

*Confirmed at the November 7, 2005 meeting*

**THE CITY OF TORONTO**

**City Clerk's Office**

**Minutes of the Administration Committee**

**Meeting 7**

**Thursday, October 6, 2005**

The Administration Committee met on October 6, 2005, in Committee Room 2, City Hall, Toronto, commencing at 9:40 a.m.

<b>Councillor *</b>	<b>Public Session 9:40 a.m. to 12:09 p.m.</b>	<b>In-Camera 12:10 p.m. to 12:30 p.m.</b>	<b>In-Camera 2:10 p.m. to 2:59 p.m.</b>	<b>Public Session 3:00 p.m. to 4:03 p.m.</b>
Councillor Sylvia Watson, Chair	X	X	X	X
Councillor Janet Davis, Vice-Chair	X	X	X	X
Councillor Frank Di Giorgio	X	X	X	X
Councillor Rob Ford	X	X	-	-
Councillor Doug Holyday	X	X	X	X
Councillor Peter Li Preti	X	-	X	X
Councillor Frances Nunziata	X	-	-	-
Councillor Bill Saundercook	X	X	X	X

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

Councillor Watson in the Chair.

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

None declared.

**Confirmation of Minutes**

On motion by Councillor Saundercook, the minutes of the meeting of the Administration Committee held on September 13, 2005 were confirmed.

## **7.1 Parking Tag Activity Report**

The Administration Committee considered a report (April 12, 2005) from the Chief Financial Officer and Treasurer reporting on the number and breakdown of parking infraction notices issued in the City of Toronto in 2004.

### Recommendation:

It is recommended that this report be received for information.

The Committee also considered a report (September 30, 2005) from the City Manager commenting, as requested by the Administration Committee, on a motion to decentralize parking enforcement to the Divisional level of the Toronto Police Service and providing an update on other parking enforcement issues under consideration by other committees.

### Recommendation:

It is recommended that this report be received as information.

Councillor Walker was also present during consideration of this matter.

Councillor Nunziata, on behalf of Councillor Walker, moved that the report (September 30, 2005) from the City Manager be deferred to the next meeting for deputations, which failed.

On motion by Councillor Nunziata, the Administration Committee:

- (1) received the reports (April 12, 2005) from the Chief Financial Officer and Treasurer and (September 30, 2005) from the City Manager; and
- (2) requested the City Manager to report to the Administration Committee providing an update on the status of Council's request to the Province with respect to the negotiation of data transfer and exchange agreements with other provincial and state governments for the purposes of obtaining name and address information of out-of-town plate owners with outstanding parking fines in the City of Toronto, such report to include the feasibility of the

City negotiating its own agreements with other provincial and state governments.

**Report, 8, Other Items Clause 11(a)**

**7.2 Toner Cartridge Recycling**

The Administration Committee considered a report (September 21, 2005) from the Treasurer responding to the Administration Committee's request to report on the toner cartridge recycling rate in 2004 by the City's Agencies, Boards, Commissions and Corporations (ABCC's), including the Toronto Community Housing Corporation and the Toronto Economic Development Corporation.

Recommendation:

It is recommended that this report be received for information.

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

**Report 8, Other Items Clause 11(b)**

**7.3 Declaration as Surplus - Parcel of Vacant Land on the Southwest Corner of Finch Avenue West and Goldfinch Court and the adjoining one foot reserve strip (Ward 10 - York Centre)**

The Administration Committee considered a report (September 20, 2005) from the Chief Corporate Officer declaring the property surplus to municipal requirements.

Recommendations:

It is recommended that:

- (1) the parcel of vacant land located on the southwest corner of Finch Avenue West and Goldfinch Court and the adjoining one foot reserve strip, being part of Goldfinch Court (Closed) and 1 foot reserve on Registered Plan 6902, designated as Parts 1 and 2 on Plan 64R-9667 (the "Property"), be declared surplus to the City's requirements;

- (2) the Chief Corporate Officer be authorized to invite an offer to purchase the Property from the abutting owner of 12 Goldfinch Court, and if, in the opinion of staff, no recommendable offer is received, then the Chief Corporate Officer be authorized to list the Property for sale on the open market, as deemed appropriate by the Chief Corporate Officer;
- (3) all steps necessary to comply with the City's real estate disposal process as set out in 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 Li Preti, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (September 20, 2005) from the Chief Corporate Officer, subject to deleting Recommendation (2) and replacing it with the following:

“(2) the Chief Corporate Officer be authorized to list the Property for sale on the open market;”.

#### **Report 8, Clause 4**

#### **7.4 Declaration as Surplus - 47 Terrace Avenue (Ward 23 - Willowdale)**

The Administration Committee considered a report (September 20, 2005) from the Chief Corporate Officer declaring the property surplus to municipal requirements.

##### Recommendations:

It is recommended that:

- (1) the property municipally known as 47 Terrace Avenue, being part of Lots 24, 25 and 26 on Plan 3178, designated as Part 3 on Reference Plan 64R-1480 (the “Property”), be declared surplus to the City's requirements, and the Chief Corporate Officer be authorized to list the Property for sale on the open market;

- (2) authority be granted to enter into an encroachment agreement with the purchaser of the Property to permit the encroachment of a portion of the house located within the Bathurst Street road allowance on such terms and conditions as are satisfactory to the General Manager of Transportation Services, and in a form acceptable to the City Solicitor;
- (3) City Council approve, as the approving authority under the provisions of the *Expropriations Act*, the disposal of the Property without giving the original owners from whom the lands were expropriated the first chance to repurchase the land;
- (4) all steps necessary to comply with the City's real estate disposal process as set out in 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 Nunziata, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (September 20, 2005) from the Chief Corporate Officer.

