

THE CITY OF TORONTO

City Clerk's Division

Minutes of the Administration Committee

Meeting No. 6

Tuesday, March 27, 2001.

The Administration Committee met on Tuesday, March 27, 2001, in Committee Room 1, 2nd Floor, City Hall, Toronto, commencing at 9:45 a.m.

Attendance

Members were present for some or all of the time periods indicated.

	9:45 a.m. to 1:39p.m.	2:15 p.m. to 5:00p.m.
Councillor Lorenzo Berardinetti, Chair	X	X
Councillor Sandra Bussin	X	X
Councillor Rob Ford	X	X
Councillor Doug Holyday	X	X
Councillor David Miller	X	X
Councillor Frances Nunziata Vice-Chair	X	X
Councillor Sherene Shaw	X	X
Councillor David Soknacki	X	X

6-1. Tax Adjustment – Municipal Act Section 442 and 443.

The Administration Committee had before it a report (March 8, 2001) from the Chief Financial Officer and Treasurer, recommending that:

- (1) the individual appeal applications made pursuant to Section 442 of the *Municipal Act* totaling \$9,404,590.32 as provided in the detailed hearing report attached and as summarized in Schedule "A", be approved; and
- (2) the individual appeal applications made pursuant to Section 443 of the *Municipal Act* totaling \$142,802.16 as provided in the detailed hearing report attached and as summarized in Schedule "B", be approved.

The Administration Committee also had before it documents entitled "City of Toronto Detail Hearing Report - 442 Hearing Number 2001H1" and "City of Toronto Detail Hearing Report - 443 Hearing Number 2001H1" which was distributed to Members of the Administration Committee at its meeting on March 27, 2001.

Mr. Hal Kershin, Towercrest Corporation, appeared before the Administration Committee in connection with the foregoing matter.

- A. Councillor Miller moved that the Chief Financial Officer and Treasurer be requested to obtain further confirmation from OPAC as to how they determined the properties located at 4100-4120 Yonge Street (Yonge Corporation Centre) were empty three years ago and submit a report thereon directly to Council for its meeting scheduled to be held on April 24, 2001. **(Carried)**

Councillor Bussin appointed Councillor Nunziata Acting Chair and vacated the Chair.

- B. Councillor Berardinetti moved that the Chief Financial Officer and Treasurer consult with Mr. Hal Kershin respecting his concerns regarding the property located at 309 Sheppard Avenue, Appeal No. 1998168, and submit a report thereon to the aforementioned meeting of Council. **(Carried)**

Councillor Bussin resumed the Chair.

- C. Councillor Soknacki moved that the Administration Committee recommend to Council the adoption of the foregoing report from the Chief Financial Officer and Treasurer subject to striking out the Recommendation embodied therein and inserting in lieu thereof the following:

"It is recommended that the individual appeal applications made pursuant to Section 442 of the *Municipal Act* totalling \$9,404,590.32 and Section 443 of the *Municipal Act*, totalling \$142,802.16, as provided in the detailed hearing report and as summarized in Schedule "A" and "B", be approved with the applications listed in Appendix A being adjourned to be heard at a future hearing". **(Carried)**

(Chief Financial Officer and Treasurer; c. Supervisor, Appeals and Assessments;
Mr. Hal Kershin – March 27, 2001)

(Clause No. 26 – Report No. 5)

**6-2. Moving Ahead with Master Accommodation
Plan and Metro Hall.**

The Administration Committee was advised by the Chair of the Committee that the report entitled “Moving Ahead with Master Accommodation Plan and Metro Hall” was not finalized in time for submission to this meeting of the Committee but will be submitted to either the meeting of the Committee scheduled to be held on May 8, 2001, or at a special meeting of the Committee to be held at the call of the Chair.

On motion by Councillor Miller, the Administration Committee deferred the matter of the Master Accommodation Plan to the Administration Committee meeting scheduled to be held on May 8, 2001, or at a special meeting of the Committee to be held at the call of the Chair.

(Commissioner of Corporate Services – March 27, 2001)

(Clause No. 30(a) – Report No. 5)

**6-3. Permanent Names for Community Councils
(All Wards).**

The Administration Committee had before it the following report and communications:

- (i) (March 14, 2001) from the City Clerk, recommending that:
 - (1) in accordance with the recommendations of the current Community Councils, the following permanent names be adopted for the Community Councils:
 - (a) Scarborough Community Council (re-named from the East Community Council);
 - (b) Downtown Community Council;
 - (c) Midtown Community Council;

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- (d) Uptown North York Community Council (re-named from the North Community Council);
 - (e) Humber Community Council (re-named from the Southwest Community Council); and
 - (f) Etobicoke Community Council (re-named from the West Community Council); and
- (2) notice be given to amend the City of Toronto Municipal Code in accordance with § 27-137 of the said Code, and that authority be granted for the introduction of the necessary Bill in Council to give effect thereto;
- (ii) (February 14, 2001) from the City Clerk, East Community Council, advising that the East Community Council, at its meeting held on February 13, 2001, approved the following motion and directed that it be forwarded to the Administration Committee:
- “WHEREAS the name “SCARBOROUGH” clearly reflects the historical context associated with the Community Council jurisdiction, having been in continuous use within the community for over 200 years; and
- WHEREAS the name “SCARBOROUGH” clearly reflects the communities and neighbourhoods which make up the Community Council jurisdiction, since all five federal/provincial ridings continue to retain the Scarborough name; and
- WHEREAS the name “SCARBOROUGH” clearly reflects the geographic nature of the Community Council jurisdiction, its geographic boundaries having remained intact for over 200 years (with only a minor addition of the West Rouge in 1974); and
- WHEREAS the name “SCARBOROUGH” is clearly familiar, logical and understandable to the public;
- THEREFORE BE IT RESOLVED that the historical name “SCARBOROUGH” be adopted as the official name for the Community Council bearing the interim name “East”.;
- (iii) (February 19, 2001) from the City Clerk, Downtown Community Council, advising that the Downtown Community Council on February 13, 2001, recommended to the Administration Committee that the permanent name for the Community Council be “Downtown Community Council”;

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- (iv) (February 20, 2001) from the City Clerk, Midtown Community Council, advising that the Midtown Community Council on February 13, 2001, recommended to the Administration Committee that the permanent name for the Community Council remain the “Midtown Community Council”;
- (v) (February 16, 2001) from the City Clerk, North Community Council, advising that the North Community Council on February 14, 2001, recommended to the Administration Committee that the permanent name for the Community Council be the “Uptown North York Community Council”;
- (vi) (February 19, 2001) from the City Clerk, Southwest Community Council, advising that the Southwest Community Council on February 13, 2001, recommended to the Administration Committee, that the name HUMBER be the permanent name for the Southwest Community Council; and
- (vii) (February 15, 2001) from the City Clerk, West Community Council, advising that the West Community Council at its meeting held on February 14, 2001, recommended to the Administration Committee that the permanent name for the Community Council be “Etobicoke Community Council”.

Councillor Michael Walker, St. Paul’s, appeared before the Administration Committee in connection with the foregoing matter.

- A. Councillor Soknacki moved that the Administration Committee recommended to Council the adoption of the foregoing report from the City Clerk. **(Carried)**
- B. Councillor Nunziata moved that the Administration Committee recommend to Council the adoption of the foregoing report (March 14, 2001) subject to amending Recommendation (1)(e) by adding the word “York”. **(Lost)**

(Clause No. 2 – Report No. 5)

**6-4. Regular Meeting Locations for Community Councils
(All Wards).**

The Administration Committee had before it a joint report (March 21, 2001) from the Commissioner of Corporate Services and the City Clerk, recommending that:

- (1) City Council adopt the following regular meeting locations for the community councils:
 - (a) Scarborough Civic Centre for the East Community Council;

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- (b) Toronto City Hall for the Downtown Community Council;
 - (c) North York Civic Centre for the Midtown Community Council;
 - (d) North York Civic Centre for the North Community Council;
 - (e) York Civic Centre for the Southwest Community Council; and
 - (f) Etobicoke Civic Centre for the West Community Council;
- (2) City Staff be directed to continue to investigate long term regular meeting space options within the respective jurisdictions for the Midtown, Southwest and West Community Council areas as opportunities arise and the City's Master Accommodation Plan proceeds;
 - (3) any community council that wishes to meet at any location within its jurisdiction other than its regular meeting location be permitted to do so by a majority vote of its members or by the calling of a special meeting under § 27-113 of the City of Toronto Municipal Code, provided adequate scheduling time is provided to allow for proper notice of the meeting so that business can be conducted in accordance with prevailing legislation, City By-laws, or City Council policy, and so long as there are no additional costs or a source of funds has been identified; and
 - (4) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

Councillor Michael Walker, St. Paul's, appeared before the Administration Committee in connection with the foregoing matter.

