

THE CITY OF TORONTO

City Clerk's

Minutes of the Sustainability Roundtable Meeting No. 8

Thursday, September 12, 2002

The Sustainability Roundtable met on Thursday, September 12, 2002 Room 308/309, Metro Hall, 55 John Street, Toronto, commencing at 9:15 a.m.

Members and Alternates Present:

Councillor Jack Layton, Greg Allen, Dr. David Bell,	Chair and Sustainability Advocate Member at Large Co-Chair and Community University Research Alliance (CURA) Project Promoting Sustainability
Laura Berman, Jean Blundell, John Cartwright, Richard Christie, Ellen Greenwood, Mary MacDonald, Brian MacKay, Katrina Miller, Fiona Nelson, Shelley Petrie, John W. Ryall, Wayne Reeves, Dr. Beth Savan,	FoodShare Toronto C.U.P.E. Local 79 Toronto and York Region Labour Council Toronto District School Board The Ontario Environment Industries Association Urban Development Services Board of Health Toronto Environmental Alliance Alternate Member at Large Toronto Environmental Alliance Toronto Catholic District School Board Economic Development, Culture and Tourism Co-Chair and Community University Research Alliance (CURA) Project Promoting Sustainability
Rosanna Scotti, John Warren, May Wong,	Strategic & Corporate Policy, CAO's Office Works and Emergency Services Toronto Atmospheric Fund

Others Present:

Llze Andzans,	Works and Emergency Services
Carol Burnham,	
Steve Couchman,	Toronto Community Foundation
Priscilla Cranley,	Strategic & Corporate Policy, CAO's Office
John Elvidge,	Strategic & Corporate Policy, CAO's Office
Peter Finestone,	Economic Development, Culture and Tourism
Jonathan H. Gee,	Environment Canada
Shelley Grice,	Works and Emergency Services
Martin Herzog,	Strategic & Corporate Policy, CAO's Office
Robert Kerr,	International Council for Local Environmental Initiatives (ICLEI)
Lisa King,	Toronto and Region Conservation Authority
Prabha Khosla,	Prabha Khosla Consulting
Mary Lovett,	Works and Emergency Services
Harvey Low,	Community & Neighbourhood Services
Jamie McEwan,	Urban Development Services
Steve McKenna,	Works and Emergency Services
Carol Mee,	Toronto Public Health
Gary Miller,	Ministry of the Environment
Pamela Robertson,	Innis College, University of Toronto
Sandra Rodriguez,	Strategic & Corporate Policy, CAO's Office
Sam Samanta,	Finance
Linda Sepp,	Member, Education and Awareness Working Group
Meg Shields,	Strategic & Corporate Policy, CAO's Office
Monica Tang,	Executive Assistant to Councillor Layton
Judy Walker,	
Terry Wertepny,	Urban Development Services

8.1 Confirmation of Minutes

The minutes of the meeting of the Sustainability Roundtable held on May 15, 2002 were confirmed.

8.2 Announcements**(a) Resignation of Dr. Franz Hartmann**

Councillor Layton announced that Dr. Franz Hartmann had tendered his resignation as his Executive Assistant and that Ms. Monica Tang would now be assuming his duties with regard to the Sustainability Roundtable.

Councillor Layton praised Dr. Hartmann for his dedication and hard work. He advised that Franz was instrumental in the work undertaken by the former Environmental Task Force, and the work currently being done by the Sustainability Roundtable. Members of the Sustainability Roundtable also expressed their appreciation for the work done by Dr. Franz Hartmann.

The Sustainability Roundtable directed Councillor Layton to send a letter of appreciation on its behalf to Dr. Franz Hartmann expressing their gratitude for the work he undertook with both the Environmental Task Force and the Sustainability Roundtable.

(b) Remembering Eric Krause

Mr. John Warren and Mr. Steve McKenna, Works and Emergency Services, advised the Sustainability Roundtable of the passing of Eric Krause.

They advised that Eric Krause was a key staff member, from Works and Emergency Services, in the development of the Environmental Plan on behalf of the Environmental Task Force.

Eric Krause was instrumental in developing the “Ecological Footprint” report, which was used as one of the background documents in the preparation of the Environmental Plan.

Through his work at the University of Toronto, he designed key concepts in developing educational tools.

Councillor Layton and Mary Lovett, Works and Emergency Services, advised that the Ecological Footprint program was recently used at the Environment Day event held by Councillor Layton. The Sustainability Roundtable suggested that the Ecological Footprint program be set-up in the Members Lounge, in order to be used by Members of Council.

The Sustainability Roundtable directed that a copy of the Environmental Plan, with a personal message from Councillor Layton and Shirley Hoy, Chief Administrative Officer, be given to the family members of Eric Krause.

Steve McKenna, on behalf of the family members of Eric Krause, expressed their appreciation on receiving the acknowledgment from the Sustainability Roundtable on the work Eric undertook to advance the sustainable concepts and initiatives undertaken by the Sustainability Roundtable.

John Warren advised that a picture of Eric Krause would be prominently displayed in the Environmental Services office.

(c) Toronto District School Board – Possible Closure of the Science Centres

Richard Christie advised that due to the recent funding difficulties being experienced by the Toronto District School Board, 14 service centres, which provided 150,000 students with science studies centring on issues of sustainability, could now be closed.

The Sustainability Roundtable recommended that the Policy and Finance Committee request Council to forward a letter of concern to the Premier, the Minister of Education, Mr. Paul Christie, Administrator, Toronto District School Board, and to the Chair and Members of the Toronto District School Board, with regard to the possible closure/reduction of the 14 service centres, which provide students, as well as senior teaching staff, valuable information and learning experiences with regard to the concept of sustainability (social, economic and environment).

(d) Sustainability Roundtable 2002 Annual Report

Meg Shields advised that the Sustainability Roundtable 2002 Annual Report was presented at the July meeting of the Policy and Finance Committee.

One of the recommendations contained in the noted report presented a proposal to develop an education program for senior City staff with regard to sustainability issues. Examples of existing professional development programs, which the City could use, are being examined.

(e) The Yellow Bag Program

Councillor Layton announced that beginning the week of September 3, 2002 the City began the Yellow Bag program, whereby all commercial businesses receiving City waste collection must pay for garbage collection. Some businesses use special yellow bags, some use wheeled carts and some use bulk bins.

(f) Toronto District School Board – Retrofit of School Buses

Richard Christie advised that as a result of the recent session held by the Sustainability Roundtable regarding the greening of fleets, the Toronto District School Board has recently commenced a pilot project, in that 4 school buses have been retro-fitted to use bio-diesel fuel. He advised that the noted test program is an example of how the work being undertaken by the Sustainability Roundtable is now having an effect on how businesses and agencies do their work.