### **Report 8, Clause 5**

#### **7.5 Declaration as Surplus - 514 Hounslow Avenue (Ward 23 - Willowdale)**

The Administration Committee considered a report (September 20, 2005) from the Chief Corporate Officer declaring the property surplus to municipal requirements.

#### Recommendations:

It is recommended that:

- (1) the property municipally known as 514 Hounslow Avenue, being part of Lot 164 on Plan 2057, designated as Part 2 on Reference Plan 64R-1481 (the "Property"), be declared surplus to the City's requirements and the Chief Corporate Officer be authorized to list the Property for sale on the open market;

- (2) authority be granted to enter into an encroachment agreement with the purchaser of the Property to permit the encroachment of the building located within the Bathurst Street road allowance on such terms and conditions as are satisfactory to the General Manager of Transportation Services, and in a form acceptable to the City Solicitor;
- (3) City Council approve, as the approving authority under the provisions of the *Expropriations Act*, the disposal of the Property without giving the original owners from whom the lands were expropriated the first chance to repurchase the land;
- (4) all steps necessary to comply with the City's real estate disposal process as set out in 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 Di Giorgio, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (September 20, 2005) from the Chief Corporate Officer.

### **Report 8, Clause 6**

#### **7.6 Declaration as Surplus - Parcel of Vacant Land and Reserve Strip South of Eglinton Avenue East, East of Bellamy Road South, Adjacent to 140 Adanac Drive (Ward 36 - Scarborough Southwest)**

The Administration Committee considered a report (September 26, 2005) from the Chief Corporate Officer declaring the property surplus to municipal requirements.

#### Recommendations:

It is recommended that:

- (1) the parcel of vacant land and reserve strip located south of Eglinton Avenue East, east of Bellamy Road South, adjacent to 140 Adanac Drive, being part of Lots 1 to 6 on Registered Plan 4197, and Part of Block A on Registered Plan 1834, also shown as Parts 1 to 4 on Sketch No. PS-2004-062, subject to the retention of an easement over Parts 3 and 4 on said

Sketch for watermain purposes (the “Property”), be declared surplus to the City’s requirements and the Chief Corporate Officer be authorized to invite an offer to purchase from the Toronto Community Housing Corporation (“TCHC”);

- (2) City Council approve, as the approving authority under the provisions of the *Expropriations Act*, the disposal of the land identified above without giving the original owners from whom the lands were expropriated the first chance to repurchase the land;
- (3) all steps necessary to comply with the City’s real estate disposal process as set out in 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 Li Preti, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (September 26, 2005) from the Chief Corporate Officer.

#### **Report 8, Clause 7**

#### **7.7 Former CN Leaside Spur Line Lands Acquired by the City – Lands Located on the East Side of Leslie Street, Between Eglinton Avenue East And York Mills Road – Applying New Market Rental Rate to the Licence Agreement between the City and Sun Canadian Pipe Line Company Limited (“Sun Canadian”) (Ward 25 - Don Valley West)**

The Administration Committee considered a report (September 15, 2005) from the Chief Corporate Officer seeking authority for applying a new market rental rate for the existing licence agreement between the City and Sun Canadian.

#### Recommendations:

It is recommended that:

- (1) a new market rental rate of \$24,000.00 per annum, net, plus GST be applied to the existing licence agreement with Sun Canadian for the

ensuing ten (10) year period, effective August 25, 2003, subject to all other terms and conditions as in the original licence agreement; and

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

On motion by Councillor Li Preti, the Administration Committee recommended to the Policy and Finance Committee that City Council adopt the staff recommendations in the Recommendations Section of the report (September 15, 2005) from the Chief Corporate Officer.

(Policy and Finance Committee – October 7, 2005)

#### **Report 8, Other Items Clause 11(c)**

#### **7.8 Former CN Leaside Spur Line Lands Acquired by the City – Lands Located on the East Side of Leslie Street, Between Eglinton Avenue East And York Mills Road – Applying New Market Rental Rate to the Licence Agreement between the City and Trans-Northern Pipelines Inc. (“Trans-Northern”) (Ward 25 - Don Valley West)**

The Administration Committee considered a report (September 15, 2005) from the Chief Corporate Officer seeking authority for applying a new market rental rate for the existing licence agreement between the City and Trans-Northern.

#### Recommendations:

It is recommended that:

- (1) a new market rental rate of \$24,000.00 per annum, net, plus GST be applied to the existing licence agreement with Trans-Northern for the ensuing ten (10) year period, effective August 1, 2002, subject to all other terms and conditions as in the original licence agreement; and
- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.



On motion by Councillor Li Preti, the Administration Committee recommended to the Policy and Finance Committee that City Council adopt the staff recommendations in the Recommendations Section of the report (September 15, 2005) from the Chief Corporate Officer.

(Policy and Finance Committee – October 7, 2005)

**Report 8, Other Items Clause 11(d)**

**7.9 Former CN Leaside Spur Line Lands Acquired by the City – Lands Located on the East Side of Leslie Street, Between Eglinton Avenue East And York Mills Road – Applying New Market Rental Rates for two Licence Agreements between the City and Imperial Oil Enterprises Limited (“Imperial”) (Ward 25 - Don Valley West)**

The Administration Committee considered a report (September 15, 2005) from the Chief Corporate Officer seeking authority for applying new rental rates to the two existing licence agreements between the City and Imperial.

