



CITY OF VAUGHAN

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 1, BC Report No. 2 – Page 2

**Conclusion**

Providing public notice of Council's intention to adopt the 2005 Operating and Capital Budgets is a requirement of the new Municipal Act.

**Report prepared by:**

John Hrajnik, CMA, ext. 8401  
Director of Budgeting and Financial Planning

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 2, Report No. 2, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on February 14, 2005.

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**2                    2005 OPERATING BUDGET – VAUGHAN PUBLIC LIBRARY BOARD**

**The Budget Committee recommends:**

- 1)        That the request for Vaughan Public Libraries to reduce their 2005 operating budget by \$350,000 be referred to the Special Council meeting of February 21, 2005; and**
- 2)        That the correspondence from Ms. Eileen Burrell, Chair, Vaughan Public Library Board, 900 Clark Avenue West, Vaughan, L4J 8C1, dated January 25, 2005, be received.**

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Item 3, Report No. 2, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on February 14, 2005.

**3 REPORT ON FALSE FIRE ALARM CHARGES**

The Budget Committee recommends:

- 1) That this matter be referred to staff for further review, including a review of the provision for “free” responses to false alarms, and that a report with recommendations be provided to the next Budget Committee meeting; and
- 2) That the following report of the Fire Chief, dated January 31, 2005, be received.

**Recommendation**

The Fire Chief recommends:

1. That the report of the Fire Chief be received.

**Purpose**

The purpose of this report is to respond to the Budget Committee’s direction (Report 16 Item 10, Recommendation #2, December 14, 2004) “to identify opportunities for cost reductions and revenue increases to the Operating Budget that would result in a lower tax rate”—as related to False Fire Alarm Charges.

**Background - Analysis and Options**

There are a number of municipalities in the GTA where fire departments invoice property owners for responding to false fire alarms within their jurisdictions on the basis of cost-recovery and financial deterrent to ensure proper maintenance and operating procedures for fire alarm systems. These include the municipalities of Mississauga, Brampton, Richmond Hill, Markham and Toronto.

**Mississauga**

The City of Mississauga charges for all “nuisance fire alarms” that result from alarm testing and allow one “grace” false alarm before charging for other nuisance fire alarms in a calendar year. Pertinent excerpts from the Mississauga by-law include:

*“nuisance false alarm” means the activation of a fire alarm system or emergency system through a mechanical failure, equipment malfunction, improper installation of the system or failure to maintain the system as prescribed by the Fire Code being O.Reg 388/97, as amended, but does not include the activation of a fire alarm system where the activation occurred as a result of accidental damage to the system.*

4. *If Fire and Emergency Services attends at a property in response to a fire alarm and upon conducting an investigation a member of Fire and Emergency Services determines that the alarm is a nuisance false alarm, the property owner shall be charged the fee as stipulated in Schedule A attached to this by-law.*

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5. *If a property owner fails to notify the Fire and Emergency Services Communications Centre in advance of any work being conducted on a fire alarm system or emergency system at a property, and as a result of the work being done on a fire alarm system or emergency system a false alarm is triggered, the property owner shall be charged the fee as stipulated in Schedule A attached to this by-law if Fire and Emergency Services responds to the false alarm.*
6. *If Fire and Emergency Services responds to a fire alarm and upon conducting an investigation a member of Fire and Emergency Services determines that the alarm is a false alarm occurring as a result of a malicious act, the property owner shall be charged the fee as stipulated in Schedule A attached to this by-law.*

Mississauga also has a unique circumstance in which certain businesses are allowed up to four false alarms before charging. However, this is related to technology that is unique to Mississauga.

Mississauga charges \$700.00 per false alarm.

Brampton

Brampton also charges for false fire alarms in a manner similar to Mississauga and allows a “grace period” of one false alarm. On the initial false alarm, Brampton Fire and Emergency Service issues a Notice to Rectify Form to the property owner instructing the owner to take action to prevent any further false fire alarms. After the Notice to Rectify Form has been served, all subsequent false alarms in a 12 month period for that property are invoiced to the owner. However, Brampton does not charge for responding to malicious false alarms.

Brampton charges \$300.00 per vehicle dispatched to a false alarm.

Richmond Hill

Richmond Hill Fire Department also charges for nuisance false alarms, charging for all false alarms that fall under the Ontario Fire Marshal incident classifications of Alarm Equipment – Malfunction, Alarm Equipment – Accidental, and Human – Malicious. Richmond Hill allows a “grace period” of two false alarms within the calendar year and charges for the third and subsequent nuisance false alarms within the calendar year.

Richmond Hill charges \$350.00 per vehicle dispatched to a false alarm.

Markham

Markham Fire and Emergency Services also charges for nuisance false alarms in a manner similar to Richmond Hill – that is they allow a grace period of two false alarms before charging for nuisance false alarms.

Markham charges \$300.00 per false alarm.

Toronto

Toronto Fire Services will charge for the third and subsequent malicious false alarm within a year and will charge for the third and subsequent nuisance false alarm within a 2 month period.

Toronto charges \$300.00 per vehicle dispatched to a false alarm.

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York Regional Police Services

York Regional Police Services has a complex system that includes a registration process, suspensions, and re-instatement fees.

Through their alarm companies, property owners can register their alarm systems as a Priority Alarms System with the York Regional Police Service for an annual fee. The fees for the first year are \$45.00 for residential and \$115.00 for commercial/industrial. Subsequent annual fees are \$30.00 for residential and \$75.00 for commercial/industrial. Properties may also be registered without paying a fee but there are fewer number of false alarms allowed. It is not necessary to register an alarm system with the YRP, but registration of a property allows more false alarms before police response to alarms at that property are suspended.

Priority Alarm System registered properties are allowed three false alarms before being suspended.

Regular registered properties (no fee paid) are allowed two false alarms before being suspended.

Unregistered properties are allowed one false alarm before being suspended.

When a property has been suspended under this program, then the York Regional Police Service will not respond to any alarms at that property for the next 12 months. However, the suspended property can then pay a fee of \$150.00 to \$250.00 have the alarm response suspension lifted.

It should be noted that the York Regional Police generally respond to burglar alarms, whereas the fire departments respond to fire alarms. Burglar alarms are optional property protection devices that are not required by law, whereas fire alarms are required in certain premises by the Ontario Building Code to ensure life safety. Burglar alarms can be removed from a building, but fire alarms cannot. The fire alarm system serves to notify the occupants of the building and the fire department of a fire condition within the building and as such there is a strict obligation to respond to such alarms, unlike the response to burglar alarms. It would therefore not be prudent for a fire service to adopt a policy similar to the York Regional Police.

