

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF MARCH 19, 2007

Item 1, Report No. 3, of the Budget Committee, which was adopted, as amended, by the Council of the City of Vaughan on March 19, 2007, as follows:

By receiving the memorandum from the Commissioner of Engineering and Public Works, dated March 7, 2007.

1 2007 DRAFT CAPITAL BUDGET

The Budget Committee recommends:

- 1) That Clauses 1, 2 and 4 of the recommendation contained in the following report of the City Manager, the Commissioner of Finance & Corporate Services, the Senior Management Team and the Director of Reserves & Investments, dated February 27, 2007, be approved;
- 2) That the proposed capital projects identified above the funding line in the 2007 Draft Capital Budget be considered for approval, subject to:
 - a) moving Project No. BF-8120-07, Patricia Kemp Community Centre – Windows, \$61,800, above the funding line;
 - b) moving Project No. BF-8128-07, Dufferin Clark Community Centre – Additional Heat Pump Replacements, \$61,800, below the funding line;
 - c) moving Project No. PK-6101-07, Maxey Park Tennis Court Replacements, \$181,300, above the funding line;
 - d) moving Project No. PK-6087-07, Basketball Court Repair/Replacement Various Locations, \$123,600, below the funding line; and
 - e) reprioritizing Project No. PK-6160-07, Park Furniture – Various Locations, \$103,000;
- 3) That staff review funding opportunities, including the benefit of moving Project No. AV-3004-07, Access Vaughan – Phase 2, \$455,000, above the funding line;
- 4) That staff review and report back on opportunities for funding the construction of a community centre in Block 10 in 2007; and
- 5)
 - a) That staff review opportunities for repaving streets in the Historic Kleinburg area, including Art Drive, Rushworth Crescent and Cardish Street; and
 - b) That the petition submitted by Councillor Meffe, be received.

Recommendation

The City Manager, the Commissioner of Finance & Corporate Services, the Senior Management Team and the Director of Reserves & Investments recommends:

1. That the following report on the 2007 Draft Capital Budget be received for information and discussion purposes;
2. That Council amend the Development Charges policy guideline previously approved by Council to recognize that most growth related studies must proceed in advance of development and allow the management studies to be undertaken in advance of the DC funds being collected;

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3. That recognizing that the Block 10 community centre is the next indoor recreation facility to be constructed based on the development charge (DC) capital plan that Council commit the DC funds currently collected for indoor recreation (\$15M) and sufficient future funds to be collected for the future construction of the North Thornhill Community Centre; and
4. That the funding for the green bin program approved in 2006 be amended to reflect the recent approval of a Green Funds grant thereby eliminating the requirement for taxation funding and reducing the use of "gas tax" funding.

Economic Impact

The 2007 Draft Capital budget is \$59,238,280 and funded from a variety of sources (Attachment 1). The Draft Capital budget is in keeping with Council approved policies and recognizes the limited amount of tax dollars available for capital work. The future operating budget impact of the draft capital budget is \$1,845,400 or a 1.82% tax increase.

Purpose

The purpose of this report is to provide the Members of the Budget Committee an opportunity to comment on the 2007 Draft Capital Budget.

Background - Analysis and Options

In the preparation of the Capital Budget a number of issues were taken into consideration. The continued pressures of pressure of growth, maintaining existing infrastructure and the provision of new services were balanced against available funding, the impact on the Operating budget and the available staff resources to undertake and properly manage the projects.

Total capital funds requested equals \$117,746,575. The Draft 2007 Capital Budget submission totals \$59,238,280. Capital projects are funded from four main sources: Development Charges, Reserves, Taxation and Long Term Debt. Departments have prioritized the projects within each funding source. Based on previously approved Council policies, Finance staff have assessed the availability of funding and established a funding line within each funding source. The following list summarizes the financial policy areas:

- 1) Level of Discretionary Reserves
- 2) Level of Working Capital
- 3) Level of Debt
- 4) The requirement of funds to be on hand prior to Project approval

These policies have had a positive impact on the financial stability of the municipality. The following summarizes the key financial information ratios compared to targets approved by Council.

