

The meeting of the Special Committee of the Whole (Budget) was held on Monday, March 28, 2011 at 1:30 p.m. in the Council Chambers, 395 Mulock Drive, Newmarket.

Members Present: Mayor Van Bynen
Regional Councillor Taylor (1:30 to 2:16 p.m.; 2:19 to 5:52 p.m.)
Councillor Di Muccio
Councillor Emanuel
Councillor Hempen (1:30 to 1:33 p.m.; 1:35 to 5:52 p.m.)
Councillor Kerwin
Councillor Sponga
Councillor Twinney
Councillor Vegh

Staff: R.N. Shelton, Chief Administrative Officer
R. Dixon, Commissioner of Corporate Services/Acting Commissioner
of Legal and Development Services
R. Prentice, Commissioner of Community Services
M. Mayes, Director of Financial Services/Treasurer
S. Rose, Director of Strategic Initiatives
A. Moore, Director of Legislative Services/Town Clerk
L. Moor, Council Committee Coordinator

The meeting was called to order at 1:30 p.m.

Mayor Van Bynen in the Chair.

ADDITIONS

**Moved by Councillor Vegh
Seconded by Councillor Sponga**

THAT the order of the agenda be altered by adding the following additional information to Item 3 of the regular agenda.

Item 3B) Referred Items – 2011 Budget Consideration Matters.

CARRIED 

DECLARATIONS

See Page 7 of the Special Committee of the Whole (Budget) Minutes of March 28, 2011.

1. **SPECIAL COMMITTEE OF THE WHOLE (BUDGET) MINUTES – MARCH 28, 2011**
ITEM 1
BUDGET OPEN HOUSES STATUS UPDATE

The Director of Strategic Initiatives addressed the Committee with a PowerPoint presentation detailing public feedback with respect to the Budget Open Houses held on March 21 and 26, 2011.

Councillor Hempen left the meeting at 1:33 p.m.

Moved by Councillor Sponga
Seconded by Councillor Emanuel

THAT the verbal report from the Director of Strategic Initiatives regarding the Budget Open Houses held on March 21 and 26, 2011 be received.

CARRIED 

Councillor Hempen returned to the meeting at 1:35 p.m.

2. **SPECIAL COMMITTEE OF THE WHOLE (BUDGET) MINUTES – MARCH 28, 2011**
ITEM 2
CORPORATE SERVICES REPORT – FINANCE 2011-17
2011 DRAFT CAPITAL BUDGET

The Director of Financial Services addressed the Committee providing an overview of Corporate Services Report – Finance 2011-17 dated March 24, 2011.

2A. **SPECIAL COMMITTEE OF THE WHOLE (BUDGET) MINUTES – MARCH 28, 2011**
ITEM 2A)
REFERRED BUDGET ITEMS LIST – INTERSECTION IMPROVEMENTS

a) **Councillor Twinney** advised that she would like to discuss the feasibility of intersection improvements at Sunnypoint Drive and Patterson Street.

Moved by Councillor Twinney
Seconded by Councillor Sponga

THAT the feasibility of intersection improvements at Sunnypoint Drive and Patterson Street be incorporated into the 2011 Referred Budget Items List.

CARRIED 

**2B. SPECIAL COMMITTEE OF THE WHOLE (BUDGET) MINUTES – MARCH 28, 2011
ITEM 2B)
REFERRED BUDGET ITEMS LIST – TRAFFIC LIGHT INSTALLATION**

- b) Councillor Kerwin expressed concern regarding the increased traffic issues at the intersection of Gorham Street and the extension of Carlson Drive with the vivaNext construction taking place on Davis Drive. He advised that traffic light installations are in the ten-year capital program.

**Moved by Councillor Kerwin
Seconded by Councillor Sponga**

THAT the matter of the traffic light installations at Gorham Street and Harry Walker Parkway and Gorham Street and the extension of Carlson Drive being included in the 2012 budget with no funds being allocated in 2013 be incorporated into the 2011 Referred Budget items list.

CARRIED 

**2C. SPECIAL COMMITTEE OF THE WHOLE (BUDGET) MINUTES – MARCH 28, 2011
ITEM 2C)
REFERRED BUDGET ITEMS LIST – SCREEN/PLANTING – BONSHAW PARK**

Councillor Emanuel requested information from the Community Services Department regarding the grade differential of the soccer pitch in Bonshaw Park. He advised that soccer balls are frequently landing in residents' backyards.

