

THE CITY OF TORONTO

City Clerk's Division

Minutes of the Administration Committee

Meeting No. 8

Tuesday, November 30, 1999.

The Administration Committee met on Tuesday, November 30, 1999, in Committee Room 1, 2nd Floor, City Hall commencing at 9:45 a.m.

Attendance

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

	9:45 a.m. to 12:55 p.m.	In Camera Session 2:50 p.m. to 5:40 p.m.	5:40 p.m. to 6:30 p.m.
Councillor Lorenz Berardinetti (Chair)	X	X	X
Councillor John Adams	X		
Councillor Gerry Altobello		X	X
Councillor Bas Balkissoon	X	X	X
Councillor Sandra Bussin (Vice Chair)	X	X	X
Councillor Doug Holyday	X		
Councillor Doug Mahood		X	X
Councillor David Miller	X	X	X
Councillor Denzil Minnan-Wong	X		
Councillor Ron Moeser	X	X	X

Confirmation of Minutes.

On motion by Councillor Moeser the minutes of the meeting of the Administration Committee held on November 2, 1999, were confirmed.

8-1. 2000 – 2004 Capital Budget – Preliminary Review.

The Administration Committee had before it a communication (November 17, 1999) from the City Clerk advising that the Budget Advisory Committee has completed its preliminary review of the 2000-2004 Capital Budget and directed that:

- (1) the 2000-2004 Capital Budget be forwarded to all Community Councils and relevant Standing Committees for consideration;
- (2) the preliminary requests of the Budget Advisory Committee be forwarded to the Community Councils and Standing Committees for information; and
- (3) the Community Councils and Standing Committees be requested to forward their recommendations pertaining to the 2000-2004 Capital Budget to the Budget Advisory Committee prior to the commencement of the 'wrap-up' meetings on December 9, 1999;

with respect to the following:

- (1) Information and Technology;
- (2) Finance Department;
- (3) City Clerk;
- (4) Facilities and Real Estate; and
- (5) Fleet Management Services.

The following persons gave an overhead presentation to the Administration Committee in connection with the foregoing matter, and filed a copy of their presentation material:

- Ms. Wanda Liczyk, Chief Financial Officer and Treasurer;
- Ms. Brenda Glover, Acting Commissioner of Corporate Services and Executive Director, Human Resources;
- Ms. Susane Borup, Executive Director, Facilities and Real Estate;
- Mr. Stan Burrows, Director, Fleet Management; and
- Mr. Jim Andrews, Director, Information Technology.

Mr. Bruce Davis, Urban Intelligence Inc.; appeared before the Administration

Committee in connection with the foregoing matter.

On motion by Councillor Holyday, the Administration Committee:

(1) received presentations from the following persons respecting the 2000 – 2004 Capital Budget:

- the Chief Financial Officer and Treasurer;
- the Acting Commissioner of Corporate Services and Executive Director of Human Resources;
- the Executive Director of Facilities and Real Estate;
- the Executive Director, Information and Technology Division; and
- the Director, Fleet Management Services;

who filed a copy of their presentation material to the Committee in regard thereto;

(2) referred the following Capital Budget programs and the aforementioned presentation material to the Budget Advisory Committee for consideration at its meeting scheduled to be held December 9, 1999:

- Information and Technology;
- Finance Department;
- City Clerk;
- Facilities and Real Estate; and
- Fleet Management Services; and

(3) received the aforementioned communication (November 17) from the City Clerk.

(Budget Advisory Committee; c: Chief Financial Officer and Treasurer; Acting Commissioner of Corporate Services; Executive Director of Facilities and Real Estate; Executive Director, Fleet Management; Director, Information and Technology, Mr. Bruce Davis, Urban Intelligence Inc. – November 30, 1999)

(Clause No. 24(a) - Report No. 8)

and Master Plan for Office Accommodation.

The Administration Committee had before it a report (November 23, 1999) from the Chief Administrative Officer respecting the three reports which will be considered by the Consolidation Sub-Committee on November 29, 1999, prior to the November 30, 1999, Administration Committee meeting; and advising that the report dated November 23, 1999, from the Chief Administrative Officer recommends that:

- (1) Phase 2 of the Plan for Office Accommodation be approved;
- (2) the amount of \$38.2 million be approved in the Transition Program of the 2000 - 2004 Capital Works Program for implementation of Phase 2 with cash flow distribution as follows:
 - 2000 - \$14 million
 - 2001 - \$14 million
 - 2002 - \$10.2 million
- (3) the Executive Director of Facilities and Real Estate Division be authorized and directed to take any and all actions required to implement the short term accommodation plan in an expeditious manner;
- (4) interim progress reports be presented for information purposes to the Administration Committee at six-month intervals throughout the program;
- (5) in preparation for Phase 3, the long term accommodation strategy, three Working Groups of Councillors be formed to work with appropriate staff and other government agencies to give consideration to:
 - (a) resolution of the current dual ownership and occupancy of the Scarborough Civic Centre;
 - (b) the potential of creating a new civic facility to replace the existing York Civic Centre and the Etobicoke Complex (comprising the former Etobicoke Civic Centre, Hydro and Education Facility), together with the disposal and re-development of the Etobicoke Complex and the future of the York Civic Centre, as well as the re-development potential of the areas adjacent to and including the North York Civic Centre including creating a new civic facility;
 - (c) the long term future of Old City Hall, as set out in the body of the report;and collectively the Working Groups should give further consideration to:

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- (d) the options to meet the diminishing requirements for long term office space in the downtown core including timing and sale of Metro Hall;
- (6) the Chief Administrative Officer prepare terms of reference, reporting relationships and staffing support for the respective Working Groups for consideration by the Office Consolidation Sub-Committee;
- (7) external leases, set out in this report, be consolidated into municipally owned facilities as part of the program;
- (8) the Urban Affairs Library be relocated to City Hall, the cost of which is in the proposed budget;
- (9) as a result of the City's requirement for all its space, notice be given to all non-government tenants, and tenants paying below-market rent, presently located in the facilities to be utilized, to vacate in accordance with the terms of their leases;
- (10) in cases where the City provided free or below market rent to grant receiving organizations, the City adopt a policy that reasonable rent be provided as part of the grant;
- (11) Council determine, on an equitable basis, the future of office provision in the community for all members of Council prior to the next term of Council;
- (12) the City Clerk establish in consultation with the agencies, boards and commissions, appropriate arrangements and scheduling for public meetings of such bodies in City space;
- (13) the properties delineated in Appendix A be declared surplus to office accommodation requirements and the existing tenancies be terminated;
- (14) the financial elements of this report be forwarded to the Policy and Finance Committee for consideration during the 2000 Budget process; and
- (15) the appropriate City officials be authorized and directed to give effect thereto.

The Administration Committee also had before it:

- (i) communication (November 10, 1999) from the City Clerk, advising that the Office Consolidation Sub-Committee on November 29, 1999, during its consideration of reports from the Chief Administrative Officer respecting office accommodation, amongst other things, recommended that:

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- (1) consideration of Recommendation No. (11) of the report (November 23, 1999) from the Chief Administrative Officer respecting Master Plan for Office Accommodation be deferred until January, 2001; and
 - (2) the reports (November 23, 1999) from the Chief Administrative Officer, as amended by Recommendation No. (1); and
- (ii) a publication entitled "Strategy and Standards for Office Space and Ergonomics, dated November, 1999, prepared by the Office Space Strategy Team, which was distributed to Members of the Administration Committee at its meeting on November 30, 1999.

The Chief Administrative Officer gave an overhead presentation to the Administration Committee in connection with the foregoing matter.

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

- Councillor Tom Jakobek, East Toronto;
 - Councillor Jane Pitfield, East York; and
 - Councillor David Shiner, Seneca Heights.
- A. Councillor Moeser moved that the Administration Committee recommend to Council the adoption of the aforementioned report subject to:
 - (ii) Council deferring consideration of the following Recommendation No. (11) embodied therein until January, 2001;

“(11) Council determine, on an equitable basis, the future of office provision in the community for all members of Council prior to the next term of Council;”.

