



**ADMINISTRATION COMMITTEE
AGENDA
MEETING 6**

Date of Meeting: Tuesday, September 5, 2006 **Enquiry:** Yvonne Davies
Time: 9:30 a.m. **Committee Administrator**
Location: Committee Room 2 **416-392-7039**
City Hall **ydavies@toronto.ca**
100 Queen Street West
Toronto, Ontario

If the Administration Committee wishes to meet in camera (privately), a motion must be made to do so, and the reason given (*Municipal Act, 2001*).

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

Confirmation of Minutes – July 4, 2006

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

10:00 a.m. – Item 21

2:00 p.m. – Item 22

Communications/Reports:

CITY MANAGER

- 1. Recipient – 2006-2007 City of Toronto Scholarship in Women's Studies at the University of Toronto**

Report (July 20, 2006) from the City Manager advising Council of the result of the scholarship application process for the City of Toronto undergraduate scholarship in Women's Studies at the University of Toronto.

Recommendations:

It is recommended that:

- (1) City Council extend its congratulations to Nimo Gulleid as the 2006-2007 recipient of City of Toronto undergraduate scholarship in women's studies at the University of Toronto; and
- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

2. Recipients – 2006 – Access, Equity and Human Rights Awards

Report (August 4, 2006) from the City Manager advising Council of the result of the nomination process for the City of Toronto Access, Equity and Human Rights Awards. These Awards are the Aboriginal Affairs Award, the Access Award on Disability Issues, the Constance E. Hamilton Award on the Status of Women, the Pride Award for Lesbian, Gay, Bisexual, Transgender, Transsexual and Two Spirited Issues and the William P. Hubbard Race Relations Award. Recipients of the Constance E. Hamilton Award are selected by the Women Members of Council and have been reported separately to City Council.

Recommendations:

It is recommended that:

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

Aboriginal Affairs Award:

Eileen Antone

Access Award:

Best Buddies/Vrais Copains Canada

Ontario Track 3 Ski Association

Pride Award:

Richard (Dick) Moore

P-Flag (Parents, Family Friends of Lesbians and Gays)

William P. Hubbard Award:
Douglas Stewart, and

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

PENSION, PAYROLL AND BENEFITS

3. Metropolitan Toronto Police Benefit Fund - Actuarial Valuation for Funding Purposes as at December 31, 2005 and Revised Actuarial Valuation for Funding Purposes as at December 31, 2004

Report (August 23, 2006) from the Treasurer providing staff comments and recommendations regarding the Actuarial Valuation for Funding Purposes as at December 31, 2005 and the Revised Actuarial Valuation for Funding Purposes as at December 31, 2004 for the Metropolitan Toronto Police Benefit Fund.

Recommendations:

It is recommended that:

- (1) the “Revised Report on the Actuarial Valuation for Funding Purposes as at December 31, 2004” prepared by Mercer Human Resource Consulting with respect to the Metropolitan Toronto Police Benefit Fund, be received in substitution for the original such report received by Council in 2005;
- (2) the “Report on the Actuarial Valuation for Funding Purposes as at December 31, 2005” prepared by Mercer Human Resource Consulting with respect to the Metropolitan Toronto Police Benefit Fund, be received, and that;
 - (a) the existing authorization for the City to make special annual payments of \$11,389,200 to the Police Benefit Fund until 2009 to eliminate the Fund’s solvency deficiency determined as of December 31, 2004, be modified by:
 - (i) reducing the payments for each of the years 2006 to 2009 to \$4,940,400 subject to discontinuation as Council may determine, if any subsequent actuarial valuation indicates the existence of sufficient excess assets in the Police Benefit Fund;
 - (b) the City make additional special annual payments to the Police Benefit Fund, as recommended by the actuary of:

- (i) \$4,677,600 in each of the years 2006 to 2015 to eliminate the Fund's going-concern unfunded liabilities determine as of December 31, 2005; and
- (ii) \$865,200 in each of the years 2006 to 2010 to eliminate the Fund's solvency deficiency determined as of the same date;

subject in each case to discontinuation as Council may determine, if any subsequent actuarial valuation indicates the existence of sufficient excess assets in the Police Benefit Fund;

- (c) the City designate the \$6,448,800 excess special payments made in 2005 and the \$906,000 in 2006 to be a contribution credit to be applied equally against the 2007, 2008 and 2009 funding requirements;
- (3) recommendation 2) be forwarded to the Budget Advisory Committee for its consideration during the 2007 Budget Process;
 - (4) this report be forwarded to the Policy and Finance Committee for consideration; and
 - (5) the appropriate City officials be authorized to take the necessary action to give effect to the foregoing recommendations.

(Attachments referred to in the report were distributed to Members of the Administration Committee, and copies are on file in the City Clerk's Office, City Hall.)

3(a). Communication (June 23, 2006) from the Board of Trustees of the Metropolitan Toronto Police Benefit Fund advising that the Board on June 23, 2006, recommended to the Administration Committee that City Council adopt the following recommendations contained in the Recommendations Section of the revised report (May 2006) from Anil Narale, Mercer Human Resource Consulting, that:

- (a) there be no improvements for active members at this time; and
- (b) there be no improvements for retired members at this time.

3(b). Communication (July 20, 2006) from the Board of Trustees of the Metropolitan Toronto Police Benefit Fund advising that the Board on July 20, 2006, recommended to the Administration Committee that City Council adopt the following recommendations contained in the Recommendations Section of the report (July 2006) from Anil Narale, Mercer Human Resource Consulting, that:

- (a) there be no improvements for active members at this time; and
- (b) there be no improvements for retired members at this time.

4. The Corporation of the City of York Employee Pension Plan – Actuarial Valuation for Funding Purposes as at December 31, 2005

Report (August 21, 2006) from the Treasurer providing staff comments and recommendations regarding the "Report on the Actuarial Valuation for Funding Purposes as at December 31, 2005" for The Corporation of the City of York Employee Pension Plan.

Recommendations:

It is recommended that:

- (1) the 2005 Actuarial Report for The Corporation of the City of York Employee Pension Plan be received;
- (2) in satisfaction of its obligations under the *Pension Benefits Act* to eliminate the additional going-concern unfunded liability and the solvency deficiency of The Corporation of the City of York Employee Pension Plan as they were determined to exist at December 31, 2005, the City make the following additional special payments to the Plan:
 - (a) \$57,008.40 on October 1, 2006, in satisfaction of the minimum accrued obligations (including interest) from January 1, 2006, to and including that date in connection with both the unfunded liability and the solvency deficiency determined as of January 1, 2006;
 - (b) \$5,377 per month on account of such going-concern unfunded liability from November 1, 2006, to and including December 1, 2015; and,
 - (c) \$209 per month on account of such solvency deficiency from November 1, 2006, to and including December 1, 2010,

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

- (3) the total 2006 payments in the amount of \$68,180.40 pursuant to Recommendation (2) above be made from the Non-Program Expenditure Budget, with funding from the Employee/Retiree Benefits Reserve Fund;

- (4) the 2006 Non-Program Expenditure Budget be increased by \$68,180.40, offset by an equal contribution from the Employee/Retiree Benefits Reserve Fund for \$0 net impact on the 2006 Operating Budget to fund the 2006 payments;
- (5) annual funding of \$67,032 for the years 2007 to 2010 and \$64,524 for the years 2011 to 2015 be included in the respective years' Non-Program Expenditure Budget submission;
- (6) recommendation (5) be forwarded to the Budget Advisory Committee for its consideration during the 2007 Budget Process;
- (7) this report be forwarded to the Policy and Finance Committee for consideration; and
- (8) the appropriate City officials be authorized to take the necessary action to give effect to the foregoing recommendations.

(Attachments referred to in the report were distributed to Members of the Administration Committee and copies are on file in the City Clerk's Office, City Hall.)

4(a). Communication (August 2, 2006) from the City of York Employee Pension Plan advising that the City of York Employee Pension Plan on August 2, 2006, recommended to the Administration Committee that City Council adopt the following recommendations contained in the Recommendations Section of the report (July 2006) from Anil Narale, Mercer Human Resource Consulting, that:

- (a) no post-retirement adjustment be made as at July 1, 2006; and
- (b) the City contribute from January 1, 2006, at the rate of \$374,473 per month in respect of the unfunded liability and solvency deficiency, until revised by a subsequent valuation report.