**Moved by Councillor Emanuel
Seconded by Councillor Sponga**

THAT the feasibility of netting screens and tree planting in the end zone of the soccer pitch located in Bonshaw Park be incorporated into the 2011 Referred Budget Items List.

CARRIED 

**3. SPECIAL COMMITTEE OF THE WHOLE (BUDGET) MINUTES – MARCH 28, 2011
ITEM 3
CORPORATE SERVICES REPORT – FINANCE 2011-17
2011 DRAFT CAPITAL BUDGET**

Corporate Services Report – Finance 2011-17 dated March 24, 2011 regarding the 2011 Draft Capital Budget. The Director of Financial Services addressed the Committee regarding amended items from the original budget document.

**Moved by Councillor Vegh
Seconded by Councillor Twinney**

THAT Corporate Services Report – Finance 2011-17 dated March 24, 2011 regarding 2011 Draft Capital Budget be received and the following recommendation be adopted:

THAT the draft 2011 Capital Budget be reviewed and considered as part of Council's deliberations and approval of the draft 2011 Operating Budget.

CARRIED 

**4. SPECIAL COMMITTEE OF THE WHOLE (BUDGET) MINUTES – MARCH 28, 2011
ITEM 4
JOINT CAO/COMMISSIONERS REPORT 2011-04
BUDGET REDUCTION OPTIONS**

Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 regarding Budget Reduction Options.

The recommendations contained within Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 regarding Budget Reduction Options were dealt with separately by the Committee.

**Moved by Regional Councillor Taylor
Seconded by Councillor Emanuel**

THAT the Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 regarding Budget Reduction Options be received;

AND THAT the Growth and Enhancement items excluded from the draft budget presented by staff on March 7, 2011 identified in Appendix 'A' be excluded from the budget.

CARRIED 

Discussion ensued regarding Line Items # 5 and 6 totalling \$146,000 regarding one-time funding as stated on Page 1 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 under the heading "Budget Adjustments for Immediate Implementation". A suggestion was made to transfer the \$146,000 one-time funding referenced above to the Asset Replacement Fund.

Regional Councillor Taylor left the meeting at 2:16 p.m.

Line Items 1 to 7

**Moved by Councillor Vegh
Seconded by Councillor Emanuel**

THAT Line Items 1 through 7 on Page 1 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 be approved with the proviso that \$146,000 from Line Items 5 and 6 be transferred to the Asset Replacement Fund.

CARRIED 

Regional Councillor Taylor returned to the meeting at 2:19 p.m.

Specific line items within the Appendices were pulled separately for discussion.

Line Item 11 – Appendix B – Page 2 of 12 Additional Administrative Assistant

**Moved by Regional Councillor Taylor
Seconded by Councillor Vegh**

THAT Line Item 11 on Page 2 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Additional Administrative Assistant be included as a budget reduction subject to Central York Fire Services – Joint Council Committee approval.

CARRIED 

Line Item 12 – FTE – Communications and

Line Item 33 – Staffing – Communications for CUSP/OTH

**Moved by Regional Councillor Taylor
Seconded by **Councillor Twinney****

THAT Line Items 12 and 33 on Page 2 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Staffing Level in the Communications Department and Communications for CUSP/OTH be included as a budget reduction and referred to the Service Review Program process;

AND THAT in the interim, funding be provided through reserves.

CARRIED 

Line Item 16 – Staffing – Client Services Supervisor in IT

**Moved by Regional Councillor Taylor
Seconded by Councillor Sponga**

THAT Line Item 16 on Page 3 of 12 of Appendix ‘B’ in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Staffing – Client Services/Supervisor IT be included as a budget reduction and referred to the Service Review Program.

CARRIED 

Line Item 17 – Staffing – Additional in Economic Development Office

Moved by Regional Councillor Taylor
Seconded by Councillor Sponga

THAT Line Item 17 on Page 3 of 12 of Appendix ‘B’ in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Staffing – Additional in Economic Development Office be included as a budget reduction and referred to the Service Review Program.

CARRIED 

The above recommendation was reconsidered by Special Committee of the Whole (Budget) on April 4, 2011 – refer to Item 2F of those minutes for final disposition.

