

**THE CITY OF TORONTO**

**City Clerk's Office**

**Minutes of the Administration Committee**

**Meeting 2**

**Tuesday, March 8, 2005**

The Administration Committee met on March 8, 2005, in Committee Room 1, City Hall, Toronto, commencing at 9:36 a.m.

<b>Councillor</b>	<b>Public Session 9:20 a.m. to 12:20 p.m.</b>	<b>In-Camera 12:20 p.m. to 12:40 p.m.</b>	<b>Public Session 2:10 p.m. to 2:35 p.m.</b>
Councillor Michael Walker, Chair	X	X	X
Councillor Janet Davis, Vice-Chair	X	-	X
Councillor Shelley Carroll	X	X	X
Councillor Frank Di Giorgio	X	X	X
Councillor Rob Ford	X	X	X
Councillor Doug Holyday	X	X	X
Councillor Frances Nunziata	X	X	X
Councillor Sylvia Watson			

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

Councillor Walker in the Chair.

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

Councillor Ford declared an interest with respect to Minute No. 2.17, "Procurement of Used Printing Equipment through Auction, Liquidation, Sales or Trade Publications Advertisements", and advised that his family owns a printing company.

Councillor Nunziata declared an interest with respect to Minute No. 2.29, "Notice of Candidates who Failed to File Supplementary Financial Statements from the 2003 Municipal Election", and advised that her brother is one of the candidates who failed to file their supplementary financial statements by March 1, 2005.

### **Confirmation of Minutes**

On motion by Councillor Di Giorgio, the minutes of the meeting of the Administration Committee held on January 6, 2005 were confirmed.

Councillor Walker, on behalf of the Administration Committee, presented Commissioner Joan Anderton with a scroll, in appreciation of her five years of dedicated service to the City of Toronto.

### **2.1 Apportionment of Property Taxes**

The Administration Committee held a statutory meeting in accordance with the *Municipal Act, 2001* and Timothy V.C. Wall appeared before the Committee.

The Administration Committee considered a report (February 17, 2005) from the Chief Financial Officer and Treasurer recommending approval for the apportionment of taxes pertaining 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.

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

- (1) the individual apportionments made pursuant to Section 356 of the *Municipal Act, 2001*, as provided in Appendix A of the report (February 17, 2005) from the Chief Financial Officer and Treasurer, titled "Apportionment of Property Taxes" be

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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 24	2004	1901-07-1-171-00700 (3783 St Clair Ave E)	1901-07-1-171-00650		
			1901-07-1-171-00701		
			<u>Total:</u>	\$59,949.53	36
20 of 24	2004	1908-09-2-020-04300 (6 Clairtrell Rd)	1908-09-2-020-06101	\$5,333.73	
		1908-09-2-020-04500 (436-438 Sheppard Ave E)	Range to	\$27,842.06	
			<u>1908-09-2-020-06237</u>		
			<u>Total:</u>	\$33,175.79	23
5 of 24	2003	1914-06-3-160-02600 (249 John St)	1914-06-3-160-02601	\$2,141.76	
		1914-06-3-160-02700 (253 John St)	<u>1914-06-3-160-02701</u>	\$2,092.18	
		1914-06-3-160-02750 (0 John St s/s)		\$1,199.78	
			<u>Total:</u>	\$5,433.72	11
20 of 24	2004	1908-05-1-550-00700 (4222 Bathurst St)	1908-05-1-550-00701	\$165,160.84	

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		1908-05-1-550-00800 (4200 Bathurst St)	1908-05-1-550-00801	\$30,192.12	
			Total:	\$195,352.96	10

and

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

**Report 3, Clause 1**

**2.2 Tax Adjustment - *Municipal Act, 2001*, Sections 357 and 358**

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

The Administration Committee considered a report (February 18, 2005) 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*.

Recommendations:

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 \$2,039,797.96 (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 \$340,083.64 (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.

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On motion by Councillor Ford, the Administration Committee recommended to City Council that:

- (1) the individual appeals pursuant to Section 357 and Section 358 of the *Municipal Act, 2001*, as provided in the Detailed Hearing Reports marked as "Appendix C" and "Appendix D" attached and as summarized in Schedule "A" and "B" of the report (February 18, 2005) from the Chief Financial Officer and Treasurer, be approved excluding the following application to be heard at a future hearing:

Section 357

Ward No.	Appeal No.	Tax Year	Assessment Roll No.	Property Location	Reason	Tax Adjustment
14	20040190	2004	1904-02-2-420-00300	7 Indian Grove	Further review with MPAC	\$647.92

and

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

**Report 3, Clause 2**

**2.3 Declaration as Surplus - Closed Road Allowances and One-Foot Reserve Strip Adjacent to 117 Confederation Drive (Ward 43 - Scarborough East)**

The Administration Committee considered a report (February 15, 2005) from the Commissioner of Corporate Services recommending that the closed road allowances, shown as Parts 1 and 2 on Sketch No. PS-2004-166a, and the one-foot reserve strip, shown as Parts 3, 4 and 5 on the Sketch, (collectively herein referred to as the "Property") be declared surplus to municipal requirements.