(g) Last Meeting for Meg Shields

Councillor Layton advised that this would be the last SRT meeting for Meg Shields, who will be taking a maternity leave in the near future. Councillor Layton thanked Meg for her hard work and dedication on behalf of the SRT.

8.3 Workgroup Reports

(1) *Education and Awareness Workgroup (EAW)*

Linda Sepp, Member, EAW, made a verbal presentation with regard to the work being undertaken by the EAW.

Her presentation covered the following matters:

- E-bulletin ‘Synergies’ – first issue of the e-bulletin has been prepared and will be available in the very near future;
- The first issue will have:
 - Feature article
 - SRT Member profiles
 - Workgroup updates and schedules
 - Sustainability resources and events
- EAW is presently looking for a Co-Chair and new members;
- EAW fall activities include:
 - Work on the next issue of ‘Synergies’
 - Briefing City Councillors on SRT activities and the Sustainability Charter
- EAW has received several requests for support, but has decided that the workgroup cannot lend support until there is a process for deciding who and what messages the SRT can support.

The Sustainability Roundtable recommended that the Education and Awareness Workgroup (EAW) develop a draft policy outlining the criteria which can be used for lending support to external individuals, agencies, boards and commissions; and that the draft policy be presented at a future meeting of the SRT for consideration.

(2) *Measurements Workgroup (MW)*

Peter Finestone, Chair, Measurements Workgroup (MW), provided a verbal report on the recent activities of the Measurements Workgroup.

“State of Sustainability” Draft Report

Peter Finestone presented the “State of Sustainability” draft report for review and comments.

He advised that the Measurements Workgroup would report back to the SRT with a timetable regarding the implementation of the noted draft document. He further advised that the final list of indicators, which will be contained in the report, would be presented at the next SRT meeting.

In addition, a meeting is being planned with the City Auditor to work on the development of a framework for carrying out a sustainability audit of the City.

*(A copy of the draft “State of Sustainability” report is appended hereto as **Appendix “A”**.)*

(3) Financial Mechanisms Workgroup

Dr. Beth Savan, Co-Chair, Financial Mechanisms Workgroup, presented a draft copy of the “Community Workbook on the City’s Budget – 2003”.

Dr. Savan advised that the workbook was developed to assist the public (user) by:

- (a) providing information on the City’s budget;
- (b) encourage members of the public to discuss municipal priorities, tax rates and services;
- (c) develop insights about how Council makes decisions on priority setting and the City’s budget; and
- (d) help citizens communicate their thoughts and ideas on priorities they would like the City, and in particular their Ward Councillor, to consider when making decisions on this year’s budget.

Dr. Savan advised that the Financial Mechanisms Workgroup would be holding further meetings to refine the contents of the draft workbook.

She further advised that City Departments are committed to the concept of the public education on the budget.

*(A copy of the draft “Community Workbook on the City’s Budget – 2003” is appended hereto as **Appendix “B”**.)*

(4) Governance Workgroup

Dr. David Bell, Chair, Governance Workgroup, provided an update on the recent activities and joint meetings the workgroup has had, which has led to the development of two “Sustainability Screens”.

Dr. Bell advised that the purpose of the “Sustainability Screen” will be to advise Council on the full range of benefits and costs as determined by the Strategic Plan, other major City Plans, and the Sustainability Charter associated with a particular decision. The findings of the “Sustainability Screen” could also be used in any decision-making opportunity that include City staff and/or Council (e.g. capital budget decisions, policy development and implementation strategies in all City Departments, community development, programs, and corporate procurement decisions).

Dr. Bell further advised that the Governance Workgroup at its next meeting will be deciding what ‘threshold’ to use with the Sustainability Screen tool, and what kinds of decisions the Sustainability Screen could be used for. Key decisions, which have been made by the City will be measured against the Sustainability Screen. These tests are needed to ensure that decisions are made using the principles of sustainability contained in the Sustainability Charter.

The Governance Workgroup will report its findings to the next SRT meeting.

*(A copy of the report from the Governance Workgroup containing the two draft Sustainability Screens is appended hereto as **Appendix "C"**.)*

(5) Waterfront Workgroup

Greg Allan, Co-Chair, Waterfront Workgroup, advised that with the assistance of the Planning students from the U of T, an all-day workshop session on energy and infrastructure is being planned (possible date – November 4, 2002) in order to develop specific propositions and recommendations for presentation to the SRT and to the Waterfront Reference Group of the City of Toronto.

Mr. Allan further advised that the proposed workshop would invite many participants from all sectors and breakout groups will be created to develop 'progressive' recommendations with regard to energy and infrastructure in the waterfront area.

He also advised that members of the Waterfront Reference Group and the Toronto Waterfront Area Revitalization Corporation will be invited to the workshop.

The Waterfront Workgroup will also be re-examining its membership, and Lisa King, Toronto and Region Conservation Authority, is the staff contact for the workgroup.

(6) Official Plan Workgroup

Mary MacDonald, Official Plan Workgroup, advised that the draft new Toronto Official Plan document has been released, and that the Statutory Public Meeting will be held by the Planning and Transportation Committee at its meeting to be held on Tuesday, September 24, 2002.

Members of the SRT were encouraged to attend and/or send their comments regarding the draft new Toronto Official Plan to the noted Planning and Transportation Committee meeting.

Terry Wertepny, Senior Planner, Policy & Research, City Planning, made a presentation to the SRT on the history regarding the development of the new Toronto Official Plan document, and was available to answer questions from members of the SRT and the public.

(7) Sustainability Charter

Meg Shields informed the members that the Sustainability Charter was being circulated to the Council members of the SRT, along with the Annual SRT report and the "Synergies" newsletter to establish carriage of the charter, and prepare for submitting it to Council in the late Fall for approval. The Governance Workgroup has suggested that along with the charter the SRT consider a recommendation to incorporate a Sustainability Impact Statement in reports to Council, similar to the existing requirement for a Financial Impact Statement.

8.3 International Sustainability Indicators Network (ISIN) Conference

The SRT had before it the following announcement from Works and Emergency Services regarding the upcoming International Sustainability Indicators Network (ISIN) Conference:

“The ISIN (International Sustainability Indicators network) (see: www.sustainabilityindicators.org) is planning to hold its annual conference in Toronto between March 13-16, 2003. The ISIN is a member driven organization that provides people working on sustainability indicators with a method of communicating with and learning from each other.