(Carried)
 - B. Councillor Miller moved that the Administration Committee recommend to Council:
 - (i) that the following Recommendations Nos. (9), and (10) be struck out and referred to the Chief Administrative Officer for report thereon, through the Office Consolidation Sub-Committee, identifying what organizations are being

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referred to:

“(9) as a result of the City’s requirement for all its space, notice be given to all non-government tenants, and tenants paying below-market rent, presently located in the facilities to be utilized to vacate in accordance with the terms of their leases;”;

“(10) in cases where the City provided free or below market rent to grant receiving organizations, the City adopt a policy that reasonable rent be provided as part of the grant.” **(Carried.)**

(ii) that all members of council be canvassed to determine their interest in participating in the Working Groups referred to in Recommendation No. (5) of the aforementioned report; **(Carried)**

(iii) that citizens from the York/Etobicoke communities be requested to participate in the aforementioned Working Groups; and **(Carried)**

(iv) that as part of the medium and long term space use planning, staff include planning for employee allocation based on alternative work arrangements such as telecommuting where practicable. **(Carried)**

C. Councillor Bussin moved that Councillor Pittfield be appointed to the proposed Working Group that will be given consideration to the long term future of Old City Hall referred to in Recommendation No. (5)(c) of the aforementioned report. **(Carried)**

D. Councillor Holyday moved that:

(i) the Chief Financial Officer and Treasurer be requested to submit a report to the Special Meeting of the Admin Committee scheduled to be held on December 8, 1999, on what the current taxes are on the parcels of land located behind City Hall and what the tax implications would be if the properties were developed; and **(Carried)**

(ii) the Acting Commissioner of Corporate Services be requested to review this matter further and submit a further report thereon directly to Council for its meeting scheduled to be

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held on December 14, 1999. **(Carried)**

- E. Councillor Moeser on behalf of Councillor Jakobek moved that:
- (i) the Chief Administrative Officer be requested to provide the lease expiration dates for the leased properties outlined in his report (November 23, 1999) entitled "Master Plan for Office Accommodation". **(Carried)**
 - (ii) the Chief Administrative Officer be requested to submit a report directly to Council for its meeting scheduled to be held on December 14, 1999, with a list of warehouse and special purpose spaces owned and leased by the City, as well as any properties the City plans to lease. **(Carried)**
 - (iii) the Chief Administrative Officer, in consultation with the City Solicitor, the Acting Commissioner of Corporate Services and the Chief Financial Officer and Treasurer, be requested to submit a report to the Administration Committee respecting the expropriation of certain lands. **(Carried)**

The Administration Committee directed that the instructions to staff pertaining to Part (iii) of the foregoing Motion E. by Councillor Moeser on behalf of Councillor Jakobek remain confidential in accordance with the provisions of the Municipal Act.)

The Decision of the Administration Committee therefore is as follows:

The Administration Committee:

- (I) recommended to Council:
 - (1) the adoption of the report (November 23, 1999) from the Chief Administrative Officer, subject to:
 - (i) striking out and referring the following Recommendations Nos. (9) and (10) to the Chief Administrative Officer for report thereon, through the Office Consolidation Sub-Committee, identifying what organizations are being referred to:
 - “(9) as a result of the City’s requirement for all its space, notice be given to all non-government tenants, and tenants paying below-market rent, presently located in the facilities to be utilized, to vacate in accordance with the

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terms of their leases;”;

“(10) in cases where the City provided free or below market rent to grant receiving organizations, the City adopt a policy that reasonable rent be provided as part of the grant;” and

(ii) Council deferring consideration of the following Recommendation No. (11) embodied therein until January, 2001:

“(11) Council determine, on an equitable basis, the future of office provision in the community for all Members of Council prior to the next term of Council;”;

(2) that as part of the medium and long term space use planning, staff include planning for employee allocation based on alternative work arrangements such as telecommuting where practicable;

(3) that Councillor Jane Pitfield be appointed to the proposed Working Group that will be giving consideration to the long term future of Old City Hall referred to in Recommendation No. (5) (c) of the aforementioned report;

(4) that all Members of Council be canvassed to determine their interest in participating in the Working Groups referred to in Recommendation No. (5) of the aforementioned report; and

(5) that citizens from the York/Etobicoke communities be requested to participate in the aforementioned Working Groups.

(II) requested the Chief Financial Officer and Treasurer to submit a report to the Special Meeting of the Administration Committee scheduled to be held on December 8, 1999, on what the current taxes are on the parcels of land located behind City Hall and what the tax implications would be if the properties were developed;

(III) requested the Chief Administrative Officer:

(a) to provide the lease expiration dates for the leased properties outlined in his report (November 23, 1999) entitled “Master Plan for Office Accommodation”;

- (b) to submit a report directly to Council for its meeting scheduled to be held on December 14, 1999, with a list of warehouse and special purpose spaces owned and leased by the City, as well as any properties the City plans to lease; and
 - (a) and the Acting Commissioner of Corporate Services to review this matter further and submit a further report thereon directly to Council for its meeting scheduled to be held on December 14, 1999; and
- (III) issued directions to staff respecting the foregoing matter, such direction to remain confidential in accordance with the provisions of the Municipal Act.

(Chief Administrative Officer; Chief Financial Officer and Treasurer; Acting Commissioner of Corporate Services; City Solicitor – November 30, 1999)

(Clause No. 1 - Report No. 8)

8-3. Civic Spaces Associated With Civic Centres.

The Administration Committee had before it a report (November 23, 1999) from the Chief Administrative Officer, recommending that:

- (1) Council confirm the use of Nathan Phillips Square as the City's premier civic square and event venue;
- (2) Special Events continue its current program in the districts until the City's long term needs for civic event space in the districts have been clarified;
- (3) Council approve funds in the amount of \$500,000 in 2000 for a design competition for the re-design and re-development of Nathan Phillips Square;
- (4) staff explore the feasibility of partnering with the private sector to defray or fully fund the design competition and report back to Council;
- (5) a condition survey of the Square, a needs assessment on the uses of the Square and a public consultation process be undertaken by the Facilities and Real Estate Division in advance of the competition proceeding;
- (6) the terms of reference for a re-design competition for Nathan Phillips Square be developed by the Facilities and Real Estate Division based on the condition survey, needs assessment and public consultation process and reviewed by the Office Consolidation Sub-Committee and presented to Council for approval;

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- (7) the concept plan for the Main Floor of City Hall as shown in Appendix C be approved;
- (8) funds in the amount of \$7.7 million for work to the Main Floor of City Hall, as outlined in Appendix E, be approved for phases 1 to 3 in the Transition Program of the Capital Works Budget for the implementation of detailed plans with cash flow proposed as follows:
 - 2000 - \$500,000
 - 2001 - \$4.0 million
 - 2002 - \$2.4 million
 - 2003 - \$836,000
- (9) a City of Toronto Public Arts Advisory Committee (PAAC) be established with Terms of Reference as set out in Appendix F;
- (10) the Commissioner of Economic Development, Culture and Tourism report back to Council on the appointment process to the PAAC;
- (11) the Chief of Protocol work with the PAAC to determine appropriate locations for award displays and galleries;
- (12) the matters dealt with in Section 6.2 'Public Art and Related Matters' of this report be referred to the Public Arts Advisory Committee for further consideration and report to Council;
- (13) the financial elements of this report be forwarded to the Policy and Finance Committee for consideration during the 2000 Budget process; and
- (14) the appropriate City officials be authorized and directed to give effect thereto.

The Administration Committee also had before it:

- (i) communication (November 10, 1999) from the City Clerk, advising that the Office Consolidation Sub-Committee on November 29, 1999, during its consideration of reports from the Chief Administrative Officer respecting office accommodation, amongst other things, recommended that:
 - (1) consideration of Recommendation No. (11) of the report (November 23, 1999) from the Chief Administrative Officer respecting Master Plan for Office Accommodation be deferred until January, 2001; and
 - (2) the reports (November 23, 1999) from the Chief Administrative

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Officer, as amended by Recommendation No. (1); and

- (ii) a communication (November 29, 1999) from Mr. Michael Macaulay, Chair, Public Art Commission, requesting the Administration Committee to defer consideration of Recommendation No. (9) embodied in the report (November 23, 1999) from the Chief Administrative Officer; and
- (iii) a publication entitled "Strategy and Standards for Office Space and Ergonomics, dated November, 1999, prepared by the Office Space Strategy Team, which was distributed to Members of the Administration Committee at its meeting on November 30, 1999.

The Chief Administrative Officer gave an overhead presentation to the Administration Committee in connection with the foregoing matter.

