

THE CITY OF TORONTO

City Clerk's Office

Minutes of the Budget Advisory Committee

Meeting No. 10

Friday, March 12, 2004

The Budget Advisory Committee met on Friday, March 12, 2004, in Committee Room No. 1, City Hall, Toronto, commencing at 9:35 a.m.

Attendance

	9:35 a.m. - 12:35 p.m.	2:10 p.m. - 5:55 p.m.
Councillor David Soknacki, Chair	X	X
Councillor Joe Mihevc, Vice Chair	X	X
Councillor Jane Pitfield, Vice Chair	X	X
Councillor Shelley Carroll	X	X
Councillor Peter Milczyn	X	X
Councillor Kyle Rae	X	X
Councillor Sylvia Watson	X	X

Also Present:

Councillor Brian Ashton	Councillor Adam Giambrone
Councillor Janet Davis	Councillor Michael Walker
Councillor Mike Del Grande	

10.1 2004 Capital and Operating Budgets

The Budget Advisory Committee had before it the 2004 Capital and Operating Budgets for Corporate Services.

City Clerk's Office

The Budget Advisory Committee had before it the 2004 Capital and Operating Budgets for the City Clerk's Office.

Councillor Mike Del Grande, Ward 39 Scarborough-Agincourt, appeared before the Budget Advisory Committee in connection with this matter.

Capital

On motion by Councillor Watson, the Budget Advisory Committee recommended to the Policy and Finance Committee, and Council, that the 2004 Capital Budget for the City Clerk's Office, as recommended by the Administration Committee, be adopted, subject to the adoption of the 2003 Carry Forward Technical Adjustments.

Operating

A. Councillor Mihevc moved that the Budget Advisory Committee:

- (1) recommend to the Policy and Finance Committee, and Council, that the 2004 Operating Budget for the City Clerk's Office, as recommended by the Administration Committee, be adopted; and
- (2) request 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.

(Carried)

B. Councillor Carroll moved that the City Clerk be requested to 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.

(Carried)

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(Commissioner of Corporate Services; City Clerk; c. Chief Administrative Officer; Chief Financial Officer and Treasurer; Administrator, Administration Committee – March 12, 2004)

Corporate Communications

The Budget Advisory Committee had before it the 2004 Operating Budget for Corporate Communications.

- A. Councillor Rae moved that the Budget Advisory Committee:
- (1) recommend to the Policy and Finance Committee, and Council, that the 2004 Operating Budget for Corporate Communications, as recommended by the Administration Committee, be adopted, subject to the reduction of such budget by the amount of \$138,300.00; and
 - (2) request the Commissioner of Corporate Services to report to the Budget Advisory Committee wrap-up meetings on the impact of the aforementioned reduction.

(Carried)

- B. Councillor Milczyn moved that Councillor Rae's motion A(1) be amended by the termination of the distribution of Newspaper Clippings for savings of \$40,000.00.

(Lost)

(Commissioner of Corporate Services; c. Chief Administrative Officer; Chief Financial Officer and Treasurer – March 12, 2004)

Court Services

The Budget Advisory Committee had before it the 2004 Capital and Operating Budgets for Court Services.

Capital

On motion by Councillor Pitfield, the Budget Advisory Committee recommended to the Policy and Finance Committee, and Council, that the 2004 Capital Budget for Court Services, as recommended by the Administration Committee, be adopted, subject to the adoption of the 2002 Carry Forward Technical Amendments.

Operating

On motion by Councillor Watson, the Budget Advisory Committee recommended to the Policy and Finance Committee, and Council, that the 2004 Operating Budget for Court Services, as recommended by the Administration Committee, be adopted.

Facilities and Real Estate

The Budget Advisory Committee had before it the 2004 Capital and Operating Budgets for Facilities and Real Estate.

The Budget Advisory Committee also had before it a report (March 3, 2004) from the Commissioner of Corporate Services discussing the rationale for the proposed new 2004 Master Accommodation Plan (MAP) sub-projects and identifying the savings resulting from implementing the MAP program.

Councillor Michael Walker, Ward 22 St. Paul's, appeared before the Budget Advisory Committee in connection with this matter.

