

General Committee Revised Agenda

Revised Items are Italicized.

Meeting Number: 13
May 21, 2019, 9:30 AM - 3:00 PM
Council Chamber

Please bring this General Committee Agenda to the Council meeting on May 28, 2019.

	Pages
1. CALL TO ORDER	
2. DISCLOSURE OF PECUNIARY INTEREST	
3. APPROVAL OF PREVIOUS MINUTES	
3.1 MINUTES OF THE APRIL 24, 2019 SPECIAL GENERAL COMMITTEE (16.0)	8
1. That the minutes of the April 24, 2019 Special General Committee meeting be confirmed.	
3.2 MINUTES OF THE MAY 6, 2019 GENERAL COMMITTEE (16.0)	11
1. That the minutes of the May 6, 2019 General Committee meeting be confirmed.	
4. DEPUTATIONS	
5. COMMUNICATIONS	
5.1 YORK REGION COMMUNICATIONS (13.4)	22
Note: Questions regarding Regional correspondence should be directed to Chris Raynor, Regional Clerk.	
The following York Region Communications are available <u>on-line only</u>.	
1. That the communication dated April 9, 2019 from York Region regarding Source Protection Committee Membership be received for information purposes; and,	

2. That the communication dated April 26, 2019 from York Region regarding Roads Capital Acceleration be received for information purposes.

6. PETITIONS

7. CONSENT REPORTS - FINANCE & ADMINISTRATIVE ISSUES

- | | | |
|-----|--|-----|
| 7.1 | MINUTES OF THE JANUARY 21, 2019, MARCH 18, 2019 AND APRIL 17, 2019 ADVISORY COMMITTEE ON ACCESSIBILITY (16.0) | 77 |
| | <ol style="list-style-type: none"> 1. That the minutes of the January 21, 2019, March 18, 2019 and April 17, 2019 Advisory Committee on Accessibility meeting be received for information purposes. | |
| 7.2 | MINUTES OF THE DECEMBER 19, 2018, FEBRUARY 20, 2019, MARCH 20, 2019 AND APRIL 17, 2019 ANIMAL CARE COMMITTEE (16.0) | 83 |
| | <ol style="list-style-type: none"> 1. That the minutes of the December 19, 2018, February 20, 2019, March 20, 2019 and April 17, 2019 Animal Care Committee meeting be received for information purposes. | |
| 7.3 | MINUTES OF THE AUGUST 23, 2018 GERMAN MILLS MEADOW AND NATURAL HABITAT LIAISON COMMITTEE (16.0) | 102 |
| | <ol style="list-style-type: none"> 1. That the minutes of the minutes of the August 23 2018 German Mills Meadow And Natural Habitat Liaison Committee meeting be received for information purposes. | |
| 7.4 | MINUTES OF THE JANUARY 14, 2019, FEBRUARY 4, 2019, MARCH 4, 2019 AND APRIL 1, 2019 RACE RELATIONS COMMITTEE (16.0) | 106 |
| | <ol style="list-style-type: none"> 1. That the minutes of the January 14, 2019, February 4, 2019, March 4, 2019 and April 1, 2019 Race Relations Committee meeting be received for information purposes. | |
| 7.5 | MINUTES OF THE APRIL 10, 2019 SENIORS HALL OF FAME AWARDS COMMITTEE (16.0) | 118 |
| | <ol style="list-style-type: none"> 1. That the minutes of the April 10, 2019 Seniors Hall of Fame Awards Committee meeting be received for information purposes. | |
| 7.6 | STAFF AWARDED CONTRACTS FOR THE MONTH OF APRIL 2019 (7.12) | 121 |

A. Moore, ext. 4711

1. That the report entitled “Staff Awarded Contracts for the Month of April 2019” be received; and,
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution

7.7 2019 MARCH YEAR-TO-DATE REVIEW OF OPERATIONS (7.0)

133

S. Skelcher, ext. 3880

1. That the report titled “2019 March Year-To-Date Review of Operations” be received; and,
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

7.8 2019 UNIONVILLE BUSINESS IMPROVEMENT AREA AND MARKHAM VILLAGE BUSINESS IMPROVEMENT AREA OPERATING BUDGETS (7.0)

157

S. Skelcher, ext. 3880

1. That the report titled “2019 Unionville Business Improvement Area and Markham Village Business Improvement Area Operating Budgets” dated May 21, 2019 be received; and,
2. That the 2019 Operating Budget in the amount of \$210,999 for the Unionville Business Improvement Area (UBIA) be approved; and,
3. That the 2019 Operating Budget in the amount of \$331,417 for the Markham Village Business Improvement Area (MBIA) be approved; and,
4. That the Special Tax Rate levy, in the amount of \$214,221 for the UBIA members and \$239,322 for the MBIA members be included in the 2019 Tax Levy By-law; and further,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

7.9 AWARD OF CONSTRUCTION TENDER 023-T-19 CAST IRON WATERMAIN AND SANITARY SEWER REPLACEMENT (7.12)

166

P. Kumar, ext. 2989 and F. Chan, ext. 3189

1. That the report entitled “Award of Construction Tender 023-T-19 Cast Iron Watermain and Sanitary Sewer Replacement” be received; and,
2. That the contract for Tender 023-T-19 Cast Iron Watermain and Sanitary Sewer Replacement be awarded to the lowest priced Bidder, Clearway Construction Inc. in the amount of \$12,387,460.53, inclusive of HST; and,

3. That a 7% contingency in the amount of \$867,122.24 inclusive of HST, be established to cover any additional construction costs and that authorization to approve expenditures of this contingency amount up to the specified limit be in accordance with the Expenditure Control Policy; and,
4. That the construction award in the amount of \$13,254,582.77 (\$12,387,460.53 + \$867,122.24) be funded from the capital project 053-6150-19243-005 "CI Watermain and Sanitary Sewer Replacement" with budget available of \$13,287,150.00; and,
5. That the remaining balance of \$32,567.23 (\$13,287,150.00 - \$13,254,582.77) be returned to original funding source; and,
6. That a 5-year moratorium be placed on any major servicing and utility installation along restored areas including Valloncliffe Road (Bayview Glen Park to Steeles Avenue East), and Viburnum Place (Daffodil Avenue to Bayview Glenn Park); and further;
7. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

7.10 2019 TAX RATES AND LEVY BY-LAW (7.0)

173

S. Manson, ext. 7514

1. That the report "2019 Tax Rates and Levy By-law" be received; and,
2. That a by-law to provide for the levy and collection of property taxes totalling \$732,240,135 required by the City of Markham, the Regional Municipality of York, Province of Ontario (Education) and Business Improvement Areas, in a form substantially similar to Appendix A (attached), satisfactory to the City Solicitor and provides for the mailing of notices and requesting payment of taxes for the year 2019, as set out as follows, be approved;

Taxation Category	2019 Levy Amount
City of Markham	\$157,927,379
Region of York	\$327,536,871
Province of Ontario (Education)	\$246,322,343
Markham Village BIA	\$239,322
Unionville BIA	\$214,221
Total	\$732,240,135; and,

3. That staff be authorized to levy against Markham Stouffville Hospital and Seneca College the annual levy pursuant to Section 323 of the Municipal Act, 2001, as outlined in Section 9 of the attached by-law once the required information is received from the Ministry of Training, Colleges and Universities; and,

4. That the attached by-law be passed to authorize the 2019 Tax Rates and Levy By-law; and further,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

8. CONSENT REPORTS - COMMUNITY SERVICE ISSUES

8.1 CITYWIDE MULTI-PHASE SANITARY SYSTEM DOWNSPOUT DISCONNECTION PROGRAM – ANNUAL PROGRESS UPDATE AND 2019 DETAILS (5.3)

184

G. Miokovic, ext. 2519, L. Xu, ext. 2967 and C. Fan, ext. 2618

1. That the report entitled “Citywide Multi-phase Sanitary System Downspout Disconnection Program – Annual Progress Update and 2019 Details” be received; and,
2. That the remaining funds of \$8,916 be returned to the original funding source from the project #16238 “Sanitary System Downspout Disconnection Program – Phase 4” and the project be closed; and further,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

9. PRESENTATIONS - FINANCE & ADMINISTRATIVE ISSUES

9.1 SUSTAINABILITY AWARDS (12.2.6)

The City of Markham received the following Sustainability Awards:

1. Living City Energy Efficiency Leadership Award (Silver) - Markham Civic Centre
2. Living City Energy Efficiency Leadership Award (Gold) - Milliken Mills Community Centre
3. Living City Energy Efficiency Leadership Award (Gold) - Markham Village Community Centre
4. Energy Manager of the Year - Innovative Project - Citywide/Milliken Mills

10. MOTIONS

11. NOTICES OF MOTION

12. NEW/OTHER BUSINESS

As per Section 2 of the Council Procedural By-Law, "New/Other Business would

*generally apply to an item that is to be added to the **Agenda** due to an urgent statutory time requirement, or an emergency, or time sensitivity".*

13. ANNOUNCEMENTS

14. ADJOURNMENT

Information Page

General Committee Members: All Members of Council

General Committee

Chair: Regional Councillor Jack Heath

Vice Chair: Councillor Khalid Usman

Finance & Administrative Issues

Chair: Regional Councillor Jack Heath

Vice Chair: Councillor Khalid Usman

Community Services Issues

Chair: Councillor Karen Rea

Vice Chair: Councillor Isa Lee

Environment & Sustainability Issues

Chair: Regional Councillor Joe Li

Vice Chair: Councillor Reid McAlpine

Land, Building & Parks Construction Issues

Chair: Councillor Keith Irish

Vice Chair: Councillor Andrew Keyes

General Committee meetings are audio and video streamed live at the City of Markham's website.

Alternate formats are available upon request.

Consent Items: All matters listed under the consent agenda are considered to be routine and are recommended for approval by the department. They may be enacted on one motion, or any item may be discussed if a member so requests.

Note: The times listed on this agenda are approximate and may vary; Council may, at its discretion, alter the order of the agenda items.

**Note: As per the Council Procedural By-Law, Section 7.1 (h)
General Committee will take a 10 minute recess after
two hours have passed since the last break.**

**General Committee is scheduled to recess for lunch from
approximately 12:00 PM to 1:00 PM.**



Special General Committee Minutes

Meeting Number: 10
April 24, 2019, 9:00 AM - 3:00 PM
Rouge River Community Centre

Roll Call	<p>Mayor Frank Scarpitti</p> <p>Deputy Mayor Don Hamilton (arrived at 11:50 AM)</p> <p>Regional Councillor Jack Heath</p> <p>Regional Councillor Joe Li</p> <p>Regional Councillor Jim Jones</p> <p>Councillor Keith Irish</p> <p>Councillor Alan Ho</p>	<p>Councillor Reid McAlpine</p> <p>Councillor Karen Rea</p> <p>Councillor Andrew Keyes</p> <p>Councillor Amanda Collucci</p> <p>Councillor Khalid Usman</p> <p>Councillor Isa Lee</p>
Staff	<p>Andy Taylor, Chief Administrative Officer</p> <p>Trinela Cane, Commissioner, Corporate Services</p> <p>Brenda Librecz, Commissioner of Community & Fire Services</p> <p>Arvin Prasad, Commissioner Development Services</p> <p>Catherine Conrad, City Solicitor and Acting Director of Human Resources</p> <p>Joel Lustig, Treasurer</p> <p>Kimberley Kitteringham, City Clerk</p> <p>Nasir Kenea, Chief Information Officer</p> <p>Dave Decker, Fire Chief</p> <p>Mary Creighton, Director, Recreation Services</p> <p>Brian Lee, Director, Engineering</p> <p>Morgan Jones, Director, Operations</p> <p>Graham Seaman, Director, Sustainability & Asset Management</p> <p>Biju Karumanchery, Director, Planning & Urban Design</p>	<p>Josh Machesney, Elections & Committee Coordinator</p> <p>Laura Gold, Council/Committee Coordinator</p> <p>Fred Rich, Manager, Strategy & Insurance Risk Management</p> <p>Meg West, Manager, Business Planning & Projects</p> <p>Mona Nazif, Senior Manager, HR Client Services</p> <p>Mark Visser, Senior Manager, Strategy, Innovation & Investments</p> <p>Sara Tam, Manager, Business Planning & Innovation</p> <p>Stephanie DiPerna, Manager, Plans Review</p> <p>Andrea Berry, Senior Manager, Corporate Communications & Community Engagement</p> <p>Catherine Biss, CEO, Markham Public Library</p> <p>Claudia Marsales, Senior Manager, Waste Management & Environment</p>

John Yeh, Manager, Policy & Research

1. CALL TO ORDER

The Special General Committee meeting Council Strategy Session 2 convened at 9:03 AM with Regional Councillor Jack Heath in the Chair.

Mayor Frank Scarpitti provided opening remarks and welcomed Members of Council and Staff.

General Committee recessed at 12:20 PM and reconvened at 1:03 PM.

2. DISCLOSURE OF PECUNIARY INTEREST

None disclosed.

3. EDUCATION & TRAINING SESSION

3.1 GUEST SPEAKERS

3.1.1 DEREK BURLETON, VICE PRESIDENT & DEPUTY CHIEF ECONOMIST, TD BANK GROUP

Derek Burleton, Vice-President and Deputy Chief Economist, discussed the current economic outlook in Ontario and the Greater Toronto Area (GTA). Mr. Burleton also provided insight into the key economic drivers over the next 10 years.

3.1.2 DANIELE ZANOTTI, UNITED WAY

Mayor Frank Scarpitti introduced Daniele Zanotti, MSW, United Way, Greater Toronto Area.

Mr. Zanotti discussed the comparative poverty landscape in the Greater Toronto Area (GTA), including the City of Toronto, Peel Region, and York Region. In particular, Mr. Zanotti spoke in-depth about the following:

- Income inequality in York Region;
- Affordable housing in Markham and York Region; and,
- Helping youth access the labour market.

Mr. Zanoliti thanked Staff and Members of Council for the City's leadership and contributions to the United Way over the past several years, particularly the City's leadership in establishing a network for new immigrants attempting to access affordable housing and employment opportunities in Markham.

3.2 STRATEGIC PLANNING (FACILITATED DISCUSSION)

Joanne Berry, Facilitator, discussed the strategic planning process overview. Ms. Berry asked participants to brainstorm and discuss the following key business drivers that impact the City's strategic planning process:

- Political and regulatory;
- Economic;
- Social and demographic;
- Technology; and,
- Environmental.

Staff and Members of General Committee participated in an organizational SWOT (strengths, weaknesses, opportunities, and threats) analysis exercise. Participants were also asked to brainstorm the prominent issues and opportunities that are facing the community and they were discussed in open session.

4. ADJOURNMENT

Mayor Frank Scarpitti provided closing remarks and thanked the guest speakers and the facilitator for their time and for coming to speak to Staff and Members of General Committee.

The Special General Committee meeting adjourned at 2:59 PM.

Moved By Councillor Amanda Collucci

Seconded By Councillor Khalid Usman

1. That the April 24, 2019 Special General Committee meeting be adjourned.

Carried



General Committee Minutes

Meeting Number: 11
May 6, 2019, 9:30 AM - 3:00 PM
Council Chamber

Roll Call	Mayor Frank Scarpitti Deputy Mayor Don Hamilton Regional Councillor Jack Heath Regional Councillor Joe Li Regional Councillor Jim Jones Councillor Keith Irish Councillor Alan Ho	Councillor Reid McAlpine Councillor Karen Rea Councillor Andrew Keyes Councillor Amanda Collucci (arrived 10:05 AM) Councillor Khalid Usman Councillor Isa Lee
Staff	Andy Taylor, Chief Administrative Officer Trinela Cane, Commissioner, Corporate Services Brenda Librecz, Commissioner of Community & Fire Services Arvin Prasad, Commissioner Development Services Catherine Conrad, City Solicitor and Acting Director of Human Resources Joel Lustig, Treasurer	Bryan Frois, Chief of Staff Kimberley Kitteringham, City Clerk Martha Pettit, Deputy City Clerk Josh Machesney, Elections & Committee Coordinator Chris Alexander, Supervisor, Licensing & Standards Claudia Marsales, Senior Manager, Waste Management & Environment

1. CALL TO ORDER

The General Committee meeting convened at the hour of 9:43 AM with Regional Councillor Jack Heath in the Chair; Councillor Karen Rea Chaired Community Services related items.

General Committee recessed at 12:52 PM for lunch and reconvened at 2:04 PM.

2. DISCLOSURE OF PECUNIARY INTEREST

Councillor Keith Irish disclosed a conflict of interest with respect to item 9.1 "Licensing of Private Transportation Companies", as he has a family member that is an employee of Uber (working at their head office in San Francisco, California) and did not participate in the discussion or vote on the matter.