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

- Councillor Tom Jakobek, East Toronto;
- Councillor Jane Pitfield, East York; and
- Councillor David Shiner, Seneca Heights.

On motion by Councillor Adams the Administration Committee recommended to Council:

- (1) the adoption of the report (November 23, 1999) from the Chief Administrative Officer subject to striking out and referring the following Recommendation No. (9) to the departments responsible including the Economic Development, Culture and Tourism Department and the Urban Planning and Development Services for report thereon to the appropriate Committee:

“(9) a City of Toronto Public Arts Advisory Committee (PAAC) be established with Terms of Reference as set out in Appendix F;” and

- (2) that the Design Concept Plan for the Main Floor of City Hall be amended to include appropriate space for the installation of exhibits focussing on the City's built and natural heritage, and that the appropriate staff in the City Clerk's Division and the Culture, Arts and Heritage Division be directed to undertake programming of this space.

(Clause No. 2 - Report No. 8)

**8.4 State of Good Repair - Asset Preservation for
Civic Centres and Major Office Buildings.**

The Administration Committee had before it a report (November 23, 1999) from the Chief Administrative Officer, recommending that:

- (1) the short term program for State of Good Repair/Asset Preservation as summarized in Schedule A be approved;
- (2) the Executive Director of Facilities and Real Estate Division develop a five-year program with a ten-year projection for a State of Good Repair for Major Facilities program and that the funding envelope developed include the works shown in Schedule A;
- (3) the financial elements of this report be forwarded to the Policy and Finance Committee for consideration during the 2000 Budget process; and
- (4) the appropriate City officials be directed to take the necessary action to give effect thereto.

The Administration Committee also had before it:

- (i) a communication (November 10, 1999) from the City Clerk, advising that the Office Consolidation Sub-Committee on November 29, 1999, during its consideration of reports from the Chief Administrative Officer respecting office accommodation, amongst other things, recommended that:
 - (1) consideration of Recommendation No. (11) of the report (November 23, 1999) from the Chief Administrative Officer respecting Master Plan for Office Accommodation be deferred until January, 2001; and
 - (2) the reports (November 23, 1999) from the Chief Administrative Officer, as amended by Recommendation No. (1);
- (ii) a communication (November 29, 1999) from Councillor Jack Layton, recommending that as part of the State of Good Repair Program, the Chief Administrative Officer, in consultation with the Energy Efficiency Office (EEO) and the Toronto Atmospheric Fund (TAF) investigate:
 - (a) the feasibility of incorporating energy efficiency retrofits into building upgrades that reduce operating costs and energy

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consumption for Civic Centres and major civic office buildings; and

- (b) the possible use of revolving loan funds from TAF and other financial institutions to finance these retrofits;

and report to the Administration Committee by June, 2000; and

- (iii) a publication entitled "Strategy and Standards for Office Space and Ergonomics, dated November, 1999, prepared by the Office Space Strategy Team, which was distributed to Members of the Administration Committee at its meeting on November 30, 1999.

The Chief Administrative Officer gave an overhead presentation to the Administration Committee in connection with the foregoing matter.

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

- Councillor Tom Jakobek, East Toronto;
- Councillor Jane Pitfield, East York; and
- Councillor David Shiner, Seneca Heights.

The Administration Committee recommended to Council the adoption of the aforementioned report (November 23, 1999) from the Chief Administrative Officer.

(Clause No. 3 - Report No. 8)

8-5. Proposed Purchase of Former Hydro Corridor Lands for Park in the Terraview-Willowfield Community, South of Highway 401, West of Warden Avenue and Proposed Purchase of Hydro Corridor Lands North of Highway 401, (Ward 14 - Scarborough Wexford) (Ward 17 – Scarborough – Agincourt).

The Administration Committee had before it a report (September 22, 1999) from the Acting Commissioner of Corporate Services, recommending that:

- (1) the Acting Commissioner of Corporate Services or the Executive Director of Facilities and Real Estate be authorized to accept an Offer to Sell from 915343 Ontario Inc. (Norstar Group of Companies) for that part of Lot 33, Concession 2, City of Toronto (formerly City of Scarborough) being part of Part 2, Plan 64R-15854 and shown for ease of reference as Block 37 on the attached sketch (Schedule "A") in a form satisfactory to the City Solicitor

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- and at a price of \$1,000,000.00;
- (2) the City Solicitor be authorized to complete the transaction according to the terms and conditions of the Offer to Sell; and
 - (3) the appropriate City officials be authorized and directed to take the necessary action give effect thereto.

The Administration Committee also had before it a confidential report (November 23, 1999) from the Acting Commissioner of Corporate Services respecting the proposed purchase of former Hydro Corridor Lands for Park in the Terraview-Willowfield Community South of Highway 401 West of Warden Avenue;

The Administration Committee also had before it a confidential report (November 25, 1999) from the Acting Commissioner of Corporate Services respecting the proposed purchases of Hydro Corridor Lands North of Highway 401.

The Administration Committee also had before it a communication (November 29, 1999) from Councillor Norm Kelly, attaching the Council resolution respecting this matter.

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

- Ms. Lynda Wheeler, Terraview-Willowfield Residents' Association;
- Ms. Sheryle Saunders, President, North Bridlewood Residents Association;
- Councillor Norm Kelly, Scarborough Wexford.
- Councillor Sherene Shaw, Scarborough Agincourt; and
- Councillor Mike Tzekas, Scarborough Wexford.

On motion by Councillor Miller, the Administration Committee recommended to Council:

- (1) the adoption of the report (September 22, 1999) from the Acting Commissioner of Corporate Services; and
- (2) the adoption of the Recommendations of the Administration Committee embodied in the confidential communication (November 30, 1999) from the City Clerk, respecting the Proposed Purchase of former Hydro Corridor Lands for Park in the Terraview, Willowfield Community South of Highway 401 West of Warden Avenue; and Proposed

Purchase of Hydro Corridor Lands North of Highway 401, which was forwarded to Members of Council under confidential cover.

(Policy and Finance Committee; City Council; Chief Financial Officer and Treasurer; Acting Commissioner of Corporate Services; Commissioner of Works and Emergency Services; Commissioner of Economic Development, Culture and Tourism – November 30, 1999)

(Clause No. 4 - Report No. 8)

8-6. Municipal Elections – Proposed Legislative Amendments.

The Administration Committee had before it a report (November 17, 1999) from the City Clerk, responding to a request from the Corporate Services Committee to report on any necessary legislative amendments to the *Municipal Elections Act, 1996* and Ontario Regulation 101/97 for the 2000 Municipal Election; and recommending that the Minister of Municipal Affairs and Housing be requested, as soon as possible, to make the amendments described in items 1 through 42 to the *Municipal Elections Act, 1996* and Ontario Regulation 101/97, as applicable, outlined in the report; and the Minister of Finance be requested to make the amendment set out in item 43 to the *Assessment Act*.

- A. Councillor Adams moved that The Administration Committee recommend to Council:
 - (i) the adoption of the report (November 17, 1999) from the City Clerk subject to:
 - (a) amending Recommendation No. (41) to provide that the spending limit for candidates for Councillors be increased to \$3,500.00 base and \$0.96 cents per elector; and
 - (b) amending Recommendation No. (43) by adding thereto the following “and that the Mayor be requested to write to the Premier of Ontario and the Minister of Finance, with a copy to the Minister of Municipal Affairs and Housing, urging immediate action respecting this matter which is of great concern to residential tenants;” and **(Carried)**

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- (ii) that the Province of Ontario be requested to amend subsections 71(1) and 71(2) of the Municipal Elections Act, 1996 to increase the allowable contribution from a contributor to a candidate from \$750.00 to \$1,000.00. **(Carried)**

B. Councillor Bussin moved that:

- (1) the City Clerk be requested to review the impact of the advance polling date, as contained in Recommendation No. (8); and **(Carried)**
- (2) Recommendation No. 40 be amended to provide that for the office of Councillor for the City of Toronto Council the prescribed nomination filing fee be set at \$100.00. **(Lost)**

The Decision of the Administration Committee therefore is as follows:

The Administration Committee recommended to Council:

- (1) the adoption of the report (November 17, 1999) from the City Clerk subject to:
 - (i) amending Recommendation No. (41) to provide that the spending limit for candidates for Councillors be increased to \$3,500.00 base and \$0.96 cents per elector; and
 - (ii) amending Recommendation No. (43) by adding thereto the following words “and that the Mayor be requested to write to the Premier of Ontario and the Minister of Finance, with a copy to the Minister of Municipal Affairs and Housing, urging immediate action respecting this matter which is of great concern to residential tenants, so that Recommendation No. (43) now reads as follows:
 - “(43) section 16.1 of the *Assessment Act* be amended to move the date for property owners to provide a listing of the residential tenants of buildings from July 31 back to May 31, and that the Mayor be requested to write to the Premier of Ontario and the Minister of Finance, with a copy to the Minister of Municipal Affairs and Housing, urging immediate action respecting this matter which is of great concern to residential tenants;”;

- (3) that Province of Ontario be requested to amend subsections 71(1) and 71(2) of the Municipal Elections Act, 1996 to increase the allowable contribution from a contributor to a candidate from \$750.00 to \$1,000.00; and
- (4) that the City Clerk be requested to review the impact of the advance polling date, as contained in Recommendation No. (8).