Capital

- A. Councillor Milczyn moved that the Budget Advisory Committee:
- (1) recommend to the Policy and Finance Committee, and Council, that the 2004 Capital Budget for Facilities and Real Estate, as recommended by the Administration Committee, be adopted, subject to the following adjustments:
 - (a) 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;
 - (b) deleting \$83,000.00 for City Hall Council Chamber glass screen, such monies to be assigned for the design competition at Nathan Phillips Square;

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- (2) request 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; and
- (3) receive the report (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”.

(Carried)

B. Councillor Rae moved that Councillor Milczyn’s motion A(1)(a) be amended by:

- (1) deferring the \$2.7 million for the renovations proposed to the lobby of City Hall and the 2004 cash flow component in the amount of \$290,000.00 be deferred to 2005 for design purposes; and
- (2) the adoption of the 2003 Carry Forward Technical Adjustments.

(Carried)

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C. Councillor Pitfield moved that Councillor Milczyn's motion A. (1)(a) be amended by:

(1) approving only four of the EMT recommended eight additional positions, 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; and

(Carried)

(2) there be no further movement of staff under the MAP Program by the end of 2005, unless approved by the Administration Committee and Budget Advisory Committee.

(Lost)

(Commissioner of Corporate Services; c. Chief Administrative Officer; Chief Financial Officer and Treasurer – March 12, 2004)

Operating

A. Councillor Milczyn moved that the Budget Advisory Committee recommend to the Policy and Finance Committee, and Council, the adoption of the 2004 Operating Budget for Facilities and Real Estate, subject to such budget being reduced by \$165,000.00 and \$110,800.00.

(Carried)

B. Councillor Pitfield moved that:

(1) Councillor Milczyn's motion A. be amended by a reduction to the operating budget in the amount 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

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- (2) the Commissioner of Corporate Services be requested to report to the Budget Advisory Committee wrap-up meetings on the impact of the aforementioned reductions.

(Carried)

(Commissioner of Corporate Services; c. Chief Administrative Officer; Chief Financial Officer and Treasurer – March 12, 2004)

Fleet Services

The Budget Advisory Committee had before it the 2004 Capital and Operating Budgets for Fleet Services.

Capital

On motion by Councillor Mihevc, the Budget Advisory Committee recommended to the Policy and Finance Committee, and Council, that:

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

Operating

On motion by Councillor Pitfield, the Budget Advisory Committee recommended to the Policy and Finance Committee, and Council, that the 2004 Operating Budget for Fleet Services, as recommended by the Administration Committee, be adopted.

Human Resources

The Budget Advisory Committee had before it the 2004 Operating Budget for Human Resources.

On motion by Councillor Pitfield, the Budget Advisory Committee:

- (1) recommended to the Policy and Finance Committee, and Council, that the 2004 Operating Budget for Human Resources, as recommended by the Administration Committee, be adopted; and

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- (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.

(Chief Administrative Officer; c. Chief Financial Officer and Treasurer – March 12, 2004)

Information and Technology

The Budget Advisory Committee had before it the 2004 Capital and Operating Budgets for Information and Technology.

The Budget Advisory Committee also had before it a communication (March 5, 2004) from the City Clerk, advising that City Council on March 1, 2 and 3, 2004, adopted, as amended, Clause No. 1 of Report No. 2 of The Policy and Finance Committee, entitled “Report on the Technology End of Lease Strategy Initiative”, and referred the budget for the Technology End of Lease Strategy to the Budget Advisory Committee for consideration as part of the 2004 budget process.

Councillor Janet Davis, Ward 31 Beaches-East York, appeared before the Budget Advisory Committee in connection with this matter.

Capital

On motion by Councillor Watson, the Budget Advisory Committee:

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

(Commissioner of Corporate Services; c. Chief Administrative Officer; Chief Financial Officer and Treasurer – March 12, 2004)

Operating

- A. Councillor Mihevc moved that the Budget Advisory Committee:
- (1) recommend to the Policy and Finance Committee, and Council, that the 2004 Operating Budget for Information and Technology, as recommended by the Administration Committee, be adopted, subject to reducing contracted services by \$200,000.00; and
 - (2) receive the communication (March 5, 2004) from the CityClerk: "Report on the Technology End of Lease Strategy Initiative".
- B. Councillor Pitfield moved that:
- (1) consideration of the SAP Competency Centre be deferred until the Budget Advisory Committee wrap-up meetings, and the Commissioner of Corporate Services be requested to provide a list of cost centres and corresponding savings at that time; and
 - (2) the Commissioner of Corporate Services be requested to report to the Administration Committee on the benefits of contracting out overseas IT consultants.