3. APPROVAL OF PREVIOUS MINUTES

3.1 MINUTES OF THE APRIL 16, 2019 SPECIAL GENERAL COMMITTEE (16.0)

Moved by Councillor Khalid Usman

Seconded by Councillor Andrew Keyes

1. That the minutes of the April 16, 2019 Special General Committee meeting be confirmed.

Carried

3.2 MINUTES OF THE APRIL 23, 2019 SPECIAL GENERAL COMMITTEE (16.0)

Moved by Councillor Khalid Usman

Seconded by Councillor Andrew Keyes

1. That the minutes of the April 23, 2019 Special General Committee meeting be confirmed.

Carried

3.3 MINUTES OF THE APRIL 23, 2019 GENERAL COMMITTEE (16.0)

Moved by Councillor Khalid Usman

Seconded by Councillor Andrew Keyes

1. That the minutes of the April 23, 2019 General Committee meeting be confirmed.

Carried

4. DEPUTATIONS

Deputations were received for the following items:

9.1 Licensing of Private Transportation Companies

Please see the individual items for details.

5. COMMUNICATIONS

5.1 YORK REGION COMMUNICATIONS (13.4)

Moved by Councillor Khalid Usman

Seconded by Councillor Andrew Keyes

1. That the following communications dated April 23, 2019 from York Region be received for information purposes:
 - a. 2018 Development Activity Summary
 - b. Implementation of Construction Act Prompt Payment and Mandatory Adjudication Provisions
 - c. 2018 Development Charge Reserve Fund Statement
 - d. Transportation Services Capital Infrastructure Status Update
 - e. It's in Our Nature: Management Plan for the York Regional Forest 2019-2038
 - f. I Count, I'm Not Just A Number - A Profile of Homelessness in York Region
 - g. 2018 Paramedic Response Time Performance Plan Final Results
 - h. Planning for Intensification Background Report
 - i. Vector-Borne Disease Program 2018/2019 Annual Update

Carried

6. PETITIONS

There were no petitions.

7. CONSENT REPORTS - FINANCE & ADMINISTRATIVE ISSUES

7.1 MINUTES OF THE SEPTEMBER 10, 2018 AND FEBRUARY 26, 2019 CANADA COMMITTEE (16.0)

Moved by Regional Councillor Jim Jones

Seconded by Councillor Alan Ho

1. That the minutes of the September 10, 2018 and February 26, 2019 Canada Day Committee meeting be received for information purposes.

Carried

7.2 MINUTES OF THE MARCH 21, 2019 MARKHAM ENVIRONMENTAL ADVISORY COMMITTEE (16.0)

Moved by Regional Councillor Jim Jones

Seconded by Councillor Alan Ho

1. That the minutes of the March 21, 2019 Markham Environmental Advisory Committee meeting be received for information purposes.

Carried

7.3 MINUTES OF THE MARCH 25, 2019 MARKHAM PUBLIC LIBRARY BOARD (16.0)

Moved by Regional Councillor Jim Jones

Seconded by Councillor Alan Ho

1. That the minutes of the March 25, 2019 Markham Public Library Board meeting be received for information purposes.

Carried

7.4 MINUTES OF THE MARCH 12, 2019 SENIORS ADVISORY COMMITTEE (16.0)

Moved by Regional Councillor Jim Jones

Seconded by Councillor Alan Ho

1. That the minutes of the March 12, 2019 Seniors Advisory Committee meeting be received for information purposes.

Carried

7.5 AWARD OF TENDER 190-T-18 PLAY EQUIPMENT REPLACEMENT & SITE WORK AT VARIOUS PARKS (7.12)

Moved by Regional Councillor Jim Jones

Seconded by Councillor Alan Ho

1. That the report entitled “Award of Tender 190-T-18 Play Equipment Replacement & Site Work at Various Parks” be received; and,
2. That the contract for Tender 190-T-18 Play Equipment Replacement & Site work at Various Parks be awarded to the lowest priced Bidder, TDI International Ag Inc. dba Eco Blue Systems, in the amount of \$1,280,177.87, inclusive of HST; and,
3. That a 10% contingency in the amount of \$128,017.79 inclusive of HST, be established to cover any additional construction costs and that authorization to approve expenditures of this contingency amount up to the specified limit be in accordance with the Expenditure Control Policy; and,
4. That the award in the amount of \$1,408,195.66 (\$1,280,177.87 + \$128,017.79) be funded from projects #18234 Playstructure Replacement and #18235 Playstructure Rubberized Surface Replacement with available budget of \$1,284,940.00; and,
5. That the above two projects be consolidated into one project under project 18234 Playstructure and Rubberized Surface Replacement; and,
6. That the budget shortfall in the amount of \$123,255.66 (\$1,284,940 - \$1,408,195.66) be funded from the Life Cycle Replacement and Capital Reserve Fund; and further,
7. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

7.6 AWARD OF REQUEST FOR PROPOSAL 009-R-19 FOOD SERVICES FOR ANTHONY ROMAN CENTRE (7.12)

Moved by Regional Councillor Jim Jones

Seconded by Councillor Alan Ho

1. That the report entitled “Award of Request for Proposal 009-R-19 Food Services for the Markham Civic Centre be received; and,
2. That Request for Proposal 009-R-19 Food Services for Anthony Roman Centre be awarded to the highest ranked / highest revenue bidder, 10694835 Canada Inc. (Caterable) for a term of five (5) years; and,

3. That the Mayor and City Clerk be authorized to execute an agreement with 10694835 Canada Inc. (Caterable) in a form satisfactory to the City Solicitor and the Commissioner of Corporate Services; and,
4. That the \$45,000.00 fixed annual revenue be credited to account # 890 890 8902 Cafeteria Revenue; and,
5. That 10694835 Canada Inc. (Caterable) be responsible for payment of property taxes based on the annual assessed value for provision of food services, in the approximate annual amount of \$2,000; and,
6. That the Treasurer and Senior Manager of Procurement & Accounts Payable be authorized to extend the contract for an additional five (5) years commencing in year six (6) of this agreement; and further,
7. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

8. CONSENT REPORTS - COMMUNITY SERVICE ISSUES

8.1 ASSET MANAGEMENT POLICY (5.0)

Moved by Regional Councillor Jim Jones

Seconded by Councillor Alan Ho

1. That the report titled “Asset Management Policy” be received; and,
2. That Council approve the Asset Management Policy provided in Attachment 1; and further,
3. That staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

9. REGULAR REPORTS - FINANCE & ADMINISTRATIVE ISSUES

9.1 LICENSING OF PRIVATE TRANSPORTATION COMPANIES (2.23)

Councillor Keith Irish declared a conflict on this item. (Councillor Keith Irish declared a conflict of interest because he has a family member that is an employee of Uber [working at their head office in San Francisco, California] and did not participate in the discussion or vote on the matter.)

Trinela Cane, Commissioner, Corporate Services, introduced the item.

Chris Alexander, Supervisor, Licensing & Standards, was in attendance to deliver a PowerPoint presentation regarding the licensing of private transportation companies (PTCs) within the City of Markham.

Mr. Alexander explained that the purpose of bringing these proposed regulations forward is to bring PTCs within the same regulatory framework as municipally-licensed taxi cabs and limousines for the purposes of protecting public safety and to protect consumers.

Jasvir Passi, resident, spoke in support of Staff's recommendation to regulate PTCs in Markham.

Members of General Committee consented to refer this matter to a Public Information Meeting, to be scheduled at a future date. The report recommendations listed on the agenda were not considered at this meeting.

1. That the proposed By-law amendments to regulate Private Transportation Companies (PTCs) (**Schedule 8 attached as Appendix "A"**) be adopted; and,
2. That the attached proposed by-law to amend the Taxicab Schedule (**Schedule 6 attached as Appendix "D"**) of the Mobile Licensing By-law 2012-92 be adopted; and,
3. That the attached proposed by-law to amend the Limousine Schedule (**Schedule 4 attached as Appendix "D"**) of the Mobile Licensing By-law 2012-92 be adopted; and further,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Moved by Mayor Frank Scarpitti

Seconded by Councillor Khalid Usman

1. **That the proposed By-law amendments to regulate Private Transportation Companies (PTCs) (Schedule 8 attached as Appendix "A") be received; and,**
2. **That the attached proposed by-law to amend the Taxicab Schedule (Schedule 6 attached as Appendix "D") of the Mobile Licensing By-law 2012-92 be received; and,**
3. **That Staff be directed to organize and hold a Public Information Meeting and invite various stakeholders.**

Carried

9.2 ADVISORY BOARD AND COMMITTEE (ABC) REVIEW FOR THE 2018-2022 TERM OF COUNCIL (16.0)

Kimberley Kitteringham, City Clerk and Martha Pettit, Deputy City Clerk, were in attendance to speak to the item.

Members of General Committee discussed the various proposed changes to the City's Advisory Boards and Committees for the 2018-2022 Term of Council.

Moved by Mayor Frank Scarpitti

Seconded by Councillor Reid McAlpine

1. That the correspondence from Kimberley Kawn, Unionville Historical Society and Jóska Zérczi, Unionville Residents Association, be received; and,
2. That Council re-classify, amalgamate or dissolve the ABCs as outlined in the revised Appendix “F” as of June 30, 2019 and extend its sincere thanks to all citizen appointees and City staff liaisons of these ABCs for their contributions to Markham over the years, and,
3. That a panel of City staff conduct interviews for all ABCs, save and except for the Heritage Markham Committee, Committee of Adjustment and the Library Board, and present a slate of candidates to Council for approval on an as needed basis; and,
4. That the German Mills Meadow and Natural Habitat Liaison Committee be added to the list of ABCs to remain as is as outlined in Appendix “E”; and further,
5. That Council approve the following appointments:

German Mills Meadow and Natural Habitat Liaison Committee
Regional Councillor Jack Heath

Councillor Keith Irish

Waste Diversion Committee
Regional Councillor Jack Heath

Regional Councillor Joe Li

Councillor Reid McAlpine

Councillor Khalid Usman

Information Markham**Regional Councillor Jack Heath**

6. **That Staff be authorized and directed to do all things necessary to give effect to this resolution.**

Carried

10. REGULAR REPORTS - COMMUNITY SERVICE ISSUES

10.1 WASTE MANAGEMENT COLLECTION SERVICES CONTRACT PROCESS (5.1)

Claudia Marsales, Senior Manager, Waste Management & Environment, was in attendance to speak to the item.

Mayor Frank Scarpitti suggested that General Committee defer consideration of this item until the Provincial Government has completed its governance review. He encouraged Staff to report back to General Committee on various elements of the Waste Management Collection Services contract process, as needed over the next several months.

Brenda Librecz, Commissioner, Community & Fire Services, advised that Council's decision is required by September in order to meet legislative deadlines and procurement timelines.

General Committee directed Staff to report back with more information following the Governance Review by the Provincial Government, or as potential changes resulting from the review become clearer.

General Committee directed Staff to follow up on the letter from Miller Waste.

Moved by Mayor Frank Scarpitti

Seconded by Regional Councillor Jim Jones

1. That the report entitled 'Waste Management Collection Services Contract Process' be received; and,
2. That Staff be authorized to issue a 'Request for Proposal' (RFP) for the provision of long-term residential and multi-residential waste management collection services for the City of Markham; and,

3. That Staff report back to Council on the RFP results and subsequent process to finalize a long-term contract for waste management collection services; and further,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Postponed

11. MOTIONS

There were no motions.

12. NOTICES OF MOTION

There were no notices of motions.

13. NEW/OTHER BUSINESS

There was no new / other business.

14. ANNOUNCEMENTS

There were no announcements.

15. CONFIDENTIAL ITEMS

Moved by Deputy Mayor Don Hamilton
Seconded by Regional Councillor Jim Jones

That, in accordance with Section 239 (2) of the Municipal Act, General Committee resolve into a confidential session to discuss the following matters (2:15 PM):

Carried

15.1 FINANCE & ADMINISTRATIVE ISSUES

15.1.1 GENERAL COMMITTEE CONFIDENTIAL MINUTES- APRIL 23, 2019 (16.0) [Section 239 (2) (b) (c) (d)]

The April 23, 2019 General Committee Confidential Minutes were confirmed.

15.2 LAND, BUILDING & PARKS CONSTRUCTION ISSUES

**15.2.1 A PROPOSED OR PENDING ACQUISITION OR DISPOSITION
OF LAND BY THE MUNICIPALITY OR LOCAL BOARD (WARD
5) (8.0) [Section 239 (2) (c)]**

**General Committee consented to placing this item on the May 14,
2019 Council agenda for consideration.**

16. ADJOURNMENT

The General Committee meeting adjourned at 2:22 PM.

Moved by Councillor Khalid Usman

Seconded by Councillor Amanda Collucci

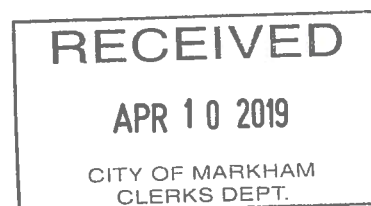
1. That the May 6, 2019 General Committee meeting be adjourned.

Carried



Environmental Services

April 9, 2019



City of Markham
101 Town Centre Boulevard
Markham, ON L3R 9W3

Attention: Kimberly Kitteringham, City Clerk

Re: Source Protection Committee Membership

Dear Ms. Kitteringham:

The purpose of this letter is to obtain your support for a change to your representative on the Central Lake Ontario, Toronto Region and Credit Valley (CTC) Source Protection Committee (Committee). Mr. Don Goodyear currently represents York Region and each of the local municipalities, including yours, on the CTC Committee. The term as member on the CTC Committee is set to expire and you will be receiving a letter from CTC requesting municipalities jointly nominate a Committee member for the next five year term. Mr. Goodyear has been a member of the CTC Committee since 2007, but has recently changed positions at the Region and is unable to continue on the Committee.

Being a member of the Committee requires attendance at 2-3 meetings per year, review of technical documents, proposed policy changes to the Assessment Report and Source Protection Plan and knowledge of the *Clean Water Act* and associated regulations.

York Region remains firmly committed to the Source Protection program, and wishes to continue participating on the Committee and providing representation for the municipalities. To this end we propose the municipalities nominate Mr. Scott Lister to replace Mr. Goodyear on the Committee. Mr. Lister is the Source Protection Program Manager, Risk Management Official at York Region, and meets all the Committee membership eligibility requirements. He has been involved with the CTC Source Protection Authority for 10 years and has regularly attended Committee meetings for the past 8 years. Mr. Lister is also currently participating on the CTC Amendments and Implementation working groups, and Ministry of Environment, Conservation and Parks DNAPL (Dense Non-Aqueous Phase Liquid) working group. Most recently Mr. Lister worked with your municipality, along with the Committee, to amend the source protection plan recharge maintenance policies. Mr. Lister is a Professional Geoscientist and his experience and professional designation are aptly suited to help facilitate the technical review functions required of a Committee member.

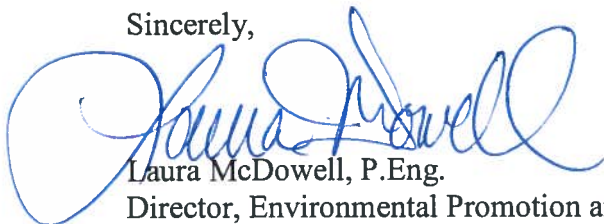
The Regional Municipality of York, 17250 Yonge Street, Newmarket, ON L3Y 6Z1
Tel: 1-877-464-9675 Fax: 905-830-6927
Internet: www.york.ca

April 8, 2019

As noted in the CTC letter, Council resolutions are not required to accompany the nomination, but all municipalities must confirm that they are in agreement as to the candidate to fill the role. We request that you respond to CTC with Mr. Lister's name as nominee. In order to facilitate this process please find attached a draft letter recommending Scott Lister as nominee for the CTC Committee. An electronic copy has been emailed to your attention so you may include letterhead and sign it if in agreement. If more than one name is put forward to CTC by the municipalities, the decision will rest with CTC.

I trust this provides the required information. We will be reaching out to you in the next few weeks to answer any questions you may have. In the meantime should you have any questions, please contact Mr. Lister directly at extension 75108.

Sincerely,



Laura McDowell, P.Eng.
Director, Environmental Promotion and Protection

LM/SL/rc

Attachment (1): Draft Letter to CTC

Copy to: Erin Mahoney, M.Eng. Commissioner, Environmental Services, The Regional Municipality of York
Jennifer Stephens, M.Sc., Program Manager, CTC Source Protection Region
Patrick Wong, Planning and Urban Design, City of Markham

#9308640

_____, 2019

Jennifer Stephens, Program Manager, CTC Source Protection Region
101 Exchange Avenue
Vaughan, ON
L4K 5R6

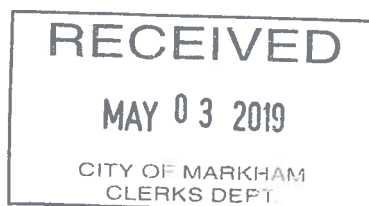
Dear Ms. Stephens:

Re: Source Protection Committee Membership

Thank you for your letter to request joint nomination of one representative to the CTC Source Protection Committee. The purpose of this letter is to nominate Scott Lister as our representative on the Central Lake Ontario, Toronto Region and Credit Valley (CTC) Source Protection Committee (Committee).