	<u>Projected Dec. 31, 2006</u>	<u>Approved Target</u>
Net Development Charge Balance	\$63.4M	N/A
Discretionary Reserve Ratio	54.7%	50% of own source revenue
Working Capital	11.2%	10% of own source revenue
Debt Level *	5.21%	10% of own source revenue

*Includes Commitments for OSA & Vaughan Sports Complex

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Development Charges

In reviewing the projects submitted to be funded from development charges, the following previously approved guidelines endorsed by Council were taken into consideration:

- 1) No service category with a positive balance should be placed into a pre-financing position (requirement of funds to be on hand)
- 2) Service category pre-financing should not be increased; and
- 3) Commit no more than 50% of anticipated revenues for any service category

Each department prioritized the projects within each development charge funding source. Finance staff assessed the funding availability and established a specific funding line for each service. With the exception of Management Studies the 2007 Draft Capital Budget is within these guidelines.

There is often a requirement to complete growth related studies in order to plan for and proceed with future development. Consequently it can be expected that the growth related Management Studies account will be in a deficit until development build out. Based on the above staff recommend Council amend its policy/guideline and exclude Management Studies account from the Development Charges policy/guidelines to permit the account to be in a deficit position, Overall DC accounts should have a positive balance notwithstanding the deficit in this one DC account.

A key financial policy approved by Council is the requirement of funds to be identified prior to the project being approved.

The construction of the North Thornhill Community Centre located in Block 10 (Project BF-8114-07) was scheduled initially for construction over 2004/05 based on the growth forecast in the Development Charge Background Study. It is the next indoor recreation facility to be constructed based on the capital plan in the DC Background Study. Total cost of the project is \$25,974,500 (City Wide Development Charges – Recreation \$23,377,050 and Taxation \$2,597,450). The community center design funds were approved in 2003. As of December 31, 2006 the uncommitted net balance in the City Wide Development Charges – Recreation account is \$15,544,862. Based on the financial policy on the requirement of funds be on hand prior to project approval, this project is not recommended to proceed at this time. Since, based on the capital plan in the Development Charge Study the Block 10 Community Centre is the next facility to be constructed, staff recommend committing \$15M of the City Wide Development Charges – Indoor Recreation funds for the future construction of the North Thornhill Community Centre located in Block 10 and future funds sufficient to construct the facility. If the level of development activity continues throughout 2007 it is anticipated that the additional \$8,377,050 City Wide Development Charges – Recreation funds for the balance of this project will be received during 2007, thus allowing the project to be tendered early 2008 once the project receives final approval during the 2008 Capital Budget deliberations.

On projects such as this there is a requirement to fund 10% from a source other than development charges. The source most often is taxation. An advantage of funding this large project over two (2) years is that the 10% or \$2.5M from taxation is also split over two (2) years.

Long Term Debt

The capital projects identified for long term debt financing are typically large projects (road resurfacing, road reconstruction, road upgrading) that have no other source of funding other than taxation.

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Under Ontario Regulation 403/02, a municipality may borrow or undertake financial obligations provided that the annual repayment limit related to the debt and financial obligations do not exceed 25% of net revenue fund revenue. It is recommended that the capital projects identified above the funding line from long term debt totaling \$10,969,000 be approved (Attachment 3).

Once Council approves the long term debt funded capital projects, staff will prepare the tender and request for the approval of the award of tender. When these projects are complete and costs finalized the City requests and authorizes the Region of York to issue the debenture on the City's behalf.

Taking into account the additional debt contemplated by the draft capital budget, the City of Vaughan debt charges are still within the 10% debt ratio policy approved by Council. The annual debt repayment limit calculated pursuant to Ontario Regulation 403/02 for the proposed debt charges and financial obligations is 5.21% of net revenue fund revenue, well within the 25% maximum allowed under the regulation. The issuance of the long term debt will have an estimated future annual operating budget impact of \$1,420,500.

Taxation

Projects identified from taxation funding are smaller non-growth related projects that have no other source of funding such as technology, infrastructure repair, studies, etc.. Also included in the taxation funding request is the 10% co-funding requirement of the Development Charges Act for certain growth related services (Libraries, Recreational Complexes, Parks and Vehicles).

