

**THE CITY OF TORONTO**

**City Clerk's Division**

**Minutes of the Budget Committee**

**Meeting No. 10**

**Thursday, February 25, 1999.**

The Budget Committee met on Thursday, February 25, 1999, in Committee Room 1, 2nd Floor, City Hall, Toronto, commencing at 9:15 a.m.

Attendance

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

|                               | 9:15 a.m. to 12:10 p.m. | 12:50 p.m. to 5:05 p.m. |
|-------------------------------|-------------------------|-------------------------|
| Councillor Tom Jakobek, Chair | X                       | X                       |
| Councillor Bas Balkissoon     | X                       | X                       |
| Councillor Olivia Chow        | X                       | X                       |
| Councillor Blake Kinahan      | X                       | X                       |
| Councillor Case Ootes         | X                       | X                       |
| Councillor Jane Pitfield      | X                       | X                       |
| Councillor David Shiner       | X                       | X                       |

Also Present:

|                                   |  |  |
|-----------------------------------|--|--|
|                                   |  |  |
| Councillor Raymond Cho            |  |  |
| Councillor Betty Disero           |  |  |
| Councillor Douglas Holyday        |  |  |
| Councillor Norman Kelly           |  |  |
| Councillor Chris Korwin-Kuczynski |  |  |
|                                   |  |  |

**10.1 1999 Operating Budget**

The Budget Committee continued its preliminary review of the Operating Budget and directed that its recommendations be forwarded to all Standing Committees and Community Councils for review and comment, to report back to the Budget Committee, prior to the commencement of the 'wrap-up' meetings on April 6, 1999.

(Standing Committees and Community Councils - March 5, 1999)

### **Audit Services**

The Budget Committee had before it the 1999 Operating Budget for Audit Services.

Mr. Jeffrey Griffiths, City Auditor, gave an overview presentation in connection with the aforementioned budget and answered Members' questions.

- A. Councillor Shiner moved that the City Auditor be requested to report back to the Budget Committee on the Department's recommendations of the suggested comments that should be made on the various Agencies, Boards and Commissions audits, and the cost, if there is one, to the Department to provide that service.

**(Carried)**

- B. Councillor Balkissoon moved that the City Auditor be requested to report back to the Budget Committee prior to the City embarking on the purchase and implementation of the new radio system, and to provide a review of same.

**(Carried)**

(Corporate Services Committee - March 5, 1999)

(Commissioner of Corporate Services; c. City Auditor - March 9, 1999)

### **Corporate Services Department**

Ms. Margaret Rodrigues, Commissioner of Corporate Services, appeared before the Budget Committee in connection with the following 1999 Operating Budgets and answered Members' questions in that regard.

### ***Legal Services***

The Budget Committee had before it the 1999 Operating Budget for Legal Services.

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Mr. H.W.O. "Ossie" Doyle, City Solicitor, gave an overview presentation and answered Members' questions.

- A. Councillor Chow moved that the City Solicitor be requested to report back to the Budget Committee with the cost breakdown on the departments that are receiving services from Legal.

**(Carried)**

- B. Councillor Shiner moved:

- (i) that the City Solicitor be requested to report back to the Budget Committee on the average number of articling law students that work for law firms of similar size as the legal division of the City, compared to the articling law students that work for the City's Legal Department; and further if there is the opportunity to use planning graduates or students for research work for Ontario Municipal Board appeals; and
- (ii) that the City Solicitor and the Commissioner of Urban Environment and Development be requested to report back to the Budget Committee on funds spent in 1998 for Ontario Municipal Board appeals and the amount included in the Non-Program budget and the Urban Development budget in 1999.

**(Carried)**

Councillor Jakobek appointed Councillor Ootes Acting Chair and vacated the Chair.

- C. Councillor Jakobek moved that:

- (i) the City Solicitor and the Commissioner of Urban Environment and Development be requested to report back to the Budget Committee on the outside planning budget for Ontario Municipal Board Hearings not being transferred to the Non-Program budget but rather to the Urban Planning Department budget and further that the selection of outside planners still be done by legal but paid for from recoveries to Urban Planning; and

- (ii) the City Solicitor be requested to report back to the Budget Committee on the revenue review at the Budget Committee wrap-up meeting.

**(Carried)**

Councillor Jakobek resumed the Chair.

(Corporate Services Committee - March 5, 1999)

(Commissioner of Corporate Services; c. City Solicitor - March 9, 1999)

### ***Human Resources***

The Budget Committee had before it the 1999 Operating Budget for the Human Resources Division.

Ms. Brenda Glover, Executive Director, Human Resources Division, gave an overview presentation and answered Members' questions.