The conference in Toronto will include a meeting of their Advisory Board as well as a general conference addressing indicators work at various levels- national, regional and local. The agenda has not been finalized at this point- however- we know that 200 delegates are expected to attend. registration fees etc. have not been finalized.

WES- Technical Services/ Environmental Services will be hosting the event along with some sponsorship from Environment Canada.

The meeting will be held in a 'retreat facility' owned and operated by the City of Toronto- called the Assembly Meeting Hall- located at Kipling and Lakeshore- a newly renovated heritage building. We have requested that 30 spaces be reserved for interested Toronto-based participants. Indicator and sustainability initiatives from the City of Toronto will be highlighted at the conference (precise topics to be confirmed later).”

8.4 Status of Implementation of the Environmental Plan Recommendations, June 2002

The SRT had before it the following memorandum (July 31, 2002) from Mr. Barry H. Gutteridge, Chair, Toronto Interdepartmental Environment Team (TIE), which presented the June 2002 Status of Implementation of the Environmental Plan Recommendations report:

“The attached report was prepared by TIE to assist with the implementation of the Environmental Plan (EP) and is being forwarded to you for information. TIE members created this inventory of current initiatives to help us understand departmental initiatives related to the EP and to coordinate interdepartmental and external partnerships.

In addition, a TIE Budget Sub-committee has been meeting and will identify corporate priorities and funding requests for the 2003 budget. This status report helped us track the progress of implementation of the recommendations and move forward.

TIE anticipates that this status report can be updated annually and shared with members of the SRT and others for their information. For further information on this document, please contact:

Priscilla Cranley
CAO Office
Strategic and Corporate Policy
Tel: 416-392-0372”

(A copy of the Status of Implementation of the Environmental Plan Recommendations report is appended hereto as **Appendix “D”**.)

The SRT recommends that:

- (1) The memorandum (July 31, 2002) from Mr. Barry H. Gutteridge, Chair, TIE, be received with thanks;**
- (2) TIE be requested to include in future reports:**
 - (a) more detailed information with regard to when the tasks listed will be completed; and**
 - (b) identify specific targets for 2003; and**
- (3) SRT Support Staff present the Environmental Auditor report at the next SRT meeting.**

8.5 Kyoto Protocol

John Cartwright, President, Toronto and York Region Labour Council, advised the SRT that the Canadian Labour Congress at its 23rd Constitutional Convention, held on June 10, 2002 to June 14, 2002 adopted the following Emergency Resolution No. 1 regarding the Kyoto Protocol:

*“WHEREAS Canada is already suffering from the effects of global warming and climate change; and
WHEREAS climate change will result in rising sea levels, floods, droughts and extreme weather if not dealt with appropriately; and
WHEREAS countries around the world made a historic decision in 1997 in Kyoto, Japan to reduce greenhouse gas emissions; and
WHEREAS the Kyoto Protocol will be an essential first step in addressing this global environmental issue; and
WHEREAS because the Canadian government has backed away from its commitment to the Kyoto Protocol as a result of pressure from some provinces; and
WHEREAS there would be great gains in sustainable employment from the adoption of the Kyoto Protocol; but
WHEREAS there would also be job losses as a result of the implementation of the Kyoto Protocol, and the economic impact will affect energy workers and their communities; and
WHEREAS the government plans for reducing greenhouse gas emissions do not address transition for workers and their communities;*

THEREFORE BE IT RESOLVED that this Convention call on the federal government to ratify and implement the Kyoto Protocol which requires that Canada reduce its greenhouse gasses to six (6) percent below the 1990 level; and BE IT FURTHER RESOLVED that the Canadian Labour Congress call on Canada to implement mandatory targets and requirements embracing all provinces and all sectors of the economy, resulting in actual reductions of greenhouse gas emissions; and BE IT FURTHER RESOLVED that the federal government establish a Just Transition program, with the full participation of the Labour movement, for energy workers, and energy dependent regions of Canada, to provide income assistance, training, education, relocation, and other assistance to affected workers; and BE IT FURTHER RESOLVED that a Just Transition industrial strategy maximize employment by the value added processing of Canadian natural gas; and BE IT FURTHER RESOLVED that the Canadian Labour Congress call for the creation of a Just Transition Fund no smaller than one (1) percent of annual sales of Canadian oil, natural gas, coal and uranium to help affected workers and communities.”

The SRT recommended that City Council be requested to:

- (1) endorse the concept of Just Transition Planning, as presented by the Canadian Labour Congress, as an integral part of supporting the Kyoto Protocol; and**
- (2) forward the noted Resolution from the Canadian Labour Congress, and its endorsement of the same, to the Federal and Provincial government for their information and advising that the concept of Just Transition Planning is one of the appropriate ways to move Canada from a carbon-based economy to a sustainable economy.**

8.7 SRT Website

Meg Shields advised that work on the SRT Website is well underway, and should be on-line late September or early October. She further advised that content has been developed from existing documents.

She indicated that a number of links will be created, which will allow a user to link with sustainability initiatives locally and internationally.

Information regarding the final design and proposed launch date of the Website will be forwarded to SRT Members in the near future.

Next Meeting Dates

The next meeting date for the Sustainability Roundtable is as follows:

Wednesday, November 20, 2002

9:15 a.m. to 12:00 noon

Council Chambers

Toronto City Hall

100 Queen Street West

Please note: Coffee will be served at 9:00 a.m. and the meetings will start at 9:15 a.m. SHARP.

The meeting adjourned at 1:00 p.m.

Chair

Appendix “A”

The City of Toronto
State of Sustainability
2002 Report

Draft mock-up of State of
Sustainability report
For discussion purposes only.

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Acknowledgments

Thanks to everyone

- Council Reference group of the Strategic Plan
- Sustainability Roundtable
- Measurements workgroup

Indicator Reports Reviewed for the Development of this Report:

- FCM – QoL
- Vital Signs
- Central Texas Sustainability Indicators
- And many more.....

This report is available online at the City of Toronto's Website at:

To receive copies of this report please contact:

Message to the Citizens of Toronto

Council's goals for a sustainable City

Toronto is a dynamic city which undergone significant restructuring in the past few years. As with any large urban centre, the City faces complex social, economic and environmental pressures compounded by a decrease in revenue resources.

The City's Strategic Plan provides a vision for Council's preferred state of the City. Our Sustainability Charter helps us to understand how a municipality could pursue policies, programs and services to achieve that vision. The State of Sustainability Report was created to help measure our progress towards those objectives. It is intended to be presented at the beginning and mid-point of the council term. Its purpose is to serve as a source of information to guide Council as it makes decision and staff as they do their work.