The 2007 Capital requests from Taxation is \$35,146,045. The amount of funding available for taxation funded projects from the 2007 Draft Operating Budget is \$6,537,000. Staff have also reviewed the list of previously approved taxation funded projects and have identified an additional \$866,000 in available funds. The additional funding has become available as a result of the recent approval of a Green Funds grant and gas tax funding. As a result, the revised total taxation funding available for the 2007 taxation funded capital projects is \$7,403,000. Senior Management Staff reviewed the \$35.1M request and prioritized the projects totaling \$7,403,000 (Attachment 4). Of this amount \$2,375,440 relates to development charge co-funding required under the Development Charges Act. Any further approval of the taxation funded capital request in excess of \$7,403,000 would have an additional impact on the 2007 Operating budget and the property tax rate.

Infrastructure Repair & Replacement

The Long Range Financial Planning Study (LRFP) presented to the February 28, 2006 Committee of the Whole (Working Session) assessed the need for and began to quantify the financial impact of the repair and replacement of the City's major capital assets. The LRFP provides an infrastructure repair and replacement forecast based on the various departments lifecycle forecasting. Assets were scheduled for replacement based on the assets estimated useful life. The results of the LRFP identified that the City infrastructure repair and replacement is significantly under funded. A comprehensive infrastructure funding strategy is required. Several years ago staff recognized the need to direct more funding for infrastructure repair and replacement. In approximately 1998 the City began to provide limited funding to reserves created for the major repair or replacement of building and facilities, parks and roads. Based on Council policy the combined balance in these and other reserves is such that there is an opportunity to now utilize some of these reserve funds. The funds available in each of the Reserves mentioned above is as follows.

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	Est. Available Funding
Bldg Infrastructure Pre 99	\$1,047,540
Bldg Infrastructure Post 98	\$838,420
Roads Infrastructure	\$694,150
Parks Infrastructure	\$319,714

With the proposed identified funding available from these reserves for assets beyond their life cycle, the estimated discretionary reserve ratio for 2007 remains above the 50% Council policy. Future expenditure from these and other reserves will depend on the annual reserve contributions, interest earned and whether or not the 50% discretionary reserve ratio can be maintained.

Municipal Gas Tax Funds

Eligible infrastructure under the Municipal Gas Tax Funding agreement are projects that are environmentally sustainable municipal infrastructure projects with the following categories:

- Public Transit
- Water
- Wastewater
- Solid waste
- Local roads, bridges & tunnels
- Active transportation infrastructure (e.g. bike lane)
- Capacity building and community energy systems (e.g. retrofit municipal buildings and infrastructure)

The municipality must also clearly demonstrate that the funding used for a project is incremental and the funding either enabled a project's implementation, enhanced its scope or accelerated its timing. The objective of the Gas Tax Program is to increase the amount of infrastructure repair and replacement and not to simply replace other sources of funding. Therefore the use of the gas tax funds must be incremental.

Under the agreement the calculation for the incremental amount for the City of Vaughan is calculated as follows:

Average municipal spending on eligible project categories for the period Jan 1, 2000 to Dec 31, 2004	\$56,254,885.00
Plus:	
Municipal Gas Tax Funding Nov. 15, 2005 to Nov. 15, 2009	<u>\$14,786,956.41</u>
Total municipal spending on eligible project categories for The period April 1, 2005 to March 31, 2010	<u>\$71,041,841.41</u>

Reconciliation of funds received and committed is as follows:

Gas Tax Funds received to date – Dec. 31/06	\$3,549,313
Less Commitment Green Bin	\$1,356,000
Balance available for Eligible Projects	<u>\$2,193,313</u>

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Staff have reviewed the list of capital projects submitted and with concurrence of AMO staff have identified a number of capital projects eligible under the Municipal Gas Tax Funding Agreement.

The list of projects totaling \$1,544,000 is identified above the Gas Tax Reserve funding line. Further expenditure plans will be provided for the balance and future gas tax revenues.

Reserve Continuity Schedule

The Reserve Continuity Schedule (Attachment 5) identifies all the City's reserves and deferred revenue account (DC's) and illustrates the estimated balance at the end of 2006 and the balances after funding the proposed 2007 Capital budget. The continuity schedule is useful for tracking reserve balances and ensuring funds are on hand prior to project approval.

Operating Budget Implication

The proposed 2007 Draft Capital Budget funding lines have been recommended to Council. Should Council approve the capital projects above the proposed funding line, the estimated future operating cost implication is estimated at \$1,845,400 or approximately 1.82% increase in the property tax when the projects are complete.

Relationship to Vaughan Vision 2007

The budget process links the Vaughan Vision 2007 through the setting of priorities and allocation of resources.