(Lost)

Legal

The Budget Advisory Committee had before it the 2004 Operating Budget for Legal.

On motion by Councillor Carroll, the Budget Advisory Committee recommended to the Policy and Finance Committee, and Council, that the 2004 Operating Budget for Legal, as recommended by the Administration Committee, be adopted.

Service Improvement and Innovation

The Budget Advisory Committee had before it the 2004 Operating Budget for Service Improvement and Innovation.

On motion by Councillor Milczyn, the Budget Advisory Committee recommended to the Policy and Finance Committee, and Council, that the 2004 Operating Budget for Service Improvement and Innovation, as recommended by the Administration Committee, be adopted.

Union Station

The Budget Advisory Committee had before it the 2004 Capital Budget for Union Station.

On motion by Councillor Rae, the Budget Advisory Committee deferred consideration of the 2004 Capital Budget for Union Station until its wrap-up meeting and requested the Commissioner of Corporate Services to provide an update on the project at that time.

(Commissioner of Corporate Services; c. Chief Administrative Officer; Chief Financial Officer and Treasurer – March 12, 2004)

End of Lease Strategy

The Budget Advisory Committee had before it the 2004 Capital Budget for the End of Lease Strategy.

On motion by Councillor Mihevc, the Budget Advisory Committee recommended to the Policy and Finance Committee, and Council, that the 2004 Capital Budget for the End of Lease Strategy, as recommended by the Administration Committee, be adopted.

Chief Administrator's Office

The Budget Advisory Committee had before it the 2004 Operating Budget for the Chief Administrator's Office.

The Budget Advisory Committee also had before it the following communications:

- (a) (December 17, 2003) from the Chief Administrative Officer providing a status report on the City's new internal audit function; and recommending that this report be received for information;

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- (b) (March 5, 2004) from the City Clerk, advising that City Council on March 1, 2 and 3, 2004, adopted, without amendment, Clause No. 12 of Report No. 2 of The Policy and Finance Committee, entitled "Hosting the 2005 Metropolis Congress in Toronto", and forwarded this Clause to the Budget Advisory Committee for early consideration of the financial implications; and
- (c) (March 5, 2004) from the City Clerk, advising that City Council on March 1, 2 and 3, 2004, adopted, without amendment, Clause No. 4 of Report No. 2 of The Policy and Finance Committee, entitled "Options for the Establishment of a City Integrity Commissioner", and requested the Budget Advisory Committee to give consideration to an additional \$90,000.00 for the 2004 Operating Budget, to establish a City Integrity Commissioner function, inclusive of the recruitment process and based on an annualized budget of approximately \$200,000.00.

A. Councillor Watson moved that the Budget Advisory Committee:

- (1) defer consideration of the 2004 Chief Administrative Officer's Operating Budget, and related material, until the Budget Advisory Committee wrap-up meetings;
- (2) request the Chief Administrative Officer to report to the Budget Advisory Committee wrap-up meetings on how the entire policy function within the City can be reduced by 10 percent; and
- (3) receive the report (December 17, 2003) from the Chief Administrative Officer: "New Internal Audit Function – Status Report".

(Carried)

Councillor Soknacki appointed Councillor Mihevc Acting Chair and vacated the Chair.

- B. Councillor Soknacki moved that the Chief Administrative Officer be requested to report to the Budget Advisory Committee, on 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.

(Carried)

Councillor Soknacki resumed the Chair.

Council

The Budget Advisory Committee had before it the 2004 Operating Budget for Council.

- A. Councillor Rae moved that the Budget Advisory Committee recommend to the Policy and Finance Committee, and Council, the adoption of the 2004 Operating Budget for Council, as recommended by the Administration Committee.