Council's Strategic Plan

The Strategic Plan contains Council's vision for Toronto, a mission statement for the City government and Council's goals for the community—the outcomes important to quality of life in the city. The goals in the plan are presented around five theme areas:

- Community
- Economy
- Environment
- Governance
- City-building

These five themes were used as the framework for this State of Sustainability report as well.

Council's vision for the City of Toronto

Toronto is a caring and friendly city.

We have opportunities to sustain and enrich our lives and reach our highest potential. Our diversity is valued and celebrated and our communities are a source of pride. We are actively involved in the social, cultural and political life of the city.

Toronto is a clean, green and sustainable city.

We integrate environmental stewardship into our daily activities. We maintain and improve the health of the environment for present and future generations.

Toronto is a dynamic city.

As the nation's leading economic engine, we are a centre of innovation and growth with a strong international presence. Our dynamic city is well positioned to succeed in the world economy.

Toronto is a city that invests in quality of life.

We invest in quality of life - socially, economically, culturally, physically and environmentally - to make Toronto a desirable place to live, prosper and visit.

Mission Statement for the city government

The Government of the City of Toronto champions the economic, social and environmental vitality of the city. The city, its politicians and staff strive to provide high quality and affordable services that respond to the needs of our communities and invests in infrastructure to support city building. The city seeks to always be a leader in identifying issues of importance and in finding creative ways of responding to them. The City of Toronto promotes and maintains a system of responsible and accountable governance where the interests of individuals and communities are balanced with those of the city as a whole. Public participation is a cornerstone of the city's decision-making processes.

Our actions are guided by the following principles:

Advocacy: We are advocates on behalf of our city's needs with other orders of government

Community Participation: We facilitate active community involvement in all aspects of civic life, both locally and city-wide.

Equity: We respond to and support diverse needs and interests and work to achieve social justice

Effectiveness: We set and accomplish objectives, pursue innovative approaches, safeguard public assets and make efficient use of our resources

Leadership: We plan for change and take a leadership role on issues of importance to the city

Partnerships: We actively seek out partnerships with constituents, community groups, businesses and other public institutions and orders of government

Sustainability: We integrate environmental, social, economic and fiscal perspectives in our actions

The City's Strategic Plan is available on the City's website at:

The Sustainability Charter is also available at:

The City of Toronto Background information

With a population of 2.5 million, Toronto is Canada's largest city and is the centre of the fifth largest city region in North America. One quarter of Canada's population lives within a 160 kilometre (100-mile) radius of Toronto.

Toronto's population is one of the most ethnically diverse in the world, with more than 100 different ethnic groups. Attracting between 70,000 to 80,000 new immigrants each year, about 50 per cent of the Greater Toronto Area's growth results from international migration. For the first time in our history more Torontonians were born outside of Canada than in the country.

As we enter the 21st century, Toronto remains one of the world's best places to live. Canada's largest metropolis is one of the wealthiest cities in the world, well-placed to adapt to the changes sweeping cities everywhere. The future offers Toronto, as part of one of the fastest growing city-regions in North America, tremendous opportunity to be a dynamic centre of innovation and prosperity. But the future also holds many challenges, as growing social polarization and inequalities threaten to erode the progress we have made.

Toronto is heralded as one of the most multicultural cities in the world. More than 80 languages are spoken in Toronto, and one third of Toronto residents speak at home a language other than English. People openly celebrate their heritage and diversity most easily seen in our neighbourhoods and shops.

The city offers maximum accessibility to all parts of its region via modern highways, air, rail and urban transit and is the region's financial, commercial and administrative core. By maintaining high quality housing, day care, schools, hospitals, social services and policing, our downtown core has remained vital, strong and safe.

Toronto is the nation's largest employment centre, with one sixth of Canada's jobs, strong employment in both manufacturing and service industries and the fourth highest concentration of commercial software companies in the world. Toronto is also Canada's creative capital with more live English language theatre than everywhere but London and New York, graphic artist, animators, designers, musicians and filmmakers. It is also the head office capital, financial services hub and premier biomedical and research location. Toronto is a "City within a Park" — a rich fabric of parks, open spaces, rivers and streams that connect neighbourhoods to each other and to the vibrant lakefront. Added to all of this are recreational and leisure opportunities for all.

Summary of this report

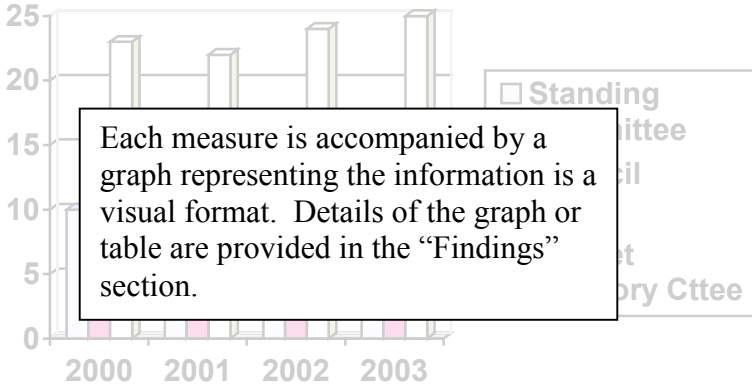
- What we found
- What we were trying to accomplish
- Intended audiences
- What this report is.
- What this report is not.
- What we hope to do in the future
- Suggestions for using this report
- How this report connects to other indicator reports, data collection, report cards etc.

The Display of the Findings

The primary purpose of this report is to provide information to City politicians, staff and community leaders to assist in making decisions, setting priorities and conducting the business of the corporation. To be effective the report must be regular, accurate, accessible and understandable. It is more a snapshot or “report card” than a detailed exposition of the findings. These details are and will be available from a number of sources.

To ensure its success, the template that follows was selected from among the many reviewed. Each indicator and the data related to it will be displayed in the same format and will be refined to fit onto a maximum of one page.