Sincerely,

Copy to: Scott Lister, Source Protection Program Manager, York Region



Regional Clerk's Office
Corporate Services

April 26, 2019

Ms. Kimberley Kitteringham
City Clerk
City of Markham
101 Town Centre Boulevard
Markham, ON L3R 9W3

Dear Ms. Kitteringham:

Re: Roads Capital Acceleration

At its meeting held on April 25, 2019, Regional Council made the following decisions:

1. That Council receive the presentations by Paul Jankowski, Commissioner of Transportation and Laura Mirabella, Commissioner of Finance.
2. That Option 4 (to transfer funds from the debt reduction reserve to balance cash flow needs), as described in the "Funding the Roads Capital Acceleration Reserve" presentation, be brought forward in June 2019 for Council's further consideration, coincident with information on potential service level adjustments that could yield operating savings.
3. That staff report back on regulatory and other changes the Province introduced to expedite its own infrastructure projects that might also benefit the Region.
4. That the Regional Clerk forward the presentations to the Clerks of the local municipalities.

Copies of the presentations by Paul Jankowski, Commissioner of Transportation and Laura Mirabella, Commissioner of Finance are enclosed for your information.

Sincerely,

A handwritten signature in black ink, appearing to be "Chris Raynor", written over a horizontal line.

Christopher Raynor
Regional Clerk

Attachments

Roads Capital Acceleration Projects

SPECIAL COUNCIL MEETING

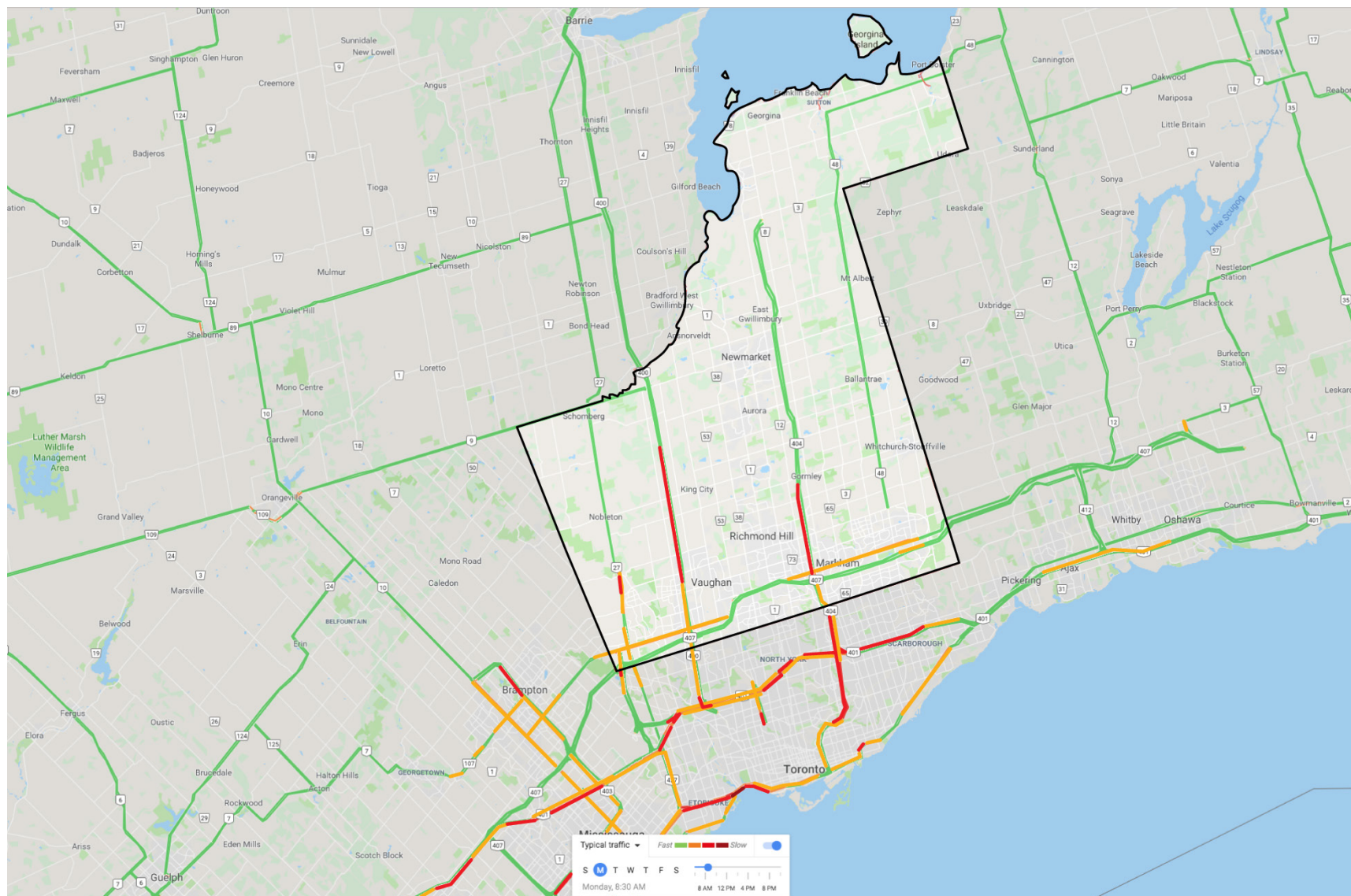
Paul Jankowski
Commissioner of Transportation Services

April 25, 2019

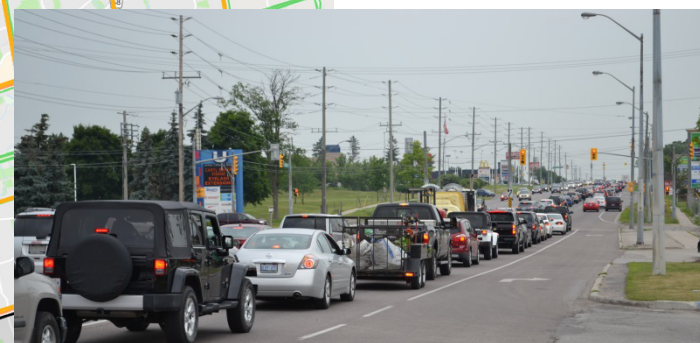
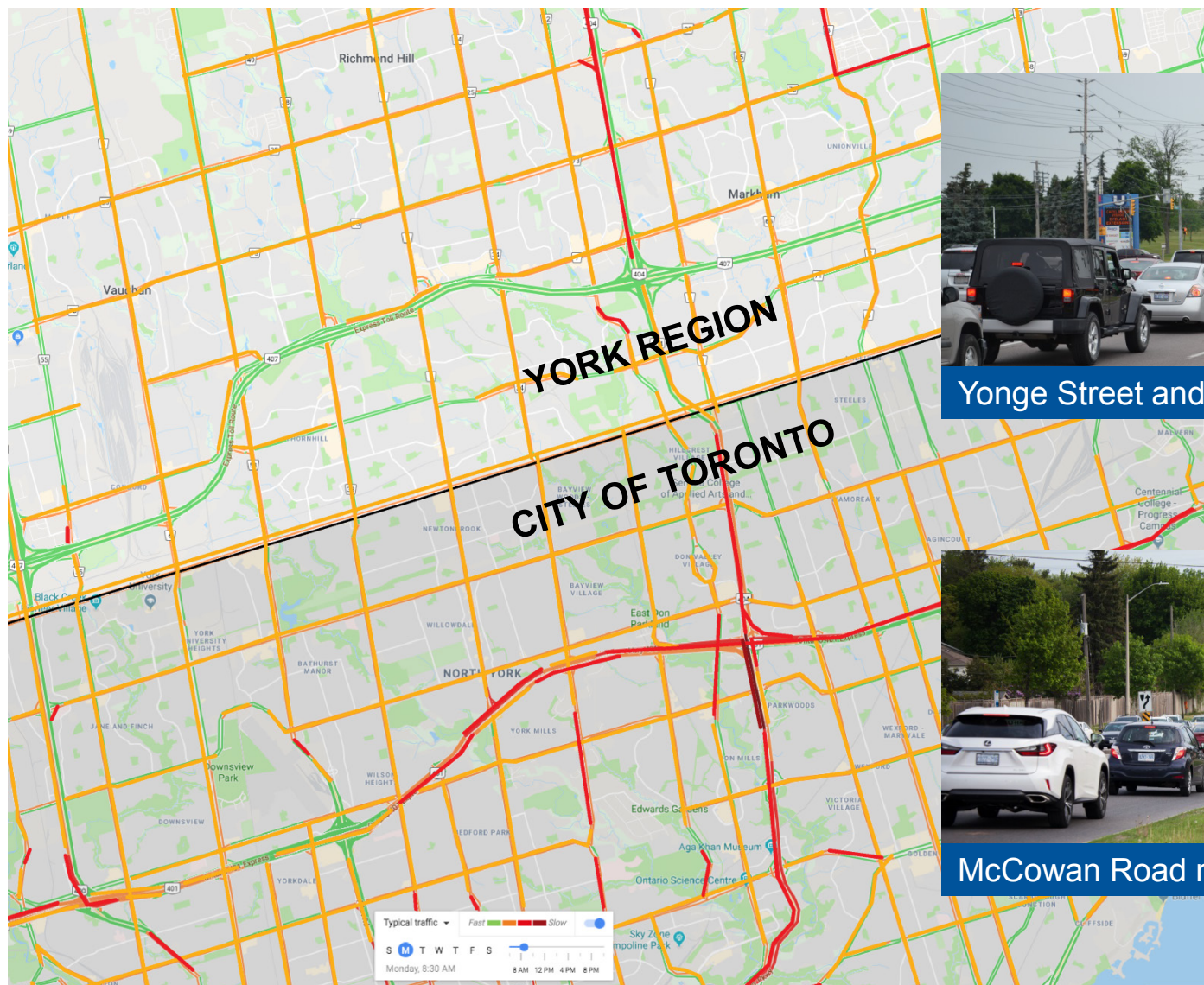


1. York Region Transportation Network relative to GTA Network
2. Integrated Transportation Network
3. Approved Council investment in the Regional Road Network
4. Proposed Accelerated Roads Capital Projects

Travel delays during the rush hours are a common occurrence across the Greater Toronto Area



Arterial road travel experience in the Region's urbanized municipalities is consistent with the rest of the GTHA

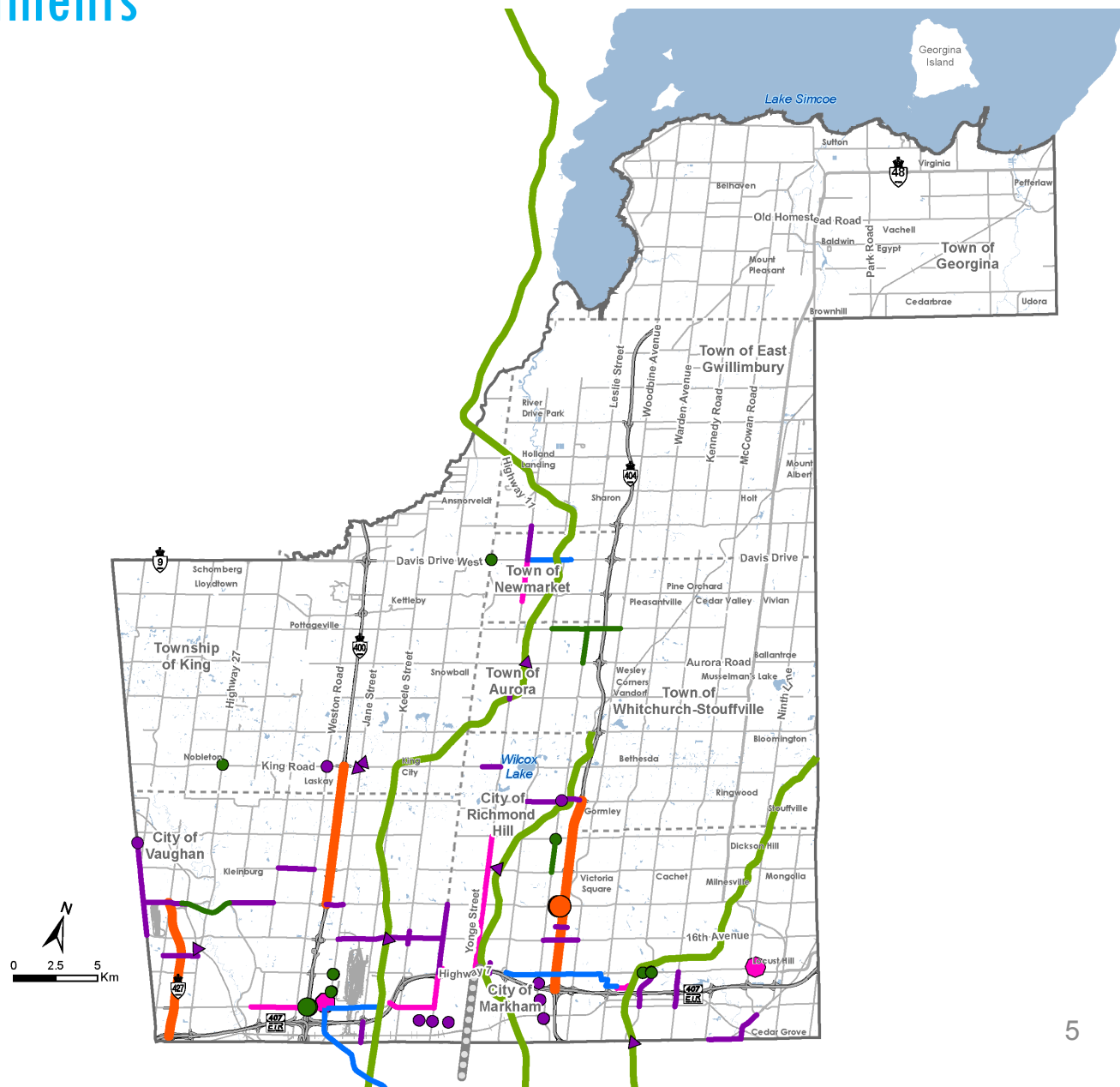
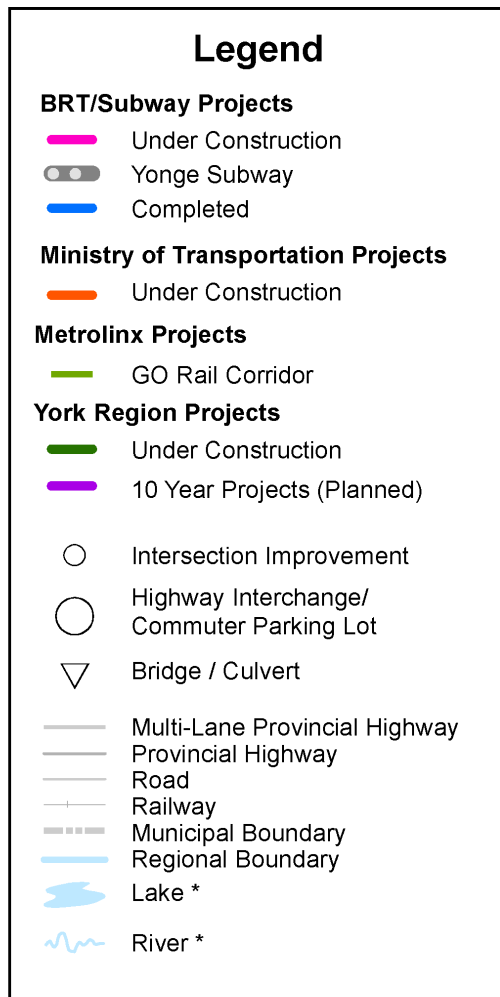


