City Solicitor be authorized to complete the land 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
- (3) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

**11(a). Construction of an Additional Parking Level at Scarborough Civic Centre Deck Parking Facility (Ward 38 - Scarborough Centre)**

Report (December 30, 2004) from the President, Toronto Parking Authority, reporting back on the feasibility of constructing an additional level of parking on the existing parking structure at Scarborough Civic Centre.

Recommendations:

It is recommended that:

- (1) the Toronto Parking Authority be requested to report back to the Administration Committee with respect to the financial feasibility of the parking expansion within one year's time.

**12. Declaration as Surplus - City of Toronto's Reversionary Interest in Land in Regent Park North (Ward 28 - Toronto Centre-Rosedale)**

Report (December 20, 2004) from the Commissioner of Corporate Services seeking authority to declare surplus to municipal requirements the City's reversionary interest in land in Regent Park North.

Recommendations:

It is recommended that:

- (1) the City's reversionary interest in the Regent Park North lands be declared surplus to municipal requirements with the intended method of disposal to be by way of a Release and Discharge to the Toronto Community Housing Corporation and the Ontario Housing Corporation and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken;
- (2) City Council approve, as the approving authority under the provisions of the *Expropriations Act*, the disposal of the lands without giving the original owners



from whom the lands were expropriated the first chance to repurchase the lands;  
and

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

**13. Surplus Land Declaration and Proposed Closing of Six Public Highways Located in Regent Park South (Ward 28 - Toronto Centre-Rosedale)**

Report (December 23, 2004) from the Acting Commissioner of Works and Emergency Services and the Commissioner of Corporate Services, addressed to the Administration Committee and the Toronto and East York Community Council, recommending that St. David Walk, Sackville Green, Belshaw Place, Whiteside Place, Nicholas Avenue and the easterly portion of St. Bartholomew Street (collectively referred to as the "Highways") be permanently closed and declared surplus to municipal requirements and authority be granted to negotiate a land exchange with the Toronto Community Housing Corporation ("TCHC") for certain lands to be conveyed to the City in the future for public highway purposes in Regent Park South.

Recommendations:

It is recommended that:

- (1) the Administration Committee recommend to City Council, conditional upon City Council's approval of the recommendations to the Toronto and East York Community Council set out herein that the Highways be permanently closed, that:
- (a) the Highways be declared surplus to the City's requirements and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and
  - (b) the Commissioner of Corporate Services be authorized to invite an offer to purchase the Highways from TCHC;
- (2) the Toronto and East York Community Council recommend to City Council, conditional upon City Council's approval of the recommendations to the Administration Committee set out herein that the Highways be declared surplus, that:
- (a) subject to compliance with the requirements of the *Municipal Act, 2001*, and subject to City Council approving the sale of the Highways, the Highways be permanently closed as public highways;

- (b) subject to City Council approving the sale of the Highways, notice be given to the public of a proposed by-law to permanently close the Highways, in accordance with the requirements of Chapter 162 of the City of Toronto Municipal Code, and the Toronto and East York Community Council hear any member of the public who wishes to speak to this matter;
  - (c) following the closure of the Highways, easements be granted as required to the City, Bell Canada, Toronto Hydro, Enbridge, Rogers Cable and any other public utility company as may be required, for access, operation, use, inspection, repair, maintenance, reconstruction or alteration of the existing services, and for the construction of additional or new services, or, with the consent of the City and the affected utility companies, the services be removed from the Highways at the sole cost of TCHC; and
  - (d) as a condition for the sale of the Highways to TCHC, the City shall reserve an easement over St. Bartholomew Street for the benefit of the City and the general public for continued pedestrian and vehicular access to the Regent Park Community Centre; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect to the foregoing, including the introduction in City Council of any bills necessary to give effect thereto.

#### **14. Sale of 30 Regent Street (Ward 28 - Toronto Centre-Rosedale)**

Report (December 21, 2004) from Commissioner of Corporate Services requesting authority for the sale of the City-owned property municipally known as 30 Regent Street.

##### Recommendations:

It is recommended that:

- (1) the Offer to Purchase from Toronto Community Housing Corporation (“TCHC”) to purchase the City-owned property located at 30 Regent Street legally described as part of Lots 4 to 6, Lot 13 and part of Lots 14 to 16 and part of closed Back Road, on Registered Plan D-100 and described as Part 2 on the draft reference plan dated December 14, 2004, copy attached (the “Property”), for nominal consideration, 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) the City Solicitor be authorized to complete the transaction on behalf of the City, including making 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;

- (3) authority be granted to direct a portion of the proceeds on closing to fund the outstanding expenses related to this property; and
- (4) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

**15. Exchange of a portion of 12 Canterbury Place for Lands Located at 37 Churchill Avenue for Park Purposes (Ward 23 - Willowdale)**

Report (December 21, 2004) from the Commissioner of Corporate Services requesting authority for the acquisition of 37 Churchill Avenue in exchange for a portion of 12 Canterbury Place.