Councillor Miller moved, on behalf of Councillor Walker, that the Administration Committee:

- (1) recommend to Council the adoption of the foregoing joint report from the Commissioner of Corporate Services and the City Clerk with the exception of Recommendation No. (1)(c) embodied therein; and
- (2) defer consideration of the aforementioned Recommendation No. (1)(c), at the request of the Chair of the Midtown Community Council, until its meeting scheduled to be held on May 8, 2001, to allow further discussion to take place by the Midtown Community Council.

(Commissioner of Corporate Services; Midtown Community Council; c.
City Clerk; Senior Policy and Planning Analyst – March 27, 2001)

(Clause No. 3 – Report No. 5)

**6-5. Policy for the Selection and Hiring of
Professional and Consulting Services and
Use of Consultants and Expenditure
Reduction Strategies.**

The Administration Committee had before it the following reports and communication:

- (i) (March 16, 2001) from the Chief Administrative Officer and the Chief Financial Officer and Treasurer, recommending a uniform Purchasing Policy for the selection and hiring of professional and consulting services for the City of Toronto; advising that the primary purpose of the policy is to provide consistency across the City for selecting, evaluating and awarding professional and consulting services in a fair, open and competitive process; and recommending that:
 - (1) the Purchasing Policy for the Selection and Hiring of Professional and Consulting Services, outlined in Appendix “A” of this report be adopted; and
 - (2) the appropriate City officials be authorized and directed to take the necessary actions to give effect hereto; and
- (ii) (March 15, 2001) from the Chief Administrative Officer, recommending that:
 - (1) the recommendations of the separate report, Policy on the Selection and Hiring of Professional and Consulting Services, be considered with this report;
 - (2) effective 2001, annual consulting expenditures reported by departments and major City agencies, boards and commissions exclude activities that are alternative service delivery methods, and include only those activities that meet the definition and project categories of consulting as defined in this report, Reduction Strategies, part (a), and in the Policy for the Selection and Hiring of Professional and Consulting Services;

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- (3) departments and the major agencies, boards and commissions of the City be directed to aim for a 5 percent reduction goal in their 2001 consulting expenditures against expenditures in 2000, inclusive of any consulting cuts already identified for the 2001 annual budget cycle underway, in order to contribute to a total corporate-wide reduction of 5 percent in consulting expenditures;
 - (4) effective 2002, line items for “consulting” in capital or operating budgets not include contracted-out/out-sourced activities, or fees and other similar payments as presented in this report, Reduction Strategies, part (b), and in the Policy on the Selection and Hiring of Professional and Consulting Services;
 - (5) in-year reporting on consulting expenditures in all six project categories be submitted by departments and the major City agencies, boards and commissions on a semi-annual basis to the Audit Division to merge the information for a corporate-wide overview of expenditures against the reduction goal, report the results to the Policy and Finance Committee, and forward the detailed information to the Purchasing and Materials Management Division for analysis; and
 - (6) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.
- (iii) (March 23, 2001) from Mr. D.C. Ingram, President, Consulting Engineers of Ontario, requesting that, rather than endorsing the proposed policy for the selection and hiring of professional and consulting services, that the consulting industry, through Consulting Engineers of Ontario, be given an opportunity to provide direct input to the policy as it relates to consulting engineers who are essential to the infrastructure development of the City; and
- (iv) (March 26, 2001) from Ms. Ann Dembinski, President, Canadian Union of Public Employees, Local 79, urging the Administration Committee to insist on detailed accounting of the money being spent and then to proceed with a substantial reduction in the City’s costly reliance on outside consultants.

The following persons appeared before the Administration Committee in connection with the foregoing matter:

- Mr. Don Ingram and Mr. Eric McDonald, Consulting Engineers of Ontario, and filed a written submission in regard thereto; and

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- Mr. Ken Amoroso, Membership Secretary, CUPE Local 79, and filed a written submission in regard thereto.
 - A. Councillor Soknacki moved that the Administration Committee:
 - (1) request the City Auditor to present his report on the use of consultants to the June 5, 2001 meeting of the Administration Committee; and
 - (2) defer consideration of this matter until it considers the City Auditor's report on the use of consultants. **(Carried)**
 - B. Councillor Miller moved that the Administration Committee, during its consideration of the Policy for the Selection and Hiring of Professional Consulting Services and the Use of Consultants and Expenditure Reduction Strategies, amongst other things, requested the Chief Administrative Officer to submit a report directly to Council for its meeting scheduled to be held on April 24, 2001, respecting the placing of a moratorium on the hiring of new consultants unless specifically approved by Council, until such time as the Administration Committee gives consideration to the forthcoming report from the City Auditor in regard thereto at its meeting scheduled to be held on June 5, 2001. **(Carried)**
 - C. Councillor Nunziata moved that the Chief Administrative Officer be requested to submit a report to the June 5, 2001 meeting of the Administration Committee on the implications of a 20 per cent reduction in the use of consultants. **(Carried)**

Councillor Bussin appointed Councillor Nunziata Acting Chair and vacated the Chair.

- D. Councillor Berardinetti moved that the foregoing motion A. by Councillor Soknacki be amended by adding the following:
 - “that the City Solicitor be requested to submit a report to the June 5, 2001 meeting of the Administration Committee on any outstanding legal concerns.” **(Carried)**

Councillor Bussin resumed the Chair.

(Chief Administrative Officer; Chief Financial Officer and Treasurer; City Auditor; City Solicitor; c. Senior Corporate Management and Policy Consultant; Director, Purchasing and Materials Management; Interested Parties – March 27, 2001)

(Clauses No. 17 and No. 30(b) – Report No. 5)

6-6. Request for Proposals for Photocopier Equipment and Maintenance for a Three Year Period.

The Administration Committee had before it the following:

- (i) joint report (March 14, 2001) from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer, advising of the results of the Request for Proposals for the supply and delivery of Photocopier Equipment and Maintenance to the City for a three (3) year period in accordance with the requirements of the Information and Technology Division, Corporate Services Department, requesting authority to award contracts to the recommended proponents; further advising that it is estimated that 500 photocopiers will be replaced over the term of the contract at an estimated acquisition cost of \$3.5 million (3 year lease cost at approximately \$1.3 million/year); that the costs will be funded from existing departmental operating budgets; that photocopier technology is evolving into the digital environment, can be network connected, and will become an extension of our existing leased technology infrastructure; and recommending that proposals submitted by Ricoh Canada Inc., Xerox Canada Limited, Canon Canada Inc., Konica Business Technologies Canada, and Toshiba Canada Limited be accepted to provide photocopier equipment and maintenance to the City for a three (3) year period being the proponents submitting proposals with the highest evaluated scores in the categories as listed in the report; and
- (ii) communication (March 7, 2001) from Mr. Lou Pagano, Purchasing and Materials Management Division, Finance Department, submitted by Councillor David Shiner, respecting the use of remanufactured toner cartridges.

The following persons appeared before the Administration Committee in connection with the foregoing matter:

- Mr. Ed Sanderson, 4 Office Automation Ltd., and filed a written submission in regard thereto;
- Mr. Lyle Iriam, Panasonic Canada Inc.;
- Mr. Ed Schryer, Konica Business Technologies Canada; and

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- Mr. Denis Morin, Xerox Canada.

Councillor David Shiner, Willowdale, appeared before the Administration Committee in connection with the foregoing matter.

- A. Councillor Soknacki moved, on behalf of Councillor Shiner, that the Administration Committee:
- (i) defer consideration of this matter until its meeting scheduled to be held on May 8, 2001; and
 - (ii) request the Commissioner of Corporate Services to submit a report thereon to the aforementioned meeting of the Committee respecting lease/rental costs; departmental needs/ use of refillable cartridges; cost per copy; control of departmental requirements; unit specifications; options for savings; and any other areas that will reduce the cost of the photocopiers. (**referred.**)

Councillor Bussin appointed Councillor Nunziata Acting Chair and vacated the Chair.

- B. Councillor Berardinetti moved that the Administration Committee recommend to Council the adoption of the foregoing joint report from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer. (**Carried**)

Councillor Bussin resumed the Chair.