Recommendations:

It is recommended that:

- (1) a new market rental rate be applied to the two existing licence agreements for the ensuing ten (10) year periods as follows:
  - (a) \$24,000.00 per annum, net, plus GST, for the underground pipeline, effective August 1, 2002;
  - (b) \$100.00 per annum, net, plus GST, for the wire crossing, effective October 15, 2002; and
  - (c) subject to all other terms and conditions as in the original licence agreements; 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 to the Policy and Finance Committee that City Council adopt the staff recommendations in the Recommendations Section of the report (September 15, 2005) from the Chief Corporate Officer.

(Policy and Finance Committee – October 7, 2005)

**Report 8, Other Items Clause 11(e)**

**7.10 11 Bay Street – Ground Lease Amendment (Ward 28 – Toronto Centre-Rosedale)**

The Administration Committee considered a report (September 22, 2005) from the Chief Corporate Officer and City Solicitor seeking Council approval for an amendment to a ground lease.

Recommendations:

It is recommended that:

- (1) authority be granted to amend the ground lease for 11 Bay Street on the terms and conditions outlined in Appendix “A” attached to this report, together with such other terms and conditions as may be deemed appropriate by the Chief Corporate Officer and in a form satisfactory to the City Solicitor;
- (2) the Chief Corporate Officer, his successor or designate shall administer and manage the lease, as amended, including the provision of any consents, approvals, notices and notices of termination, provided that the Chief Corporate Officer may, at any time, refer consideration of any such matter (including their content) to City Council for its determination and agreement;
- (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 to the Policy Finance Committee that City Council adopt the staff recommendations in the Recommendations Section of the report (September 22, 2005) from the Chief Corporate Officer and City Solicitor.

(Policy and Finance Committee – October 7, 2005)

**Report 8, Other Items Clause 11(f)**

**7.11 Leasing of Office Space for Toronto Social Services - Located at 220 Attwell Drive (Ward 2 – Etobicoke North)**

The Administration Committee considered a report (September 21, 2005) from the Chief Corporate Officer seeking authority to renew the existing lease agreement with 220 Attwell Drive Inc. and Harold Holdings Inc. for a further five (5) year term from May 31, 2005 to May 30, 2010.

Recommendations:

It is recommended that:

- (1) a lease agreement with 220 Attwell Drive Inc. and Harold Holdings Inc. be approved in accordance with the terms and conditions set out in Appendix A attached to this report and in a form acceptable to the City Solicitor;
- (2) the Chief Corporate Officer shall administer and manage the lease agreement including the provision of any consents, approvals, waiver notices and notices of termination provided that the Chief Corporate Officer may, at any time, refer consideration of such matters (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 Li Preti, the Administration Committee recommended to the Policy and Finance Committee that City Council adopt the staff recommendations in the Recommendations Section of the report (September 21, 2005) from the Chief Corporate Officer.

(Policy and Finance Committee – October 7, 2005)

**Report 8, Other Items Clause 11(g)**

**7.12 Leasing of Office Space for Toronto Social Services - Located at 5639 Finch Avenue East (Ward 42 - Scarborough Rouge River)**

The Administration Committee considered a report (September 21, 2005) from the Chief Corporate Officer seeking authority to renew the existing lease agreement with 651565 Ontario Limited for a further five (5) year term from May 1, 2005 to April 30, 2010.

Recommendations:

It is recommended that:

- (1) a lease agreement with 651565 Ontario Limited be approved in accordance with the terms and conditions set out in Appendix A attached to this report and in a form acceptable to the City Solicitor;
- (2) the Chief Corporate Officer shall administer and manage the lease agreement including the provision of any consents, approvals, waiver notices and notices of termination provided that the Chief Corporate Officer may, at any time, refer consideration of such matters (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 Holyday, the Administration Committee recommended to the Policy and Finance Committee that City Council adopt the staff recommendations in the Recommendations Section of the report (September 21, 2005) from the Chief Corporate Officer.

(Policy and Finance Committee – October 7, 2005)

**Report 8, Other Items Clause 11(h)**

**7.13 Grant of Long-term Lease to Kraft Canada Inc., for a Portion of the Schick Court Road Allowance, Located at the North East Corner of Progress Avenue and Schick Court, Scarborough (Ward 37 – Scarborough Centre)**

The Administration Committee considered a report (September 7, 2005) from the Chief Corporate Officer seeking authority for the City to enter into a long-term lease agreement with Kraft Canada Inc. ("Kraft") for a portion of the Schick Court road allowance, located at the north east corner of Progress Avenue and Schick Court, Scarborough.

Recommendations:

It is recommended that:

- (1) the City enter into a long-term lease agreement with Kraft for a portion of the Schick Court road allowance, shown as Part 2 on Sketch No. PS-2003-108a (the "Lease Lands"), on the terms and conditions outlined in the Appendix attached to this report;
- (2) Clause 14 of Toronto East Community Council Report 2, as adopted by City Council at its meeting held on March 1, 2 and 3, 2004 be amended by replacing all references to Part 2 on Sketch No. PS-2003-108 with Part 1 on Sketch No. PS-2003-108a and by replacing all references to Part 3 on Sketch No. PS-2003-108 with Part 2 on Sketch No. PS-2003-108a;
- (3) the permanent closure of the portion of Schick Court shown as Part 1 on Sketch No. PS-2003-108 and the transfer of jurisdiction thereof to the General Manager of Parks, Forestry and Recreation be deferred until such time as Schick Court is extended northerly, then easterly to Brimley Road; and
- (4) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

Kim Kovar, Aird and Berlis LLP appeared before the Administration Committee.