(Clause No. 5 – Report No. 8)

8-7. Municipal Elections – By-Law Requirements.

The Administration Committee had before it

- (i) a report (November 17, 1999) from the City Clerk, outlining the mandatory and permissive by-laws City Council may enact for the 2000 Municipal Election; and recommending that:
 - (1) Council authorize advance votes to be conducted as indicated in section number 1 of this report;
 - (2) Council authorize the use of voting and vote-counting equipment for municipal elections as indicated in section number 2 of this report;
 - (3) Council authorize the payment of rebates to persons who make contributions to candidates for the Council of the City of Toronto during the 2000 municipal election as outlined in section number 3 of this report and Appendix “A”;
 - (4) Council authorize certain election material to be made available in the languages set out in section 4 of this report;
 - (5) the City continue the practice of opening voting places at 10:00 a.m. on voting day;
 - (6) institutions be open for the full voting day (10:00 a.m. to 8:00 p.m.); and
 - (7) leave be granted to introduce the necessary Bills in Council and the appropriate City officials be authorized to take the necessary action to give effect thereto.

- (ii) a communication (November 30, 1999) from Councillor Pam McConnell, Don River, expressing deep concern respecting the recommendation that election information no longer be made available in Tamil, Vietnamese and Somali; requesting the Committee to recommend the provision of election information in these languages as well as those already recommended; and if the Committee cannot agree to make this change; requesting the Committee to defer consideration of this matter until a future meeting in order to hear from the community on the impact of this change.

On motion by Councillor Adams the Administration Committee:

- (1) recommended to Council the adoption of the report (November 17, 1999) from the City Clerk subject to amending Recommendation No. (3) to provide that the contribution rebate program adopted by the City be similar to that offered by the Provincial Government; and
- (2) referred the aforementioned communication (November 30, 1999) from Councillor McConnell, to the City Clerk for report thereon directly to Council for its meeting scheduled to be held on December 14, 1999.

(City Clerk; c.: Councillor Pam McConnell – November 30, 1999)

(Clause No. 6 of Report No. 8)

8-8. Municipal Elections – General Process and Procedures

The Administration Committee had before it a report (November 17, 1999) from the City Clerk, responding to a request from the former Corporate Services Committee to report on the process for Election 2000; outlining in detail, for the information of Council, the process and procedures that will be followed in the conduct of the year 2000 election and the results of the consultations conducted with Members of Council and the public; advising that the Clerk of the City has the legislative authority under the *Municipal Elections Act, 1996* to establish these processes and procedures for the conduct of the election; that election policy issues which require legislative amendments or the enactment of by-laws are addressed in separate reports for the approval of the Administrative Committee and Council; that a preliminary estimate has been identified for the conduct of the 2000 municipal election for information purposes at this time; that a full budget submission will be presented later as part of the regular Year 2000 Operating Budget review; that the 2000 municipal election process is starting to take shape; that Staff are challenging practices and procedures that have been tried in the past and are developing processes to positively impact all facets of the election; that every process being

developed is paralleled with an alternative; that exciting new initiatives are being pursued, such as youth voting and a new customer service model in voting places; that Election policies will be finalized by the end of 1999 so that 2000 can be spent on operational concerns; that to date, everything is on track; and recommending that this report be received and submitted to Council for information.

The Administration Committee deferred consideration of the report (November 17, 1999) from the City Clerk until its Special Meeting scheduled to be held on December 8, 1999.

(City Clerk – November 30, 1999)

(Clause No. 24(b) – Report No. 8)

8-9. Policy on Filling Vacancies on City Council.

The Administration Committee had before it a report (October 21, 1999) from the City Clerk, responding to a request from Council for staff to develop a policy on the methods to fill future vacancies on City Council; and recommending that:

- (1) any vacancy in the office of the Mayor or a Councillor declared by Council prior to July 31 in the year prior to an election year be filled through the conduct of a by-election;
- (2) any vacancy in the office of the Mayor or a Councillor declared by Council after July 31 in the year prior to an election year be filled through an appointment; and
- (3) the recommended procedures for filling a vacancy through an appointment, as outlined in Appendix “A” be adopted.

The Administration Committee also had before it a report (November 17, 1999) from the City Clerk, responding to a request from the Administration Committee to report on the practices by other large Canadian cities in filling vacancies on municipal council; advising that with the exception of the City of London and the City of Yellowknife, which have a written policy for the filling of vacancies, all other municipalities surveyed follow the provisions of their applicable *Acts*; that generally, these *Acts* provide for all vacancies to be filled through a by-election except when the vacancy occurs within a defined time frame before the next general election (usually either six or twelve months); that Ontario’s *Municipal Act* appears to be unique in giving a council total discretion in filling a vacancy through either the conduct of a by-election or an appointment; and recommending that this report be received for information.

The Administration Committee also had before it a report (November 17, 1999) from the City Solicitor, responding to the Committee's request for a report on issues concerning the appointment of persons to fill a Council vacancy, also addressing the eligibility of persons to hold the office of City Councillor who have been charged or convicted of a criminal offence, including municipal corruption; and recommending that this report be received for information.

The Administration Committee deferred consideration of the aforementioned reports until its Special Meeting scheduled to be held on December 8, 1999.

(Clause No. 24c – Report No. 8)

8-10. Use of Corporate Resources During an Election Year.

The Administration Committee had before it a report (November 19, 1999) from the City Clerk, advising that the *Municipal Elections Act, 1996*, permits candidates to file nominations as early as January 4, 2000; that once a candidate has filed a nomination paper, he/she can begin to raise campaign funds or incur campaign expenses in accordance with the provisions of the *Act*; that the *Act* also prohibits cities or local boards, amongst others, from making campaign contributions; that pursuant to the provisions of the *Municipal Elections Act, 1996*, this report provides guidelines on the use of corporate resources and funding for Members of Council during an election year; and recommending that:

- (1) Corporate resources and funding may not be used for any election-related purposes;
- (2) staff of Members of Council may not canvass or actively work in support of a municipal, provincial or federal candidate/party during normal working hours unless they are on a leave of absence without pay, lieu time or vacation leave;
- (3) Members of Council should ensure that their constituency office is not used for any election-related purposes, which includes displaying of any campaign related signs in the window or on the premises;
- (4) the Office Budgets for Members of Council for the period January 1 to Election Day be restricted to 11/12ths of the approved global budget amount with the provision that subsequent to election day:
 - (a) new Members of Council be allocated a budget equal to 1/12th of the approved budget amount for the month of December; and

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- (b) re-elected Members of Council have available to them the balance of funds remaining as of Election Day;
- (5) the following services be discontinued for Members of Council for the period beginning the third day following the last meeting of Council before the election, or Nomination Day, whichever is earlier, and ending Election Day:
 - (i) all forms of advertising;
 - (ii) all printing, high speed photocopying and distribution;
 - (iii) the ordering of office furniture and furnishings, except those of an emergency nature, as well as no movement of furniture and furnishings; and
 - (iv) the ordering of stationery;
- (6) websites that are funded by the City of Toronto may not include any election-related campaign material. In addition, Members of Council may not use their City funded websites for advertising or as a substitute to distributing newsletters/flyers between the dates specified in Recommendation (5) above;
- (7) Council Transportation Services may not be utilized to transport Members of Council to or from election-related meetings or to deliver packages that are connected to a Member's election campaign;
- (8) Members of Council may not use the City's voice mail system to record election related messages;
- (9) Members of Council are responsible to ensure that the content of any communications material, including printed material such as newsletters, advertising, etc. funded by the City for the operation of each Councillor's Office, is not election-related; and
- (10) the above recommendations also apply to an acclaimed Member or a retiring Member.

