
**ADMINISTRATION COMMITTEE
AGENDA**

Date of Meeting:	Monday, May 27, 2002	Enquiry:	Patsy Morris
Time:	9:30 a.m.		Administrator
Location:	Committee Room 2		392-9151
	2nd Floor, City Hall		
	100 Queen Street West		
	Toronto		

**DECLARATIONS OF INTEREST PURSUANT TO
THE MUNICIPAL CONFLICT OF INTEREST ACT.**

CONFIRMATION OF MINUTES.

COMMUNICATIONS/REPORTS.

**1. REPORT ON CONTINUOUS IMPROVEMENT STRATEGIES
FOR THE DELIVERY OF PUBLIC INFORMATION AND
COMMUNICATIONS SERVICES FOR THE CITY OF TORONTO.**

Commissioner of Corporate Services
(May 3, 2002)

Responding to an Administration Committee recommendation, adopted by Toronto City Council during the 2002 Budget deliberations, that the Commissioner of Corporate Services be requested to report to the Administration Committee in May 2002, on the development of continuous improvement strategies for the delivery of Communication Services for the City of Toronto, and on the impacts of achieving reductions in Communications Services across the corporation; such report to be in consultation with the Chief Administrator's Office so that it addresses these issues in the overall context of citizen participation; advising that there are no financial implications arising from this report; and recommending that:

- (1) existing public information/communications resources be retained;
- (2) corporate and departmental communications staff continue to develop continuous improvement strategies to harmonize communications services across the corporation, adhere to corporate standards and explore further efficiencies; and

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

2. HARMONIZATION OF MANDATORY RETIREMENT.

City Clerk

(May 8, 2002)

Advising that the Personnel Sub-Committee at its meeting held on May 8, 2002, had before it a report (April 17, 2002) from the Commissioner of Corporate Services, regarding the harmonization of mandatory retirement; and recommended to the Administration Committee the approval of the Mandatory Retirement Policy as contained in the foregoing report from the Commissioner of Corporate Services.

3. WORKFORCE REDUCTION COSTS IN 2002.

City Clerk

(May 8, 2002)

Advising that the Personnel Sub-Committee at its meeting held on May 8, 2002:

- (1) recommended to the Administration Committee the adoption of the joint report (April 15, 2002) from the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer regarding the workforce reduction costs in 2002; and
- (2) requested the Commissioner of Corporate Services and the Chief Financial Officer and Treasurer to submit to the Administration Committee, a supplementary chart as outlined in Appendix "A" of the foregoing report, showing the workforce reduction costs for the year 2001, and if possible, the year 2000.

**3(a). Commissioner of Corporate Services and
Chief Financial Officer and Treasurer.**
(May 14, 2002)

Forwarding a supplementary chart showing the workforce reduction costs for the year 2001 and 2002 as requested by the Personnel-Sub Committee on May 8, 2002.

4. EMPLOYMENT STATUS OF STAFF CURRENTLY WORKING AT THE KEELE VALLEY LANDFILL SITE.

Commissioner of Works and Emergency Services.
(May 13, 2002)

Defining the planning process to deal with the surplus staff from closure of the Keele Valley Landfill site; and recommending that a report on the process and the consultations with the unions to deal with staff currently working at the Keele Valley Landfill site be developed through the spring and summer of 2002 and reported to the October, 2002, Administration Committee meeting.

5. METROPOLITAN TORONTO PENSION PLAN - REPORT ON THE ACTUARIAL VALUATION FOR FUNDING PURPOSES AS AT DECEMBER 31, 2001.

Chief Financial Officer and Treasurer.
(May 10, 2002)

Providing comments regarding the Metropolitan Toronto Pension Plan Actuarial Valuation for funding purposes as at December 31, 2001; requesting approval of the recommendations for pension indexing contained therein; presenting information on the status of the Plan; advising that there is no foreseeable impact as the Plan remains in a fully funded position; and recommending that:

- (1) the 2001 Actuarial Valuation report be received for information; and
- (2) By-law No. 15-92 of the former Metropolitan Corporation, as amended, be further amended so as to:
 - (a) continue the contribution holiday for the year 2003;
 - (b) increase pensions in payment as at December 31, 2001, by 2.5 percent effective January 1, 2002, prorated for those who retired in 2001; and
 - (c) authority be granted for the introduction of the appropriate Bill in Council to implement these recommendations.

**5(a) ACTUARIAL VALUATION REPORT AS AT
DECEMBER 31, 2001, BOARD OF TRUSTEES OF
THE METROPOLITAN TORONTO PENSION PLAN.**

Board Secretary, Board of Trustees of the
Metropolitan Toronto Pension Plan.

