

THE CITY OF TORONTO

City Clerk's Division

Minutes of the Budget Advisory Committee

Meeting No. 18

Monday, September 10, 2001

The Budget Advisory Committee met on Monday, September 10, 2001, in Committee Room No. 2, City Hall, Toronto, commencing at 9:41 a.m.

Attendance

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

	9:41a.m. to 1:15 p.m.	2:15 p.m. to 2:50 p.m.
Councillor David Shiner, Chair	X	X
Councillor Paul Sutherland, Vice Chair	X	R
Councillor Olivia Chow	X	X
Councillor Ron Moeser	X	X
Councillor Joe Pantalone	X	R
Councillor Jane Pitfield	X	X
Councillor David Soknacki	X	X

Also Present:

Councillor Betty Disero	Councillor Gloria Lindsay Luby
Councillor Doug Holyday	Councillor Frances Nunziata
Councillor Jack Layton	Councillor Kyle Rae

18.1 2002 Budget Process and Schedule

The Budget Advisory Committee had before it a report (August 24, 2001) from the Acting Chief Administrative Officer and the Acting Chief Financial Officer forwarding the Budget Process and Schedule for the 2002 Capital and Operating Budgets; and recommending that:

- (1) the 2002 Capital and Operating Budget Process, guiding principles and timetable as attached in Appendix A, be adopted;
- (2) the Acting Chief Financial Officer and Treasurer review existing financial protocols and practices regarding in-year policy decisions having current and future year budget impacts and report to the Policy and Finance Committee in October 2001, on any improvements deemed appropriate; and
- (3) this report be forwarded to the Policy and Finance Committee for consideration.

The following persons appeared before the Budget Advisory Committee in connection with the foregoing matter:

- Councillor Frances Nunziata, Ward 11 South-Weston;
- Councillor Doug Holyday, Ward 3 Etobicoke Centre; and
- Councillor Kyle Rae, Ward 27 Toronto Centre-Rosedale.

On motion by Councillor Pantalone, the Budget Advisory Committee:

- (1) recommended to the Policy and Finance Committee, and Council, the adoption of the report (August 24, 2001) from the Acting Chief Administrative Officer and the Acting Chief Financial Officer, subject to amending Appendix "A" to read as follows:

APPENDIX A

RECOMMENDED 2002 BUDGET PROCESS TIMETABLE

MAJOR ACTIVITIES	DATES
Administrative Review	
2002 Budget Launch	August 14
Capital Budget Submission	October 1
Operating Budget Submission	October 30/November 15
Budget Services/Program Area Review	October 1 – November 23

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CAO/Executive Management Team Review	November 26 – December 7
Political Review	
BAC Approval of Budget Guidelines/Schedule	September 10
P&F Approval of Budget Guidelines/Schedule	September 20
Council Approval	October 2
Capital Project Pre-Approvals by BAC <i>(to approve Capital Projects required to start before March 2002)</i>	October/November
Capital Project Pre-Approvals by P&F <i>(to approve Capital Projects required to start before March 2002)</i>	October/November
Council Planning Session	October
Review of Budget Strategies/Options by BAC/P&F	Mid-November
Public Launch and Overview Presentation to P&F/BAC and Referral to Standing Committees	January 10, 2002
Standing Committee/BAC Reviews of ABC Budgets	January 14 – 21
BAC Review of Standing Committee Recommendations	January/February
Final BAC Decision	February/March
Final Policy and Finance Recommendation	February/March
Council Approval	March

- (2) requested the Acting Chief Administrative Officer, in consultation with the Chair, Budget Advisory Committee and the City Clerk, to report to the October 2, 2001 meeting of City Council providing specific dates for the completion of the 2002 Budget Process, such dates to not conflict with Standing Committee and Community Council meeting dates.