Councillor Shiner moved that the Budget Committee request the Commissioner of Corporate Services to report to the Corporate Services Committee in two month's time:

- (1) providing recommendations on City programs to assist employees dealing with the impact of changes resulting from amalgamation, including the impact of downsizing;
- (2) providing data on the average number of sick days per employee during 1997 and 1998 and the number of employees on long term disability during the same period; and
- (3) providing information on the number of City employees who, having been placed into new City positions, are now resigning from their positions and having to be replaced.

**(Carried)**

(Corporate Services Committee - March 5, 1999)

(Commissioner of Corporate Services; c. Executive Director, Human Resources Division - March 9, 1999)

*Corporate Communications*

The Budget Committee had before it the 1999 Operating Budget for the Corporate Communications Division.

Ms. Valerie Chavossy, Director, Corporate Communications, gave an overview presentation and answered Members' questions.

- A. Councillor Ootes moved that the Commissioner of Corporate Services be requested to review and report back to the Budget Committee on the existing communication function in all the departments with a view to integrating all communication functions within the Corporate Communication Division in time for next year's budget.

**(Carried)**

- B. Councillor Chow moved:

- (i) that the Commissioner of Corporate Services be requested to report back to the Budget Committee on changing the operating hours of the Access Centre, possibly to at least 8:00 p.m., to make it more accessible to the public; and
- (ii) that staff be requested to develop options for a 2.5 percent and 5.0 percent reduction noting that the reductions not be directed to areas with impact to front line public services, to include photography.

**(Carried)**

- C. Councillor Pitfield moved that the Commissioner of Corporate Services be requested to report back to the Budget Committee on making the City website a priority in 1999 and speeding up the visitors access to the Website.

**(Carried)**

- D. Councillor Balkissoon moved that:

- (i) the Commissioner of Corporate Services be requested to report back to the Budget Committee on reducing the 'Outreach' Program to a minimum; and

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- (ii) the Creative Services Unit be operated on a charge back basis with the possibility of outsourcing the services of this unit if departments are not happy with the work in-house.

**(Carried)**

(Corporate Services Committee - March 5, 1999)

(Commissioner of Corporate Services; c. Director, Corporate Communications Division - March 9, 1999)

***City Clerk's***

The Budget Committee had before it the 1999 Operating Budget for the City Clerk's Division.

The Budget Committee also had before it a report (February 24, 1999) from the City Clerk and the Commissioner of Corporate Services, providing a cost/benefit analysis of the exhibit and outreach program offered by the City Clerk's Division at the St. Lawrence Market Gallery, the Dempsey Store, and the City of Toronto Archives at 255 Spadina Road (formerly known as the Metro Archives).

The City Clerk gave an overview presentation respecting the foregoing budget and answered Members questions.

- A. Councillor Balkissoon moved that the City Clerk, in consultation with the City Solicitor, be requested to report back to the Budget Committee on how to implement a change in legislation with respect to requests for information under the Privacy Act so that the City could at least recover 50 percent of the cost.

**(Carried)**

- B. Councillor Shiner moved that:

- (i) the Chief Administrative Officer, the Commissioner of Corporate Services and the City Clerk be requested to report back to the Budget Committee on the allocation of costs for each task force for 1999 in the City and the possible allocation of these costs to the appropriate City departments, to include staff costs, where possible;

- (ii) the Commissioner of Corporate Services and the Commissioner of Economic Development, Culture and Tourism be requested to report back to the Budget Committee on the intended use of Dempsey House in 1999 and the cost associated with that usage; and
- (iii) that staff be requested to reinstate the \$140,000.00 to allow for the distribution of individual voter notification cards.

**(Carried)**

Councillor Jakobek appointed Councillor Ootes Acting Chair and vacated the Chair.

C. Councillor Jakobek moved that:

- (i) the report (February 24, 1999) from the City Clerk and the Commissioner of Corporate Services, be received for information;
- (ii) the Chief Financial Officer and Treasurer and the Executive Director of Information Technology be requested to report back on providing funds, in the amount of \$185,000.00 in the Capital Budget Y2K allocation, so that the City Clerk's Division may adequately address Y2K and related issues in delivering the required level of IT support; and
- (iii) the City Clerk be requested to report back to the Budget Committee on the possibility of reducing the budget up to 15 percent from the 1997 budget level.

**(Carried)**

Councillor Jakobek resumed the Chair.

(Corporate Services Committee - March 5, 1999)

(Commissioner of Corporate Services; c. City Clerk; Director, Support Services Division; Director, Elections - March 9, 1999)

### ***Information Technology***

The Budget Committee had before it the 1999 Operating Budget for the Information and Technology Division.

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Mr. Jim Andrew, Executive Director, Information and Technology Division, gave an overview presentation and answered Members' questions.