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**False Fire Alarm By-law Comparisons**

	Toronto	Richmond Hill	Markham	Mississauga	Brampton
Charge for Malicious False Alarms	Yes	Yes	Yes	Yes	No
Charge for Nuisance False Alarms	Yes	Yes	Yes	Yes	Yes
Reimbursement if Preventive Measures Taken	Yes	No	Yes	No	No
Number of False Alarms Allowed Before Charging	Charge on 3 <sup>rd</sup> malicious alarm in a year Charge on 3 <sup>rd</sup> nuisance false alarm in a 2 month period	Charge on 3 <sup>rd</sup> malicious or nuisance alarm in calendar year	Charge on 3 <sup>rd</sup> malicious or nuisance false alarm in a 12 month period	Charge for 2 <sup>nd</sup> alarm in calendar year. Charge for every false alarm resulting from alarm testing	Charge for 2 <sup>nd</sup> alarm in a 12 month period Charge for every false alarm resulting from alarm testing
Rate Charged	\$300/Vehicle Dispatched	\$350/Vehicle Dispatched	\$300/False Alarm	\$700/False Alarm	\$300/Vehicle Dispatched

Vaughan

In 2004, the Vaughan Fire and Rescue Service responded to more than 9,200 incidents, of which the following were in the broad category of false alarms:

<u>Type of False Alarm</u>	<u>Number of False Alarms</u>
Alarm Equipment – Malfunction	860
Alarm Equipment – Accidental	385
Human – Malicious	72
Human – Perceived Emergency	308
Human – Accidental	293
Other False Fire Alarm	136
<b>Total Number of False Fire Alarms in 2004</b>	<b>2,054</b>

If Vaughan were to charge for every false fire alarm, there would be a significant revenue stream. However, currently the Vaughan Fire and Rescue Service does not make any determination as to which false alarms would be classified as nuisance false alarms. As it would require a significant detailed analysis to determine the exact number of nuisance fire alarms, a working figure of 1027 false fire alarms (50%) might be more appropriate for budget estimations. This could lead to potential annual revenue of about \$700,000 at the current call-out rate of \$700 per incident, in a similar manner as invoicing for response to motor vehicle incidents.

If Vaughan were to allow for one “grace false alarm”, like Mississauga and Brampton, and charge for all nuisance fire alarms after the first “free” one, then, based on 2004 responses, the VFRS could invoice for approximately 430 nuisance fire alarms or \$300,000.

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If Vaughan were to allow two “grace false alarms”, and only charge on the third nuisance false fire alarm like Richmond Hill, then, based on 2004 responses, the VFRS could invoice for approximately 250 nuisance fire alarms or \$175,000.

Any of the three methods described above would represent significant increase in the department’s annual revenue. However, it should be recognized that once the Vaughan Fire and Rescue Service begins charging for responding to nuisance false alarms, the anticipated result would be a drop in the number of nuisance false alarms. The by-law authorized fee would motivate property owners to ensure that their fire alarms were in proper operating condition all of the time. This would cause the positive effect of reducing nuisance fire alarms but would also reduce the predicted revenues.

Council should also be aware that the biggest offenders when it comes to nuisance fire alarms are nursing homes, residences for seniors, apartment buildings, schools, group homes/rehabilitation centers, shopping centers and other occupancies that require complex alarm systems because of the high occupant load or have occupants that have a tendency to initiate nuisance alarms.

#### Office of the Fire Marshal

There is a school of thought that criticizes the fee-for-service approach to responding to nuisance false alarms. The argument is that property owners might be inclined to illegally disable the fire alarm system to prevent costly false alarms, but thereby eliminate the protection the fire alarm system affords to the building occupants. Despite that argument, the Office of the Fire Marshal Public Safety Guideline 04-80-23 (Fees for Services) does endorse fees for service for “Specific false alarm...responses”. However, the guideline also suggests that response to “unintentional or accidental false alarms” should be provided by the municipality without a fee being charged.

#### Resources to Administer Cost-Recovery Program

To administer a program of an additional (potentially) 1,027 transactions annually in addition to the approximately 750 transactions that the VFRS currently invoices for motor vehicle responses, would require the services of an additional full-time employee. The current review of operations by the external consultant, IER Limited, has indicated a demonstrated need to enhance the staff resource to manage the existing day-to-day budgeting and financial affairs within the VFRS business unit.

Mississauga and Markham have designated Accounts Co-coordinators and Brampton and Richmond Hill had sufficient administrative staff at this time to handle their cost-recovery programs.

In addition, to ensure that proper records are maintained, the VFRS would have to upgrade its Records Management System. Toronto, Mississauga, Brampton, and Markham all have sophisticated Computer Aided Dispatch systems that flag nuisance fire alarm properties and can transmit to the firefighters on scene and the Accounts Co-coordinator the frequency of nuisance alarms for appropriate action depending on the process adopted by the individual fire service. While Vaughan does not have a sophisticated Computer Aided Dispatch System, it is anticipated that the proposed Centralized Fire Communications Centre would eventually provide an appropriate CAD/RMS, otherwise an investment in a computerized records management system is required to properly manage the call-history tracking and invoicing for the false alarm revenue stream. Currently, all of our invoicing is done manually without the need to first track the prior history of responses in determination of the need to invoice, or not, for the service rendered at motor vehicle incidents.



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VFRS Operational Review Process

Council directed in the 2004 Budget Process that a review of the fire departments operations be undertaken to establish future direction of the department, etc. The VFRS 2005 Budget was submitted on the basis that only specific increases for staff salary progressions as required by the Collective Agreement and the deferred staffing from 2004 for Fire Station 7-9 and allocated increases for benefits and insurance costs were the only changes over 2004. It was intended that any other changes would be dependant upon Council’s consideration of the recommendations resulting from the operational review process, which would also review cost-recovery and revenue opportunities.

The progress report and presentation was scheduled for the Operational & Strategic Planning Committee meeting on January 18<sup>th</sup> that was cancelled and is now scheduled for the next meeting on February 22<sup>nd</sup>. The presentation would have briefed Council that in addition to the internal Council, SMT and Staff interviews/surveys undertaken by IER Ltd., one of the next steps is to conduct a community *Service Excellence Survey* on several aspects of local fire protection services, including cost and funding related questions, such as:

The following statements to be answered: Strongly Disagree; Disagree; Neutral; Agree; or Strongly Agree:

- Fire and Rescue services should be only funded through property taxes
- Charge back fees should be instituted as a deterrent for unnecessary or False Fire Alarms
- User fees should be instituted to help pay for public education programs
- Existing charge back fees should be maintained for response to motor vehicle accidents and vehicle fires occurring in Vaughan
- Fees should be charged to help pay for smoke or carbon monoxide alarms installed by the fire department
- The public would be willing to provide an increased portion of taxes to ensure Service Excellence for fire protection and rescue services.
- The public would be willing to pay some user fees for selected services or as a deterrent to false alarms to help hold the line on taxes.

Do you feel \$209 per year per average household tax bill is a reasonable amount for fire protection?

[\\*Click here to view a chart of average household expenses within the City of Vaughan](#)

Drop down list:  Yes – that’s reasonable,  
 No – that’s somewhat high,  
 No – that’s somewhat low

“Large portions of nuisance or false alarm calls are generated from automated fire alarm systems.”

Do you feel building owners that cause false alarms should be required to pay a charge/service fee as a deterrent if they do not adequately maintain their fire alarm systems?

YES  NO

It is intended to provide a copy of the *Service Excellence Survey* to the Operational & Strategic Planning Committee on February 22nd, before its public distribution. However, should Council adopt a By-Law for False Fire Alarm Charges at this time, the survey questions regarding cost and funding would be deleted.

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**Relationship to Vaughan Vision 2007**

This report is consistent with Vaughan Vision 2007, Item 2.3.1. Implement new value added services and enhance existing service cost recovery programs.

This report recommends a change from the priorities previously set by Council and the necessary resources have not been allocated.

**Conclusion**

Charging a fee-for-service for responding to nuisance false fire alarms will have the affect of reducing the number of nuisance false fire alarms and enhancing the City's cost recovery revenues. The recommended additional staff resource cost would be funded from the new revenue.

