



AGENDA

TRAFFIC SAFETY COUNCIL – BUDGET SUBCOMMITTEE

THE CORPORATION OF THE CITY OF MISSISSAUGA
WEDNESDAY, JANUARY 18, 2012 – 10:30 A.M

BOARDROOM 2A, SECOND FLOOR
300 CITY CENTRE DRIVE, MISSISSAUGA, ONTARIO L5B 3C1
MISSISSAUGA, ONTARIO
www.mississauga.ca

Members

David Brown, Ward 6
David Raakman, Ward 10
Heather Relf, Ward 9
Boris Swedak, Ward 3

Staff

Sheelagh Duffin, Crossing Guard Supervisor

Contact: Laura Wilson, Legislative Coordinator
Office of the Clerk 905-615-3200 ext. 5425 Fax 905-615-4181
laura.wilson@mississauga.ca

CALL TO ORDER

DECLARATIONS OF DIRECT (OR INDIRECT) PECUNIARY INTEREST

PRESENTATIONS/ DEPUTATIONS

MATTERS TO BE CONSIDERED

1. Appointment of Chair
2. Minutes of Previous Meeting – Information Only
3. Review of Traffic Safety Council General Ledger and Budget Monitoring Report for 2011
4. Review Draft 2012 Traffic Safety Council Budget

Date of Next Meeting – TBD

OTHER BUSINESS

ADJOURNMENT



MINUTES

TRAFFIC SAFETY COUNCIL - BUDGET SUBCOMMITTEE
MONDAY, MAY 16, 2011- 11:15 A.M.

COMMITTEE ROOM C, CIVIC CENTRE, 2nd FLOOR
300 CITY CENTRE DRIVE, MISSISSAUGA, ONTARIO L5B 3C1

MEMBERS PRESENT:

David Raakman (Citizen Member, Ward 10)
 Heather Relf (Citizen Member, Ward 9)
 Boris Swedak (Citizen Member, Ward 3)

STAFF MEMBERS PRESENT:

Sheelagh Duffin, Transportation & Works, Crossing Guard
 Supervisor
 Laura Wilson, Corporate Services, Legislative Coordinator

CALL TO ORDER – 11:17 a.m.

ITEMS FOR DISCUSSION:

1. Appointment of Chair

Boris Swedak nominated David Brown as Chair of the Traffic Safety Council Budget Subcommittee. As David Brown was unable to attend the Budget Subcommittee meeting, and therefore unable to accept the nomination, the matter was deferred to the next meeting. In the interim, it was decided that David Raakman would take over as Chair until the next meeting.

2. Review Budget Monitoring/ Forecasting Reports and General Ledgers covering the period of January 2010 – April 2011

The Subcommittee reviewed the Traffic Safety Council Budget Monitoring Reports for 2010 and 2011. There was discussion surrounding the costs that come out of the various accounts, specifically the Materials, Office Supplies and other Services. It was determined that the Traffic Safety Council Instructional DVD is allocated in the Office Supplies account. It was also noted that money for the Safety Patroller Camp is allocated in the Conference Account.

3. Review 2011 Draft TSC Budget

The Subcommittee reviewed the Traffic Safety Council's Draft Non-Departmental Budget for 2011. The Subcommittee recommends that the School Walking Routes Implementation Budget be reduced to \$11, 500.00 to accommodate other programs. However, due to the fact that the School Walking Routes Subcommittee may have to purchase signs, costing approximately \$12, 000.00, for program implementation in 2012, the intention is to increase the allocation to \$15, 000.00 in 2012.

The subcommittee also recommends that the Conferences budget be increased to \$5500.00 as there are many different Conferences that Traffic Safety Council Members may benefit from attending.

It was also suggested that the Christmas Appreciation Dinner budget be increased to \$2,000.00 to accommodate the growing costs surrounding the event.

4. Other Business

It was recommended that Laura Wilson complete and inventory review of the Traffic Safety Council promotional items for the Subcommittee's next meeting.

It was recommended that Laura Wilson approach Accounts Payable regarding the feasibility of direct deposit for mileage payments. It was also recommended that Laura request that mileage forms from Traffic Safety Council Members be filed on a by-monthly basis to comply with Corporate Policy.

