

## Parks and Environment Committee

<b>Meeting No.</b>	12	<b>Contact</b>	Dela Ting, Acting Administrator
<b>Meeting Date</b>	Wednesday, January 16, 2008	<b>Phone</b>	416-397-7769
<b>Start Time</b>	9:30 AM	<b>E-mail</b>	pec@toronto.ca
<b>Location</b>	Committee Room 1, City Hall		

### Attendance

Members of the Parks and Environment Committee were present for some or all of the time periods indicated under the section headed, "Meeting Sessions," which appears at the end of the Minutes.

Councillor Paula Fletcher (Chair)	X
Councillor Raymond Cho (Vice-Chair - Parks)	X
Councillor Gord Perks (Vice-Chair - Environment)	X
Councillor Pam McConnell	X
Councillor Ron Moeser	X
Councillor Michael Walker	X

### Confirmation of Minutes

On motion by Councillor Cho, the Parks and Environment Committee confirmed the Minutes of the meeting held on November 28, 2007.

<b>PE12.1</b>	Presentation	Received		
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### Agencies, Boards, Commissions, Corporations and Divisions (ABCCDs) Presentations - Healthy City: Reducing the City's Environmental Impact

#### Summary

Presentation from Solid Waste Management Services Division

#### Decision Advice and Other Information

On motion by Councillor Fletcher the Parks and Environment Committee:

1. requested the Director, Toronto Environment Office, to look at strategic messages for 'Environment Days' to be used to promote the City of Toronto's environmental initiatives; and

2. received the rest of the presentation for information from Norman Lee, Acting Director, Policy and Planning, Solid Waste Management Services, with thanks.

**(Deferred from November 28, 2007 - 2007.PE11.2)**

<b>PE12.2</b>	ACTION	Adopted		Ward: All
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### **National Pollutant Release Inventory: Toronto's 2005 Annual Report**

(November 14, 2007) Report from Deputy City Manager Richard Butts

#### **Recommendations**

Deputy City Manager Richard Butts recommends that:

1. the City Manager be requested to direct all City of Toronto Agencies, Boards, Commissions, Corporations and Divisions to provide their submitted reports to the National Pollutant Release Inventory, Ontario Ministry of the Environment (Ontario Regulation 127/01) and Statistics Canada (respecting Greenhouse Gas Emissions), as applicable, or all relevant equivalent data if they are below reporting thresholds to the Toronto Environment Office for summary and inclusion in subsequent annual reports; and
2. the Director of the Toronto Environment Office be directed to:
  - i. establish a liaison process with all City of Toronto Agencies, Boards, Commissions, Corporations and Divisions in connection with the provision of reports and data cited in Recommendation No. 1, including a template to provide for consistent provision of information;
  - ii. collaborate with Toronto Public Health to complete the development process for a National Pollutant Release Inventory annual report template with the group of experts who have been engaged to provide comment and feedback on the annual reporting process and utilize the template for the design of Toronto's 2006 Annual National Pollutant Release Inventory Report;
  - iii. collaborate with Toronto Public Health in a joint reporting process for future annual reports; and
  - iv. proceed to issue an "executive summary" of Toronto's Annual Report in connection with the National Pollutant Release Inventory for 2005, which will be designed for the general public.

### Financial Impact

There is no financial impact, the estimated cost to produce the annual report is \$13,500 and funding can be accommodated within 2007 Toronto Environment Office (TEO) Operating Budget and requested 2008 TEO Base Operating Budget as per the details provided in the table below.

Cost Centre	Description	2007	2008
WT0059	Air Quality, Data Collection and Modelling	\$3,500	\$10,000

The Deputy City Manager and Chief Financial Officer has reviewed this report and agrees with the financial impact information.

### Summary

The National Pollution Release Inventory (“NPRI”) is Canada’s national database containing information on annually collected data of releases of substances to the air, land and water by major industrial facilities, such as chemical plants, and public works facilities, such as the City of Toronto’s Ashbridges Bay Treatment Plant. It is Canada’s only national, legislated, publicly accessible emissions inventory. Data specific to certain industries and communities can be identified and collated from the inventory.

The NPRI inventory is a major starting point for identifying and monitoring sources of pollution and for the management of risks to the environment and human health, as well as monitoring indicators for the quality of our air, land and water. It is also emerging as an indicator for corporate environmental performance and as a tool to encourage and promote pollution reduction.

Environment Canada makes the information available to Canadians in a detailed inventory that can be accessed and searched through its on-line database.