Councillor Adams moved that the Administration Committee recommend to Council:

- (A) the adoption of the report (November 19, 1999) from the City Clerk subject to amending Recommendation No. (7) by deleting the words "a Member's" and inserting in lieu thereof the word "any";

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- (B) that the Mayor be requested to write to the Premier of Ontario and the Minister of Municipal Affairs and Housing with a request that the Municipal legislation be amended, this session, to reiterate Council's position respecting the option of changing the date of the 2000 Municipal Election;
- (C) that the City Clerk be requested to submit a report to the Administration Committee on the results of the foregoing request contained in Recommendation No. (2); and
- (D) that effective August 1, 2000, in the election year, general distribution of newsletters by Councillors not be permitted unless so directed and approved by City Council. **(Carried)**

Councillor Bussin moved that that the City Clerk be requested to submit a report, prior to November, 2000, to the Administration Committee, if the amendments to the Municipal Elections Act, 1996 as outlined in the aforementioned report (November 19, 1999) from the City Clerk are approved. **(Carried)**

(Clause No. 7 – Report No. 8)

**8-11. Accommodation Needs of Clerk's Functions:
Records and Elections.**

The Administration Committee had before it a report (November 19, 1999) from the Acting Commissioner of Corporate Services and City Clerk, outlining the current issues and necessary directions to provide appropriate accommodations to meet the needs of the Clerk's Division in the short and long-term; responding to previous recommendations adopted by Council with respect to consolidation and accommodation requirements for the City Clerk's Election and Records Centre programs; requesting approval to acquire space to accommodate the Elections and Records Centre functions; and recommending that:

- (1) the Executive Director of Facilities and Real Estate Division be directed to secure lease space for a period of five years for the Elections function at a gross rental rate not to exceed \$350 thousand per annum, and the 2000 Operating Budget for the Clerk's Division be adjusted accordingly;
- (2) the City Clerk and the Executive Director of Facilities and Real Estate be directed to investigate the re-allocation of the City-owned property at

25 Whitlam Avenue for a consolidated records centre;

- (3) the City Clerk include, subject to a business case being developed in conjunction with the Acting Commissioner of Corporate Services, an additional \$1.7 million as a change in scope within the 2000-2004 Capital Budget submission for transition projects to provide necessary funding for repairs and other costs related to the possibility of preparing a city-owned property for use as a records centre in year 2000;
- (4) funding of \$389 thousand previously approved in the 1999 Operating Budget to maintain the existing unconsolidated inactive records storage operation be continued on a one-time basis only in 2000;
- (5) this report be referred to the Policy and Finance Committee for consideration of the financial implications; and
- (6) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

The Administration Committee deferred consideration of the aforementioned joint report (November 19, 1999) from the Acting Commissioner of Corporate Services and City Clerk until its Special Meeting scheduled to be held on December 8, 1999.

(City Clerk; c.: Acting Commissioner of Corporate Services – November 30, 1999)

(Clause No. 24d – Report No. 8)

8-12. By-Law Consolidation Parking Machines - On-Street Parking

The Administration Committee had before it a report (November 15, 1999) from the President, Toronto Parking Authority, advising that at its meeting on December 16 and 17, 1998, Council adopted Clause No. 16 of Report No. 19 of The Corporate Services Committee, entitled ‘Use of Parking Machines for On-Street Parking’; that the intent of Council’s action in adopting that report was to transfer the responsibility for on-street parking machine facilities within the former Metro and Area Municipalities from City staff to the Toronto Parking Authority, and, to enact by-law No. 912-1998, a regulation for the designation of locations, installation and use of on-street parking machines within the City of Toronto; and recommending that the City Solicitor be authorized to prepare and introduce an amendment to Section 400-42 of Chapter 400 of the former City of Toronto Municipal Code to delete all references to parking machines and to incorporate the parking locations established under Chapter 400 into By-law No. 912-1998.

The Administration Committee deferred consideration of the

following report (November 15, 1999) from the President, Toronto Parking Authority until its Special Meeting scheduled to be held on December 8, 1999.

(President, Toronto Parking Authority- November 30, 1999)

(Clause No. 24e – Report No. 8)

8-13. “Drove Away” Parking Tags.

The Administration Committee had before it:

- (i) a report (November 10, 1999) from the Chief Financial Officer and Treasurer, recommending that:
 - (1) the City Solicitor submit to the Administration Committee the necessary amendments to the by-laws and/or Municipal Codes of the seven former municipalities to provide for:
 - (a) the issuance of a new form of notice [for convenience is called a Notice of Impending Summons (NIS) in this report] to the owners of vehicles which are driven away prior to the issuance of a Parking Infraction Notice; and
 - (b) a voluntary payment scheme which parallels the existing voluntary and set fine amounts for parking tags;
 - (2) the Ministry of the Attorney General be requested to amend the Provincial Offences Act to provide for an additional form of service, preferably by first class mail, of Parking Infraction Notices under Part II of the Act;
 - (3) the Chief Financial Officer and Treasurer, in conjunction with the Parking Enforcement Unit of the Toronto Police Service, conduct a twelve month pilot project incorporating an alternative method of service for “drove away” parking tags commencing in the year 2000 once the necessary amendments to the appropriate by-laws and Municipal Codes have been adopted by Council;
 - (4) the Chief Financial Officer and Treasurer, in consultation with the Parking Enforcement Unit of the Toronto Police Service, report on the results of the pilot project on a quarterly basis; and
 - (5) the appropriate City officials be authorized to take the necessary action to give effect thereto.

The Administration Committee also had before it a report (November 9, 1999) from the Chairman, Toronto Police Services Board recommending that the Administration Committee prepare draft amendments to the Municipal By-Law so that “droveaway” parking tags can be processed under part II of the *Provincial Offences Act*.

On motion by Councillor Adams, the Administration Committee:

- (1) recommended to Council the adoption of the aforementioned report; and
- (2) forwarded a copy thereof to the Provincial Offences Act Task Force.

(Provincial Offences Task Force; c: Chief Financial Officer and Treasurer, Chairman, Toronto Police Services Board – November 30, 1999)

(Clause No. 8 – Report No. 8)

8-14. Request for Amendment to the Provincial Offences Act.

The Administration Committee had before it a communication (November 8, 1999) from Mr. Murray Segal, Assistant Deputy Attorney General, Criminal Law Division, Province of Ontario responding to a request from the Administration Committee and City of Toronto Council regarding an amendment to the *Provincial Offences Act* to make it an offence to use phony or look-a-like parking tickets; advising that Sheilagh Stewart, Counsel, has been asked to liaise within the Ministry, including the POA Transfer Project to review the proposed offence, the legislative agenda and civil remedies such as the proposed injunction; that subsequent to the correspondence in 1998, there has not been an opportunity to put forth an amendment to the *Provincial Offences Act*; that while he appreciates the City’s concern, the creation of an offence would be unlikely to completely address the issue and given the apparent monetary value associated with the issuance of phony tickets, it is unlikely that a sufficient level of deterrence will be achieved and other avenues will also need to be explored by the City.

On motion by Councillor Miller the Administration Committee directed that the aforementioned communication be forwarded to Council for consideration.

(Clause No. 9 – Report No. 8)

8-15. Quotation for Fine Paper.

The Administration Committee had before it a report (November 8, 1999) from the Chief Financial Officer and Treasurer, Acting Commissioner of Corporate Services, advising of the results of the Request for Quotation issued for the supply and delivery of Fine Paper used for printing and photocopying in all departments in accordance with specifications, for the period January 1, 2000 to December 31, 2000; requesting authority to award a contract to the recommended bidder; and recommending that the quotation submitted by Graphic Resources for the supply and delivery of Fine Paper used for printing and photocopying in all departments in accordance with specifications, for the period January 1, 2000 to December 31, 2000, be accepted at a total price of \$2,078,898.17 including all taxes and charges, subject to escalation or de-escalation as of April 30, 2000, being the lowest quotation received.

On motion by Councillor Moeser the Administration Committee recommended to Council the adoption of the aforementioned joint report, subject to the necessary funds being available in the 2000 Operating Budget.

