

**CITY OF VAUGHAN**  
**REPORT NO. 5 OF THE**  
**FINANCE, ADMINISTRATION AND AUDIT COMMITTEE**

*For consideration by the Council  
of the City of Vaughan  
on May 16, 2017*

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The Finance, Administration and Audit Committee met at 9:38 a.m., on May 1, 2017.

Present:                      Councillor Rosanna DeFrancesca, Chair  
                                    Hon. Maurizio Bevilacqua, Mayor  
                                    Regional Councillor Michael Di Biase  
                                    Regional Councillor Mario Ferri  
                                    Councillor Marilyn Iafrate  
                                    Councillor Tony Carella  
                                    Councillor Alan Shefman

The following items were dealt with:

**1            VACANCY REBATE PROGRAM – COMMERCIAL AND INDUSTRIAL PROPERTIES**  
(Referred)

**The Finance, Administration and Audit Committee recommends:**

- 1)        That consideration of this matter be deferred to a future Finance, Administration and Audit Committee meeting to allow staff to obtain further information and detail, in accordance with Communication C1, memorandum from the Chief Financial Officer and City Treasurer and the Director of Financial Services/Deputy City Treasurer, dated May 1, 2017.**

Council, at its meeting of March 21, 2017, adopted the following recommendation (Item 7, Finance, Administration and Audit Committee Report No. 3):

That the following be approved in accordance with Communication C2, from the Chief Financial Officer and City Treasurer and the Director of Financial Services/Deputy City Treasurer, dated March 17, 2017:

1.        That this item be deferred to the May 1, 2017, Finance, Administration and Audit Committee meeting.

Recommendation of the Finance, Administration and Audit Committee meeting of March 6, 2017:

The Finance, Administration and Audit Committee recommends:

- 1)        That consideration of this matter be deferred to the Finance, Administration and Audit Committee meeting of April 3, 2017; and
- 2)        That Communication C1 from the Chief Financial Officer and City Treasurer and the Director of Financial Services/Deputy City Treasurer, dated February 24, 2017, be received.

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Report of the Chief Financial Officer and City Treasurer and the Director of Financial Services/Deputy Treasurer, dated March 6, 2017

**Recommendation**

The Chief Financial Officer and City Treasurer and the Director of Financial Services/Deputy Treasurer, in consultation with the Manager of Property Tax & Assessment recommend:

1. THAT Council provide direction to staff on whether to communicate a preference for elimination or modification of the Vacancy Rebate Program to York Region staff for input into York's position paper to the Minister of Finance;
2. THAT staff be directed to participate in the ongoing discussions, and
3. THAT staff report back to Council on the final recommendations that will be made to Regional Council, and if approved, sent to the Province for regulatory authority.

**2      UPDATE: FEASIBILITY ASSESSMENT – FAIR WAGE POLICY FOR CITY OF VAUGHAN**

**The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the City Manager, the Chief Financial Officer and City Treasurer and the Director of Procurement Services, dated May 1, 2017:**

**Recommendation**

The City Manager, the Chief Financial Officer and City Treasurer and the Director of Procurement Services, recommend:

1. That staff report to a future Finance, Administration and Audit Committee on the findings of the feasibility study regarding implementation of a potential Fair Wage Policy for City of Vaughan no later than Q4 of 2017.

**3                      2018 FINANCIAL AND BUSINESS PLANNING GUIDELINES**

**The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Chief Financial Officer and City Treasurer, Director, Financial Planning and Development Finance / Deputy City Treasurer, Director, Financial Services / Deputy City Treasurer and the Director of Transformation and Strategy, dated May 1, 2017:**

**Recommendation**

The Chief Financial Officer and City Treasurer, Director, Financial Planning and Development Finance / Deputy City Treasurer, Director, Financial Services / Deputy City Treasurer and the Director of Transformation and Strategy recommend:

1. That the Financial Planning and Business Planning Guidelines, summarized in this report be endorsed; and
2. That staff bring the 2018 Budget and 2019-2022 Plan to the November 2017 Finance, Administration and Audit Committee series of meetings and December 2017 Special Council Meeting with Public Input.

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**4                    BUDGET AMENDMENT – SECONDARY SUITES RESOURCING**

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Deputy City Manager, Planning and Growth Management and the Director of Building Standards, dated May 1, 2017:

**Recommendation**

The Deputy City Manager, Planning and Growth Management, and the Director of Building Standards in consultation with the Director, Financial Planning and Development Finance and Deputy City Treasurer recommend:

1. THAT two additional full-time complement be added for the Building Standards Department to address resourcing requirements associated with the new Secondary Suites program; and
2. THAT the two positions be fully funded through Building Permit fees and the Building Standards Continuity Reserve.