(Carried)

Councillor Soknacki appointed Councillor Mihevc Acting Chair and vacated the Chair.

- B. Councillor Soknacki moved that Councillor Rae's motion A. be amended by reducing the Councillors' budgets from \$53,100.00 to \$50,000.00.

(Lost)

Councillor Soknacki resumed the Chair.

- C. Councillor Mihevc moved that the Commissioner of Corporate Services be requested to report to the Budget Advisory Committee wrap-up meetings on the establishment of a separate line item within the Councillors' budgets for community offices, the money for which to be funded by a reduction in the Councillors' budget.

(Lost)

Mayor's Office

The Budget Advisory Committee had before it the 2004 Operating Budget for the Mayor's Office.

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

On motion by Councillor Soknacki, the Budget Advisory Committee recommended to the Policy and Finance Committee, and Council, that the 2004 Operating Budget for the Mayor's Office, as recommended by the Administration Committee, be adopted, subject to reducing such budget by \$10,000.00.

Councillor Soknacki resumed the Chair.

Finance

The Budget Advisory Committee had before it the 2004 Capital and Operating Budgets for Finance.

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The Budget Advisory Committee also had before it the following communications:

- (a) (March 5, 2004) from the City Clerk advising that City Council on March 1, 2 and 3, 2004, adopted, without amendment, Clause No. 44 of Report No. 2 of The Policy and Finance Committee, entitled "2004 New Finance Department Administrative Fees", and forwarded a copy of this Clause to the Budget Advisory Committee for information.
- (b) (March 5, 2004) from the City Clerk, advising that City Council on March 1, 2 and 3, 2004, adopted, as amended, Clause No. 6 of Report No. 2 of The Policy and Finance Committee, entitled "2004 Development Charges Background Study", and requested that the capital program identified in the 2004 Development Charge Background Study be forwarded to the Budget Advisory Committee for consideration.

Capital

On motion by Councillor Pitfield, 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.

Operating

On motion by Councillor Pitfield, the Budget Advisory Committee:

- (1) deferred consideration of the 2004 Operating Budget for Finance, and all relevant communications, until the Budget Advisory Committee wrap-up meetings; and
- (2) received the communication (March 5, 2004) from the City Clerk: "2004 New Finance Department Administrative Fees".

Non Program

The Budget Advisory Committee had before it the 2004 Budget for Non Program.

The Budget Advisory Committee also had before it the following communication and report:

- (a) (February 24, 2004) from the City Clerk, advising that the Policy and Finance Committee at its Special Meeting held on February 24, 2004, referred the following communication and report to the Budget Advisory Committee for consideration during the 2004 Operating Budget deliberations:

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- (i) (February 5, 2004) from the City Clerk, enclosing for information and any attention deemed necessary, Clause No. 10 contained in Report No. 1 of The Policy and Finance Committee, headed “2004 Current Value Assessment (CVA) Changes and Tax Policy Options (All Wards)”, which was adopted, as amended, by the Council of the City of Toronto at its meeting held on January 27, 28 and 29, 2004, and advising that Council referred the following motion to the Policy and Finance Committee for consideration:

Moved by Councillor Chow:

“That the Clause be amended by amending the report dated January 7, 2004, from the Chief Financial Officer and Treasurer, as contained in the Clause, by inserting in Recommendation No. (4), after the words ‘be amended by’, the words ‘replacing the \$25,000.00 household limit with \$30,000.00, and’”, so that Recommendation No. (4) will read as follows:

“with respect to property tax relief for low-income seniors and low-income disabled persons, Article IVB of Chapter 767 of the City of Toronto Municipal Code, respecting the cancellation of tax increases for eligible persons as defined in the article, be amended by replacing the \$25,000.00 household limit with \$30,000.00, and replacing the eligible property value of \$295,000.00 with \$398,400.00 in the appropriate section thereof to reflect the revised average detached single-family residential property Current Value Assessment in Toronto based on the June 2003 valuation date, and that the income criteria with respect to the cancellation of taxes increases be amended by adding thereto or in receipt of the Guaranteed Income Supplement under the Old Age Security Act (Canada), or in the case of a widowed person, in receipt of the Spouse’s Allowance under the Old Age Security Act (Canada);” and

