
BRIEFING NOTE

Issue/Background:

In 1999 Election Services moved into 3 Dohme Avenue (26,000+/- square feet). The facility has been used for three elections (2000, 2003, and 2006). In preparing for the 2006 municipal election, this facility was found to be inadequate to accommodate elections staff, resulting in significant inefficiencies; a storage unit was purchased for storage of critical and highly sensitive equipment which put the City at significant risk.

In 2007, a feasibility study was conducted to consider the possibility of expanding the space capacity at 3 Dohme Avenue. Environmental restrictions and prohibitive preliminary cost estimates provide that proposal to be unacceptable.

The City Clerk's Office requires a minimum of 50,000 square feet of combined warehouse and office space to properly execute the 2010 Municipal Election. Facilities and Real Estate identified 89 Northline Avenue as a site that would accommodate all of elections office requirements of the City Clerk's Office. The site is situated south of Eglinton Avenue East and west of Victoria Park Avenue, contains approximately 2.564 acres, and is improved with a single storey building measuring approximately 52,766 square feet.

Key Points:

- The City Clerk's Office requires a minimum of 50,000 square feet of combined warehouse and office space to properly execute the 2010 Municipal Election; they currently have approximately 26,000 square feet at 3 Dohme Avenue;
- A feasibility study conducted in 2007, revealed environmental restrictions and prohibitive preliminary cost estimates to expand the space capacity at 3 Dohme Avenue;
- 89 Northline Avenue has been identified as a site that would accommodate all of elections office requirements of the City Clerk's Office;
- Upon the acquisition of the Northline Avenue property, the City Clerk's office will vacate 3 Dohme Avenue making this facility available for use by other City groups;
- A potential use for 3 Dohme Avenue has been identified by Purchasing and Materials Management Division as a site for stockpiling and warehousing the critical Tier One supplies required for operational continuity of City divisions under the Toronto Public Health Plan for an Influenza Pandemic;
- To enable the acquisition of 89 Northline Avenue, City Council's approval is required to amend the 2008 Approved Capital Budget of the City Clerk's Office by the addition of the Elections Facility Project and corresponding funding, which shall be achieved by redirecting funds from the Print Shop Acquisition Project CGV011-02 and from the Elections Reserve Fund XR1017 as set out in the Confidential Attachment 1 of the report.

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