(May 7, 2002)

Advising that the Board of Trustees of the Metropolitan Toronto Pension Plan at its meeting held on Friday, April 26, 2002, recommended to the Administration Committee that:

- (1) the contribution holiday for the Employer and employees continue for the calendar year 2003; and
- (2) an increase of 2.50 percent be granted on pensions, effective January 1, 2002, to pensioners on benefit for more than 1 year and a proportionate increase of 0.2083 percent for each month of pension payment made in 2001 be granted for pensioners who retired during 2001 for which the estimated cost is \$14,506,000.

**6. TORONTO CIVIC EMPLOYEES' PENSION AND BENEFIT FUND,
PRELIMINARY VALUATION RESULTS AS AT DECEMBER 31, 2001.**

Chief Financial Officer and Treasurer.

(May 15, 2002)

Recommending that:

- (1) the 2001 Preliminary Valuation Results Summary be received for information;
- (2) service and disability pensions which commenced prior to December 31, 2001, be increased by 2.6 percent effective July 1, 2002, through a combination of the amount provided under the plans indexing provisions (.99 percent) and a supplementary adjustment (1.61 percent) and that authority be granted for the introduction of the appropriate Bill in Council to implement this recommendation; and
- (3) the appropriate City officials be authorized to take the necessary action to give effect thereto.

**7. TORONTO FIRE DEPARTMENT SUPERANNUATION AND BENEFIT FUND,
PRELIMINARY VALUATION RESULTS AS AT DECEMBER 31, 2001.**

Chief Financial Officer and Treasurer.
(May 15, 2002)

Recommending that:

- (1) the 2001 Preliminary Valuation Results Summary be received for information;
- (2) service and disability pensions which commenced prior to December 31, 2001, be increased by 2.6 percent effective July 1, 2002, through a combination of the amount provided under the plan's indexing provisions (1.3 percent) and a supplementary adjustment (1.3 percent) and authority be granted for the introduction of the appropriate Bill in Council to implement this recommendation; and
- (3) the appropriate City officials be authorized to take the necessary action to give effect thereto.

**8. SUPPLY AND DELIVERY OF
POLYETHYLENE GARBAGE BAGS
REQUEST FOR QUOTATION NO. 0406-00-1103.**

Chief Financial Officer and Treasurer
(May 7, 2002)

Requesting authority to exercise the third year option to renew this contract with the current supplier W. Ralston and Company, for the supply and delivery of Polyethylene Garbage Bags for the City of Toronto for the period August 1, 2002 to July 31, 2003, under the same terms and conditions; advising that funds in the estimated amount of \$237,750.00 including all charges and applicable taxes for the remaining year of this contract will be provided in the appropriate departmental accounts for the required portion of the contract for 2002 and 2003. The total estimated value of this contract for the three (3) year period is \$713,250.00; and recommending that the City exercise the third year option to renew this contract with the current supplier W. Ralston and Company in the estimated amount of \$237,750.00 including all charges and applicable taxes, for the supply and delivery of Polyethylene Garbage Bags for the period August 1, 2002 to July 31, 2003.

**9. SUPPLY AND DELIVERY OF
UNSHRINKABLE FILL CONCRETE MIX
REQUEST FOR QUOTATION NO. 3919-02-0002.**

City Clerk.

(May 1, 2002)

Advising that the Bid Committee at its meeting held on May 1, 2002, had before it a report (April 24, 2002) from the Director of Purchasing and Materials Management, headed "Supply and Delivery of Unshrinkable Fill Concrete Mix, Request for Quotation No. 3919-02-0002", recommending that:

- (1) the quotation submitted by City Ready Mix Inc., be accepted for the supply and delivery of Unshrinkable Fill Concrete Mix as required for various City of Toronto departments in the estimated amount of \$487,370.00 including all charges and applicable taxes for the portion of the contract in 2002, being the lowest Quotation received; and
- (2) the balance of the award in the estimated amount of \$243,685.00 to City Ready Mix Inc. be referred to Administration Committee and Council for approval, since the budgets related to the required portion of the contract for 2003 must be approved by Council.

**10. RESULTS OF REQUEST FOR PROPOSAL NO. 3003-02-7069,
NOTIFICATION SERVICES TO INDIVIDUALS CHARGED UNDER
THE PROVINCIAL OFFENCES ACT.**

Commissioner of Corporate Services and
Chief Financial Officer and Treasurer.