This report focuses on those industrial and public works facilities that are located in Toronto and submitted emissions data to Environment Canada in 2005. The year 2005 is the most recent year for which a complete and verified set of inventory data is available.

In addition to identifying quantities of emissions to air, water and land from industrial sources and City corporate sources for 2005, this report provides comparative analysis with prior years to show trends, and identifies emission increases and decreases for specific substances found within the reported emissions.

### Committee Recommendations

On motion by Councillor Walker, the Parks and Environment Committee recommended that:

1. City Council request the City Manager to direct all City of Toronto Agencies, Boards, Commissions, Corporations and Divisions to provide their submitted reports to the

National Pollutant Release Inventory, Ontario Ministry of the Environment (Ontario Regulation 127/01) and Statistics Canada (respecting Greenhouse Gas Emissions), as applicable, or all relevant equivalent data if they are below reporting thresholds to the Toronto Environment Office for summary and inclusion in subsequent annual reports; and

2. City Council direct the Director of the Toronto Environment Office to:
  - i. establish a liaison process with all City of Toronto Agencies, Boards, Commissions, Corporations and Divisions in connection with the provision of reports and data cited in Recommendation 1, including a template to provide for consistent provision of information;
  - ii. collaborate with Toronto Public Health to complete the development process for a National Pollutant Release Inventory annual report template with the group of experts who have been engaged to provide comment and feedback on the annual reporting process and utilize the template for the design of Toronto's 2006 Annual National Pollutant Release Inventory Report;
  - iii. collaborate with Toronto Public Health in a joint reporting process for future annual reports; and
  - iv. proceed to issue an "executive summary" of Toronto's Annual Report in connection with the National Pollutant Release Inventory for 2005, which will be designed for the general public.

### **Decision Advice and Other Information**

On motion by Councillor Walker, the Parks and Environment Committee requested Deputy City Manager Richard Butts that any new resources for modelling studies and emissions reporting include funding for Toronto Public Health to undertake the health assessment component of these initiatives.

### **Links to Background Information**

Staff Report from Deputy City Manager Richard Butts

(<http://www.toronto.ca/legdocs/mmis/2008/pe/bgrd/backgroundfile-9217.pdf>)

Map 1

(<http://www.toronto.ca/legdocs/mmis/2008/pe/bgrd/backgroundfile-9212.pdf>)

Map 2

(<http://www.toronto.ca/legdocs/mmis/2008/pe/bgrd/backgroundfile-9213.pdf>)

Map 3

(<http://www.toronto.ca/legdocs/mmis/2008/pe/bgrd/backgroundfile-9214.pdf>)

Map 4

(<http://www.toronto.ca/legdocs/mmis/2008/pe/bgrd/backgroundfile-9215.pdf>)

Map 5

(<http://www.toronto.ca/legdocs/mmis/2008/pe/bgrd/backgroundfile-9216.pdf>)

**(Deferred from November 28, 2007 - 2007.PE11.2a)****2a Assessing Health Impacts of Pollution Emissions**

(November 14, 2007) Report from Medical Officer of Health

**Recommendations**

The Medical Officer of Health recommends that:

1. The Parks and Environment Committee request that any new resources for modelling studies and emissions reporting include funding for Toronto Public Health to undertake the health assessment component of these initiatives.

**Financial Impact**

There are no direct financial implications arising from the adoption of this report.

**Summary**

This report responds to the request of the Medical Officer of Health to advise on reporting and assessment of pollution emissions by the Toronto Environment Office (TEO) to enable Toronto Public Health (TPH) to assess the health effects of emissions.

TPH uses modelling studies to assess the health impacts of pollutants from specific sources. Most recently, TPH used modelling data on vehicle emissions from TEO to quantify the health impacts of traffic pollution. In response to a request from the Board of Health in July 2005, TEO is planning to model the cumulative impacts of air releases in South Riverdale and the Beach. TPH could use the results of this modelling activity to assess health implications if TEO provides resources to conduct the study.

To get the most value from modelling activities and emissions inventories, it is necessary to include a health assessment component. It is recommended that any new resources for modelling studies, include funding for TPH to undertake the health assessment component.

TEO reports on the amount of specific pollutants released to air, water, and soil as reported by the federal National Pollutant Release Inventory (NPRI). Currently about 11,000 businesses in Toronto may be using toxic chemicals but only about 300 report to the federal NPRI, resulting in large gaps in the city's emissions inventory. The Board of Health requested the Medical Officer of Health to report in the spring of 2008 on a mandatory environmental reporting program, including development of a draft bylaw. If a reporting bylaw comes into effect, TPH should take a leading role in the compilation of pollution release data from point sources in Toronto, as well as assess the implications for human health.