On motion by Councillor Saundercook, the Administration Committee recommended to the Policy and Finance Committee that City Council adopt the staff recommendations in the Recommendations Section of the report (September 7, 2005) from the Chief Corporate Officer.

(Policy and Finance Committee – October 7, 2005)

**Report 8, Other Items Clause 11(i)**

**7.14 2005 Third Quarterly Report on Property Sales and Purchases (All Wards)**

The Administration Committee considered a report (September 22, 2005) from the Chief Corporate Officer providing the 2005 Third Quarterly Report on property sales and purchases for the information of the Committee.

Recommendation:

It is recommended that this report be received for information.

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

**Report 8, Other Items Clause 11(j)**

**7.15 Union Station – Amending Agreement to the Reciprocal Rights Agreement with GO Transit (Ward 28 – Toronto Centre-Rosedale)**

The Administration Committee considered a report (September 26, 2005) from the Chief Corporate Officer seeking approval of an amendment to the existing Reciprocal Rights Agreement to resolve an outstanding dispute with GO Transit.

Recommendations:

It is recommended that:

- (1) City Council approve the Reciprocal Rights Amending Agreement attached as Appendix A to this report in settlement of the outstanding title and repair issues with GO Transit;
- (2) City Council approve in principle GO Transit's proposal to create a central glass atrium over the train platforms encroaching into the City's airspace above as part of its Trainshed Roof Rehabilitation project on terms and conditions satisfactory to the Chief Corporate Officer and City Solicitor, to include execution of an encroachment agreement, ensuring that this

element will not preclude or limit the City's ability to deal with the airspace, and that City staff continue to be involved in the design process; and

- (3) appropriate City staff be authorized and directed to take any action and execute any documents necessary to give effect thereto.

Councillor Davis moved:

- (1) that the Administration Committee recommend to Policy and Finance Committee that Council adopt Recommendations (1) and (3) in the Recommendations Section of the report (September 26, 2005) from the Chief Corporate Officer; and
- (2) that Recommendation (2) be referred to the Chief Corporate Officer with a request that he submit a more detailed report on the proposed GO Glass Atrium to the Policy and Finance Committee for its meeting on October 20, 2005 for consideration with this matter;

which failed.

On motion by Councillor Holyday, the Administration Committee recommended to the Policy and Finance Committee that City Council adopt the staff recommendations in the Recommendations Section of the report (September 26, 2005) from the Chief Corporate Officer.

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### **Report 8, Other Items Clause 11(k)**

#### **7.16 Union Station – Interim Building Management (Ward 28 – Toronto Centre-Rosedale)**

The Administration Committee considered a report (September 23, 2005) from the Chief Corporate Officer seeking authority to amend the Interim Building Management Agreements with Toronto Terminals Railway Company Limited to provide for a 3 percent increase in the monthly management fee for Union Station.

Recommendations:

It is recommended that:

- (1) the Interim Building Management Agreements with Toronto Terminals Railway Limited be amended to increase the fixed monthly management fee from \$217,740 in 2004 to \$224,272 in 2005 representing a 3 percent increase for this year of \$78,384; and
- (2) City staff be authorized to take the necessary action to give effect thereto.

On motion by Councillor Holyday, the Administration Committee recommended to the Policy and Finance Committee that City Council adopt the staff recommendations in the Recommendations Section of the report (September 23, 2005) from the Chief Corporate Officer.

Councillor Ford was recorded as voting in opposition to the above motion.

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**Report 8, Other Items Clause 11(l)**

**7.17 Union Station – Status Report on Station Lease with The Union Pearson Group (Ward 28 – Toronto Centre-Rosedale)**

The Administration Committee considered a report (September 27, 2005) from the Deputy City Manager and Chief Financial Officer reporting on the status of negotiations with The Union Pearson Group and seeking instructions from City Council.

Recommendations:

It is recommended that:

- (1) the Administration Committee direct the City negotiating team to advise The Union Pearson Group that the Committee supports the negotiating team positions on the outstanding issues as detailed on Attachment 2 and that The Union Pearson Group advise staff on or before October 19, 2005 whether it accepts the City positions;



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- (2) City staff report directly to City Council on The Union Pearson Group's response;
- (3) if The Union Pearson Group concurs with the City negotiating team's positions on the outstanding issues, City Council agree to a closing schedule whereby The Union Pearson Group must submit an executed Station Lease by November 30, 2005 for City Council's approval with a closing deadline of February 28, 2006; and
- (4) appropriate City staff be authorized and directed to take all necessary actions to give effect thereto.

The Administration Committee also considered a confidential report (September 30, 2005) from the City Solicitor and Deputy City Manager and Chief Financial Officer, such report was considered in camera as the subject matter relates to security of the property of the municipality or local board and litigation or potential litigation affecting the municipality or local board.

The Administration Committee also considered the following communications:

- (i) (undated) from Helen Riley, Co-Chair, Toronto Pedestrian Committee;
- (ii) (October 4, 2005) from Ron Taylor, Project Director, Union Pearson Group Inc.; and
- (iii) (October 6, 2005) from Janice Etter, Chair, Union Station Revitalization Group.

The following persons appeared before the Committee:

- Helen Riley, Co-Chair, Toronto Pedestrian Committee;
- Ron Taylor, Project Director, Union Pearson Group;
- Paul Kennedy, Torys LLP; and
- Janice Etter, Chair, Union Station Revitalization Group.

Councillor Li Preti moved that the staff recommendations in the Recommendations Section of the report (September 27, 2005) from the Deputy City Manager and Chief Financial Officer, be adopted. [Option A], which failed on a tie vote.