(May 10, 2002)

Recommending that:

- (1) Doculink International, being the highest overall scoring proponent as determined by the evaluation team, be retained for the printing and mailing of notices designated under the Provincial Offences Act for the period July 1, 2002 to December 31, 2003 in accordance with specifications as required by the Corporate Services Department in the estimated amount of \$360,000.00; and
- (2) the option to renew for the period January 1, 2004 to December 31, 2004 in the estimated amount of \$260,000.00 and the period January 1, 2005 to December 31, 2005 in the amount of \$260,000.00 under the same terms and conditions be reviewed by the Commissioner of Corporate Services in co-operation with the Purchasing Agent, provided the first term of the contract was performed satisfactorily to ensure it is feasible to extend the contract; and

- (3) provided that there is a favourable review, in accordance with Recommendation No. (2), the Commissioner of Corporate Services be delegated the authority to exercise the options on the terms and conditions set out above and be authorized to instruct the Purchasing Agent to process the necessary contract.

**11. RESULTS OF REQUEST FOR PROPOSAL 9144-02-7005,
PROVISION OF DATA ENTRY SERVICES REQUIRED UNDER THE
PROVINCIAL OFFENCES ACT.**

Commissioner of Corporate Services and
Chief Financial Officer and Treasurer.
(May 10, 2002)

Recommending that:

- (1) Southport Data Systems, being the highest overall scoring proponent as determined by the evaluation team, be retained for the data entry of certificates issued under the Provincial Offences Act for the period July 1, 2002 to December 31, 2004 in accordance with specifications as required by the Corporate Services Department in the estimated amount of \$339,973.00; and
- (2) the option to renew for the period January 1, 2005 to December 31, 2005 in the estimated amount of \$145,000.00 and the period January 1, 2006 to December 31, 2006 in the estimated amount of \$152,000.00 under the same terms and conditions be reviewed by the Commissioner of Corporate Services in co-operation with the Purchasing Agent, provided the first term of the contract was performed satisfactorily, to ensure it is feasible to extend the contract; and
- (3) provided that there is a favourable review, in accordance with Recommendation No. (2), the Commissioner of Corporate Services be delegated the authority to exercise the options on the terms and conditions set out above and be authorized to instruct the Purchasing Agent to process the necessary contract.

**12. SAVE THE ROUGE VALLEY SYSTEM
REQUEST TO PROTECT A PROPERTY
OWNED BY VILLAGE SECURITIES
EAST SIDE OF STAINES ROAD
NORTH OF FINCH AVENUE EAST
(WARD 42 – SCARBOROUGH ROUGE RIVER).**

City Clerk

(April 26, 2002)

Advising that City Council at its meeting held on April 16, 17 and 18, 2002, had before it Clause No. 20 of Report No. 4 of The Administration Committee, headed “Save the Rouge Valley System – Request to Protect a Property Owned by Village Securities East Side of Staines road North of Finch Avenue East (Ward 42 – Scarborough Rouge River)”; that Council directed that the aforementioned Clause be struck out and referred back to the Administration Committee for further consideration, pending discussions with Village Securities.

**13. DECLARATION AS SURPLUS
630 AND 650 MOUNT PLEASANT ROAD,
MUNICIPAL CARPARK NO. 178
(WARD 22 - ST. PAUL'S).**

Commissioner of Corporate Services.

(May 6, 2002)

Recommending that:

- (1) 630 and 650 Mount Pleasant Road be declared surplus to the City’s requirements, save and except the stratified portion of the site to be retained by the City for municipal parking purposes;
- (2) the Toronto Parking Authority be authorized to negotiate the terms of a sale agreement relating to the surplus property with Mt. Pleasant Meadows Corporation or another entity associated with it or controlled by the same principals and acceptable to the Toronto Parking Authority, and report back thereon;
- (3) all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and
- (4) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

14. DECLARATION AS SURPLUS, ONE-FOOT RESERVE STRIP AT THE REAR OF 129 RONAN AVENUE - (WARD 25 - DON VALLEY WEST).

Commissioner of Corporate Services.

(May 8, 2002)

Recommending that:

- (1) the one-foot reserve strip at the rear of 129 Ronan Avenue, being Part of Lot 323, Plan M260, be declared surplus to the City's requirements and the reserve strip be offered for sale to the abutting property owner at 129 Ronan Avenue, 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.

15. DECLARATION AS SURPLUS VACANT PARCEL OF LAND LOCATED BETWEEN NOS. 42 AND 44 REVCO DRIVE (WARD 24 – WILLOWDALE).

Commissioner of Corporate Services

(May 8, 2002)

Recommending that:

- (1) the parcel of vacant land located on the west side of Revcoe Drive between Nos. 42 and 44 Revcoe Drive and described as Block F on Plan 5345, be declared surplus to the City's requirements and the parcel be offered for sale to the abutting 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.