- C. Councillor Shaw moved that the Administration Committee:
- (i) recommend to Council the adoption of the portion of the foregoing report relating to the supply and delivery of analogue photocopiers; and
 - (ii) defer consideration of the portion of the foregoing report pertaining to digital photocopiers and that the Commissioner of Corporate Services be requested to submit a report thereon to the Administration Committee for its meeting scheduled to be held on June 5, 2001. (**Lost**)
- D. Councillor Bussin moved that the foregoing motion A. by Councillor Soknacki be referred to the Commissioner of Corporate Services for a report thereon directly to Council for its meeting scheduled to be held on April 24, 2001. (**Carried**)

- E. Councillor Holyday moved that the Commissioner of Corporate Services be requested to discuss the matter of replacement cartridges with the proponents. **(Carried)**

(Commissioner of Corporate Services; c. Chief Financial Officer and Treasurer; Senior Project Director, Capital Projects; Director, Purchasing and Materials Management; Interested Parties – March 27, 2001)

(Clause No. 1 – Report No. 5)

6-7. Bill C-11, *The Immigration and Refugee Protection Act.*

The Administration Committee had before it a report (March 13, 2001) from the Chief Administrative Officer, recommending that:

- (1) Council re-iterate the following position regarding immigration issues, and request that Bill C-11 be amended accordingly in its response to Bill C-11, as outlined in the position taken regarding Bill C-31 (Clause No. 16 of Report No. 14 of The Administration Committee, July 2000 and Clause No. 40 of Report No. 19 of The Administration Committee, October 2000):
 - (a) to make provision for the Government of Canada to formally consult with municipalities receiving large numbers of immigrants and refugees on relevant policy and program issues, specifically by including municipalities in the sections on “Objectives and application” and “Consultations with the provinces” (Section 3(1)(c) and (f); Section 3(3)(c); Section 10(1) and (2));

to maintain a strong emphasis on providing support for the settlement and integration of immigrants and refugees and recognizing their contribution to Canadian society while acknowledging the need to address the abuse of the immigration and refugee system;

to reflect Canadian core values, democratic principles and human rights standards, specifically:
 - (i) to allow persons convicted of crimes as a result of engaging in lawful advocacy, protest or dissent and prisoners of conscience to gain access to Canada and make a refugee claim;
 - (ii) to define “gender” as one of the grounds of persecution; and
 - (iii) to respect the status and rights of permanent residents as in the current Immigration Act;

- (b) Council request the Minister of Citizenship and Immigration to establish immediately a formal process to include the City of Toronto and other affected municipalities as full participants in the development of regulations;
- (c) Council request that the Government of Ontario facilitate federal consultation with municipal governments on immigration and refugee matters affecting large urban centres;
- (d) Council request the Government of Canada to reimburse municipalities regarding:
 - (i) public health expenditures related to refugees;
 - (ii) social assistance and hostel costs provided to refugees; and
 - (iii) social assistance to immigrants because of sponsorship breakdown;
- (e) Council request the Government of Canada to explicitly address and support federal-provincial agreements related to public health, social assistance and hostel costs for newcomers;
- (f) Council support the requests made by the School Boards in the Toronto District:
 - (i) to the Governments of Canada and Ontario to provide assistance regarding language training needs of immigrant and refugee children and adults; and
 - (ii) to the Minister of Citizenship and Immigration that undocumented refugee children and youngsters under the age of 18, as per the Ontario Education Act (Section 49(1)), be admitted to schools without authorization by Citizenship and Immigration Canada;
- (g) Council request the Government of Canada:
 - (i) to consult with professional and technical associations to identify measures to accelerate the professional recognition and skills upgrading of foreign-trained workers;
 - (ii) to include the City of Toronto in the consultations; and

- (iii) to increase funding and support to enhance the skills upgrading and employment-related language training programs for newcomers;
- (h) this report be forwarded to the Federal Ministers of Citizenship and Immigration and Human Resource Development, and the Ontario Ministers of Citizenship, Culture and Recreation; Education; Community and Social Services; Health; Training, Colleges and Universities; and Economic Development and Trade;
- (i) this report be forwarded to the Federation of Canadian Municipalities and Association of Municipalities in Ontario to further the development of an urban policy framework and best practices that address immigrant and refugee issues and involve all orders of government;
- (j) Council encourage the Government of Canada to conduct broad and public consultation to ensure all relevant stakeholders have an opportunity for input;
- (k) the Federation of Canadian Municipalities be requested to assist the City of Toronto in approaching the federal government respecting the consultation process referred to in this Clause;
- (l) Council request Citizenship and Immigration Canada to clarify the provisions for detention on the basis of identity at ports of entry, and to consult with non-governmental organizations to ensure that the provisions do not deter genuine refugees without proper identity documents from entering Canada and making refugee claims; and
- (2) Council request Citizenship and Immigration Canada that the regulations for recovering the costs of social assistance in cases of sponsorship default must ensure that the City of Toronto is reimbursed when costs are recovered; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Miller, the Administration Committee recommended to Council the adoption of the foregoing report (March 13, 2001) from the Chief Administrative Officer.

(Clause No. 24 – Report No. 5)

**6-8. Customer Service Issues –
Property Standards and Grass Cutting
(All Wards).**

The Administration Committee had before it a report (February 8, 2001) from the Chief Administrative Officer, advising the Administration Committee of the issues involved in customer service as it relates to property standards and grass cutting and the steps being taken to address those issues; that in the case of property standards two factors have had an impact on customer service, a major surge in public complaints as well as staffing levels and turnover; setting out the steps the division is taking, both immediate and long term, in property standards; further advising that the lack of adequate funding to maintain the current level of service has impacted grass cutting; that steps are being taken to address funding; that there are no financial implications resulting from the adoption of this report; and recommending that this report be received for information.

On motion by Councillor Miller, the Administration Committee referred the foregoing report (February 8, 2001) from the Chief Administrative Officer to the Personnel Sub-Committee for consideration at its meeting scheduled to be held on April 10, 2001, and the hearing of deputations from representatives of CUPE Local 79, and report thereon to the meeting of the Administration Committee scheduled to be held on May 8, 2001.

(Personnel Sub-Committee; c. General Manager, Transportation Services; Director, Municipal Licensing and Standards; Manager, Customer Service, Support Services; Quality Assurance Manager, Parks and Recreation; Special Assistant to the Chief Administrative Officer – March 27, 2001)

(Clause No. 30(c) – Report No. 5)

**6-9. Recipient – City of Toronto Scholarship in
Aboriginal Health at the University of Toronto.**

The Administration Committee had before it a report (March 7, 2001) from the Chief Administrative Officer, advising the results of the Scholarship application process for the second recipient of the City of Toronto Scholarship for Aboriginal Students in Health Professions at the University of Toronto; advising that in 1998, endowment funds were transferred by the City to the University of Toronto to give two annual awards in perpetuity; and recommending that:

- (1) City Council extend its congratulations to Jennifer Restoule on being selected as a recipient of a City of Toronto Scholarship in Aboriginal Health at the University of Toronto; and

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

On motion by Councillor Soknacki, the Administration Committee recommended to Council the adoption of the foregoing report from the Chief Administrative Officer.

(Clause No. 25 – Report No. 5)

6-10. Establishment of Members' Services Committee.

The Administration Committee had before it a report (February 8, 2001) from the City Clerk, commenting on the feasibility of establishing a Members' Services Committee to deal with issues directly related to the operations of the offices of Members of Council; advising that given that the current Council governance structure provides a forum to address issues pertaining to the operation of Members Offices through the Administration Committee and the Ethics Steering Committee, and given Council's desire to reduce the number of sub-committees and task forces, staff do not recommend that a Members' Services Committee be established at this time; and recommending that this report be received for information.

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

(Clause No. 30(d) – Report No. 5)

**6-11. Agencies, Boards and Commissions
Policies on Employee Participation
in Election Campaigns.**

The Administration Committee had before it a report (March 12, 2001) from the City Clerk, responding to a request from City Council for a summary of the policies adopted by various Agencies, Boards, Commissions and Special Purpose Bodies with respect to the Council policy on employee participation in election campaigns; advising that the City's policy on employee participation in election campaigns applies to all City employees and addresses the need to ensure that involvement in a municipal election campaign does not adversely affect staff's ability to perform their duties as employees of the City of Toronto; that following adoption of the policy, various agencies, boards, commissions and special purpose bodies were requested to implement a similar policy and advise of their actions taken in this regard; that the majority of responses received indicate that agencies, boards,

commissions and special purpose bodies have adopted or endorsed a policy consistent with that approved by the City of Toronto; and recommending that this report be received for information.

On motion by Councillor Bussin, the Administration Committee:

- (1) received the foregoing report (March 12, 2001) from the City Clerk; and
- (2) requested the City Clerk, in consultation with the City Solicitor, to submit a report to the Administration Committee recommending a mechanism to make the policy on Employee Participation in Election Campaigns applicable to those who are appointed to the various Agencies, Boards and Commissions, including those who are actual decision makers.

(City Clerk; Manager, Council Secretariat Support – March 27, 2001)

(Clause No. 30(e) – Report No. 5)

6-12. 2000–2001 Insurance Program Renewal.