Recommendations:

It is recommended that:

- (1) the Property be declared surplus to the City's requirements, subject to the retention of an easement in Part 4 on Sketch No. PS-2004-166a for sewer and watermain purposes;
- (2) the Commissioner of Corporate Services be authorized to commence negotiations with the owner of 117 Confederation Drive for the acquisition of an easement in Part 6 on Sketch No. PS-2004-166a in exchange for Parts 4 and 5 on the Sketch;
- (3) the Commissioner of Corporate Services be authorized to invite an offer to purchase Part 1 on the Sketch from the owner of 121 Confederation Drive, and to invite an offer to purchase Parts 2 and 3 on the Sketch from the owner of 450A Scarborough Golf Club Road;
- (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.

On motion by Councillor Holyday, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (February 15, 2005) from the Commissioner of Corporate Services.

**Report 3, Clause 3**

**2.4 Declaration as Surplus Parcel of Vacant Land - 69 Austin Avenue (Ward 30 - Toronto-Danforth)**

The Administration Committee considered a report (February 15, 2005) 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 known municipally as 69 Austin Avenue, being Part of Lot 2 on Plan 316E and shown as Part 1 on Sketch No. PS-2005-024, 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 65 Austin Avenue, and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and
- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Davis, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (February 15, 2005) from the Commissioner of Corporate Services.

**Report 3, Clause 4**

**2.5 Declaration as Surplus - Three Parcels of Closed Road Allowance Located on the East Side of Thatcher Avenue, adjacent to 39 and 47 Thatcher Avenue and on the West Side of St. Quentin Avenue, adjacent to 30 St. Quentin Avenue (Ward 36 - Scarborough Southwest)**

The Administration Committee considered a report (February 15, 2005) from the Commissioner of Corporate Services seeking approval to declare the subject parcels, shown as Parts 1, 2 and 3 on the attached sketch, (collectively herein referred to as the "Property"), surplus to municipal requirements.

Recommendations:

It is recommended that:

- (1) the Property, being part of Eastbourne Avenue on Plan M-350 now Bloombury Avenue Closed, designated as Part 7 on Reference Plan 66R-2588 and Parts 9 and 12 on Reference Plan 66R-1293 and shown as Parts 1, 2 and 3 on the attached sketch, be declared surplus to the City's requirements;

- (2) the Commissioner of Corporate Services be authorized to invite an offer to purchase Part 1 on the sketch from the owner of 39 Thatcher Avenue, to invite an offer to purchase Part 2 on the sketch from the owner of 47 Thatcher Avenue, and to invite an offer to purchase Part 3 on the sketch from the owner of 30 St. Quentin Avenue;
- (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.

On motion by Councillor Holyday, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (February 15, 2005) from the Commissioner of Corporate Services.

### **Report 3, Clause 5**

#### **2.6 Declaration as Surplus Residual Portions of Reserve Strip North Side of Hocken Avenue at the Rear of 17 and 81 Ellsworth Avenue (Ward 21 - St. Paul's)**

The Administration Committee considered a report (February 15, 2005) from the Commissioner of Corporate Services seeking approval to declare the residual portions of the reserve strip surplus to municipal requirements.

#### Recommendations:

It is recommended that:

- (1) the residual portions of the one-foot reserve strip located on the north side of Hocken Avenue at the rear of 17 and 81 Ellsworth Avenue, being part of the one-foot reserve on Registered Plan 821, abutting the southerly west halves of Lots 40 and 55 on Registered Plan 1306, be declared surplus to the City's requirements;
- (2) the Commissioner of Corporate Services be authorized to invite an offer to purchase the reserve strip located at the rear of 17 Ellsworth Avenue from



the owner of 17 Ellsworth Avenue and to invite an offer to purchase the reserve strip located at the rear of 81 Ellsworth Avenue from the owner of 81 Ellsworth Avenue;

- (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.

On motion by Councillor Ford, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (February 15, 2005) from the Commissioner of Corporate Services.

### **Report 3, Clause 6**

#### **2.7 Offers of Compensation - Expropriation of part of 1251 Tapscott Road - McNicoll Avenue Extension Project (Ward 42 - Scarborough-Rouge River)**

The Administration Committee considered a confidential report (February 17, 2005) from the Commissioner of Corporate Services relating to the acquisition of land for municipal purposes.