**Links to Background Information**

Staff Report from Medical Officer of Health

(<http://www.toronto.ca/legdocs/mmis/2008/pe/bgrd/backgroundfile-9272.pdf>)

PE12.3	ACTION	Amended		Ward: All
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### **Tree By-law Amendments City of Toronto Municipal Code, Chapter 813 (Public Notice)**

(December 17, 2007) Report from General Manager, Parks, Forestry and Recreation

#### **Recommendations**

The General Manager Parks, Forestry and Recreation recommends that City Council authorize the City Solicitor to introduce a Bill amending Chapter 813 and Chapter 441, Fees, of the City of Toronto Municipal Code in accordance with this report and Attachment 1.

#### **Financial Impact**

Approval of the recommendation in this report and the adoption of a new fee schedule for City of Toronto Municipal Code, Chapter 813, will have the following additional revenue impact to be considered within the overall 2008 Parks, Forestry and Recreation Operating Budget.

	2008	2009 Annualization	Total
Revenue	\$149,888	49,963	\$199,851

The new fee schedule proposed is as follows:

Fee	Trees on City Streets By-law (Article II)	Private Tree By-law (Article III)
Non-construction related application	N/A	\$100/tree (no maximum)
Construction related application	N/A	\$300/tree (no maximum)
Site inspection for exemption request	N/A	\$50 (flat fee)
City street tree removal request	\$300/tree (no maximum)	N/A

Currently, there are no fees associated with Article II (Trees on City Streets By-law). Urban Forestry is proposing a new \$300/tree application fee that would accompany any request for permission to remove a healthy City-owned tree.

A new fee for Article III (Private Tree By-law) is proposed. A \$50 flat fee for the review of requests for exemption from the private tree by-law will be imposed when a site inspection is required.

Application fees have been charged under the private tree by-law since it was harmonized in September 2004. The current \$100/tree fee for non-development related applications will remain the same with the \$300 maximum removed. The current \$200/tree fee for development related applications will be increased to \$300/tree.

It is anticipated that the proposed new fee structure will generate additional revenue of approximately \$200,000 annually.

The Deputy City Manager and Chief Financial Officer has reviewed this report and agrees with the financial impact information.

## **Summary**

City of Toronto Municipal Code, Chapter 813, provides for the protection of City-owned street trees and trees on private property. The trees on city streets by-law (Article II of Chapter 813) provides protection for the City's street tree population. The private tree by-law (Article III of Chapter 813) has been in effect citywide since September 2004. Experience with both by-laws has highlighted some areas where refinement is needed to improve their effectiveness and allow for better service to the public.

This report identifies changes that will strengthen the by-law for trees on city streets and private trees and result in improved processing of applications and inspection of potential by-law infractions. Additional revenue will be generated if the proposed adjustments to the fee schedule are adopted.

## **Committee Recommendations**

The Parks and Environment Committee recommended that:

1. City Council authorize the City Solicitor to introduce a Bill amending Chapter 813, Articles II and III and Chapter 441, Fees, of the City of Toronto Municipal Code, as outlined in Attachment 1 of the report (December 17, 2007) from the General Manager, Parks, Forestry and Recreation, subject to amending:

### **(Motion by Councillor Fletcher)**

- i. Article II, Section 813.3.1 - Definitions, by replacing the words "Director, Urban Forestry or his or her delegate" with "General Manager, Parks, Forestry and Recreation or her or his delegate";
- ii. Article III, Section 813.9.7 – Definitions, by replacing the words "The Commissioner of Economic Development, Culture and Tourism or his or her delegate" with "General Manager, Parks, Forestry and Recreation or her or his delegate";
- iii. Fee Structure Changes - Proposed Amendments to Chapter 441 Fees, by adding the word "healthy" after the word "remove", so that it reads as follows:

"A new \$300.00 per tree fee is proposed for requests for permission to remove

healthy City-owned trees.”

**(Motion by Councillor McConnell)**

- iv. Article III, Section 813.12.13 - Applications; form and content – by replacing with the following paragraphs:

“The private tree by-law application fee is not applicable to the not-for-profit portion of housing projects undertaken by the Toronto Community Housing Corporation, Habitat for Humanity, and other similar recognized not-for-profit housing organizations, substantially as set out in Clauses 1-4 of subsection 7(1) of the Residential Tenancies Act, 2006, and owners living below the low-income cut off as determined by Statistics Canada.