The Administration Committee had before it a report (March 8, 2001) from the Chief Financial Officer and Treasurer, recommending that:

- (1) the City continue the casualty and property insurance policies for a term of 12 months at May 1st and June 1st expiry dates, respectively, with the insurers, limits and deductibles identified in Table 1 at a combined premium of \$4,180,484 plus applicable provincial taxes; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Miller, the Administration Committee:

- (1) recommended to Council the adoption of the foregoing report (March 8, 2001) from the Chief Financial Officer and Treasurer, subject to the necessary funds being available in the 2001 Operating Budget; and
- (2) requested the Chief Financial Officer and Treasurer to consult with the City Solicitor and report directly to Council as to whether or not the City has to pay provincial tax on property insurance.

(Chief Financial Officer and Treasurer; c. City Solicitor; Director, Treasury and Financial Services; Manager, Insurance and Risk Management – March 27, 2001)

(Clause No. 19 – Report No. 5)

6-13. Apportionment of Taxes.

The Administration Committee had before it a report (February 23, 2001) from the Chief Financial Officer and Treasurer, establishing a policy for the hearing and disposition of apportionment applications pursuant to section 413 of the *Municipal Act* including the creation of a Committee of Council to carry out this function; advising that there are no financial implications at this time; and recommending that:

- (1) under the authority contained in section 105 of the *Municipal Act*, the Administration Committee be authorized to hear apportionment applications and to make recommendations to Council thereon;
- (2) any existing by-laws in any of the former municipalities which delegated to committees of those former Councils the authority to hear and make recommendations to the respective Councils, in respect of apportionment applications be repealed;
- (3) no fee be charged to an owner to initiate an apportionment application; and
- (4) leave be granted for the introduction of the necessary bill(s) in Council to give effect to the foregoing.

On motion by Councillor Ford, the Administration Committee recommended to Council the adoption of the foregoing report (February 23, 2001) from the Chief Financial Officer and Treasurer.

(Clause No. 20 – Report No. 5)

6-14. Trademark Registry of Environmental Program Brands Names (All Wards).

The Administration Committee had before it a report (March 14, 2001) from the Commissioner of Works and Emergency Services, recommending that:

- (1) the City Solicitor be requested to take appropriate action to register: “Better Buildings Partnership”, “Better Transportation Partnership” and “Employee Energy Efficiency” (“Triple E” – “E3”) as official marks of the City of Toronto under the Trademarks Act, and the City Clerk be authorized to expend the necessary funds required for such registration; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto, including the execution of any required documentation.

On motion by Councillor Ford, the Administration Committee recommended to Council the adoption of the foregoing report (March 14, 2001) from the Commissioner of Works and Emergency Services.

(Clause No. 21 – Report No. 5)

6-15. Works and Emergency Services Yard Consolidation.

The Administration Committee had before it the following:

- (i) joint report (January 24, 2001) from the Commissioner of Corporate Services and the Commissioner of Works and Emergency Services, providing information on conducting a pilot project to determine the cost/benefits of consolidation of Works and Emergency Services yard operations; advising that the pilot project will include the investigation of operational efficiencies, environmental impacts, and the capital value of properties identified as surplus as a result of consolidation; advising that the cost of the first three phases of the study is estimated to be approximately \$405,000.00; advising that this amount will be requested in the 2001 Capital Budget submission for Works and Emergency Services; advising that funding requirements for each stage of the project will be dependent on the decision at the completion of each phase to proceed with the project and that the funding requirement for Phase 1 is \$65,000.00; and recommending that:
 - (1) Works and Emergency Services in conjunction with Corporate Services, Facilities and Real Estate Division, lead the interdepartmental project team to proceed with Phase 1 of the Yard Consolidation Pilot Project;

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- (2) contracted staff be hired to assist with the above and specially to carry out the following activities:
 - assessments of existing properties and facilities;
 - valuation of surplus yards; and
 - production of a cost-benefit analysis;
 - (3) development of a conceptual plan and project budget consultants be engaged to carry out the following activities:
 - environmental testing of yard properties;
 - site planning; and
 - environmental assessment activities; and
 - (4) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto; and
- (ii) communication (March 27, 2001) from Mr. Brian Cochrane, President, Toronto Civic Employees Union, Local 416, CUPE, requesting that representatives from Local 416 be involved in the yards consolidation study.

On motion by Councillor Nunziata, the Administration Committee:

- (1) recommended to Council the adoption of the foregoing joint report from the Commissioner of Works and Emergency Services and the Commissioner of Corporate Services; and
- (2) requested the Chief Financial Officer and Treasurer and the Commissioner of Corporate Services to consult with representatives of CUPE Local 416 respecting the communication (March 27, 2001) from the President, Toronto Civic Employees' Union, CUPE Local 416, requesting that the Departments involve representatives of Local 416 in the yards consolidation study.

(Commissioner of Corporate Services; Chief Financial Officer and Treasurer; c. Commissioner of Works and Emergency Services; Amalgamation Team Leader, Works and Emergency Services; Acting Manager, Facilities Services; Interested Parties – March 27, 2001)

(Clause No. 22 – Report No. 5)

6-16. Approval of the New Members of the City of Toronto French Committee.

The Administration Committee had before it a report (February 13, 2001) from the City of Toronto French Committee, requesting approval, from City Council, of the new members of the City of Toronto French Committee; advising that there are no direct funding or financial implications related to this report; and recommending that:

- (1) City Council approve the appointment of the following persons as members of the City of Toronto French Committee/Comite francais de la ville de Toronto. The name of the sector or area of residence being represented is indicated in parentheses.

Diane Chaperon-Lor (economy, charities and volunteering);
Francois Guerin (health);
Guy Larocque (education and skills training);
Stephanie Marcinik (former City of York);
Guylaine Petrin (former City of North York);

- (2) the term of office of the above Committee members be for a period of two years; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Soknacki, the Administration Committee recommended to Council adoption of the foregoing report (February 13, 2001) from the City of Toronto French Committee.

(Clause No. 23 – Report No. 5)

6-17. Appointment of an Independent Member of the Pension Committee.

The Administration Committee had before it a communication (March 5, 2001) from the Secretary, The Toronto Civic Employees' Pension and Benefit Fund Committee, advising that the Pension Committee on February 27, 2001, interviewed six applicants for the position of Independent Member of the Pension Committee and nominated the candidate listed on the attached confidential schedule for appointment as the independent member of the Pension Committee for the current term of Council and until a successor is appointed.

On motion by Councillor Bussin, the Administration Committee recommended to Council the adoption of the Recommendation of the Toronto Civic Employees' Pension and Benefit Fund Committee embodied in the communication (March 5, 2001) from the Secretary, The Toronto Civic Employees' Pension and Benefit Fund Committee.

(Clause No. 28 – Report No. 5)

**6-18. Appointment of Independent Member
of the Benefit Fund Committee.**

The Administration Committee had before it a communication (March 5, 2001) from the Secretary, The Toronto Fire Department Superannuation and Benefit Fund Committee, advising that the Benefit Fund Committee on March 5, 2001, interviewed six applicants for the position of Independent Member of the Benefit Fund Committee and nominated the candidate listed on the attached confidential schedule for appointment as the independent member of the Benefit Fund Committee for the current term of Council and until a successor is appointed.

On motion by Councillor Bussin, the Administration Committee recommended to Council the adoption of the Recommendation of the Toronto Fire Department Superannuation and Benefit Committee embodied in the communication (March 5, 2001) from the Secretary, The Toronto Fire Department Superannuation and Benefit Fund Committee.

(Clause No. 29 – Report No. 5)

**6-19. Review of the Toronto Police Service
Parking Enforcement Unit.**

The Administration Committee had before it a communication (February 9, 2001) from the City Clerk, advising that the Budget Advisory Committee at its meeting held on February 9, 2001, had before it a report (April 25, 2000) from the Chairman, Toronto Police Services Board respecting the review of the Toronto Police Service Parking Enforcement Unit; and amongst other things, directed that a copy of the aforementioned report be forwarded to the Administration Committee for information.

On motion by Councillor Soknacki, the Administration Committee received the foregoing communication (February 9, 2001) from the City Clerk.

(Clause No. 30(g) – Report No. 5)

**6-20. Declaration as Surplus
Parcel of Vacant Land
Known Municipally as
845 Woodbine Avenue
(Ward 32 – Beaches-East York).**

The Administration Committee had before it a report (March 1, 2001) from the Commissioner of Corporate Services, recommending that:

- (1) the parcel of vacant land known municipally as 845 Woodbine, being part of Township Lot 5, Concession 1 F.B, be declared surplus to the City's requirements and together with the previously declared parcel known municipally as 25 Oakcrest Avenue be offered for sale on the open market and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Bussin, the Administration Committee recommended to Council the adoption of the foregoing report (March 1, 2001) from the Commissioner of Corporate Services.