Should Council desire to implement a program to generate an invoice to property owners for VFRS response to nuisance fire alarms, staff requires direction from Council on the following issues:

1. Should there be any free responses or "grace" nuisance fire alarms before the property owner is invoiced—if so, how many? In consideration of:
  - a. "No free responses" –with no need to track prior history,
  - b. Mississauga/Brampton's one "free response" with a need to issue a warning notification and tracking requirement; or
  - c. Richmond Hill's "two free responses"—and the need to track responses and re-set the clock each year.
2. Should Council determine that a certain number of free responses would be appropriate—recognizing that the revenue would be less and not flow as soon, Council must then decide if the free responses would be:
  - a. a "one-time" grace offering with a warning or
  - b. the free responses would be allowed within any calendar year or
  - c. the free responses would be allowed within a rolling 12-month or other period of time.

Staff suggests that a False Alarm Fee By-Law based on "no free responses" would be the simplest to administer and initiate the quickest cost-recovery and deterrent to those that may ignore fire alarm system maintenance or proper operating procedures. In lieu of issuing individual warning notices to offenders (if there were any 'free' responses'), a public advertising notice should suffice to advise all fire alarm system owners to ensure appropriate maintenance and operation of their systems.

Staff suggests the following, if Council desires to commence immediate cost-recovery for response to false fire alarm responses:

- 1 That the VFRS 2005 Operating Budget includes authorization to:
  - a. Implement a program, including appropriate by-law preparation or by-law amendments as required to enable the VFRS to invoice property owners for VFRS response to false or unnecessary automated fire alarm system activations; and
  - b. Increase the VFRS staffing complement to include the addition of 1 FTE administrative staff resource position to invoice property owners for VFRS response to false fire alarms, as part of responsibilities for departmental financial and statistical administration and transactions.

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2. That Council provide direction to staff on the extent of how many, if any, “free” responses to false fire alarms would be provided over any given period of time, or not.

**Report prepared by:**

John B. Sutton, Fire Chief, ext 8205

Glenn G. Duncan, Deputy Fire Chief – Support Services, ext 8206

*(Please also refer to Item 10, Special Committee of the Whole (Budget), Report No. 4)*



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fees for the first year of about \$41,000 for a program total of about \$149,000 less the \$40,000 already available in the 2005 budget, for a net-cost increase of \$109,000. These costs do not include indirect costs associated with regular hours or overtime costs for staff time while training or replacement workers to cover staff away attending training courses.

Fortunately, the cost of defib equipment has come down substantially since the concept of Public Access Defibrillation programs several years ago. Defib units that were originally budgeted at more than \$5,000 each are now available for less than \$4,000 each including special wall-display storage cabinets and incidental costs to install them.

Training costs for Paramedic Instructors, program materials and incidental expenses are estimated to be about \$175 per Targeted Responder, of which the Heart Alive program recommends a minimum of three employees who work in close proximity to each installed defib unit, be trained as Targeted Responders. In subsequent years, additional Target Responders will need training and all Target Responders will need to be re-certified each year at a cost estimated to be about \$100 each. At this time, Heart Alive program administrators will not recognize or allow VFRS first-aid/defib instructors to deliver the Heart Alive training programs.

In the absence of trained Targeted Responders, the defibrillators are mounted in display cabinets, fully accessible to any member of the public, who are encouraged to use the equipment by following the posted instructions—in the same manner as defibrillators now installed in airport terminals.

The Heart Alive Target Responder 2-day training program consists of three components: Standard First Aid, CPR and Defibrillation. Staff believes that current first aid and CPR training programs that City of Vaughan Health & Wellness staff provide to employees as part of the Workplace Safety Program, could be expanded in the future to include the defibrillation component to demonstrate compliance with Workplace Safety and Heart Alive program requirements. Operating budget funding for future-year Heart Alive training programs may be considered for allocation to the Human Resource Services Health & Safety function.

Other operating budget cost impacts will be 24-month service maintenance agreements at a cost of \$570 per unit and an annual contribution to a reserve fund for future replacement, at an amount of one-sixth the purchase value (estimating a minimum life cycle of six years). Modification of the service agreement or deferral of the re-capitalization to commence in year-2 of the program and revision of the life-cycle replacement could defer some of the operating cost impacts for 2005. It is understood the equipment leasing may be an option that reduces start-up year costs, but would likely be more costly over future years—although quicker turn over of defib units would provide current technology improvements sooner. Leasing options have not been fully explored.

Operating budget funding for future-year Heart Alive equipment, service agreements and re-capitalization, may be considered for allocation to the Property & Facilities function, as the asset is allocated City-wide and becomes a facility fixture—much like the provision of fire extinguishers for emergency use.

Further to the original request to Staff, the Budget Committee Chair has asked that the 2005 Fire Station 7-6 Capital Budget project for expansion of the building be modified to allow the funding of the accelerated implementation of the Public Access Defibrillation program.

**Conclusion**

Staff will undertake to revise the Fire Station 7-6 expansion project by an approximate reduction of 20% floor-space/estimated costs, to provide sufficient additional funding to allow significant implementation of the Heart Alive program in 2005.

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Staff is confident that public access defibrillation units can be acquired and increasing numbers of trained Target Responders can become available during most of the normal operating hours in most Community Centres or public buildings late in 2005 or early 2006; however, some locations may require additional units and training based on finalized site assessments and indirect staffing-hours impact, which would be brought forward as a 2006 funding request.

Should Council concur, Staff suggests the following recommendations:

1. That Staff be authorized to implement the Heart Alive Public Access Defibrillation program in up to 15 City of Vaughan facilities (Community Centres, Civic Centre, Annex and JOC), including the acquisition of up to 27 automatic defibrillators and direct training costs for up to 81 employees as Targeted Responders, who can be approved for training time within their normal work schedules;
2. That funding required in excess of the existing \$40,000 for defibrillators be re-allocated from the 2005 Capital Budget Fire Station 7-6 expansion project at the determination of the Fire Chief following site assessment, vendor negotiations and finalization of current year direct program operating costs;
3. That staff further report on the indirect cost impact of the training requirements that creates back-filling situations, overtime obligations or additional un-budgeted hourly rated program staff time, as may be required for additional Targeted Responders;
4. That staff further report on the cost impact of ensuring that all future City-provided mandatory or volunteer First Aid & CPR training courses for employees include the provision of automatic defibrillator training and recertification; and
5. That Council be kept informed of the implementation progress.

The VFRS is pleased to take the lead during the Heart Alive Public Access Defibrillation program implementation and will consult extensively with York Region Health Services Staff and City of Vaughan Health & Wellness Staff, Property & Facilities Staff, Recreation Staff and Finance Staff, during the implementation and future year program development and funding allocations.

**Attachments**

1. York Region Health Services Heart Alive Program
2. City of Vaughan Heart Alive Program Cost Estimates

**Report prepared by:**

John B. Sutton, Fire Chief 905-832-8585 x8205

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

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Item 5, Report No. 2, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on February 14, 2005.

**5**

**RESPONSE TO DEPUTATIONS  
SENIORS ISSUES AND SERVICES  
THE SENIORS ASSOCIATION OF VAUGHAN  
THE GARNET WILLIAMS SENIORS  
VILLA GIARDINO – MAPLE RESIDENTS  
COMMITTEE OF THE WHOLE (WORKING SESSION), NOVEMBER 23, 2004  
(CLAUSE 3, ITEM 5, SPECIAL COMMITTEE OF THE WHOLE MEETING OF JANUARY 18, 2005)**

**The Budget Committee recommends that \$2,500 be added to the Commissioner of Community Services operating budget.**

The Special Committee of the Whole (Budget), at its meeting of January 18, 2005 recommended, in part:

- 3) That staff's request for additional funds in the amount of \$2,500 be referred to the Budget Committee.

Report of the City Manager dated January 18, 2005

**Recommendation**

The City Manager, in consultation with the Senior Management Team, recommends that this report BE RECEIVED.