How to read this report – A sample page

<p>Now A summary statement on the current state of the measure.</p> <p>In the Future Council’s vision for the future of the City, from the Strategic Plan..</p>	<p style="font-size: 1.2em; color: #ccc;">Strategic Plan category & indicator number #</p> <p style="font-size: 1.5em; font-weight: bold;">Title of the measure</p>
<p>What We Measured Specific information on the measurement. When the measurement is a composite of several measures, they will all be listed here.</p> <p>Data Source Where our information came from. At the end of the report there is a listing of data sources and contact information for each of the sources.</p> <p>Strategic Plan Goals: This section lists which of the goals from Council’s Strategic Plan this indicator is intended to measure</p> <p>Supporting Goals: This section lists which of the City’s sectoral plans or taskforce recommendations advance the goals of the measure.</p>	<div style="text-align: center;">  <p style="font-size: 0.8em; color: #ccc;">Standing Committee City Library Cttee</p> </div> <p style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;">Each measure is accompanied by a graph representing the information in a visual format. Details of the graph or table are provided in the “Findings” section.</p> <p>Findings This section provides the reader with an overview of the current status of the measure in greater detail, often explaining the graph or chart provided above. Information might also include the status of City programs or services, or external influences which could affect the measure</p>
<p>Context for Sustainability</p> <p>The section suggests why the measure was chosen and its relevance to the City’s sustainability objectives.</p>	

<p>Now The availability of information prior to committee meetings remains constant.</p> <p>Goal for the Future Open, democratic decision-making processes and effective dialogue invite people to contribute their ideas, opinions, and energy to the well-being of the city.</p>	<p>SAMPLE</p> <p>Good Governance 1</p> <p>Availability of information prior to decision-making</p>																				
<p>What We Measured Accessibility and availability of City information.</p> <p>City budgets/financial reports available in good time to councillors, the public, the media and NGO's; and b) accessibility and availability of Council budget to public, media and NGO's</p> <p>Data Source City Clerks data.</p> <p>Strategic Plan Goals: Goals 1, 3, 9, 13, 14, 18</p> <p>Supporting Goals Environmental Plan: Official Plan</p>	<p>Average days of information distribution</p> <table border="1"> <caption>Average days of information distribution</caption> <thead> <tr> <th>Year</th> <th>Standing Committee</th> <th>Council</th> <th>Budget Advisory Cttee</th> </tr> </thead> <tbody> <tr> <td>2000</td> <td>10</td> <td>12</td> <td>23</td> </tr> <tr> <td>2001</td> <td>8</td> <td>12</td> <td>22</td> </tr> <tr> <td>2002</td> <td>9</td> <td>14</td> <td>24</td> </tr> <tr> <td>2003</td> <td>11</td> <td>15</td> <td>25</td> </tr> </tbody> </table> <p>Findings</p> <p>Since 2000, the average number of days that information has been available from Standing Committees, Council and Budget Advisory Committee prior to meetings has remained fairly constant. The goal for 2003 is to increase the days by an average of one per committee, over the historical high. City Task Forces, special committees and special purpose bodies (e.g. Board of Health) all report an average of 10% greater number of days of information distribution over the official committees listed in the chart.</p>	Year	Standing Committee	Council	Budget Advisory Cttee	2000	10	12	23	2001	8	12	22	2002	9	14	24	2003	11	15	25
Year	Standing Committee	Council	Budget Advisory Cttee																		
2000	10	12	23																		
2001	8	12	22																		
2002	9	14	24																		
2003	11	15	25																		
<p>Context for Sustainability</p> <p>Effective communication of processes and decisions with all sectors, elected officials and the public is critical to advancing sustainability at a local level.</p>																					

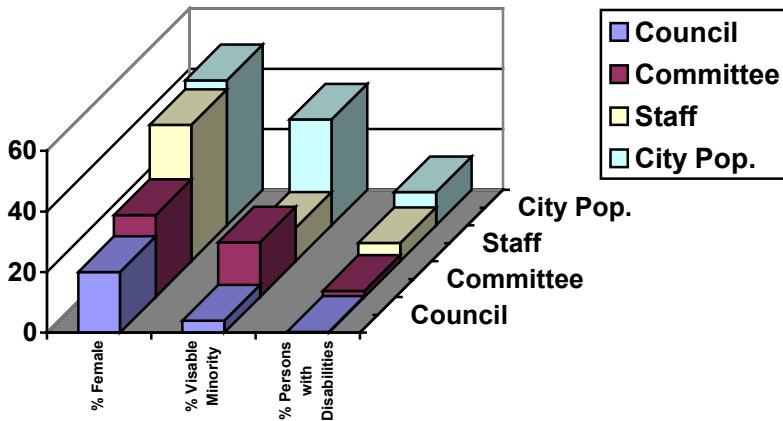
2 Good Governance

SAMPLE

Reflecting the population

Now
City Council and Committees still fall short of reflecting the public at large. Staff representation remains good.

Goal for the Future
The City's elected officials, committee members and bureaucrats reflect the city's population.



What We Measured
Percentage of Council, committees and bureaucracy that represents the characteristics of city's population in terms of gender, race and ethnicity, physical ability.

Data Source
City Clerks, Nominations Committee, Chief Administrators Office Strategic and Corporate Policy Division., Stats Canada.

Findings

Surveys of members of Council, city staff and committees indicate that our local government continues to fall short of full representation when compared with Stats Canada information on the composition of the population of Toronto. The City's Human Resource department has modified their data collection to provide a more comprehensive overview of the City's bureaucracy so some of the improved levels of representation for this category may be due to their new system.

This data is further complicated by the fact that information on the characteristics of the population of Toronto are constantly changing.

Strategic Plan Goals:
Goals 1, 3, 4, 13, 16

Supporting Goals
Social Development Strategy: Official Plan
Plan of Action for the Elimination of Discrimination

Context for Sustainability

Access and equity are fundamental principles to the City's Sustainability Charter including: fostering a sense of belonging and community, building the capacity of workers, citizens and corporations, and transparent and accountable governments and a commitment to civic engagement and an educated citizenry.

Now

Torontonians are increasingly sustainable in their energy choices and usage.

Goal for the Future

Sustainable energy choices are readily available and affordable resulting in decreased reliance on unsustainable or hazardous energy sources.

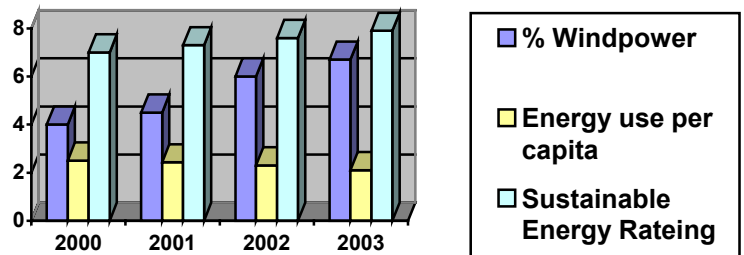
SAMPLE

Environment **3**

Sustainable energy use

What We Measured

Windpower as a percentage of overall energy use, number of households which could be powered with alternative energy sources and reduction in energy use in megawatts per capita.