Conclusion

The City Manager with the Senior Management Team and Finance staff have reviewed the Capital budget submission and have established priorities and appropriate funding lines. The 2007 Draft Capital Budget is \$59,238,280. The Operating budget implication for the 2007 Draft Capital Budget included in this report is \$1,845,400 or approximately 1.82% property tax increase when the projects are complete.

Attachments

- Attachment 1 - Draft 2007 Capital Budget Funding Summary
- Attachment 2 – Draft 2007 Capital Budget Funded other than Taxation and Long Term Debt
- Attachment 3 – Draft 2007 Capital Budget Funded from Long Term Debt
- Attachment 4 – Draft 2007 Capital Budget Funded from Taxation
- Attachment 5 – Preliminary Continuity Schedule of Capital Reserves and Development Charges

Report prepared by:

Ferruccio Castellarin, CGA
Director of Reserves & Investments, ext. 8271

(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 2, Report No. 3, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on March 19, 2007.

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**2007 PROPOSED CAPITAL BUDGET
ADDITIONAL INFORMATION
PERSONAL COMPUTERS (PC) REPLACEMENT PROGRAM**

The Budget Committee recommends approval of the recommendation contained in the following report of the Commissioner of Economic/Technology Development and Communications and the Chief Information Officer (CIO), dated February 27, 2007:

Recommendation

The Commissioner of Economic/Technology Development and Communications, and the Chief Information Officer (CIO), in consultation with the Director of Reserves and Investments, recommend that:

1. This report be received for information.

Economic Impact

The established Personal Computer (PC) replacement program requires that approximately 25% of the City's total PC inventory be renewed each year. The required funding for this program is \$350,000 annually. A capital budget request for \$350,000 was submitted to the Senior Management Team to perform the planned PC replacements in 2007. This request was included in the proposed 2007 Capital Budget.

Reliable and efficient operation of the City's PC's is a critical business requirement for all City departments. By not replacing the appropriate number of PC's each year, the City will fall behind in the currency of its technology assets. Older equipment will breakdown more frequently, causing operational interruptions in departments, have negative impact on delivery of services to residents, and increase costs of PC maintenance.

Communications Plan

n/a

Purpose

To provide the Budget Committee with additional information in respect to the City's Personal Computers (PC) replacement program.

Background - Analysis and Options

Personal Computers (PC's) are used by all City departments in support of departmental business activities, operations and delivery of municipal services to residents and businesses. Reliable and efficient operation of the City's PC's is a critical business requirement for all City departments.

Recurring Four (4) Year Renewal Program:

There are approximately 770 personal computers (including desktop, laptops and workstations) being used by the City. To ensure reliable and efficient operation of PC's, an annual PC replacement program has been implemented by the Information & Technology Management department. The replacement program is designed to renew the City's PC inventory over a four

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(4) year cycle, by replacing (the oldest) 25% of the total PC inventory each year. This averages out to about 198 desktops, laptops and workstations that require replacement each year. The following are details of unit costs and planned replacements for 2007:

Unit Type	Hardware Cost	Monitor Cost	Software License Renewal / Upgrade	Total Unit Cost	Approximate # of Units to be Replaced In 2007	Extended Cost
Desktop PC	\$750	\$200	\$400	\$1,350	160	\$216,000
Laptop PC	\$1,800	n/a	\$400	\$2,200	30	\$66,000
Power Workstation (GIS, drafting, engineering)	\$3,200	\$750	\$1,000	\$4,950	8	\$39,600
Printers, scanners, PDA's and other peripherals						\$17,900
Capital Administration Charge – 3%						\$10,500
					Total:	\$350,000

Procurement Method:

To ensure that the City benefits from the most competitive pricing for PC's, a Request for Proposals (RFP) process is used to select the City's vendors of record for supply, installation and maintenance of PC's. The candidate vendors of record are required to submit competitive hardware proposals that meet the City's technical PC specifications. The proposals include all major hardware manufacturers' products, including IBM, HP, Dell and Toshiba. Once the City establishes its vendors of record and the standard hardware platform, the vendors of record are subjected to competitive bidding throughout the PC replacement cycle for the specific hardware being sourced by the City.

Relationship to Vaughan Vision 2007

This report is consistent with the priorities previously set by Council.