(Clause No. 6 – Report No. 5)

**6-21. Declaration as Surplus
Vacant Parcel of Land
Located at the Southeast Corner
of Ellesmere Road and Neilson Road
(Ward 43 – Scarborough East).**

The Administration Committee had before it a report (March 9, 2001) from the Commissioner of Corporate Services, recommending that:

- (1) the vacant parcel of land located at the southeast corner of Ellesmere Road and Neilson Road, designated Parts 1, 2 and 3 on Plan 64R-10780, be declared surplus to the City's requirements, subject to the retention of a permanent easement for storm and sanitary sewer purposes over Part 2, and the Commissioner of Corporate Services be authorized to continue negotiations with the Rouge Valley Health System for the sale of the property, and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Miller, the Administration Committee recommended to Council the adoption of the foregoing report (March 9, 2001) from the Commissioner of Corporate Services.

(Clause No. 7 – Report No. 5)

**6-22. Declaration as Surplus
Vacant Parcel of Land
Northeast Corner of Jane Street
and St. Clair Avenue West
(Ward 11 – York South Weston).**

The Administration Committee had before it a report (March 1, 2001) from the Commissioner of Corporate Services, recommending that:

- (1) the vacant parcel of land located on the northeast corner of Jane Street and St. Clair Avenue West, being Part of Lots 1 and 2, Block J, on Plan 648, also designated as Parts 2 and 4 on Reference Plan 64R-9661, be declared surplus to the City's requirements and offered for sale on the open market, and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken;
- (2) City Council approve, as the approving authority under the provisions of the *Expropriations Act*, the disposal of the site without giving the original owners from whom the lands were expropriated the first chance to repurchase the lands; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Nunziata, the Administration Committee recommended to Council the adoption of the foregoing report (March 1, 2001) from the Commissioner of Corporate Services.

(Clause No. 8 – Report No. 5)

**6-23. Declaration as Surplus
Two Strips of Vacant Land on
the East Side of Sinnott Road
Extending North and South from Comstock Road
(Ward 35 – Scarborough Southwest).**

The Administration Committee had before it a report (February 28, 2001) from the Commissioner of Corporate Services, recommending that:

- (1) the two strips of vacant lands on the east side Sinnott Road extending north and south from Comstock Road, being parts of Lots 26 and 27, Plan 3759, and shown as Parts 2 and 4 on Sketch No. PMC-2000-067, be declared surplus to the City's requirements and offered for sale to the adjoining property owners, and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Soknacki, the Administration Committee recommended to Council the adoption of the foregoing report (February 28, 2001) from the Commissioner of Corporate Services.

(Clause No. 9 – Report No. 5)

**6-24. Declaration as Surplus
566 Palmerston Avenue
(Ward 20 – Trinity Spadina).**

The Administration Committee had before it a report (March 9, 2001) from the Commissioner of Corporate Services, recommending that:

- (1) 566 Palmerston Avenue, being Part Lot 46, Plan 219, be declared surplus to the City's requirements, and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken;
- (2) prior to offering the property for sale on the open market, the existing long-term tenant be given an opportunity to purchase the property at market value and on terms and conditions acceptable to the Commissioner of Corporate Services or, alternatively, be offered a financial incentive, being an amount equivalent to three (3) months rent, to provide vacant possession of the property within a time period acceptable to the Commissioner of Corporate Services;

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- (3) if the tenant does not offer to purchase the property at market value and on terms and conditions acceptable to the Commissioner of Corporate Services or agree to vacate the property, then the property be listed for sale on the open market subject to the existing tenancy; and
- (4) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Miller, the Administration Committee recommended to Council the adoption of the foregoing report from the Commissioner of Corporate Services subject to adding thereto the following new Recommendation No. (3) and renumbering the remaining Recommendations accordingly:

“(3) should the tenant elect to purchase the property, the tenant be required to enter into an agreement, in form and content as required by the City Solicitor, to be registered on title prior to any mortgage or financing instrument, providing that should the property be offered for resale within 24 months from the date of closing, the property be first offered back to the City at the same price as that paid by the purchaser to the City; and that future budgets include such amounts as would be necessary to fund such repurchase”;

so that the Recommendations embodied in the aforementioned report now read as follows:

“It is recommended that:

- (1) 566 Palmerston Avenue, being Part Lot 46, Plan 219, be declared surplus to the City’s requirements, and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken;
- (2) prior to offering the property for sale on the open market, the existing long-term tenant be given an opportunity to purchase the property at market value and on terms and conditions acceptable to the Commissioner of Corporate Services or, alternatively, be offered a financial incentive, being an amount equivalent to three (3) months rent, to provide vacant possession of the property within a time period acceptable to the Commissioner of Corporate Services;

- (3) should the tenant elect to purchase the property, the tenant be required to enter into an agreement, in form and content as required by the City Solicitor, to be registered on title prior to any mortgage or financing instrument, providing that should the property be offered for resale within 24 months from the date of closing, the property be first offered back to the City at the same price as that paid by the purchaser to the City; and that future budgets include such amounts as would be necessary to fund such repurchase;
- (4) if the tenant does not offer to purchase the property at market value and on terms and conditions acceptable to the Commissioner of Corporate Services or agree to vacate the property, then the property be listed for sale on the open market subject to the existing tenancy; and
- (5) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

(Clause No. 5 – Report No. 5)

**6-25. Declaration as Surplus
Vacant Parcel of Land
South Side of Eglinton Avenue West,
East of Brownville Avenue
(Ward 11 – York South Weston).**

The Administration Committee had before it a report (March 1, 2001) from the Commissioner of Corporate Services, recommending that:

- (1) the vacant parcel of land located on the southside of Eglinton Avenue West, east of Brownville Avenue, being Part Lots 51 and 52 on Plan 1547, also designated as Part 2 on Plan RS-1209, be declared surplus to the City's requirements and offered for sale to the abutting property owners, failing which, the site be offered for sale on the open market, and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Miller, the Administration Committee:

- (1) recommended to Council the adoption of the foregoing report (March 1, 2001) from the Commissioner of Corporate Services; and
- (2) requested the Commissioner of Corporate Services to consult with GO Transit to determine if they wish to use the property pending the development of the site, and submit a report thereon directly to Council for its meeting scheduled to be held on April 24, 2001.

(Commissioner of Corporate Services; Director of Real Estate Services –
March 27, 2001)

(Clause No. 10 – Report No. 5)

**6-26. Sale of Surplus Vacant Lands
East Side of Wilson Heights Boulevard
Between Faith and Model Avenues
(Ward 10 – York Centre).**

The Administration Committee had before it a report (March 13, 2001) from the Commissioner of Corporate Services, recommending that :

- (1) the Offer to Purchase from Di Santo Holdings Ltd. to purchase the City-owned vacant lands located on the east side of Wilson Heights Boulevard between Faith and Model Avenues, in the amount of \$675,000.00, be accepted on the terms outlined in the body of this report, and that either one of the Commissioner of Corporate Services or the Director of Real Estate Services be authorized to accept the Offer on behalf of the City;
- (2) authority be granted to direct a portion of the proceeds on closing to fund the outstanding balance of Costing Unit No. CA1174;
- (3) the City Solicitor be authorized to complete the transaction on behalf of the City, including payment of any necessary expenses and amending the closing date to such earlier or later date as he considers reasonable; and
- (4) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Soknacki, the Administration Committee recommended to Council the adoption of the foregoing report (March 13, 2001) from the Commissioner of Corporate Services.

(Clause No. 14 – Report No. 5)

**6-27. Acquisition of Lane North of Bloor Street West,
Extending between Armadale Avenue and Willard Avenue
(Ward 13 – Parkdale-High Park).**

The Administration Committee had before it a report (March 8, 2001) from the Commissioner of Corporate Services, recommending that :

- (1) City Council, as approving authority, approve the expropriation of the property interests detailed herein;
- (2) authority be granted to take all steps necessary to comply with the Expropriations Act, including but not limited to, the preparation and registration of an Expropriation Plan and the service of Notices of Expropriation, Notices of Election as to a Date for Compensation and Notices of Possession and, if necessary, to apply to a judge, where an owner is unknown, to appoint a person to represent such owner;
- (3) the Director of Real Estate be authorized to sign the Notices of Expropriation and Notices of Possession on behalf of the City;
- (4) leave be granted for introduction of the necessary Bill in Council to give effect thereto; and
- (5) the appropriate City officials be authorized and directed to take the necessary action to give effect hereto.