Number of households powered by alternative energy sources (including Windpower)

Year:	2000	2001	2002	2003
Households	125	150	200	265

Data Source

Works and Emergency Services, Ministry of the Environment, Environment Canada

Findings

Torontonians are taking advantage of energy source alternatives, as they become available. Demand continues to exceed supply with over 1,500 households on the waiting list for wind generated power. The number of houses that could be powered by alternative energy sources has increased, and will continue to do so as additional alternatives come on line. Energy use per capita has decreased each year, although not significantly and clearly not enough to meet our Kyoto Protocol targets. The overall sustainable energy rating has improved, reflecting the combined effect of all three sub-measures.

Strategic Plan Goals:

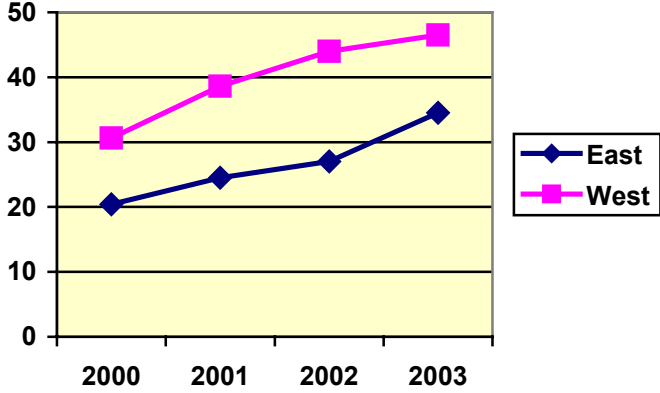
Goals 2, 9, 10, 11, 12, 18, 18

Supporting Goals

Environmental Plan:
Official Plan

Context for Sustainability

Feedback on energy consumption along with education on alternatives can ensure that sustainable energy choices are easy for Torontonians to make. Energy decisions by Torontonians have an impact on environmental quality beyond the city's jurisdiction, as well as economic and health benefits to the community at large.

<p style="text-align: right; font-size: 2em; font-weight: bold;">SAMPLE</p> <p style="font-size: 3em; font-weight: bold;">4 Environment</p> <p style="font-size: 2em; font-weight: bold;">Swimmable Days</p>	<p>Now Swimmable days in Toronto increased 12% over last year.</p> <p>Goal for the Future The health of residents is protected from environmental risks</p>															
 <table border="1" data-bbox="354 705 1010 1094"> <caption>Swimmable Days Data (2000-2003)</caption> <thead> <tr> <th>Year</th> <th>East</th> <th>West</th> </tr> </thead> <tbody> <tr> <td>2000</td> <td>20</td> <td>30</td> </tr> <tr> <td>2001</td> <td>25</td> <td>38</td> </tr> <tr> <td>2002</td> <td>27</td> <td>44</td> </tr> <tr> <td>2003</td> <td>35</td> <td>47</td> </tr> </tbody> </table> <p>Findings</p> <p>The number of swimmable days in Toronto are affected by temperature, rain conditions and current. High temperatures combined with low rain and/or slow currents encourage greater bacteria growth, forcing the City to post beach closures.</p> <p>In the past three years the number of swimmable days has continued to increase. Adjusting for temperature fluctuations, the number of days increased on 11% average. There continues to be a significant difference between the beaches West and East of Yonge St. The City’s eastern beaches have a slower rate of increase (5.5%) than those in the west (13%). The differences are partially attributable to programs such as the Sunnyside Clean-Up Days, and the continued infrastructure repairs being made to the Leaside sewage treatment plant.</p>	Year	East	West	2000	20	30	2001	25	38	2002	27	44	2003	35	47	<p>What We Measured Swimmable Days – beach closures as a proportion of total swimmable days</p> <p>Data Source Works and Emergency Services, City of Toronto, Ministry of the Environment, Environmental Health Unit, Health Department, City of Toronto</p> <p>Strategic Plan Goals: Goals 2, 5, 9, 10, 12, 20</p> <p>Supporting Goals Environmental Plan: Official Plan</p>
Year	East	West														
2000	20	30														
2001	25	38														
2002	27	44														
2003	35	47														
<p>Context for Sustainability</p> <p>Toronto’s waterfront is a critical element of what makes our city wonderful. Swimmable beaches indicate a high level of life quality, providing free recreation and leisure for residents and attractive destinations for tourists and visitors. Safety on the beaches increases with additional use. The City’s environmental efforts, along with community “clean-up” days have built a shared sense of responsibility for improving water quality and swimming access.</p>																

Subsequent pages will include

- Indicators in all other area
- Next Steps
- Other suggested indicators
- Data Resources and Contact Information: City Sectoral Plans, Departmental indicators/data sources, external/community indicator initiatives.
- Sustainability Charter

Report may include: Review and analysis of one indicator/issue in-depth. This might include relationship to city, sustainability etc. This in turn might become the focus of the SRT's annual theme – with discussion, workshop with stakeholders, action plans with decision-makings etc.

Appendix “B”

DRAFT TEXT/CONTENT

Community Workbook on the City’s Budget - 2003

We developed this workbook to:

- Provide you with information on the City’s budget.
- Encourage you and your neighbours to discuss municipal priorities, tax rates, and services.
- Develop insights about how Council makes decisions on priority setting and the City’s budget.
- Most importantly, help you communicate your thoughts and ideas on priorities you would like the City, and in particular your councillor, to consider when making decisions on this year’s budget.

When you look over the budget information, it will be easy to pick an area that you would like more funding for, but like Council, you must find a way to balance demands and diverse needs. This will give you a taste of the challenge that Council faces when making difficult choices and trade offs. We urge you to complete each section, it makes the challenge more realistic. If you are able to work through the book with others, you may find you gain the most insights from hearing from people who have different opinions, or priorities than yourself.

The information in this workbook is based on preliminary budget recommendations presented to the City’s Budget Advisory Committee and Policy and Finance Committee on December 3, 2003. These numbers are recommendations only and may change during the following budget process:

- The Budget Advisory Committee will consider input from Standing Committees and the public, and will make recommendations to Policy and Finance Committee.
- The Policy and Finance Committee will meet February 18, 2003 and make recommendations to City Council.
- City Council will consider these recommendations and approve the budget at its meeting February 24-28, 2003.

Additionally, there are opportunities for public deputations at Council’s Standing Committees during the week of January 7, 2003, and deputation at the Grants Sub Committee on January 22, 2003 and the joint Policy & Finance Committee and Budget Advisory Committee meeting on February 17, 2003. Please refer to the back page of this workbook for suggestions on how to participate in the City’s decision-making process.