Yonge Street and Davis Drive

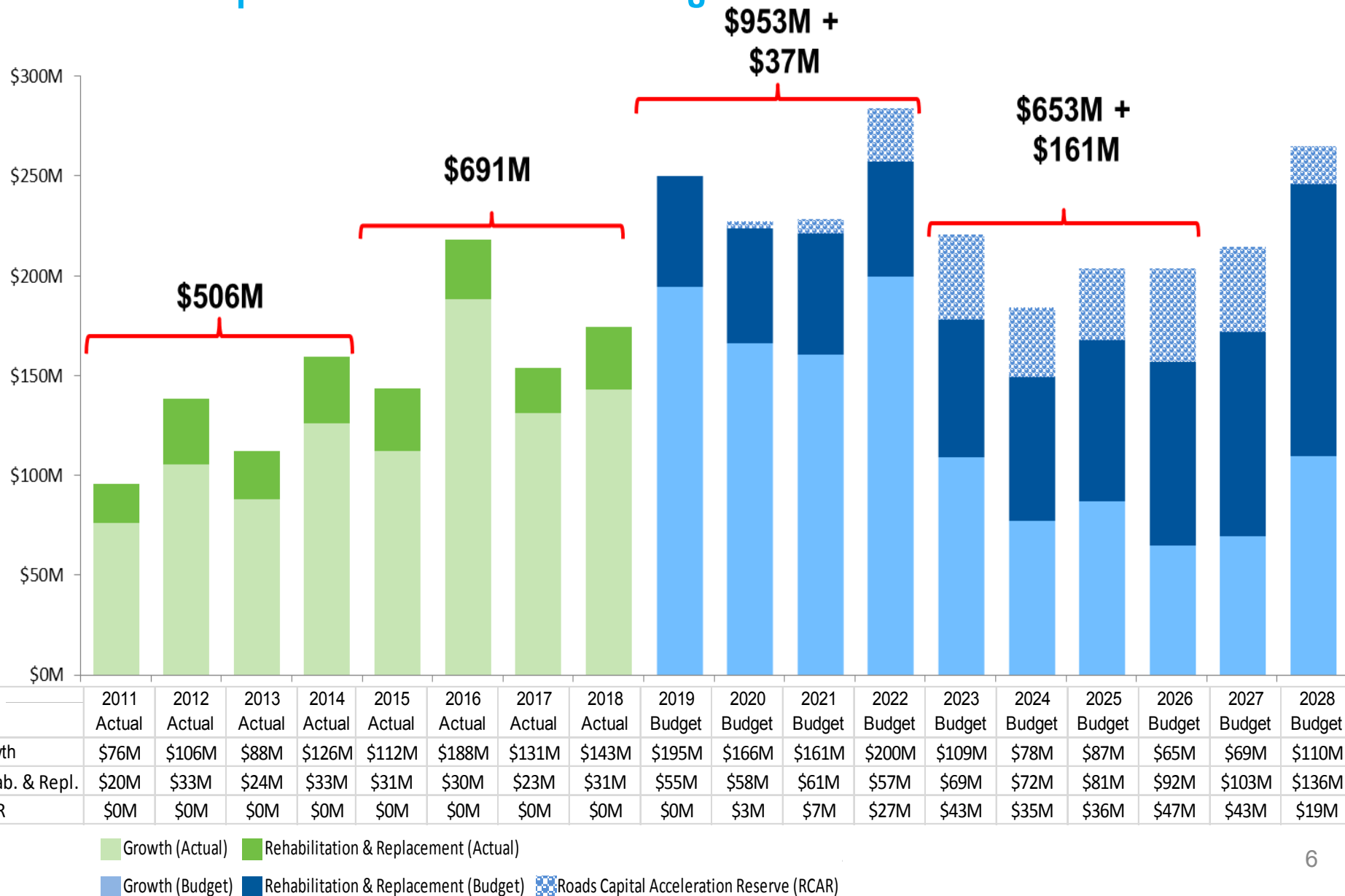


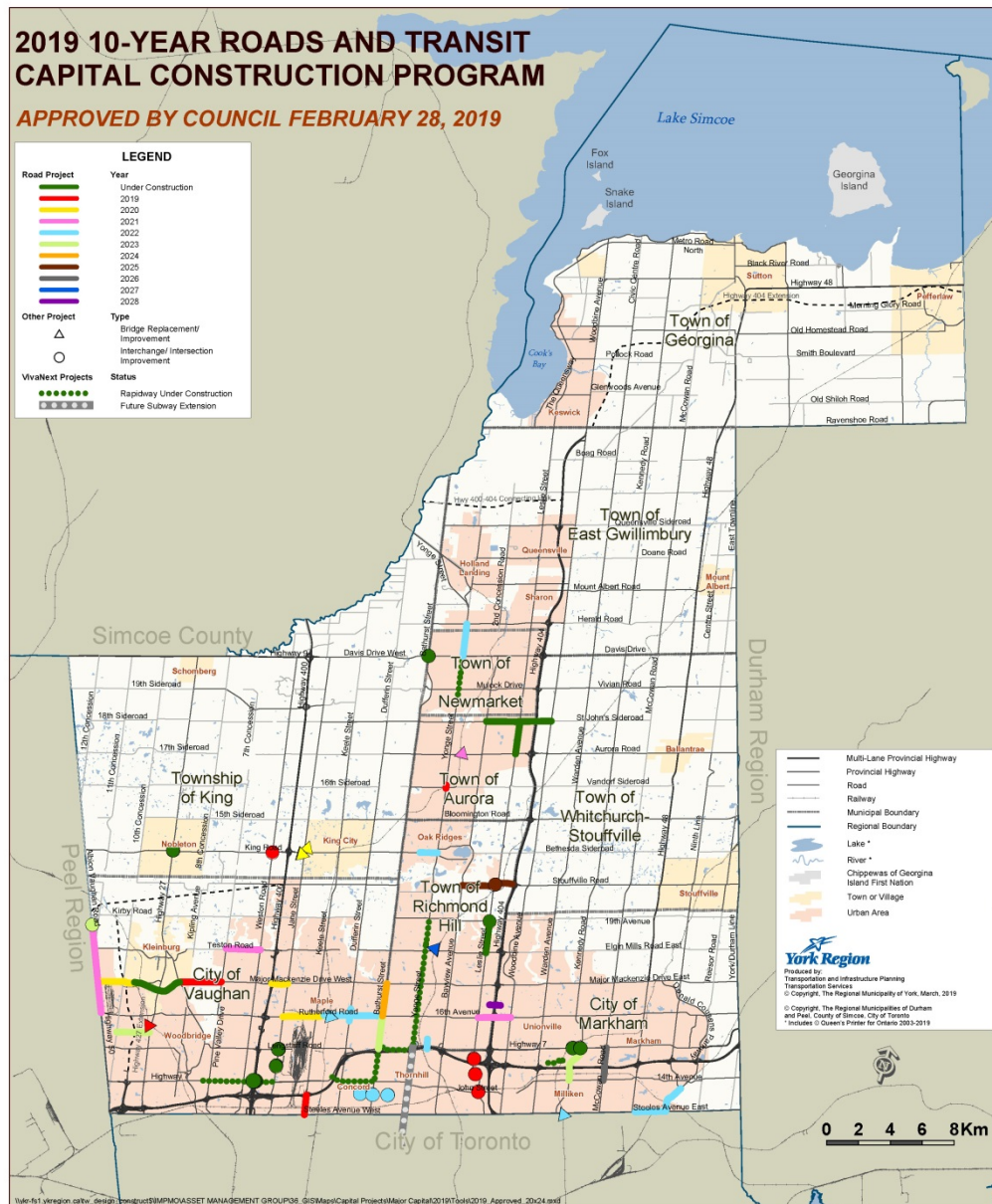
McCowan Road near Highway 7

Regional road program is integrated with provincial transportation investments



Record Council-approved Road Program would grow with the addition of Roads Capital Acceleration funding





Delivery timelines necessitate the completion of early works to position additional roads for construction start



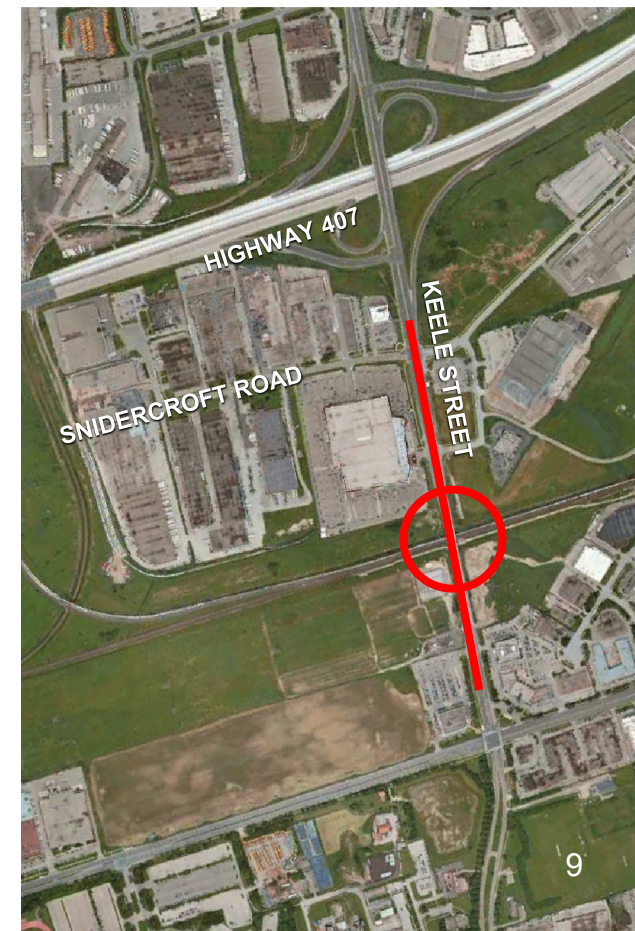
Growth projects take 8 to 10 years from start to finish

Uncertainties and challenges delay project construction starts

Major Mackenzie Drive from Pine Valley Drive to Islington Avenue



Keele Street from Steeles Avenue to Highway 407



Uncertainties and challenges delay project construction starts

Page 35 of 196

Leslie Street from Elgin Mills Road to 19th Avenue



Uncertainties and challenges delay project construction starts

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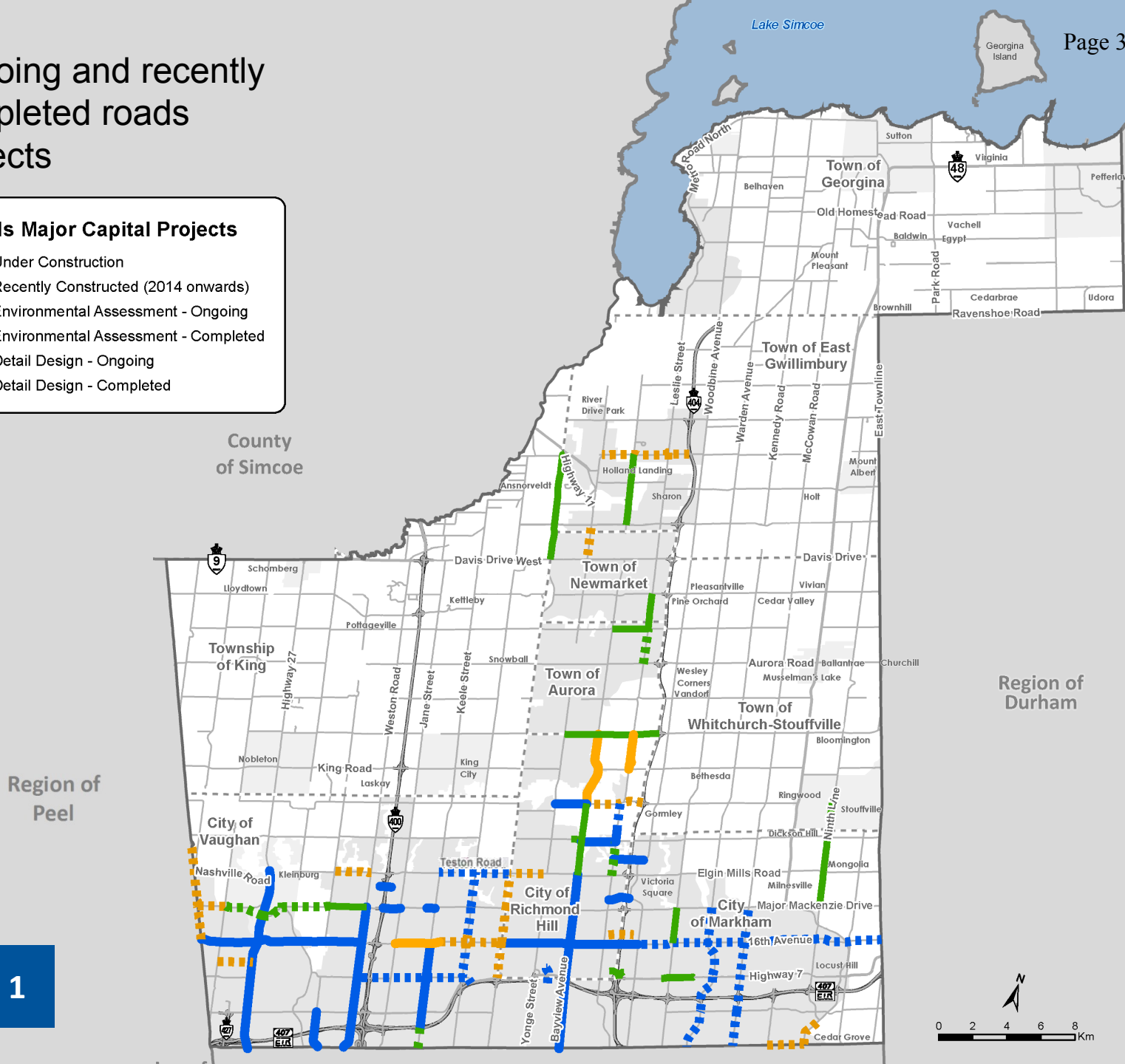
Yonge Street north of Industrial Parkway



Ongoing and recently completed roads projects

Roads Major Capital Projects

- Under Construction
- Recently Constructed (2014 onwards)
- Environmental Assessment - Ongoing
- Environmental Assessment - Completed
- Detail Design - Ongoing
- Detail Design - Completed



MAP 1

Project selection is driven by Council-approved prioritization process

The main principles that drive the multi-criteria prioritization process include:

Capacity

- Current volume / Capacity
- Future volume / Capacity

Multi Modal Network

- Transit Score
- Truck % Score
- Centres and Corridors Score
- Highway Connection Score

Development

- Active Development
- Population Growth
- Employment Growth

Population and Employment

- Current population
- Current Employment



Prioritized projects provide more travel options during rush hours, support development and add network capacity

Projects proposed for advancement will provide more travel options during rush hours

Roads Capital Acceleration Reserve (RCAR)

Road Project



Year

Under Construction
2019
2020
2021
2022
2023
2024
2025
2026
2027
2028

Other Project

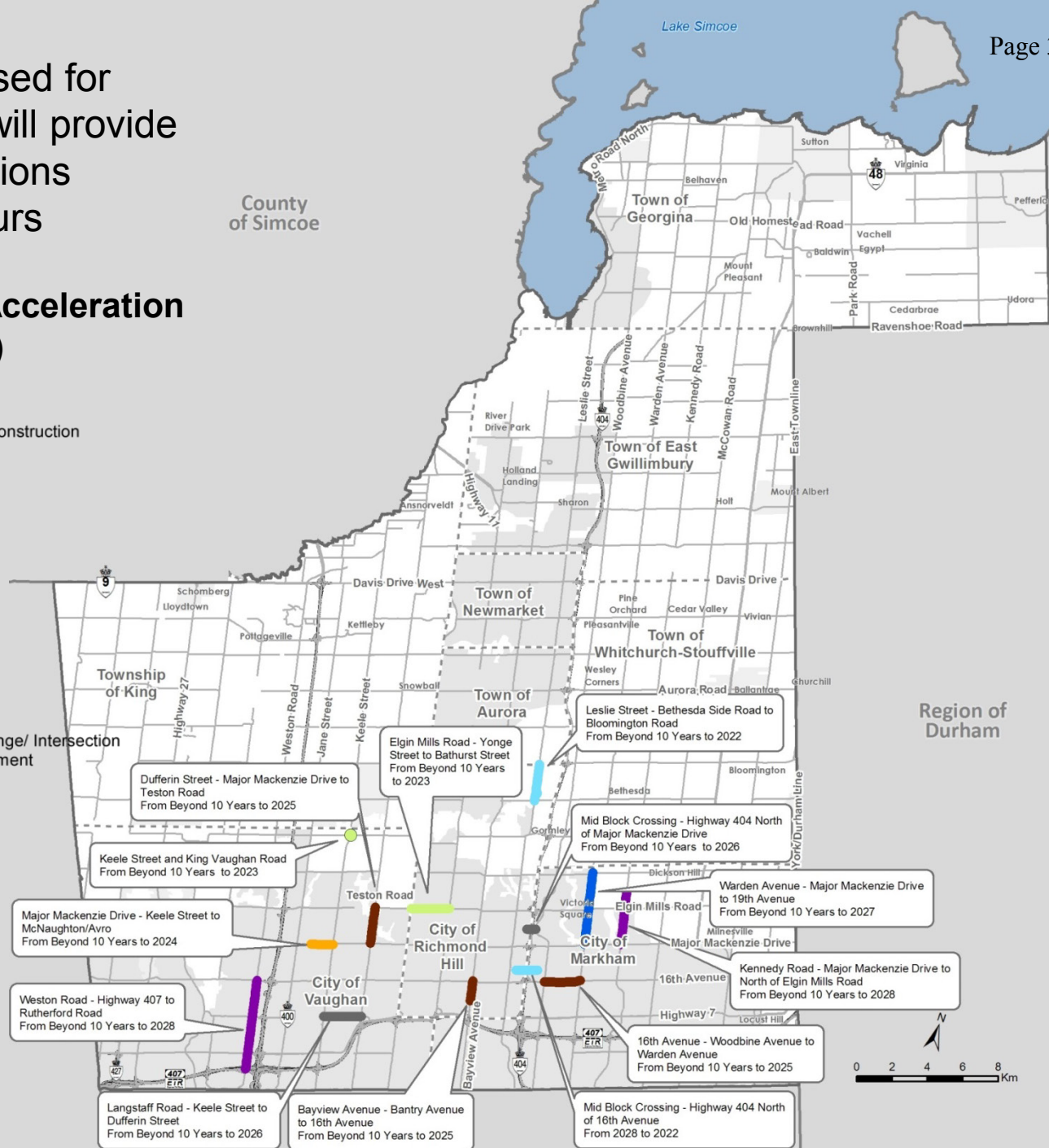


Type

Interchange/ Intersection Improvement

Region of Peel

MAP 2



Roads Capital Acceleration Reserve (RCAR) recommended projects

#	PROJECT DESCRIPTION	From Year	To Year
1	Mid-block Crossing - Highway 404 North of 16th Avenue	2028	2022
2	Leslie Street - Bethesda Side Road to Bloomington Road	Beyond 2028	2022
3	Keele Street and King Vaughan Road	Beyond 2028	2023
4	Elgin Mills Road - Yonge Street to Bathurst Street	Beyond 2028	2023
5	Major Mackenzie Drive - Keele Street to McNaughton/Avro Road	Beyond 2028	2024
6	Dufferin Street - Major Mackenzie Drive to Teston Road	Beyond 2028	2025
7	Bayview Avenue - Bantry Avenue to 16th Avenue	Beyond 2028	2025
8	16th Avenue - Woodbine Avenue to Warden Avenue	Beyond 2028	2025
9	Mid-block Crossing - Highway 404 North of Major Mackenzie Drive	Beyond 2028	2026
10	Langstaff Road - Keele Street to Dufferin Street	Beyond 2028	2026
11	Warden Avenue - Major Mackenzie Drive to 19th Avenue	Beyond 2028	2027
12	Weston Road - Highway 407 to Rutherford Road	Beyond 2028	2028
13	Kennedy Road - Major Mackenzie Drive to North of Elgin Mills Road	Beyond 2028	2028
14	Intersection Improvements	Beyond 2028	2022