On motion by Councillor Miller, the Administration Committee recommended to Council the adoption of the foregoing report (March 8, 2001) from the Commissioner of Corporate Services.

(Clause No. 16 – Report No. 5)

**6-28. Application for Approval
to Expropriate Interest in Land
for the North York Centre Plan Service Road,
29 Byng Avenue - (Ward 23 – Willowdale).**

The Administration Committee had before it the following report and communication:

- (i) (March 9, 2001) from the Commissioner of Corporate Services, recommending that:
 - (1) authority be granted to initiate the expropriation process for the property interests detailed herein;
 - (2) authority be granted to serve and publish Notices of Application for Approval to Expropriate 29 Byng Avenue, to forward to the Chief Inquiry Officer any requests for hearings that are received and to report the Inquiry Officer's recommendations to Council for its consideration; and
 - (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto; and
- (ii) (March 26, 2001) from Mr. Stephen F. Waque, Borden Ladner Gervais, requesting that this item be withdrawn from the agenda pending consideration of various matters.

The following persons appeared before the Administration Committee in connection with the foregoing matter:

- Mr. George Teichman; and
- Mr. Jules Kroeker.

Councillor Michael Walker, St. Paul's, appeared before the Administration Committee in connection with the foregoing matter.

On motion by Councillor Soknacki, the Administration Committee deferred consideration of the foregoing report until its meeting scheduled to be held on May 8, 2001.

(Commissioner of Corporate Services; Director of Real Estate Services; c. Interested Parties – March 27, 2001)

(Clause No. 30(f) – Report No. 5)

**6-29. Declaration as Surplus
Vacant Parcel of Land
Located at the Northwest Corner of
Glengrove Avenue West and Coldstream Avenue
(Ward 15 – Eglinton-Lawrence).**

The Administration Committee had before it a communication (February 2, 2001) from the City Clerk, advising that City Council at its meeting held on January 30, 31 and February 1, 2001, had before it Clause No. 11 of Report No. 1 of The Administration Committee, headed « Declaration as Surplus Vacant Parcel of Land Located at Northwest Corner of Glengrove Avenue West and Coldstream Avenue (Ward 15 – Eglinton-Lawrence) », wherein it is recommended that:

- (1) the vacant parcel of land located at the northwest corner of Glengrove Avenue West and Coldstream Avenue, being part of Lot 19 on Plan 3816 and designated as PARTS 2 and 20 on Plan 64R-8442 be declared surplus to the City's requirements and offered for sale on the open market, subject to the retention of a permanent sewer easement in PART 20 on Plan 64R-8442 and a catch basin easement in a portion of Part 2 on Plan 64R-8442, acceptable to the Commissioner of Works and Emergency Services, and all steps necessary to comply with By-law 551-1998 be taken;
- (2) City Council approve, as the approving authority under the provisions of the *Expropriations Act*, the disposal of the site without giving the original owners from whom the lands were expropriated the first chance to repurchase the lands; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto; and

directed that this Clause be struck out and referred back to the Administration Committee for further consideration and the hearing of depositions.

Councillor Howard Moscoe, Eglinton-Lawrence, appeared before the Administration Committee in connection with the foregoing matter.

On motion by Councillor Holyday, the Administration Committee:

- (1) again recommended to Council the adoption of the foregoing report from the Commissioner of Corporate Services embodied in the communication (February 2, 2001) from the City Clerk; and

- (2) requested the Commissioner of Corporate Services, in consultation with the Arborist, to take measures to ensure that the trees on the property are maintained if they are worth saving.

(Clause No. 11 – Report No. 5)

6-30. Sale of Surplus Property located at 15 Hubbard Boulevard.

The Administration Committee had before it the following reports:

- (i) (March 9, 2001) from the Chief Executive Officer, Toronto Housing Company, advising that the above-captioned report is being submitted to the Toronto Housing Company Board of Directors for approval at its meeting on March 26, 2001; and that staff would like the report to be submitted to the Administration Committee for consideration subject to Board of Directors approval in order to meet timelines for sales; that the resolutions of the Board of Directors respecting the attached report will be distributed at the Administration Committee meeting on March 27, 2001; and should the Board of Directors amend the recommendations these will be brought forward to the meeting of the aforementioned meeting of the Administration Committee; and
- (ii) (March 26, 2001) from the Chief Executive Officer, Toronto Housing Company, forwarding recommendations from the meeting of the Board of Directors of the Toronto Housing company at its meeting held on March 26, 2001, respecting the sale of surplus property located at 15 Hubbard Boulevard.

Mr. Vance Latchford, Senior Partner, Latchford Associates, appeared before the Administration Committee in connection with the foregoing matter.

On motion by Councillor Bussin, the Administration Committee recommended to Council the adoption of the foregoing report (March 9, 2001) from the Chief Executive Officer, Toronto Housing Company, subject to amending the Recommendations embodied therein to read as follows:

“It is recommended that:

- (1) City Council approve the disposal of the property by Toronto Housing Company officials;

- (2) the Board of Directors declare the property located at 15 Hubbard Boulevard to be surplus in accordance with Toronto Housing Company disposal procedures and the public notice of the proposed sale of the property called for by subsection 3(1) of By-law No. (5) be given by the posting of a clearly visible sign on the site for a period of not less than 7 days;
- (3) the Board of Directors grant approval of the sale of 15 Hubbard Boulevard publicly by listing on the Multiple Listing Service (MLS) as described in this report and that the sale proceed in compliance with Toronto Housing Company By-law No. 5;
- (4) the net sale proceeds on closing be directed to provide capital and rent assistance funds as per the Plan for Property Houses previously approved by Council;
- (5) that the sale commence subject to the accommodation of the existing tenants within a reasonable timeframe; and
- (6) the appropriate Toronto Housing Company and City officials be authorized and directed to take the necessary action to give effect thereto.”

(Clause No. 12 – Report No. 5)

6-31. Status of Property Houses Transfer and Disposal.

The Administration Committee had before it the following reports:

- (i) (March 9, 2001) from the Chief Executive Officer, Toronto Housing Company, forwarding the action taken by the Board of Directors of the Toronto Housing Company on September 25, 2000, respecting the confidential report (September 19, 2000) from the Chief Executive Officer of the Toronto Housing Company regarding the status of Property Houses Transfer and Disposal; and advising that the aforementioned confidential report was held pending a separate report being submitted to the Board of Directors (March 26, 2001) respecting the sale of 15 Hubbard Blvd., which when approved will be forwarded to the meeting of the Administration Committee scheduled to be held on March 27, 2001; and
- (ii) confidential report (September 19, 2000) from the Chief Executive Officer, Toronto Housing Company Inc., entitled “Status of Property Houses Transfer and Disposal” which was forwarded to all Members of Council under confidential cover having regard that the subject matter relates to potential litigation.

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Mr. Ken Pantlini, appeared before the Administration Committee in connection with the foregoing matter.

- A. Councillor Bussin moved that the Administration Committee recommend to Council the adoption of the report from the Chief Executive Officer, Toronto Housing Committee, subject to amending Recommendation No. (4) embodied in the aforementioned confidential report to provide that non-exempted tenants be allowed to remain in the properties as long as the exempted tenants are residing in these locations. **(Carried)**

- B. Councillor Miller moved that the tenant at 5 Hubbard Boulevard be offered the property at the original appraised value, subject to the condition that clauses be added to the purchase agreement requiring that:
 - (a) the tenant be required to enter into agreements, in form and content as required by the City Solicitor, to be registered on title prior to any mortgage or financing instrument, providing that should the property be offered for re-sale within 10 years from the date of closing, or should the property no longer constitute the purchasers principle residence within the meaning of the Income Tax Act, the property be first offered back to the City at the same price as that paid by the purchaser to the City; and that future budgets include such amounts as would be necessary to fund such repurchase; and

 - (b) the purchaser enter into a lease with the exempted tenant permitting his/her continued residence, in form and content as required by the City Solicitor. **(Carried)**

- C. Councillor Holyday moved that the Administration Committee recommended to Council the approval of the recommendations embodied in the foregoing confidential report from the Board of Directors, Toronto Housing Company Inc. **(Redundant)**

- D. Councillor Miller moved that the Recommendations embodied in the aforementioned confidential report be released publicly.”