(Clause No. 19 – Report No. 8)

**8-16. Write-Off of Uncollectible Business
Taxes from the Collectors Roll.**

The Administration Committee had before it a report (November 16, 1999) from the Chief Financial Officer and Treasurer recommending that:

- (1) uncollectible business taxes of \$13,674,070.89 be stricken from the Tax Collector's Roll under the provisions of *Section 441* of the *Municipal Act*, and
- (2) the amount attributable to uncollectible taxes from Business Improvement Areas (BIA) in the amount of \$69,920.30 be written off as a receivable under *Section 441*.

On motion by Councillor Holyday the Administration Committee recommended to Council the adoption of the aforementioned report.

(Clause No. 10 – Report No. 8)

8-17. Project Atlas Update (SAP – FIS/HR/Payroll System).

The Administration Committee had before it a report (November 22, 1999) from the

Chief Financial Officer and Treasurer, Acting Commissioner of Corporate Services and Executive Director of Human Resources, Executive Director of Information and Technology, Commissioner of Community and Neighbourhood Services Members of the Project Atlas Steering Committee, reporting on the implementation progress of the SAP Financial, Human Resources/Payroll Systems - Project Atlas - covering the period May – October 1999; providing information previously requested on account structures and financial policies; and recommending that:

- (1) the City's project budget be increased by \$1 million for payment of specially priced software license fees under the City's existing contract for the implementation of SAP financials for the Toronto Police Services, with the balance of \$2.5 million for implementation cost in 2000 and 2001 be approved in the 2000 Capital Budget request of Toronto Police Services.
- (2) this report be forwarded to the Policy and Finance Committee for their approval of the recommendation above, and
- (3) this report also be forwarded to the Budget Advisory Committee for information.

On motion by Councillor Moeser the Administration Committee recommended to the Policy and Finance Committee the adoption of the aforementioned joint report.

(Policy and Finance Committee – December 1, 1999)

(Clause No. 24f – Report No. 8)

**8-18. Toronto Civic Employees' Pension and Benefit Fund –
Representation on the Pension Committee.**

The Administration Committee had before it a report (November 1, 1999) from the Chief Financial Officer and Treasurer recommending that:

- (1) Section 15(6) of By-law No. 380-74 be amended to provide that in any year when an active employee group is unable to nominate a candidate to the Civic Pension Committee administering the Toronto Civic Employees' Pension and Benefit Fund, that an additional pensioner representative be appointed to the Committee upon nomination by the Toronto Civic Pensioner Protective Association (TCCPA) ;
- (2) Alfred Webb be appointed as the additional Pensioners' Representative for the year 1999 to the vacant Local 43/416 position;

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- (3) David Bailey be appointed as the Alternate Pensioners' Representative to replace William McCourt who has passed away;
- (4) the employer representative position allotted to the City Solicitor on the Toronto Civic Employees' Pension and Benefit Fund and the Toronto Fire Department Superannuation and Benefit Fund be replaced by an additional Council member.; and
- (5) the appropriate civic officials be authorized to take whatever action is necessary to implement these recommendations.

On motion by Councillor Moeser the Administration Committee recommend to Council the adoption of the aforementioned report.

(Clause No. 11 – Report No. 8)

**8-19. 1999 Parking Tag Issuance to June –
1999 Second Quarter Report.**

The Administration Committee had before it a report (October 19, 1999) from the Chief Financial Officer and Treasurer advising that this report reflects parking enforcement and collection activities of the Corporation for the period ending June 30, 1999; that the following information is provided in the attached schedules:

- Schedule 1 Monthly Tag Issuance, Collection Rate and Revenue for 1999;
- Schedule 2 Collection Rate Activity for Tags Issued in Prior Years (1989-1998);
- Schedule 3 Parking Tag Receivables (1989-1998);
- Schedule 4 Summary of Trial Request, Conviction Rates, and Review Activity;
and
- Schedule 5 Parking Tags Issued by former Municipal By-Law Group; and

recommending that this report be received for information.

On motion by Councillor Miller the Administration Committee received the aforementioned report noting that 75 percent of parking tags are still issued in the former City of Toronto.)

(Clause No. 24g – Report No. 8)

**8-20. Proposed Amendments to the City of Toronto Lease(s)
to the Riverdale Hospital (Ward 25 – Don River).**

The Administration Committee had before it a report (November 4, 1999) from the Acting Commissioner of Corporate Services recommending that:

- (1) authority be granted to enter into a new lease agreement, being an amended and restated lease with the Board of Governors of The Riverdale Hospital, based on the terms and conditions contained in this report and in a form acceptable to the City Solicitor; and
- (2) the appropriate City officials be directed and authorized to take the necessary action to give thereto.

The Administration Committee also had before it the following communications:

- (i) (November 29, 1999) from Councillor Jack Layton, Don River, forwarding the following recommendations respecting the Proposed Amendments to the City of Toronto Lease(s) to the Riverdale Hospital:
 - (1) that the lease be approved on condition that the Riverdale Hospital agree to participate in a community planning process to be convened by the local Councillors and the Planning Department with regard to the transformation of the north west quadrant of the Broadview/Gerrard Street East area in view of the pending redevelopment of the Riverdale Hospital site, the closing of the Don Jail, the need for community parking facilities to serve local businesses, the proposed East Chinatown Gateway project, and the possible rationalization of the road infrastructure;
 - (2) that the lease be approved on the condition that the Riverdale Hospital agree to enter into discussions with the City of Toronto and the Parking Authority of Toronto so as to achieve, if possible, parking on the site for use by the community in order to serve the local businesses at times of the week when demand may be high for community parking but low for hospital parking;
 - (3) that the Commissioner of Corporate Services report directly to Council on the provisions of the lease which would address the possibility of commercial activity becoming a part of the land use on the site as a part of the redevelopment which is to occur; and
 - (4) that the final wording of the lease be reviewed by the Planning Department, the Department of Economic Development and Parks and the local Councillors prior to execution. Should any

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unresolvable issues arise, the Commissioner of Corporate Services shall report these to the Administration Committee; and

- (ii) (November 29, 1999) from Mr. Rashmi M. Nathwani, P.Eng. M.B.A., M.A.Sc., PRA, Namara Associates Limited Victory Building, advising that Namara Associates Limited are consultants to the Riverdale Hospital respecting the Riverdale Hospital Lease Amendment; forwarding a memo dated November 9, 1999, in regard thereto; and requesting that the aforementioned memo be made available to Members of the Administration Committee.

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

- Ms. Nancy R. Hawley, Project Manager, Community Linkage;
- Mr. Rashmi M. Nathwani, P.Eng., M.A.Sc. PRA, , Namara and Associates Limited Victory Building; and
- Councillor Tom Jakobek, Ward 26, East Toronto

Councillor Bussin moved that the Administration Committee recommend to Council the adoption of the report (November 4, 1999) from the Acting Commissioner of Corporate Services. **(Carried)**

Councillor Moeser, moved on behalf of Councillor Jakobek, that the aforementioned communication from Councillor Layton be referred to staff with a request that a meeting be convened with the Ward Councillors, the deputants and representatives of Riverdale Hospital to determine whether the concerns raised in the aforementioned communication are already addressed or need to be addressed; and that the Acting Commissioner of Corporate Services be requested to submit a further report thereon to the aforementioned meeting of Council. **(Carried)**

Councillor Miller moved that the Chair of the Board of Riverdale Hospital be requested to confirm directly to Council at its meeting scheduled to be held on December 14, 1999, the Hospital's intention with respect to the following Recommendations Nos. (1) and (2) embodied in the aforementioned communication (November 29, 1999) from Councillor Jack Layton:

- “(1) that the lease be approved on condition that the Riverdale Hospital agree to participate in a community planning process to be convened by the local Councillors and the Planning Department with regard to the transformation of the north

west quadrant of the Broadview/Gerrard Street East area in view of the pending redevelopment of the Riverdale Hospital site, the closing of the Don Jail, the need for community parking facilities to serve local businesses, the proposed East Chinatown Gateway project, and the possible rationalize of the road infrastructure;” and

- “(2) the the lease be approved on the condition that the Riverdale Hospital agree to enter into discussions with the City of Toronto and the Parking Authority of Toronto so as to achieve, if possible, parking on the site for use by the community in order to serve the local businesses at times of the week when demand may be high for community parking but low for hospital parking;”. **(Carried)**

(Acting Commissioner of Corporate Services; c: Ms. Nancy R. Hawley, Project Manager, Community Linkage; Mr. Rashmi M. Nathwani, P.Eng. M.B.A., M.A.Sc., PRA, Namara Associates Limited Victory Building; Councillor Jack Layton, Don River-December 1, 1999)

(Clause No. 12 – Report No. 8)

8-21. Lease of No. 1 Front Street East to Privatize Hummingbird Performance Arts Centre Corporation (Ward 24 – Downtown.)