On motion by Councillor Carroll, the Administration Committee recommended:

- (1) that City Council adopt the staff recommendations in the Recommendations Section of the confidential report (February 17, 2005) from the Commissioner of Corporate Services which was forwarded to Members of Council under confidential cover; and
- (2) because the report relates to a proposed or pending acquisition of land for municipal or local board purposes under the *Municipal Act, 2001*, discussions about this report be held in camera.

### **Report 3, Clause 7**

#### **2.8 Suggested Amendments to the Fair Wage Policy**

The Administration Committee considered a report (January 10, 2005) from the Manager, Fair Wage Office, responding to the request by Works Committee that the Fair Wage Policy be revised to provide that if a contractor does not provide requested payroll documentation within a 24 hour period, that contractor is not allowed to bid on City contracts for two years.

#### Recommendations:

It is recommended that:

- (1) the proposal that contractors submit documentation within 24 hours of any request by the Fair Wage Office not be adopted, since the current Fair Wage Policy and Office administrative procedures and practices address the lack of cooperation and disclosure by contractors;
- (2) this report be referred to the Works Committee for information; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

The Committee noted that this report was also being considered by the Works Committee, which was meeting at the same time on March 8, 2005.

On motion by Councillor Holyday, the Administration Committee recommended that City Council adopt staff Recommendations (1) and (3) in the Recommendations Section of the report (January 10, 2005) from the Manager, Fair Wage Office.

### **Report 3, Clause 8**

## **2.9 2005 Computer Maintenance Contracts**

The Administration Committee considered a report (February 14, 2005) from the Commissioner of Corporate Services submitting a comprehensive listing of all computer maintenance contracts for all departments, their expiry dates and related costs.

### Recommendation:

It is recommended that this report be received for information.

On motion by Councillor Davis, the Administration Committee deferred consideration of the report (February 14, 2005) from the Commissioner of Corporate Services to its next meeting on April 26, 2005.

### **Report 3, Other Items Clause 23(a)**

## **2.10 Toronto's Walking Couriers**

The Administration Committee considered a report (February 16, 2005) from the Commissioner of Corporate Services responding to the Administration Committee request that the City of Toronto set an example and deliver courier packages by foot, bicycle or public transit.

### Recommendation:

It is recommended that this report be received for information.

Wayne Scott, Hoof and Cycle, appeared before the Committee and submitted a written brief.

On motion by Councillor Ford, the Administration Committee:

- (1) received the report (February 16, 2005) from the Commissioner of Corporate Services and directed that it be forwarded to the Pedestrian Committee for information; and

- (2) requested the Commissioner of Corporate Services to report back to the Administration Committee for its next meeting on April 26, 2005, with a breakdown of costs by department, examples of what type of material is sent by courier, if Members of Council use this service and if their office budget covers the cost, etc.

(Toronto Pedestrian Committee; cc: Wayne Scott, Hoof and Cycle - March 10, 2005)

### **Report 3, Other Items Clause 23(b)**

#### **2.11 Annual Report of the Toronto Archives for 2004**

The Administration Committee considered a report (February 21, 2005) from the Commissioner of Corporate Services providing a summary of the acquisitions and activities undertaken by the City of Toronto Archives for 2004.

#### Recommendations:

It is recommended that this report be received for information.

On motion by Councillor Nunziata, the Administration recommended that City Council receive for information the report (February 21, 2005) from the Commissioner of Corporate Services.

### **Report 3, Clause 9**

#### **2.12 City of Toronto 2004 Statistical Report to the Information and Privacy Commissioner (IPC) re: Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) compliance**

The Administration Committee considered a report (February 22, 2005) from the City Clerk providing the Committee with a copy of the City of Toronto's 2004 Statistical Report on MFIPPA compliance submitted to the Information and

Privacy Commissioner of Ontario (IPC) and to advise on the steps taken over the past year to improve compliance with the Act.

Recommendation:

It is recommended that this report be received for information.

On motion by Councillor Davis, the Administration Committee deferred consideration of the report (February 22, 2005) from the City Clerk until its next meeting on April 26, 2005.

**Report 3, Other Items Clause 23(c)**

**2.13 Clarification of the Implementation of the *Municipal Freedom of Information and Protection of Privacy Act* regarding requests for Information by Members of Council and on Disclosure of Information by City Staff to Members of Council Generally.**

The Administration Committee considered a report (February 22, 2005) from the City Clerk and the City Solicitor outlining the application of the Municipal Freedom of Information and Protection of Privacy Act to the disclosure of information by staff to City Councillors and to advise on the steps that have been and will be taken to eliminate the need for Councillors to access City information through MFIPPA requests or referrals to the Corporate Access and Privacy Office.

