



**Executive (Budget) Committee
Meeting Minutes
Friday, March 23, 2007
9:00 am
Main Committee Room**

PRESENT:

Mayor Ryan

COUNCILLORS:

D. Dickerson
R. Johnson
B. Littley
B. McLean
J. O'Connell
D. Pickles

ALSO PRESENT:

T. J. Quinn - Chief Administrative Officer
E. Buntsma - Director, Operations & Emergency Services
N. Carroll - Director, Planning & Development
G. Paterson - Director, Corporate Services & Treasurer
A. Allison - City Solicitor attended for part of the meeting
D. Bentley - City Clerk
R. Holborn - Division Head, Municipal Property & Engineering
C. Mearns - CEO, Library
S. Reynolds - Division Head, Culture & Recreation
S. Karwowski - Manager, Finance & Taxation
M. Clark - Financial Analyst
L. Roberts - Committee Coordinator

(I) PRESENTATION

Mayor Ryan welcomed everyone and thanked staff for all of the hard work that was completed with respect to the preparation of the 2007 Current and Capital budgets.

T.J. Quinn, Chief Administrative Officer thanked Members of Council and staff for their support during the year. He outlined in detail the work that had been completed by staff in bringing forth an equitable budget.



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(II) MATTERS FOR CONSIDERATION

G. Paterson, Director, Corporate Services & Treasurer outlined in detail the contents of the Capital and Current Budgets with the aid of a powerpoint presentation. He indicated that revenue challenges continue to be the City's number one priority, noting the goal is financial sustainability and flexibility. He further stated that long range financial planning has to be taken seriously and once again revenue challenges continue to be a priority.

G. Paterson, Director of Corporate Services & Treasurer stated we were looking at 4.51% increase for all purposes, which is the lowest in years, emphasizing that this equated to about \$75.00 per household per year.

1. REVIEW AND RECOMMENDATIONS OF THE 2007 CAPITAL BUDGET

a) Mayor & Council

The Capital budget of the Mayor, Council & Council Support was presented by the Chief Administrative Officer.

T.J. Quinn, Chief Administrative Officer indicated concern with the costs associated with maintaining and building the City's infrastructure. He made reference to the demands being placed on everyone and when the debt increases, the numbers change drastically. He stated that there would be more COMRIF funding and other grants, which also may change the financial picture.

G. Paterson, Director, Corporate Services & Treasurer, summarized the initiatives within the 2007 Capital budget.

b) Administration:

[Corporate Services/Clerks (Clerks, Animal Services)/Corporate Support Services (Information Technology)]

The Capital budget of the Corporate Services Department was presented.

T.J. Quinn, Chief Administrative Officer stated that a follow up report with respect to Animal Shelter services would be coming forward within



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the next two weeks. Discussion ensued on the 2006 actuals related to Animal Services, and confirmation that the monies received from PAW in the amount of approximately \$143,000 were assigned to a dedicated reserve fund. Mr. Quinn further noted that a capital strategic plan for shelter services was currently being prepared, and a further memorandum with respect to the operating plan for 2007 would be provided shortly.

Further questions arose with respect to the utilization of a portion of the animal licensing revenue towards the capital reserve account for a future animal shelter.

Further discussion ensued as it related to the deferral of the funding for disaster recovery and replacement backup network software.

- c) **Operations & Emergency Services**
[Sustainable Pickering/Emergency Operations/Fire/Municipal Property, Roads, Property Maintenance, Streetlights, Parks, Sidewalks, Storm Water Management. Operations Centre/Civic Complex/Senior Citizens Centre/Programs/Dunbarton Pool/Don Beer Arena/Community Centres/Recreation Complex – Central Core, Pool, Arenas/Museum]

The Capital budget for the Operations & Emergency Services Department was presented.

A detailed question and answer period ensued with specific reference to the first phase of the museum hotel restoration; costs associated with furniture & fixtures and funds related to Sustainable Pickering. Further discussion followed as it related to the various roads projects, in particular, the Sheppard Avenue urbanization from Altona Road to Rosebank Road, clarification related to the LED upgrade lights at Oklahoma Drive, along with sidewalk reconstruction.