**16. DECLARATION AS SURPLUS
PARCEL OF VACANT LAND
NORTH SIDE OF MAIDACROFT PLACE
BETWEEN NOS. 14 AND 23 MAIDACROFT PLACE
(WARD 4 – ETOBICOKE CENTRE).**

Commissioner of Corporate Services
(May 8, 2002)

Recommending that:

- (1) the parcel of vacant land located on the north side of Maidacroft Place, between Nos. 14 and 23 Maidacroft Place, described as Block D, Plan M1524, be declared surplus to the City's requirements, subject to the retention of a permanent easement in favour of the City for sewer and catch basin purposes, and the parcel be offered for sale to the abutting 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.

**17. DECLARATION OF SURPLUS
PARCEL OF VACANT LAND
LOCATED AT THE REAR OF
3097 DANFORTH AVENUE
(WARD 35 – SCARBOROUGH SOUTHWEST).**

Commissioner of Corporate Services
(May 8, 2002)

Recommending that:

- (1) the parcel of vacant land located at the rear of 3097 Danforth Avenue, described as part of Lot 15 on Plan 757, be declared surplus to the City's requirements and the parcel be offered for sale to the abutting property owner at 3097 Danforth Avenue, 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.

**18. DECLARATION AS SURPLUS
PARCEL OF VACANT LAND
SOUTHEAST CORNER OR
ROYAL YORK ROAD AND
LAWRENCE AVENUE WEST
(WARD 2 – ETOBICOKE NORTH).**

Commissioner of Corporate Services
(May 8, 2002)

Recommending that:

- (1) the parcel of vacant land located at the southeast corner of Royal York Road and Lawrence Avenue West, described as Lot 3, Plan 9748, be declared surplus to the City's requirements and the parcel be offered for sale to abutting property owners, 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.

**19. POSSIBLE DECLARATION AS SURPLUS
1821 ST. CLAIR AVENUE WEST AND SECTION OF
PERTH AVENUE, BETWEEN KINGSLEY AVENUE
AND THE DEAD END NEXT TO 485 PERTH AVENUE.**

Councillor Betty Disero.
(May 10, 2002)

Advising that she would like the City to consider releasing two (2) properties (Delta Bingo at 1821 St. Clair Avenue West; and N.R.I. Industries, section of Perth Avenue between Kingsley Avenue and the dead-end next to 485 Perth Avenue; that she has contacted the abutting owners and they are interested in discussing possibilities with staff; and given that the abutting owners would be prepared to purchase and pay property tax on these properties that these two companies should be contacted to purchase the properties, as these are not properties that will ever be used by the City; and requesting the Administration Committee to instruct staff to negotiate and report back thereon to the Committee.

IN CAMERA **In Accordance with the Municipal Act, a motion is required for the Committee to meet privately and the reason must be stated.**

IN CAMERA

20. CONCLUSION OF THE CITY'S INVOLVEMENT IN THE ONTARIO MUNICIPAL INSURANCE EXCHANGE (OMEX).

Chief Financial Officer and Treasurer.
(May 13, 2002)

Confidential report respecting the Conclusion of the City's Involvement in the Ontario Municipal Insurance Exchange (OMEX) such report to be considered in-camera having regard that the subject matter relates to the a possible litigation matter.

IN CAMERA

21. LEASE OF AIR RIGHTS FROM TORONTO TRANSIT COMMISSION TO TORONTO PARKING AUTHORITY - MUNICIPAL CARPARK OVER TTC OPEN CUT BETWEEN PRICE STREET AND ROWANWOOD AVENUE - WARD 27.

President, Toronto Parking Authority.
(May 14, 2002)

Confidential report respecting the lease of air rights from the Toronto Transit Commission to the Toronto Parking Authority, such report to be considered in-camera having regard that the subject matter relates to the security of the property of the municipality.

IN CAMERA

22. EXPROPRIATION OF ALL PROPERTY INTERESTS AT 1505 BAYVIEW AVENUE AND THE LEASEHOLD INTEREST OF THE GROUND FLOOR TENANT AT 1501 BAYVIEW AVENUE FOR THE PURPOSE OF ESTABLISHING A MUNICIPAL PARKING LOT WARD 26 - DON VALLEY WEST.

President, Toronto Parking Authority.
(May 14, 2002)

Confidential report respecting the expropriation of all property interests at 1505 Bayview Avenue and the leasehold interest of ground floor tenant at 1501 Bayview Avenue for the Purpose of Establishing a Municipal Parking Lot such report to be considered in-camera having regard that the subject matter relates to the acquisition of property.