- (ii) (February 20, 2004) from the Chief Financial Officer and Treasurer reporting on the financial implications of amending the recommended eligibility criteria for the City of Toronto low-income senior and low-income disabled person tax cancellation program, to increase the household income criteria from \$25,000.00 to \$30,000.00; advising that increasing the income eligibility criteria relating to the tax cancellation program from \$25,000.00 to \$30,000.00 will necessitate additional funding allocation to this program estimated at \$500,000.00 based on a projected 30 percent participation rate; and recommending that this report be received for information; and

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- (b) (March 2, 2004) from the Chief Financial Officer and Treasurer requesting that the provincial government amend the current “heads and beds” rate used to calculate provincial payments-in-lieu of taxes on public hospitals, universities and colleges and correctional facilities, or to make necessary legislative changes to the Assessment Act and the Municipal Act to ensure that payment-in-lieu amounts for these properties are based on taxation at full Current Value Assessment (CVA) levels; and recommending that:
- (1) the Provincial Minister of Finance be requested to:
 - (a) amend the current provincial regulation that establishes the “heads and beds” rate used to calculate provincial payments-in-lieu of taxes on public hospitals, universities, colleges and correctional facilities, to increase the current per-capacity rate of \$75.00 to a rate that would result in payments-in-lieu of taxes equivalent to an amount that would be raised if the payments-in-lieu for public institutions were determined using a standard “Current Value Assessment (CVA) times tax rate” methodology;
 - (b) ensure that the “heads and beds” rate is adjusted annually thereafter to reflect changes in Current Value Assessment on public institutions and municipal tax rates;
 - (c) or, alternatively, to introduce necessary legislative amendments to the Assessment Act and the Municipal Act to ensure that payment-in-lieu amounts for these properties are calculated based on the equivalent of taxation at full Current Value Assessment (CVA) levels multiplied by the appropriate municipal tax rate; and
 - (2) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto; and
- (c) (March 11, 2004) from the Chief Financial Officer and Treasurer updating the review of the adequacy of the Insurance Reserve Fund; and recommending that:
- (1) additional funding in the amount of \$3.3 million be provided from the 2004 Non-Program Budget and an additional 2004 charge of \$1.7 million has been included in the Water and Wastewater budget to the Insurance Reserve Fund; and
 - (2) the appropriate City officials be directed to give effect to the foregoing.

Councillor Soknacki appointed Councillor Mihevc Acting Chair and vacated the Chair.

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- A. Councillor Soknacki moved that the Budget Advisory Committee:
- (1) recommend to the Policy and Finance Committee, and Council, that the Non Program Budget be adopted, subject to the following adjustments:
 - (a) the Capital Corporate Financial costs be reduced by \$7.0 million;
 - (b) the Tax Deficiencies Write-offs be reduced by \$5.0 million;
 - (c) the Supplementary Taxes be increased by \$2.0 million;
 - (d) Tax Penalties be increased by \$1.0 million;
 - (e) the Administrative Support Recoveries from Emergency Medical Services be increased by \$59,000.00; and
 - (f) Woodbine Slots revenue be increased by \$1.0 million;
 - (2) request the Chief Financial Officer and Treasurer to refine such numbers for the final Budget Advisory Committee wrap-up meeting;
 - (3) defer consideration of the following communication and reports until 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";
 - (b) (March 2, 2004) from the Chief Financial Officer and Treasurer: "Payments-in-Lieu - Heads and Beds Levy on Public Institutions"; and
 - (c) (March 11, 2004) from the Chief Financial Officer and Treasurer: "Insurance Reserve Fund Adequacy".

(Carried)

Councillor Soknacki resumed the Chair.

- B. Councillor Watson moved that the Chief Administrative Officer and the Chief Financial Officer and Treasurer be requested 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.

(Carried)

(Chief Administrative Officer; Chief Financial Officer and Treasurer –
March 12, 2004)

Administration Committee Transmittal (Capital)

The Budget Advisory Committee had before it a communication (February 18, 2004) from the City Clerk, advising that the Administration Committee, at its meetings on February 6 and February 13, 2004 reviewed the 2004-2013 Capital Budget, and took the following action:

(1) Corporate Services Department

(A) Fleet Services

Recommended to the Budget Advisory Committee the adoption of the 2004-2013 EMT recommended Capital Budget for Fleet Services.