Proposed projects rely on early works already underway

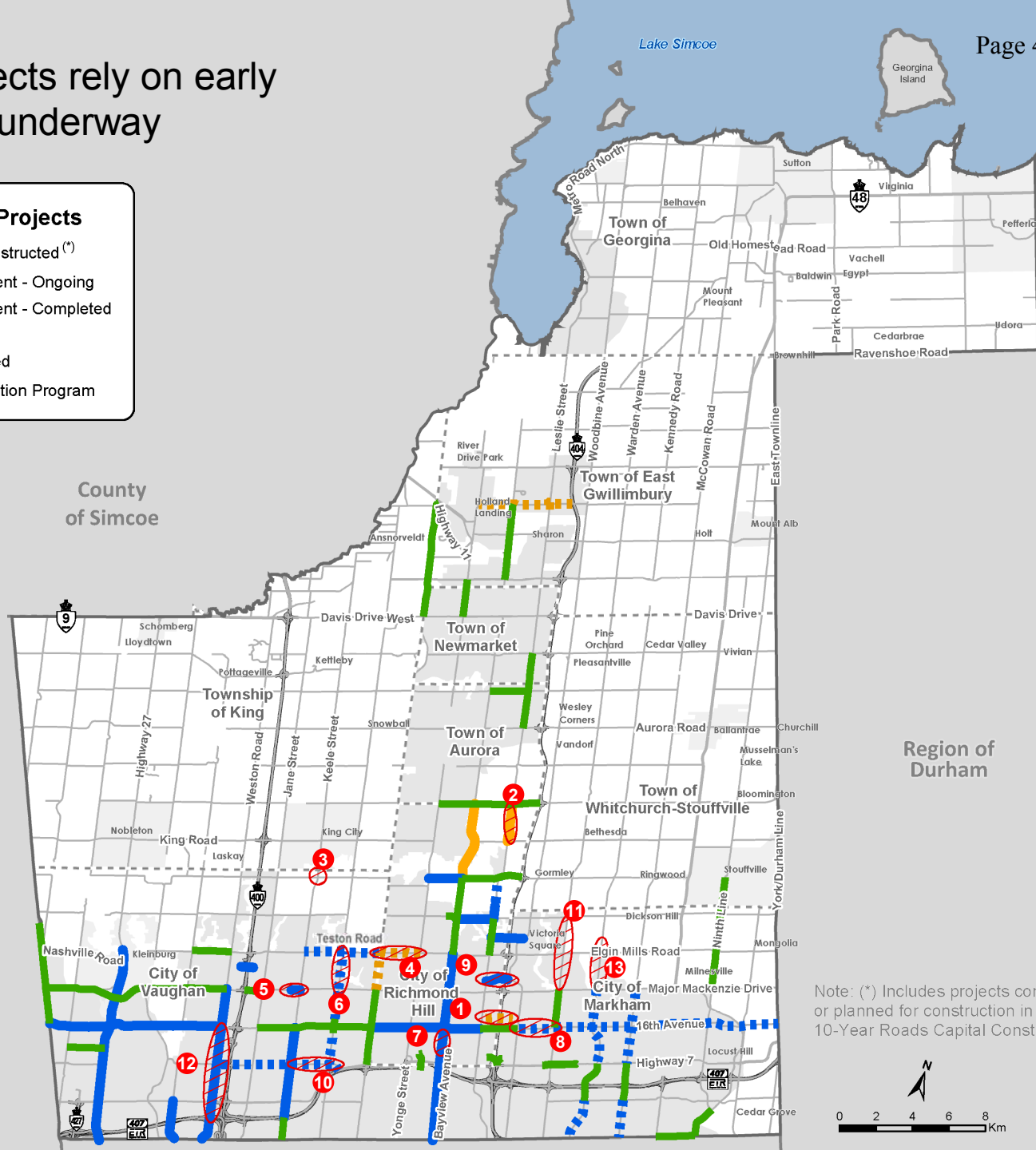
Roads Major Capital Projects

- Planned or Recently Constructed (*)
- Environmental Assessment - Ongoing
- Environmental Assessment - Completed
- Detail Design - Ongoing
- Detail Design - Completed
- Proposed Road Acceleration Program

Region of Peel

County of Simcoe

Region of Durham



Note: (*) Includes projects completed since 2014 or planned for construction in the approved 2019 10-Year Roads Capital Construction Program.

MAP 3



1. As the GTA continues to grow, travel by car during the rush hours will continue to be a challenge
2. Council continues to invest in transportation with the approved 2019 10-Year Roads Capital Plan, the largest ever at close to \$1 billion for the 2019-2022 term of Council
3. With additional funding, Council can advance construction for a suite of roads capital projects that have early works completed or are well underway
4. The proposed projects provide more travel options during the rush hours and add network capacity to service growing and developing communities

FUNDING THE ROADS CAPITAL ACCELERATION RESERVE

SPECIAL COUNCIL MEETING

Laura Mirabella

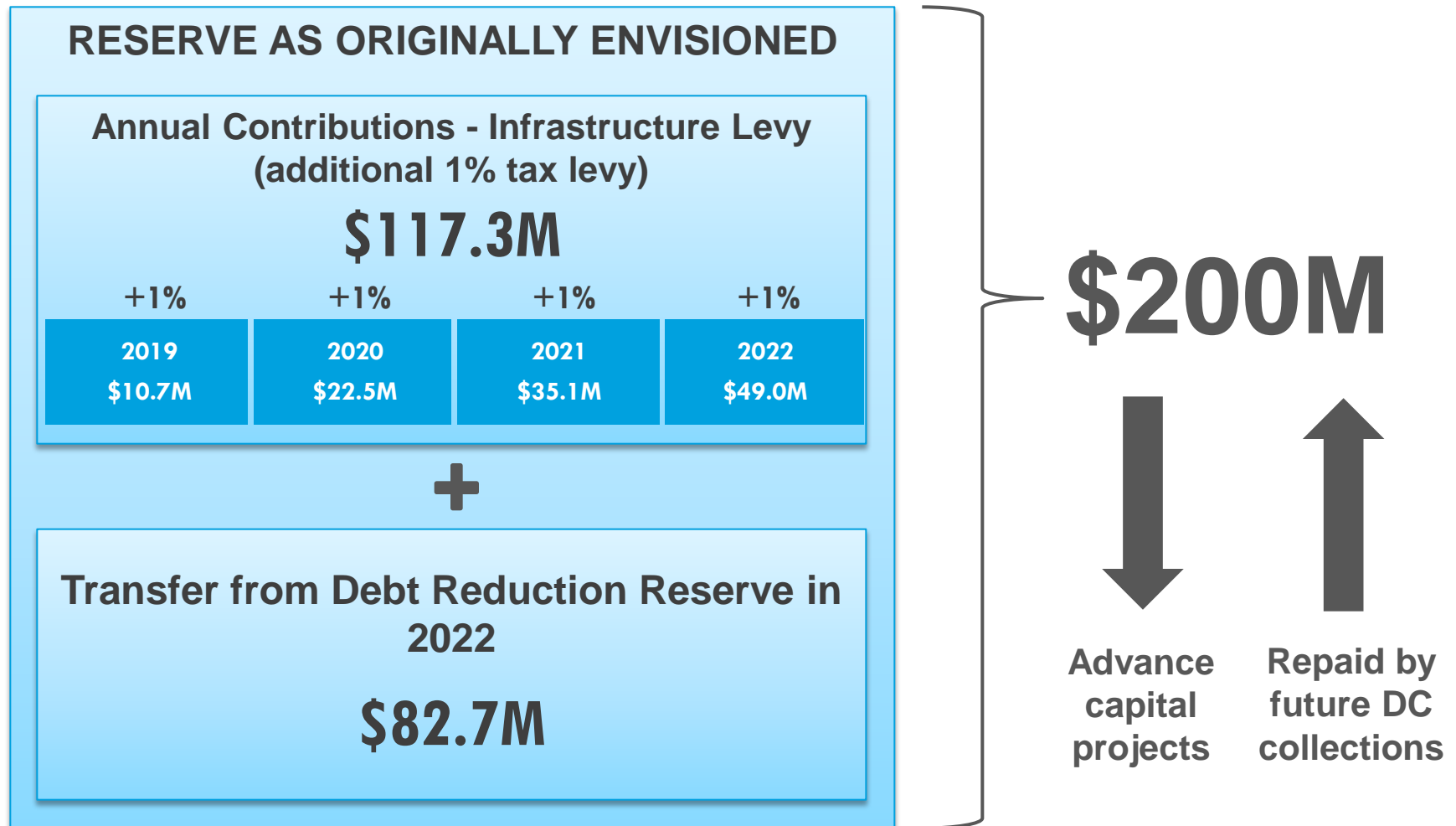
Finance Commissioner and
Regional Treasurer

April 25, 2019



- The 2019 Budget included a 1% tax levy contribution to the newly created Roads Capital Acceleration Reserve
- The reserve has a target of \$200 million to finance DC costs associated with the accelerated Roads projects
- The tax levy increase will generate \$43 million by the end of 2022, leaving \$157 million still to be funded
- Recent developments could help fund part of the gap:
 - One-time doubling of Federal Gas Tax in 2019
 - 2018 surplus allocation
- At the same time, the Provincial budget will have financial and program implications

The tabled 2019 Budget proposed a reserve that would grow to \$200 million after four years



The 2019 Budget approval:

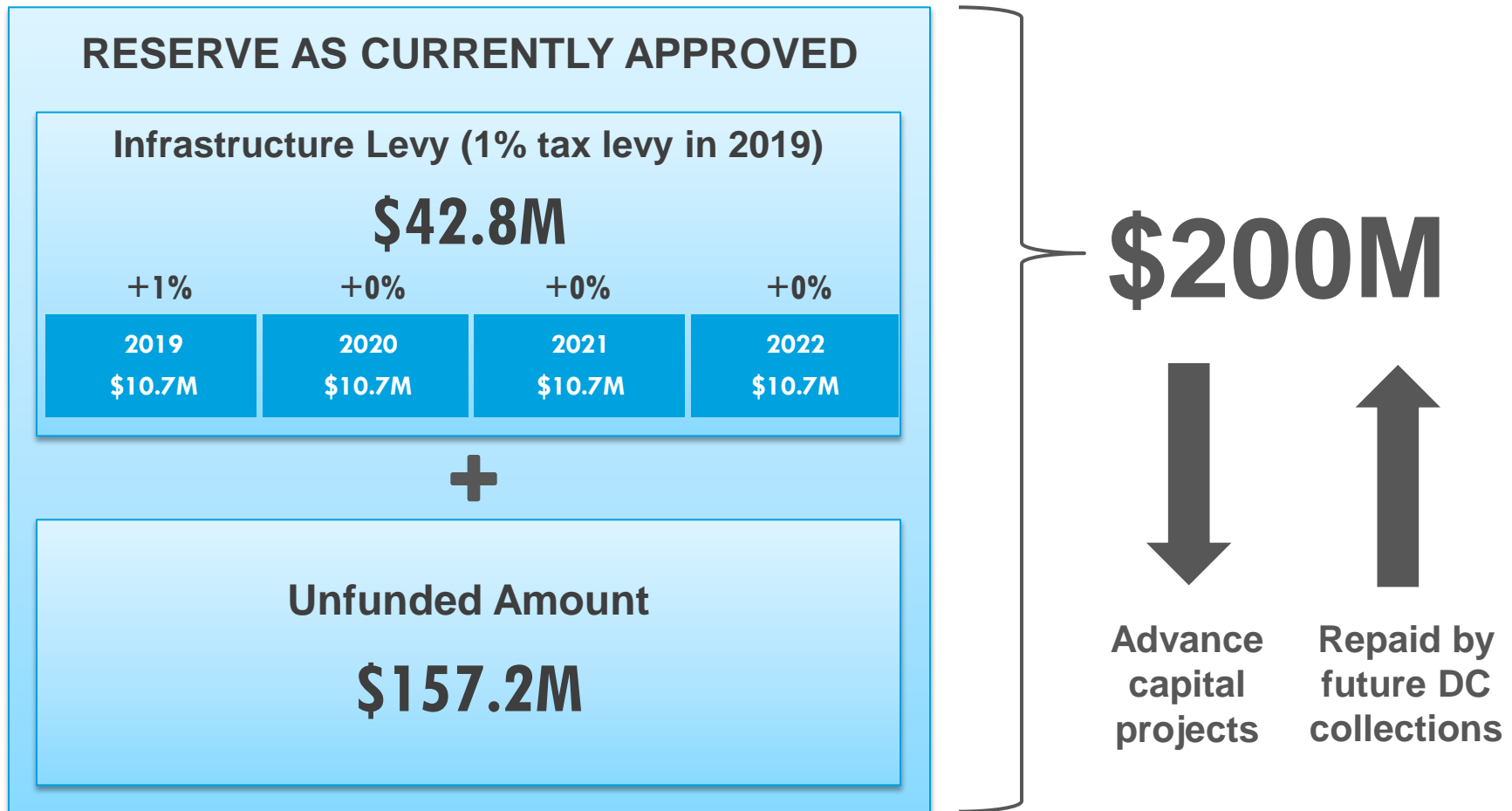
Tax Levy Change	2019	2020	2021	2022
Base	2.96%	2.96% including Roads Capital Acceleration Reserve Contribution		
Roads Capital Acceleration	1.00%			
Total	3.96%			

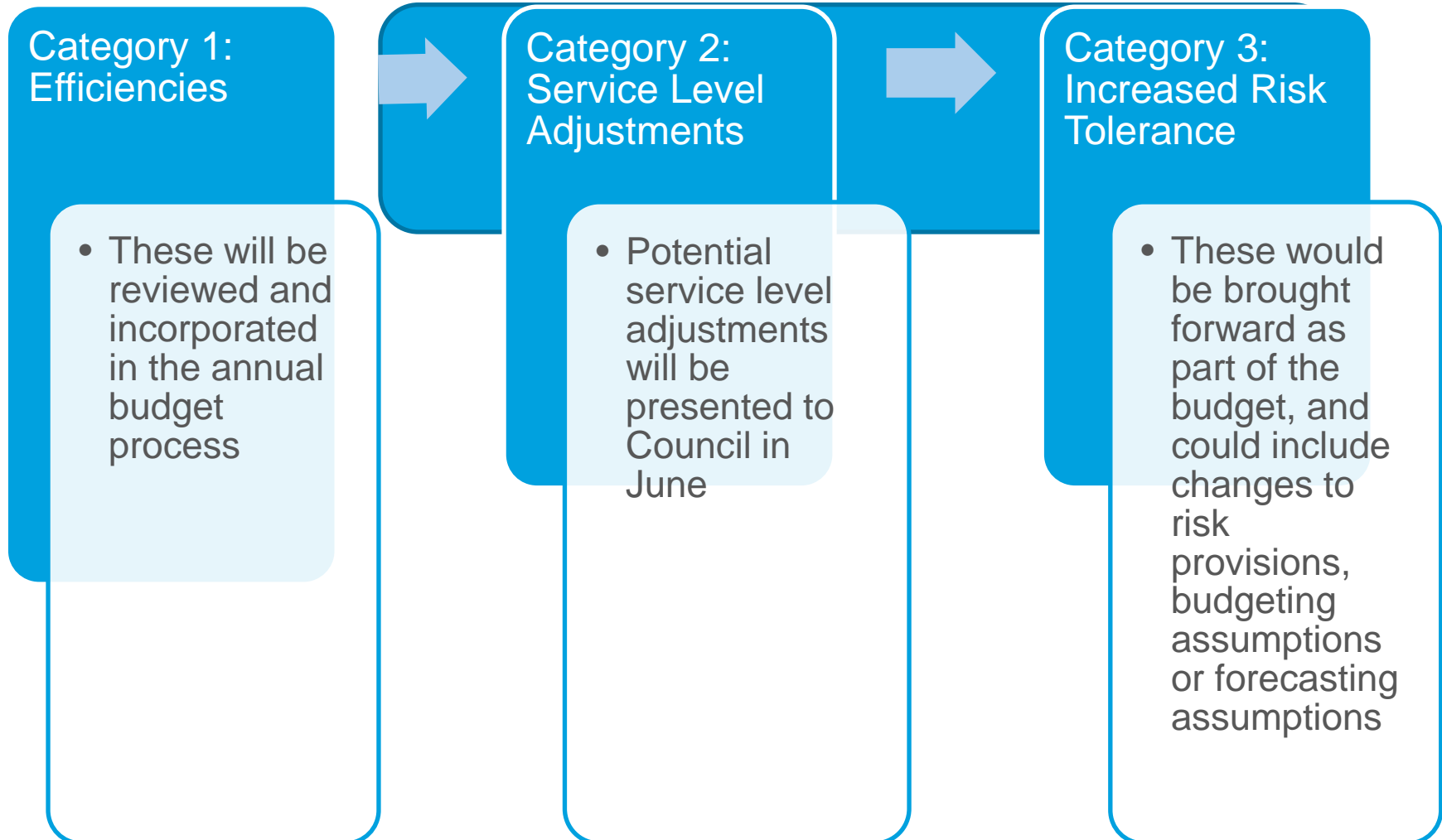
Council adopted an additional recommendation that:

“The reserve be funded by a 1% tax levy contribution in 2019, and future tax levy contributions of up to 1% per year between 2020-2022, conditional on the overall tax levy increase not exceeding 2.96% in any given year, and the transfer of \$82.7 million from the Debt Reduction Reserve in 2022.”