Regional Implications

n/a

Conclusion

Personal Computers (PC's) are used by all City departments in support of departmental business activities, operations and delivery of municipal services to residents and businesses. Reliable and efficient operation of the City's PC's is a critical business requirement for all City departments.

Annual funding of \$350,000 is required to sustain the established PC replacement program.

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Attachments

ATTACHMENT A – Personal Computers Replacement History

Report prepared by:

Dimitri Yampolsky, Chief Information Officer (CIO) – Ext. 8352

(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 3, Report No. 3, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on March 19, 2007.

3 2006 ADVERTISING EXPENDITURES FOR THE CITY PAGE ADVERTISEMENTS

The Budget Committee recommends approval of the recommendation contained in the following report of the Commissioner of Economic/Technology Development and Communications, dated February 27, 2007:

Recommendation

The Commissioner of Economic/Technology Development and Communications, in consultation with the Director of Corporate Communications, recommends:

That this report be received for information only, as requested by the Budget Committee, February 20, 2007, and referenced in Item 2 (1g), Report No. 2 of the Budget Committee for consideration by Council, February 26, 2007.

Economic Impact

Not applicable.

Communications Plan

Not applicable.

Purpose

The purpose of this report is to provide a summary of expenditures made in 2006 for the placement of the City Page advertisements in local papers. Specifically, the additional information requested is "a detailed breakdown of Corporate Communications advertising expenditures for the City Page and various other newspapers."

Background - Analysis and Options

In 2000, Council authorized the establishment of a "City Page" to serve the information needs of Vaughan residents. The "City Page" was published in the Vaughan Citizen as the City's main communications vehicle. The City has an annual contract with the Vaughan Citizen to ensure that City Page expenses are kept to a minimum. The City Page in the Vaughan Citizen has been an effective tool in communicating to our citizens in recent years. The Vaughan Citizen is distributed to over 60,830 households and it has been the vehicle for citizens to be informed on projects and events taking place at the City.

In 2006, at the request of the Mayor's Office, Corporate Communications was directed to increase the frequency of City Page placements in Lo Specchio, the Vaughan Weekly and Tandem newspapers to strengthen and improve our communications with residents and businesses alike. As this was a pilot project that would end in December, 2006, it was not part of the Corporate Communications 2006 operating budget. This pilot project was totally funded by sponsorship support arranged through the Mayor's Office.

Corporate Communications is responsible for producing and placing the City Page advertisements on behalf of the Corporation. The advertising account 020002.7135 is used to pay the cost of publishing City Page advertisements in local papers. The cost of 2006 ad placement of the City Page by publication was:

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Vaughan Citizen/Liberal	\$45,547
Vaughan Weekly	\$11,900
Lo Specchio	\$19,019
Tandem	\$10,200

TOTAL \$86,666

Here is the ad placement frequency for 2006:

Vaughan Citizen/Liberal	bi-weekly -- 26 issues (full year)
Vaughan Weekly	bi-weekly -- 17 issues (May – Dec)
Lo Specchio	bi-weekly -- 20 issues (March – Dec)
Tandem	weekly -- 20 issues (Aug – Dec)

As part of the pilot project, advertising placements in 2006 were supplemented by revenues of \$35,000 from the private sector through “Marketing and Promotion Sponsorships” arranged through the Mayor’s Office.

In addition, it is important to note that the City did not pay the full rate card costs of advertising in 2006. These special arrangements with the publishers were made through the Mayor’s Office.

The original accounting statements for the Corporate Communications department did not include a separate revenue line for these sponsorships. Instead, these revenues were deducted from the advertising account. As a result, the statements did not show the true invoiced cost of publishing the City Page in 2006. This has been corrected and the department statements now show an ad sponsorship revenue line and a revised placement cost.

Relationship to Vaughan Vision 2007

Publication of the City Page advertisements support the following priorities established in Vaughan Vision 2007: Develop and implement innovative alternatives for service delivery; Disseminate information regarding key City projects and initiatives; and develop and manage all core departmental publications through a centralized client service department.

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

Regional Implications

Not applicable.

Conclusion

This report provides details of expenditures for the placement of the City Page advertisements in 2006, and notes the revision of the Corporate Communications financial reports by adding a separate accounting of ad sponsorship revenues against actual ad expenditures.

Attachments

No attachments.

