

**THE CITY OF TORONTO**

**City Clerk's Division**

**Minutes of the Budget Advisory Committee**

**Meeting No. 3**

**Tuesday, July 27, 1999**

The Budget Advisory Committee met on Tuesday, July 27, 1999, in Committee Room 1, 2nd Floor, City Hall, Toronto, commencing at 12:41 p.m.

Attendance

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

	12:41 a.m. to 2:20 p.m.
Councillor Tom Jakobek, Chair	X
Councillor Bas Balkissoon	Regrets
Councillor Gordon Chong	X
Councillor Olivia Chow	X
Councillor Blake F. Kinahan	X
Councillor Jane Pitfield	X
Councillor David Shiner	X

Also Present:

Councillor Joe Pantalone	Councillor Joe Mihevc
--------------------------	-----------------------

**Confirmation of Minutes**

On a motion by Councillor Pitfield, the Minutes of the meeting of the Budget Advisory Committee held on July 19, 1999, were confirmed.

### **3.1 City Tree Maintenance Backlog - All Wards**

The Budget Advisory Committee had before it a report (July 20, 1999) from the City Clerk advising that the Policy and Finance Committee on July 20, 1999, recommended to Council the adoption of the recommendations of the Economic Development and Parks Committee embodied in the communication (July 13, 1999) from the City Clerk; and forwarded a copy of the aforementioned communication to the Budget Advisory Committee for consideration and report thereon directly to Council for its meeting scheduled to be held on July 27, 1999, to be considered with Clause No. 9 of Report No. 4 of the Policy and Finance Committee.

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

- Councillor Joe Mihevc, York Eglinton; and
- Councillor Joe Pantalone, City Tree Advocate.

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

A. Councillor Jakobek moved that:

- (1) the recommendations of the Policy and Finance Committee embodied in the communication (July 20, 1999) from the City Clerk be adopted, subject to:
  - (a) the funds being made available in 1999 and 2000 to assist with the City Tree Maintenance Backlog be on a 'one time only' basis;
  - (b) the \$1.7 million in 2000 be deferred for consideration during the year 2000 Operating Budget deliberations;
  - (c) the expenditure of \$1 million to address the City tree maintenance backlog be implemented by 'contracted out' services, subject to Collective Agreement obligations; and

3  
Budget Advisory Committee Minutes  
Monday, July 27, 1999.

---

- (d) the thorough review currently underway by the Commissioner of Economic Development, Culture and Tourism with regard to this matter include efficiencies and progress made so that such a backlog does not reoccur, the said review to be completed prior to the year 2000 Operating Budget deliberations.

**(Carried)**

Councillor Jakobek resumed the Chair.

- B. Councillor Kinahan moved that the \$650,000.00 of the \$1 million in additional funding for 1999 be from the Corporate Contingency Account; and the Commissioner of Economic Development, Culture and Tourism Department be requested to report to the Policy and Finance Committee for its meeting of October 14, 1999, on where and how the Economic Development, Culture and Tourism Department can absorb the remaining \$350,000.00 cost within the Department.

**(Carried)**

- C. Councillor Shiner moved that the Commissioner of Economic Development, Culture and Tourism be requested to report back:
  - (i) to the Economic Development and Parks Committee on the feasibility of tree trimming and pruning maintenance being the responsibility of the property owner at times other than the systematic maintenance of trees;
  - (ii) to the Budget Advisory Committee during the 2000 budget deliberations on the number of work orders completed by contractors and the cost comparison to the work carried out by City staff; and
  - (iii) to the Budget Advisory Committee on the options of contracting out the clearing up of all the backlog in the Fall/Winter season within the \$1 million in 1999 and the \$1.7 million in 2000 funding.

**(Carried)**

(City Council; c. Councillor Joe Mihevc, York Eglinton; Councillor Joe Pantalone, Tree Advocate; Commissioner of Economic Development, Culture and Tourism; Chief Financial Officer and Treasurer - July 27, 1999)

### **3.2 Financial Control Protocols within the Revised Council-Committee Structure**

The Budget Advisory Committee reports having had before it a report (July 20, 1999) from the City Clerk advising that the Policy and Finance Committee on July 20, 1999, referred the joint report (July 6, 1999) from the Chief Administrative Officer and the Chief Financial Officer and Treasurer to the Budget Advisory Committee for consideration and report thereon to the Policy and Finance Committee, wherein it is recommended that:

- (1) the roles and relationships described in the section of this report headed "Framework of Roles and Responsibilities for the Planning, Management and Expending of Resources within the City of Toronto" be adopted;
- (2) the decision-making protocol set out in the section of this report headed "Guidelines for Routing of Committee Reports with Financial Implications", table 1 and Appendix "A" be adopted;
- (3) in order to ensure that information on the financial implications of recommendations is available to Standing Committees, Community Councils and City Council:
  - (a) all staff reports be required to identify clearly, at the beginning of the report, any financial implications including:
    - (i) the amount of expenditures and revenues;
    - (ii) the source of revenues;
    - (iii) any in-year financial implications beyond the approved budget; and
    - (iv) future year financial impacts; andwhen there are financial implications, include a statement indicating that the Chief Financial Officer and Treasurer has reviewed and concurs with the financial implications; and

5  
Budget Advisory Committee Minutes  
Monday, July 27, 1999.

---

- (b) Standing Committee and Community Council recommendations to Council and Notices of Motions introduced at Council, which have financial implications beyond the approved annual budget, be accompanied by staff identification, including review by the Chief Financial Officer and Treasurer, of any financial implications during consideration of the items by Council; and
- (4) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

The Budget Advisory Committee also reports having had before it a memorandum (July 27, 1999) from Councillor Jane Pitfield, East York, regarding the roles and responsibilities for the Budget Advisory Committee and the Policy and Finance Committee.