Councillor Watson moved that:

- (1) City Council choose Option B and that the City negotiating team be instructed to terminate the transaction with Union Pearson Group (UPG). In doing so, the Administration Committee relies on the following:
  - (a) notwithstanding the passage of two deadlines, the station lease has not been finalized;
  - (b) UPG has advised the City that it is UPG's position that it will require as a closing condition that the City commit prior to closing that it will be implementing initiatives to effect the Bold Moves contemplated in the Master Plan; and
  - (c) UPG has indicated that it intends to rely on the terms of section 6.1 of the Master Agreement and will not confirm that the City has operated Union Station as would a prudent owner of comparable property notwithstanding the provisions of the Master Agreement that pertain to the manner in which ongoing repair and capital maintenance items will be undertaken and the process, provided in clause 6.4, that has been followed to date and to which UPG was a party; and
- (2) City Council also reject UPG's position on the Letter of Credit and maintain the requirement agreed in the Master Agreement;

which failed on a tie vote.

The Administration Committee submitted this matter to City Council without recommendation because all motions failed to carry on tie votes.

### **Report 8, Clause 1**

#### **7.18 Terms of Reference - Union Station Revitalization Public Advisory Group (Ward 28 – Toronto Centre – Rosedale)**

The Administration Committee considered a report (September 27, 2005) from the Deputy City Manager and Chief Financial Officer proposing a revised membership structure and Terms of Reference for the Union Station Revitalization Public Advisory Group established to provide community input and advice on the revitalization of Union Station.

Recommendations:

It is recommended that City Council:

- (1) approve the revised Terms of Reference for the Union Station Revitalization Public Advisory Group, including a revised membership structure as outlined in Attachment No.1;
- (2) approve the allocation of up to \$10,000 out of Union Station revenues for expenses related to the group's operations;
- (3) authorize the Union Station Revitalization Public Advisory Committee to seek new members up to a maximum of 21 citizen members, subject to the final approval of City Council; and
- (4) authorize and direct the appropriate City officials to take any necessary actions to give effect thereto.

The Administration Committee also considered a communication (undated) from Helen Riley, Co-Chair, Toronto Pedestrian Committee.

The following persons appeared before the Administration Committee:

- Helen Riley, Co-Chair, Toronto Pedestrian Committee, and filed a written submission; and
- Janice Etter, Chair, Union Station Public Advisory Group.

Councillor Ford moved that staff recommendation (2) in the Recommendations Section of the report (September 27, 2005) from the Deputy City Manager and Chief Financial Officer be deleted, which failed.

Councillor Holyday moved that staff recommendation (2) in the Recommendations Section in the report (September 27, 2005) from the Deputy City Manager and Chief Financial Officer be amended by replacing \$10,000 with \$7,000, which failed.

On motion by Councillor Saundercook, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (September 27, 2005) from the Deputy City Manager and Chief Financial Officer.

Councillor Ford was recorded as voting in the negative.

### **Report 8, Clause 2**

#### **7.19 IT Equipment Allocation for the Members of Council**

The Administration Committee considered a report (September 22, 2005) from Deputy City Manager and Chief Financial Officer outlining the process that was utilized to assess and allocate the new IT equipment for the Members of Council.

Recommendation:

It is recommended that this report be received for information.

On motion by Councillor Ford, the Administration Committee:

- (1) received the report (September 22, 2005) from the Deputy City Manager and Chief Financial Officer; and
- (2) requested the Deputy City Manager and Chief Financial Officer to report back to the next meeting of the Administration Committee on which City officials interviewed which members of staff in Councillor Ford's office with respect to the IT equipment.

### **Report 8, Other Items Clause 11(m)**

#### **7.20 2006 Municipal Election By-laws and 2006 Municipal Election Voter Outreach and Participation Initiatives**

See minute 7.29

The Administration Committee considered a report (September 20, 2005) from the City Clerk outlining the mandatory and permissive by-laws City Council may enact for the 2006 municipal election.

Recommendations:

It is recommended that:

- (1) Council authorize the dates and times for advance votes as set out in the draft bill attached as Appendix "A" to this report;
- (2) Council authorize certain election material to be made available in those languages set out in the draft bill attached as Appendix "B" to this report;
- (3) the City continue the practice of opening voting places at 10:00 a.m. on voting day;
- (4) institutional voting places be open for the full voting day (10:00 a.m. to 8:00 p.m.);
- (5) the City Clerk will report to Council on a by-law to authorize the electronic filing of candidate financial statements if the capital budget submission for this project (\$315,000) is approved as part of the 2006 capital budget;
- (6) the City Clerk will report to Council in early 2006 outlining its options for dealing with compliance audit requests; and
- (7) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

The Administration Committee also considered a communication (October 4, 2005) from the Chair, City of Toronto Working Group on Immigration and Refugee Issues.

Recommendations:

The Working Group on Immigration and Refugee Issues recommends that:

- (1) the Election and Registry Services in cooperation with Diversity Management and Community Engagement unit in the City Manager's Office work with the Ontario Council of Agencies Serving Immigrants (OCASI) and other community-based organizations to identify additional locations for the posting of voter's lists;
- (2) The City of Toronto increase the distribution of Election Information Kits, posters and tabloids to community-based ethno-cultural organizations to increase election education and voter participation, and the Ontario Council

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of agencies Serving Immigrants (OCASI) be requested to identify organizations that wish to receive election information kits;

- (3) Election information materials clarify and highlight voter's rights with respect to translation and assistance in polling stations;
- (4) the City consider ways to provide interpretation services at polling stations;
- (5) the City work with community-based organizations to assist with the recruitment of election workers who speak different languages; and
- (6) the Election and Registry Services in cooperation with the Diversity Management and Community Engagement unit report to the November meeting on legislative and other changes that would be required to allow permanent residents who are non-citizens to vote in municipal elections.