5. Metropolitan Toronto Pension Plan Pensioners – Provision of Full-Earnings Pension and Retirement Compensation Arrangement (RCA)

Report (August 23, 2006) from the Treasurer seeking authority to take all steps necessary to see that in future, reductions in earned benefits under the Metropolitan Toronto Pension Plan (MTPP) because of the payment ceiling imposed by the Regulations under the *Income Tax Act*, be compensated for by way of direct payments from the City rather than indirectly through a retirement compensation arrangement (RCA), and to reimburse the fund of the existing RCA created in connection with the Metropolitan Toronto Police

Benefit Fund (MTPBF) for payments already made to MTPP beneficiaries to compensate for past reductions.

Recommendations:

It is recommended that:

- (1) in future, payments to beneficiaries of the Metropolitan Toronto Pension Plan of approximately \$8,300 per year to compensate for reductions in Plan benefits flowing from the ceiling imposed by the Regulations under the *Income Tax Act* be made directly by the City from the Employee Benefits Reserve Fund and the current recipients be advised accordingly;
- (2) By-law No. 78-97 of the former Metropolitan Corporation be repealed and all agreements made thereunder between any participating employer and the Trustees of that Plan be cancelled retroactively as of their respective dates of execution on the basis of mutual release;
- (3) authority be granted for introduction of the appropriate Bill in Council to implement Recommendation (2);
- (4) the authority granted by City Council's adoption on October 29, 2002, of Clause No. 26 of Administration Committee Report No. 13 for payment of \$56,000 to the fund of the retirement compensation arrangement for members of the Metropolitan Toronto Pension Plan be rescinded;
- (5) payment in the amount of \$68,800 plus interest be made by the City from the Employee Benefits Reserve Fund to the fund of the retirement compensation arrangement established for beneficiaries of the Metropolitan Toronto Police Benefit Fund in order to reimburse it, with interest, for any payments made to members of the Metropolitan Toronto Pension Plan;
- (6) the 2006 Non-Program Expenditure Budget be increased by \$14,900 to reflect the increased cost of funding payments to MTPP members, offset by an equal contribution from the Employee/Retiree Benefits Reserve Fund for \$0 net impact on the 2006 Operating budget to fund the 2006 payments;
- (7) annual funding increases of \$8,300 for required future years payments to MTPP members be included in the respective year's Non-Program Expenditure Budget submission; and,
- (8) City staff be authorized to take all necessary steps to implement Recommendations (1) to (7).

**ACCOUNTING SERVICES AND
PURCHASING AND MATERIALS MANAGEMENT**

6. Quarterly Treasurer's Report on Activities of the Accounting Services and the Purchasing and Materials Management Divisions

Report (August 21, 2006) from the Treasurer informing the Committee and Council on activities of the Accounting Services and the Purchasing and Materials Management Divisions for the six (6) months of 2006.

Recommendations:

It is recommended that this report be received for information.

PURCHASING AND MATERIALS MANAGEMENT

7. Contracts for City advertising in media venues and daily, ethnic and community newspapers

Report (August 16, 2006) from the City Manager and Director, Purchasing and Materials Management Division seeking Council authority to negotiate sole source contracts for print advertising in local daily, ethnic and community newspapers which will result in contacts with print advertising suppliers and rates that will be used by all City divisions; noting the Request for Expressions of Interest (REOI) process for advertising contacts that was used for the current term of Council did not meet the needs of the City and did not result in contracts with all required vendors and therefore, sole source contracts are required to ensure that the City has the required contracts in place to meet its advertising needs; and seeking the authority to amend the existing contract with Metroland Publishing.

Recommendations:

It is recommended that:

- (1) contracts with the advertising suppliers noted in Appendix A be negotiated for the next term of Council by way of sole source for advertising on an as required basis. All such contracts to be utilized only where funds are available from within Council approved Division operating or capital budgets;

- (2) the Director of Strategic Communications be authorized to negotiate rates with these venues and establish and amend the sole source contracts for a total dollar value not to exceed the advertising budgets authorized by Council within operating and capital budgets;
- (3) the Director of Strategic Communications be authorized to add new suppliers to the list in Appendix A and negotiate and amend sole source contracts with them as required;
- (4) the existing sole source contract for Metroland Publishing (#47009067) that has been used for this term of Council, in the amount of \$1 million, be increased to \$1.3 million to authorize the expenditures on this contract to date (\$1.173m) and the amount required to the end of the current Council term;
- (5) a new \$2 million sole source contract be negotiated with Metroland Publishing for the next four year term of Council to permit the placement of advertising based on Council approved advertising expenditures; and
- (6) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

8. Contracts Awarded by the Bid Committee between July 1, 2005 and December 31, 2005 and January 1, 2006 and June 30, 2006 and, a comparison of the estimated costs and actual costs of the contracts

Report (August 4, 2006) from the Director of Purchasing and Materials Management advising the Administration Committee of contracts awarded by the Bid Committee in accordance with the requirements of the City of Toronto Municipal Code, Purchasing, Chapter 195-14 and providing a comparison of the actual costs versus the estimated costs for those contracts that have been completed.

Recommendation:

It is recommended that this report be received for information.

9. Sole Source Municipal License Subscription for Bentley Systems Software (All Wards)

Report (August 16, 2006) from the Executive Director, Technical Services and Director, Purchasing and Materials Management, seeking approval to enter into a three year sole source contract and subsequent agreements with Bentley Systems, Incorporated for the

subscription to an unlimited number of licenses to use the Bentley suite of software products and to obtain related software upgrade and support services.

Recommendations:

It is recommended that:

- (1) an adjustment to the current approved operating budget for 2006 is required for that prorated amount of the \$305,000 yearly increase that will be needed to fund the new agreement for the remainder of the year, noting that recoveries from Toronto Hydro and the TTC will offset the increase to the 2006 budget resulting in a zero net increase;
- (2) approval be granted to enter into a three year sole source contract (commencing in 2006 and expiring in 2009) with Bentley Systems, Incorporated under Bentley's Municipal License Subscription Program for a period of three years at a cost not to exceed \$550,000.00 per year (\$1,650,000.00 over three years) including all charges and taxes;
- (3) the Executive Director of Technical Services be authorized to negotiate and execute the agreements in consultation with the City Solicitor, the Executive Director of Information and Technology and the Executive Director of Policy, Planning, Finance and Administration for the Select Program and the Municipal License Subscription Program with Bentley Systems, Incorporated for a term of three years;
- (4) this report be forwarded to the Policy and Finance Committee for the purposes of adjusting the Technical Services budget and cash flow for the years 2007, 2008 and 2009;
- (5) the eCity Committee be forwarded a copy of this report for its information; and
- (6) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

10. Contract Amendment – Bell Canada, SAP Contract 47011085, Supply of Cisco Networking Equipment

Report (July 17, 2006) from the Chief Corporate Officer and Director, Purchasing and Materials Management, seeking City Council approval to increase the current contract value with Bell Canada for the supply of Cisco networking equipment.

Recommendations:

It is recommended that:

- (1) SAP Blanket Contract 47011085 with Bell Canada in the amount of \$3,931,000, including all taxes and charges be increased by \$2,325,600 including all taxes and charges to \$6,256,600 including all taxes and charges, to cover the various divisional projects not previously identified or factored in; and
- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

11. Emergency contracts awarded to Resource Environmental Associates in accordance with the requirements of the City of Toronto Municipal Code, Purchasing, Chapter 195, sections 195-9 and 195-10

Report (August 21, 2006) from the General Manager, Homes for the Aged and Director, Purchasing and Materials Management, advising of the emergency contracts awarded to Resource Environmental Associates in accordance with the requirements of the City of Toronto Municipal Code, Chapter 195, Purchasing, sections 195-9 and 195-10.

Recommendations:

It is recommended that this report be received for information.