Report prepared by:

Madeline Zito, Director of Corporate Communications
Ted Hallas, Manager of Corporate Communications

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Item 4, Report No. 3, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on March 19, 2007.

**4 2007 DRAFT OPERATING BUDGET – ADDITIONAL INFORMATION REQUEST
 FEBRUARY 20, 2007**

The Budget Committee recommends:

- 1) That the report of the Commissioner of Finance & Corporate Services and the Acting Director of Budgeting & Financial Planning, dated February 27, 2007, be received;
- 2) That Attachment #2, “2007 Draft Operating Budget, Corporate Promotions by Business Unit” be removed from the report for further review; and
- 3) That staff bring forward for Council’s review and approval a list of dates for Council Corporate advertising, including media outlets and estimated costs.

Recommendation

The Commissioner of Finance & Corporate Services and the Acting Director of Budgeting & Financial Planning recommends:

That the following report be received for information purposes.

Communications Plan

N/A

Purpose

To provide the information requested by the Budget Committee on the 2007 Draft Operating Budget.

Background - Analysis and Options

At the February 20, 2007 Budget Committee meeting, staff was directed to report back on the following details of the 2007 Draft Operating Budget.

- Detailed breakdown of grouped expenses
- Detailed breakdown of corporate promotions expenditures
- Detailed breakdown of departmental advertising expenditures
- Detailed breakdown of advertising expenditures for Council Corporate
- Specified program revenues & expenditures

As requested, the above information has been assimilated and enclosed for the Budget Committee’s review are the following attachments.

- Attachment 1 - Grouped expenses by business unit
- Attachment 2 - Corporate promotions by business unit – under review
- Attachment 3 - Advertising expenditures by department and source
- Attachment 4 – Council Corporate advertising account detail
- Attachment 5 - Specified program revenues & expenditures

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Relationship to Vaughan Vision 2007

The Operating Budget process is consistent with the priorities set by Council in Vaughan Vision 2007.

Regional Implications

N/A

Conclusion

The purpose of this report is to address the query by the Budget Committee on the above listed detail in the Draft 2007 Operating Budget.

Attachments

- Attachment 1 - Grouped expenses by business unit
- Attachment 2 - Corporate promotions by business unit – under review
- Attachment 3 - Advertising expenditures by department and source
- Attachment 4 – Council Corporate advertising account detail
- Attachment 5 - Specified program revenues & expenditures

Report prepared by:

John Henry, CMA, ext. 8348
Acting Director of Budgeting & Financial 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.)

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Item 5, Report No. 3, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on March 19, 2007.

5 CITY WIDE INFILL SIDEWALK PROGRAM

The Budget Committee recommends approval of the recommendation contained in the following report of the Commissioner of Engineering and Public Works, dated February 27, 2007:

Recommendation

The Commissioner of Engineering and Public Works in consultation with the Commissioner of Finance and Corporate Services recommends:

That the funding source for Capital Budget request EN-1662-07 City-Wide Sidewalk Infill Program which has been submitted to the Draft 2007 Capital Budget for consideration be changed from Taxation to City Wide Development Charges – Engineering and the request be moved above the funding line as funding is available.

Economic Impact

Funding is available from City Wide Development Charges – Engineering for the sidewalk locations identified in the City's Development Charges Background Study as they are growth related gaps.

Communications Plan

Not Applicable.

Purpose

The purpose of this report is to revise the funding source for the 2007 City Wide Infill Sidewalk Program to reflect the nature of the projects which have been included in the City's Development Charge By-Law.

Background - Analysis and Options

This project involves the construction of missing sections of sidewalks on Regional Roads in order to complete portions of the City's sidewalk network. These sidewalks were identified in the City's Development Charge By-Law. The funding source was inadvertently listed as Taxation on the project detail sheet. The funding source should be corrected as being Development Charges.

Relationship to Vaughan Vision 2007

This report is consistent with the priorities previously set by Council.

Regional Implications

As the sidewalks are located in Regional Roads, the Region of York will be required to provide location approval.

Conclusion

Sufficient funds are available in Development Charges for the infill sidewalks proposed for construction in 2007. Accordingly, the project detail sheet should be revised to show that funding is from Development Charges and the project should be shown above the funding line.

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Attachments

None.

Report prepared by:

Denny S. Boskovski C.E.T., Supervisor, Infrastructure Management, ext. 3105

DSB/mc

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Item 6, Report No. 3, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on March 19, 2007.