Councillor Davis moved that the staff recommendations in the Recommendations Section of the report (September 20, 2005) from the City Clerk, be adopted as amended by amending appendix "B" to provide that Notices and forms "shall" be prepared in the following languages, which failed.

Councillor Ford moved that an employee who works on election day be paid either for their normal day or election pay and not both, which was declared redundant.

On motion by Councillor Davis, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (September 20, 2005) from the City Clerk.

On motion by Councillor Davis, the Administration Committee:

- (1) amended the recommendations of the Working Group on Immigration and Refugee Issues by replacing "Election and Registry Services" with "the City Clerk" in Recommendations (1) and (6);
- (2) referred the recommendations of the Working Group on Immigration and Refugee Issues, as amended, to the City Clerk for report back to the meeting of the Administration Committee on November 7, 2005; and

- (3) on motion by Councillor Li Preti, requested the City Clerk to report to the Administration Committee on the policy whereby City staff who work on election day, are paid their regular pay, in addition to election pay.

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

#### **7.21 Municipal Election Date**

The Administration Committee considered a report (September 22, 2005) from City Clerk providing an update on the discussions with the Ministry of Municipal Affairs and Housing on moving the municipal election date.

#### Recommendations:

It is recommended that this report be received for information.

On motion by Councillor Nunziata, the Administration Committee received this report.

### **Report 8, Other Items Clause 11(n)**

#### **7.22 2006 Election Contribution Rebate Program**

The Administration Committee considered a report (September 27, 2005) from the City Clerk respecting the enactment of a by-law to provide for a contribution rebate program for the 2006 municipal election.

#### Recommendations:

It is recommended that:

- (1) should Council decide to authorize a contribution rebate program for the 2006 election, the terms and conditions of the contribution rebate program be the same as that for the 2003 program, as outlined in Appendix "A" to this report;
- (2) (i) if a contribution rebate program is established, funding from the non-program account in the amount of \$0.6 million continue to be transferred to the Election Reserve in each of the years 2006, 2007

and 2008 to pay for the program, provided that the 2006 rebate payment levels are identical to that of the 2003 election program; or

- (ii) if a contribution rebate program is established with increased rebate amounts payable, the contribution from the non-program account for the years 2006, 2007 and 2008 will need to be increased accordingly; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto, including the introduction of a bill substantially in the form of Appendix "A".

Councillor Davis moved that for rebate applications for corporations, the corporations be required to disclose the names of their current principals, directors, and officers, which failed.

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

- (1) Council authorize a contribution rebate program for the 2006 election, the terms and conditions of the contribution rebate program be the same as that for the 2003 program as outlined in Appendix A to this report;
- (2) funding from the non-program account in the amount of \$0.6 million continue to be transferred to the Election Reserve in each of the years 2006, 2007 and 2008 to pay for the program, provided that the 2006 rebate payment levels are identical to that of the 2003 election program; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto, including the introduction of a bill substantially in the form of Appendix "A".

(Policy and Finance Committee – October 7, 2005)

**Report 8, Other Items Clause 11(o)**



### **7.23 Style of Staff Reports**

The Administration Committee considered a communication (September 22, 2005) from the North York Community Council advising that the North York Community Council on September 19, 2005, considered the following Motion submitted by Councillor Moscoe, Ward 15 – Eglinton-Lawrence:

“WHEREAS staff reports like those on applications for front yard parking, driveway widening and tree removal applications usually contain, within the body of the report, a specific set of recommendations for or against approval; and

WHEREAS recently in North York and increasingly, the style of these reports has been changed to provide optional, either/or sets of recommendations at the beginning of the report; and

WHEREAS this style often generates the impression that there is no council policy and undermines the professional integrity of staff reports;

THEREFORE BE IT RESOLVED THAT in the future, all reports tabled at the North York Community Council contain only a single set of recommendations that reflect the staff recommendations within the body of the report; and

BE IT FURTHER RESOLVED THAT this policy be recommended to Council to be adopted as a general policy by the City for all reports;

Or alternatively

BE IT RESOLVED THAT the style of recommendations in traffic calming reports be adjusted to conform with the style of recommendations in front yard parking, driveway widening and tree removal application reports.”

#### Recommendations:

The North York Community Council referred the following recommendations to the Administration Committee:

- (1) that in the future, all reports tabled at the North York Community Council contain only a single set of recommendations that reflect the staff recommendations within the body of the report;
- (2) that in the event that Community Council does not support the staff recommendations in a report when the matter goes to Council, staff report on the best way to expedite Community Council’s decision and that this

additional staff report be submitted to City Council for consideration with the appropriate Community Council Clause;

- (3) that on the occasion when staff feel they cannot be definitive in their recommendations, staff be permitted to introduce an either/or recommendation in the staff report; and
- (4) this policy be recommended to Council to be adopted as a general policy by the City for all reports.

On motion by Councillor Holyday, the Administration Committee referred the communication (September 22, 2005) from the North York Community Council to the City Clerk for consideration with the review of the Council Procedures.