2019 APPROVAL WILL GENERATE \$43 MILLION OVER 4 YEARS

The approved 1% incremental levy in 2019 (\$10.7 million) becomes part of the tax base for future years





- The 2019 federal budget announced a one-time doubling of the federal gas tax, providing the Region with \$32.9 million
- Federal gas tax can be allocated to:

Productivity and Economic Growth	Clean Environment	Strong Cities and Communities
<ul style="list-style-type: none"> • Local roads and bridges • Highways • Short-sea shipping • Short-line rail • Regional and local airports • Broadband connectivity • Public transit 	<ul style="list-style-type: none"> • Drinking water • Wastewater • Solid waste • Community energy systems • Brownfield redevelopment 	<ul style="list-style-type: none"> • Sport and recreation • Cultural and tourism • Disaster mitigation • Capacity building

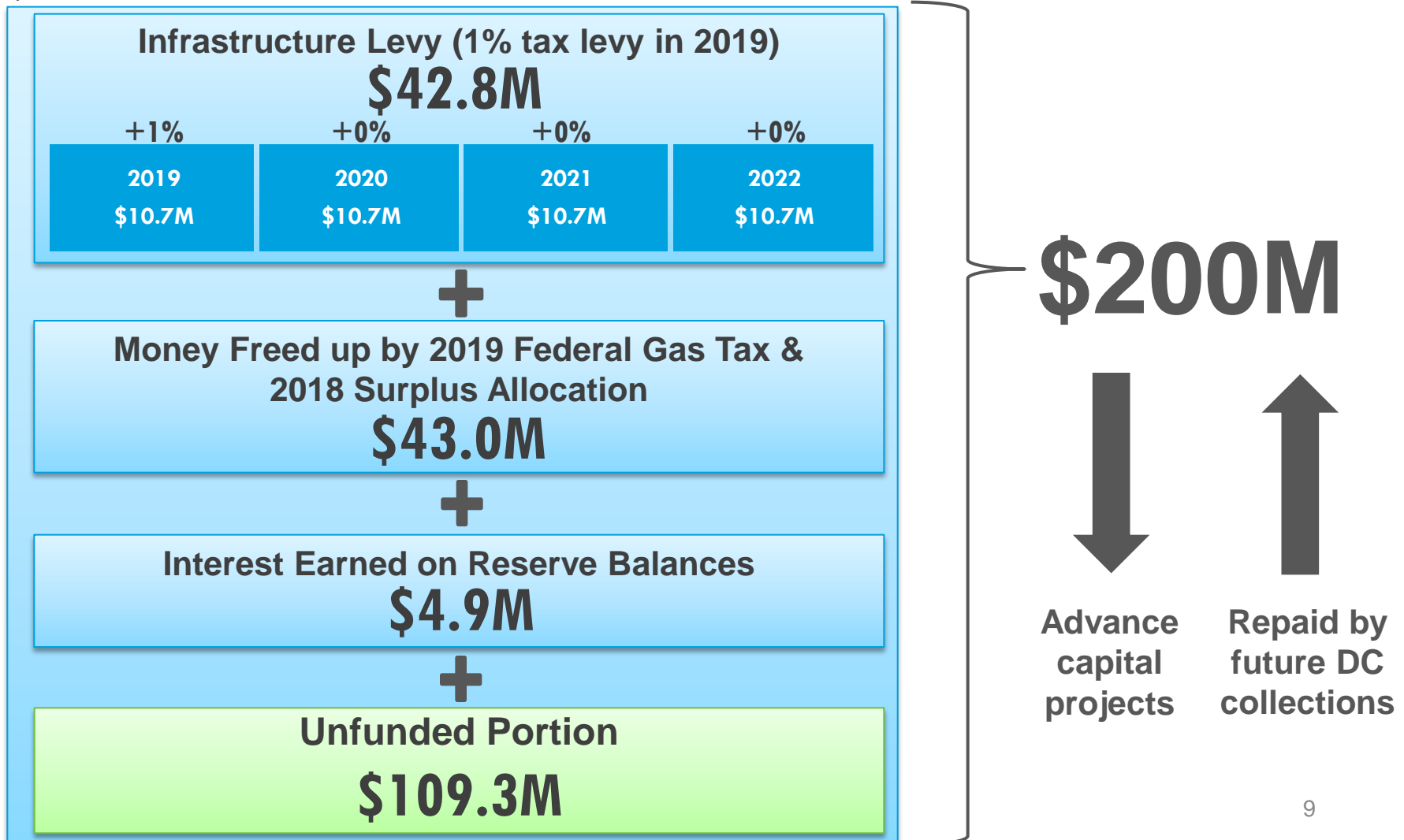
- New Federal Gas Tax money could free up funds that could be allocated to the reserves

- The Region's surplus policy sets out how year-end surpluses are allocated to reserves
- The 2018 surplus of \$35.5 million could be allocated as follows:

	Order of Allocation	Current Status	Amount Allocated (\$M)
1	Social Housing Development Reserve		\$1.3
2	Working Capital Reserves	At target levels	-
3	Contingent Liability Reserves	Top up funding	\$20.9
4	General Capital Reserves	At target levels	-
5	Fuel Cost Stabilization Reserves	At target levels	-
6	Remaining to Debt Reduction Reserve which could be redirected to...	Cannabis Contingency Reserve	\$3.3
		Roads Capital Acceleration Reserve	\$10.1

A LOWER UNFUNDED PORTION

Applying the tax levy funds freed up by the federal gas tax funding and a portion of the 2018 surplus to RCAR could reduce the unfunded portion to \$109.3 million



1

Increase borrowing from external markets

2

Reduce future planned contributions *or* inter-reserve loans from the tax-funded asset management reserves

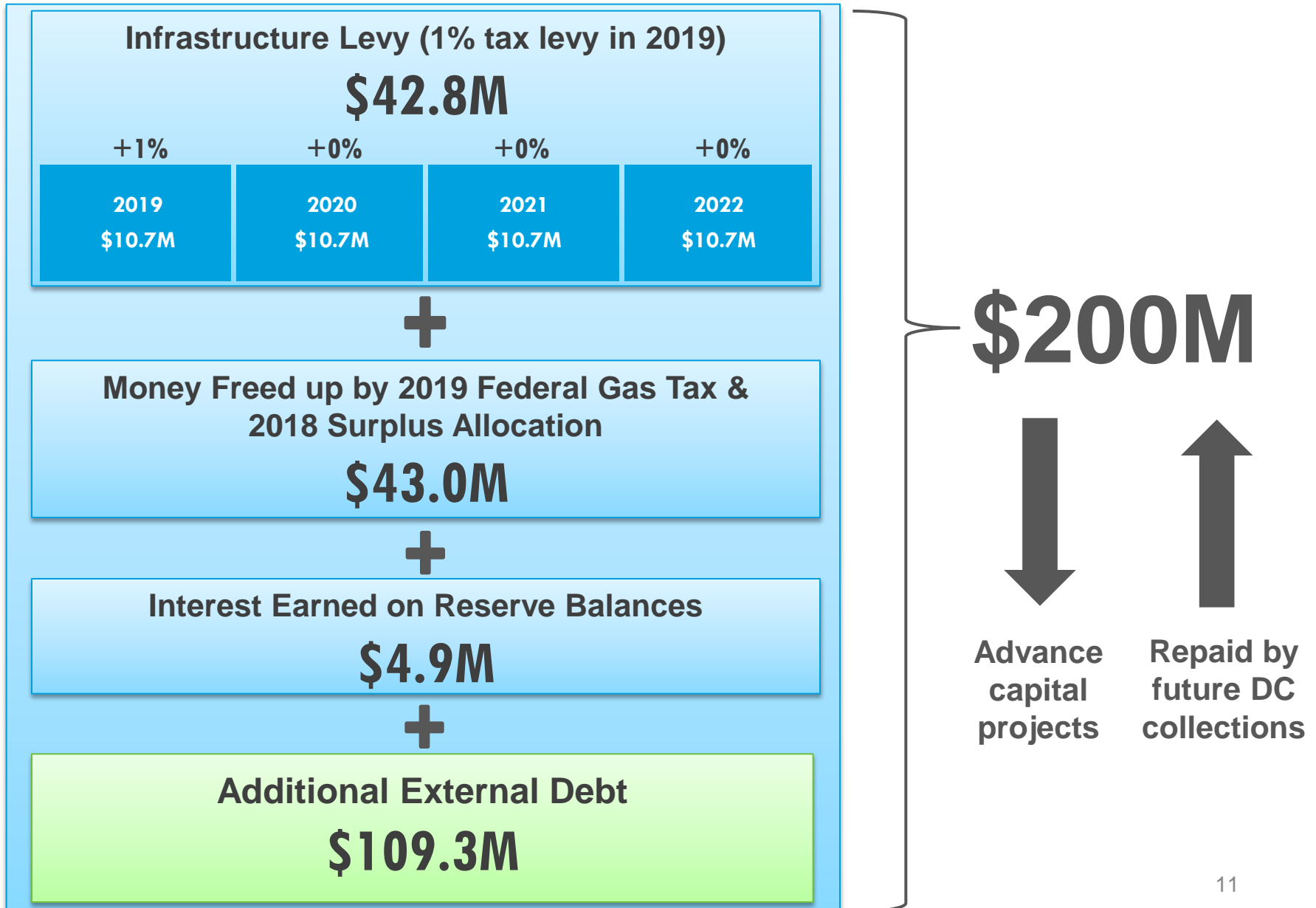
3

Reduce the Development Charge Reserves minimum balance policy

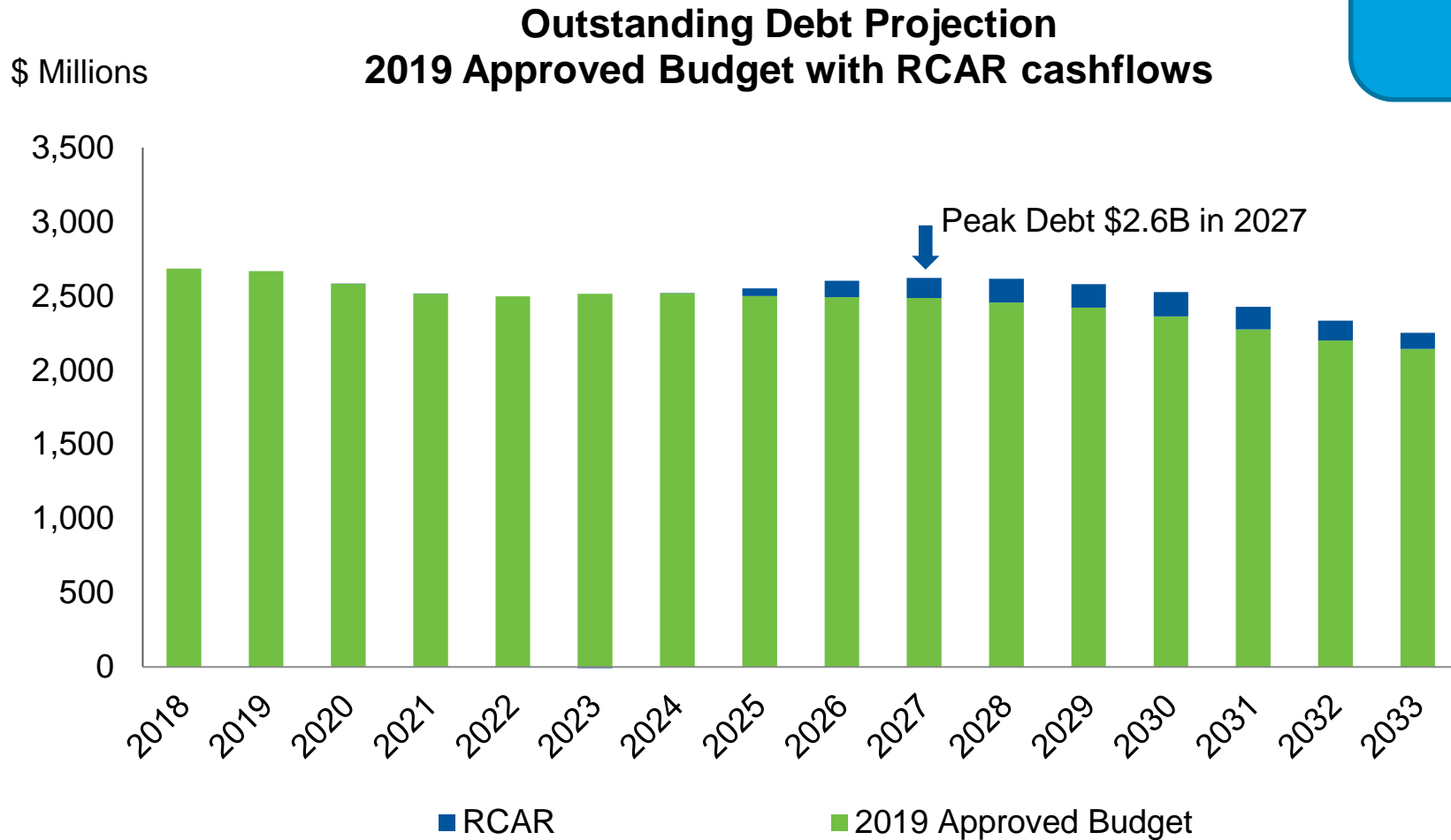
4

Transfer from the Debt Reduction Reserve to balance cash flow needs

OPTION 1: INCREASE BORROWING FROM EXTERNAL MARKETS



Increase
Borrowing
from External
Markets



DC collections are the source of funding for all growth projects whether financed through external debt or borrowed from other reserves

(\$ Millions)	1. Forecast	2. If DC Collections < forecast	
DC Collections / year	\$380	For example: \$350	
Debt Repayment / year	\$290*	\$290	
		Defer a portion of capital plan	Maintain existing capital plan
Funding for new infrastructure / year	\$90	\$60	\$90
Unfunded pressure	\$0	\$0	\$30

Note: All figures approximate

* Representative of a minimum average of 6,200 housing starts and the associated 3.2 million square feet in non-residential development