The decision of the Administration Committee therefore is as follows:

The Administration Committee recommended to Council:

- (I) the adoption of the confidential report (September 19, 2000) from the Chief Executive Officer, Toronto Housing Company, subject to amending the Recommendations embodied therein to read as follows:
 - ‘(1) that City Council approve the recommendations contained in this report;
 - (2) that the opportunity to submit a first offer to purchase be considered to have expired for all of the tenants living in the properties located at Wineva Avenue and Hubbard Boulevard, and that these properties be listed on the Multiple Listing Service (MLS) and sold publicly when the age/medical re-location exemptions granted to the current tenants expire;
 - (3) that in the case of these properties where tenants have expressed an interest to submit a first offer to purchase, but cannot do so due to age/medical exemptions of other tenants located in these properties, with the exception of 5 Hubbard Boulevard, they be given the opportunity of first refusal to purchase the properties when these are offered for sale on the Multiple Listing Service (MLS);
 - (4) that relocation options for the non-exempted tenants in the Wineva and Hubbard properties be extended beyond the Wineva and Hubbard properties to the whole THC portfolio; but that non-exempted tenants be allowed to remain in the properties as long as the exempted tenants are residing in these locations;
 - (5) that the property located at 13 Hubbard Boulevard, be listed immediately on MLS and be sold publicly subject to tenancy and that THC be authorized to offer the current tenant reasonable moving costs;
 - (6) the CEO meet with Real Estate and Legal to review the sale process used for the property houses and that Councillor Michael Feldman and Councillor Sandra Bussin be included in such meetings.’; and

- (II) that the tenant at 5 Hubbard Boulevard be offered the property at the original appraised value, subject to the condition that clauses be added to the purchase agreement requiring that:
- (a) the tenant be required to enter into agreements, in form and content as required by the City Solicitor, to be registered on title prior to any mortgage or financing instrument, providing that should the property be offered for re-sale within 10 years from the date of closing, or should the property no longer constitute the purchasers principle residence within the meaning of the Income Tax Act, the property be first offered back to the City at the same price as that paid by the purchaser to the City; and that future budgets include such amounts as would be necessary to fund such repurchase; and
 - (b) the purchaser enter into a lease with the exempted tenant permitting his/her continued residence, in form and content as required by the City Solicitor; and
- (III) directed that the Recommendations embodied in the aforementioned confidential report be released publicly.”

(Clause No. 4 – Report No. 5)

**6-32. Change of Title for General Manager,
Emergency Medical Services.**

The Administration Committee had before it a communication (February 2, 2001) from the City Clerk, advising that City Council, at its meeting held on January 30, 31 and February 1, 2001, had before it Clause No. 18 of Report No. 1 of The Administration Committee, headed “Other Items Considered by the Committee”; advising that Council directed that the aforementioned Clause be received as information, subject to striking out and referring Item (g), entitled “Change of Title for General Manager, Emergency Medical Services”, embodied therein, back to the Administration Committee for further consideration.

The following Members of Council appeared before the Administration Committee in connection with the foregoing matter:

- Councillor Brad Duguid, Scarborough Centre; and
- Councillor Michael Walker, St. Paul’s.

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- A. Councillor Miller moved that the Administration Committee received the foregoing communication (February 2, 2001) from the City Clerk. **(Carried)**

- B. Councillor Soknacki moved, on behalf of Councillor Duguid, that the Administration Committee recommend to Council that the title General Manager, Emergency Medical Services, be changed to that of Chief, Emergency Medical Services, and the Directors' title be changed to Deputy Chief. **(Lost)**

(Clause No. 30(h) – Report No. 5)

**6-33. Community Co-Ordinator
for Each Community.**

The Administration Committee had before it a communication (February 7, 2001) from the City Clerk, advising that City Council, at its meeting held on January 30, 31 and February 1, 2001, referred the following Motion to the Administration Committee:

Community Co-ordinator for East Community

Moved by: Councillor Walker

Seconded by: Councillor Johnson

“BE IT RESOLVED THAT the Chief Administrative Officer be requested to submit a report to Council, through the Administration Committee, on the allocation of a Community Co-ordinator for each Community, from existing management personnel.”

Councillor Michael Walker, St. Paul's, appeared before the Administration Committee in connection with the foregoing matter.

On motion by Councillor Soknacki, the Administration Committee referred the foregoing communication to the Chief Administrative Officer for a report thereon to the Administration Committee for its meeting scheduled to be held on June 5, 2001.

(City Clerk; Chief Administrative Officer – March 27, 2001)

(Clause No. 30(i) – Report No. 5)

**6-34. Agencies, Boards and Commissions
Currently Engaging Outside Legal Services.**

The Administration Committee had before it a report (Undated) from the City Solicitor, providing an update on the report requested from the City Solicitor by the Administration Committee respecting Agencies, Boards and Commissions which currently engage outside legal services; and recommending that this report be received for information.

On motion by Councillor Soknacki, the Administration Committee received the foregoing report from the City Solicitor.

(Clause No. 30(j) – Report No. 5)

**6-35. Chair of the Board of Trustees of the
Metropolitan Toronto Pension Plan
and Chair of the Board of Trustees of
the Metropolitan Toronto Police Benefit Fund.**

The Administration Committee had before it a confidential report (March 6, 2001) from the Chief Financial Officer and Treasurer, respecting the appointment of a Chair to the Board of Trustees of the Metropolitan Toronto Pension Plan and the Board of Trustees of the Metropolitan Toronto Police Benefit Fund Committee respecting the appointment of a Chair to the Metropolitan Toronto Pension Plan and the Metropolitan Toronto Police Benefit Fund, such report to be considered in-camera having regard that the subject matter relates to personnel matters about an identifiable individual.

On motion by Councillor Soknacki, the Administration Committee recommended to Council the adoption of the foregoing confidential report from the Chief Financial Officer and Treasurer, respecting the appointment of a Chair to the Board of Trustees of the Metropolitan Toronto Pension Plan and the Board of Trustees of the Metropolitan Toronto Police Benefit Fund, which was forwarded to Members of Council under confidential cover; and further that in accordance with the Municipal Act discussions pertaining thereto be considered in-camera having regard that the subject matter relates to personnel matters about an identifiable individual.

(Clause No. 27 – Report No. 5)

6-36. Outsourcing of Information Technology Functions.

The Administration Committee had before it a communication (March 19, 2001) from Mr. Bill Cartan, Vice President, EDS Canada Inc., advising that EDS has been successful outsourcing Information and Technology functions for businesses and governments worldwide; that their work-to-date with the City of Toronto has included outsourcing of selected IT functions dating back to 1990 for the former Municipality of Metropolitan Toronto and back to 1997 for the former City of Toronto; providing a listing of benefits and savings that the City can accrue as a results of engaging a services provider such as EDS for Information and Technology needs; and requesting an opportunity to further discuss their approach and initiate a process of discovery and due diligence to more fully qualify and quantify the benefits that can be derived by the City.

Mr. Bill Cartan, Vice President, EDS Canada Inc., appeared before the Administration Committee in connection with the foregoing matter and filed a written submission in regard thereto.

- A. Councillor Soknacki moved that the Administration Committee:
- (1) thank the representatives from ESD for brining this issue to the Committee; and
 - (2) refer the foregoing communication to the Commissioner of Corporate Services for consideration in the overall IT Plan to be submitted to the Administration Committee in August, 2001. **(Carried)**

Councillor Bussin appointed Councillor Nunziata Acting Chair and vacated the Chair.

- B. Councillor Berardinetti moved that the City Auditor and the Acting Executive Director of Information Technology be requested to submit a joint report to the foregoing meeting of the Administration Committee respecting the component of the IT Strategic Plan dealing with ASD of IT functions. **(Carried)**

Councillor Bussin resumed the Chair.

Commissioner of Corporate Services; City Auditor; Acting Executive Director of Information Technology; Interested Parties – March 27, 2001)

(Clause No. 30(k) – Report No. 5)

6-37. Remuneration and Expenses of Members of Council and of the Council Appointees to Local Boards and Other Special Purpose Bodies for the Period January 1, 2000, to December 31, 2000.

The Administration Committee had before it the following reports:

- (i) (March 12, 2001) from the Chief Financial Officer and Treasurer, reporting in accordance with Section No. 247 of the Municipal Act, on Remuneration and Expenses of Members of Council and of the Council Appointees to Local Boards and Other Special Purpose Bodies for the period January 1, 2000 to December 31, 2000; and recommending that this report be received and forwarded to Council for information; and

The following Members of Council appeared before the Administration Committee in connection with the foregoing matter:

- Councillor Jack Layton, Broadview-Greenwood; and
- Councillor Howard Moscoe, Eglinton-Lawrence.

