



2004 CAPITAL AND OPERATING BUDGET

BUDGET ADVISORY COMMITTEE

MEETING OF FRIDAY, MARCH 12, 2004

SYNOPSIS

[\[Link to agenda for March 12, 2004\]](#)

(Preliminary – For Reference Purposes Only – For Official Record refer to Minutes.

Note: All items approved by the Budget Advisory Committee are forwarded to the Policy and Finance Committee for consideration and City Council for final adoption.)

The Budget Advisory Committee began its 2004 Capital and Operating Budget review of the following:

1. Corporate Services

(Note: for Administration Committee Capital Budget recommendations see Agenda Item No. 1.61; and for Administration Committee Operating Budget recommendations see Agenda Item No.1.62)

City Clerk's Office: Capital

The Budget Advisory Committee approved the 2004 Capital Budget for the City Clerk's Office, as recommended by the Administration Committee, subject to the adoption of the 2003 Carry Forward Technical Adjustments.

City Clerk's Office: Operating

The Budget Advisory Committee:

- (1) approved the 2004 Operating Budget for the City Clerk's Office, as recommended by the Administration Committee,
- (2) requested:

- (a) the Commissioner of Corporate Services to report to the Budget Advisory Committee wrap-up meetings on the usage of the parking lot at City of Toronto Archives in non-business hours to generate revenue; and
- (b) the City Clerk report to the Administration Committee on the restructuring of the Legislative Services Unit, in time to incorporate and forward recommendations for consideration during the 2005 budget process.

Corporate Communications: Operating

The Budget Advisory Committee:

- (1) approved the 2004 Operating Budget for Corporate Communications, as recommended by the Administration Committee, subject to the reduction of such budget by the amount of \$138,300.00; and
- (2) requested the Commissioner of Corporate Services to report to the Budget Advisory Committee wrap-up meetings on the impact of the aforementioned reduction.

Court Services: Capital

The Budget Advisory Committee approved the 2004 Capital Budget for Court Services, as recommended by the Administration Committee, subject to the adoption of the 2002 Carry Forward Technical Amendments.

Court Services: Operating

The Budget Advisory Committee approved the 2004 Operating Budget for Court Services, as recommended by the Administration Committee.

Facilities and Real Estate: Capital

The Budget Advisory Committee:

- (1) approved the 2004 Capital Budget for Facilities and Real Estate, as recommended by the Administration Committee, subject to the following adjustments:
 - (i) reducing the funding for renovation of the elevated walkway at Nathan Phillips Square from \$652,000.00 to \$452,000.00, such monies to be reallocated for the design competition at Nathan Phillips Square;
 - (ii) deleting \$83,000.00 for City Hall Council Chamber glass screen, such monies to be assigned for the design competition at Nathan Phillips Square;

- (iii) that only four of the EMT recommended eight additional positions be approved, reducing the Facilities and Real Estate capital budget by \$216,000.00 with a corresponding reduction of \$216,000.00 in the operating budget, and a reduction of \$216,000.00 in recoveries, resulting in a “0” net change to the operating budget; and further that the Commissioner of Corporate Services be requested to report at the end of 2004 on the impact of having the four new staff to complete the required work;
 - (iv) that \$2.7 million for the renovations proposed to the lobby of City Hall be deferred and the 2004 cash flow component in the amount of \$290,000.00 be deferred to 2005 for design purposes; and
 - (v) adoption of the 2003 Carry Forward Technical Adjustments; and
- (2) requested the Commissioner of Corporate Services to report to the Budget Advisory Committee wrap-up meetings on:
- (a) the actual cost of maintaining the Nathan Phillips Square elevated walkway, such report to include how often it is maintained and how much it would cost to remove it;
 - (b) 10 Hagerman Street: the feasibility of the Toronto Parking Authority utilizing that property as a parking lot and any cost share of Capital they could do; and
 - (c) Site Work Listed as Residential No. 1: on renovations to City-owned residential properties – report on the sale of all of the properties in this portfolio.

The following report was received:

- (a) (March 3, 2004) from the Commissioner of Corporate Services: “Rationale for 2004 Master Accommodation Plan (MAP) Sub Projects and Identification of Savings Resulting from the MAP Program” (See Agenda Item 1.66(a)).

Facilities and Real Estate: Operating

The Budget Advisory Committee approved the 2004 Operating Budget for Facilities and Real Estate, as recommended by the Administration Committee, subject to:

- (1) reductions of \$165,000.00 and \$110,800.00;
- (2) the reduction to operating of \$216,000.00 gross and \$216,000.00 revenue, for “0” net impact relating to the reduction of the EMT recommended four new positions for the capital program; and further that the Commissioner of Corporate Services

be requested to report at the end of 2004 on the impact of having the four new staff to complete the required work; and

- (3) requested the Commissioner of Corporate Services to report back to the wrap-up meetings on the impact of the aforementioned reductions.

Fleet Services: Capital

The Budget Advisory Committee:

- (1) approved the 2004 Capital Budget for Fleet Services, as recommended by the Administration Committee, and requested the Fleet Services Steering Committee to conduct a review of fuel stations, focussing on geographic areas in such a way as to facilitate the decommissioning of redundant sites as expeditiously as possible; and
- (2) adopted the 2002-2003 Carry Forward Technical Adjustments.

Fleet Services: Operating

The Budget Advisory Committee approved the 2004 Operating Budget for Fleet Services, as recommended by the Administration Committee.