Recommendation:

It is recommended that this report be received and forwarded to City Council for information.

On motion by Councillor Davis, the Administration Committee deferred consideration of the report (February 22, 2005) from the City Clerk and City Solicitor until its next meeting on April 26, 2005.

**Report 3, Other Items Clause 23(d)**

**2.14 Disclosure of Proponents' Responses to Certain Sections of Request for Proposal (RFP) 3401-04-3216 - Supply, Delivery and Installation of Desktop and Notebook Computers and Related Products and Services**

The Administration Committee considered a communication (February 21, 2005) from the e-City Committee recommending to the Administration Committee that City Council direct that the documents referred to in the staff report dated February 2, 2005 from the Chief Financial Officer and Treasurer and Commissioner of Corporate Services be made available to the next meeting of the e-City Committee, and the documents will only be available during an in-camera session of the e-City Committee.

The Administration also had before it the following:

- (i) communication (November 25, 2004) from the e-City Committee.

Recommendation:

The e-City Committee recommended to the Administration Committee:

- (1) that the Chief Financial Officer and Treasurer and the Commissioner of Corporate Services, in consultation with appropriate City Officials, be directed to provide as soon as possible, to each of the e-City Committee members, copies of the responses from the eight proponents to Request for Proposal 3401-04-3216, Sections 5.5, 6, 8, 9, 10 and 12, and that staff also be requested to submit a report to the Administration Committee, through the e-City Committee; and
  - (2) that the Chief Financial Officer and Treasurer, in consultation with appropriate City Officials, be requested to report to the Policy and Finance Committee on:
    - (a) existing policy and practices with respect to identifying confidential and non-confidential portions of Request for Proposal responses; and
    - (b) recommendations to standardize policy and practices having regard to the intent to maintain the maximum amount of openness and transparency;
- (ii) report (February 22, 2005) from the Chief Financial Officer and Treasurer responding to Administration Committee's request to comment on the

recommendations of the e-City Committee that staff submit a report to the Policy and Finance Committee on existing policies and practices for identifying confidential and non-confidential portions of Request for Proposal responses and to standardize policies and practices with the intent to maintain the maximum amount of openness and transparency.

Recommendation:

It is recommended that this report be received for information; and

- (iii) communication (March 7, 2005) from Harry Zarek, President and Chief Executive Officer, Compugen Inc.

On motion by Councillor Davis, the Administration Committee deferred consideration of this matter until its next meeting on April 26, 2005.

(Interested Persons - March 10, 2005)

**Report 3, Other Items Clause 23(e)**

**2.15 2004 List of Outstanding Items for the Administration Committee**

The Administration Committee considered a communication (February 21, 2005) from the City Clerk submitting, in accordance with Section 27-123C. of The Municipal Code - Council Procedures, a copy of the 2004 list of outstanding items for the Administration Committee, together with departmental responses, up to the Council meeting date of February 1, 2005.

On motion by Councillor Holyday, the Administration Committee received the list of outstanding items.

**Report 3, Other Items Clause 23(f)**

**2.16 Level of Documentation Required to Support Procurement Decisions**

The Administration Committee considered a report (February 14, 2005) from the Chief Financial Officer and Treasurer reporting on the level of documentation

required to support procurement decisions and the responsibility for the retention of such documentation, as per Recommendation 16 of the Auditor General's Report on Procurement Process Review, adopted by Council on April 14, 15 and 16, 2003.

Recommendation:

That this report be received for information.

On motion by Councillor Carroll, the  
Administration Committee received the report.

**Report 3, Other Items Clause 23(g)**

**2.17 Procurement of Used Printing Equipment through Auction, Liquidation Sales or Trade Publication Advertisements**

The Administration Committee considered a report (February 22, 2005) from the Chief Financial Officer and Treasurer and the Commissioner of Corporate Services requesting Council authority for the City Clerk's Office, Printing and Distribution Unit (PDU) to purchase printing equipment through auction, liquidation sales or trade publication advertisements and to define an acquisition process for this type of purchase.

Recommendations:

It is recommended that:

- (1) the City Clerk be authorized to purchase used printing equipment through auction, liquidation sales or trade publications ads not exceeding the approved amount in the City Clerk's component of the Vehicle and Equipment Replacement Reserve, as a cost saving approach to equipment replacement;
- (2) upon purchasing a suitable piece of equipment at auction, liquidation sales or trade publication ads, the City Clerk direct the Chief Purchasing Official to issue a purchase order for any used printing equipment acquired in accordance with recommendation (1); and
- (3) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.