(Policy and Finance Committee; Acting Chief Administrative Officer; c. Chair, Budget Advisory Committee; City Clerk; Acting Chief Financial Officer; Councillor Frances Nunziata, Ward 11 South-Weston; Councillor Doug Holyday, Ward 3 Etobicoke Centre; Councillor Kyle Rae, Ward 27 Toronto Centre-Rosedale – September 11, 2001)

18.2 Implementation Plan for a Three-Stream System and Other Recommendations of the Waste Diversion Task Force 2010

The Budget Advisory Committee had before it a communication (July 12, 2001) from the Acting City Clerk advising that the Policy and Finance Committee at its meeting held on July 12, 2001, requested the Budget Advisory Committee to:

- (1) convene a meeting to review this matter prior to the September 20, 2001, meeting of the Policy and Finance Committee;
- (2) consider the cost of once a week collection of organic waste and recyclables as opposed to once every two weeks and report thereon to the Policy and Finance Committee; and
- (3) submit a report to the Policy and Finance Committee on the proposed plans compared to the cost of disposal in the year 2001, such increased cost to include the Capital and Operating cost for the next ten years; and the value of the resources collected.

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

- (a) (August 29, 2001) from the Commissioner of Works and Emergency Services reporting on the specifics and cost implications of implementing the “three-stream” system recommended by the Waste Diversion 2010 Task Force; requesting the necessary authority to proceed with implementation; addressing the cost of achieving the 60 percent diversion target by 2006; commenting on some of the other initiatives related to the Task Force report; and recommending:
 - (1) approval be granted to implement a three-stream system consisting of the co-collection of organics and commingled recyclables one week and organics and residual garbage the following week and the composting of organics and commingled processing of recyclables, subject to the stipulation that a phased approach to implementation be utilized to minimize the need for pre-budget approval and to allow for inclusion of long-term planning in the 2002 budget cycle;

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- (2) authority be granted, including pre-budget approval, to implement Phase 1 (70,000 homes) of the three-stream system including authorization for:
 - (i) an expenditure of approximately \$1.6 million to purchase 70,000 organic kitchen and curbside collection containers;
 - (ii) issuing a Request for Proposals as soon as possible for the purchase of the 70,000 organics containers and that the Commissioner of Works and Emergency Services, in conjunction with the Purchasing and Materials Management Division, be authorized to negotiate with the preferred proponent(s) and report to the Bid Committee recommending contract award;
 - (iii) design and rollout a public education program at a cost of \$600,000.00 in 2002;
 - (iv) securing the transition processing capacity through a Request for Proposals process for approximately 15,000 annual tonnes of fully commingled recyclables at an additional cost of \$200,000.00 in 2002; and
 - (v) entering into a contract for Alternating Co-Collection of Waste, Mixed Recyclables and Source Separated Organics – Manual Curbside Collection for Etobicoke, as recommended in the report entitled “Award of Contract for Tender Call 95-2001”;
- (3) in order to ensure that Phase 2 of the three-stream system is implemented according to the schedule in this report, approval in principle is required, subject to consideration and approval of funding in the 2002 budget process and consideration of a range of operational options to reduce costs;
- (4) authority be granted to issue a Request for Proposals for the design of an addition to the Dufferin MRF or to examine private sector options to accommodate the processing of a commingled fibre and container stream, and the Commissioner of Works and Emergency Services, in conjunction with the Purchasing and Materials Management Division, be authorized to negotiate with the preferred proponent(s) and report to the Works Committee recommending contract award;
- (5) more apartments be added to the recycling program so that all apartment dwellers, where the City currently provides collection, will have access to recycling by the end of 2003;

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- (6) the former Scarborough composting site located on Morningside Avenue just south of the 401 and the former Etobicoke composting site located near Centennial Park Boulevard and Rathburn Road be re-opened in order to compost a portion of the City's leaf and yard waste commencing in 2003 and staff investigate the Brock North site and private sector options to secure the remaining capacity required; and
 - (7) the request for funding for new and emerging technologies be considered as part of the 2002 Capital and Operating Budget process;
- (b) (September 7, 2001) from the Commissioner of Works and Emergency Services advising of potential savings and additional sources of revenue that could have an impact on the Solid Waste Management Services Operating Budget over the next six years; and recommending that this report be received for information;
 - (c) (September 10, 2001) from Councillor Ron Moeser, Ward 44 Scarborough East, recommending that:
 - (1) the Morningside Avenue composting site only be used for composting leaf and yard waste including Christmas trees and under no circumstances will other organic material, such as, food waste and grass clippings be accepted at the site; and
 - (2) there be a review of the Morningside Avenue composting site operation to ensure that there are no environmental and odour problems that would impact on the surrounding communities six months after start up and a report to the Works Committee and Scarborough Community Council for information;
 - (d) (September 5, 2001) from the Acting Chief Administrative Officer and Acting Chief Financial Officer submitting a document entitled "Briefing Notes – Waste Diversion Task Force 2010 Initiative – Financial Review".