Human Resources: Operating

The Budget Advisory Committee:

- (1) approved the 2004 Operating Budget for Human Resources, as recommended by the Administration Committee; and
- (2) requested the Chief Administrative Officer to report to the Budget Advisory Committee wrap-up meetings on the total budget amount for 10 Contract Release Orders Implementation Clerks for Works and Emergency Services, Community and Neighbourhood Services and Economic Development, Culture and Tourism.

Information and Technology: Capital

The Budget Advisory Committee:

- (1) approved the 2004 Capital Budget for Information and Technology, as recommended by the Administration Committee, subject to the adoption the 2002-2003 Carry Forward Technical Adjustments; and
- (2) requested the Commissioner of Corporate Services to report back to wrap-up on what projects could be deferred until 2005.

Information and Technology: Operating

The Budget Advisory Committee approved the 2004 Operating Budget for Information and Technology, as recommended by the Administration Committee, subject to reducing contracted services from \$673,300.00 to \$473,300.00.

The following communication was received:

- (a) (March 5, 2004) from the City Clerk: "Report on the Technology End of Lease Strategy Initiative" (See Agenda Item 1.69(a)).

Legal: Operating

The Budget Advisory Committee approved the 2004 Operating Budget for Legal, as recommended by the Administration Committee.

Service Improvement and Innovation: Operating

The Budget Advisory Committee approved the 2004 Operating Budget for Service Improvement and Innovation, as recommended by the Administration Committee.

Union Station: Capital

The Budget Advisory Committee deferred consideration of the 2004 Capital Budget for Union Station to the Budget Advisory Committee wrap-up meetings and requested the Commissioner of Corporate Services to provide an update on this project at that time.

End of Lease Strategy: Capital

The Budget Advisory Committee approved the 2004 Capital Budget for the End of Lease Strategy.

2. Other

Chief Administrator's Office: Operating

The Budget Advisory Committee:

- (1) deferred consideration of the 2004 Operating Budget for the Chief Administrator's Office until the Budget Advisory Committee wrap-up meetings; and
- (2) requested the Chief Administrative Officer to report on:

- (a) a way of including in every report requested by any Member of Council to a Committee or City Council the cost incurred in the preparation of such report; and
- (b) how the entire policy function within the City can be reduced by 10 percent;

save and except:

the adoption of the following reports:

- (i) (March 5, 2004) from the City Clerk: “Hosting the 2005 Metropolis Congress in Toronto” (See Agenda Item 1.74(b)); and
- (ii) (March 5, 2004) from the City Clerk: “Options for the Establishment of a City Integrity Commissioner (See Agenda Item 1.74(c)).

The following report was received for information:

- (a) from the Chief Administrative Officer (December 17, 2003): “New Internal Audit Function – Status Report” (See Agenda Item 1.74(a)).

Council: Operating

The Budget Advisory Committee approved the 2004 Operating Budget for Council, as recommended by the Administration Committee.

Mayor’s Office: Operating

The Budget Advisory Committee approved the 2004 Operating Budget for the Mayor’s Office, as recommended by the Administration Committee, subject to reducing the Mayor’s Budget by \$10,000.00.

Finance: Capital

The Budget Advisory Committee deferred consideration of the 2004 Capital Budget for Finance, and all relevant communications, until the Budget Advisory Committee wrap-up meetings.

Finance: Operating

The Budget Advisory Committee deferred consideration of the 2004 Operating Budget for Finance, and all relevant communications, until the Budget Advisory Committee wrap-up meetings.

Non Program

The Budget Advisory Committee approved the 2004 Budget for Non-Program, subject to the following adjustments:

- (1) the Capital Corporate Financial costs be reduced by \$7.0 million;
- (2) the Tax Deficiencies Write-offs be reduced by \$5.0 million;
- (3) the Supplementary Taxes be increased by \$2.0 million;
- (4) Tax Penalties be increased by \$1.0 million;
- (5) the Administrative Support Recoveries from Emergency Medical Services be increased by \$59,000.00; and
- (6) Woodbine Slots revenue be increased by \$1.0 million;

and further requested:

- (i) the Chief Financial Officer and Treasurer to refine such numbers for the final Budget Advisory Committee wrap-up meeting;
- (ii) the Chief Administrative Officer and the Chief Financial Officer and Treasurer to report to the Budget Advisory Committee wrap-up meetings on ways of providing additional space at the Woodbine Racetrack Slot facility for the installation of additional slot machines to generate revenue for the City;

save and except deferring consideration of the following communication and reports to the Budget Advisory Committee wrap-up meetings:

- (a) (February 24, 2004) from the City Clerk: “2004 Current Value Assessment (CVA) and Tax Policy Options – Senior and Low-Income Disabled Persons Eligibility Criteria” (See Agenda Item 1.78(a));
- (b) (March 2, 2004) from the Chief Financial Officer and Treasurer: “Payments-in-Lieu - Heads and Beds Levy on Public Institutions” (See Agenda Item 1.78(b));
and
- (c) (March 11, 2004) from the Chief Financial Officer and Treasurer: “Insurance Reserve Fund Adequacy” (See Agenda Item 1.78(c)).

General

The Budget Advisory Committee received the following communications:

- (a) (February 18, 2004) from the City Clerk: “Administration Committee Transmittal (Capital)” (See Agenda Item 1.61);

- (b) (February 18, 2004) from the City Clerk: “Administration Committee Transmittal (Operating)” (See Agenda Item 1.62); and
- (c) (March 3, 2004) from the Commissioner of Corporate Services: “Request for Additional Information on Corporate Services 2004 Operating Budget” (See Agenda Item 1.62(a)).