



City Clerks Office

cheque enclosed.

## Access/Correction Request

Corporate Access & Privacy  
13<sup>th</sup> Floor, West Tower  
Toronto City Hall, 100 Queen St. West  
Toronto, Ontario, M5H 2N2  
Tel: 416-392-9684

Municipal Freedom of Information and Protection of Privacy Act/Personal Health Information Protection Act

**Application Fee \*\$5.00.** An application fee of \$5.00 is to accompany all requests for information and/or correction requests. Please make cheque/money order payable to City of Toronto. Forward to the Corporate Access and Privacy Office at City Hall, 13th Floor, West Tower, 100 Queen Street West, Toronto, ON M5H 2N2.

Please include a copy of a signed form of identification, with any request for your own personal or personal health information.

## Request for:

- ☒ Access to General Records
- ☐ Access to Own Personal Information/Personal Health Information
- ☐ Correction of Own Personal Information/Personal Health Information

City of Toronto

Identify Division: PRR

Unit Name/Location: \_\_\_\_\_

Other Institution: \_\_\_\_\_

(If applicable) \_\_\_\_\_

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Initial: \_\_\_\_\_

Daytime Telephone No. ( ) \_\_\_\_\_

Evening Telephone No. ( ) \_\_\_\_\_

Address: \_\_\_\_\_

Suite No. \_\_\_\_\_

City/Town: \_\_\_\_\_

Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_

**Detailed description** of requested records, personal information records or personal information to be corrected.

\*\* If you are requesting a correction of personal information, please indicate the desired correction and attach any supporting documentation.

Please send me a breakdown of city staffing expenditure and of revenue for the following 4 locations:

1. Dufferin Grove
2. Kew Beach Park
3. Withrow Park
4. Riverdale Farm

for each of the years 2009 and 2010. Please include all facilities at each location.

Preferred method of access to records:

☐ Examine Original

Or

☐ Receive Copy

\* Fees: Please note processing costs (i.e., photocopying, postage) may apply. [Click here to see fee schedule.](#)

Signature Of Applicant \_\_\_\_\_

Date

19 Sept. 2011

Day Month Year

## Office Use Only

☐ MFIPPA☐ PHIPA☐ BOTH

Date Request Received

Date Application Fee Received

Date Due

Request Number

Day	Month	Year
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Day	Month	Year
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Day	Month	Year
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Request Number
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Day Month Year

Day Month Year

Day Month Year

The personal information on this form is collected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act*. The information will be used for the purpose of responding to your request. Questions about this collection should be directed to the Director, Corporate Access and Privacy Office, at (416) 392-9684, 13<sup>th</sup> floor, West Tower, City Hall, 100 Queen St. W. Toronto, ON M5H 2N2.



City Clerk's Office

City Hall, 13<sup>th</sup> Floor, West  
100 Queen Street West  
Toronto, Ontario M5H 2N2

Ulli S. Watkiss  
City Clerk

Tel: 416-392-8011  
Fax: 416-392-4900  
Email: [clerk@toronto.ca](mailto:clerk@toronto.ca)  
Web: [www.toronto.ca](http://www.toronto.ca)

FOR FURTHER INFORMATION  
Margaret Liu  
416-397-5217

October 21, 2011

Ms. Jutta Mason  
242 Havelock Street  
Toronto, ON  
M6H 3B9

Dear Ms. Mason:

**Subject: City of Toronto Access Request Number 2011-01738**

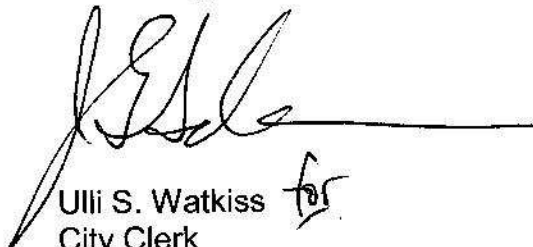
I am replying to your access request under the *Municipal Freedom of Information and Protection of Privacy Act*. You have requested access to a breakdown of City staffing expenditure and of revenue for 2009 and 2010 for 1) Dufferin Grove, 2) Kew Beach Park, 3) Withrow Park, and 4) Riverdale Farm, including all facilities at each location.

We asked staff of Parks, Forestry and Recreation to search for records responsive to your request. This decision reflects the results of their search.

Access is granted in full to the records provided by Parks, Forestry and Recreation staff. A copy of the records is enclosed.