The following persons appeared before the Budget Advisory Committee in connection with the foregoing matter:

- Councillor Betty Disero, Ward 17 Davenport;
- Councillor Lindsay Luby, Ward 4 Etobicoke Centre;
- Councillor Frances Nunziata, Ward 11 York South-Weston;
- Councillor Jack Layton, Ward 30 Toronto-Danforth; and
- Councillor Doug Holyday, Ward 3 Etobicoke Centre.

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A. Councillor Soknacki moved that the Budget Advisory Committee recommend to the Policy and Finance Committee, and Council, the adoption of the report (August 29, 2001) from the Commissioner of Works and Emergency Services, subject to:

(a) amending Recommendation No. (4) to read as follows:

“(4) authority be granted to issue a Request for Proposals for the design of an addition to the Dufferin MRF or to examine private sector options to accommodate the processing of a commingled fibre and container stream, and the Commissioner of Works and Emergency Services, in conjunction with the Director of Purchasing and Materials Management, be authorized to negotiate with the preferred proponent(s) and report to the Works Committee recommending contract award; and further the RFP to be subject to consideration and approval of funding in the 2002 budget process;”.

(Carried)

Councillor Shiner appointed Councillor Sutherland Acting Chair and vacated the Chair.

B. Councillor Shiner moved that Councillor Soknacki’s motion A. be amended by adding thereto that consideration be given, during the 2002 budget process, to funding the additional costs for the Three-Stream System from the Reserve Account dedicated to Waste Management in the Works and Emergency Services Department.

(Carried)

Councillor Shiner resumed the Chair.

C. Councillor Moeser moved that Councillor Soknacki’s motion A. be amended by adding thereto the following:

(c) the Morningside Avenue and Centennial Park composting sites only be used for composting leaf and yard waste including Christmas trees and under no circumstances will other organic material, such as food waste and grass clippings be accepted at the site; and

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- (d) there be a review of the Morningside Avenue and Centennial Park composting site operations to ensure that there are no environmental and odour problems that would impact on the surrounding communities six months after start up and report thereon to the Works Committee, Scarborough Community Council and Etobicoke Community Council for information.

(Carried)

D. Councillor Chow moved that:

- (1) the Commissioner of Works and Emergency Services be requested to report to the Works Committee and the Budget Advisory Committee during the 2002 budget process, providing options and financial implications with regard to:
 - (i) some residents in all areas across the City of Toronto having access to the Three-Stream System for single family homes prior to the fall of 2003; and
 - (ii) apartment dwellers having access to the recycling program by the beginning of 2003, as identified in Recommendation No. (9) of the Waste Diversion Task Force 2010 Report; and
- (2) the following communications and reports be received:
 - (i) (July 12, 2001) from the Acting City Clerk;
 - (ii) (September 7, 2001) from the Commissioner of Works and Emergency Services;
 - (iii) (September 10, 2001) from Councillor Ron Moeser, Ward 44, Scarborough East; and
 - (iv) (September 5, 2001) from the Acting Chief Administrative Officer and Acting Chief Financial Officer.

(Carried)

- E. Councillor Sutherland moved that the cost of implementing the Three-Stream System and all relevant material be referred for consideration during the 2002 Budget Process.