That wording of the by-law amendment shall be subject to such necessary minor substantive or stylistic refinements as may be identified by the General Manager of Parks, Forestry and Recreation and the City Solicitor.”

**(Motion by Councillor Fletcher)**

- v. Article III, Section 813.17.16 – Notice, so that:
- a. the requirement to post notice and Councillor consultation for the injury/destruction of trees if plans already have been approved by the Ontario Municipal Board, City Councillor, Committee of Adjustment continue unless the tree removal of each specific tree has been properly authorized by those regulatory bodies;
  - b. the posting of a notice to allow for community input continue where trees are growing on top of (or beside) underground parking structures;
  - c. the present procedure for injury/removal of trees in cemeteries' day-to-day operations continue as at present; and
  - d. the present opportunity for residents to submit written objections to Urban Forestry in regards to notice (to injure/remove) continue.

**(Motion by Councillor Walker)**

- vi. Article II, Section 813.8.5.B(1) - Offences and in Article III, Section 813.23.17.B(1) - Offences; additional remedies, by deleting the words, “per tree” at the end so that it reads as follows:

“B.(1) To a minimum fine of \$500.00 per tree and to a maximum fine of \$100,000.00.”; and

**(Motion by Councillor Moeser)**



- vii. Fee Structure Changes - Proposed Amendments to Chapter 441 Fees, by deleting the following paragraph:

“A new \$50.00 flat fee is proposed to cover the cost of reviewing requests for exemption from the private tree by-law when a site inspection is required.”

### **Decision Advice and Other Information**

On motion by Councillor Fletcher, the Parks and Environment Committee referred the proposal for a new \$50.00 flat fee for site visits to cover the cost of reviewing requests for exemption from the Private Tree By-law, to the General Manager, Parks, Forestry and Recreation, for further consideration with a request that she report back to the Parks and Environment Committee.

### **Links to Background Information**

Staff Report

<http://www.toronto.ca/legdocs/mmis/2008/pe/bgrd/backgroundfile-9619.pdf>

### **3a Tree By-law Amendment**

(January 11, 2008) Letter from Deputy Mayor Joe Pantalone

### **Recommendations**

1. the requirement to post Notice and Councillor consultation for the injury/destruction of trees if plans already have been approved by the Ontario Municipal Board (OMB), City Councillor, Committee of Adjustment continue unless the tree removal of each specific tree has been properly authorized by those regulatory bodies;
2. the posting of a Notice, to allow for community input, continue where trees are growing on top of (or beside) underground parking structures;
3. that the present procedure for injury/removal of trees in cemeteries' day-to-day operations continue as at present; and
4. the present opportunity for residents to submit written objections to Urban Forestry in regards to Notice (to injure/remove) continue.

### **Summary**

Forwarding amendments for the protection of City-owned street trees and trees on private property.

### **Links to Background Information**

Letter from Deputy Mayor Joe Pantalone

<http://www.toronto.ca/legdocs/mmis/2008/pe/bgrd/backgroundfile-9869.pdf>

PE12.4	ACTION	Adopted		Ward: All
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## **Forest Health Care - Invasive Exotic Pests**

(December 17, 2007) Report from General Manager, Parks, Forestry and Recreation

### **Recommendations**

The General Manager of Parks, Forestry and Recreation recommends that:

1. Council communicate the concerns about the Asian Long-Horned Beetle, through the City Clerk, to the Honourable Donna Cansfield, Minister of Natural Resources, and to the Honourable Gerry Ritz, Minister of Agriculture and Agrifood, responsible for the Canadian Food Inspection Agency, and that the Federal Government be requested to maintain or increase financial support for the ALHB eradication program in the Toronto area;
2. Council communicate the concerns about the Emerald Ash Borer, through the City Clerk, to the Honourable Gerry Ritz, Minister of Agriculture and Agrifood, responsible for the Canadian Food Inspection Agency, and that the Federal Government be requested to quickly implement regulations to control the spread of Emerald Ash Borer to give private industry and the City time required to develop and implement mechanisms needed to process the landscape waste within the regulated zones, as well as to develop public awareness programs;
3. Facilities and Real Estate staff work with Solid Waste staff to identify yard space available to process infested wood and yard waste;
4. Solid Waste staff work with Urban Forestry staff to review the issue of increased volume of wood waste associated with ash tree removal, to determine appropriate use of end product;
5. Urban Forestry staff implement, if determined necessary in outbreak areas of Gypsy Moth infestation, in 9 Wards (4, 7, 8, 9, 13, 25, 26, 27 and 29) an integrated pest management (IPM) program involving aerial and ground spray of a biological control agent, *Bacillus thuringiensis* subspecies *kurstaki* (Btk), and mechanical egg mass removals; such program to include both City and privately owned trees, to control the larval stage of the European gypsy moth which causes defoliation of trees;
6. Urban Forestry staff consult with Public Health, Transportation Division and Police Services to coordinate the implementation of the proposed aerial and ground-based application of the biological control agent Btk;
7. The City Solicitor be authorized to introduce a bill to implement a control strategy for