12. Vendors of Record List for IT Placement Firms

Report (August 17, 2006) from the Chief Corporate Officer and the Director, Purchasing and Materials Management Division, seeking authority to enter into agreements with the Toronto Transit Commission's (TTC's) vendors of record for IT Placement Firms resulting from Request for Proposal No. P25CH05231, for the period ending October 1, 2009, with an option to renew for two (2) one (1) year periods

Recommendations:

It is recommended that:

- (1) authority be granted to enter into a non-exclusive agreement with Bevertec CST Inc., at the same or better prices offered to the TTC, for the period ending October 1, 2009, with an option to renew for two (2) one (1) year periods, in a total amount not to exceed \$1,000,000.00 including all charges and taxes;
- (2) authority be granted to enter into a non-exclusive agreement with Computer Horizons Canada Group, at the same or better prices offered to the TTC, for the

period ending October 1, 2009, with an option to renew for two (2) one (1) year periods, in a total amount not to exceed \$1,000,000.00 including all charges and taxes;

- (3) authority be granted to enter into a non-exclusive agreement with Design Group Staffing Inc. (Operating as INTEQNA), at the same or better prices offered to the TTC, for the period ending October 1, 2009, with an option to renew for two (2) one (1) year periods, in a total amount not to exceed \$1,000,000.00 including all charges and taxes;
- (4) authority be granted to enter into a non-exclusive agreement with GSI International Consulting Group, at the same or better prices offered to the TTC, for the period ending October 1, 2009, with an option to renew for two (2) one (1) year periods, in a total amount not to exceed \$1,000,000.00 including all charges and taxes;
- (5) authority be granted to enter into a non-exclusive agreement with IT/Net Toronto, at the same or better prices offered to the TTC, for the period ending October 1, 2009, with an option to renew for two (2) one (1) year periods, in a total amount not to exceed \$1,000,000.00 including all charges and taxes;
- (6) authority be granted to enter into a non-exclusive agreement with Ian Martin Limited, at the same or better prices offered to the TTC, for the period ending October 1, 2009, with an option to renew for two (2) one (1) year periods, in a total amount not to exceed \$1,000,000.00 including all charges and taxes;
- (7) authority be granted to enter into a non-exclusive agreement with Procom (Procom Consultants Group Limited), at the same or better prices offered to the TTC, for the period ending October 1, 2009, with an option to renew for two (2) one (1) year periods, in a total amount not to exceed \$1,000,000.00 including all charges and taxes;
- (8) authority be granted to enter into a non-exclusive agreement with TES Contract Solutions Inc. O/S The Employment Solution for the period ending October 1, 2009, with an option to renew for two (2) one (1) year periods, in a total amount not to exceed \$1,000,000.00 including all charges and taxes;
- (9) the agreements referred to in the above recommendations shall contain terms and conditions satisfactory to the Executive Director of Information and Technology and the City Clerk, and shall be in a form satisfactory to the City Solicitor;
- (10) the Executive Director, Information and Technology Division report back annually to Council through the Administration Committee on the cumulative dollar value of work assigned to each firm; and,

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

13. Amend and Repeal Various Purchasing Policies

Report (August 21, 2006) from the Treasurer seeking authority to amend and repeal certain purchasing policies currently in force.

Recommendations:

It is recommended that:

- (1) the Policy for the Selection and Hiring of Consultants, as attached in Appendix A to this report, be repealed;
- (2) the Actual Project Budget Related to RFP Documents policy, as attached in Appendix B to this report, be repealed;
- (3) the Lobbying Disclosure Policy, as attached in Appendix C to this report, be repealed;
- (4) the Procurement Processes Policy be amended as set out in this report; and
- (5) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

14. Province of Ontario Standing Agreement for the Supply of Digital Photocopier and Facsimile Equipment and Services

Report (August 16, 2006) from the Chief Corporate Officer and Director, Purchasing and Materials Management Division, seeking authority to enter into agreements with the Province of Ontario's vendors or record for the supply of digital photocopier and facsimile equipment and services, for the period ending July 3, 2008, with an option to renew for an additional one (1) year period.

Recommendations:

It is recommended that:

- (1) authority be granted to enter into a non-exclusive agreement with Ricoh Canada Inc. for the period ending July 3, 2008 with an option to renew for an additional one (1) year term, in an amount not to exceed \$1,000,000.00 including all charges and taxes;
- (2) authority be granted to enter into a non-exclusive agreement with Sharp Electronics of Canada Ltd. for the period ending July 3, 2008 with an option to renew for an additional one (1) year term, in an amount not to exceed \$1,000,000.00 including all charges and taxes;
- (3) authority be granted to enter into a non-exclusive agreement with 4-Office Automation for the period ending July 3, 2008 with an option to renew for an additional one (1) year term, in an amount not to exceed \$1,000,000.00 including all charges and taxes;
- (4) authority be granted to enter into a non-exclusive agreement with Xerox for the period ending July 3, 2008 with an option to renew for an additional one (1) year term, in an amount not to exceed \$1,000,000.00 including all charges and taxes;
- (5) authority be granted to enter into a non-exclusive agreement with Pitney Bowes for the period ending July 3, 2008 with an option to renew for an additional one (1) year term, in an amount not to exceed \$500,000.00 including all charges and taxes;
- (6) the Executive Director, Information and Technology Division report back annually to Council through the Administration Committee on the actual expenditures for each contract; and
- (7) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

15. Amending the term of the Compugen Inc. Contracts for Ad-Hoc Contract 470010238 and Sustainment Contract 47011569

Report (August 10, 2006) from the Chief Corporate Officer and Director, Purchasing and Materials Management, requesting request authority to extend the expiry dates of the Compugen Inc. contracts for Ad Hoc requirements and for Sustainment requirements for the supply of desktop and notebook computers, printers and related products and services pending the completion of a new Request for Quotation (RFQ) for these products and services.

Recommendations:

It is recommended that:

- (1) the appropriate City Officials be authorized to extend the expiry date of the Agreement dated February 21, 2005 between the City and Compugen Inc. for the supply, delivery and installation of desktop and notebook computers, related products and services from October 31, 2006 to March 16, 2007 on the same terms and conditions;
- (2) the appropriate City Officials be authorized to extend the expiry dates of the current Compugen Inc. contracts, 47010238 for Ad-Hoc requirements and 47011569 for Sustainment requirements, from October 31, 2006 to no later than March 16, 2007. The value of the current contracts will remain the same and will not be exceeded;
- (3) in accordance with Section 195-17 of the Purchasing By-law (Chapter 195, Municipal Code), the Bid Committee award a contract to the successful bidder of the new RFQ for the supply of desktop and notebook computers, printers and related hardware, software and services, during Council recess, if the conditions of the award are within Bid Committee authority; and
- (4) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

16. Request for Proposal (RFP) 3405-05-3023 – Document Management System Pilot Solutions

Report (August 17, 2006) from the Chief Corporate Officer and Director, Purchasing and Materials Management Division, advising on the status of negotiations with CGI Information Systems and Management Consultant Inc. and to seek authority to negotiate and enter into an agreement for Document Management System Pilot Solutions with IBM Canada.

Recommendations:

It is recommended that:

- (1) authority be granted to award a Contract to IBM Canada, being the second highest scoring proponent, at a cost not to exceed \$4,254,470.00 including all applicable taxes and charges, for the initial implementation of the Enterprise Document Management System Pilot Solutions including software, implementation services, training, and maintenance for one year, but excluding hardware;
- (2) authority be granted to the appropriate City Staff to negotiate terms and conditions and enter into an agreement with IBM Canada, to implement the Enterprise Document Management System Pilot Solutions;

- (3) the Legal Services component related to case management not be acquired and that staff be instructed to negotiate an option for any other participating business unit to acquire the case management components within a period of three (3) years, at the price quoted in the Proposal from IBM Canada;
- (4) the agreement referred to in the above Recommendation (2) shall contain terms and conditions satisfactory to the Treasurer, Executive Director of Information and Technology and the City Clerk, and shall be in a form satisfactory to the City Solicitor;
- (5) an option to renew the maintenance for the two (2) subsequent years following the expiration of the first year of maintenance in Recommendation (1) be included in the agreement on the same terms and conditions and the option be exercised by the Executive Director, Information and Technology Division at the fixed price quoted in the Proposal provided that funds have been approved by Council and are available in the Divisions' operating budgets;
- (6) following the completion of the initial implementation, a report be forwarded to Council through the Administration Committee on the result of the initial implementation with recommendation for an Enterprise Document Management Solution for the Divisions of the City that did not participate in this initial RFP; and,
- (7) the appropriate officials be authorized and directed to take the necessary actions to give effect thereto.

17. Request for Quotation (RFQ) 6902-06-3226 – For the supply, delivery and off-loading of Pre-blended Ethanol Unleaded Gasoline, and Pre-blended Bio-diesel and D-2 Fuels

Report (August 21, 2006) from the Chief Corporate Officer; Director, Purchasing and Materials Management and Medical Officer of Health, advising on the results of Request For Quotation 6902-06-3226 for the supply, delivery and off-loading of pre-blended ethanol unleaded gasoline and pre-blended bio-diesel and D-2 fuels to various City of Toronto Divisions, and requesting authority to award contracts to the recommended bidders.