It was requested that Laura Wilson ensure that an invitation to the Ontario Traffic Council Conference be extended to the Traffic Safety Council Members who were not in attendance at the previous Traffic Safety Council Meeting.

5. Next meeting – Monday, June 20, 2011

6. Adjournment – 12:18 p.m.

Traffic Safety Council General Ledger - 2011

Cost Element	Cost Center	Document Date	Posting Date	Val. in rep. cur.	Name	Purchase order text
28608	28608	24/01/2011	03/02/2011	178.41	SWEDAK/JAN MLG 2011	
28608	28608	27/01/2011	25/02/2011	94.59	FRYERS/JAN MLG 2011	
28608	28608	11/02/2011	28/02/2011	110.04	SWEDAK/FEB MLG 2011	
28608	28608	24/03/2011	24/03/2011	246.24		frisbee, nylon foldable in pouch
28608	28608	24/03/2011	24/03/2011	123.12		bottle, water, plastic, asstd clrs
28608	28608	24/03/2011	28/03/2011	299.00	ONT TRAFFIC COUNCIL/MBRHSIP/ S.SMITH	
28608	28608	10/03/2011	01/04/2011	88.03	SWEDAK/MARCH MLG 2011	
28608	28608	22/03/2011	01/04/2011	61.35	FRYERS/FEB/MAR MLG 2011	
28608	28608	08/04/2011	08/04/2011	-30.00	339491 - 2 SAFETY CONES	
28608	28608	08/04/2011	08/04/2011	-20.00	339491 - 20 STOP SIGNS	
28608	28608	08/04/2011	08/04/2011	-40.00	339491 - 2 9LB WEIGHTS	
28608	28608	08/04/2011	08/04/2011	-30.00	339499 - 2 SAFETY CONES - ST VERONICA CS	
28608	28608	26/04/2011	26/04/2011	49.00	D20472 R181376 I19957 Traffic Safety Council Appli	
28608	28608	06/04/2011	29/04/2011	276.75	WESTBROOK/JAN-APR MLG 2011	
28608	28608	15/04/2011	29/04/2011	87.00	SACK/JAN-APR MLG 2011	
28608	28608	28/04/2011	03/05/2011	118.48	GOEGON/MAR-APR MLG 2011	
28608	28608	19/04/2011	03/05/2011	194.80	SWEDAK/APR MLG 2011	
28608	28608	26/04/2011	06/05/2011	254.74	WESTBROOK/APR MLG 2011	
28608	28608	18/04/2011	09/05/2011	1,968.92	LVA027923: ID SENSATION-NEON PENCIL FOR CITY CLERK	
28608	28608	06/05/2011	17/05/2011	160.47	DUFFIN, S/SCHOOL WALKING RTES	
28608	28608	20/05/2011	25/05/2011	456.90	ONT TRAFFIC COUNCIL/AGAM CONF/JUNE12-14/B.SWEDAK	
28608	28608	20/05/2011	25/05/2011	456.90	ONT TRAFFIC COUNCIL/AGAM CONF/JUNE12-14/L.GOEGAN	
28608	28608	24/05/2011	26/05/2011	500.00	MIDDLEBURY PUBLIC SCH/SAFETY-KISS & RIDE-AWARD	
28608	28608	24/05/2011	26/05/2011	500.00	MCKINNON PUBLIC SCH/SCH SAFETY-KISS & RIDE-AWRD	
28608	28608	24/05/2011	26/05/2011	500.00	ST. ALBERT OF JERUSALEM SCH/SFTY-KISS & RIDE-AWRD	
28608	28608	24/05/2011	26/05/2011	500.00	ST. DUNSTAN SCH/SAFETY-KISS & RIDE-AWARD	
28608	28608	25/05/2011	27/05/2011	12.17	RELF/MAY MLG 2011	
28608	28608	26/04/2011	27/05/2011	56.19	FRYERS/APR MLG 2011	
28608	28608	12/05/2011	27/05/2011	277.69	WESTBROOK/APR-MAY MLG 2011	
28608	28608	24/05/2011	27/05/2011	230.86	SWEDAK/APR-MAY MLG 2011	
28608	28608	11/05/2011	27/05/2011	147.50	GOEGAN/APR-MAY MLG 2011	
28608	28608	02/06/2011	02/06/2011	-105.00	342070 - 7 SAFETY CONES	
28608	28608	02/06/2011	02/06/2011	-100.00	342070 - 7 SAFETY CONES	
28608	28608	20/05/2011	07/06/2011	128.31	FRYERS/MAY MLG 2011	
28608	28608	18/05/2011	07/06/2011	46.90	DUFFIN, S/SCHOOL WALKING RTES	