The Administration Committee had before it a report (November 19, 1999) from the Acting Commissioner of Corporate Services, recommending that:

- (1) authority be granted for the execution of a lease with the Hummingbird Performance Arts Centre Corporation (HPACC) for the Property as well as for such other ancillary documentation as may be deemed by City staff to be necessary or desirable, all to be generally on the terms and conditions outlined in the body of this report and on such other terms and conditions otherwise satisfactory to the Acting Commissioner of Corporate Services and in a form satisfactory to the City Solicitor;
- (2) the Chief Financial Officer and Treasurer be directed to transfer the balance of the Stabilization Reserve Fund to HPACC upon execution of the Lease; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect to the foregoing.

On motion by Councillor Moeser the Administration Committee referred the aforementioned report back to the Acting Commissioner of Corporate Services for further consideration and report thereon to the Administration Committee, such report to also address the application of the City's purchasing policy to this matter.

(Acting Commissioner of Corporate Services; c: Ms. Margaret Fischer, Legal Department - November 30, 1999)

(Clause No. 24h – Report No. 8)

**8-22. Declaration as Surplus - 13 Superior Avenue
(Ward 2 – Lakeshore Queensway).**

The Administration Committee had before it a report (November 12, 1999) from the Acting Commissioner of Corporate Services, recommending that:

- (1) the property known municipally as 13 Superior Avenue, be declared surplus to the City's requirements and offered for sale on the open market, subject to the existing lease, and all steps necessary to comply with By-law No. 551-1998 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 Moeser the Administration Committee recommended to Council the adoption of the aforementioned report.

(Clause No. 13 – Report No. 8)

**8-23. Declaration as Surplus
Nos. 1160, 1180 and 1200 Lake Shore Boulevard East
(Ward 26 – East Toronto).**

The Administration Committee had before it a report (November 10, 1999) from the Acting Commissioner of Corporate Services, recommending that:

- (1) the properties known municipally as Nos. 1160, 1180 and 1200 Lake Shore Boulevard East be declared surplus to the City's requirements and offered for sale to the abutting owner, Canada Post, and all steps necessary to comply with By-law No. 551-1998 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 deferred consideration of the aforementioned report until its meeting scheduled to be held on January 11, 2000, in order to afford Councillor Bussin an opportunity to consult with Staff.

(Acting Commissioner of Corporate Services – November 30, 1999)

(Clause No. 24I – Report No. 8)

**8-24. Declaration as Surplus - 208 Greenwood Avenue
(Ward 26 – East Toronto).**

The Administration Committee had before it a report (November 10, 1999) from the Acting Commissioner of Corporate Services, recommending that:

- (1) the property known municipally as 208 Greenwood Avenue and identified as Part Lot 47 of Plan 13E be declared surplus to the City's requirements and offered for sale on the open market and all steps necessary to comply with By-law No. 51-998 be taken; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect there.

On motion by Councillor Bussin the Administration Committee deferred consideration of the aforementioned report until its meeting scheduled to be held on January 11, 2000, in order to afford Councillor Bussin an opportunity to consult with Staff. **(Carried)**

(Acting Commissioner of Corporate Services – November 30, 1999)

(Clause No. 24j – Report No. 8)

**8-25. Declaration as Surplus
Westerly Portion of 3100 Eglinton Avenue East
(Ward 13 –Scarborough Bluffs).**

The Administration Committee had before it a report (November 10, 1999) from the of Acting Commissioner of Corporate Services recommending that:

- (1) the westerly portion of property known municipally as 3100 Eglinton Avenue East, identified as Part 1 on the attached sketch, be declared surplus to the City's requirements and offered for sale on the open market, and all steps

- (2) necessary to comply with By-law No. 551-1998 be taken; and the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Moeser the Administration Committee recommended to Council the adoption of the aforementioned report.

(Clause No. 14 – Report No. 8)

**8-26. Settlement of Claim – South West Corner of
Steeles Avenue East at Redlea Avenue, Gordon Bolt
(Ward 17 – Scarborough Agincourt.)**

The Administration Committee had before it a report (November 16, 1999) from the Acting Commissioner of Corporate Services recommending that:

- (1) authority be granted to settle the compensation claim related to an agreement pursuant to Section 30 of the Expropriation Act of a portion of the property at the southwest corner of Steeles Avenue East at Redlea Avenue, with Gordon Bolt in the amount of \$214,450.00 including interest plus legal and appraisal expenses of \$50,000.00;
- (2) authority be granted for the City to enter into an agreement with Gordon Bolt whereby the City agrees to transfer an access easement to Gordon Bolt over the portion of Redlea Avenue adjacent to Mr. Bolt's property in the event that such portion of Redlea Avenue is closed and Redlea Avenue is realigned as contemplated in the Environmental Study Report of July, 1994 entitled Steeles Avenue East/CN Rail Grade Separation, so that in such case, access is maintained between Mr. Bolt's property and the realigned Redlea Avenue; and
- (3) the appropriate City officials be authorized to take the necessary action to give effect thereto.

On motion by Councillor Moeser the Administration Committee recommended to Council the adoption of the aforementioned report.

(Clause No. 15 – Report No. 8)

**8-27. 3885 Yonge Street, Known as The Jolly Miller
Lease With Prime Asset Management Company -
(North York Centre South - Ward 9).**

The Administration Committee had before it a report (November 18, 1999) from the Acting Commissioner of Corporate Services recommending that:

- (1) a lease agreement with Prime Asset Management Corporation for 3885 Yonge Street, the Jolly Miller, be approved in accordance with the terms and conditions set out in the body of this report and in a form acceptable to the City Solicitor; and
- (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Moeser the Administration Committee recommended to Council the adoption of the aforementioned report.

(Clause No. 16 – Report No. 8)

**8-28. Fire Fighter Recruitment; Attendance Management;
Wellness/Fitness Program.**

The Administration Committee had before it a joint report (November 17, 1999) from the Executive Director of Human Resources, Commissioner of Works and Emergency Services and the Fire Chief, Toronto Fire Services providing, an update on:

- (1) the status of the Fire Fighter recruitment drive, which commenced in February 1999, particularly as it applies to outreach and representation among designated groups; and
- (2) the Toronto Fire Services' initiatives with respect to attendance management and related programs prior to the end of 1999, as adopted by Council in July 1999; and

recommending that this report be received for information.

Councillor Rob Davis, Ward 28-York Eglinton appeared before the Administration Committee in connection with the foregoing matter.

Councillor Holyday moved on behalf of Councillor Davis that the Administration Committee:

- (1) recommend to Council that the Fire Chief, Toronto Fire Services be requested to submit a report to the Administration Committee on a bursary amount of \$300,000.00 to be utilized by community groups in assisting people to obtain qualifications for entry into the Toronto Fire Services with a target of 100 young people participating in the mentorship program in the operating year 2000; and
- (2) requested the Fire Chief, Toronto Fire Services to submit a report to the Administration Committee by March 2000, respecting Fire Services attendance figures. **(Carried)**

(Clause No. 17 – Report No. 8)

8-29. Appointments to the Ethics Steering Committee.

The Administration Committee had before it a report (November 3, 1999) from the City Clerk, advising that City Council on October 26 and 27, 1999, had before it Clause No. 1 contained in Report No. 11 of The Striking Committee, headed “Appointments to the Ethics Steering Committee”; and that Council directed that the aforementioned Clause be struck out and referred to the Administration Committee, with a request that the Committee establish Terms of Reference for the Ethics Steering Committee.