Recommendations:

It is recommended that:

- (1) a contract be awarded to Suncor Energy Products Inc., in the total amount of \$4,527,841.59 including all applicable charges and taxes, having submitted the

lowest bids meeting specifications for the supply, delivery and off-loading of pre-blended ethanol unleaded gasoline (E10, Octane 87) in the amount of \$3,742,035.18 and clear on-road D-2 (B00) S15 diesel fuel in the amount of \$785,806.41;

- (2) a contract be awarded to Shamrock Fuels Inc., in the total amount of \$6,736,215.98 including all applicable taxes and charges, having submitted the lowest bids meeting specifications for the supply, delivery and off-loading of pre-blended on-road bio-diesel B05 S15 in the amount of \$6,249,922.55, and coloured off-road D-2 (B00) S15 diesel fuel in the amount of \$486,293.43; and
- (3) the appropriate City officials be authorized and directed to give effect thereto.

18. Contractors, Consultants and Supplier Performance Evaluations

Report (August 18, 2006) from the Deputy City Manager and Chief Financial Officer describing the results of the Consultant Performance Evaluation Process Pilot that was conducted by the Technical Services Division and to outline a recommended City approach to vendor performance evaluation.

Recommendations:

It is recommended that:

- (1) Staff continue to improve contract management practices, particularly those related to vendor performance both during a contract and at its conclusion;
- (2) poorly performing consultants, contractors and suppliers that should be suspended from bidding on City contracts be reported to Council by the Division Head and contract manager in consultation with the Purchasing and Materials Management Division and Legal Services;
- (3) those consultants, contractors and suppliers that Council suspends from bidding on City contracts not be eligible to bid for a period of one year; and
- (4) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

INFORMATION AND TECHNOLOGY

19. City of Toronto Automated Vehicle Location Framework and Protocol

Communication (July 13, 2006) from the e-City Committee advising that on July 12, 2006, the e-City Committee recommended to the Administration Committee that City Council adopt the "City of Toronto Automated Vehicle Location Framework and Protocol" in Appendix 2 to the report (April 27, 2006) from the Chief Corporate Officer.

20. Agreement with EPO Inc. (operating as *epost*) for Electronic Bill Presentment and Delivery Services for Water Bills

(In camera – security of the property of the municipality and the receiving of advice that is subject to solicitor-client privilege)

Confidential report (August 21, 2006) from the Treasurer and Chief Corporate Officer.

REVENUE SERVICES

21. New User Fees – Revenue Services Division: Charges for Transferring Overdue Water Bill Amounts to the Tax Roll; and fees for applications for the cancellation, reduction or refund of property taxes made under Section 334 of the *Municipal Act, 2001*

(10:00 a.m. – Public Notice)

Report (August 21, 2006) from the Treasurer seeking authority to implement new user fees for services related to transferring overdue water bill amounts to the tax roll for collection purposes, and for applications for the cancellation, reduction or refund of property taxes made under Section 334 of the Municipal Act, 2001.

Recommendations:

It is recommended that:

- (1) effective January 1, 2007, Revenue Services Division be authorized to implement a \$35.00 charge per tax account for each overdue water bill amount that is added to the tax roll for collection purposes;
- (2) effective January 1, 2007, Revenue Services Division be authorized to implement a \$50.00 fee per tax account per taxation year for applications made to the City for the cancellation, reduction or refund of property taxes under Section 334 of the *Municipal Act, 2001* and continued under Section 297 of the *City of Toronto Act, 2006*;
- (3) a copy of this report be forward to Budget Advisory Committee for their information and referral to the 2007 Operating Budget process; and

- (4) authority be granted for the introduction of the necessary bills, and the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

22. Tax Adjustment – *Municipal Act, 2001 Sections 357 and 358*

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

Report (August 14, 2006) from the Treasurer recommending approval for the cancellation, reduction or refund of taxes pursuant to the provisions of section 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 \$713,774.65 (including reductions in Business Improvement Area charges and excluding phase-in/capping adjustments), 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 \$58,573.98 (including reductions in Business Improvement Area charges and excluding phase-in/capping adjustments), 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.

23. Accounts Receivable – Largest Debtors with Tax Arrears Greater Than \$500,000

Report (August 14, 2006) from the Treasurer providing information on property tax accounts with outstanding receivables of \$500,000 or more as at June 30, 2006.

Recommendation:

It is recommended that this report be received for information.

(Confidential Attachment B was distributed to Members of Administration Committee only and a copy is on file in the City Clerk's Office, City Hall.)

24. Establishing a Process for the Hearing and Disposition of Applications under Section 337 and subsection 359(1) the *Municipal Act, 2001* (“the Act”) (All Wards)

Report (August 22, 2006) from the Treasurer recommending a process for the hearing and disposition of applications made pursuant to section 337 and subsection 359(1) of the Act which deals with undercharges of taxes. These sections permit the City to correct errors that stemmed from the capping and clawback provisions in Part IX of the Act. These applications are for properties in the commercial, industrial and multi-residential classes. This report lists those properties that will be appealed under these subsections by the Treasurer in 2006 in order to recover undercharged taxes for 2005 and 2006.

Recommendations:

It is recommended that:

- (1) Council delegate the power to hear and dispose of applications made by the Treasurer under section 359(1) to the Assessment Review Board (ARB);
- (2) Council authorize the Treasurer to proceed with applications as listed in Appendix A to recover undercharges of taxes for the years 2005 and/or 2006 pursuant to section 337 and subsection 359(1) of the Act;
- (3) the Treasurer or his designate be authorized to withdraw any applications filed pursuant to Recommendation (2) or previously filed under Ontario Regulation 399/03 where the analysis undertaken reveals that there is no financial benefit for the City to proceed with the appeal; and
- (4) that appropriate City officials be authorized and directed to take the necessary action to give effect thereto, and that leave be granted for the introduction of any necessary bills in Council to give effect thereto.

CITY CLERK

25. Compliance with Travel expense policy by staff and Councillors

(Postponed from July 4, 2006 meeting)

Report (June 15, 2006) from the City Clerk and Treasurer responding to the following recommendation made at the March 6, 2006 Administration Committee meeting:

"that the City Clerk to report on whether the policy with respect to travel expenses for staff and Councillors whereby they are required to submit receipts and a detailed report on the conference they have attended, is being complied with."

Recommendation:

It is recommended that this report be received for information.

- 25(a).** For information, Consolidated Clause 8 of Administration Committee Report 4, titled "Council Travel Policy", which was adopted, without amendment, by City Council on May 17, 18 and 19, 2005.

26. Appointment of Individuals to the 2006 Election Compliance Audit Committee

Report (August 9, 2006) from the City Clerk recommending to Council individuals to be appointed to the 2006 Election Compliance Audit Committee.

Recommendations:

It is recommended that:

- (1) Council appoint to the 2006 Election Compliance Audit Committee the individuals listed in the confidential communication (August 9, 2006) from the City Clerk, which was forwarded to Members of Council under confidential cover;
- (2) in accordance with the *Municipal Act, 2001*, as amended, discussions pertaining to the individuals named in the confidential communication (August 9, 2006) from the City Clerk be held in-camera, as the subject matter relates to personal matters about identifiable individuals; and
- (3) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

(Confidential communication (August 9, 2006) from the City Clerk was distributed to Members of Administration Committee, and a copy is on file in the City Clerk's Office, City Hall.)

27. Records Retention By-law amendment

Report (August 10, 2006) from the City Clerk seeking City Council approval to amend the City's record retention by-law, Municipal Code Chapter 217, Record's Corporate to permit the destruction of unusable records and to revise and add record retention schedules.

Recommendations:

It is recommended that:

- (1) Municipal Code Chapter 217, Record's Corporate (City) be amended to permit the destruction of unusable records and to update the Director's title substantially in the form of the draft by-law in Appendix 1, to revise the records series schedules as noted in Appendix 2 and to add the new record retention schedules in Appendix 3;
- (2) the former municipalities' record retention by-laws be amended or repealed as set out in Appendix 4;
- (3) authority be granted for the introduction of the necessary bills in City Council to give effect to the foregoing; and
- (4) the appropriate City of Toronto officials be authorized to take the necessary action to give effect thereto.

TORONTO PARKING AUTHORITY

28. Sale of Stratified Portion of 30 Alvin Avenue – Municipal Carpark 12 (Ward 22 – St. Paul's)

Report (August 21, 2006) from the President, Toronto Parking Authority, seeking City Council approval for the sale of development rights at Carpark 12, 30 Alvin Avenue, to Wittington Properties Limited ("Wittington") and the construction of an underground public parking garage containing approximately 209 parking spaces within the redeveloped site, together with other lands owned by Wittington. Although the site allows for a mixed use development, the redevelopment will be primarily residential.