#### **Report 8, Other Items Clause 11(p)**

#### **7.24 Indefinite closure of the first attendance program in Toronto Provincial Offences Courts**

The Administration Committee considered a report (September 22, 2005) from the Director, Court Services Division, reporting on the judicial direction to court staff to close, for an indefinite period, the first attendance program operating in Toronto Provincial Offences Courts as a further result of the continuing shortage of Justices of the Peace.

#### Recommendations:

It is recommended that Council:

- (1) again request the Premier and the Attorney General take action to ensure that appointment of sufficient Justices of the Peace are made to be assigned by the judiciary to Toronto Provincial Offences Courts to preside over the growing backlog of trial requests and to restore the first attendance program;
- (2) request the Attorney General support alternative programs that could be implemented that simplify current court based processes and reduce the requirement for Justices of the Peace , including programs that would give

the City more flexibility to impose penalties on by-law matters through other adjudication mechanisms;

- (3) support the scheduling of police officers at Provincial Offences Courts when they are not on duty thereby ensuring trials proceed on their merits; and
- (4) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

Councillor Davis in the Chair.

The Administration Committee recommended that:

- (1) on motion by Councillor Watson, Council adopt Recommendations (1), (2) and (4) in the Recommendations Section in the report (September 22, 2005) from the Director, Court Services; and

Councillor Watson in the Chair.

- (2) on motion by Councillor Davis, the Mayor request a meeting with the Attorney General to communicate Council's concerns and outline the financial impacts to the City resulting from the shortage of Justices of the Peace.

Councillor Davis in the Chair.

On motion by Councillor Watson, the Administration Committee referred Recommendation (3) to the Police Services Board with a request that the Board submit comments about the budget implications of this recommendation, directly to Council for its meeting on October 26, 2005.

(Toronto Police Services Board, Attn: Deidre Williams, c: Chief Bill Blair, Superintendent Gary Ellis – October 7, 2005)

### **Report 8, Clause 9**

Councillor Watson resumed the Chair.

**7.25 Disclosure of Insurance Claims Information**

The Administration Committee considered a report (September 29, 2005) from the Deputy City Manager and Chief Financial Officer requesting authority to initiate regular public reports on property, automobile and general liability insurance claims by City division and insured Agencies, Boards and Commissions and to review the claims settlement process.

Recommendations:

It is recommended that:

- (1) disclosure of insurance claims information be provided on a quarterly basis in the format suggested in Attachment 1 to this report as a public agenda item to the Administration Committee for transmittal to City Council for information;
- (2) this report be forwarded to the Policy and Finance Committee for information; 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:

- (a) recommended that City Council adopt staff Recommendations (1) and (3) in the Recommendations Section of the report (September 29, 2005) from the Deputy City Manager and Chief Financial Officer; and
- (b) in accordance with Recommendation (2), forwarded the report to the Policy and Finance Committee for information.

Policy and Finance Committee – October 7, 2005)

**Report 8, Clause 3**

**7.26 2005 Status Update Report – Optimizing Revenue from Development Potential of Transit Sites (Various Wards)**

The Administration Committee considered a report (September 27, 2005) from the Chief Corporate Officer and Chief General Manager, Toronto Transit Commission, providing a status update with regard to the review to optimize revenue from the development potential of transit sites.

Recommendations:

It is recommended that this status report be received for information.

The Administration Committee also considered Item (i), titled “Redevelopment of Toronto Transit Commission Yonge-Eglinton Lands – Issues (Ward 22 – St. Paul’s)”, contained in Consolidated Other Items Clause 25 of Administration Committee Report 4, which was received for information by City Council on May 17, 18 and 19, 2005.

Councillor Walker was also present during consideration of this matter.

On motion by Councillor Nunziata, on behalf of Councillor Walker, the Administration Committee:

- (1) received this report; and
- (2) requested the Chief Corporate Officer, in consultation with the Chief General Manager, Toronto Transit Commission, to report to the Administration Committee for its meeting on January 5, 2006, on development opportunities at Yonge Street and St. Clair Avenue.

**Report 8, Other Items Clause 11(q)**

**7.27 Purchase of 749 Ossington Ave for Municipal Parking Purposes (Ward 19 - Trinity-Spadina)**

The Administration Committee considered a confidential report (September 29, 2005) from the President, Toronto Parking Authority

On motion by Councillor Nunziata, the Administration Committee recommended that:

- (1) City Council adopt the staff recommendations in the Recommendations Section of the report (September 29, 2005) from the President, Toronto Parking Authority, which has been forwarded to Members of Council under confidential cover; and
- (2) because the report relates to the acquisition of land for municipal purposes under the *Municipal Act, 2001*, discussions about this report be held in camera.

### **Report 8, Clause 10**

#### **7.28 Certification of Iron Workers, Local 721**

The Administration Committee considered a report (October 6, 2005) from the City Manager reporting, as requested, on the certification proceedings, providing a copy of the City's submission to the Board as well as information as to whom they informed of the Iron Workers' application filed on May 30, 2005, and that it be scheduled as a deputation item.

Recommendation:

It is recommended that this report be received as information.

The following persons were present during discussion of this matter:

- Mark Baseggio, obo Open Shop Contractors Association; and
- Benjamin Barnes, Counsel, obo International Association of Bridge, Structural, Ornamental and Reinforcing Iron Workers, Local 721.

On motion by Councillor Holyday, notwithstanding that this subject falls outside of the mandate of the Administration Committee, the Administration Committee deferred consideration of this report to its meeting on November 7, 2005.

Councillor Davis was recorded as voting in the negative.