- A. Councillor Ootes moved that the Commissioner of Corporate Services be requested to report back to the Budget Committee identifying staff from operating departments currently being funded by the Year 2000 Project and how these positions are being backfilled by the operating departments.

**(Carried)**

Councillor Jakobek appointed Councillor Ootes Acting Chair and vacated the Chair.

- B. Councillor Jakobek moved that the Commissioner of Corporate Services be requested to report back to the Budget Committee on the impact of reducing the budget by approximately 2 percent of the 1999 recommended budget.

**(Carried)**

Councillor Jakobek resumed the Chair.

(Corporate Services Committee - March 5, 1999)

(Commissioner of Corporate Services; c. Executive Director, Information and Technology - March 9, 1999)

***Fleet Management***

The Budget Committee had before it the 1999 Operating Budget for the Fleet Management Division.

Mr. Stan Burrows, Director, Fleet Management Services, gave an overview presentation and answered Members' questions.

- A. Councillor Chow moved that the Commissioner of Corporate Services be requested to report back to the Budget Committee on:
- (i) how to increase the number of hours performed by the garages in order to reduce the cost of maintenance to begin the implementation of the \$480,000.00 restructuring target; and



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- (ii) how to bring ambulance and police into a centralized fleet maintenance program.

**(Carried)**

B. Councillor Pitfield moved:

- (i) that given the amalgamation of the fleet and the reduction of staff, the fleet be reduced by 5 percent;
- (ii) that all Commissioners be requested to report back to the wrap-up session of the Budget Committee on how this reduction could be achieved;
- (iii) that the Commissioner of Corporate Services be requested to:
  - (a) establish a policy for 1999, starting September 3, 1999, whereby the Fleet Division must issue invoices that document individual services provided with details of parts, costs, labour hours consumed, the hourly rate, and the permissible labour hours per the manufacturers standards for the specific vehicle, and similarly fuel should be billed based on the actual consumption by departments; and
  - (b) report back to the Budget Committee on a target reduction of at least \$1 million, equivalent to 25 percent of the potential \$4 million in savings could be set for 1999 and a further 25 percent reduction could be targeted for the year 2000.

**(Carried)**

D. Councillor Balkissoon moved that the Commissioner of Corporate Services report back to the Budget Committee providing an analysis of the Vehicle Replacement Program.

**(Carried)**

Councillor Jakobek appointed Councillor Ootes Acting Chair and vacated the Chair.

E. Councillor Jakobek moved that:

- (i) the Commissioner of Corporate Services be requested to report back to the Budget Committee on the actual number of vehicles in the fleet and how many the Division has been able to reduce;
- (ii) all Commissioners be requested to attend the Budget Committee meeting when the Fleet Management Division budget is being considered during the Budget Committee 'wrap-up' session, to address Members' questions with regard to the City's fleet.

**(Carried)**

Councillor Jakobek resumed the Chair.

(Corporate Services Committee - March 5, 1999)

(Commissioner of Corporate Services; c. Director, Fleet Management Services Division - March 9, 1999)

### ***Facilities and Real Estate***

The Budget Committee had before it the 1999 Operating Budget for the Facilities and Real Estate Division.

Ms. Susanne Borup, Executive Director, Facilities and Real Estate Division, gave an overview presentation and answered Members' questions.

Councillor Jakobek appointed Councillor Ootes Acting Chair and vacated the Chair.

Councillor Jakobek moved that:

- (i) the Commissioner of Corporate Services be requested to report back on the actual expenditures and revenues for 1998, the associated FTE's and the comparative budget for 1999 in FTE's, including at least a 15-20 percent reduction in FTE's;
- (ii) the budget be reduced by 10 to 15 percent.

**(Carried)**

Councillor Jakobek resumed the Chair.

(Corporate Services Committee - March 5, 1999)

(Commissioner of Corporate Services; c. Executive Director, Facilities and Real Estate Division - March 9, 1999)

***Service Integration and Support***

The Budget Committee had before it the 1999 Operating Budget for Service Integration and Support Division.

Mr. Glenn Kippen, Director, Service Integration and Support Division, gave an overview presentation and answered Members' questions.

Councillor Pitfield moved that the Budget Committee request the Commissioner of Corporate Services to report back to the Budget Committee at its 'wrap-up' session on reducing the budget by 10 percent indicating how that goal can be achieved.

**(Carried)**

(Urban Planning and Development Committee - March 5, 1999)

(Commissioner of Urban Planning and Development Services; c. Director, Service Integration and Support Division - March 9, 1999)

**Chief Administrative Office**

The Budget Committee had before it the 1999 Operating Budget for the Chief Administrator's Office.