Recommendations:

It is recommended that:

- (1) City Council approve a transaction between the TPA and Wittington Properties Limited involving a conveyance to Wittington of a stratified interest in the City-owned lands declared surplus located at 30 Alvin Avenue for a base sale price of

\$21,100,000.00 for the purpose of constructing a development on a combined site comprised of 30 Alvin Avenue together with adjacent lands owned by Wittington at 1481, 1491 and 1501 Yonge Street and 25 and 27 Heath Street East, and the construction of a public parking garage to TPA specifications within a stratified portion of the combined Wittington and TPA sites, on the terms and conditions outlined in this report;

- (2) City Council approve the acquisition of a stratified fee simple interest in a portion of the lands owned by Wittington set out in (1) above to accommodate the public parking garage within the combined site, and the construction of a public parking garage having approximately 209 parking spaces within the City-owned stratified fee simple interest, for which the TPA will pay Wittington an estimated construction cost of \$8,459,000 and at an estimated total cost to the TPA, including construction, equipment and soft costs, not to exceed \$9 million on the terms and conditions outlined in this report. The costs are being funded from the sale proceeds of the development rights; and
- (3) the appropriate City Officials be authorized to execute all necessary documents including a Temporary Parking Lease, Reciprocal Cost Sharing and Easement Agreement, Construction Procedures Agreement, and all necessary transfers and undertakings.

29. Yorkville Development – Municipal Carpark 215

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

Confidential report (August 21, 2006) from the President, Toronto Parking Authority, seeking Council authority to purchase 25 additional parking spaces and to approve an increase to the capital budget for Municipal Carpark 215 – Yorkville Ave.

30. Jolly Miller Lands (Ward 25 – Don Valley West)

Report (June 30, 2006) from the President, Toronto Parking Authority, responding to a request from the Administration Committee at its meeting held on May 22, 2006 (Clause 3 - 20) regarding the performance of the Jolly Miller carpark operations and the potential to increase net parking revenues in the future.

Recommendation:

It is recommended that the Administration Committee receive this report for information only.

FACILITIES AND REAL ESTATE

31. Recognition of Former Toronto Mayors at Toronto City Hall

Report (August 4, 2006) from the Chief Corporate Officer reporting back to the Administration Committee on the possibility of creating a portrait gallery of former Toronto mayors in a prominent, publicly accessible location at City Hall and whether a Recognition of Former Mayors Sub-Committee should be established to explore this matter further.

Recommendation:

It is recommended that this report be received for information.

32. Energy Retrofit Services for Police Headquarters, St. Lawrence Market and other Buildings under the jurisdiction of the Facilities and Real Estate Division

Report (August 14, 2006) from the Chief Corporate Officer seeking authorization for the Chief Corporate Officer, the Executive Director of Facilities and Real Estate Division, and the City Solicitor to negotiate and enter into an energy services agreement with Toronto Hydro Energy Services Inc., on a sole-source basis in order to undertake energy efficiency improvements in Police Headquarters, St. Lawrence Market and other buildings under the jurisdiction of the Facilities and Real Estate Division.

Recommendations:

It is recommended that:

- (1) the Chief Corporate Officer and the Executive Director Facilities and Real Estate in consultation with the City Solicitor, be authorized to negotiate and enter into an energy services agreement with Toronto Hydro Energy Services Inc., on a sole-source basis based on a maximum total cost of \$1.2 million and a simple payback of 10 years with the project commencing in 2006 and being completed in 2007;
- (2) estimated annual savings of \$125,000 be included in the 2007 Operating Budget Submissions, on a prorated basis, of the affected facility users where appropriate, and reported back during the 2007 Operating Budget Process; and
- (3) the appropriate City Officials be authorized and directed to take any necessary action to give effect thereto including the execution of any agreements in a form

and substance satisfactory to the Chief Corporate Officer, the Executive Director, Facilities and Real Estate and the City Solicitor.

33. Status Report on the Redevelopment of the St. Lawrence Market North property (Ward 28 – Toronto Centre – Rosedale)

Report (August 15, 2006) from the Chief Corporate Officer reporting on the preliminary investigations of using the Market Square garage to provide site access to underground parking on the North Market property and the feasibility of Court Services locating in a new North Market building.

Recommendations:

It is recommended that:

- (1) the Chief Corporate Officer provide a business plan and a detailed plan for the redevelopment of the North Market building to Administration Committee in the first quarter of 2007; and
- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

34. Lease Renewal – 1117 Finch Avenue West, Social Services – Lease Renewal (Ward 8 – York West)

Report (August 1, 2006) from the Chief Corporate Officer seeking authority to renew the Lease at 1117 Finch Avenue West with Finch Square Realty Limited (the "Landlord") for use by Social Services.

Recommendations:

It is recommended that:

- (1) the Lease agreement with Finch Square Realty Limited (the "Landlord") be approved for a five (5) year term as set out in Appendix "A" of this Report;
- (2) the Chief Corporate Officer/successor or designate shall administer and manage the lease agreement including the provision of any consents, approvals, waivers, notices and notices of termination provided that the Chief Corporate Officer may, at any time, refer consideration of such matter (including their content) to City Council for its determination and direction;

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

35. Space Utilization at City Hall, Metro Hall and the Civic Centres

Report (August 9, 2006) from the Chief Corporate Officer responding to City Council's request for information on space utilization at the five civic centres, namely East York, Etobicoke, North York, Scarborough and York Civic Centres. Also included in this report is space utilization information for City Hall and Metro Hall.

Recommendation:

It is recommended that this report be received for information.

36. Lease Renewal of Office Space for Toronto Social Services – 779 The Queensway (Ward 6 – Etobicoke-Lakeshore)

Report (August 3, 2006) from the Chief Corporate Officer seeking authority to renew the existing Lease with Daybar Industries Limited, in trust for Stanley Dobson carrying on business as Dodson-Lesmark Developments (the "Landlord") for a further five (5) year term from October 16, 2005 to October 31, 2010.

Recommendations:

It is recommended that:

- (1) authority be granted to enter into an agreement with the Landlord to provide for the renewal of the Lease at 779 The Queensway substantially on the terms and conditions outlined in Appendix "A" to this report and in a form satisfactory to the City Solicitor;
- (2) authority be granted to the Chief Corporate Officer to administer and manage the lease agreement 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 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.

37. Declaration as Surplus – Parcel of Vacant Land Adjacent to 13 Balmuto Street (Ward 27 – Toronto Centre-Rosedale)

Report (August 14, 2006) from the Chief Corporate Officer declaring the property surplus to municipal requirements.

Recommendations:

It is recommended that:

- (1) the parcel of vacant land adjacent to 13 Balmuto Street, being part of Park Lot 9, Concession 1 FTB, Township of York, designated as Parts 1 and 2 on Plan 63R-1074, (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 owner of 13 Balmuto Street, and 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
- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

38. Lease of Child Care Centre at 118 Enderby Road (Ward 32 – Beaches-East York)

Report (August 11, 2006) from the Chief Corporate Officer seeking authority to enter into a lease of the City-owned property at 118 Enderby Road (the "Property") with Woodgreen Community Services ("WCS") for a child care centre.

Recommendations:

It is recommended that:

- (1) authority be granted to enter into a lease agreement with Woodgreen Community Services for the property municipally known as 118 Enderby Road substantially on the terms and conditions set out in Appendix “A” to this report, together with such other terms and conditions as may be deemed appropriate by the Chief Corporate Officer and in form approved by the City Solicitor;
- (2) authority be granted to the Chief Corporate Officer to administer and manage the lease agreement 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 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.

39. Declaration as Surplus – Vacant Land on the west side of Doris Avenue, Between McKee Avenue and Norton Avenue, Abutting 22 Norton Avenue (Ward 23 – Willowdale)

Report (August 14, 2006) from the Chief Corporate Officer declaring the property surplus to municipal requirements.

Recommendations:

It is recommended that:

- (1) the parcel of vacant land on the west side of Doris Avenue between McKee Avenue and Norton Avenue, abutting 22 Norton Avenue, being part of Lots 26 through 33 on Plan 2400 and designated as Parts 2, 4, 6, and 8 on Reference Plan 66R-20484 and shown as Parts 1 through 4 on Sketch No. PS-2005-006 (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 owner of 22 Norton Avenue, and 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
- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

40. Declaration as Surplus – Parts of 258 Acton Avenue and 276 Searle Avenue (Ward 10 – York Centre)

Report (August 14, 2006) from the Chief Corporate Officer declaring the subject property surplus to municipal requirements and responding to the Policy and Finance Committee request to report to the Administration Committee regarding the proposed use of proceeds from a possible sale of parts of 258 Acton Avenue and 276 Searle Avenue.