A. Councillor Chow moved that:

- (1) the joint report (July 6, 1999) from the Chief Administrative Officer and Chief Financial Officer and Treasurer, be adopted; and
- (2) the Chief Administrative Officer and the Chief Financial Officer and Treasurer be requested to establish a clear criteria as to which items should be referred to the Budget Advisory Committee for consideration from the Policy and Finance Committee; the said criteria to be submitted to the Special Meeting of the Policy and Finance Committee on July 28, 1999;

**(Carried)**

B. Councillor Pitfield moved that the Variance Reports be forwarded directly to the Budget Advisory Committee to assist in controlling over expenditure or time sensitive adjustments to the budget plans on a quarterly basis, in order that the Budget Advisory Committee can report the results with accuracy to the Mayor and the Policy and Finance Committee for final approval.

**(Carried)**

- C. Councillor Shiner moved that the Chief Financial Officer and Treasurer be requested to report back to the Policy and Finance Committee on the possibility of doing a monthly Variance Report.  
**(Carried)**

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

- D. Councillor Jakobek moved that the communication (July 27, 1999) from Councillor Pitfield be referred to the Chief Administrative Officer for a report thereon to the September 14, 1999, meeting of the Policy and Finance Committee.  
**(Carried)**

Councillor Jakobek resumed the Chair.

(Policy and Finance Committee; c. Councillor Jane Pitfield, East York; Chief Administrative Officer; Chief Financial Officer and Treasurer - July 27, 1999)

### **3.3 1999 Vehicle and Equipment Replacement Program**

The Budget Advisory Committee had before it a report (July 20, 1999) from the City Clerk advising that the Policy and Finance Committee on July 20, 1999, adopted the following motions with a direction that they be tabled until such time as the Budget Advisory Committee has considered and reported thereon to the Policy and Finance Committee; and requested that the Budget Advisory Committee meet as soon as possible to give consideration thereto:

Moved by Councillor Ootes:

“That the Policy and Finance Committee recommend to Council the adoption of the joint report (July 13, 1999) from the Chief Financial Officer and Treasurer and the Acting Commissioner of Corporate Services subject to:

- (1) amending Recommendation No. (2) by deleting the sum of ‘\$16.4 million’ and inserting in lieu thereof the sum of ‘\$40.0 million’; and
- (2) amending Appendix “F” attached to the aforementioned report by adding thereto the attached schedule”;

Budget Advisory Committee Minutes  
Monday, July 27, 1999.

---

Moved by Councillor Pantalone:

“That all reference in the joint report (July 13, 1999) from the Chief Financial Officer and Treasurer and the Acting Commissioner of Corporate Services, to the CNE be replaced with the words ‘Exhibition Place’ and that staff review that issue to ensure that this error does not occur in the future”; and

Moved by Councillor Rae:

“That the Chief Financial Officer and Treasurer be requested to submit a report to the Policy and Finance Committee on the use of alternative fuels for these vehicles.”

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

A. Councillor Jakobek moved that:

(1) the recommendations of the Policy and Finance Committee embodied in the communication (July 20, 1999) from the City Clerk be adopted, subject to amending Recommendation No. (2) by adding the words “including the revisions attached thereto” after the words “Appendix ‘F’”, so that such recommendation now reads as follows:

“(2) the replacement of vehicles identified in Appendix ‘F’, including the revisions attached thereto, be approved in the amount of \$40 million from the Vehicle and Equipment Replacement Reserve and that the Acting Commissioner of Corporate Services report to the Policy and Finance Committee on specific vehicle replacements for the balance of the allocation contained in Appendix ‘E’; and”

(2) the Budget Advisory Committee express its concerns to the Policy and Finance Committee and Council with regard to the consultants report and the lack of savings found therein;

8  
Budget Advisory Committee Minutes  
Monday, July 27, 1999.

---

- (3) a joint meeting of Administration Committee and the Budget Advisory Committee be scheduled to provide a thorough review of the Fleet Operations to find savings, the said joint meeting to also deal with the issue of the depleted Capital Reserves and the need for possible reliance on leasing of vehicles to better utilize cost reductions; and
  
- (4) the Task Force already established to review the savings from amalgamation of Fleet Operations be requested not to duplicate the work being done by the Administration Committee and the Budget Advisory Committee on this matter.

**(Carried)**

Councillor Jakobek resumed the Chair.

- B. Councillor Shiner moved that the Acting Commissioner of Corporate Services be requested to report to the Special Meeting of the Policy and Finance Committee on July 28, 1999, providing an update on the 5 percent reduction in the fleet recommended by the Budget Committee and adopted by City Council during the 1999 Budget process.

**(Carried)**

(Policy and Finance Committee; c. Chief Financial Officer and Treasurer; Acting Commissioner of Corporate Services; Fire Chief; Chairman, Toronto Police Services Board; General Manager, Ambulance Services; Manager, Financial Planning; Director, Treasury and Financial Services; Director, Fleet Management Services - July 27, 1999)

The Committee adjourned its meeting at 2:20 p.m.

---

Chair