(Lost)

(Policy and Finance Committee; c. Councillor Betty Disero, Ward 17 Davenport; Councillor Lindsay Luby, Ward 4 Etobicoke Centre; Councillor Frances Nunziata, Ward 11 York South-Weston; Councillor Jack Layton, Ward 30 Toronto-Danforth; Councillor Doug Holyday, Ward 3 Etobicoke Centre; Acting Chief Administrative Officer; Acting Chief Financial Officer – September 11, 2001)

18.3 Parking Tag Fine Collection Strategy

The Budget Advisory Committee had before it a communication (March 14, 2001) from the City Clerk advising that City Council at its meeting held on March 6, 7 and 8, 2001 adopted, as amended, Clause No. 1 of Report No. 2 of The Administration Committee, headed “Parking Tag Fine Collection Strategy”, and referred the report (February 16, 2001) from the President, Toronto Parking Authority, entitled “The Courtesy Envelope Program”, together with the report (March 6, 2001) from the Chief Financial Officer and Treasurer, entitled “Parking Tag Fine Collection Strategy”, to the Budget Advisory Committee for consideration.

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

- (a) (February 16, 2001) from the President of the Toronto Parking Authority, addressed to City Council, forwarding, as requested by Council at its meeting of March 6, 7 and 8, 2001, the subject report addressing issues raised in the report from the Chief Financial Officer and Treasurer, entitled “Parking Tag Fine Collection Strategy”; and recommending that:
- (1) Recommendation No. 15 of the report from the Chief Financial Officer and Treasurer to the Administrative Committee, entitled “Parking Tag Fine Collection Strategy” be received; and
 - (2) Council refer the report prepared by the Toronto Parking Authority, entitled “Parking Management: Completing the Circle”, to the Budget Advisory Committee for consideration of the initiatives set out therein with a view to extending the courtesy envelope program to apply to the enforcement of parking regulations associated with all on-street paid parking spaces and transferring the responsibility for the enforcement of on-street paid parking from the Toronto Police Service to the Toronto Parking Authority; and

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- (b) (March 6, 2001) from the Chief Financial Officer and Treasurer forwarding, as requested by Council at its meeting of March 6, 7 and 8, 2001, the subject report responding to the Toronto Parking Authority's report on the Courtesy Envelope Program; and recommending that the Chief Financial Officer and Treasurer and the City Auditor, in consultation with the Chief of Police and the General Manager of the Toronto Parking Authority, review the practice of issuing courtesy envelopes to illegally parked vehicles on Toronto Parking Authority lots and be directed to report to Administration Committee on the feasibility of replacing courtesy envelopes with City of Toronto Parking Infraction Notices, when conducting parking enforcement on Toronto Parking Authority lots.

On motion by Councillor Soknacki, the Budget Advisory Committee:

- (1) deferred consideration of the foregoing matter until such time as the Acting Chief Administrative Officer, in consultation with the City Auditor, has submitted her report, as directed by Council, on the Parking Tag Collection Strategy and jurisdictional issues; and
- (2) requested that the aforementioned report be completed and submitted to the Budget Advisory Committee prior to November 1, 2001.

(Acting Chief Administrative Officer; c. Acting Chief Financial Officer; City Auditor; President, Toronto Parking Authority; Superintendent Doug Reynolds, Toronto Police Service, Parking Tag Enforcement – September 11, 2001)

18.4 2001 Audit Work Plan - Toronto Police Services

The Budget Advisory Committee had before it a report (June 26, 2001) from the Chairman, Toronto Police Services Board, reporting on the 2001 audit work plan and the audit process for the Toronto Police Service which have recently been approved by the Toronto Police Services Board; and recommending that with regard to the Budget Advisory Committee request that the City Auditor review and report “on what additional functions now performed by police officers could be civilianized and/or contracted out to further reduce costs and rationalize the Police Services”, the Budget Advisory Committee clarify its reasons for this request and that it identify and fund an external source, other than the City Auditor, to meet this report.

- A. Councillor Pantalone moved that the Budget Advisory Committee defer consideration of the foregoing matter and requested the City Auditor to report to the Budget Advisory Committee on the following:

- (a) commenting on the Toronto Police Services Board Recommendation that “the Budget Advisory Committee clarify its reasons for this request and that it identify and fund an external source, other than the City Auditor, to meet this request”; and
- (b) how much the City and the Toronto Police Service spend on Audits.