The Administration Committee recommended to Council:

- (1) the adoption of the following points contained in the report (October 5, 1999) from the Chief Administrative Officer embodied in the aforementioned Clause No. 1 contained in Report No. 11 of The Striking Committee:
 - “(a) given the duty of the Mayor to cause the laws of the municipality to be duly executed and obeyed, and further, that complaints or concerns from any person regarding alleged non-compliance with the Code of Conduct may be made to the Mayor in writing, it is suggested that the Mayor, or the Deputy Mayor, or the Mayor’s designate, be the Chair of the Ethics Steering Committee;
 - (b) given the role and Corporate-wide focus of the

Administration Committee, it is suggested that the Chair of the Administration Committee be a member of the Ethics Steering Committee; and

- (c) given the tie-in to ensuring consistency where appropriate with the conduct expected of staff and officers of the City of Toronto, it is suggested that the Chair of the Personnel Sub-Committee be a member of the Ethics Steering Committee;”; and
- (2) that the Chief Administrative Officer, in consultation with the Ethics Steering Committee, be requested to develop a protocol respecting ethical matters.

(Clause No. 18 – Report No. 8)

**8-30. No-Fault Flood Grant Program;
Basement Flooding Damages and
Clean-Up Costs.**

The Administration Committee had before it a joint report (October 22, 1999) from the Commissioner, Works and Emergency Services and Chief Financial Officer and Treasurer, addressed to the Works Committee and the Administration Committee, recommending that:

- (1) a No-Fault Flood Grant Program not be established, as it would not provide any beneficial affects for the City, the cost of the program is excessive and unpredictable; and the program would be in direct conflict with the legislative requirements under the *Municipal Act*; and
- (2) Resolution No. 91-21 of the former North York City Council be repealed, being a public no fault grant program which provides financial assistance to former City of North York residents for damages caused by sewer back-ups and watermain breaks. This repeal would be in keeping with the harmonization of the City’s insurance practices and recent legislative changes.

The Administration Committee recommended to the Works Committee the adoption of the aforementioned report.

(Works Committee; c.: Commissioner of Works and Emergency Services; Chief Financial Officer and Treasurer – November 30, 1999)

(Clause No. 24k – Report No. 8)

8-31. Provincial Legislation – Private Bills.

The Administration Committee had before it a communication (October 27, 1999) from Councillor Joe Mihevc, (Ward 28 - York Eglinton), advising that the use of a Private Bill to permit a specific exemption from existing provincial legislation came to his attention recently via a letter from M.P.P. Michael Bryant regarding the demolition of rental units in the City of Toronto; that the Provincial member is applying for a specific exemption for the City of Toronto from existing provincial legislation; that a Private Bill differs from a Private Member's Bill, in that a Private Bill is applied for by a particular group (e.g., a municipality) to permit a specific exemption from existing legislation; that this Private Bill may be an effective tool for the City to use in dealing with provincial legislation; and requesting that staff report on all aspects of Private Bills and report back to the Administration Committee with their findings.

The Administration Committee referred the aforementioned communication to the City Clerk and the City Solicitor for report thereon to the Administration Committee.

(City Solicitor; City Clerk; c.: Councillor Joe Mihevc – November 30, 1999)

(Clause No. 24l – Report No. 8)

On motion by Councillor Altobello, the Administration Committee meet privately to discuss the following Items:

- (i) No. 8-32, entitled "Compensation Review for Executive Management, and Exempt Employeers, respecting issues which relates to personnel matters about identifiable individuals;
- (ii) No. 8-33, entitled "Tender for Gasoline and Diesel Fuel", having regard that this matter may result in potential litigation;
- (iii) No. 8-34, entitled "5421 Lawrence Avenue East – Manson Property, Yellowmoon Homes Community Park and Port Union Common" pertaining to the acquisition of property;
- (iv) No. 35, entitled "Form of Employment Contract for Commissioners and

Other Senior Staff, respecting personnel matters about identifiable individuals; and

- (v) No. 36, entitled “Process and Timelines for the Renewal of Senior Staff Contracts”, respecting personnel matters about identifiable individuals.

8-32. Compensation Review for Executive Management, and Exempt Employees.

The Administration Committee had before it a joint confidential report (November 23, 1999) from the Executive Director of Human Resources and the Chief Administrative Officer, respecting a compensation program for Executive, Management and Exempt Employees

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

- Ms. Brenda Glover, Executive Director, Human Resources;
- Mr. Mike Garrett, Chief Administrative Officer; and
- Mr. Carl Aboud, The Hay Group.

The Administration Committee deferred consideration of the joint confidential report (November 29, 1999) from the Executive Director of Human Resources and the Chief Administrative Officer, respecting a compensation program for Executive, Management and Exempt Employees, until the Special Meeting of the Administration Committee to be held on December 8, 1999; and issued confidential instructions to staff in regard thereto, such instructions to remain confidential in accordance with the provisions of the Municipal Act.

(Chief Administrative Officer; Executive Director of Human Resources – November 30, 1999)

(Clause No. 24m – Report No. 8)

8-33. Tender for Gasoline and Diesel Fuel.

The Administration Committee had before it a joint confidential report (November 26, 1999) from the Chief Financial Officer and Treasurer, the Acting Commissioner of Corporate Services, the Medical Officer of Health and the Commissioner of Works and Emergency Services, entitled "Tender for Gasoline and Diesel Fuel" respecting the results of the tender issued for the supply and delivery of Gasoline and Diesel Fuels.

The Administration Committee recommended to Council the adoption of Option B contained in the joint confidential report (November 26, 1999) from the Chief Financial Officer and Treasurer, the Acting Commissioner of Corporate Services, the Medical Officer of Health and the Commissioner of Works and Emergency Services, respecting the results of the tender issued for the supply and delivery of Gasoline and Diesel Fuels which was forwarded to all Members of Council under confidential cover; and issued instructions to staff in regard thereto, such instructions to remain confidential in accordance with the provisions of the Municipal Act.

(Chief Financial Officer and Treasurer; c.: All Members of Council;
Acting Commissioner of Corporate Services – November 30, 1999)

(Clause No. 23 – Report No. 8)

**8-34 5421 Lawrence Avenue East – Manson Property,
Yellowmoon Homes Community Park and Port Union Common
(Ward 16 – Scarborough Highland Creek).**

The Administration Committee had before it a confidential report (November 23, 1999) from the Acting Commissioner of Corporate Services respecting the acquisition of lands at the subject location for parkland purposes.

The Administration Committee recommended to the Policy and Finance Committee the adoption of the confidential report (November 23, 1999) from the Acting Commissioner of Corporate Services respecting the Manson Property located at 5421 Lawrence Avenue East.

(Policy and Finance Committee – November 30, 1999)

(Clause No. 24(n) – Report No. 8)

8-35 Form of Employment Contract for Commissioners

and Other Senior Staff.

The Administration Committee had before it a confidential communication (November 29, 1999) from the City Clerk respecting a form of Employment Contract for the Commissioners and Other Senior Staff.

The Administration Committee recommended to Council the adoption of the Recommendation of the Personnel Sub-Committee embodied in the aforementioned confidential communication (November 29, 1999) from the City Clerk, respecting a form of employment contract for the Commissioners and other senior staff which was forwarded to Members of Council under confidential cover; and issued instruction to staff in regard thereto, such instructions to remain confidential in accordance with the provisions of the Municipal Act.

(Executive Director of Human Resources – November 30, 1999)

(Clause No. 20 – Report No. 8)

8-36 Process and Timelines for the Renewal of Senior Staff Contracts.

The Administration Committee had before it a confidential communication (November 29, 1999) from the City Clerk respecting a process and timelines for the Renewal of Senior Staff Contracts.

The Administration Committee recommended to Council the adoption of the Recommendation of the Personnel Sub-Committee embodied in the confidential communication (November 29, 1999) from the City Clerk, respecting a process and timeline for the renewal of senior staff contracts which was forwarded to Members of Council under confidential cover.

(Clause No. 21 – Report No. 8)

8-37 Employment Contract – Chief Administrative Officer.

The Administration Committee had before it a confidential communication report (November 29, 1999) from the City Clerk respecting an Employment Contract for the Chief Administrative Officer.

The Administration Committee recommended to Council the adoption of the Recommendation of the Personnel Sub-Committee embodied in the confidential communication (November 29, 1999) from the City Clerk respecting an employment contract for the Chief Administrative Officer, which was forwarded to Members of Council under confidential cover.

(Clause No. 22– Report 8)

The Administration Committee adjourned its meeting at 6:30 p.m.

Chair.