Line Items 19, 21, 25, 26

Staffing – 2 Positions (CUSP)
Staffing – Facility Worker
CUSP Operating Requirement
CUSP Events

**Moved by Councillor Vegh
Seconded by Councillor Emanuel**

THAT Line Items 19, 21, 25 and 26 on Pages 3 to 5 of Appendix ‘B’ in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Staffing – 2 Positions – CUSP, Staffing – Facility Worker, CUSP Operating Requirement and CUSP Events be referred to staff for a report for the next scheduled Special Committee of the Whole (Budget) Meeting.

CARRIED 

Line Item 20 – Staffing – Casual Position

Moved by Councillor Sponga
Seconded by Councillor Di Muccio

THAT Line Item 20 on Page 3 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Staffing – Casual Position be included as a budget reduction and referred to the Service Review Program.

MOTION LOST 

Moved by Regional Councillor Taylor
Seconded by Councillor Sponga

THAT the budget figure in Line Item 20 on Page 3 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Staffing – Casual Position be reduced to \$30,000 from \$49,680.

MOTION LOST 

**Moved by Councillor Kerwin
Seconded by Councillor Sponga**

THAT Line Items 8 to 27 in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 remain in the budget.

CARRIED 

Councillor Sponga declared a pecuniary interest in Line Item 31 on Page 6 of 12 of Appendix 'B' in CAO/Commissioners Report 2011-04 dated March 28, 2011 being "Eliminate Heritage Tax Rebate" due to his residence designated as a heritage home. He advised that he would not take part or vote on this matter.

Councillor Hemen declared a pecuniary interest in Line Item 31 on Page 6 of 12 of Appendix 'B' in CAO/Commissioners Report 2011-04 dated March 28, 2011 being "Eliminate Heritage Tax Rebate" due to a heritage building he owns. He advised that he would not take part or vote on this matter.

Line Item 29 – Grant Program

**Moved by Councillor Sponga
Seconded by Regional Councillor Taylor**

THAT Line Item 29 on Page 6 of 12 of Appendix 'B' of Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 entitled "Eliminate Grant Program" be referred to Item 65 entitled "Community Grants for Downtown Events" on Page 11 of 12.

CARRIED 

Line Item 31 – Eliminate Heritage Tax Rebate

**Moved by Regional Councillor Taylor
Seconded by Councillor Kerwin**

THAT Line Item 31 being “Eliminate Heritage Tax Rebate” on Page 6 of 12 of Appendix ‘B’ in CAO/Commissioners Report 2011-04 remain in the budget.

CARRIED 

Councillor Sponga and Councillor Hempen took no part in the discussion or voting of the foregoing matter.

Line Item 34 – Eliminate Transfer to Working Capital Fund

**Moved by Regional Councillor Taylor
Seconded by Councillor Sponga**

THAT Line Item 34 on Page 6 of 12 of Appendix ‘B’ in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Eliminate Transfer to Working Capital Fund be included as a budget reduction.

CARRIED 

**Moved by Regional Councillor Taylor
Seconded by **Councillor Twinney****

THAT no further action be taken on the remaining Line Items between and including 28 and 35 on Page 6 of 12 of Appendix ‘B’ in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011.

CARRIED 

**Moved by Councillor Taylor
Seconded by Councillor Vegh**

THAT Line Items 38 to 73 contained on Pages 7 to 12 of Appendix ‘B’ in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 be deferred to a future Committee of the Whole (post budget) meeting.

CARRIED 

Line Item 36 – Implement Storm Sewer User Rates

**Moved by Regional Councillor Taylor
Seconded by Councillor Sponga**

THAT Line Item 36 on Page 7 of 12 of Appendix ‘B’ in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Implement Storm Sewer User Rates be deferred to a future Committee of the Whole meeting.

CARRIED 

Line Item 37 – Increase CYFS Support Cost Allocation to 5% Cap Charge

**Moved by Regional Councillor Taylor
Seconded by Councillor Emanuel**

THAT Line Item 37 on Page 7 of 12 of Appendix ‘B’ in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Increase CYFS Support Cost Allocation to 5% Cap Charge be deferred to a future Committee of the Whole meeting.

CARRIED 

Mayor Van Bynen queried Members of Council for any additional items to incorporate into the Referred Items Budget List.