There are two budget sections to this workbook. The City’s operating budget is provided in its entirety and presents the information by program area. Both the gross and net figures are supplied. The Capital budget is in many ways far more complex than the Operating budget and so the budget information is provided in more general terms.

This workbook also contains a general overview of City services, a glossary of budget terms and questions to assist you in your discussions and ideas about the budget. Addition factsheets are available to help you learn more about the City’s budget.

Questions and Consideration to Help with Your Budget Discussion

Operating Budget:

This workbook contains information on the City's budget. Each year City Council must consider information, ideas, and suggestions from a wide range of perspectives when deciding on the City's operating and capital budgets. One guiding source of information is Council's Strategic Plan, which is available on the City's website for your consideration.

This section includes six questions intended to guide your own assessment of funding and service levels for City programs. For clarification, you can refer to pages xxx and xxx for information on the various City programs.

1. Are current service levels within this program appropriate?

Considerations:

- is there increased demand, emerging issues or a service gap (e.g. demographic change, population growth, waiting list)
- does this respond to a health and safety issue (e.g. security issues)
- what are the infrastructure implications (e.g. state of good repair)
- what is public opinion on current service levels

Observations: _____

2. What would be the consequences of changing the service level of this program?

Considerations:

- who will be affected (e.g. effect on vulnerable populations)
- should service level be harmonized across the City, or can it vary locally
- how does this affect the overall budget and debt level

Observations: _____

3. Is the City's role appropriate for this program?

Considerations:

- is there be additional benefits in doing this another way
- should the City's role be modified (e.g. service delivery, funding, policy or regulatory, advocacy, partnership opportunity)

Observations: _____

4. Do the services advance Council's vision, goals and directions for Toronto as outlined in the Strategic Plan?

Considerations:

- does this further the City's quality of life – socially, economically, environmentally
- does it invest in city building
- does the service promote good governance principles (e.g. community has been involved in its formation and delivery)

Observations: _____

Capital Budget:

Same considerations as with the Operating Budget, but in addition you might want to consider your ideas about:

The extent to which it is a priority for you to see the capital budget focus on new projects, or maintaining existing infrastructure?

Whether or not capital expenditures should be equal across the city, or should they consider emerging community needs or levels of existing services?

What level of debt created by borrowing for capital projects, and paid for through the operating budget, is appropriate?

List of factsheets available to help you learn more about the City and its budget:

1. Capital and Operating Budget: What are they, how do they work, what's the process?
2. Glossary of Terms - An overview of the terminology used throughout the budget process
3. Sources of Funding: Where does the City get its money to operate?
4. Backgrounder on City Reserves
5. Toronto in context with neighbouring municipalities, the Province and the Federal government
6. Fiscal Pressures on Toronto
7. City Debt

How to Use the Work Sheet on the Operating Budget

Steps:

- 1) Look over all of the programs. Think about which programs you think should be priorities for the City's limited funds. You can colour or shade in the amount of funding you feel is appropriate for each program area. Write your budget proposals for each program in the boxes on the right hand side of the page.
- 2) Write total of all program budgets in the stop sign. **You can transfer this number to the summary sheet on page xxx.**
- 3) Calculate the impact of your proposals on the tax. If you totals are the same as the City's proposed budget the tax increase will be XXX. For every \$10 million your recommendations are over the City's proposals, add 1% of tax from the residential tax base. For every \$10 million your recommendations are under the City's proposed budget, reduce the tax increase by 1%. **Place this number in the triangle on the summary sheet on page XXX.**

Important information:

- 1) Programs are arranged alphabetically.
- 2) Proposed budget figures are net. The ratio between gross and net figures is illustrated in the second column.
- 3) Figures are equal to the 2003 proposed operating budget as of December 3, 2003.
- 4) The proposed budget does not include any new or enhanced services, nor does it include special initiatives for which appropriate funding sources may have yet to be determined.

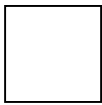
The Capital Budget

The City's Capital budget is quite different than the operating budget. There are hundreds of projects, some funded over several years, some involving public/private partnerships or cost sharing with other levels of government. It is not possible, in the space of a short workbook, to provide detailed information on all of the capital projects (you can find this detailed information on the City's budget website). In order to help you discuss the types of projects you think the City should focus on, the next section will provide an overview of the City's capital projects, by department, with gross and net figures. For each area of capital projects you can indicate if you think the City should increase, decrease or maintain the City's current spending levels. Your capital budget recommendations will have an impact on the operating budget. You will find a section to calculate the impact of your suggestions on the City's debt, and in turn on the operating budget. This number should be copied to the bottom of your operating budget worksheet, and on to the Summary sheet on page XXX.

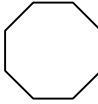
Summary Sheet

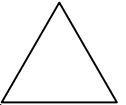
Capital Budget:

Your capital budget Recommendations: 

Your calculated debt impact on the operating budget: 

Operating Budget:

Your operating budget recommendations 

Your calculated increase/decrease: 

How will you fund the cost increase?

- User Fees
- Residential Tax (indicate level) (for every \$10 million your recommendations are over the City's proposals, add 1% of tax from the residential tax base, for every \$10 million your recommendations are below the City's proposal, reduce the tax by 1%)
- Increase Debt
- New revenue sources
- Other (list your suggestions):

Recommendations for the City's programs.

Which programs do you think should continue at their **current** service levels? _____

Which programs do you think should have their service levels **reduced**? _____

Which programs do you think should have their service levels **increased**? _____

Appendix “C”

Integrating Priorities in the Sustainable City

Sustainability requires a comprehensive review of diverse perspectives prior to decision-making. The concept of sustainability helps us to consider economic, environmental and social implications together, rather than limiting our analysis to a single perspective. Decision-makers must also strive to achieve both a long-term vision and an understanding of current short-term choices, and to consider community-based quality of life issues within a global context.

Members of Toronto City Council are entrusted with practicing sustainability decision-making while facing enormous time constraints. The sheer volume of decisions that have to be made by Council necessitates that the sustainability aspects of a decision must be put before Council in a concise and clear format. Staff can assist with this process by completing a sustainability screen as part of each report that goes before Council. Staff comments could form the basis of a Sustainability Impact Statement, similar to the Financial Impact Statement currently required on all Council reports.

As Council and staff become more familiar with sustainability principles and decision-making tools, the culture at City Hall and the context in which those decisions are made will gradually become more sustainability focused. This will require decisions that support basic sustainability principles such as:

- Integrating social, economic, and environmental costs and benefits
- Taking a long-term view of impacts and outcomes
- Ensuring broad stakeholder involvement in decision-making.