**Purpose**

The purpose of this report is to respond to the issues raised by a number of Senior's Groups that appeared on deputation at the November 23, 2004 Committee of the Whole (Working Session).

**Background – Analysis and Options**

- a) Origin

On November 23, 2004, Committee of the Whole (Working Session) heard deputations from the Seniors Association of Vaughan Inc. (S.A.V.I.), the residents of Villa Giardino – Maple and the Garnet Williams Seniors. The deputations dealt with seniors' issues and services. In response to the deputations, Committee of the Whole (Working Session) adopted the following motion:

- 1) That the following deputations and written submissions be received:
  - a) Ms. Maria Eva Crisante, SAVI, 88 Fieldgate Drive, Maple, L6A 1K9, and written submission dated November 23, 2004;
  - b) Mr. Tony Piarulli, Villa Giardino Seniors Group, 2502/2504/2506 Rutherford Road, L4K 5N6, and written submission dated, dated November 23, 2004; and
  - c) Mr. Allan Froom, Garnet Williams Seniors, 7601 Bathurst Street, Apt. #1201, Thornhill, L4J 4H5, and written submission dated November 23, 2004; and
- 2) That staff prepare a comprehensive list of all proposals made by the three deputants, including any other matters identified, to the Clerk, by SAVI or its members' clubs before December 6, 2004 and that each proposal be referred to the appropriate department for detailed comments.

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- 3) That comments include policy and procedure options for consideration by Council at a future Committee of the Whole meeting, not later than March 31, 2005; and
- 4) That the written submission of SAVI, be received.

Council ratified this motion Council on December 6, 2004.

On January 11, 2005, Budget Committee adopted the following motion.

The Budget Committee recommends that this matter be referred to the Special Committee of the Whole (Budget) meeting of January 18, 2005, for a comprehensive report addressing all the deputation requests made by S.A.V.I. at the November 23, 2004 Committee of the Whole (Working Session) meeting.

This report has been prepared in response to the direction of Budget Committee.

b) Report Format

The three seniors groups each provided separate written submissions in conjunction with their oral deputations. The issues raised have been grouped by thematic area. Examples include: "Public Transit" and "Facilities". Responses have been prepared on an issue-by-issue basis. The issues list and the responses are set out below.

- c) Compilation of Issues Identified in Deputations  
The Seniors Association of Vaughan Inc. (S.A.V.I.)  
Villa Giardino - Maple  
Garnet Williams Seniors  
Committee of the Whole Working Session  
November 23, 2004

1. Facilities

- **More money be made available and attributed to furnishings for seniors rooms on an "as needed" basis;**

*Response: Depending on the extent of the furnishings that are required, new items may be requested through the capital budget process. Money has been requested in the 2005 capital budget to assist. No additional funds have been allocated in the operating budget for 2005. Staff checks furnishings at each location annually and will continue to submit capital requests as needed. Seniors' Clubs are encouraged to fundraise to assist the City in reducing costs whenever possible.*

- **There be more City Staff support to assist in the operation of the clubs and in the organization of additional programs and services;**

*Response: Staff resources are allocated to assist the 15 clubs in the City along with implementing various senior programs. The Recreation and Culture department is in the process of implementing a reorganization, which will provide a greater presence in the community in order to support seniors' clubs. The necessary staff resources have been identified as part of the Recreation and Culture Reorganization for 2005.*

*In 2004 S.A.V.I. undertook three very successful initiatives as part of the seniors' strategy. The initiatives included:*



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- *The Seniors Information Day, June 2, 2004 as part of Seniors Month;*
- *Seniorsfest held on September 12, 2004 and;*
- *Seniors' Summit held on November 23, 2004.*

*Over 1,200 seniors attended the various events. Many expressed an interest in seeing these events and/or similar activities that encourage social, recreational and educational opportunities for seniors. In order to continue to support the volunteer efforts of the S.A.V.I. staff request \$2,500 for administrative and event planning costs. All events in 2004 had event sponsors but some costs cannot be absorbed through sponsorship.*

- **Villa Giardino seniors request the City's support and assistance in the completion and approval of their application for Community Service Organization Status, in order to have access to services and facilities provided by the City and to be part of the seniors' network;**

*Response: Recreation and Culture staff will review the request.*

- **Garnet Williams Seniors request that future locations be built larger and Seniors' clubs be consulted on room space requirements before construction, in response to room size constraints limiting the number members that they may enrol;**

*Response: Staff has noted this concern for future planning and will review the present programming space requirements and scheduling with the club.*

- **Garnet Williams Seniors are requesting advice as to a contact person who they could refer inquiries to about seniors' clubs and programs, particularly for inquiries from the Chinese and Russian communities.**

*Response: The contact person for new seniors' clubs is Domenic Colallilo, Program Manager, Recreation and Culture Department at 905 832-8500, ext. 8356.*

Responding Department(s)

- Recreation and Culture

2. City Policies

- **Maintain consistency in policies for the operation of each club and enforce them;**

*Response: The Recreation and Culture Department is revising a document entitled: "City of Vaughan Seniors' Clubs Operating Guidelines", which will assist clubs in their operation and management. Once the draft document is finalized, seniors' clubs will be invited to provide comments before it goes to Council for approval. An orientation session will follow with club executives along with S.A.V.I. member representatives.*

- **The clubs should be consulted and provide input when amendments or changes to senior program fees and policies are made.**

*Response: The Recreation and Culture Department is undertaking a user fee study in 2005. Seniors' clubs representatives will be consulted. Seniors' Clubs are consulted when changes are made to various policies (i.e. Bocce Policy)*

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005

Item 5, BC Report No. 2 – Page 4

Responding Department(s)

- Recreation and Culture

3. Snow Removal

- **Request that the City decrease the amount of time that it takes to remove windrows once the plough clears the snow;**

***Response:** The amount of time between the road plough and the windrow-clearing machine varies with the amount and type of snowfall. During very heavy snowfalls, as was recently experienced on December 23, 2004, the windrows left by the ploughs are heavy and take longer to clear. During lighter snowfalls, the machines can keep up with the ploughs more easily, and the delay between the plough and the windrow unit is usually between 3-4 hours. In comparison, when the City provided windrow clearing for only those who were approved to be on the list as a result of medical documentation, the time between the plough and the windrow being cleared was permitted to be up to 48 hours after the storm.*

*In order to improve the delay time any more than the current amount, additional equipment would need to be hired. Depending on the contractor involved, each additional unit required could cost up to \$24,000 in standby costs per season, excluding the hourly operating costs. Once the number of windrow units starts to exceed that of snow ploughs, co-ordination becomes a significant problem, and may result in more missed streets and driveways. As such, it is recommended that the current ratio of one windrow unit per residential snow- plough be maintained.*

- **Villa Giardino requests the City's assistance in the removal of snow on the main road between the Sports Village and their residence.**

***Response:** The ploughing of the road between the Sports Village and Villa Giardino is done through an agreement on title between the City and Villa Giardino – Maple, with a 50/50 cost sharing agreement. A private contractor is currently performing winter maintenance. The maintenance agreement contains the same service level standards as the City has for its public roadways. As the cost for this service is covered in a formal agreement, the City is providing assistance with snow clearing services on this roadway.*

Responding Department(s)

- Public Works

4. Land Development

- **Supports the expansion of regional roads prior to subdivision approval, in response to the gridlock that, "dominates our roads and it is difficult and frustrating to travel from one point to another".**