Traffic Safety Council General Ledger - 2011

715801	28608	13/06/2011	13/06/2011	1,942.00	D21231 R148687 I20744 Crossing Guard Appreciation
715822	28608	13/06/2011	13/06/2011	104.00	16 Street Guides
715103	28608	14/06/2011	27/06/2011	215.41	SWEDAK/OTC AMG/JUNE12-14/MLG/ACCOM/PD/FINAL
715103	28608	14/06/2011	27/06/2011	303.25	SWEDAK/OTC AMG/JUNE12-14/MLG/ACCOM/PD/FINAL
715103	28608	14/06/2011	27/06/2011	108.06	SWEDAK/OTC AMG/JUNE12-14/MLG/ACCOM/PD/FINAL
715103	28608	14/06/2011	27/06/2011	220.09	LETHBRIDGE/OTC AMG/JUNE11-14/MLG/ACCOM/PD/FNL
715103	28608	14/06/2011	27/06/2011	303.24	LETHBRIDGE/OTC AMG/JUNE11-14/MLG/ACCOM/PD/FNL
715103	28608	14/06/2011	27/06/2011	108.07	LETHBRIDGE/OTC AMG/JUNE12-14/MLG/ACCOM/PD/FNL
715103	28608	14/06/2011	27/06/2011	220.09	GOEGAN/OTC AGM/JUNE12-14/MLG/ACCOM/PD/FINAL
715103	28608	14/06/2011	27/06/2011	303.24	GOEGAN/OTC AGM/JUNE12-14/MLG/ACCOM/PD/FINAL
715103	28608	14/06/2011	27/06/2011	108.07	GOEGAN/OTC AGM/JUNE12-14/MLG/ACCOM/PD/FINAL
715305	28608	10/06/2011	28/06/2011	80.54	SWEDAK/JUNE MLG 2011
715305	28608	14/06/2011	28/06/2011	66.49	LETHBRIDGE/JUNE MLG 2011
715305	28608	19/05/2011	28/06/2011	82.65	RAAKMAN/FEB-MAY MLG 2011
715305	28608	21/06/2011	28/06/2011	269.26	WESTBROOK/MAY-JUNE MLG 2011
715305	28608	30/06/2011	26/07/2011	49.64	SWEDAK/JUNE MLG 2011
715305	28608	25/07/2011	04/08/2011	81.48	WESTBROOK/JUNE-JULY MLG 2011
715305	28608	22/07/2011	04/08/2011	85.70	GOEGAN/JUN-JUL MLG 2011
715305	28608	24/06/2011	04/08/2011	8.10	GOEGAN/PARKING COST FOR CONFERENCE
715822	28608	22/07/2011	18/08/2011	128.31	LVA027923:G&A CORP-TRAFFIC SAFETY-DR. ARTHUR WOOD
715822	28608	03/06/2011	30/08/2011	71.16	WILSON,L/TRAFFIC SAFETY COUNCIL
715822	28608	16/09/2011	16/09/2011	20.52	frisbees, blue pouch
715822	28608	02/06/2011	26/09/2011	138.39	MCGUIRE,H/TOTE BASKETS
715305	28608	28/09/2011	04/10/2011	273.47	WESTBROOK/SEPT MLG 2011
715305	28608	22/09/2011	04/10/2011	98.34	SWEDAK/SEPT MLG 2011
715305	28608	18/04/2011	06/10/2011	-35.59	WILSON,L/SEP MLG 11
715305	28608	18/04/2011	06/10/2011	35.59	WILSON,L/SEP MLG 11
715305	28608	21/09/2011	11/10/2011	35.59	WILSON/SEPT MLG 2011
715305	28608	28/09/2011	11/10/2011	124.09	FRYERS/SEPT MLG 2011
715305	28608	24/10/2011	31/10/2011	211.19	GOEGAN/SEPT-OCT MLG 2011
715305	28608	24/10/2011	31/10/2011	216.82	SWEDAK/SEPT-NOV MLG 2011
715305	28608	21/10/2011	31/10/2011	31.85	LETHBRIDGE/SEPT-OCT MLG 2011
715305	28608	18/10/2011	31/10/2011	273.01	WESTBROOK/SEPT-OCT MLG 2011
715305	28608	27/10/2011	31/10/2011	46.17	RAAKMAN/SEPT-OCT MLG 2011
715305	28608	27/10/2011	08/11/2011	106.30	FRYERS/OCT MLG 2011
715305	28608	09/11/2011	11/11/2011	456.90	ONT TRAFFIC COUNCIL/REG/ CONF/E.LETHBRIDGE