gypsy moth infestation through ground based and aerial spraying;

8. Finance Division assist Urban Forestry staff in billing and collection of voluntary payments from residents to offset a portion of the cost of the control measures for Gypsy moth;
9. City Council authorize staff to enter into sole source contracts with Zimmer Air to conduct aerial spray operations and with Bioforest Technologies to coordinate the aerial spray program, as part of the overall gypsy moth control program; and
10. The appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

### **Financial Impact**

There are no financial implications resulting from the adoption of this report.

### **Summary**

This report reviews issues associated with three invasive exotic tree pests currently found in Toronto.

Asian Long-horned Beetle was first found in Ontario in 2003, when it was identified on both sides of the border between Toronto and Vaughan. Since then the Canadian Food Inspection Agency (CFIA) has implemented a control program aimed at eradication. This report provides an update on the eradication program, including recently revised protocols. More tree cutting and more intensive surveys are proposed to ensure eradication goals are achieved.

Emerald Ash Borer was first found in Ontario in 2002 when it was identified on both sides of the border between Windsor and Detroit, U.S.A. Since then, the CFIA has worked to control the spread of the pest through regulation and a strategy of cutting a firebreak in advance of the easterly spreading front. This report gives an update on the currently known EAB infested areas and describes the current spread of the pest to Toronto and the CFIA's and Urban Forestry's response with regard to tree removal services and processing of wood waste in regulated zones.

Gypsy moth is an invasive alien pest that was first found in Ontario in 1969 and whose population fluctuates in relation to environmental and biological controls. Outbreak population levels were found in parts of Toronto in 2006. Aerial and ground spray of a biological pesticide was used to control pockets of infestation in 2006 and 2007. The results of the control program are described along with the proposed control program for 2008.

Ensuring the protection of healthy trees is an essential adaptation strategy to mitigate rapid climate change, for protection of human health and ecosystem health. The presence of invasive exotic pests continues to impact the health of the urban forest, and has potential to significantly increase tree mortality and maintenance requirements in future. A dedicated fund is required to ensure adequate resources are applied to invasive alien pest control, as well as to minor pests such as Eastern Tent Caterpillar.

### **Committee Recommendations**

On motion by Councillor Walker, the Parks and Environment Committee recommended that:

1. City Council communicate the concerns about the Asian Long-Horned Beetle, through the City Clerk, to the Honourable Donna Cansfield, Minister of Natural Resources, and to the Honourable Gerry Ritz, Minister of Agriculture and Agrifood, responsible for the Canadian Food Inspection Agency, and that the Federal Government be requested to maintain or increase financial support for the ALHB eradication program in the Toronto area;
2. City Council communicate the concerns about the Emerald Ash Borer, through the City Clerk, to the Honourable Gerry Ritz, Minister of Agriculture and Agrifood, responsible for the Canadian Food Inspection Agency, and that the Federal Government be requested to quickly implement regulations to control the spread of Emerald Ash Borer to give private industry and the City time required to develop and implement mechanisms needed to process the landscape waste within the regulated zones, as well as to develop public awareness programs;
3. Facilities and Real Estate Division staff work with Solid Waste Management Services staff to identify yard space available to process infested wood and yard waste;
4. Solid Waste Management Services staff work with Urban Forestry staff to review the issue of increased volume of wood waste associated with ash tree removal, to determine appropriate use of end product;
5. Urban Forestry staff implement, if determined necessary in outbreak areas of Gypsy Moth infestation, in 9 Wards (4, 7, 8, 9, 13, 25, 26, 27 and 29) an integrated pest management (IPM) program involving aerial and ground spray of a biological control agent, *Bacillus thuringiensis* subspecies *kurstaki* (Btk), and mechanical egg mass removals, such program to include both City and privately owned trees, to control the larval stage of the European gypsy moth which causes defoliation of trees;
6. Urban Forestry staff consult with Toronto Public Health, Transportation Division and Toronto Police Services to coordinate the implementation of the proposed aerial and ground-based application of the biological control agent Btk;
7. The City Solicitor be authorized to introduce a bill to implement a control strategy for gypsy moth infestation through ground based and aerial spraying;
8. Finance Division assist Urban Forestry staff in billing and collection of voluntary payments from residents to offset a portion of the cost of the control measures for Gypsy moth;
9. City Council authorize staff to enter into sole source contracts with Zimmer Air to conduct aerial spray operations and with Bioforest Technologies to coordinate the aerial spray program, as part of the overall gypsy moth control program; and
10. The appropriate City officials be authorized and directed to take the necessary action to