Councillor Ford declared an interest in this matter in that his family owns a printing company.

On motion by Councillor Carroll, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (February 22, 2005) from the Chief Financial Officer and Treasurer and Commissioner of Corporate Services.

### **Report 3, Clause 10**

#### **2.18 Accounts Receivable - Largest Debtors With Tax Arrears Greater Than \$500,000.**

The Administration Committee considered a report (February 18, 2005) from the Chief Financial Officer and Treasurer providing information on property tax accounts with outstanding receivables of \$500,000 or more as at December 31, 2004.

Recommendation:

It is recommended that this report be received for information.

Councillor Ford requested that, in future, the address columns also include the relevant Ward numbers.

On motion by Councillor Ford, the Administration Committee received the report.

### **Report 3, Other Items Clause 23(h)**

#### **2.19 Marketing of the Pre-Authorized Tax Payment Program**

The Administration Committee considered a report (February 22, 2005) from the Chief Financial Officer and Treasurer reporting on how the City promotes its Pre-Authorized Tax Payment (PTP) program, and to propose a new remittance option allowing a twice yearly pre-authorized tax payment that would, if approved by Council, increase PTP remittance opportunities for taxpayers.

Recommendations:

It is recommended that:

- (1) the existing Pre-Authorized Tax Payment (PTP) program be modified to include a one-withdrawal option for each of the interim tax bill and the final tax bill; and
- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Ford, the Administration Committee:

- (1) recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (February 22, 2005) from the Chief Financial Officer and Treasurer; and
- (2) requested the Chief Financial Officer and Treasurer, in consultation with the City Solicitor, to report back to the Administration Committee on the legislation covering property tax payments (i.e. discount) with a view to encouraging early payment of property taxes.

Councillor Carroll was recorded as voting in the negative for Motion (2).

**Report 3, Clause 11**

**2.20 1652 Keele Street - Lease of City Space Provided at Below Market Rent Accommodation for the Woman Abuse Council of Toronto (Ward 12 - York South-Weston)**

The Administration Committee considered a report (February 21, 2005) from the Commissioner of Corporate Services securing approval of a lease agreement provided at below market rent with the Woman Abuse Council of Toronto (the "Woman Abuse Council") for its tenancy in a portion of the first floor in the City-owned property at 1652 Keele Street.

Recommendations:

It is recommended that:

- (1) a lease agreement with the Woman Abuse Council for a portion of the first floor at 1652 Keele Street, shown as Part 1 on the attached Appendix "A", provided at below market rent, be approved in accordance with the terms and conditions set out in the body of this report and in a form acceptable to the City Solicitor;
- (2) the Commissioner of Corporate Services shall administer and manage this lease agreement 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
- (3) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Di Giorgio, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (February 21, 2005) from the Commissioner of Corporate Services.

**Report 3, Clause 12**

**2.21 1652 Keele Street - Leases for City Space Provided at Below Market Rent with Six Non-Profit Organizations**

The Administration Committee considered a report (February 18, 2005) from the Commissioner of Corporate Services securing approval of lease agreements for City-owned space provided at below market rent with each of six non-profit organizations: Community Information Centre For the City of York, Community Social Planning Council, For Youth Initiative, Somali Immigrant Aid Organization, Somali Immigrant Woman Association and York Hispanic Centre (collectively referred to as the " York Tenants") for their respective tenancies in portions of the first floor and basement at 1652 Keele Street.

Recommendations:

It is recommended that:

- (1) a lease agreement with each of the York Tenants for their respective portions of the first floor and basement at 1652 Keele Street, shown on Appendix "A", provided at below market rent, be approved in accordance with the terms and conditions set out in the body of this report and in a form acceptable to the City Solicitor;
- (2) the Commissioner of Corporate Services shall administer and manage these 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
- (3) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Di Giorgio, the  
Administration Committee:

- (a) submitted the report (February 18, 2005) from the Commissioner of Corporate Services to Council without recommendation; and
- (b) requested the Commissioner of Corporate Services, in consultation with the York Tenants, to report directly to Council on the issues submitted by the York Tenants.

Yasmin Khan, Community Planner, Community Social Planning Council of Toronto appeared before the Committee and filed a submission

The following people were also present during consideration of this matter:

- Marion Newrick, Community Action Resource Centre;
- Shahina Sayani, Executive Director, For Youth Initiative; and
- Estela Cuenca, Vice-President of the Board of Directors, York Hispanic Centre.