***Response:** The current process for the review and approval of new development does include a review of the timing of the expansion of the Regional road system. At the Block Plan stage requirements for the Regional road upgrades are identified and translated to conditions of approval for Draft Plans of Subdivision. This process over the last few years has resulted in several Regional Road projects being advanced from the originally planned schedule and will result in road improvements being completed before homes in the new development areas (Blocks 11, 12, 18 & 33W) are occupied. The same process will be applied as new development areas are proposed for development.*

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005

Item 5, BC Report No. 2 – Page 5

- **Crossing lights on main roads need to be adjusted to allow more time for pedestrian crossing, citing Jane and Major Mackenzie and Melville and Major Mackenzie as two of many examples. The Garnet Williams Seniors suggest better synchronization of the traffic lights and more advanced greens.**

***Response:** Pedestrian crossing signals on main roads as referenced above are under the jurisdiction of the Region of York. Average walking rates are used to determine the time required to cross the roadway. Total "Walk" time provided is the total of the steady white "walk" indication and the flashing amber "don't walk" indication. Generally, if a pedestrian pushes the walk call button and steps off the curb before the flashing don't walk indication, there will be enough time provided to cross the road at normal walking rates. In areas where there are a significant number of seniors who require more time to cross the road, limited additional time can be provided. These areas should be brought to the attention of the Region of York. If a pedestrian does not push the walk call button, less walk indication time is provided.*

Responding Department(s)

- Public Works

5. Waste Management

- **Reinstate twice a week garbage pick-up during the summer months;**

***Response:** Twice per week summer waste collection was eliminated in 2004, at a savings of over \$450,000. In addition to the financial savings, this move brought the City into line with the waste collection frequencies of other municipalities in Ontario, and was a positive step to make residents consider recycling more thoroughly as an option for handling their waste materials. As the current waste collection contracts have been approved at the 2004 levels of service, twice per week waste collection is not an option at this time.*

- **Institute weekly recycling pick-up;**

***Response:** Through the 2005 Operating Budget process, staff has identified approximately \$600,000 in additional funds required to provide weekly recycling collection for the latter portion of the year. As has been reported previously, any change to the frequency of recycling collection would need to be tied into the opening of the Region's new Materials Recovery Facility due to the lack of available 5 sort recycling trucks. This new facility is expected to open July 2005.*

- **Confirm our own long-term waste disposal plan for York Region;**

***Response:** In terms of long term disposal plans, the Regional Municipality of York, by virtue of the Municipal Act 2001, has the jurisdictional authority and mandate to provide waste disposal for the area municipalities in the Region, not the City of Vaughan. In this regard, the Region has contracted with a number of landfills in Canada and the U.S. to handle its waste for the next number of years. In addition to contracting for landfill capacity, they have contracted with a processing facility in Newmarket to handle the Source Separated Organic wastes (SSO's) that will be collected through the upcoming three-stream "Green Bin" program. The Region is also looking at entertaining pilot projects with private companies in an effort to test new and emerging technologies in order to reduce the dependency on landfill.*

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005

Item 5, BC Report No. 2 – Page 6

- **Request that the waste collection companies ensure that all refuse and recycling material be picked-up and that no garbage be left on the property and/or road.**

***Response:** A significant part of the problem concerning waste and recycling materials being left on the road is in how the materials are set out for collection. Lighter materials, like paper and plastic bottles, are easily blown from the blue boxes and open topped garbage containers during windy days, and often this mess is wrongly attributed to “careless” collection workers. While the City has spoken with its contractors about the quality of their work, the contractors’ employees are not required to, nor are they paid to, clean up materials that are blown about the streets as a result of the weather and how the materials are placed out for collection. To help educate residents on how to set out materials for collection, the City asks residents to bundle their papers, tie them together (or place in an open topped plastic or paper bag), and place them inside the blue box for collection. For those residents who have more than the average amount of materials to set out for collection, the City sells additional blue boxes to its residents for the nominal cost of \$5 per blue box.*

Responding Department(s)

- Public Works

6. Sign Regulation

- **Institute a sign removal program to eliminate unauthorized signs throughout the City and charges should be laid where possible to deter violators.**

***Response:** Enforcement Services conducts targeted initiatives on signs several times each year. This is on top of the 24 hours per week expended on sign enforcement. A report will be coming forward in February outlining the results of the latest blitz and potential new initiatives aimed at reducing the number of illegal placard and ground signs.*

Responding Department(s)

- Enforcement Services

7. Taxes

- **Request that taxes be kept low to minimize burden on seniors so as not to effect lifestyle changes;**

***Response:** To assist the City’s seniors and minimize the property tax burden, the City does provide an annual grant to those in most need. A senior property owner that has been a resident in Vaughan for at least one year and receives the Federal Guaranteed Income Supplemental is eligible to receive a credit of \$225.00 from the City of Vaughan towards their property taxes.*

*To further assist seniors, the Region of York has a tax deferral program for those seniors that meet the Region’s criteria. This program permits an interest free deferral of property tax due to reassessment and therefore maintains the level of taxation for each year. The deferred property taxes are repaid only when the property is transferred or sold to someone other than a spouse.*

- **Request that City Council approach the Provincial Government to review the legislation governing the education portion of the property tax, with the objective of reducing the portion that the senior taxpayers absorb.**

CITY OF VAUGHAN

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

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**Response:** *In September of 2004, the City's Commissioner of Finance & Corporate Services, Mr. Clayton Harris, made a presentation to the Canadian Property Tax Association requesting support for the removal of education funding from property taxation. In 2004 education funding represented 28.7% of your residential property tax bill.*

*Councillor Peter Meffe introduced a resolution at the December 14, 2004 Budget Committee meeting requesting the Province to review services currently funded from property taxes. This includes education funding.*

Responding Department(s)

- Finance and Corporate Services

8. Recreational Facilities

- **Revise user fees for fitness centres, aquatic programs, bocce and other seniors' programs with a view to making them more affordable.**

**Response:** *At the present time we already discount memberships and programs for seniors. Many of the seniors' programs and services do not recover the direct operating costs. A user fee study will take place in 2005, which will identify gaps and opportunities to make changes to future user fees. Community groups such as S.A.V.I. will be invited to participate in the public feedback meetings. At this time we do not recommend reductions in fees until we review the findings of the User Fee Study and present recommendations to Council for their consideration.*

Responding Department(s)

- Recreation and Culture

9. Hospital for the City of Vaughan

- **Strongly support action to have a hospital in the City of Vaughan. Healthcare is a major issue with seniors and the realization of a hospital in Vaughan would provide an improved service for seniors as well as the community at large.**

**Response:** *Through the initiative of Council, the City is actively pursuing a health-care facility for the City of Vaughan through the Vaughan Health-Care Facility Study Task Force. The Task Force has initiated the preparation of the Vaughan Health-Care Facility Planning and Implementation Study and it is nearing completion. The study demonstrates that there is a need for a health-care facility in the city, in the form of a community hospital. It suggests that the hospital could also provide a specialized focus on Geriatrics and chronic disease management, in response to Vaughan's growing seniors population. The purpose of the study is to provide the basis for a request to the Ministry of Health and Long Term for its support to proceed with the planning and development processes for the health-care facility. Currently, it is expected that the request will be made to the Ministry of Health and Long Term Care by the end of February 2005.*

Responding Department(s)

- City Manager's Office

CITY OF VAUGHAN

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 5, BC Report No. 2 – Page 8

10. Transit

- **Request that the City assist the seniors at Villa Giardino in obtaining a shuttle bus to provide transportation to the Maple Health Centre, York Central Hospital, Fortino's Plaza, etc.**

***Response:** Transit is the responsibility of the Region of York through York Rapid Transit (YRT). Such a request would need to be directed to the Region.*

- **Villa Giardino residents would like a bus shelter on the north side of Rutherford Road;**

***Response:** Bus shelters are also the responsibility of YRT. A request for a bus shelter would need to be submitted to YRT for its approval and action. The request will be evaluated by YRT on the basis of its criteria, to determine if it is warranted.*

Responding Department(s)

- Engineering

**Conclusion**

In accordance with the direction of the Budget Committee, staff have prepared a report addressing the requests made by the Seniors' organizations on deputation at the November 23, 2004 Committee of the Whole (Working Session) meeting. It is recommended that the report be received and that Committee provide staff with any necessary direction in respect of the disposition of these matters.