The Chief Administrative Officer appeared before Budget Committee in connection with the budget and answered Members' questions in that regard.

- A. Councillor Shiner moved that the Chief Administrative Officer be requested to report back to the Budget Committee with a list of all Task Forces and Committees that presently exist, and are budgeted for in 1999, their budget allocations, and an estimated cost of staff time to attend meetings or support them.

**(Carried)**

Councillor Jakobek appointed Councillor Ootes Acting Chair and vacated the Chair.

B. Councillor Jakobek moved that:

- (i) the Chief Administrative Officer be requested to report back to the Budget Committee making recommendations on where these budgets should reside in the new organization, including the centralization of corporate initiatives; and
- (ii) the Chief Administrative Officer be requested to provide an organizational chart of the Chief Administrator's Office identifying reductions in FTE's.

**(Carried)**

Councillor Jakobek resumed the Chair.

(Corporate Services Committee - March 5, 1999)

(Chief Administrative Officer - March 9, 1999)

**(Carried)**

### **Revisits**

#### **Toronto Zoo**

The Budget Committee again considered the 1999 Operating Budget for the Toronto Zoo.

The Budget Committee had before it a report (February 22, 1999) from the General Manager and Chief Executive Officer, Toronto Zoo, responding to the Budget Committee's requests for further information pertaining to the 1999 Toronto Zoo Operating Budget.

Mr. Cal White, General Manager, Toronto Zoo, appeared before the Budget Committee in connection with the foregoing matter.

Councillor Balkissoon moved:

- (i) that the report (February 22, 1999) from the General Manager and Chief Executive Officer, be received for information; and
- (ii) that the 1999 request be reduced to a gross of \$22.5 million and the revenues be increased to \$15,525.00, with no admission fee increase, which gives a flat line net cost to the City at the 1998 level of \$6.975 million and covers the salary increase.

**(Carried)**

(Economic Development Committee - March 5, 1999)

(Commissioner of Economic Development, Culture and Tourism; c. General Manager, Toronto Zoo - March 9, 1999)

### **Exhibition Place**

The Budget Committee again considered the 1999 Operating Budget for Exhibition Place.

The Budget Committee had before it a report (February 18, 1999) from the Interim General Manager, Exhibition Place, responding to the Budget Committee's requests for further information pertaining to the 1999 Operating Budget for Exhibition Place.

Ms. Dianne Young, Interim General Manager, Exhibition Place, appeared before the Budget Committee and answered Members' questions.

Councillor Jakobek appointed Councillor Ootes Acting Chair and vacated the Chair.

Councillor Jakobek moved that:

- (i) the report (February 18, 1999) from the Interim General Manager, Exhibition Place, be received; and
- (ii) staff adjust the budget to show a surplus of \$300,000.00 as a result of no longer paying Parks Division for the restoration of the park area at Exhibition Place, the \$300,000.00 to be returned to the City as a surplus, and the Parks Division budget envelope to be increased by \$300,000.00 in order to accommodate any park work.

**(Carried)**

(Economic Development Committee - March 5, 1999)

(Commissioner of Economic Development, Culture and Tourism; c. Interim General Manager, Exhibition Place - March 9, 1999)

### **Toronto and Region Conservation Authority**

The Budget Committee again considered the 1999 Operating Budget for the Toronto and Region Conservation Authority.

The Budget Committee had before it a report (February 27, 1999) from the Chief Administrative Officer, Toronto and Region Conservation Authority, in response to questions from the February 9, 1999 Budget Committee meeting.

Mr. J. Craig Mather, Chief Administrative Officer, Toronto and Region Conservation Authority, appeared before the Committee and answered Members' questions.

Councillor Jakobek appointed Councillor Ootes Acting Chair and vacated the Chair.

Councillor Jakobek moved:

- (i) that the report (February 27, 1999) from the Chief Administrative Officer, Toronto and Region Conservation Authority, be received for information;
- (i) that a motion requesting City Councillors who are members of the Toronto and Region Conservation Authority to agree to receive reduced remuneration of \$65.00 per member per year and mileage of up to \$700.00 per year be adopted; and
- (ii) that the City Solicitor be requested to table, for Council's consideration, a request to enact special legislation to allow City Council to disallow any payment to City Councillors (in addition to their regular salary) who sit on the Toronto and Region Conservation Authority.

**(Carried)**

Councillor Jakobek resumed the Chair.

(Economic Development Committee - March 5, 1999)

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(Commissioner of Economic Development, Culture and Tourism;  
c. Chief Administrative Officer/Secretary-Treasurer, Toronto and Region  
Conservation Authority - March 9, 1999)

The Budget Committee adjourned its meeting at 5:05 p.m.

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Chair