give effect thereto.

### Links to Background Information

Staff Report

<http://www.toronto.ca/legdocs/mmis/2008/pe/bgrd/backgroundfile-9640.pdf>

PE12.5	ACTION	Adopted		Ward: 20
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### Purchase Order Amendment to Somerville Construction P.O. 6017578: HtO Park

(December 14, 2007) Report from General Manager, Parks, Forestry and Recreation and Director, Purchasing and Materials Management Division

### Recommendations

The General Manager of Parks, Forestry and Recreation and the Director of Purchasing and Materials Management Division recommend that authority be granted to amend Purchase Order number 6017578 issued to Somerville Construction for the construction of HtO Park by an additional \$81,042.33 (net of GST).

### Financial Impact

This \$81,042.33 (net of GST) is required to pay out the remaining value of the Purchase Order Amendment. The “Harbourfront Park Development 2206-07” capital account (CPR117-35-03) has a current balance of \$62,610.00 in uncommitted funds. The remaining \$18,432.33 (net of GST) required will be funded from the “South District Parks Rehabilitation” capital account (CPR 117-37-07). The funding will not increase debt.

The Deputy City Manager and Chief Financial Officer has reviewed this report and agrees with the financial impact information.

### Summary

The purpose of this report is to obtain approval to amend Purchase Order number 6017578 issued to Somerville Construction for the construction of HtO Park in the amount of \$81,042.33 (net of GST) in order to compensate for an increase in the Purchase Order value. This will be the second amendment to this contract. This Purchase Order Amendment is required to address changes in scope of construction due to unforeseen, adverse site conditions, such as removal of buried industrial structures, soil contaminants, and deteriorated dock wall conditions. The first amendment was for \$426,756.39 (net of GST) and was within the limits delegated to staff as outlined in the Municipal Code, Chapter 71 – Financial Control. The combined value of the first amendment and this new amendment is \$507,798.72 (net of GST), which requires Committee approval. The entire revised total of the Purchase Order will be \$9,721,398.72 (net of GST).

### Committee Recommendations

On motion by Councillor Perks, the Parks and Environment Committee recommended to City Council that:

1. authority be granted to amend Purchase Order No.6017578 issued to Somerville Construction for the construction of HtO Park by an additional \$81,042.33 (net of GST).

### Decision Advice and Other Information

On motion by Councillor Perks, the Parks and Environment Committee requested the General Manager, Parks, Forestry and Recreation, to report to the April 15, 2008 meeting of the Parks and Environment Committee, on environmental features that may have been deleted from the HtO contract and strategies for including those features in future projects.

### Links to Background Information

Staff Report

<http://www.toronto.ca/legdocs/mmis/2008/pe/bgrd/backgroundfile-9618.pdf>

PE12.6	Information	Received		Ward: All
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### Toronto Environment Office 2008 Achievables

(January 2, 2008) Report from Richard Butts, Deputy City Manager (Cluster B)

### Summary

This report identifies the Toronto Environment Office's major achievables for 2008 and associated performance measures, in response to a request for this information by the Parks and Environment Committee.

The achievables are grouped under three sub-headings that reflect the three major staff teams and areas of responsibility within the newly organized Toronto Environment Office. The sub-headings are: - Implementation and Support; - Research and Policy Development; and - Partnerships and Innovations.

### Decision Advice and Other Information

On motion by Councillor Perks, the Parks and Environment Committee received, for information, the (January 2, 2008) report from Deputy City Manager Richard Butts.