(B) City Clerk's Office

Recommended to the Budget Advisory Committee the adoption of the 2004-2013 EMT recommended Capital Budget for City Clerk's Office.

(C) Facilities and Real Estate

Recommended to the Budget Advisory Committee the adoption of the 2004-2013 EMT recommended Capital Budget for Facilities and Real Estate.

(D) Union Station

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended 2004-2013 Capital Budget for Union Station subject to it being a condition of agreement with Union Pearson Group that all of the repairs made or to be made by the City to Union Station from the date that Union Pearson Group was selected as the preferred proponent, being August 1, 2002, be paid entirely by Union Pearson.

(E) Court Services

Recommended to the Budget Advisory Committee the adoption of the 2004-2013 EMT recommended Capital Budget for Court Services.

(F) Information and Technology

Recommended to the Budget Advisory Committee the adoption of the 2004-2013 EMT recommended Capital Budget for Information and Technology.

(G) End of Lease Strategy

Recommended to the Budget Advisory Committee the adoption of the 2004-2013 EMT recommended Capital Budget for the End of Lease Strategy subject to Policy and Finance Committee considering the Strategy at its meeting on February 24, 2004 and Council's subsequent approval on March 1, 2004.

(H) Finance Department

Recommended to the Budget Advisory Committee the adoption of the 2004-2013 EMT recommended Capital Budget for Finance Department.

On motion by Councillor Pitfield, the Budget Advisory Committee received the communication (February 18, 2004) from the City Clerk: "Administration Committee Transmittal (Capital)".

Administration Committee Transmittal (Operating)

The Budget Advisory Committee had before it a communication (February 18, 2004) from the City Clerk, advising that the Administration Committee, at its meetings on February 6 and February 13, 2004 reviewed the 2004 Operating Budget, and took the following action:

(1) Corporate Services Department

(A) Legal Services

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended Operating Budget for Legal Services.

(B) Corporate Communications

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended Operating Budget for Corporate Communications.

(C) Service Improvement and Innovation

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended Operating Budget for Service Improvement and Innovation.

(D) Human Resources

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended Operating Budget for Human Resources.

(E) Fleet Services

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended Operating Budget for Fleet Services.

(F) City Clerk's Office

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended Operating Budget for City Clerk's Office.

(G) Facilities and Real Estate

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended Operating Budget for Facilities and Real Estate.

(H) Court Services

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended Operating Budget for Court Services.

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(I) Information and Technology

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended Operating Budget for Information and Technology.

(J) City Council

Recommended:

- (1) to the Budget Advisory Committee the adoption of the 2004 EMT recommended Operating Budget for City Council;
- (2) that City Council's existing policy that the Councillor's Office Budget be disclosed on an annual basis and given a wide circulation of the line by line expenses, be reaffirmed.

(K) Mayor's Office

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended Operating Budget for the Mayor's Office.

(L) Chief Administrator's Office

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended Operating Budget for the Chief Administrator's Office.

(M) Consolidated Grants

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended 2004 Operating Budget for Consolidated Grants subject to increasing the Access and Equity Grants budget to \$1M.

(N) Finance Department

Recommended to the Budget Advisory Committee the adoption of the 2004 EMT recommended 2004 Operating Budget for Finance Department.

On motion by Councillor Pitfield, the Budget Advisory Committee received the communication (February 18, 2004) from the City Clerk: "Administration Committee Transmittal (Operating)".

General

The Budget Advisory Committee had before it a confidential report (March 3, 2004) from the Commissioner of Corporate Services: Request for Additional Information on Corporate Services 2004 Operating Budget”, responding to a request from Administration Committee to report on options to meet the budget target of the 2003 approved budget plus one percent.

On motion by Councillor Pitfield, the Budget Advisory Committee received the confidential report (March 3, 2004) from the Commissioner of Corporate Services: “Request for Additional Information on Corporate Services 2004 Operating Budget”.

The Budget Advisory Committee adjourned its meeting at 5:55 p.m.

Chair