**6 VELLORE WOODS BOULEVARD AND FOXHUNT DRIVE
PROPOSED SCHOOL CROSSING GUARD**

The Budget Committee recommends approval of the recommendation contained in the following report of the Commissioner of Engineering and Public Works, dated February 27, 2007:

Recommendation

The Commissioner of Engineering and Public Works in consultation with the Commissioner of Legal and Administrative Services and the Commissioner of Finance and Corporate Services recommends:

1. That subject to funding approval, a school crossing guard be approved on the north side of the intersection of Vellore Woods Boulevard and Foxhunt Drive; and
2. That funds, in the amount of \$9,420 be referred to the 2007 Operating Budget for the additional school crossing guard.

Economic Impact

The cost to implement one additional school crossing guard would have an impact to the 2007 Operating Budget. The annual cost of the additional Crossing Guard will be an increase of \$9,420 commencing with the 2007 Operating Budget.

Communications Plan

That upon approval by Council, the York Region District School Board, York Catholic Separate School Board, St. Emily Catholic Elementary School Principal, and School Community Council be notified of Council's decision in this matter.

Purpose

To review the feasibility of implementing a school crossing guard for the Vellore Woods Boulevard and Foxhunt Drive intersection, in response to a request from the Principal of St. Emily's Catholic Elementary School.

Background - Analysis and Options

Staff received a request from the Principal of St. Emily's Catholic Elementary School for a school crossing guard crossing children living on the east side of Vellore Woods Boulevard in front of St. Emily's Catholic Elementary School. St. Emily's Catholic Elementary School is located on the north-west corner of Vellore Woods Boulevard and Comdell Drive. See Attachment No. 1 for the area network.

A pedestrian study was conducted on Thursday, December 14, 2006. Students were counted crossing Vellore Woods Boulevard from Hawkview Drive to Foxhunt Drive (south zone), and from north of Foxhunt Drive to Sunview Drive / Johnswood Crescent (north zone). On the day of the study, the weather was clear and sunny. The results are summarized below:

Time	South Zone	North Zone	Total
8:25 a.m. – 9:05 a.m.	33	12	45
3:25 p.m. – 4:00 p.m.	38	14	52

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A school crossing guard is recommended in accordance with the Council approved warrant when the number of unassisted children crossing the road exceeds 50 in the peak hour. The majority of students were using the intersection of Foxhunt Drive and Vellore Woods Boulevard, as this leads directly into the school yard. Based on the traffic study and warrant, staff recommends that a new school crossing guard be implemented on the north side of the Vellore Woods Boulevard and Foxhunt Drive intersection. In addition, that funds be approved in the 2007 Operating Budget in the amount of \$9,420 for the hiring of the guard.

Relationship to Vaughan Vision 2007

This traffic study is consistent with Vaughan Vision 2007 as to identify and implement innovative traffic management alternatives to improve general traffic safety (1.1.3).

This report is consistent with the priorities previously set by Council.

Regional Implications

Not Applicable.

Conclusion

Based on our review, it is recommended that a school crossing guard be implemented on the north side of the Vellore Woods Boulevard and Foxhunt Drive intersection.

Attachments

1. Location Map

Report prepared by:

Leslie Winfrow, Traffic Analyst Ext. 3131
Mike Dokman, Supervisor, Traffic Engineering, Ext. 3118

LW:mc

(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 MARCH 19, 2007

Item 7, Report No. 3, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on March 19, 2007.

**7 MELVILLE AVENUE AND CUNNINGHAM DRIVE
PROPOSED SCHOOL CROSSING GUARD**

The Budget Committee recommends approval of the recommendation contained in the following report of the Commissioner of Engineering and Public Works, dated February 27, 2007:

Recommendation

The Commissioner of Engineering and Public Works in consultation with the Commissioner of Legal and Administrative Services and the Commissioner of Finance and Corporate Services recommends:

1. That subject to funding approval, a school crossing guard be approved on the west side of the intersection of Melville Avenue and Cunningham Drive; and
2. That funds, in the amount of \$9,420 be referred to the 2007 Operating Budget for the additional school crossing guard.

Economic Impact

The cost to implement one additional school crossing guard would have an impact to the 2007 Operating Budget. The annual cost of the additional Crossing Guard will be an increase of \$9,420 commencing with the 2007 Operating Budget.