### Links to Background Information

Staff Report

<http://www.toronto.ca/legdocs/mmis/2008/pe/bgrd/backgroundfile-9816.pdf>

PE12.7	ACTION	Amended		
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## Terms of Reference - Task Force to Bring Back the Don

(November 21, 2007) Letter from Task Force to Bring Back the Don

### Recommendations

The Task Force to Bring Back the Don recommends to the Parks and Environment Committee and City Council that the Terms of Reference for the Task Force to Bring Back the Don be adopted, subject to amending:

1. Section 9 by replacing the words “Urban Development Services Department” with “City Planning, Policy and Research” and replacing the words “Department of Economic Development, Culture and Tourism” with “Parks, Forestry and Recreation Division” so that Section (9) now reads as follows:

“9 Staff Support

The Task Force’s agendas and minutes are currently prepared by staff of the City Clerk’s Secretariat Division. The Task Force will be supported by City Planning, Policy and Research and by the Parks, Forestry and Recreation Division, as well as by other staff of the City’s service areas as warranted.”

2. Section 10 by replacing the words “Planning and Transportation” with “Parks and Environment” so that Section 10 now reads as follows:

“10 Reporting:

The Task Force to Bring Back the Don shall report, in consultation with staff, principally to the Parks and Environment Committee, of the City of Toronto Council and to other standing committees, departments, agencies, boards and commissions as required. Joint reporting may be appropriate in some cases, depending on the subject and on departmental and standing committee interests.”

3. Section 11 by replacing the word “four” with “three” and deleting subsection ”D” in its entirety so that Section 11 now reads as follows:

“11. Teams:

Members of the Task Force are expected to participate actively on at least one working team. Teams are mandated to implement Task Force programs and decisions, make recommendations to the Task Force, and are required to report on their activities at Task Force meetings. Team Chairs shall be elected by the respective team. Teams are open to full participation by the public.

The location and frequency of team meetings shall be at the discretion of the Chair of each Team and of the Task Force to Bring Back the Don.

Teams will be supported by staff, where possible, with expertise pertinent to the focus of each team meeting.

While the Task Force to Bring Back the Don may modify the number and purpose of Teams according to its priorities, the current structure shall consist of the following three Teams:

- A. Habitat Restoration Team deals with habitat protection, creation, restoration, and stewardship projects and programs plus related City policies.
- B. Communications, Outreach and Marketing Team co-ordinates Task Force communications strategy, including the twice-yearly newsletter, the Task force's web site, and other publications and media material as required.
- C. Planning/Policy Team deals with land use planning issues and City policies affecting the Don watershed.

Members of the public are welcome to work with any Team.

Issues often discussed by more than one Team.

- 4. Section 12 by replacing the words "Municipal Act" with "City of Toronto Act, 2006 and Simplified Rules of Procedure for Advisory Bodies" so that Section 12 shall now read as follows:
  - 12. Where a Task Force member or Team member has a pecuniary interest in a matter before the Task Force to Bring Back the Don or before the Team, the member shall declare a conflict of interest before participating in any discussion, and shall not vote on any related motions. In accordance with the provisions of the City of Toronto Act, 2006 and Simplified Rules of Procedure for Advisory Bodies, the Task Force and the Teams may close meetings to the general public and to conflicted members.

So that the Terms of Reference shall now read as follows:

1. Goal

The Task Force to Bring Back the Don is committed to "bringing back" a clean, green and accessible Don River within the city of Toronto.

2. Principles

The Task Force to Bring Back the Don operates in accordance to three principles:

- The Task Force is a "citizen-driven" advisory body of City Council;
- The Task Force works with natural processes to bring back the Don;
- The Task Force is committed to working in partnership with all agencies and organizations that share its goal.

3. Mandate



- Educate and involve Toronto's citizens in the restoration of the Don River Watershed;
- Fundraise and establish partnerships for Don River restoration projects;
- Undertake Don River restoration projects in partnership with City departments, outside agencies, community groups, the private sector, and individual volunteers;
- Act as a watchdog and advise City Council with respect to issues affecting the Don;
- Work with the Toronto and Region Conservation Authority and its Don Watershed Regeneration Council;
- Advise City council with respect to the establishment of City-sponsored stewardship groups in conjunction with other city environmental initiatives;
- Work with community-based stewardship groups from this and other Toronto watersheds on river restoration issues and responses.

#### 4. Composition

The Task Force to Bring Back the Don shall be made up of 23 members, including three Councillors and 20 citizen members who are residents of the City of Toronto and who have a commitment to and interest in the Don River and its watershed. The Chair and Vice-Chair(s) shall be chosen by the Task Force from among the citizen members.

#### 5. Term of Appointment

Task Force members are appointed for the Term of Council, or until their successors are appointed.