**2D. SPECIAL COMMITTEE OF THE WHOLE (BUDGET) MINUTES – MARCH 28, 2011
ITEM 2D)
REFERRED BUDGET ITEMS LIST (CONTINUED) – ADVERTISING OPTIONS**

Councillor Twinney requested that a review be conducted with respect to funds being spent for local newspaper advertising.

**Moved by Councillor Twinney
Seconded by Councillor Kerwin**

THAT a review of the current method of advertising options, alternative sources and exploration of different marketing opportunities be investigated as part of the 2011 budget deliberations.

CARRIED 

**2E. SPECIAL COMMITTEE OF THE WHOLE (BUDGET) MINUTES – MARCH 28, 2011
ITEM 2E)
REFERRED BUDGET ITEMS LIST (CONTINUED) – ENVIRONMENTAL LANDS**

Councillor Emanuel requested that consideration be given to the feasibility of a 1% tax levy towards an Environmental Land Acquisition Fund.

**Moved by Councillor Emanuel
Seconded by Councillor Sponga**

THAT the 1% tax levy towards an Environmental Land Acquisition Fund be examined as part of the 2011 budget deliberations.

CARRIED 

**4. SPECIAL COMMITTEE OF THE WHOLE (BUDGET) MINUTES – MARCH 28, 2011
ITEM 4 – JOINT CAO/COMMISSIONERS REPORT 2011-04 (CONTINUED)
BUDGET REDUCTION OPTIONS**

Discussion ensued regarding Recommendation 3 contained within Joint CAO/Commissioners Report 2011-04 dated March 28, 2011.

**Moved by Regional Councillor Taylor
Seconded by Councillor Vegh**

THAT any surplus generated in 2011 resulting from the reduction of annualization carry-over costs to 2012 be directed to the Rate Stabilization Reserve.

CARRIED 

Further discussion ensued regarding Recommendations 4 and 5 contained within Joint CAO/Commissioners Report 2011-04 dated March 28, 2011.

**Moved by Regional Councillor Taylor
Seconded by Councillor Emanuel**

THAT Recommendation 4 and 5 of Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 with respect to preparation of a Task Force Mandate for Council approval to undertake a Service Review Program and with respect to Council approval of an allowance of \$75,000 from the Efficiency and Enhancement Reserve in the 2011 budget to support the first phase of the program be deferred to a future Special Committee of the Whole budget meeting for a report back within a 60 day time frame.

CARRIED 

Discussion ensued regarding Recommendation 6 contained within Joint CAO/Commissioners Report 2011-04 dated March 28, 2011.

**Moved by Regional Councillor Taylor
Seconded by Councillor Sponga**

THAT the sale of the Town's surplus lands be identified as a Council priority with the additional resourcing costs to be funded from the proceeds of the sales.

CARRIED 

An amendment was made to Recommendation 7 of Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 by replacing the words "5-year" with the words "multi-year".

Moved by Councillor Emanuel
Seconded by Regional Councillor Taylor

THAT commencing in May, the monthly Special Committee of the Whole (Budget) meetings deal with matters related to future budget targets, a multi-year forecast, Council's strategic direction and the findings of the Service Review Program.

CARRIED 

Discussion ensued regarding Recommendation 8 contained within Joint CAO/Commissioners Report 2011-04 dated March 28, 2011.

Moved by Councillor Sponga
Seconded by Councillor Twinney

THAT on a go forward basis, all requests for service level increase or new initiatives identify resource requirements and be reviewed with Committee of the Whole as necessary.

CARRIED 

FOR CLARIFICATION PURPOSES, THE RECOMMENDATIONS WITH RESPECT TO JOINT CAO/COMMISSIONERS REPORT 2011-04 DATED MARCH 28, 2011 READ AS FOLLOWS:

THAT the Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 regarding Budget Reduction Options be received;

- 1. AND THAT the Growth and Enhancement items excluded from the draft budget presented by staff on March 7, 2011 identified in Appendix 'A' be excluded from the budget;**
- 2.a) AND THAT Line Items 1 through 7 on Page 1 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 be approved with the proviso that \$146,000 from Line Items 5 and 6 be transferred to the Asset Replacement Fund;**
- b) AND THAT Line Item 11 on Page 2 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Additional Administrative Assistant be included as a budget reduction subject to Central York Fire Services – Joint Council Committee approval;**
- c) THAT Line Items 12 and 33 on Page 2 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Staffing Level in the Communications Department and Communications for CUSP/OTH be included as a budget reduction and referred to the Service Review Program process;**