Traffic Safety Council General Ledger - 2011

715822	28608	16/11/2011	21/11/2011	17.50	Job191-Crossing Guide Appreciation Day	
715822	28608	25/11/2011	25/11/2011	-100.00	342006 5 SAFETY VESTS	
715822	28608	25/11/2011	25/11/2011	-100.00	342005 5 SAFETY VESTS	
715822	28608	15/11/2011	29/11/2011	205.76	LVA027923-THE AWARD STORE-2 PLAQUES/ENGRAVE FOR CG	
715305	28608	15/11/2011	01/12/2011	39.34	FRYERS/NOV MLG 2011	
715305	28608	15/11/2011	01/12/2011	51.04	LETHBRIDGE/NOV MLG 2011	
715305	28608	15/11/2011	01/12/2011	27.48	RAAKMAN/OCT-NOV MLG 2011	
715305	28608	17/11/2011	01/12/2011	213.06	SWEDAK/NOV MLG 2011	
715305	28608	23/11/2011	01/12/2011	215.41	WESTBROOK/OCT-NOV MLG 2011	
715305	28608	06/10/2011	01/12/2011	45.43	RELF/NOV MLG 2011	
715822	28608	28/11/2011	06/12/2011	155.08	DUFFIN,S/CG GIFTS/LONG SERVICE	
715822	28608	28/11/2011	06/12/2011	400.00	DUFFIN,S/G&K PICTURE FRAMING/CG GIFTS	
715822	28608	01/12/2011	07/12/2011	510.00	LVA024516-PEEL CHILDREN'S SAFETY PAROLLER CAMP	
715822	28608	09/12/2011	09/12/2011	-105.00	342004 7 SAFETY CONES	
715822	28608	09/12/2011	09/12/2011	-140.00	342004 7 WEIGHTS	
715822	28608	21/11/2011	09/12/2011	1,165.15	LVA024516: CROSSROADS PROM- GIFTS/CROSSING GUARDS	
715822	28608	15/11/2011	09/12/2011	78.80	LVA024516: ONTARIO SAFETY- BOBBLEHEADS-CROSS. GUAR	
715822	28608	13/12/2011	16/12/2011	885.31	LVA027923: CM DISPLAY-DISPLAY -TRAFFIC SAFETY COMM	
715888	28608	08/12/2011	19/12/2011	630.38	DALE/ TRAFFIC SAFETY COUNCIL-X-MAS APPR TN DINNER	
715305	28608	15/12/2011	31/12/2011	73.05	W.WESTBROOK/NOV-DEC MLG 2011	
715305	28608	31/12/2011	31/12/2011	29.97	FRYERS/DEC MLG 2011	
715305	28608	16/12/2011	31/12/2011	137.21	SWEDAK/NOV-DEC MLG 2011	
715305	28608	13/12/2011	31/12/2011	200.42	BROWN/ SEPT-DEC MLG 2011	
715822	28608	31/12/2011	31/12/2011	-215.00	D23395 R171796 22868 Frequent Walker Cards	
715822	28608	15/12/2011	31/12/2011	-6.11	LAURA WILSON THINGS ENGRAVED #0627	
715822	28608	15/12/2011	31/12/2011	118.75	LAURA WILSON THINGS ENGRAVED #0627	
715822	28608	31/12/2011	31/12/2011	215.00	D23395 R171796 22868 Frequent Walker Cards	
715822	28608	31/12/2011	31/12/2011	215.00	D23395 R171796 22868 Frequent Walker Cards	
				19,653.88		