(Carried)

B. Councillor Chow moved that Councillor Pantalone’s motion A. be amended to include in the requested report from the City Auditor the following:

- (c) switching positions to civilians and how the Police Service can be enhanced by so doing, including identifying the use of civilians in other police services; and
- (d) update on variance management issues.

(Carried)

Councillor Shiner appointed Councillor Sutherland Acting Chair and vacated the Chair.

C. Councillor Shiner moved that all relevant background reports be submitted with the aforementioned report.

(Carried)

Councillor Shiner resumed the Chair.

(City Auditor; c. Chairman, Toronto Police Services Board; Acting Chief Administrative Officer; Acting Chief Financial Officer – September 11, 2001)

18.5 Police Reference Checks for all Municipal Applicants and Applicants for Municipally - Funded Agencies

The Budget Advisory Committee had before it a report (April 5, 2001) from the Chairman, Toronto Police Services Board, advising the Budget Advisory Committee of the recent decision of the Toronto Police Services Board with regard to police reference checks conducted by the Toronto Police Service; and recommending that this report be received for information.

A. Councillor Pantalone moved that the report (April 5, 2001) from the Chairman, Toronto Police Services Board be received.

(Carried)

Councillor Shiner appointed Councillor Sutherland Acting Chair and vacated the Chair.

- B. Councillor Shiner moved that the Chairman, Toronto Police Services Board be requested to report prior to the November meeting of the Budget Advisory Committee if the “no fee” administrative issues between the parties have not been concluded and the “no fee” service cannot be implemented on or before December 1, 2001.

(Carried)

Councillor Shiner resumed the Chair.

(Chairman, Toronto Police Services Board; c. Acting Chief Administrative Officer; Acting Chief Financial Officer – September 11, 2001)

18.6 Economic Development, Culture and Tourism Department’s Procedures for Dealing with Capital Projects

The Budget Advisory Committee had before it a report (August 22, 2001) from the Commissioner of Economic Development, Culture and Tourism reporting, as requested by City Council at its meeting of June 26, 27, 28, 2001, on procedures for dealing with capital expenditures; and recommending that this report be received for information.

On motion by Councillor Sutherland, the Budget Advisory Committee received the aforementioned report.

18.7 Details of the Fire Services 2000 Year-end Budget Variances

The Budget Advisory Committee had before it a joint report (June 11, 2001) from the Commissioner of Works and Emergency Services and the Fire Chief reviewing the Toronto Fire Services over-expenditures in the 2000 budget year, including why gapping was not achieved; and recommending that this report be received for information.

On motion by Councillor Pitfield, the Budget Advisory Committee received the aforementioned report.

18.8 Operational Comparison to Other Zoos

The Budget Advisory Committee had before it a report (June 28, 2001) from the General Manager and CEO, Toronto Zoo, responding to the Budget Advisory Committee on the comparative cost of operations at other zoos with the Toronto Zoo; and recommending that this report be received for information.

On motion by Councillor Chow, the Budget Advisory Committee received the aforementioned report.

18.9 Zoo Admission Fee Strategy

The Budget Advisory Committee had before it a report (June 28, 2001) from the General Manager and CEO, Toronto Zoo, outlining the strategy for the admission fee increase in 2001 and subsequent years; and recommending that this report be received for information.

On motion by Councillor Sutherland, the Budget Advisory Committee received the aforementioned report.

18.10 Transfer of Care Delays on Toronto Emergency Medical Services

The Budget Advisory Committee had before it a communication (July 5, 2001) from the Acting City Clerk advising that City Council at its meeting held on June 26, 27 and 28, 2001 adopted, as amended, Clause No. 1 of Report No. 6 of The Community Services Committee, headed "Transfer of Care Delays on Toronto Emergency Medical Services", and directed that a copy of the report be forwarded to the Policy and Finance Committee and the Budget Advisory Committee for information.

On motion by Councillor Pantalone, the Budget Advisory Committee received the aforementioned communication.

The Budget Advisory Committee adjourned its meeting at 2:50 p.m.

Chair