AND THAT in the interim, funding be provided through reserves;

- d) AND THAT Line Item 16 on Page 3 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Staffing – Client Services/Supervisor IT be included as a budget reduction and referred to the Service Review Program;**
- e) AND THAT Line Items 19, 21, 25 and 26 on Pages 3 to 5 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Staffing – 2 Positions – CUSP, Staffing – Facility Worker, CUSP Operating Requirement and CUSP Events be referred to staff for a report for the next scheduled Special Committee of the Whole (Budget) Meeting;**
- f) AND THAT Line Items 8 to 27 in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 remain in the budget;**
- g) AND THAT Line Item 29 on Page 6 of 12 of Appendix 'B' of Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 entitled "Eliminate Grant Program" be referred to Item 65 entitled "Community Grants for Downtown Events" on Page 11 of 12;**
- h) AND THAT Line Item 31 being "Eliminate Heritage Tax Rebate" on Page 6 of 12 of Appendix 'B' in CAO/Commissioners Report 2011-04 remain in the budget;**
- i) AND THAT Line Item 34 on Page 6 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Eliminate Transfer to Working Capital Fund be included as a budget reduction;**
- j) AND THAT no further action be taken on the remaining Line Items between and including 28 and 35 on Page 6 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011;**
- k) AND THAT Line Items 38 to 73 contained on Pages 7 to 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 be deferred to a future Committee of the Whole (post budget) meeting;**
- l) AND THAT Line Item 36 on Page 7 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Implement Storm Sewer User Rates be deferred to a future Committee of the Whole meeting;**
- m) AND THAT Line Item 37 on Page 7 of 12 of Appendix 'B' in Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 related to Increase CYFS Support Cost Allocation to 5% Cap Charge be deferred to a future Committee of the Whole meeting;**

3. **AND THAT any surplus generated in 2011 resulting from the reduction of annualization carry-over costs to 2012 be directed to the Rate Stabilization Reserve;**
4. **AND THAT Recommendation 4 and 5 of Joint CAO/Commissioners Report 2011-04 dated March 28, 2011 with respect to preparation of a Task Force Mandate for Council approval to undertake a Service Review Program and with respect to Council approval of an allowance of \$75,000 from the Efficiency and Enhancement Reserve in the 2011 budget to support the first phase of the program be deferred to a future Special Committee of the Whole budget meeting for a report back within a 60 day time frame;**
5. **AND THAT the sale of the Town's surplus lands be identified as a Council priority with the additional resourcing costs to be funded from the proceeds of the sales;**
6. **AND THAT commencing in May, the monthly Special Committee of the Whole (Budget) meetings deal with matters related to future budget targets, a multi-year forecast, Council's strategic direction and the findings of the Service Review Program;**
7. **AND THAT on a go forward basis, all requests for service level increase or new initiatives identify resource requirements and be reviewed with Committee of the Whole as necessary.**

**2F. SPECIAL COMMITTEE OF THE WHOLE (BUDGET) MINUTES – MARCH 28, 2011
ITEM 2F) (CONTINUED)
REFERRED ITEMS – 2011 BUDGET CONSIDERATION MATTERS**

Referred Items – 2011 Budget Consideration Matters.

**Moved by Councillor Sponga
Seconded by Councillor Kerwin**

THAT the Referred Items – 2011 Budget Consideration Matters as updated to include the feasibility of intersection improvements at Sunnypoint Drive and Patterson Street, traffic light installations at Gorham Street and Harry Walker Parkway and Gorham Street and the extension of Carlson Drive, the feasibility of netting screens and tree planting in the Bonshaw Park soccer pitch, a review of the current method of advertising options and a potential tax levy towards an Environmental Land Acquisition Fund be deferred to the next Special Committee of the Whole (Budget) Meeting.

CARRIED 

Mayor Van Bynen advised that a Special Committee of the Whole (Budget) Meeting will take place on Monday, April 4, 2011 beginning at 1:30 p.m.

Moved by Councillor Emanuel
Seconded by Councillor Twinney

THAT the meeting adjourn.

CARRIED 

There being no further business, the meeting adjourned at 5:52 p.m.

Tony Van Bynen, Mayor

Anita Moore, Town Clerk