(Ms. Yasmin Kahn, Community Planner, Community Social Planning Council of Toronto; cc: Interested Persons, Joe Casali, Director, Real Estate Services - March 8, 2005)

### **Report 3, Clause 13**

#### **2.22 Declaration as Surplus Avondale Composting and Borrow Pit Site Located East of Keele Street, Between Kirby Road and Teston Road (City of Vaughan)**

The Administration Committee considered a report (February 25, 2005) from the Commissioner of Corporate Services seeking authority to declare the property surplus to municipal requirements and to obtain authority to invite an offer to purchase from the City of Vaughan.

#### Recommendations:

It is recommended that:

- (1) the Avondale Composting and Borrow Pit Site, located east of Keele Street, between Kirby Road and Teston Road, being part of Lots 26, 27 and 28, Concession 3, Vaughan, and designated as Parts 1 and 59 on Reference Plan 65R-5832 (“Avondale”), be declared surplus to the City’s requirements, subject to the retention of easements as described in the body of this report;
- (2) application to the Ministry of the Environment be submitted to amend the Certificate of Approval for the Keele Valley Landfill site, to remove Avondale from the certificate;
- (3) the Commissioner of Corporate Services be authorized to invite an offer to purchase Avondale from the City of Vaughan and to report back thereon, and 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.

On motion by Councillor Holyday, the Administration Committee recommended that City Council adopt the following staff recommendations

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in the Recommendations Section of the report (February 25, 2005) from the Commissioner of Corporate Services:

- (1) that the Avondale Composting and Borrow Pit Site, located east of Keele Street, between Kirby Road and Teston Road, being part of Lots 26, 27 and 28, Concession 3, Vaughan, and designated as Parts 1 and 59 on Reference Plan 65R-5832 (“Avondale”), be declared surplus to the City’s requirements, subject to the retention of the following easements:
  - (a) easement over Parts 6, 9 and 51 on Plan 65R-5832 for access from Avondale to the Keele Valley Landfill Site;
  - (b) easement over Parts 8 and 53 on Plan 65R-5832 for the operation and construction of purge wells;
  - (c) easement over Parts 9 and 10 on Plan 65R-5832 for a pipeline for landfill gas collection purposes;
  - (d) easement over Parts 57 and 58 on Plan 65R-5832 for access to Avondale from Keele Street;
- (2) that application to the Ministry of the Environment be submitted to amend the Certificate of Approval for the Keele Valley Landfill site, to remove Avondale from the certificate;
- (3) that the Commissioner of Corporate Services be authorized to invite an offer to purchase Avondale from the City of Vaughan and to report back thereon, and all steps necessary to comply with Chapter 213

of the City of Toronto Municipal Code be taken; and

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

**Report 3, Clause 14**

**2.23 Remuneration and Expenses of Members of Council and of the Council Appointees to Local Boards and Other Special Purpose Bodies for the year ended December 31, 2004**

The Administration Committee considered a report (March 2, 2005) from the Chief Financial Officer and Treasurer reporting, in accordance with Section No. 284 of the Municipal Act (S.O. 2001), on remuneration and expenses of Members of Council and of the Council Appointees to Local Boards and Other Special Purpose Bodies for the year ended December 31, 2004.

Recommendation:

It is recommended that this report be received and forwarded to Council for information.

On motion by Councillor Carroll, the Administration Committee recommended that City Council receive for information the report (March 2, 2005) from the Chief Financial Officer and Treasurer.

On motion by Councillor Ford, the Administration Committee requested the City Clerk, upon receipt of recommendations from the City Auditor, to report to the Administration Committee, with recommendations, about requiring Members of Council to submit itemized expense claims for meals and beverages, including alcohol.

**Report 3, Clause 15**

**2.24 Purchase of 663 Gerrard Street East for Municipal Parking Purposes (Ward 30 - Toronto-Danforth)**

On motion by Councillor Carroll, the Administration Committee adjourned to meet in-camera to consider a confidential report (March 2, 2005) from the President, Toronto Parking Authority because it related to a proposed or pending acquisition of land for municipal purposes.

The Committee resumed in public session.

On motion by Councillor Carroll, the Administration Committee recommended to the Policy and Finance Committee:

- (1) that City Council adopt the staff recommendations in the Recommendations Section of the confidential report (March 2, 2005) from the President, Toronto Parking Authority, as amended by adding the following recommendation:

"that the 2005 Toronto Parking Authority Capital Budget be amended by increasing the gross expenditure by the total cost of the acquisition funded from Toronto Parking Authority Reserves, to accommodate the acquisition of the property at 663 Gerrard Street East."; and

- (2) because the report relates to a proposed or pending acquisition of land for municipal or local board purposes under the *Municipal Act, 2001*, discussions about this report be held in camera.