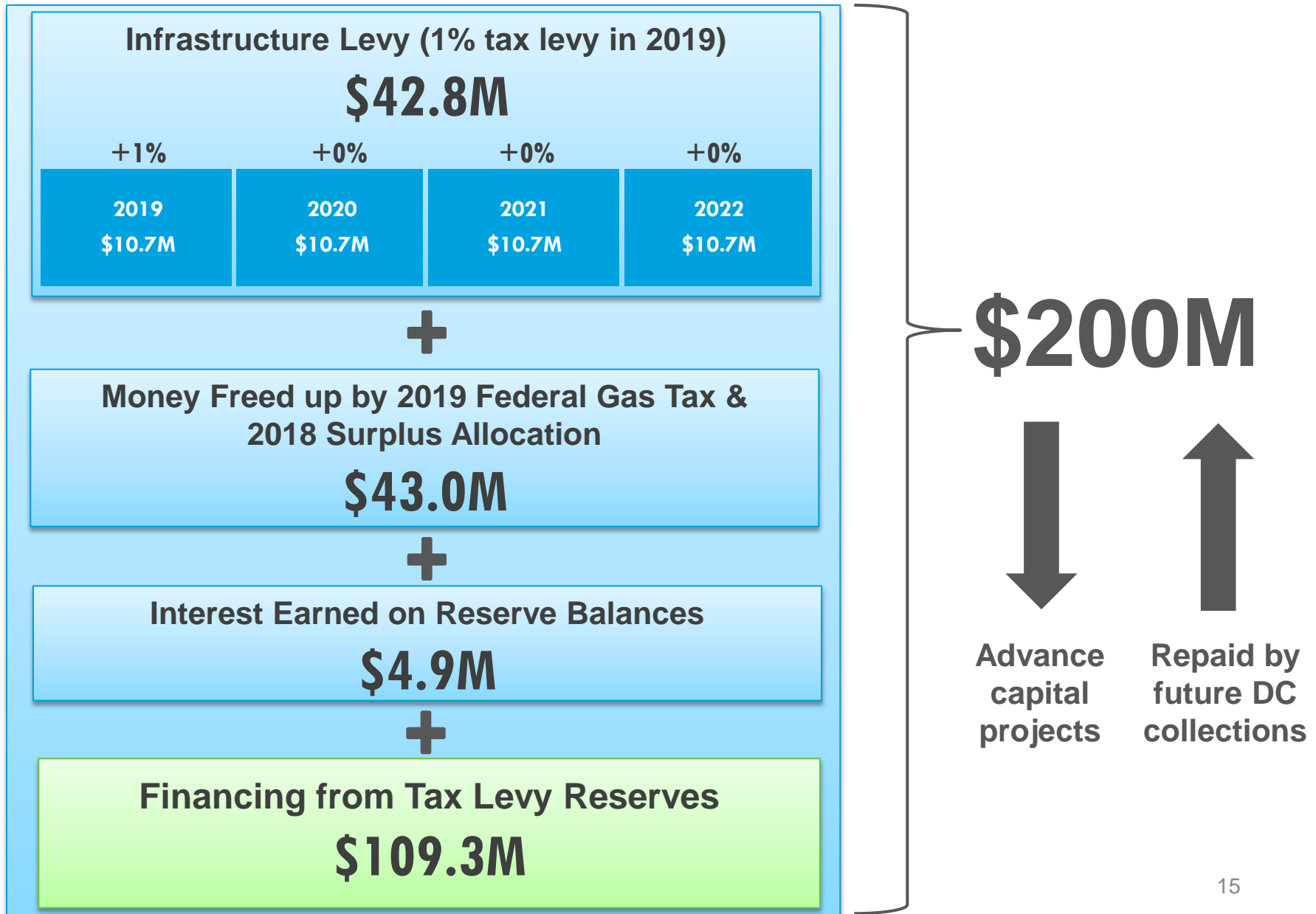
	Option 1	Option 2	Option 3	Option 4
Tax levy increases beyond current approvals	No			
Increase in external debt	Yes			
Increase in principal and interest payable by DC collections	Yes			
Impact on other reserves	No			
Risk level	High			

Other considerations:

- Would result in a new level of peak debt
- Could have adverse effects on the Region's credit rating, which could increase the cost of borrowing for the Region and local municipalities

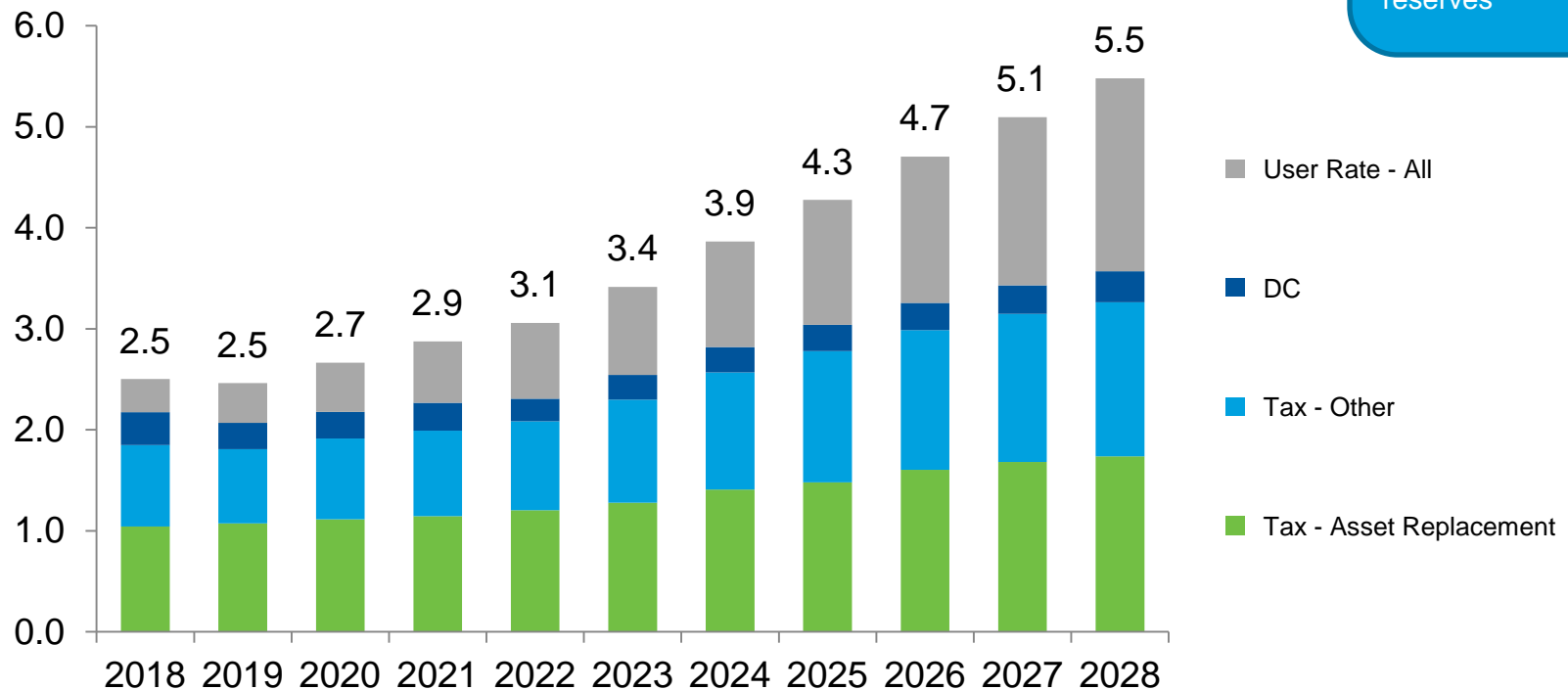
Increase
Borrowing
from
External
Markets

OPTION 2: FINANCING FROM TAX LEVY RESERVES



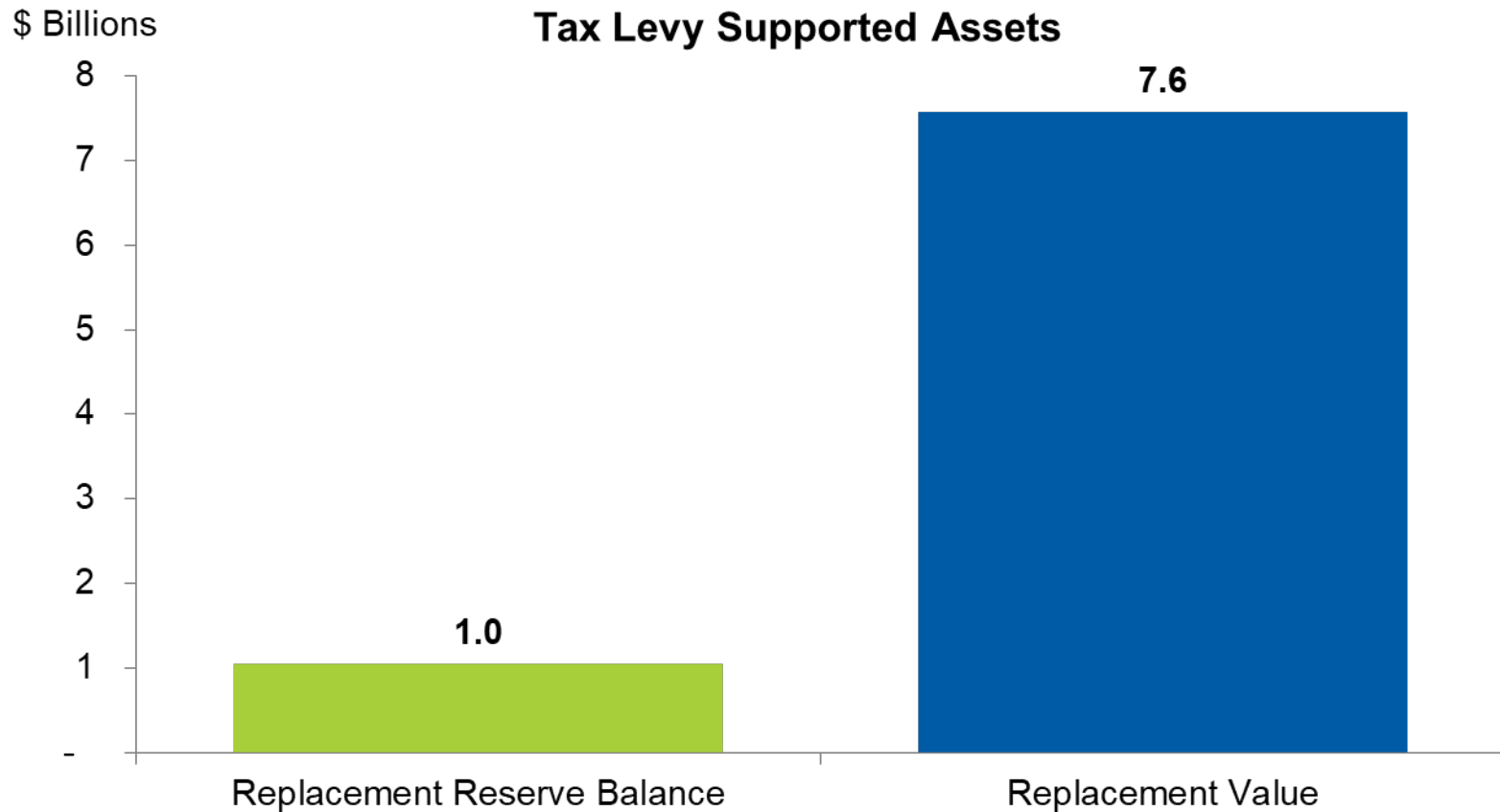
\$Billions

Projected Reserve Balance



Reduce future contributions or inter-reserve loans from the tax-funded asset management reserves

RESERVE CONTRIBUTIONS MUST GROW TO MEET FULL NEEDS



Avg. useful life: **24 years**

Implied annual contribution to
replace existing assets : **\$313M**

Avg. annual contribution to asset replacement reserves in
2019-2022 Budget: **\$178M**

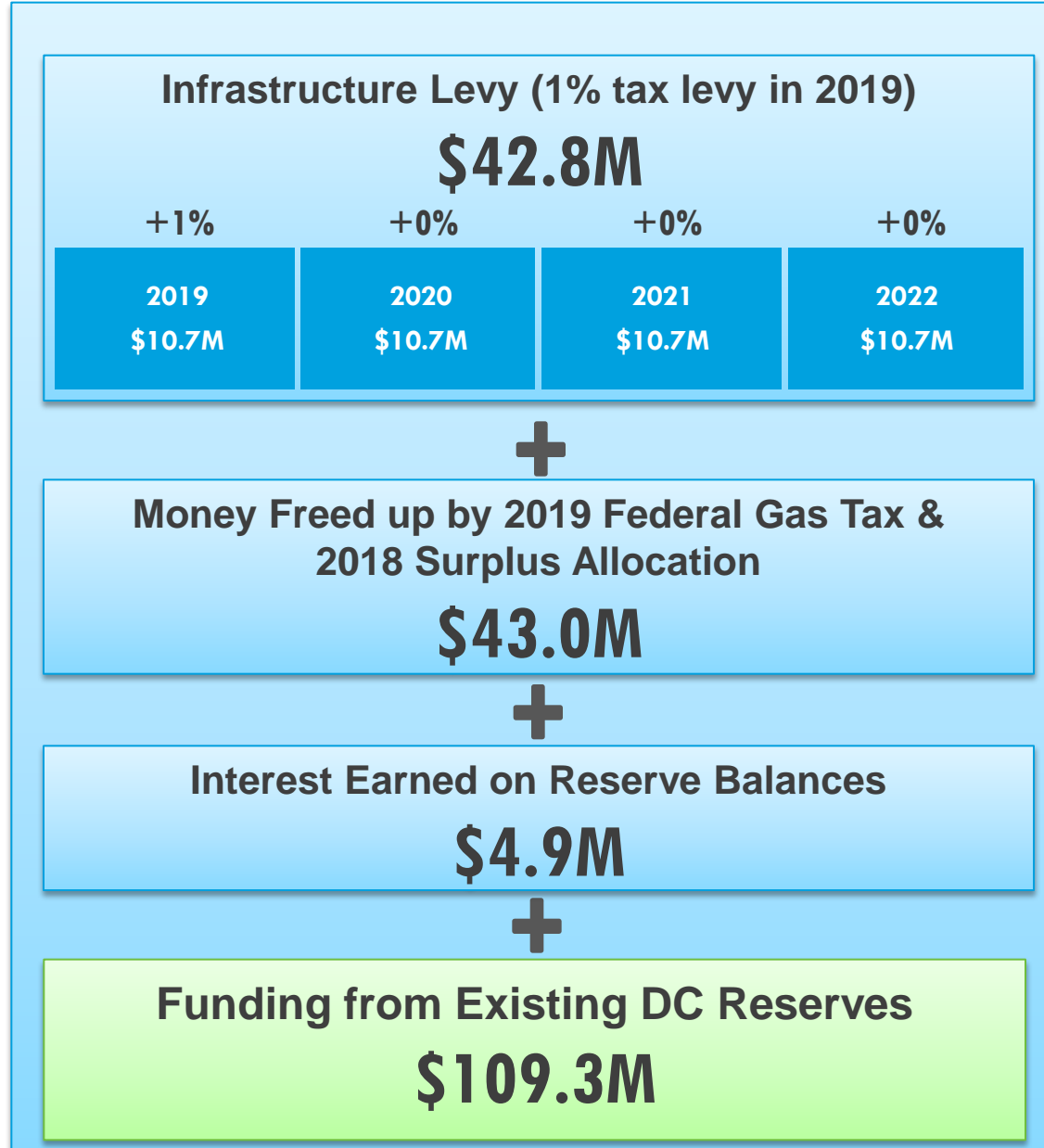
	Option 1	Option 2	Option 3	Option 4
Tax levy increases beyond current approvals	No	No		
Increase in external debt	Yes	No		
Increase in principal and interest payable by DC collections	Yes	Yes		
Impact on other reserves	No	Yes		
Risk level	High	Moderate		

Other considerations:

- These reserves may not have a sufficient balance when it comes time to pay for projects as they were planned (e.g., asset management)
- Increased risk of higher tax rates in the future and / or tax levy funded debt