The Deputy City Manager, Planning and Growth Management, and the Director of Building Standards in consultation with the Director, Financial Planning and Development Finance and Deputy City Treasurer recommend:

1. ~~THAT one (1) Technical Coordinator, Secondary Suites and one (1) Building Permit Technologist be added as a full-time complement for a three-year period for the Building Standards Department to address resourcing requirements associated with the new Secondary Suites program;~~
2. ~~THAT Staff be authorized to convert the two full-time 3-year complement into permanent full-time complement based on assessment of operational needs; and~~
3. ~~THAT the two positions be fully funded through Building Permit fees and the Building Standards Continuity Reserve.~~

**5                    CAPITAL BUDGET AMENDMENT REQUEST – BY-9540-16 ANIMAL CONTROL VEHICLE**

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Deputy City Manager, Community Services, and the Director, By-law & Compliance, Licensing & Permit Services, dated May 1, 2017:

**Recommendation**

The Deputy City Manager, Community Services, and the Director, By-law & Compliance, Licensing & Permit Services, in consultation with the Director of Fleet Management Services, the Director of Financial Planning & Development Finance, Deputy City Treasurer, and the Director of Procurement Services recommend:

1. That an increase to the budget for Capital Project BY-9540-16 Animal Control Vehicle, be approved for \$42,000, funded 90% from City-Wide Development Charges Public Works and 10% from the Capital from Taxation Reserve;
2. That Capital Project BY-9541-16, Wildlife Intake and Holding Area, be closed and the remaining funds of \$31,188.70 be returned to their original funding source to partially offset these additional project costs; and
3. That the Mayor and City Clerk be authorized to sign the appropriate documents.

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**PARTNERSHIP FUNDING AND BUDGET AMENDMENT  
TORII PARK IMPROVEMENTS  
WARD 3**

**The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Deputy City Manager, Planning & Growth Management and the Director of Parks Development, dated May 1, 2017:**

**Recommendation**

The Deputy City Manager, Planning & Growth Management and the Director of Parks Development, in consultation with the Chief Corporate Initiatives and Intergovernmental Relations and the Director of Financial Planning and Development Finance & Deputy City Treasurer recommend:

1. That the approved budget in Capital Project PK-6382-14 Torii Park Improvements be increased in the amount of \$50,000, funded from a contribution to be received through the Corporate Partnership Program to support redevelopment of the existing tennis courts at Torii Park;
2. That funding in the amount of \$40,000 from Capital Project PK-6504-15 Hefhill Park Tennis Court Redevelopment and \$20,000 from Capital Project PK-6525-15 City Hall Tennis Court Redevelopment be transferred to Capital Project PK-6382-14 Torii Park Improvements to support redevelopment of the existing tennis courts at Torii Park; and
3. That the inclusion of this matter on a Public Committee or Council agenda with respect to amending the capital budget as identified above be deemed sufficient notice pursuant to Section 2(1)(c) of By-Law 394-2002 as amended.

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**MILLWAY AVENUE RECONSTRUCTION UPDATE  
VAUGHAN METROPOLITAN CENTRE  
WARD 4**

**The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Deputy City Manager, Planning and Growth Management and the Director of Development Engineering and Infrastructure Planning, dated May 1, 2017:**

**Recommendation**

The Deputy City Manager, Planning and Growth Management and the Director of Development Engineering and Infrastructure Planning, in consultation with the Deputy City Manager, Public Works, the Director, Financial Planning and Development Finance / Deputy City Treasurer and the Chief Corporate Initiatives and Intergovernmental Relations recommend:

1. That the Mayor and Clerk be authorized to execute the necessary agreements with York Region and York Region Rapid Transit Corporation with respect to funding the design, construction, long-term maintenance and rehabilitation costs associated with the passenger pick-up/drop-off area on the west side of Millway Avenue next to the York Region Bus Terminal in the form and content satisfactory to the Deputy City Manager, Planning and Growth Management, the Chief Financial Officer and City Treasurer and the Deputy City Manager, Legal and Human Resources / City Solicitor;
2. That the Mayor and Clerk be authorized to execute the necessary agreements with York Region, York Region Rapid Transit Corporation, Toronto Transit Commission and SmartREIT (Penguin-Calloway Vaughan Inc.) related to the funding of the storm by-pass sewer on Millway

3. That staff be authorized to bring forward the necessary by-laws to regulate cycling and vehicular traffic and parking on Millway Avenue, Apple Mill Road and New Park Place directly to Council.