(Policy and Finance Committee (confidential); cc: President, Toronto Parking Authority, Chief Financial Officer and Treasurer - March 10, 2005)

**Report 3, Other Items Clause 23 (i)**



**2.25 Corporate Warehouse/Stores Rationalization - Detailed Schedule and Timeline**

The Administration Committee considered a report (February 22, 2005) from the Chief Financial Officer and Treasurer providing the Administration Committee with a detailed schedule and timeline outlining specific actions to be taken in respect to the Corporate Warehouse/Stores.

Recommendation:

It is recommended that this report be received for information.

On motion by Councillor Davis, the Administration  
Committee received the report.

**Report 3, Other Items Clause 23(j)**

**2.26 Declaration as Surplus 502R Spadina Avenue (Ward 20 - St. Paul's)**

The Administration Committee considered a report (February 24 2005) from the Commissioner of Corporate Services seeking authority to declare the property surplus to municipal requirements.

Recommendations:

It is recommended that:

- (1) the property known municipally as 502R Spadina Avenue, being part of the public lane lying to the east of the easterly limit of Lot 5 on Registered Plan 106 and closed by By-law No. 21890, subject to the retention of a permanent easement over the entire property for sewer purposes (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 The Scott Mission, and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and
- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Davis, the Administration  
Committee recommended that City Council adopt

the staff recommendations in the Recommendations Section of the report (February 24, 2005) from the Commissioner of Corporate Services.

### **Report 3, Clause 16**

#### **2.27 Swansea Town Hall - Amendment of Purchase Order No. 6012609, Previously Awarded to KaRy Construction (Ward 13, Parkdale-High Park)**

The Administration Committee considered a report (February 28, 2005) from the City Solicitor seeking authority to report directly to City Council at its April 12, 13 and 14, 2005 meeting with respect to the report request from the Administration Committee regarding Swansea Town Hall.

#### Recommendations:

It is recommended that the City Solicitor be authorized to report directly to City Council at its meeting to be held on April 12, 13 and 14, 2005.

On motion by Councillor Nunziata, the Administration Committee concurred with the staff recommendation in the Recommendations Section of the report (February 28, 2005) from the City Solicitor and authorized the City Solicitor to report directly to City Council on April 12, 13 and 14, 2005.

### **Report 3, Clause 17**

#### **2.28 The Jolly Miller Lands (Ward 25 - Don Valley West)**

The Administration Committee considered a report (March 2, 2005) from the Chief Financial Officer and Treasurer and the Commissioner of Corporate Services responding to a request by the Policy and Finance Committee to report on a method for accounting for, and reporting on, revenues from the Jolly Miller lands. The report also describes discussions with Toronto Transit Commission (TTC) officials regarding the TTC's York Mills subway station parking lands.

Recommendations:

It is recommended that:

- (1) the Commissioner of Corporate Services in consultation with the Chief Financial Officer and Treasurer be directed to submit to the Administration Committee an annual report on the amount of revenues generated from the Jolly Miller lands for the purposes of tracking the recovery of the acquisition costs;
- (2) such annual report be prepared substantively in accordance with the form outlined in this report; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

Councillor Jenkins was present during discussion of this matter.

On motion by Councillor Holyday, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (March 2, 2005) from the Chief Financial Officer and Treasurer and the Commissioner of Corporate Services.

**Report 3, Clause 18**

**2.29 Notice of Candidates who Failed to File Supplementary Financial Statements from the 2003 Municipal Election.**

The Administration Committee considered a report (March 4, 2005) from the City Clerk providing notice to Council of the candidates who failed to file their supplementary financial statements by the March 1, 2005 deadline.

Recommendation:

It is recommended that this report be received for information.

Councillor Nunziata declared an interest in this matter in that her brother is one of the candidates who failed to file their supplementary financial statements by March 1, 2005.

On motion by Councillor Davis, the Administration Committee recommended that City Council receive for information the report (March 4, 2005) from the City Clerk.

### **Report 3, Clause 19**

#### **2.30 Roster of Real Estate Brokers to Market Industrial, Commercial, Institutional and Substantial Residential Properties for the City of Toronto - Request for Proposal 9130-04-7341 (All Wards)**

The Administration Committee considered a report (February 28, 2005) from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer advising on the results of the Request for Proposal for Real Estate Brokers ("RFP") and to secure City Council approval for the list of prequalified real estate brokerage firms to assist the City with real estate services to market various surplus properties.