**Attachments**

N/A

**Report Prepared by:**

Roy McQuillin, Manager of Corporate Policy, ext. 8211

*(Please also refer to Item 6, Budget Committee, Report No. 1 and Item 5, Special Committee of the Whole (Budget), Report No. 4)*

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 6, Report No. 2, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on February 14, 2005.

**6** **REQUEST FOR ADDITIONAL INFORMATION**  
**SENIOR MANAGER OF STRATEGIC PLANNING POSITION**

**The Budget Committee recommends approval of the recommendation contained in the following report of the City Manager, dated January 31, 2005:**

**Recommendation**

The City Manager recommends:

1. That the following report be received; and
2. That Council support the continued recruitment process currently underway.

**Purpose**

The purpose of this report is to provide Council with further information as it relates to the need of and filling of the vacant full time position of Senior Manager of Strategic Planning.

**Background – Analysis and Options**

In early 2003, consultants from The Organizational Design Group were retained by the City to work directly with Council and SMT on the further development and implementation of Vaughan Vision 2007. In the 4<sup>th</sup> quarter 2003, a strategic foundation was in place, and it was an appropriate time to hire a full time senior strategic manager.

In December 2003, an internal and external selection process was undertaken to fill the vacancy of Senior Manager of Strategic Planning. Interviews were conducted, however, none of the candidates were considered suitable. Without a senior strategic manager in place at the beginning of 2004, it could have potentially resulted in a significant delay to the development of the strategic process.

On January 12, 2004, Council directed that a services contract be negotiated with Mr. Andrew Harvie, a strategic planning consultant. The duration of the engagement would be 12 months.

In December 2004, Human Resources was again asked to recruit for the position of Senior Manager of Strategic Planning. Given the time of the year, the advertising and posting of the position was delayed until the first week in January 2005. Accordingly, the ad appeared in the Globe and Mail on January 7<sup>th</sup>, 8<sup>th</sup> and 12<sup>th</sup>. The deadline for applications was January 21, 2005.

As at January 21, 2005, 31 resumes have been received. The recruitment, interviewing, hiring and transition process is expected to take up to 3 months.

In the interim, and on a month-to-month basis, Mr. Harvie has agreed to extend his engagement. He will continue to provide strategic planning services to the City and further the development and implementation of Vaughan Vision 2007, including the performance management initiative.

As shown on Attachment 1, a significant amount of work has been completed. It outlines the strategic planning milestones that have been accomplished from the first quarter 2003 to the first quarter 2005.

## CITY OF VAUGHAN

### EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005

#### Item 6, BC Report No. 2 – Page 2

The City has moved from a 'top down', issue driven organization to an organization that has empowered its management and supervision to build and implement objectives that fully support the Vaughan Vision 2007. Furthermore, the City is now poised to begin the implementation of a performance management framework.

Council, in its approval of the Strategic Plan and the revised terms of reference for the Operational and Strategic Planning Committee on September 27, 2004, has established its purpose and existence. At the last retreat, Council directed that Council/SMT continue to meet throughout 2005 to monitor and guide the on-going development of the strategic planning process.

In moving forward, the primary objective is that the performance management component will be fully implemented. This will provide Council and Senior Management with the proper tools and reporting mechanisms to ensure City Departments are proactively on-track with the ongoing implementation of corporate strategic objectives.

The necessity of this position is vital to both the short and long term strategic objectives as follows:

#### Short Term

1. the co-ordination of all items to the Operational and Strategic Planning Committee Meetings;
2. the completion of 23 business unit full day planning sessions by mid March (in progress);
3. work with SMT and Directors to finalize 2006/2007 objectives for presentation to Council in June and incorporation in the 2006 budget process;
4. complete 1<sup>st</sup> quarter 2005 update for the current strategic objectives (2004/2005);
5. produce the 2004 Corporate Report on strategic performance;
6. ensure continuity of planning and organization for the Council/SMT and SMT/Director retreats in 2005.

#### Long Term

1. ensure the continuity and continued development of the strategic planning process (development, communication, continuous improvement);
2. ensure the development and future continuity of corporate performance management programs and initiatives.

#### Relationship to Vaughan Vision 2007

The Senior Manager, Strategic Planning guides the on-going development, refinement and performance management of VV 2007 to ensure consistence of application and implementation across all city departments/business units.

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

#### Conclusion

The position of Senior Manager of Strategic Planning is critical to the continued momentum and further development of the strategic planning process and as such the recruitment process should continue. The success of the strategic plan will require a dedicated professional to guide.



**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 6, BC Report No. 2 – Page 3

**Attachments**

1. Strategic Planning Milestones
2. Global Strategic Planning Objectives - 2005
3. Job Description – Sr. Manager of Strategic Planning

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

CITY OF VAUGHAN

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 7, Report No. 2, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on February 14, 2005.

**7 WASTE MANAGEMENT COORDINATOR VACANCY**

**The Budget Committee recommends:**

- 1) That the recommendation contained in the following report of the Commissioner of Engineering and Public Works, dated January 31, 2005, be approved.**

**Further, the Budget Committee recommends:**

**That staff provide a report to the Committee of the Whole (Working Session) meeting of March 1, 2005, with respect to the implications of waste management collection responsibilities being transferred to the Region of York.**

**Recommendation**

The Commissioner of Engineering and Public Works recommends that the budgeted vacant union Waste Management Co-ordinator position be filled.

**Purpose**

To provide a copy of the Waste Management Co-ordinator's job description to Committee in order to complete the recruitment process ASAP.

**Background - Analysis and Options**

As per the request from Committee at its meeting of January 18, 2005, attached is a copy of the Waste Management Co-ordinator's position.

The former incumbent held this position for 15 years, before retiring at the end of October, 2004. Currently, the position is filled with a temporary employee. The attached job description is the latest version, and reflects changes that meet the current and future needs of the department. This will be the job description of record and will be used in the recruitment process.

Currently in Vaughan, there are two positions that deal with waste management issues: the Manager and the Co-ordinator. For comparison purposes, the Town of Markham, which places a high emphasis on waste diversion and environmental issues, has 6 staff involved directly in delivering and overseeing their waste collection programs.

Notwithstanding the day-to-day operations involved in overseeing two contractors who provide multiple collection services to almost 70,000 households per week and resolving issues and complaints from such services, these 2 Vaughan staff are also involved in preparing the new collection contracts, the expanded blue box program, the 3 stream SSO program, as well as a number of other diversion and education initiatives for single and multi-residential units. Funding for this position has been included in the draft 2005 Operating Budget.

**Relationship to Vaughan Vision 2007**

This report is consistent with the priorities previously set by Council and in order for Vaughan to fulfill its promise of service excellence in delivery of core services (VV A-1), and fulfill its promise to safeguard the environment (VV A-3), the necessary resources have been allocated, but not approved.