Report Group: Run Date: 2012/01/13

Report Name: MCUR Page:

City of Mississauga - 28608 - ND-TRAFFIC SAFE COUN
 Budget Monitoring Report with Forecast & Surplus Projections

From Period 1 to 16 /2011

NET OF ALLOCATIONS	YTD ACT	ANNUAL RCB	ACT/ANN RCB%	UNSPENT \$	FORECAST	SURPLUS<D EF>	LYR ACT
715103 CONFERENCES	2,803	5,800	48	2,997	5,800		2,666
* STAFF DEVELOPMENT COSTS	2,803	5,800	48	2,997	5,800		2,666
715305 MLG/KM VEH REIMBURSE	5,947	3,300	180	-2,647	3,300		7,742
* TRANSPORTATION COSTS	5,947	3,300	180	-2,647	3,300		7,742
715801 OPERATING MATLS-GENL	2,241			-2,241			7,833
715810 OFFICE SUPPL & EXPS		35,000		35,000	35,000		
715822 FIELD SUPPL & EXP	8,032	39,900	20	31,868	39,900		14,551
715888 MISCELLANEOUS EXPENSE	630			-630			
* MATERIALS,SUPPLIES,OTHER	10,904	74,900	15	63,996	74,900		22,384

SVCS												
** OTHER OPERATING EXPENSES	19,654	84,000	23	64,346	84,000						32,792	
*** TOTAL EXPENDITURES	19,654	84,000	23	64,346	84,000						32,792	
576103 TRANSFERS FROM RESERVES		-35,000		-35,000	-35,000							
* CONTRIBUTIONS FROM RESERVEFUND		-35,000		-35,000	-35,000							
** MISCELLANEOUS REVENUE		-35,000		-35,000	-35,000							
*** REVENUES		-35,000		-35,000	-35,000							
**** NET OF ALLOCATIONS	19,654	49,000	40	29,346	49,000						32,792	
***** NET OF ALLOCATIONS	19,654	49,000	40	29,346	49,000						32,792	

DRAFT NON-DEPARTMENTAL BUDGET 2012
Total Budget Allocated = \$84,000.00

<u>School Board/City Directories</u>	<u>Allocated</u>
City of Mississauga Street Guides (25 x \$6.00)	\$150.00
<u>Crossing Guards</u>	
Appreciation Day - June	\$2,000.00
Appreciation Dinner Gifts - December	\$1,300.00
Appreciation Dinner Awards - December	\$1,100.00
Promotional Items	\$2,000.00
<u>Kiss & Ride Program</u>	
Equipment (cones, stop signs, weights)	\$3,000.00
Safety Vests (orange & green)	\$2,000.00
Promotional items	\$2,550.00
Volunteer Recognition – June (4 schools @ \$500/school)	\$2,000.00
<u>Walking to School Program</u>	
Walking School Routes Program Implementation	\$11,500.00
<u>Membership</u> – Ontario Traffic Council	\$300.00
<u>Conferences</u> - Ontario Traffic Conference 2012	\$5,500.00
<u>TSC Christmas Dinner</u>	
Appreciation Dinner/Meeting - December	\$2,000.00
Appreciation Gifts for TSC Members (35 x \$20.00)	\$700.00
<u>Dr. Wood Safety Award</u>	\$200.00
(\$2,075 from Sympathy contributions being held in Reserve for future use)	
<u>Printing/Creative Services</u> (pamphlets, brochures)	\$500.00
<u>TSC Promotional Items</u>	\$3,700.00
<u>Mileage</u>	<u>\$8,500.00</u>
<u>TOTAL</u>	<u>\$49,000.00</u>

***Please note: the following was allocated for a special project namely the Traffic Safety Council Instructional DVD and is not included in the regular Traffic Safety Council budget.*

<u>**TSC Instructional DVD</u>	<u>\$35,000.00</u>
<u>Total Including Instructional DVD allocation</u>	<u>\$84,000.00</u>