

CITY OF VAUGHAN
REPORT NO. 15 OF THE
FINANCE AND ADMINISTRATION COMMITTEE

*For consideration by the Council
of the City of Vaughan
on December 10, 2013*

The Finance and Administration Committee met at 9:42 a.m., on November 18, 2013.

Present: Councillor Marilyn Iafrate, Chair
Hon. Maurizio Bevilacqua, Mayor (9:49 a.m.)
Regional Councillor Gino Rosati (9:50 a.m.)
Regional Councillor Michael Di Biase (9:50 a.m.)
Regional Councillor Deb Schulte
Councillor Tony Carella
Councillor Rosanna DeFrancesca
Councillor Alan Shefman

The following items were dealt with:

1 RECOGNITION GIFTS FOR FORMER MEMBERS OF COUNCIL

The Finance and Administration Committee recommends:

- 1) That Section 2) of Policy 01.31 providing for recognition of former Members of Council be amended to provide departing Members of Council with a plaque or a certificate recognizing their term of service; and**
- 2) That the report of the Commissioner of Strategic & Corporate Services and the Commissioner of Legal and Administrative Services and City Solicitor, dated November 18, 2013, be received.**

Recommendation

The Commissioner of Strategic & Corporate Services and the Commissioner of Legal and Administrative Services and City Solicitor in consultation with the City Clerk and the Director of Human Resources recommend:

1. That the City cease the practice of providing gifts to departing Members of Council, and that Policy 01.31 be amended accordingly.
2. That Policy 01.31 be amended so that it applies to current Members of Council and that only the service recognition section be applicable to current serving Members of Council.

**2 IMPACT OF BUDGETING FOR AMORTIZATION AND POST-EMPLOYMENT EXPENSES –
2014 BUDGET**

The Finance and Administration Committee recommends approval of the recommendation contained in the following report of the Acting Commissioner of Finance & City Treasurer, dated November 18, 2013:

Recommendation

The Acting Commissioner of Finance & City Treasurer recommends:

1. That the following report on the impact of budgeting for amortization and post-employment expenses be received for information purposes.

3 CAPITAL PROJECT FINANCIAL ADMINISTRATION AND REPORTING POLICY

The Finance and Administration Committee recommends:

- 1) That the recommendation contained in the following report of the Interim City Manager and the Acting Commissioner of Finance & City Treasurer, dated November 18, 2013, be approved, subject to amending the Capital Project Financial Administration and Reporting Policy as follows:
 1. That where a contingency in excess of 10% is necessary, a separate and distinct explanation will be provided as part of the funding request; and
 2. That any budget overruns be brought forward to Council through the quarterly reporting process; and
- 2) That the presentation by the Manager of Capital and Reserve Planning and C1, presentation material entitled: "*Capital Project Financial Administration and Reporting Policy*", dated November 18, 2013, be received.

Recommendation

The Interim City Manager and the Acting Commissioner of Finance & City Treasurer, in consultation with the Senior Management Team recommend:

1. That the Capital Project Financial Administration and Reporting Policy be approved; and
2. That the High Profile Capital Report Template be adopted for reporting purposes.

**4 DRAFT 2014 BUDGET AND 2015-2017 PLAN
(Referred)**

This matter was deferred to the November 25, 2013, Finance and Administrative Committee meeting to continue deliberations (see DRAFT 2014 BUDGET AND 2015-2017 PLAN, Item 6.1, OTHER MATTERS CONSIDERED BY THE COMMITTEE.)

5 LETTER TO THE MUNICIPAL PROPERTY ASSESSMENT CORPORATION (MPAC)

The Finance and Administration Committee recommendation was forwarded to the Council meeting of November 19, 2013, for consideration. Refer to Minute No. 209.

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OTHER MATTERS CONSIDERED BY THE COMMITTEE

6.1 DRAFT 2014 BUDGET AND 2015-2017 PLAN

The following action was taken by the Finance and Administration Committee:

- 1) This item was deferred to the next Finance and Administration Committee meeting to continue deliberations; and**
- 2) The deputation of Mr. Egidio Longo, Keele Street, Vaughan, was received.**

Councillor Iafrate declared an interest with respect to the foregoing matter insofar as it relates to the contingency budget, as she has a non-arm's length financial familial interest, and did not take part in the discussion or vote on the matter.

Recommendation of the Finance and Administration Committee of November 12, 2013

The Finance and Administration Committee, at its meeting of November 12, 2013 recommended (Item 1, Finance and Administration Committee Report No.14):

- 1) That this item be deferred to the next Finance and Administration Committee meeting to continue deliberations;
- 2) That the following motions be referred to the Interim City Manager and the Acting Commissioner of Finance/City Treasurer for a response and/or consolidation into the draft budget as may be appropriate:

That staff provide additional information on the following:

- a) An explanation of the hierarchy of positions requested as part of the Asset Management project;
 - b) The number of new positions requested in ARR's categorized by management and union classifications;
 - c) A summary of ARR requests using the following categories:
 - i) Type of request: one-time or annual/base;
 - ii) Service level: maintains service level, increases service level, or provides new service level;
 - d) The number of positions within the City's staff complement that have been vacant 12 months or longer;
 - e) Identification of positions approved in the 2013 budget that have not yet been filled;
 - f) Approved capital projects that have not been initiated;
 - g) Recycling pickup at Super Mall Boxes, including additional information on the cost of providing the service city wide;
 - h) An explanation of why additional resources are requested for extending call taking hours in Access Vaughan and By-law & Compliance, noting the existing dispatch function in Public Works;
 - i) An assessment of the financial and other implications of addressing the requests for municipal servicing in the Millwood Estates community; and
 - j) The potential to separate into two projects the Feasibility Study for the CP pedestrian underpasses at both Highway 27 and Woodbridge Avenue to provide for the possibility of moving one project ahead of the other;
- 3) That Communication C1, memorandum from the Executive Director, Office of the City Manager, dated November 12, 2013, be received;

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- 4) That the presentation by the Acting Commissioner of Finance/City Treasurer, and C2, presentation material entitled, "Draft 2014 Budget and 2015-2017 Plan", dated November 12, 2013, be received; and
- 5) That the following deputations and communication, be received:
 1. Mr. Tim Sorochinsky, Millwood-Woodend Ratepayers Association, Millwood Parkway, Woodbridge and Communication C3, dated November 12, 2013; and
 2. Ms. Yvette Pritchard, Troyer Court, Thornhill.

Councillor lafrate declared an interest with respect to the foregoing matter insofar as it relates to the contingency budget, as she has a non-arm's length financial familial interest, and did not take part in the discussion or vote on the matter.

Report of the Acting Commissioner of Finance/City Treasurer, dated November 12, 2013

Recommendation

The Interim City Manager and the Acting Commissioner of Finance/City Treasurer in consultation with the Senior Management Team recommend:

1. That the presentation on the Draft 2014 Budget and 2015-2017 Plan be received; and
2. That this matter and any comments received be referred to the next Finance and Administration Committee to continue deliberations.

The meeting adjourned at 11:31 a.m.

Respectfully submitted,

Councillor Marilyn lafrate, Chair