Staff were requested to pursue opportunities for financial reimbursement from the Durham District School Board with respect to improvements to the running track. The Director, Operations & Emergency Services noted that due to the condition of the track, improvements would be required to be completed fairly quickly. Staff were further requested to pursue possible corporate sponsorship for the Dorsey James sculptures.



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Discussion ensued on debt financing in the relation to road repairs and rehabilitation, along with the general condition of roads in Pickering. Further questions arose in relation to the maintenance of Dunbarton Pool and its financial feasibility for the City.

- d) Planning and Development
(Planning Administration/Development Control/External Subdivision Works)
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The Capital budget of the Planning & Development Department was presented.

Detailed discussion ensued with respect to sidewalk construction on Wharf Street and Liverpool Road; IPS lights at the Pickering Parkway at Portland Court (ability to install two lanes eastbound may eliminate the stacking problem) and the location of the IPS at Valley Farm Road.

- e) Libraries

The Capital budget of the Pickering Public Library was presented. Mayor Ryan congratulated the CEO and staff on their work.

Moved by Councillor Dickerson

That the 2007 Capital budget be approved and presented to a Special Meeting of Council on April 2, 2007.

CARRIED

The Committee recessed at 12:10 pm and reconvened at 1:00 pm

2. REVIEW AND RECOMMENDATION OF THE 2007 CURRENT BUDGET

- a) General Government

A question and answer period ensued as it related to funding for grants.

Councillor Dickerson noted the Durham West Arts Centre had requested \$65,000 in funding. Discussion ensued.



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Moved by Councillor Dickerson

That the grant to the Durham West Arts Centre (referenced as 2195.2570) be decreased in the amount of \$20,000. for a total 2007 grant of \$45,000.

MOTION DEFEATED

Discussion ensued with respect to grant requests that had been received . It was noted that the the existing grant policy, with the majority of funding to the United Way would be maintained, and exceptions provided for personal tragedy. The Chief Administrative Officer advised that the City Clerk would respond accordingly to the recent requests.

Discussion ensued with respect to the emergency situation at the YWCA in Oshawa, wherein it may have to close due to lack of funding.

Moved by Councillor Littley

That the City of Pickering provide a one time grant of \$5,000. to Durham YWCA for its women's shelter which has been scheduled to close due to an emergency funding situation.

MOTION DEFEATED

Moved by Councillor Pickles

That the TRCA Joint Funded Environmental Project (referenced as 2195.2712) be reinstated in the amount of \$10,000.

CARRIED

Clarification was sought on the basis of 2006 actuals versus the 2007 budget presented. It was noted that the 2006 actuals for consulting, conferences and subscriptions did not correlate to the 2007 budget. The Director, Corporate Services & Treasurer provided clarification on how staff had obtained the 2007 budget figures, and specifically, how the allocations were not necessarily specific to one time consulting; for example the audit fees are considered consulting. He further noted that in



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a number of cases, there was a corresponding revenue to offset the consulting fee noted.

Based on the discussion, the Chief Administrative Officer advised that a memorandum would be provided to members of Council as part of the April 2, 2007 budget package, outlining details relating to the proposed 2007 budget for consulting, conferences and subscriptions.

Further discussion ensued regarding telephone budget costs, and the Director, Corporate Services & Treasurer explained that a review had been completed, noting that the new ruling where cell numbers would be portable would allow for comparable cell plans to be evaluated. It was noted a comparison had been completed between Bell, Rogers and Telus, and the consultant had informed the City that the cell phone package was the best.

- b) Mayor and Council
(Mayor/Council/Council Support)

The Current budget for the Mayor and Council was presented.

Detailed discussion ensued on this budget matter.

Moved by Councillor McLean

That Outside Agency Services, (referenced as sub-account 2399) be deleted in its entirety from the 2007 budget for the members of Council.