Recommendations:

It is recommended that:

- (1) a Land Exchange Agreement between the City and 1402335 Ontario Ltd. (“1402335”) be entered into for the acquisition of 37 Churchill Avenue, legally described as Part of Lot 47, Plan 3163, and shown as Part 4 on the attached site sketch, in exchange for a portion of 12 Canterbury Place, legally described as part of Lot 19, Concession 1 West of Yonge Street, designated as part of Part 1 on Reference Plan 64R-12410 and shown as Part 1 on the site sketch (the “Property”) and \$61,000.00, on the terms outlined in the body of this report;
- (2) authority be granted to direct a portion of the proceeds on closing to fund the outstanding expenses related to this property;
- (3) the City Solicitor be authorized to complete the transactions 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
- (4) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

**16. Accommodation of the Woman Abuse Council of Toronto (Ward 23 - Willowdale)**

Report (December 21, 2004) from the Commissioner of Corporate Services providing a status report on alternative accommodation for the Woman Abuse Council of Toronto.

Recommendations:

It is recommended that the Commissioner of Corporate Services be directed to report back, during the April 2005 Council cycle, with a proposal to accommodate Woman Abuse Council in alternative City-owned space.

**17. Deep Lake Water Cooling - Metro Hall**

*(Report not yet available)*

Confidential report (December 21, 2004) from the Commissioner of Corporate Services).



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**ADMINISTRATION COMMITTEE  
SUPPLEMENTARY AGENDA 2  
MEETING 1**

**Date of Meeting:** Thursday, January 6, 2005      **Enquiry:** Yvonne Davies  
**Time:** 9:30 a.m.      **Committee Administrator**  
**Location:** Committee Room 1      **416-392-7039**  
2nd Floor, City Hall      **ydavies@toronto.ca**  
100 Queen Street West  
Toronto

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**Communications/Reports:**

**17. Deep Lake Water Cooling - Metro Hall**

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

Confidential report (December 21, 2004) from the Commissioner of Corporate Services).

**MOTION TO INTRODUCE FOLLOWING REPORTS IS REQUIRED**

**18. Authority to extend purchasing of Wireless Telecommunications Services through the Management Board Secretariat of Ontario Vendor of Record Agreements SA-3000 to December 19, 2005, in conformance with Provincial extension of agreement.**

Report (December 23, 2004) from the Commissioner of Corporate Services reporting to Council on the current status of Wireless Telecommunications Services purchases through the Management Board Secretariat of Ontario Vendor of Record Agreements SA-3000 and SA-3003 and also seeking Council approval to continue buying services through these agreements to December 19, 2005, in accordance with its contract extension.

Recommendations:

It is recommended that:

- (1) Council authorize the amendment of the original amount of \$2,100,000 reported in Clause No. 8 of Report No. 4 of the Administration Committee to a value of \$2,248,765.53 to account for tax implications that were not correctly stated in the original report;
- (2) Council concur with the decision to issue the sole source requests, based on the existing MBS Agreements, used to bridge the continuity of services for the following providers: Bell Mobility, \$333,600.67; Rogers Wireless, \$74,615.74; Telus Mobility, \$632,844.76; Microcell Fido, \$6,081.30; Baka Wireless, \$12,247.73; Wireless Systems Solutions, \$15,550.39; Telus Mobility WBS, \$12,065.26; Uptown Communications, \$6,792.75; Verizon Wireless Messaging, \$33,224.26. The total amount is \$1,127,022.86 inclusive of all taxes;
- (3) Council authorize staff to continue buying cellular airtime services for an additional nine (9) month term from the existing Management Board Secretariat's Preferred Vendor Agreements SA-3000 and SA-3003, in accordance with its contract extension, in an amount not to exceed \$3,141,427.00 inclusive of all taxes. This nine (9) month period would be in effect from the expiry of the bridging sole sources to the expiry of the MBS Agreement, March 19, 2005 until December 19, 2005. The costs are allocated as follows: Bell Mobility, \$1,000,802.00; Rogers Wireless, \$223,847.00; Telus Mobility, \$1,898,534.00; and Microcell Fido, \$18,244.00, inclusive of taxes;
- (4) Council authorize staff to continue buying paging services from Verizon Wireless Messaging for an additional nine (9) month term from March 19, 2005 to December 19, 2005 at a cost of \$99,673.00, inclusive of taxes under a sole source agreement due to the lapse of agreements for Paging services;
- (5) Council authorize staff to continue buying wireless hardware services for an additional nine (9) month term from the approved suppliers under the MBS Agreement in an amount not to exceed \$139,967.00 inclusive of all taxes. The costs are allocated as follows: Wireless Systems Solutions, \$46,651.00; Telus Mobility WBS, \$36,195.00; Uptown Communications, \$20,378.00; and Baka Wireless, \$36,743.00, inclusive of taxes;
- (6) the Telecommunications Services, of the Corporate Services Information and Technology Division, prepare a new Request for Proposal (RFP) for Wireless Telecommunications Services, integrating the Auditor General's recommendations to the requirements for all cellular, paging, wireless messaging, wireless data and hybrid cellular/radio services into 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. Pricing and services resulting from the City RFP will supercede the MBS Agreements as of the date the awards come into force; and

- (7) the appropriate City Officials be authorized and directed to take any necessary action to give effect thereto.

**19. Statutory Offer of Compensation - Expropriation of Part of 1251 Tapscott Road - McNicoll Avenue Extension Project (Ward 42 - Scarborough-Rouge River)**

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

*(Report not yet available)*