**Report 8, Other Items Clause 11(r)**

**7.29 2006 Municipal Election Voter Outreach and Participation Initiatives**

On motion by Councillor Davis, the Administration Committee:

- (1) allowed the introduction of a communication (October 4, 2005) from the Chair, City of Toronto Working Group on Immigration and Refugee Issues; and
- (2) decided to consider this matter with Minute 7.20.

See Minute 7.20

**30. City Hall Practices and Employment Policies**

On motion by Councillor Watson, with Councillor Davis in the Chair, the Committee allowed the introduction of a Notice of Motion (October 6, 2005) submitted by Councillor Soknacki.

The Administration Committee considered a notice of motion (October 6, 2005) submitted by Councillor Soknacki.

“WHEREAS a number of recent media reports into the City’s hiring practices and employment policies have raised a number of issues regarding current hiring practices at the City of Toronto; and

WHEREAS a number of internal City-led investigations are underway regarding hiring practices in some City divisions; and

WHEREAS in consideration of these media reports and City investigations, it is imperative that action be taken immediately to address and resolve these matters; and

WHEREAS the proper jurisdiction for corporate human resource policy matters is the Policy and Finance Committee, but that this matter is of such overwhelming importance to the City that it is absolutely necessary for Council to start taking action now concerning these issues, and that the Administration Committee is the first standing committee scheduled to meet since these reports and investigations surfaced;

NOW THEREFORE BE IT RESOLVED THAT the Administration Committee urgently request the Policy and Finance Committee to take any and all immediate and necessary actions at its next meeting to address issues raised regarding City hiring practices and employment policies, including consideration of the following recommendation:

- (1) That the City Manager, in consultation with other staff and stakeholders as appropriate, report back to the Policy and Finance Committee as soon as possible with a report and policy guidelines on what safeguards exist and whether changes need to be made to guard against conflicts of interest and the maintenance of standards in the hiring of permanent and temporary staff; and

AND BE IT FURTHER RESOLVED THAT the Administration Committee urgently request the Integrity Commissioner to provide input in responding to the above request, and report to Council as soon as possible with guidelines on:

- (a) appropriate responses to requests for letters of recommendation and requests for employment at the City of Toronto;
- (b) the appropriateness of family members of Members of Council being hired by the City, and if so what disclosure ought to be provided; and
- (c) how Members of Council ought to respond to City business decisions where family members are employed by the City.”

The Administration Committee also considered a communication (October 6, 2005) from Councillor Pitfield asking that the Committee consider the following recommendations:

- (1) that an amnesty period be provided to enable all City Councillors and City staff to voluntarily acknowledge any family relations that are currently employed with the City of Toronto;



- (2) that a policy be instated that would prohibit City Councillors from writing any form of reference letter to accompany a resume for employment with the City of Toronto; and
- (3) that a policy be adopted that family members of City Councillors not be permitted to be employed by the City of Toronto.

The following persons appeared before the Committee:

- Councillor Stintz; and
- Councillor Soknacki

Councillor Watson moved, on behalf of Councillor Pitfield:

“that the recommendations by Councillor Pitfield in her communication (October 6, 2005) be included in the request for report by the City Manager”, which failed.

Councillor LiPreti moved that:

“Councillor Soknacki’s Notice of Motion be amended to provided that any proposed guidelines for Members of Council, also apply to City officials”, which carried.

Councillor Davis moved that:

“(1) Recommendation (1) of the first operative paragraph of Councillor Soknacki’s Notice of Motion be amended by adding:

Such report to include

- (a) a summary of the number of temporary employees by division;
- (b) a description of the different types of “temporary” employment at the City and the rationale for each type of employment status, e.g, contract, part time and seasonal; and
- (c) summary of existing policies and procedures; collective agreement language for Union and non-union staff related to internal and external job postings, interview and selection requirements or guidelines, and the role of Human Resource staff in these procedures”, which carried.

To summarize, the Administration Committee amended and adopted a Notice of Motion submitted by Councillor Soknacki and, in so doing:

- (1) urgently requested the Policy and Finance Committee to take any and all immediate and necessary actions at its next meeting to address issues raised regarding City hiring practices and employment policies, including consideration of the following recommendation:

“That the City Manager, in consultation with other staff and stakeholders as appropriate, report back to the Policy and Finance Committee as soon as possible with a report and policy guidelines on what safeguards exist and whether changes need to be made to guard against conflicts of interest and the maintenance of standards in the hiring of permanent and temporary staff, such report to include

- (a) a summary of the number of temporary employees by division;
- (b) a description of the different types of “temporary” employment at the City and the rationale for each type of employment status, e.g., contract, part time and seasonal;
- (c) a summary of existing policies and procedures; collective agreement language for Union and non-union staff related to internal and external job postings, interview and selection requirements or guidelines, and the role of Human Resource staff in these procedures; and
- (d) a recommendation that any proposed guidelines for Members of Council also apply to City staff; and

- (2) urgently requested the Integrity Commissioner to provide input in responding to the above request, and report to Council as soon as possible with guidelines on:

- (a) appropriate responses to requests for letters of recommendation and requests for employment at the City of Toronto;
- (b) the appropriateness of family members of Members of Council being hired by the City, and if so what disclosure ought to be provided;
- (c) how Members of Council ought to respond to City business decisions where family members are employed by the City.

(Policy and Finance Committee; David Mullan, Integrity Commissioner – October 7, 2005)

**Report 8, Other Items Clause 11(s)**

Recessed to meet in camera at 12:10 p.m.  
Recessed for lunch at 12:30 p.m.  
Committee resumed in camera at 2:10 p.m.  
Reconvened in public session at 3:00 p.m.  
Committee adjourned at 4:03 p.m.

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Chair