Recommendations:

It is recommended that:

- (1) parts of 258 Acton Avenue, being part of Lot 18 on Plan 1899 and shown as Parts 4 and 6 on Sketch No. PS-2006-028, be declared surplus to the City’s requirements and the Chief Corporate Officer be authorized to list Part 4 on the

open market and to invite an offer to purchase Part 6 from the owner of 260 Acton Avenue, and if, in the opinion of staff, no recommendable offer is received, then to list Part 6 with Part 4 on the open market;

- (2) parts of 276 Searle Avenue, being part of Lots 10 and 11 on Plan 1899 and shown as Parts 1 and 3 on Sketch No. PS-2006-028, subject to an easement to be granted over a portion of Part 1 in favour of Enbridge Gas for the protection of an existing gas main, be declared surplus to the City's requirements and the Chief Corporate Officer be authorized to list Part 1 on the open market and to invite an offer to purchase Part 3 from the owner of 280 Searle Avenue, and if, in the opinion of staff, no recommendable offer is received, then to list Part 3 along with Part 1 on the open market;
- (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;
- (4) authority be granted to the Chief Corporate Officer to grant an easement to Enbridge Gas for nominal consideration, prior to listing Part 1 on the open market, on terms and conditions satisfactory to the Chief Corporate Officer and City Solicitor, for the protection of an existing gas main, and to grant the permanent easement; and
- (5) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

41. Sale of Surplus Property – Parcel of vacant land located on the southwest corner of Finch Avenue West and Goldfinch Court and the adjoining one foot reserve strip (Ward 10 – York Centre)

Report (August 14, 2006) from the Chief Corporate Officer seeking authorization for the sale of the City-owned parcel of vacant land located on the southwest corner of Finch Avenue West and Goldfinch Court and the adjoining one foot reserve strip.

Recommendations:

It is recommended that:

- (1) the Offer to Purchase from Ambience Builders and Developers Inc. to purchase the City-owned 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"), in the amount of \$915,000.00, be accepted substantially on the terms and conditions outlined in Appendix "A" to this report, and that each of the Chief Corporate Officer and the

Director of Real Estate Services be authorized severally to accept the Offer on behalf of the City;

- (2) authority be granted to direct a portion of the proceeds of closing to pay the City's expenses related to the Property and the completion of the sale transaction;
- (3) the City Solicitor be authorized to complete the transaction(s) on behalf of the City, including making payment of any necessary expenses and amending the closing and other dates to such earlier or later date(s) and on such terms and conditions as she may from time to time consider reasonable; and
- (4) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

42. Lease Renewal – 20 Lesmill Road – Social Services (Ward 34 – Don Valley East)

Report (August 3, 2006) from the Chief Corporate Officer seeking authority to extend the Lease at 20 Lesmill Road with Morguard Investments Limited, agent for Morguard Real Estate Investment Trust (the "Landlord") for use by Social Services.

Recommendations:

It is recommended that:

- (1) the Lease agreement with Morguard Investments Limited, agent for Morguard Real Estate Investment Trust (the "Landlord") be approved for a five (5) year term as set out in Appendix "A" of this Report;
- (2) the Chief Corporate Officer/successor or designate shall administer and manage the lease agreement including the provision of any consents, approvals, waivers, notices and notices of termination provided that the Chief Corporate Officer may, at any time, refer consideration of such matter (including their content) to City Council for its determination and direction;
- (3) the appropriate City Officials be authorized and directed to take the necessary action and to give effect thereto.

43. Expropriation of a portion of 1251 Tapscott Road – McNicoll Avenue Extension Project (Ward 42 – Scarborough-Rouge River)

Report (August 18, 2006) from the Chief Corporate Officer seeking authorization to commence the expropriation of a portion of 1251 Tapscott Road for the extension of McNicoll Avenue, easterly from Tapscott Road.

Recommendations:

It is recommended that:

- (1) authority be granted to commence the expropriation process, in accordance with the *Expropriations Act*, to acquire the following land and an interest in land to facilitate the construction of works necessary to implement the McNicoll Avenue Extension Project:
 - (i) a parcel of land which is a portion of Part 2 on Expropriation Plan AT631299 comprised of a strip of land approximately 8 metres in width running along the westerly limit of said Part 2 and shown generally hatched on the sketch attached as Appendix "A"; and
 - (ii) a temporary easement for a period ending December 31, 2008, in the balance of the said Part 2;
- (2) authority be granted to serve and publish Notices of Application for Approval to expropriate said property interests, to forward to the Chief Inquiry Officer any requests for inquiry hearings that may be received and to report the Inquiry Officer's recommendations to Council, as approving authority, for its consideration; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

44. Declaration as Surplus – Part of the Block Bounded by McCowan Road, Progress Avenue, Grangeway Avenue and Bushby Drive (Ward 42 – Scarborough-Rouge River)

Report (August 15, 2006) from the Chief Corporate Officer declaring the property surplus to municipal requirements.

Recommendations:

It is recommended that:

- (1) part of the block bounded by McCowan Road, Bushby Drive, Grangeway Avenue and Progress Avenue, being part of Lot 23, Registrar's Compiled Plan 10152,

Scarborough, shown as Part 1 on Sketch No. PS-2006-116, subject to the reservation of an easement for the protection of City fire hydrant(s) on part of Part 1, (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, and 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;

- (2) 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 Property was expropriated the first chance to repurchase the Property; and
- (3) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

45. Settlement of Expropriation – 27 Holmes Avenue – required for the North York Service Road (Ward 23 – Willowdale)

(In camera – security of the property of the municipality)

Confidential report (August 17, 2006) from the Chief Corporate Officer seeking authorization for the settlement of the former owner's compensation claims for our expropriation of 27 Holmes Avenue – required for the North York Service Road.

46. Acquisition of 49 Horsham Avenue for the North York Centre Service Road (Ward 23 – Willowdale)

Report (August 15, 2006) from the Chief Corporate Officer seeking authorization for the acquisition of 49 Horsham Avenue for the North York Centre Plan Service Road.

Recommendations:

It is recommended that:

- (1) the Offer to Sell from Markar and Eliz Saraphanian (the "Owners") to the City, for the property municipally known as 49 Horsham Avenue (the "Property"), in the amount of \$800,000.00, together with \$40,000.00 in respect of disturbance, inconvenience etc., \$7,500.00 in respect of legal fees, and \$5,605.24 in respect of appraisal fees, (with closing costs to the City in the amount of approximately \$13,800.00), be accepted substantially on the terms outlined in Appendix "A" to this report, and that each of the Chief Corporate Officer and the Director of Real Estate Services be authorized severally to accept the Offer on behalf of the City;

- (2) the City Solicitor be authorized to complete the transaction on behalf of the City including making payment of any necessary expenses and amending the closing date and other dates to such earlier or later date(s) and on such terms and conditions as she may from time to time consider reasonable;
- (3) the report be referred to the Policy and Finance Committee for consideration and approval; and
- (4) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

47. Acquiring land necessary for the York University Busway (Ward 8 – York West)

Report (August 16, 2006) from the Chief Corporate Officer seeking authority from City Council to initiate negotiations to purchase and, if necessary and appropriate, expropriate the property interests required for the York University Busway.

Recommendations:

It is recommended that:

- (1) the Chief Corporate Officer be authorized to enter into negotiations to acquire by purchase or lease the necessary property requirements for the York University Busway with the various property owners as detailed in this report;
- (2) authority be granted to initiate the expropriation process, where necessary and appropriate, for the property interests detailed in this report;
- (3) authority be granted to serve and publish Notices of Application for Approval to Expropriate all or part of the York University Busway Lands, to forward to the Chief Inquiry Officer any requests for hearing that are received, to attend the hearing to present the City's position and to report the Inquiry Officer's recommendations to City Council for its consideration; and
- (4) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

48. Sale of Surplus City-owned Property – North of Albion Road between Codlin Crescent and Steeles Avenue West (Ward 1 – Etobicoke North)

Report (August 16, 2006) from the Chief Corporate Officer seeking authorization for the sale of surplus City-owned property, north of Albion Road between Codlin Crescent and Steeles Avenue West.