A. Councillor Holyday moved that the Administration Committee:

- (1) recommend to Council that off-shore travel by Members of Council be restricted except as authorized by the appropriate Standing Committee and Council; and that Members of Council authorized by Council to travel be limited to two Councillors for any travel; and
- (2) concur with the Recommendation embodied in the foregoing report from the Chief Financial Officer and Treasurer. **(Carried)**

A. Councillor Nunziata moved that the City Clerk be requested to submit a report directly to Council:

- (i) respecting the policy pertaining to severance pay to Councillors appointed to Council for a limited time period; and whether the two Councillors appointed for a limited time in the last term of Council received a severance package; and
- (ii) on efforts that can be taken, on behalf of Members of Council, that could achieve cost savings respecting travel. **(Carried)**

- B. Councillor Miller moved that the Chief Administrative Officer be requested to submit a report to the Administration Committee on a protocol whereby departmental travel that is being charged to a particular department's budget by all Members of Council is reported through the Office of the City Clerk. **(Carried)**

(Chief Financial Officer and Treasurer; City Clerk; Chief Administrative Officer – March 27, 2001)

(Clause No. 18 – Report No. 5)

**6-38. Sale of Surplus City-Owned Vacant Land,
Westerly Portion of 110 Wildwood Crescent
(Ward 32 – Beaches East York).**

The Administration Committee had before it a report (March 19, 2001) from the Commissioner of Corporate Services, recommending that:

- (1) the time extension to January 31, 2001 to complete negotiations with the Forward Baptist Church be further extended to February 21, 2001;
- (2) the Offer to Purchase from the Forward Baptist Church to purchase the vacant land known as the westerly portion of 110 Wildwood Crescent, legally described as Lots 200 and 201 and Part of Lots 199 and 202, Plan 459E, in the amount of \$550,000.00 be accepted on the terms outlined in the body of this report, and that either one of the Commissioner of Corporate Services or the Director of Real Estate Services be authorized to accept the Offer on behalf of the City;
- (3) authority be granted to direct a portion of the sale proceeds on closing to fund the outstanding balance of Costing Unit No. CA5705;
- (4) the City Solicitor be authorized to complete the transaction on behalf of the City, including payment of any necessary expenses and amending the closing date to such earlier or later date as he considers reasonable; and
- (5) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Bussin, the Administration Committee recommended to Council the adoption of the foregoing report (March 19, 2001) from the Commissioner of Corporate Services.

(Clause No. 13 – Report No. 5)

6-39. Fleet Services Unallocated Units.

The Administration Committee had before it a report (March 14, 2001) from the Commissioner of Corporate Services, responding to the motion passed by the Administration Committee to provide information on the status of unallocated fleet assets; advising that the majority of fleet assets have been allocated to a cost centre; that Fleet Services has sent a memorandum informing departments that fuel, licensing and fleet maintenance services will not be provided for unallocated units; that at this time 115 units remain unallocated and measures have been put in place to identify a cost centre for these vehicles; and recommending that this report be received for information.

On motion by Councillor Soknacki, the Administration Committee:

- (1) received the foregoing report;
- (2) directed the Commissioner of Corporate Services not to renew the licenses of any unallocated vehicles; and
- (3) requested the Commissioner of Corporate Services to submit a status report to the Administration Committee for its meeting scheduled to be held on May 8, 2001, respecting unallocated vehicles, such report to include a listing and valuation on unallocated vehicles.

(Commissioner of Corporate Services; Acting Director, Fleet Services – March 27, 2001)

(Clause No. 30(1) – Report No. 5)

6-40. Fleet Specifications Update and Workplan.

The Administration Committee had before it a report (March 13, 2001) from the Commissioner of Corporate Services, responding to a request from the Administration Committee on the progress to date and work still required to standardize vehicle specifications; and recommending that:

- (1) this report be received for information; and

- (2) Fleet Services develop a timeline and work plan to standardize the remaining fleet vehicles and equipment specifications and report to the Administration Committee in December, 2001 on its progress.

On motion by Councillor Soknacki, the Administration Committee concurred with the Recommendation embodied in the foregoing report from the Commissioner of Corporate Services.

(Commissioner of Corporate Services; Acting Director, Fleet Services – March 27, 2001)

(Clause No. 30(m) – Report No. 5)

6-41. Human Rights 2000 Annual Report.

The Administration Committee had before it a communication (March 20, 2001) from the City Clerk, advising that the Personnel Sub-Committee, during its consideration of a report (February 23, 2001) from the Chief Administrative Officer providing an overview of the Human Rights Office activities and initiatives for the year 2000, directed that the foregoing report be forwarded to the Administration Committee for information.

On motion by Councillor Soknacki, the Administration Committee received the foregoing communication from the City Clerk.

(Clause No. 30(n) – Report No. 5)

6-42. Request for Proposal (RFP) for the Provision of Legal Services in Respect of the Defined Benefit Pension Plans Sponsored by the City of Toronto.

The Administration Committee had before it a report (March 21, 2001) from the Board of Trustees of the Metropolitan Toronto Pension Plan and the Board of Trustees of the Metropolitan Toronto Police Benefit Fund, advising that the Board of Trustees of the Metropolitan Toronto Pension Plan and the Board of Trustees of the Metropolitan Toronto Police Benefit Fund on March 2, 2001, during consideration of the issue of the Request for Proposal for Provision of Legal Services in Respect of the Defined Benefit Pension Plans Sponsored by the City of Toronto decided to:

- (1) go on record in protest of not having had the opportunity of reviewing the Request for Proposal (RFP) for the Provision of Legal Services in Respect of the Defined Benefit Pension Plans Sponsored by the City of Toronto prior to it being placed in the newspaper, and as requested in its communication (January 26, 2001) addressed to the Chief Financial Officer; and
- (2) request the Administration Committee that no further actions be implemented that affect the plan without prior consultation with the Board of Trustees of the plan.

On motion by Councillor Soknacki, the Administration Committee referred the foregoing report to the Chief Financial Officer and Treasurer for a report thereon to the Administration Committee, through the Board of Trustees of the Metropolitan Toronto Pension Plan and the Board of Trustees of the Metropolitan Toronto Police Benefit Fund Committee.

(Chief Financial Officer and Treasurer; Board of Trustees of the Metropolitan Toronto Pension Plan; Board of Trustees of the Metropolitan Toronto Police Benefit Fund – March 27, 2001)

(Clause No. 30(o) – Report No. 5)

**6-43. Proposed Acquisition of CN Leaside Spur Line
Extending South from York Mills Road to
North of Eglinton Avenue East
(Ward 25 – Don Valley West).**

The Administration Committee had before it a confidential report (March 20, 2001) from the Commissioner of Corporate Services respecting the proposed acquisition of CN Leaside Spur Line Extending South from York Mills Road to North of Eglinton Avenue East, such report to be considered in-camera having regard that the subject matter relates to the acquisition of property.

On motion by Councillor Miller, the Administration Committee recommended to Council the adoption of the foregoing confidential report from the Commissioner of Corporate Services respecting the proposed acquisition of CN Leaside Spur Line Extending South from York Mills Road to North of Eglinton Avenue East, which was forwarded to Members of Council under confidential cover; and further that in accordance with the Municipal Act, discussions pertaining thereto be considered in-camera having regard that the subject matter relates to the acquisition of property.

(Clause No. 15 – Report No. 5)

**6-44. Recruitment and Selection of
City Clerk and City Solicitor.**

The Administration Committee had before it a report (March 27, 2001) from the Commissioner of Corporate Services, describing the process to recruit and select candidates for the positions of City Clerk and City Solicitor; advising that the recruitment and selection process is intended to ensure the selection of the best candidates possible, ensure a balanced senior management team and ensure Council and management have an opportunity to provide input and advice as part of the process; that the following steps will be undertaken:

- (i) development of a position profile, core competencies and selection criteria based on interviews with the Mayor, Members of Council at their option, the Chief Administrative Officer, senior and departmental management;
- (ii) a concurrent internal/external (national) candidate search;
- (iii) identify/contact potential best candidates using search experience;
- (iv) initial screening of candidates and review to identify an appropriate short list to be interviewed by the selection panel;
- (v) interviews by the selection panel consisting of the Mayor or designate, Deputy Mayor, Chair of Administration Committee, Chair of Personnel Sub-Committee, the CAO or other member of Executive Management Team and Commissioner, Corporate Services; the same members of the selection panel will participate in the interview of all candidates for each position;
- (vi) reference checks for the finalist candidates;
- (vii) negotiation of salary and other terms and conditions of employment based on the pro forma contract, subject to Council approval of the selected candidate;
- (viii) recommendation by the CAO of the selection decision for the approval and appointment by Council;

and recommending that this report be received for information.

On motion by Councillor Miller, the Administration Committee:

- (i) amended Step (v) embodied in the foregoing report by deleting the “Deputy Mayor” from the selection panel; and

- (ii) concurred with the recruitment and selection process for the hiring of the City Clerk and the City Solicitor as outlined in the foregoing report.

Chief Financial Officer and Treasurer – March 27, 2001)

(Clause No. 30(p) – Report No. 5)

The Committee adjourned its meeting at 5:00 p.m.

Chair