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**The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the City Clerk, dated May 1, 2017:**

## Recommendation

The City Clerk recommends:

1. That Council approve the amended Records Retention By-law and associated Records Retention Schedule, substantially in the form of Attachment 1.

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**The Finance, Administration and Audit Committee recommends:**

- 1) That the recommendation contained in the following report of the Director of Internal Audit, dated May 1, 2017, be approved;
- 2) That the following be approved in accordance with Communication C2, memorandum from the Director of Internal Audit, dated April 28, 2017:

**That the attached update to the 2015 – 2018 Internal Audit Risk Based Work Plan be received; and**

- 3) That Communication C3, presentation material titled *“Internal Audit Annual Report”*, dated May 1, 2017, be received.

## Recommendation

The Director of Internal Audit recommends:

1. That the attached report, Internal Audit Department 2016 Annual Report be received.

**10                                    OTHER MATTERS CONSIDERED BY THE COMMITTEE**

**10.1    CONSIDERATION OF AD HOC COMMITTEE REPORT**

The Finance, Administration and Audit Committee recommends:

That the following Ad Hoc Committee report be received:

1.        Council Expenditure and Code of Conduct Review Task Force meeting of April 5, 2017 (Report No. 2).

**11                                    COMMITTEE OF THE WHOLE (CLOSED SESSION) RESOLUTION  
   MAY 1, 2017**

The following resolution was passed to enable Committee of the Whole (Closed Session) to resolve into closed session for the purpose of discussing the following:

1.        ONTARIO MUNICIPAL BOARD HEARING  
          OFFICIAL PLAN AMENDMENT FILE OP.07.001  
          ZONING BY-LAW AMENDMENT FILE Z.09.038  
          CASERTANO DEVELOPMENT CORPORATION  
          WARD 4 - WEST SIDE OF JANE STREET, SOUTH OF RUTHERFORD ROAD  
  
          OFFICIAL PLAN AMENDMENT FILE OP.09.006  
          ZONING BY-LAW AMENDMENT FILE Z.09.037  
          SANDRA MAMMONE  
          WARD 4 - WEST SIDE OF JANE STREET, SOUTH OF RUTHERFORD ROAD  
  
          OFFICIAL PLAN AMENDMENT FILE OP.05.020  
          ZONING BY-LAW AMENDMENT FILE Z.07.029  
          SITE PLAN APPROVAL FILE DA.14.037  
          TESMAR HOLDINGS INC.  
          WARD 4 – EAST SIDE OF JANE STREET, SOUTH OF RUTHERFORD ROAD  
  
          OFFICIAL PLAN AMENDMENT FILE OP.06.028  
          ZONING BY-LAW AMENDMENT FILE Z.06.075  
          RUTHERFORD LAND DEVELOPMENT CORPORATION  
          WARD 4 – SOUTH-EAST CORNER OF JANE STREET AND RUTHERFORD ROAD  
  
          VAUGHAN MILLS CENTRE SECONDARY PLAN  
          OFFICIAL PLAN AMENDMENT 2  
          WARDS 3 & 4  

(litigation or potential litigation)
2.        ONTARIO MUNICIPAL BOARD HEARING  
          VAUGHAN OFFICIAL PLAN 2010  
          VAUGHAN METROPOLITAN CENTRE SECONDARY PLAN  
          1834371 ONTARIO INC. (LIBERTY DEVELOPMENT CORPORATION)  
          VICINITY OF REGIONAL ROAD 7 AND MAPLECRETE ROAD  
          WARD 4  

(litigation or potential litigation)

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3.     **ONTARIO MUNICIPAL BOARD HEARING  
VAUGHAN OFFICIAL PLAN 2010  
AMICORP DEVELOPMENT INC.  
8265 ISLINGTON AVENUE  
WARD 2**

(litigation or potential litigation)

4.     **ANNUAL PERFORMANCE REVIEW – DIRECTOR OF INTERNAL AUDIT**

(personal matters about identifiable individuals)

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The meeting adjourned at 10:31 a.m.

Respectfully submitted,

Councillor Rosanna DeFrancesca, Chair