Taking Direction from the Strategic Plan

The vision and goal statements in *Council’s Strategic Plan* are the broadest expression of the type of city we envision for the future. The *Strategic Plan* embraces sustainability as a central concept and promotes the advancement of sustainability through five key themes: social development, economic vitality, environmental sustainability, good governance and city building. In addition, Council has approved a set of fiscal principles which help in determining how the financial levers within the City's control are used in the ongoing management of financial pressures, and provide guidance to the City's service planning and budgeting activities. The fiscal principles also build on those goals and directions in the Strategic Plan that relates to stewardship of assets, financial planning and sustainable finance.

In addition to the *Strategic Plan*, Council can refer to the City’s sectoral plans and strategies that provide further direction on sustainability including the *Environmental Plan*, the *Social Development Strategy*, the *Economic Development Strategy* and the *Official Plan*. The City has also developed more detailed plans on specific issues which relate to sustainability including the *Culture Plan*, the *Tourism Plan*, the *Water Efficiency Plan*, the *Wet Weather Flow Management Master Plan*, and the *Public Art Master Plan*, not to mention all of the recommendations which emerged from task forces established during amalgamation.

The Sustainability Roundtable has incorporated many of the objectives found in these and other sustainability resources from around the world, to produce a *Sustainability Charter* for the City. The Sustainability Charter and Council's Strategic Plan should serve as fundamental documents for decision-making at the City in the pursuit of sustainability objectives. Both form the basis for the following sustainability screen.

Developing and Implementing a Sustainability Screen

Making decisions based on social, environmental *and* economic principles is often referred to in the private sector as the "triple bottom line" because it requires getting results on the environmental and social side of the ledger as well as the financial. It is not a straightforward process, in part, because it often relies on blending qualitative and quantitative information. However, decision-making based on sustainability principles offers the potential for obtaining the greatest number of quality of life benefits for the greatest number of citizens.

In general, the purpose of the sustainability screen will be to advise Council on the full range of benefits and costs as determined by the Strategic Plan, other major City Plans, and the Sustainability Charter associated with a particular decision. The findings of the sustainability screen could also be used in any decision-making opportunity that include City Staff and/or Council (e.g. capital budget decisions, policy development and implementation strategies in all City Departments, community development, programs, and corporate procurement decisions).

In practical terms, it may not be possible to integrate competing priorities in every instance. However, by asking a series of questions to determine consistency with sustainability objectives at every stage of the decision-making process, City decision-makers will heighten their awareness of whether decisions are moving towards or away from sustainability.

For discussion purposes, two draft examples of sustainability screen formats for use in reports to Council are presented below.

Example A: This draft sustainability screen is based on the major objectives of the City’s *Environmental Plan, Economic Development Strategy, and Social Development Strategy*. It also conforms to many of the broad goals of the *Strategic Plan*. It presents an overview of the costs and benefits of a decision across sectors and encourages considering the issue at hand from a variety of perspectives. The summary and sustainability impact statements are critical. If this format is pursued, it could be modified to reflect recommendations from a wider range of City Plans and strategies – but must balance detail with the need to be clear and concise.

EXAMPLE A – SUSTAINABILITY SCREEN				
SOCIAL	ENVIRONMENTAL	ECONOMIC	20 YR IMPACT	?
<p>Benefits</p> <ul style="list-style-type: none"> <input type="checkbox"/> Strengthens communities <input type="checkbox"/> Strengthens social equity <input type="checkbox"/> Investment in social infrastructure <input type="checkbox"/> Civic partnership/participation <input type="checkbox"/> None 	<p>Benefits</p> <ul style="list-style-type: none"> <input type="checkbox"/> Contribution to clean air/water/land <input type="checkbox"/> Sustainable transportation <input type="checkbox"/> Sustainable energy use <input type="checkbox"/> None 	<p>Benefits</p> <ul style="list-style-type: none"> <input type="checkbox"/> Developing knowledge and skilled workforce <input type="checkbox"/> Diversifies employment opportunities <input type="checkbox"/> Supports good design and innovation <input type="checkbox"/> Supports long term prosperity <input type="checkbox"/> None 	<ul style="list-style-type: none"> <input type="checkbox"/> Benefits expected after 20 years 	
Summary of benefits (limit to 3 lines) :				
<p>Costs</p> <ul style="list-style-type: none"> <input type="checkbox"/> Detracts from community cohesion <input type="checkbox"/> Decreases access to resources <input type="checkbox"/> Decreases investment in social infrastructure <input type="checkbox"/> Undermines civic participation/partnership <input type="checkbox"/> None 	<ul style="list-style-type: none"> <input type="checkbox"/> Detrimental to air/water/ land quality <input type="checkbox"/> maintains or enhances current levels of auto dependency <input type="checkbox"/> Maintains or increases current levels of energy use <input type="checkbox"/> None 	<ul style="list-style-type: none"> <input type="checkbox"/> Decreases opportunities for knowledge and skills development <input type="checkbox"/> Maintains or decreases diversity of employment opportunities <input type="checkbox"/> Does not conform to principles of good design and innovation <input type="checkbox"/> detracts from potential for long term prosperity <input type="checkbox"/> None 	<ul style="list-style-type: none"> <input type="checkbox"/> Costs expected after 20 years <input type="checkbox"/> Proposal/perspective is too short term. 	
Summary of costs (limit to 3 lines):				
Sustainability Impact Statement:				

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Sustainability Roundtable Minutes
Thursday, September 12, 2002

Example B: This example was developed using the City Directions from *the Strategic Plan*. It is a slightly more integrated approach than Example A in that it does not rely on separating various dimensions of sustainability into discrete categories. This format could be adapted to serve as a monitoring tool of Council decisions (e.g. mid-term).

EXAMPLE B – SUSTAINABILITY SCREEN				
CITY DIRECTION	IMPACTS	(Please Circle One for Each Direction)		
		INCREASE	DECREASE	NO CHANGE
Job creation	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔
Desirability as a business location	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔
Strong and healthy neighbourhoods	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔
Protection of environment and health	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔
Greening of the City	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔
Civic literacy and pride in civic participation	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔
Promotion of volunteerism and the role of the voluntary sector	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔
Advocacy for the City's most vulnerable populations	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔
Accessibility to City's services	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔
High quality public services	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔
Stewardship of City resources through sound financial planning	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔
Working with other levels of government	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔
Intergovernmental leadership	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔
Sustainable financing mechanisms	<input type="checkbox"/> short term <input type="checkbox"/> long term	↑	↓	↔