The Task Force shall elect a Citizen Chair and Vice-Chair(s) at the beginning of each term, or as determined by the Task Force.

#### 6. Quorum and Attendance

Quorum shall be 9 members.

If there is no quorum present 15 minutes after the start of the meeting, the secretary shall call the roll and record the names of the members present.

In order to be a member in good standing, regular attendance at meetings is required. A member who is absent for three consecutive meetings, without providing the committee with written or verbal notification and reason for such absence, shall be deemed to have resigned from the position.

#### 7. Compensation

Members and volunteers may be reimbursed for approved expenses that are incurred in accordance with city purchasing policies, and that are incurred while engaged in Task Force business.

## 8. Meetings

The Task Force to Bring Back the Don meetings shall, generally, be held monthly or at the call of the chair, with the provision that at least nine meetings shall be held per year. Meetings are open to the public.

Decisions are reached by majority vote.

The meeting announcement and proposed agenda shall be available through the City Clerk's office according to Clerk's Office policies and procedures.

## 9. Staff Support

The Task Force's agendas and minutes are currently prepared by staff of the City Clerk's Secretariat Division. The Task Force will be supported by City Planning, Policy and Research and by the Parks, Forestry and Recreation Division, as well as by other staff of the City's service areas as warranted.

## 10. Reporting

The Task Force to Bring Back the Don shall report, in consultation with staff, principally to the Parks and Environment Committee, of the City of Toronto Council and to other standing committees, departments, agencies, boards and commissions as required. Joint reporting may be appropriate in some cases, depending on the subject and on departmental and standing committee interests.

## 11. Teams

Members of the Task Force are expected to participate actively on at least one working team. Teams are mandated to implement Task Force programs and decisions, make recommendations to the Task Force, and are required to report on their activities at Task Force meetings. Team Chairs shall be elected by the respective team. Teams are open to full participation by the public.

The location and frequency of team meetings shall be at the discretion of the Chair of each Team and of the Task Force to Bring Back the Don.

Teams will be supported by staff, where possible, with expertise pertinent to the focus of each team meeting.

While the Task Force to Bring Back the Don may modify the number and purpose of Teams according to its priorities, the current structure shall consist of the following three Teams:

- A. Habitat Restoration Team deals with habitat protection, creation, restoration, and stewardship projects and programs plus related City policies.

- B. Communications, Outreach and Marketing Team co-ordinates Task Force communications strategy, including the twice-yearly newsletter, the Task force's web site, and other publications and media material as required.
- C. Planning/Policy Team deals with land use planning issues and City policies affecting the Don watershed.

Members of the public are welcome to work with any Team.

Issues often discussed by more than one Team.

## 12. Declaration of Conflict of Interest

Where a Task Force member or Team member has a pecuniary interest in a matter before the Task Force to Bring Back the Don or before the Team, the member shall declare a conflict of interest before participating in any discussion, and shall not vote on any related motions. In accordance with the provisions of the City of Toronto Act, 2006 and Simplified Rules of Procedure for Advisory Bodies, the Task Force and the Teams may close meetings to the general public and to conflicted members.

## 13. Code of Conduct

The Task Force to Bring Back the Don shall abide by the spirit and intent of the Code of Conduct of the City of Toronto Council.

## **Summary**

Forwarding to City Council the amended Terms of Reference for the Task Force to Bring Back the Don

## **Communications**

(January 15, 2008) e-mail from John P. Wilson, Chair, Task Force to Bring Back the Don (PE.Main.PE12.7.1)

## **Committee Recommendations**

On motion by Councillor Moeser, the Parks and Environment Committee recommended that:

1. City Council approve the amended Terms of Reference for the Task Force to Bring Back the Don, as outlined in the communication (November 21, 2007) from the Task Force to Bring Back the Don, subject to:
  - a. deleting the sentence "Quorum shall be 9 members" in paragraph 6 - Quorum and Attendance, and replacing with the following:
 

"A quorum is 50 percent of the community members;

    - Members of Council appointed to the Task Force will be counted to make up quorum if they are present;

- A vacant position will not be counted to calculate quorum.”

### Links to Background Information

Terms of Reference for the Task Force to Bring Back the Don

<http://www.toronto.ca/legdocs/mmis/2008/pe/bgrd/backgroundfile-9813.pdf>

### Meeting Sessions

Session Date	Session Type	Start Time	End Time	Public or Closed Session
2008-01-16	Morning	9:40 AM	12:15 AM	Public