A receipt for your application fee is enclosed. Should you have any questions, please contact **Margaret Liu, Access and Privacy Officer, at 416-397-5217 or [mliu@toronto.ca](mailto:mliu@toronto.ca)**.

Yours truly,



Ulli S. Watkiss  
City Clerk

Encl

# TORONTO City Clerk's Office

No. 0704

\$ 5.00

Toronto, Sept 22, 20 11

**Received  
the sum of**

Five

44 Dollars  
100

- ☐ Cash
- ☒ Cheque
- ☐ M/O
- ☐ Credit Card
- ☐ Interact

from

Centre for local Research into Public Service

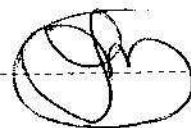
Being For

Application fee - FOI #11-01738

Credit

Ulli S. Watkiss  
City Clerk

per



C4-059 (03) (R 10/06)

HST Registration No. 86740-2299-RT0001

## Cover Sheet

Page Count: 1

## 2009 and 2010 Operating Budget Summary

2009 Financial Summary (\$ '000s)		Dufferin Grove	Kew Beach Park	Withrow Park	Riverdale Farm
Total Salaries & Benefits		N/A	N/A	N/A	348.8
Non-Salary Expenditures		N/A	N/A	N/A	121.3
Gross Expenditures		N/A	N/A	N/A	470.1
Revenues		6.4	28.2	13.1	0.9
Net Expenditures		N/A	N/A	N/A	469.2

2010 Financial Summary (\$ '000s)		Dufferin Grove	Kew Beach Park	Withrow Park	Riverdale Farm
Total Salaries & Benefits		N/A	N/A	N/A	359.5
Non-Salary Expenditures		N/A	N/A	N/A	123.3
Gross Expenditures		N/A	N/A	N/A	482.8
Revenues		8.1	35.5	28.1	2.6
Net Expenditures		N/A	N/A	N/A	480.2

**Notes:**

1. Revenue figures based on Permits from CLASS system
2. The budget is not available for individual Parks. The budget for Parks maintenance is assigned at the Supervisor level for their entire portfolio.

**Subject:** Follow-up to Access Request 2011-01738  
**From:** Jutta Mason <jutta.mason@sympatico.ca>  
**Date:** Tue, 15 Nov 2011 23:22:02 -0500  
**To:** Margaret Liu <mliu@toronto.ca>

Dear Ms.Liu,

This e-mail is to follow up the response I got to Access Request 2011-01738.

I asked for a breakdown of City staffing expenditure and of revenue for 2009 and 2010 for

1. Dufferin Grove Park
2. Kew Beach Park
3. Withrow Park
4. Riverdale Farm

Including all facilities at each location.

I received no staffing expenditure information for any of the four locations other than Riverdale Farm. I also received no breakdown, only totals.

I think there is more information. Please let me know

1. if each location has one or several cost centres associated with it and
2. if the Parks Supervisor charges the days when s/he assigns work at each of those locations to a cost centre.
3. If so, please let me know the breakdown of assignments to those locations in as much detail as the Parks supervisor records (e.g. x hours of maintenance, y hours of tech support, etc.), and the breakdown of the costs of these staffing assignments. These records can come from CLASS or SAP or any other program city staff use to keep records.
4. All four locations have recreation staff working there at least part of the time. Please let me see the breakdown of assignments to those locations in as much detail as the recreation supervisor records (e.g. x hours of children's programs, y hours of fitness, etc.).
5. Please let me know the *breakdown* of permit revenue at each location, (e.g. \$6000 hockey permits, \$80 picnic permits, etc.)

The reason why I think there is much greater detail available is this excerpt from the City's latest user fee policy:

<http://www.toronto.ca/legdocs/mmis/2011/ex/bgrd/backgroundfile-40701.pdf>

"A consistent costing methodology for all City services will facilitate effective planning, and will be useful for comparative purposes across programs and among activities. The Full Costing Model developed by Accounting Services is recommended for the costing of City services.

Major elements comprising the Full Costing Model include the following:

Direct costs / expenditures attributed to the delivery of the service; for example salaries (wages and benefits), materials, supplies and purchase of services.

Indirect costs / expenditures that cannot be identified and charged directly to a specific program but are related to the resources dedicated to support it; for example support staff within a Cluster, costs that are administered centrally on behalf of the different divisions and insurance costs."

Could you let me know whether I need to fill out a new request, or if this follow-up can be part of my original request?

Thank you

Jutta Mason