Recommendations:

It is recommended that:

- (1) the Offer to Purchase from 1562981 Ontario Ltd. to purchase the City-owned property described in Appendix "A" and shown as Parts 2, 3, 4 and 5 on attached Sketch No. PS-2004-061a, (the "Property"), in the amount of \$1,180,000.00 be accepted substantially on the terms and conditions outlined in Appendix "A" to this report, and that each of the Chief Corporate Officer and the Director of Real Estate Services be authorized severally to accept the Offer on behalf of the City;
- (2) authority be granted to direct a portion of the proceeds of closing to pay the City's expenses related to the Property and the completion of the sale transaction;
- (3) the City Solicitor be authorized to complete the transaction(s) on behalf of the City, including making payment of any necessary expenses and amending the closing and other dates to such earlier or later date(s) and on such terms and conditions as she may from time to time consider reasonable; and
- (4) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

49. Union Station – Long Term Lease With VIA Rail Canada Inc. (Ward 28 – Toronto Centre-Rosedale)

Report (August 21, 2006) from the Chief Corporate Officer to correct an error in the previous Council authority to lease space in Union Station to VIA Rail Canada Inc. and confirm that the term of the lease should be 49 years.

Recommendations:

It is recommended that:

- (1) City Council confirm that the offer to lease and lease with VIA Rail Canada Inc. should provide for a 49 year term instead of the 5 year term incorrectly identified in Administration Committee Report No. 2 clause 9 as approved by City Council on February 1, 2 and 3, 2000; and
- (2) City staff be authorized to take the necessary action to give effect thereto.

50. 2006 Third Quarterly Report on Property Sales and Purchases (All Wards)

Report (August 17, 2006) from the Chief Corporate Officer providing the 2006 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.



**ADMINISTRATION COMMITTEE
SUPPLEMENTARY AGENDA
MEETING 6**

Date of Meeting: Tuesday, September 5, 2006
Time: 9:30 a.m.
Location: Committee Room 2
City Hall
100 Queen Street West
Toronto, Ontario

Enquiry: Yvonne Davies
Committee Administrator
416-392-7039
ydavies@toronto.ca

Communications/Reports:

REVISED REPORTS

PENSION, PAYROLL AND BENEFITS

5. Metropolitan Toronto Pension Plan Pensioners – Provision of Full-Earnings Pension and Retirement Compensation Arrangement (RCA)

Report (August 23, 2006) from the Treasurer seeking authority to take all steps necessary to see that in future, reductions in earned benefits under the Metropolitan Toronto Pension Plan (MTPP) because of the payment ceiling imposed by the Regulations under the *Income Tax Act*, be compensated for by way of direct payments from the City rather than indirectly through a retirement compensation arrangement (RCA), and to reimburse the fund of the existing RCA created in connection with the Metropolitan Toronto Police Benefit Fund (MTPBF) for payments already made to MTPP beneficiaries to compensate for past reductions.

Recommendations:

It is recommended that:

- (1) in future, payments to beneficiaries of the Metropolitan Toronto Pension Plan of approximately \$8,300 per year to compensate for reductions in Plan benefits flowing from the ceiling imposed by the Regulations under the *Income Tax Act* be

made directly by the City from the Employee Benefits Reserve Fund and the current recipients be advised accordingly;

- (2) By-law No. 78-97 of the former Metropolitan Corporation be repealed and all agreements made thereunder between any participating employer and the Trustees of that Plan be cancelled retroactively as of their respective dates of execution on the basis of mutual release;
- (3) authority be granted for introduction of the appropriate Bill in Council to implement Recommendation (2);
- (4) the authority granted by City Council's adoption on October 29, 2002, of Clause No. 26 of Administration Committee Report No. 13 for payment of \$56,000 to the fund of the retirement compensation arrangement for members of the Metropolitan Toronto Pension Plan be rescinded;
- (5) payment in the amount of \$68,800 plus interest be made by the City from the Employee Benefits Reserve Fund to the fund of the retirement compensation arrangement established for beneficiaries of the Metropolitan Toronto Police Benefit Fund in order to reimburse it, with interest, for any payments made to members of the Metropolitan Toronto Pension Plan;
- (6) the 2006 Non-Program Expenditure Budget be increased by \$14,900 to reflect the increased cost of funding payments to MTPP members, offset by an equal contribution from the Employee/Retiree Benefits Reserve Fund for \$0 net impact on the 2006 Operating budget to fund the 2006 payments;
- (7) annual funding increases of \$8,300 for required future years payments to MTPP members be included in the respective year's Non-Program Expenditure Budget submission; and,
- (8) City staff be authorized to take all necessary steps to implement Recommendations (1) to (7).

ACCOUNTING SERVICES AND PURCHASING AND MATERIALS MANAGEMENT

13. Amend and Repeal Various Purchasing Policies

Report (August 21, 2006) from the Treasurer seeking authority to amend and repeal certain purchasing policies currently in force.

Recommendations:

It is recommended that:

- (1) the Actual Project Budget Related to RFP Documents policy, as attached in Appendix A to this report, be repealed;
- (2) the Lobbying Disclosure Policy, as attached in Appendix B to this report, be repealed;
- (3) Section 5.0 of the Procurement Processes Policy be amended as set out in section (2) of this report; and
- (4) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

SUPPLEMENTARY

REVENUE SERVICES

23(a). Accounts Receivable – Largest Debtors with Tax Arrears Greater Than \$500,000

Confidential Appendix B appended to the report (August 14, 2006), titled "Tax Debtors Greater Than \$500,000 Owned by an Individual as of June 30, 2006", containing personal information about identifiable individuals.

NEW ITEMS

FACILITIES AND REAL ESTATE

51. Licence Agreement for Public Telephone Equipment with Bell Canada on City of Toronto Properties (Various Wards)

Report (August 9, 2006) from the Chief Corporate Officer seeking authorization to negotiate and enter into a Licence Agreement (the "Agreement"), with Bell Canada for the installation, operation and maintenance of public pay telephone equipment on numerous City of Toronto properties.

Recommendations:

It is recommended that:

- (1) authority be granted to negotiate and enter into the Agreement allowing Bell Canada to continue to provide pay telephone service on City of Toronto property, in turn generating additional income for the City; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

52. Lease of Space at 44 Victoria Street (Ward 28 – Toronto Centre-Rosedale)

Report (August 11, 2006) from the Chief Corporate Officer seeking authority to enter into a lease with 1239079 Ontario Inc. for all of the 18th floor of 44 Victoria Street to accommodate the Public Health Department's Healthy Environment Program and Drug Strategy Team.

Recommendations:

It is recommended that:

- (1) authority be granted to enter into a Lease with 1239079 Ontario Ltd. for the office space at 44 Victoria Street, to house the Healthy Environment Program Health Inspectors and the Drug Strategy Team being hired in September 2006, substantially on the terms and conditions outlined in Appendix "A" to this report and in a form acceptable to the City Solicitor;
- (2) authority be granted for the Director, Finance and Administration of Public Health to utilize funds from its budget to make payments for the leasehold improvements as stated herein;
- (3) authority be granted to the Chief Corporate Officer to administer and manage the lease agreement 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 such matters (including their content) to City Council for its determination and direction;
- (4) City Council to approve a tax exemption for the Premises being used as a Municipal Capital Facility; and
- (5) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

53. Lease of Office Space for Public Health Department Located at 235 Danforth Avenue (Ward 30 – Toronto-Danforth)

Report (July 17, 2005) from the Chief Corporate Officer seeking authority to renew and amend the lease with Healthcare Properties Holdings Ltd. (the "Landlord") for the office space currently leased by the City in the building located at 235 Danforth Ave. (the "Building"), and to lease additional space in the Building from the Landlord.

Recommendations:

It is recommended that:

- (1) authority be granted to renew and amend the lease agreement with Healthcare Properties Holdings Ltd. for public health site office/dental clinic space located in the building at 235 Danforth Avenue (the "Building"), including renewing the Lease for a five (5) year term and substituting Suite 301 for Suite 405, in accordance with the terms and conditions outlined in Appendix "A" to this report and in a form acceptable to the City Solicitor,
- (2) authority be granted to the Chief Corporate Officer, his successor or designate to, 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 such matters (including their content) to City Council for its determination and direction;
- (3) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

54. Roundhouse – Lease Amendments with Steam Whistle Inc. and Overall head Lease to a Single Purpose Ontario Corporation

Report (August 26, 2006) from the General Manager, Economic Development, Culture and Tourism and the Chief Corporate Officer seeking City Council approval to amend the lease with Steam Whistle Brewing Inc., and to enter into a head lease with a single purpose Ontario Corporation (the Tenant) to be owned by Tenen Developing and Producing Ltd. and State Developments (Toronto) Corporation for the Roundhouse and seeking City Council direction to take the appropriate steps to finalize a plan for the creation of a rail heritage museum at the Roundhouse site.