Communications Plan

That upon approval by Council, the York Region District School Board, York Catholic Separate School Board, Divine Mercy Catholic Elementary School Principal, and School Community Council be notified of Council's decision in this matter.

Purpose

To review the feasibility of implementing a second school crossing guard for the Melville Avenue and Cunningham Drive intersection, in response to a request from the Principal of Divine Mercy Catholic School.

Background - Analysis and Options

Staff received a request from the Principal of Divine Mercy Catholic school for an additional school crossing Guard at the intersection of Melville Avenue and Cunningham Drive. There is currently a crossing guard located on Melville Avenue and Cunningham Drive on the south side of the intersection. This guard is in place from 7:30 am to 9:00 am, and 2:30 pm to 4:00 pm. Divine Mercy Catholic Elementary School is located on the south-east corner of Melville Avenue and Cunningham Drive, and Michael Cranny Public Elementary School is located on the north-east corner of Melville Avenue and Roseheath Drive. (See Attachment No. 1 for the area network).

A turning movement count was conducted on Wednesday, November 15, 2006. The pedestrians crossing from 7:30 am – 9:00 am and 3:00 pm – 4:00 pm are summarized below:

	North Side	South Side	East Side	West Side
7:30 am – 9:00 am	7	82	13	53
3:00 pm – 4:00 pm	4	183	34	94

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A school crossing guard is recommended in accordance with the Council approved warrant when the number of unassisted children crossing the road exceeds 50 in the peak hour. Based on the traffic study and warrant, staff recommends that a new school crossing guard be implemented on the west side of the Melville Avenue and Cunningham Drive intersection. In addition, that funds be approved in the 2007 Operating Budget in the amount of \$9,420 for the hiring of the guard.

Relationship to Vaughan Vision 2007

This traffic study is consistent with Vaughan Vision 2007 as to identify and implement innovative traffic management alternatives to improve general traffic safety (1.1.3).

This report is consistent with the priorities previously set by Council.

Regional Implications

Not Applicable.

Conclusion

Based on a review, Staff recommends that a school crossing guard be implemented on the west leg side of the Melville Avenue and Cunningham Drive intersection.

Attachments

1. Location Map

Report prepared by:

Leslie Winfrow, Traffic Analyst Ext. 3131
Mike Dokman, Supervisor, Traffic Engineering, Ext. 3118

(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 MARCH 19, 2007

Item 8, Report No. 3, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on March 19, 2007.

8

YEAR END STAFFING COMPLEMENT REPORTS

The Budget Committee recommends approval of the recommendation contained in the following report of the Commissioner of Legal and Administrative Services and the Director of Human Resources, dated February 27, 2007:

Recommendation

The Commissioner of Legal and Administrative Services and the Director of Human Resources, recommend:

THAT this report be received.

Economic Impact

This report has no cost associated with implementing the recommendations.

Communications Plan

This report provides the information to the budget committee to assist in their review of the budget submissions of staff and has been distributed with the agenda.

Purpose

This report provides 2006 year end information related to the 2006 year end Staffing Complement Report and the 2006 year end vacancy report as requested by the Budget Chair.

Background and Analysis

At the end of each month throughout the year, information related to the Staffing Complement report and the Vacancy Report is provided to the City Manager and Commissioners. At the conclusion of the year, once all paperwork has been received and input into the system year end reports showing actual staff versus complement as set by Council and the reasons for the vacancies are run.

During the Budget process this information is provided to the Budget Committee to better understand the impact of decision making at the Committee.

Relationship to Vaughan Vision 2007

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

Regional Implications

This report does not have any regional implications.

Conclusion

Attached as Appendix A is the 2006 year end Staffing Complement Report. Attached as Appendix B is the 2006 year end Vacancy Report for consideration by the Budget Committee.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF MARCH 19, 2007

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Attachments

1. Appendix A
2. Appendix B

Report Prepared By

Janet Ashfield, 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.)

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF MARCH 19, 2007

Item 9, Report No. 3, of the Budget Committee, which was adopted without amendment by the Council of the City of Vaughan on March 19, 2007.



9

STRATEGIC PLANNING DEPARTMENT

The Budget Committee recommends that staff bring forward a report on the operating costs of the Strategic Planning Department.

The foregoing matter was brought to the attention of the Committee by Councillor Meffe.