CITY OF VAUGHAN

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 7, BC Report No. 2 – Page 2

**Conclusion**

The attached job description reflects the needs of the department, and will be used in the hiring process. The rapid growth in the number of households that Vaughan has experienced over the last several years has significantly increased the demands on the waste management division. It is essential that the Waste Co-ordinator position be filled.

**Attachments**

Job Description – Waste Management Co-ordinator

**Report prepared by:**

Brian T. Anthony, CRS-S, C. Tech

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

*(Please also refer to Item 4, Special Committee of the Whole (Budget), Report No. 4)*

CITY OF VAUGHAN

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 8, Report No. 2, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on February 14, 2005.

8

**2004 POSITION VACANCIES  
SUPERVISOR, COUNCIL SECRETARIAT**

The Budget Committee recommends:

- 1) That the Supervisor, Council Secretariat position in the Clerk's Department remain as an unbudgeted approved staff complement until a review and evaluation of the Secretariat division's staffing requirements has been undertaken; and
- 2) That the memorandum of the City Clerk, dated January 25, 2005, be received.

*(Please also refer to Item 4, Special Committee of the Whole (Budget), Report No. 4)*

CITY OF VAUGHAN

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 9, Report No. 2, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on February 14, 2005.

9

**CONTRACT POSITION VACANCIES**

The Budget Committee recommends:

- 1) That the recommendation contained in the following report of the Director of Human Resources, dated January 31, 2005, be approved; and
- 2) That a further report be provided identifying all contract positions.

**Recommendation**

The Director of Human Resources, in consultation with the Senior Management Team, recommends that:

The contract vacancy list, as at January 19, 2005, be received.

**Purpose**

To provide additional information as requested by the Committee of the Whole (Budget) on January 18, 2005.

**Background - Analysis and Options**

At the Committee of the Whole (Budget) meeting of January 18, 2005, it was recommended:

“That staff provide a list to the next Budget Committee meeting of all vacant contract positions”

**Conclusion**

The contract position vacancies as at January 19, 2005, are provided in the attachment.

**Attachments:**

#1 – Contract Vacancy Report – January 19, 2005

**Report prepared by:**

Cathrine Berge, Director of Human Resources

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

*(Please also refer to Item 4, Special Committee of the Whole (Budget), Report No. 4)*

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 10, Report No. 2, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on February 14, 2005.

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**10    ENGINEERING ASSISTANT AND ROADS LABOURER VACANCIES IN PUBLIC WORKS**

**The Budget Committee recommends that the confidential recommendation of the Budget Committee (Closed Session) of January 31, 2005, be approved.**

*(Please also refer to Item 4, Special Committee of the Whole (Budget), Report No. 4)*

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 11, Report No. 2, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on February 14, 2005.

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11

**PERSONNEL MATTER**

**The Budget Committee recommends that the confidential recommendation of the Budget Committee (Closed Session) of January 31, 2005, be approved.**

CITY OF VAUGHAN

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 12, Report No. 2, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on February 14, 2005.

**12 BARTLEY SMITH GREENWAY & GRANGER GREENWAY – CAPITAL BUDGET 2005**

(Referred from the Special Committee of the Whole (Budget) Meeting of January 24, 2005, Item 1, Clause 2)

**The Budget Committee recommends:**

- 1) **That the 2006 capital budget include funds above the funding line for the Bartley Smith Greenway & Granger Greenway Projects in accordance with Council's previous commitment;**
- 2) **That staff send a letter advising TRCA that the City of Vaughan requests that the revenues derived from the fill operations, within the City of Vaughan, be used towards the 2005 Bartley Smith Greenway & Granger Greenway projects; and**
- 3) **That the correspondence from Ms. Adele Freeman, Director, Watershed Management Division and Mr. Gary Wilkins, Humber Watershed Specialist, Watershed Management Division, Toronto and Region Conservation for the Living City, 5 Shoreham Drive, Downsview, M3N 1S4, dated January 24, 2005, be received.**

The Special Committee of the Whole (Budget), at its meeting of January 24, 2005, recommended in part, the following;

That the written submission from Ms. Adele Freeman, Director, Watershed Management, Toronto and Region Conservation for the Living City, 5 Shoreham Drive, Downsview, M3N 1S4, dated January 24, 2005, be received, and referred to the next Budget Committee for consideration.

**Attachments**

Correspondence from the Director, Watershed Management, Toronto and Region Conservation for the Living City, with respect to the above.

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

*(Please also refer to Item 1, Special Committee of the (Budget), Report No. 5)*



**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 13, Report No. 2, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on February 14, 2005.

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**13** **SPECIAL CONSTABLE STATUS REPORT**

**The Budget Committee recommends:**

- 1) That funds for the Special Constable initiative not be included in the 2005 operating budget;**
- 2) That this matter be referred to a future Committee of the Whole (Working Session) for further discussion; and**
- 3) That the following report of the Commissioner of Legal and Administrative Services, dated January 31, 2005, be received.**

**Recommendation**

The Commissioner of Legal and Administrative Services, in consultation with the Senior Manager of Enforcement Services, recommends that this item be received.

**Purpose**

This report is to provide the Budget Committee with a status update regarding the Special Constable Project.

**Background - Analysis and Options**

The Budget Committee at its meeting on January 18, 2005 (Item 11, Report 4) requested an update on the Special Constable project in the City of Vaughan

The City of Vaughan Special Constable Project has been in existence since March 2003 when a formal presentation was made to the York Region Police Services Board requesting enhanced authority in a number of statutes.

Since that time there have been a number of meetings between staff and Police officials. There have been a number of reports brought forward to Council, the latest one went before Council on September 13, 2004. This report was to appoint Council members and staff to a working group developed by the Police to meet with interested municipalities to determine where enhanced authorities may be useful. This group has met twice since September and another meeting is planned for February 3, 2005.

On January 24, 2005, Council received a report advising that the Ontario Association of Chiefs of Police and the Police Association of Ontario are both taking the position that only sworn police officers should operate photo enforcement equipment when it is re-instated in the future. This position, which is apparently supported by the Provincial Government, appears to restrict the use of Special Constables for photo radar.

It is anticipated that the working group will conclude its meetings at some point in 2005. Subsequent to that the Police Services Board will decide whether Special Constable Status will be granted.

CITY OF VAUGHAN

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 13, BC Report No. 2 – Page 2

**Relationship to Vaughan Vision**

This is in keeping with the Vaughan Vision as it is in keeping with the goal of creating a safe community.

**Conclusion**

The process toward Special Constable Authority for a limited number of staff in the Enforcement Services Department is ongoing at this time but is expected to be resolved at some point in 2005.

**Attachments**

None.

**Report prepared by:**

Tony Thompson  
Senior Manager, Enforcement Services

*(Please also refer to Item 11, Special Committee of the Whole (Budget), Report No. 4)*

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005**

Item 14, Report No. 2, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on February 14, 2005.

**14 THE CITY OF VAUGHAN AND THE REGION OF YORK – JOINT PARTNERSHIP PROJECT  
SENIORS APARTMENTS AND SENIORS ACTIVE LIVING CENTRE MIXED USE BUILDING**

**The Budget Committee recommends that this matter be deferred to allow Mayor Di Biase the opportunity for further consultation with the Region of York.**

**Recommendation**

The Commissioner of Community Services, in consultation with the City Manager, the Commissioner of Legal and Administrative Services, and the Commissioner of Finance & Corporate Services recommends:

1. Council provides direction on additional funding in the amount of \$760,000.00, with the source of funding for the estimated total construction cost of the 10,097 square feet be \$684,000.00 from the Recreation Development Charge and \$76,000.00 from Taxation and that the Development Charge Background Study be amended accordingly with the next update; and,
2. Council provides direction on York Region's request for wavier of Cash-in-Lieu of Parkland for this development.