Recommendations:

It is recommended that:

- (1) the terms and conditions attached as Appendix B to amend the lease with Steam Whistle Brewing Inc., formerly Steam Whistle Brewing Limited Partnership (Steam Whistle) and to authorize a license agreement for the water tower be approved;
- (2) the terms and conditions attached as Appendix C for the leasing of the Roundhouse to a single purpose Ontario Corporation (the Tenant) to be owned by Tenen Developing and Producing Ltd. (Tenen) and State Developments (Toronto) Corporation (State) with State and Tenen as the indemnifiers, be approved;
- (3) the General Manager of Economic Development, Culture and Tourism (the General Manager) be authorized in consultation with the Chief Corporate Officer and City Solicitor to negotiate and have executed the appropriate lease amending agreement with Steam Whistle and the appropriate head lease agreement with the Tenant, including any amendments in relation to the foregoing agreements not materially inconsistent with the business terms approved by Council;
- (4) the Chief Corporate Officer be authorized to administer and manage the leases, including the provision of any consents, approvals, waivers and notices (including termination), provided he may, at any time, refer consideration of any such matters (including their content) to City Council for its consideration and direction;
- (5) the City Solicitor be authorized to complete the lease transactions, deliver any notices (including termination), pay any expenses and amend the commencement and other dates to such earlier or later date(s), on such terms and conditions, as she may, from time to time, determine;
- (6) should either of the agreements referenced in Recommendation No. 3 above not be finalized and executed by November 30, 2006, the General Manager report back to the first meeting of the Administration Committee in 2007 with a recommended course of action;
- (7) the General Manager be directed to, in consultation with the General Manager of Parks, Forestry and Recreation and the Toronto Railway Heritage Association (TRHA), finalize the plans for the integration of the proposed rail heritage museum within Roundhouse Park;
- (8) the General Manager be directed to secure a business plan for the creation of a rail heritage museum in Bays 15, 16 and 17 together with associated facilities in Roundhouse Park from the TRHA incorporating detailed projections on the capital and operating financial requirements and including confirmation of any third party financial contributions upon which the TRHA is relying;
- (9) the General Manager report to City Council in the first quarter of 2007 on the results of Recommendations 7 and 8 including a strategy to implement the rail

heritage museum facility and incorporating recommendations respecting financial management of the facility; and

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

55. Guild Inn Hotel – Lease with Windmill Development Group Ltd. (Ward 43 – Scarborough East)

(In camera – security of the corporation)

Confidential report (August 23, 2006) from the Chief Corporate Officer and General Manager, Economic Development, Culture and Tourism.

56. Acquisition of Provincial Lands – Southeast Corner of Black Creek Drive and Eglinton Avenue West (Ward 12 – York South-Weston)

Report (August 21, 2006) from the Chief Corporate Officer providing an update on the acquisition of provincially-owned lands at the southeast corner of Black Creek Drive and Eglinton Avenue West for purposes of the proposed York Community Centre.

Recommendations:

It is recommended that:

- (1) City staff be authorized to negotiate the acquisition of provincially-owned lands at the south-east corner of Black Creek Drive and Eglinton Avenue West;
- (2) City staff be directed to report back to Council on the acquisition to the first available Council meeting; and
- (3) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

57. Acquisition of 80 Queensdale Avenue – St. Aloysius Catholic School (Ward 29 – Toronto-Danforth)

Report (August 17, 2006) from the Chief Corporate Officer seeking authorization for staff to negotiate with the Toronto Catholic District School Board for the acquisition of 80 Queensdale (St. Aloysius Catholic School) for parkland purposes.

Recommendations:

It is recommended that:

- (1) City staff be authorized to meet with the Toronto Catholic District School Board and initiate discussions to negotiate the acquisition of the property municipally known as 80 Queensdale Avenue;
- (2) if negotiations are successful for the acquisition of 80 Queensdale Avenue, City staff will report back to Council on the proposed Offer to Sell at the first available Council meeting; and
- (3) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

58. Parkland Acquisition for West Queen West Triangle – Update Report (Ward 18 – Davenport)

Report (August 28, 2006) from the Chief Corporate Officer; General Manager, Parks, Forestry and Recreation and the Chief Planner reporting to the Administration Committee that the parkland acquisition plan is being reconsidered for the West Queen West Triangle, and providing an update on the status of negotiations and preliminary cost estimates for this project.

Recommendations:

It is recommended that City Council:

- (1) amend former City of Toronto Municipal Code Chapter 165 (Development of Land) to provide that an alternative parkland requirement at a rate of 0.6 hectare of land for every 830 dwellings, to a maximum of 25%, be applied to any development or redevelopment site equal to or greater than 1 hectare in size located in the West Queen West Triangle as described in Schedule “A”;
- (2) require that land or a combination of land and cash-in-lieu of land be provided to satisfy the statutory parkland requirements for all developments subject to the alternative parkland rate in the West Queen West Triangle Area;
- (3) require that the size, location, configuration, and conditions of conveyance for those conveyed lands shall be to the satisfaction of the General Manager of Parks, Forestry and Recreation;

- (4) that City Staff be directed to report back to City Council concerning the parkland acquisition plan for the West Queen West Triangle Area;
- (5) that the City Solicitor be authorized to make technical or stylistic revisions to the draft by-law as required to implement the recommendations in this report.

59. Options for Relocating the Toronto Public Health Facility at 1115 Queen Street West Known as the Beatrice Lillie Health Centre (Ward 18 – Davenport)

(In camera – proposed or pending acquisition, including matters before administrative tribunals, affecting the municipality or local board.)

Confidential report (August 25, 2006) from the Chief Corporate Officer.

60. Adjustments to Approved Cash Flows – Facilities and Real Estate Division's 2006 Approved Capital Budget

Report (August 29, 2006) from the Chief Corporate Officer requesting authorization to adjust cashflows for projects in the 2006 Approved Capital Plan.

Recommendation:

It is recommended that the re-allocation of funding for the Facilities and Real Estate Division (F&RE), 2006 Approved Capital Budget, totalling \$2.785 million, as outlined in the attached Schedule 'A' be approved.

61. 2006 Status Update Report – Optimizing Revenue from Development Potential of Transit Sites (Various Wards)

Report (August 17, 2006) from the Chief Corporate Officer and Chief General Manager, Toronto Transit Commission, addressed to the Administration Committee and Toronto Transit Commission, providing a status update with regard to the review to optimize revenue from the development of potential transit sites.

Recommendation:

It is recommended that this report be received for information.

62. Long Term Land Lease of a Portion of Basin Street, west of Bouchette Street and a Portion of Saulter Street south, extending northerly from Basin Street to Commissioners Street – Status of Negotiations (Ward 30 – Toronto-Danforth)

Report (August 29, 2006) from the Chief Corporate Officer reporting on the status of negotiations of the long-term lease agreement with the City of Toronto Economic Development Corporation (“TEDCO”) for the surplus road allowances, shown as Parts 1, 2 and 3 on Sketch No. PS-2005-135.

Recommendations:

It is recommended that:

- (1) the Chief Corporate Officer continue negotiations with representatives of TEDCO on the terms and conditions to be contained in the ninety-nine (99) year lease for a portion of Basin Street, west of Bouchette Street and a portion of Saulter Street South, shown as Parts 1, 2 and 3 on Sketch No. PS-2005-135 (the “Highways”), and report directly to City Council at its meeting scheduled on September 25, 26 and 27, 2006 regarding the lease agreement; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

**EXECUTIVE DIRECTOR, HUMAN RESOURCES AND
DIRECTOR, PURCHASING AND MATERIALS MANAGEMENT**

63. RecruitAd Advertising Services – Contract 47009998

Report (August 29, 2006) from the Executive Director, Human Resources, and Director, Purchasing and Materials Management, requesting authority to renew the current contract that expires (October 31, 2006) with RecruitAd Advertising for an additional year until October 31, 2007 and increase funding from \$200,000.00 previously approved by Council to \$230,000.00.

Recommendations:

It is recommended that:

- (1) the option to renew the contract for a third year be exercised for the period November 1, 2006 to October 31, 2007 under the same terms and conditions in the amount of \$230,000.00 including all applicable charges and taxes (an increase from the \$200,000.00 as previously approved by City Council); and

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