MOTION DEFEATED

The Committee took a 15 minutes recess and reconvened at 2:45 pm.

- c) Administration Department
[(Office of the Chief Administrative Officer/Customer Care/ Corporate Projects and Policy/Human Resources (Health & Safety)/Legal Services]

The Current budget for the Administration Department was presented.



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- d) Corporate Services
Clerks (Clerks Office, Records Management & Elections, Print Shop/Mail Room, By-law, Animal Services) Finance & Treasury Services (Finance)/Corporate Support Services (Supply & Services, Information Technology)]
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The Current budget for the Corporate Services Department was presented.

Discussions ensued with respect to the revenues generated by the Clerks Division in relation to the budget and staff were commended on the service provided. The Chief Administrative Officer provided clarification on Clerks Division initiatives and goals in relation to Animal Services and By-law Services staffing, service levels, and revenue.

- e) Operations & Emergency Services
(Operations & Emergency Services – Admin., Emergency Operations Control Centre/Fire Services Division (Fire Services)/Municipal Property & Engineering Division (Municipal Property Eng. & Admin., Roads, Property Maintenance, Crossing Guards, Streetlights, Environmental Services, Parks, Operations Centre – Municipal Garage), Culture & Recreation Division (Civic Complex, Senior Citizens Centre, Cult. & Rec. Admin., Programs, Dunbarton Pool, Don Beer Arena, Community Centres, Recreation Complex – Central Core, Pool, Arenas, Museum)]
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The Current budget for the Operations & Emergency Services Department was presented. A detailed question and answer period ensued, specifically as it related to enhancement of the seniors' snow removal program marketing initiatives (for increased volunteers); improvements to the soccer program by possible rental of additional fields; proper signage for washrooms to advise of seasonal openings and closings and program funding/revenues.

Moved by Councillor Pickles

That the City of Pickering participate in the CNE garden show in 2007 at cost not to exceed \$5,000.

CARRIED



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Moved by Councillor Pickles

That individual youth skating and swimming passes be set at \$2.00 and a family pass set at \$5.00., tax inclusive .

MOTION DEFEATED

Discussion resumed on program fees. It was noted that the City does have options in place to keep our costs down. Staff were requested to review the possibility of holding special spring and fall promotions at a reduced rate in order to increase participation.

Further discussion ensued in relation to special event programs that the City participates in.

Moved by Councillor Dickerson

That the Frenchman's Bay Festival, (referenced as 2712.2394) in the amount of \$10,000. be deleted in its entirety.

CARRIED

f) PLANNING & DEVELOPMENT

The Current budget of the Planning & Development Department was presented.

Discussion ensued with respect to the Seaton Neighbourhood Planning & Master Environmental Servicing Plan, noting that it was full cost recovery from the landowners. Clarification was also sought on heritage consultant fees, and the possible ability of outside funding for the study guidelines for the Whitevale Heritage District Plan.

g) External Agencies

The Current budget of External Agencies was presented. A brief question and answer period ensued with respect to heritage consultant fees for the Heritage Pickering Advisory Committee.



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h) Libraries

The current budget of the Pickering Library was presented. Staff were commended on the excellent work completed with respect to library initiatives.

Moved by Councillor Johnson

That the Committee move into an 'In Camera' meeting for the purpose of dealing with personal matters about an identifiable individual, including employees of the City.

CARRIED

Confidential discussion ensued with respect to Sustainable Pickering, the role of the Coordinator, Community Capacity Building and legal matters concerning a special event. The Chief Administrative Officer was provided direction with respect to the Coordinator, Community Capacity Building position.

Moved by Councillor Johnson

That the Committee rise and ratify the actions taken at the 'In Camera' session.

CARRIED

Moved by Councillor Dickerson

That the 2007 Current budget, as amended, be approved and presented to a Special Meeting of Council on April 2, 2007.

CARRIED

(III) ADJOURNMENT

The meeting adjourned at 4:15 pm