**Purpose**

The purpose of this report is to obtain Council direction regarding additional funding related to the estimated construction costs of the shared joint development between the City of Vaughan and the Region of York of a combined senior's active living center and senior citizens' apartments on a City of Vaughan owned site on Blue Willow Drive in the City of Vaughan.

**Background - Analysis and Options**

On May 30, 2001, Council directed that staff develop and negotiate a partnership arrangement with the Region of York for the development of a single structure incorporating a senior's active living centre and a residence and on an appropriately zoned, City owned site near Highway 7 and Weston Road in Woodbridge.

In June 2002, Regional Council and the City of Vaughan Council gave preliminary approval to the joint development of a combined seniors' active living centre and senior citizens' affordable housing project.

In October 2002, a Memorandum of Understanding outlining the parameters of the agreement between the City of Vaughan and the Region was executed and the City of Vaughan enacted By-Law 175-2002 to execute the Memorandum of Understanding.

In the summer of 2003, the architectural firm of Allen and Sherriff Architects was engaged by the Region of York to design the project. The project concept called for approximately 10,000 square feet on the ground floor of a four-storey building to be designed as a seniors' active living centre. The City of Vaughan is responsible for the capital and operating costs of the seniors' active living centre and plans to directly operate programs from approximately 5,000 square feet of this area and to make the remaining 5,000 square feet available to other users. The three upper stories of the building will accommodate 54 senior citizens' apartments and will be operated by Housing York Inc.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 14, 2005

Item 14, BC Report No. 2 – Page 2

Project Update

Regional staff and the project architect have participated in two public meetings hosted by the City of Vaughan to obtain community input on the proposed programs and design of this mixed use buildings.

The City of Vaughan and Region staff has completed the drafts of a development agreement and accompanying lease agreements which give effect to the proposed legal structure as accepted in the recommendation in the Regional Council meeting of May 12, 2004. A cost sharing arrangement for the construction of the project has been reached and is acceptable to both parties.

Cost Estimates and Source of Funding

A qualified quantity surveyor, Curran and McCabe Inc., was engaged to provide up-to-date market information on the construction costing of this project. Based on the preliminary drawings prepared by the project architect, the per-square foot cost of construction is estimated at \$157.00 (including a design contingency of 5% and escalation cost of 3%).

The City of Vaughan and Regional staff have been working on the draft Development Agreement which has a schedule that details the cost sharing agreement.

The City of Vaughan and the Region staff support a cost sharing arrangement for the construction of this project on the gross floor area basis that each party will occupy. The quantity surveyor and the architect are also in support of this cost sharing approach.

Based on the review undertaken by the quantity surveyor, the total square footage of the building is 62,733 square feet for an estimated construction cost of \$9,855,000.00. The approximate apportionment of this cost based on the share of square footage is 16% to the City of Vaughan and 84% to the Region of York. (See Table 1 below).

**Table 1**  
Proposed Allocation of Construction Cost

User	Sq. Ft.	% of GFA	Estimated Construction Cost
City of Vaughan	10,097	16%	1,576,000.00
York Region	52,636	84%	8,279,000.00
Total	62,733	100%	9,855,000.00

The quantity surveyor will provide more accurate construction cost estimates when the working drawings and specifications are 80% complete.

As this project moves through the development process, the budget to actual spending will be brought forward to Council in subsequent reports.

Cash-in-Lieu of Parkland

Cash-in-Lieu of Parkland is payable on the residential portion of this development. The Region has requested a waiver of the Cash-in-Lieu payable on the basis that they are delivery agents for Municipal Housing Facilities. The amount payable for the Region's residential portion of this development is approximately \$200,000.00. The City has not waived Cash-in-Lieu in the past. There have been instances where Cash-in-Lieu has been deferred, but subsequently paid. The

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City has the authority to waive the Cash-in-Lieu for the Region as it would for any non-profit organization. Their alternative suggestion is to pay the Cash-in-Lieu with a condition in their agreement with the City that the money be used for the project. This may not be possible because Council policy and legislation provides that Cash-in-Lieu funds are to be used for the purchase of parkland, and the Planning Act restricts the use of these funds for acquisition of lands or other public recreation purposes. Staff is seeking Council direction regarding the Region's request.

#### Funding Shortfall

Council approved \$100,000.00 in the 2001 Capital Budget for the utilization of design consultants in addition to approving an additional \$900,000.00 in the 2002 Capital Budget for the development, design and construction. Vaughan's total cash contribution for this project is \$1,000,000.00. The City has provided 2 acres of land at an estimated value of \$1,300,000.

The additional cost, over and above the \$1,000,000 cost associated with Vaughan's portion of the facility is a further \$759,345.00 based on the following: \$157.00 (square footage cost of construction) x 10,097 (City's total square footage) = \$1,585,229.00 + \$79,262.00 (5% construction contingency) + \$44,854.00 (City's portion of the architects fees) + \$50,000.00 (soft costs such as furniture, phone hookup etc.) = \$1,759,345.00

Staff is requesting that Council provide direction regarding the \$759,345.00 and determines the source of funding for the estimated total construction cost of the 10,097 square feet for the Seniors Active Living Centre, if a credit for the land is not to be taken into consideration.

Since the commencement of the project, the Region has consistently maintained the position that the value of the land was not to be included for the purposes of capital or operating cost allocation. Land is discussed in Sections 3. (d) and Section 4 of the attached Memorandum of Understanding.

#### Two Stage Construction Procurement Process

The Region of York proposes a two-stage construction tender process. Stage 1 includes the issuance of a Request for Qualification to pre-qualify general contractors interested in tendering for this mixed use building. Submissions will be evaluated based on pre-set criteria that will include previous performance in work of similar scope, size, scheduling, project management, workmanship, and final completion, correction of deficiencies and health and safety.

Staff will report back to Council on the results of the Region's Request for Qualification and the award of tenders.

This procurement process will be conducted by the Region's Supplies and Services Department in conjunction with Community Services and Housing and Property Services staff and a representative from the Ministry of Municipal Affairs and Housing, (as required by the CRHP).

It is a pre-condition of the tendering of the construction project that the parties execute the development agreement, and that Council for both the City of Vaughan and the Region grant approval of the specifications and drawings and their respective capital and operating budgets for this project.

#### Relationship to Vaughan Vision 2007

This report is consistent with the priorities set out in Vaughan Vision 2007, 1.3., Provide effective and efficient delivery of services.

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This report recommends a change from the priorities previously set by Council and the necessary resources have not been allocated and approved.

**Conclusion**

Council direction is being sought regarding additional funds in the amount of \$760,000.00 for the estimated construction costs of the City of Vaughan seniors active living centre component related to the shared joint development between the Region of York and the City of Vaughan.

The shared joint development between the City of Vaughan and the Region of York of a combined and senior's active living centre and senior citizen's apartments will provide a unique opportunity to develop much needed affordable rental housing for senior citizens as well as provide social-recreational space within the City of Vaughan.

**Attachments**

1. Location Map
2. Memorandum of Understanding

**Report Prepared By**

Lynne A. Bonneville  
Administrative Manager  
Community Services, Ext. 8296

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

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Item 15, Report No. 2, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on February 14, 2005.

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**SOLICITOR/CORPORATE**

**The Budget Committee recommends that the confidential recommendation of the Budget Committee (Closed Session) of January 31, 2005, be approved.**

*(Please also refer to Item 4, Special Committee of the Whole (Budget), Report No. 4)*