#### Recommendations:

It is recommended that:

- (1) four real estate brokerage firms, Ashlar Urban Realty Inc., CB Richard Ellis Limited, Colliers Macaulay Nicolls (Ontario) Inc./Colliers International and Royal LePage Commercial Inc. be listed on a roster for the marketing of the City's surplus industrial, commercial, institutional and substantial residential properties for a period of four (4) years, on an as-required basis and according to their expertise, as detailed in the body of this report;
- (2) authority be granted to the Director of Real Estate Services or his successor or designate to execute listing agreements on behalf of the City with the real estate brokerage firms on the Council-approved roster, as detailed in the body of this report;

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- (3) the original authority to establish a roster of real estate brokers to market commercial and special purpose properties be amended to include industrial, institutional and substantial residential properties;
- (4) the Commissioner of Corporate Services or her successor or designate, be authorized to remove any of the prequalified brokers from the roster if, in her sole discretion, she deems it appropriate to do so; and
- (5) 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 that City Council adopt the staff recommendations in the Recommendations Section of the report (February 28, 2005) from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer.

**Report 3, Clause 20**

**2.31 Declaration as Surplus - Additional Lands Adjoining the Guild Inn Hotel Precinct Portion of 201 Guildwood Parkway - Guildwood Park (Ward 43 - Scarborough East)**

The Administration Committee considered a report (March 3, 2005) from the Commissioner of Corporate Services seeking authority to declare the City's leasehold interest in additional lands adjoining the Guild Inn Hotel Precinct surplus to municipal requirements and to include these additional lands in the previously authorized negotiations with the Westeinde Group.

Recommendations:

It is recommended that:

- (1) the City's leasehold interest in the additional lands, approximately shown as Parts 3, 4 and 5 on Appendix "A" (the "Additional Lands"), adjoining Part 2 on Appendix "A" ("the Guild Inn Hotel Precinct"), be declared surplus to the City's requirements, with the intended method of disposal to be by way of long-term sub-lease to the Westeinde Group or another entity associated with and controlled by it and acceptable to the Commissioner

of Corporate Services, in consultation with the Commissioner of Economic Development, Culture and Tourism (collectively and individually called the "Westeinde Group");

- (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 Davis, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (March 3, 2005) from the Commissioner of Corporate Services.

### **Report 3, Clause 21**

#### **2.32 Expropriation of Interest in Land at the Southeast Corner of Bishop and Yonge - TTC Pemberton Exit Driveway (Finch Station) (Ward 24 - Willowdale)**

The Administration Committee considered a report (February 22, 2005) from the Commissioner of Corporate Services seeking approval to expropriate lands at the southeast corner of Bishop and Yonge for the purpose of constructing a parking lot for the Toronto Parking Authority ("TPA"), which in turn would free up land required for a proposed TTC bus exit at Finch Station.

#### Recommendations:

It is recommended that:

- (1) City Council, as approving authority, consider the report of the Inquiry Officer as detailed herein;
- (2) City Council, as approving authority, approve the expropriation of the southeast corner of Bishop Avenue and Yonge Street (convenience address of 5667 Yonge Street) for the reasons outlined herein;
- (3) authority be granted to pay \$200.00 in costs to both 1260383 Ontario Ltd., the registered land owner and Imperial Parking Corporation Canada, the

existing tenant as recommended by the Inquiry Officer pursuant to the Expropriations Act;

- (4) authority be granted to take all the necessary steps to comply with the Expropriations Act, including but not limited to, the preparation and registration of an Expropriation Plan and the service of Notices of Expropriation, Notices of Election as to a Date for Compensation and Notices of Possession;
- (5) the Director of Real Estate be authorized to sign the Notices of Expropriation and Notices of Possession on behalf of the City;
- (6) leave be granted for introduction of the necessary Bill in Council to give effect thereto; and
- (7) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Davis, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (February 22, 2005) from the Commissioner of Corporate Services.

### **Report 3, Clause 22**

#### **2.33 Proposed Graffiti Abatement Strategy - Summer "Clean Team"**

The Administration Committee adopted a motion by Councillor Davis to introduce a communication (March 7, 2005) from the Planning and Transportation Committee, advising that the Committee at its meeting on March 7, 2005, amongst other things, directed that a copy of a report (February 17, 2005) from the Commissioner of Urban Development Services, headed "Proposed Graffiti Abatement Strategy - Summer "Clean Team", be forwarded to the Administration Committee for information.

On motion by Councillor Holyday, the Administration Committee received the communication and report.

### **Report 3, Other Items Clause 23(k)**

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The Committee recessed at 12:20 p.m. to meet in-camera.

The Committee resumed its public session at 12:40 p.m.

The Committee recessed at 12:42 p.m.

The Committee reconvened at 2:10 p.m.

The Committee adjourned its meeting at 2:35 p.m.

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Chair