Financing
from tax
levy
reserves

OPTION 3: REDUCE THE DC RESERVES MINIMUM BALANCE POLICY



\$200M



Advance
capital
projects

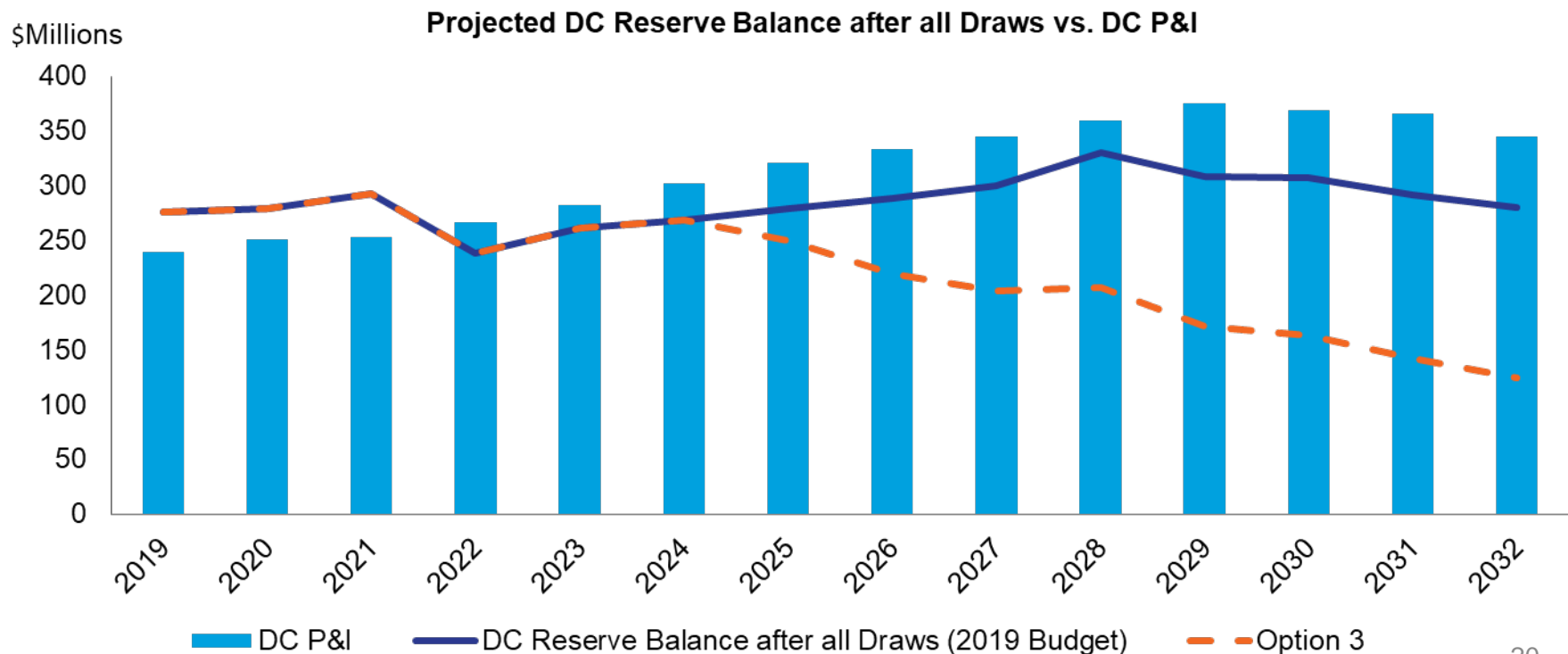


Repaid by
future DC
collections

OPTION 3: REDUCE THE DC RESERVES MINIMUM BALANCE POLICY

- The Region keeps \$250 - \$300 million in the Development Charge Reserves, which is about 75% of 1-year's principal and interest
- The balance could be reduced to help fund the gap for the Roads Capital Acceleration Reserve

Reduce the DC reserves minimum balance policy



	Option 1	Option 2	Option 3	Option 4
Tax levy increases beyond current approvals	No	No	No	
Increase in external debt	Yes	No	Maybe	
Increase in principal and interest payable by DC collections	Yes	Yes	Yes	
Impact on other reserves	No	Yes	No	
Risk level	High	Moderate	Moderate	

Other considerations:

- In years where actual DC collections are higher than forecast, the reserves could be replenished

Reduce the DC reserve minimum balance policy

OPTION 4: TRANSFER FROM THE DEBT REDUCTION RESERVE

Infrastructure Levy (1% tax levy in 2019)			
\$42.8M from 2019-2022			
+1%	+0%	+0%	+0%
2019 \$10.7M	2020 \$10.7M	2021 \$10.7M	2022 \$10.7M

+

Infrastructure Levy (1% tax levy in 2019)		
\$64.2M from 2023-2028		
+0%	+0%
2023 \$10.7M	2028 \$10.7M

+

Money Freed up by 2019 Federal Gas Tax & 2018 Surplus Allocation	
\$43.0M	

+

Interest Earned on Reserve Balances	
\$8.1M	

+

Transfer from the Debt Reduction Reserve	
\$42.0M	

\$200M



Advance
capital
projects



Repaid by
future DC
collections

Transfers from the Debt Reduction Reserve (DRR) would be used in 2026 through 2028

RCAR (\$M)	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Opening Balance	0	21.0	32.5	44.4	56.8	49.3	31.8	11.4	0.1	0.0
Approved 1%	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7
Federal Gas Tax	0	3.0	5.8	18.8	5.3	-	-	-	-	-
2018 Surplus	10.1	-	-	-	-	-	-	-	-	-
Transfer from DRR	-	-	-	-	-	-	-	15.2	14.2	12.6
Spending on RCAR (DC portion)	0	(3.0)	(5.8)	(18.8)	(25.3)	(29.6)	(31.8)	(37.4)	(25.0)	(23.1)
Interest Earned	0.2	0.8	1.2	1.7	1.8	1.4	0.7	0.2	0.0	0.0
Reserve Balance	21.0	32.5	44.4	56.8	49.3	31.8	11.4	0.1	0.0	0.1

Transfer from
the Debt
Reduction
Reserve

- This option would transfer funds from the Debt Reduction Reserve to RCAR when needed to address the unfunded portion
- This funding could be allocated to the cash-flow requirements of the accelerated projects over the next 10 years
- Transfers from the Debt Reduction Reserve to RCAR would be used to finance any gaps (up to \$42 million over 2026-2028)

	Option 1	Option 2	Option 3	Option 4
Tax levy increases beyond current approvals	No	No	No	No
Increase in external debt	Yes	No	Maybe	No
Increase in principal and interest payable by DC collections	Yes	Yes	Yes	Yes
Impact on other reserves	No	Yes	No	No
Risk level	High	Moderate	Moderate	Low

Other considerations:

- Assumes that \$10.7 million is built into the base and continues to be used to accelerate projects, and assumes transfers from the Debt Reduction Reserve
- If tax levy savings are identified through the 2020 budget process, the unfunded gap could be further reduced

Transfer from the Debt Reduction Reserve

SUMMARY AND RECOMMENDATION

	Option 1	Option 2	Option 3	Option 4
Tax levy increases beyond current approvals	No	No	No	No
Increase in external debt	Yes	No	Maybe	No
Increase in principal and interest payable by DC collections	Yes	Yes	Yes	Yes
Impact on other reserves	No	Yes	No	No
Risk level	High	Moderate	Moderate	Low

Transfers from the Debt Reduction Reserve (DRR) would be used in 2026 through 2028

RCAR (\$M)	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Opening Balance	0	21.0	32.5	44.4	56.8	49.3	31.8	11.4	0.1	0.0
Approved 1%	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7
Federal Gas Tax	0	3.0	5.8	18.8	5.3	-	-	-	-	-
2018 Surplus	10.1	-	-	-	-	-	-	-	-	-
Transfer from DRR	-	-	-	-	-	-	-	15.2	14.2	12.6
Spending on RCAR (DC portion)	0	(3.0)	(5.8)	(18.8)	(25.3)	(29.6)	(31.8)	(37.4)	(25.0)	(23.1)
Interest Earned	0.2	0.8	1.2	1.7	1.8	1.4	0.7	0.2	0.0	0.0
Reserve Balance	21.0	32.5	44.4	56.8	49.3	31.8	11.4	0.1	0.0	0.1

- That option 4 be brought forward in June for Council's further consideration coincident with information on potential service level adjustments that could yield operating savings

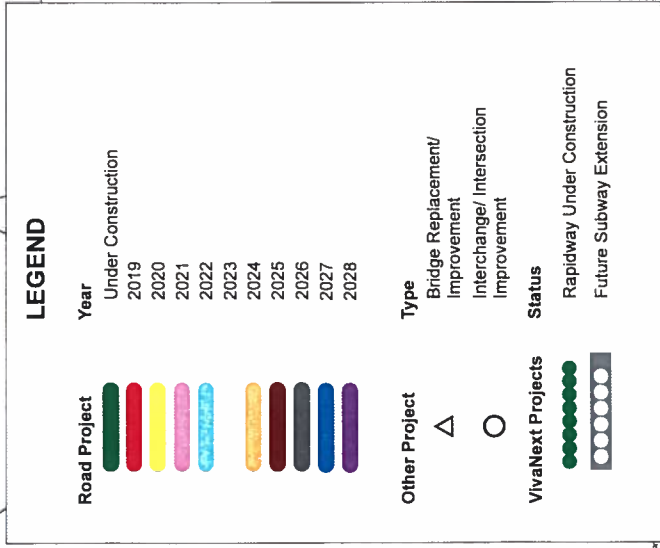
END OF PRESENTATION

For more information please contact
Office of the Budget at
OfficeoftheBudget@york.ca



2019 10-YEAR ROADS AND TRANSIT CAPITAL CONSTRUCTION PROGRAM

APPROVED BY COUNCIL 28 FEBRUARY 2019



Ongoing and recently completed roads projects

Roads Major Capital Projects

Under Construction

Recently Constructed (2014 onwards)

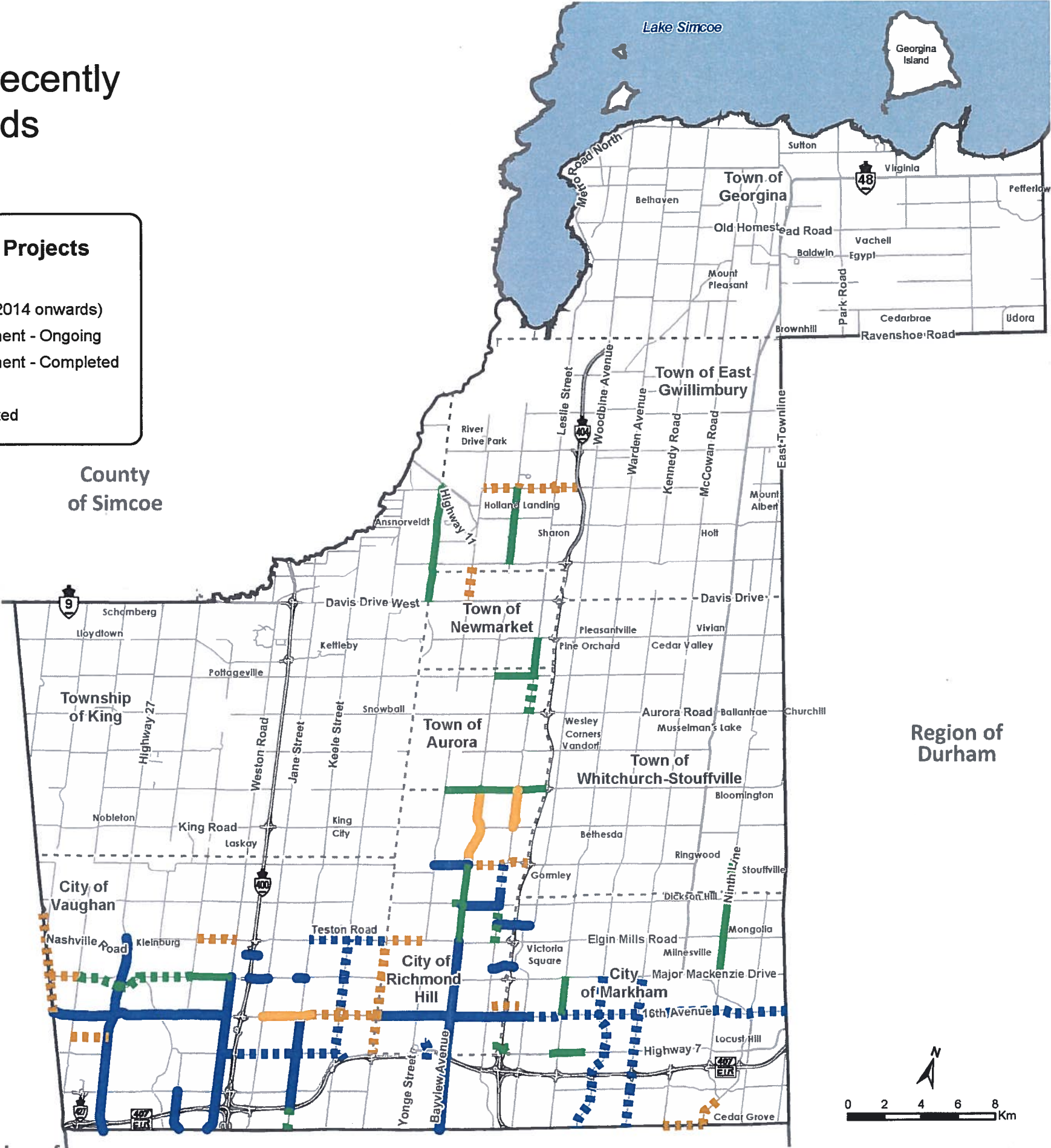
Environmental Assessment - Ongoing

Environmental Assessment - Completed

Detail Design - Ongoing

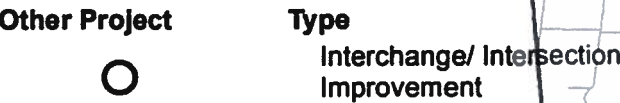
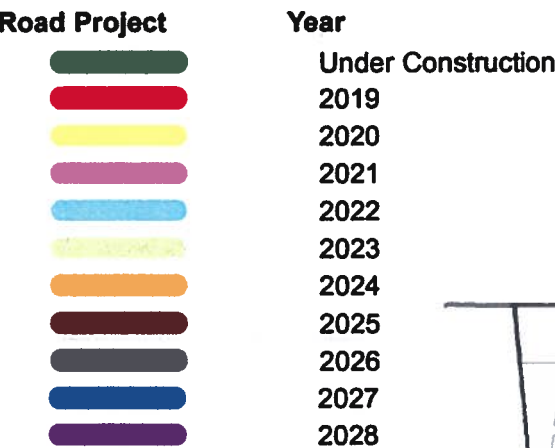
Detail Design - Completed

MAP 1

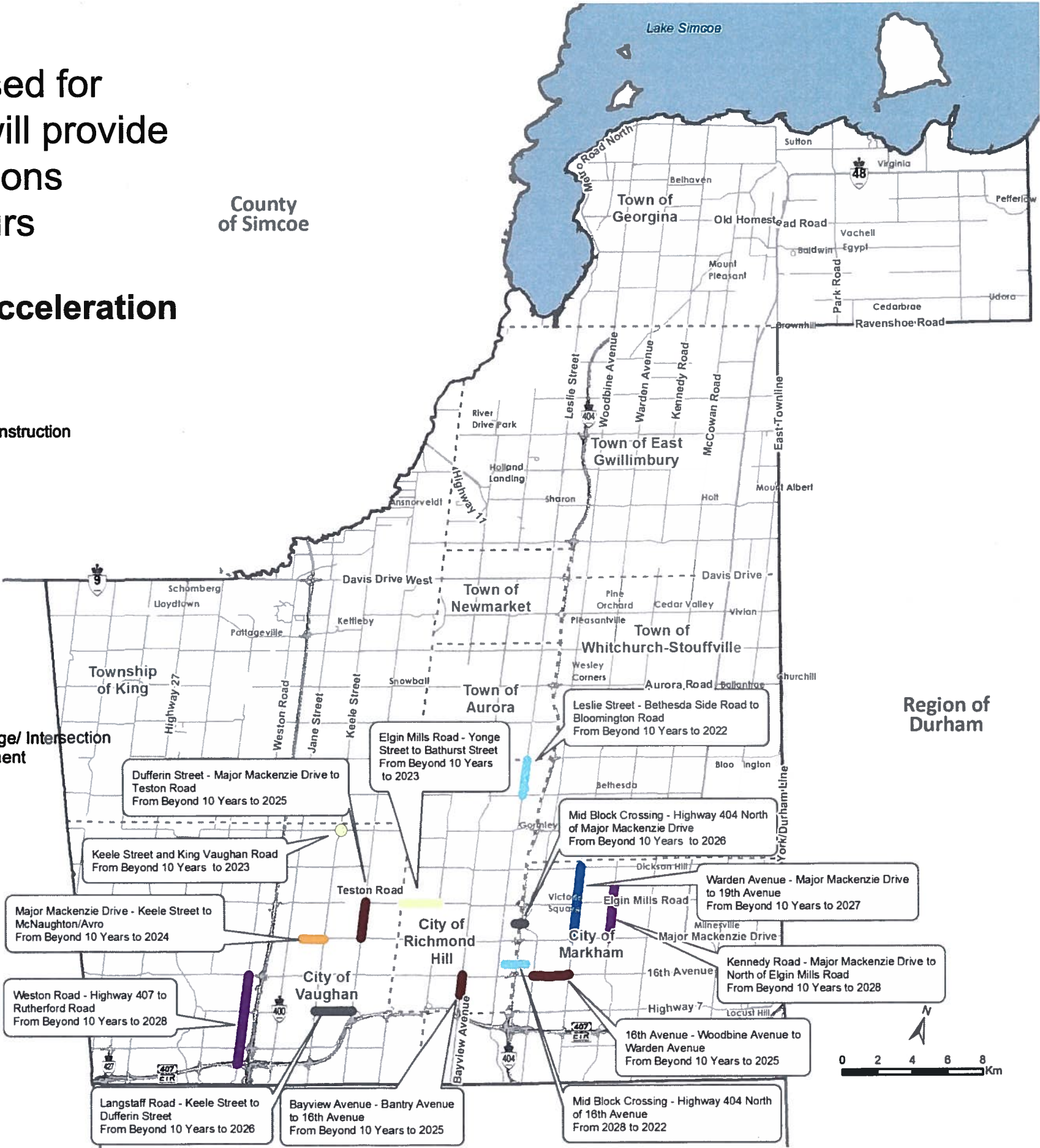


Projects proposed for advancement will provide more travel options during rush hours

Roads Capital Acceleration Reserve (RCAR)



MAP 2

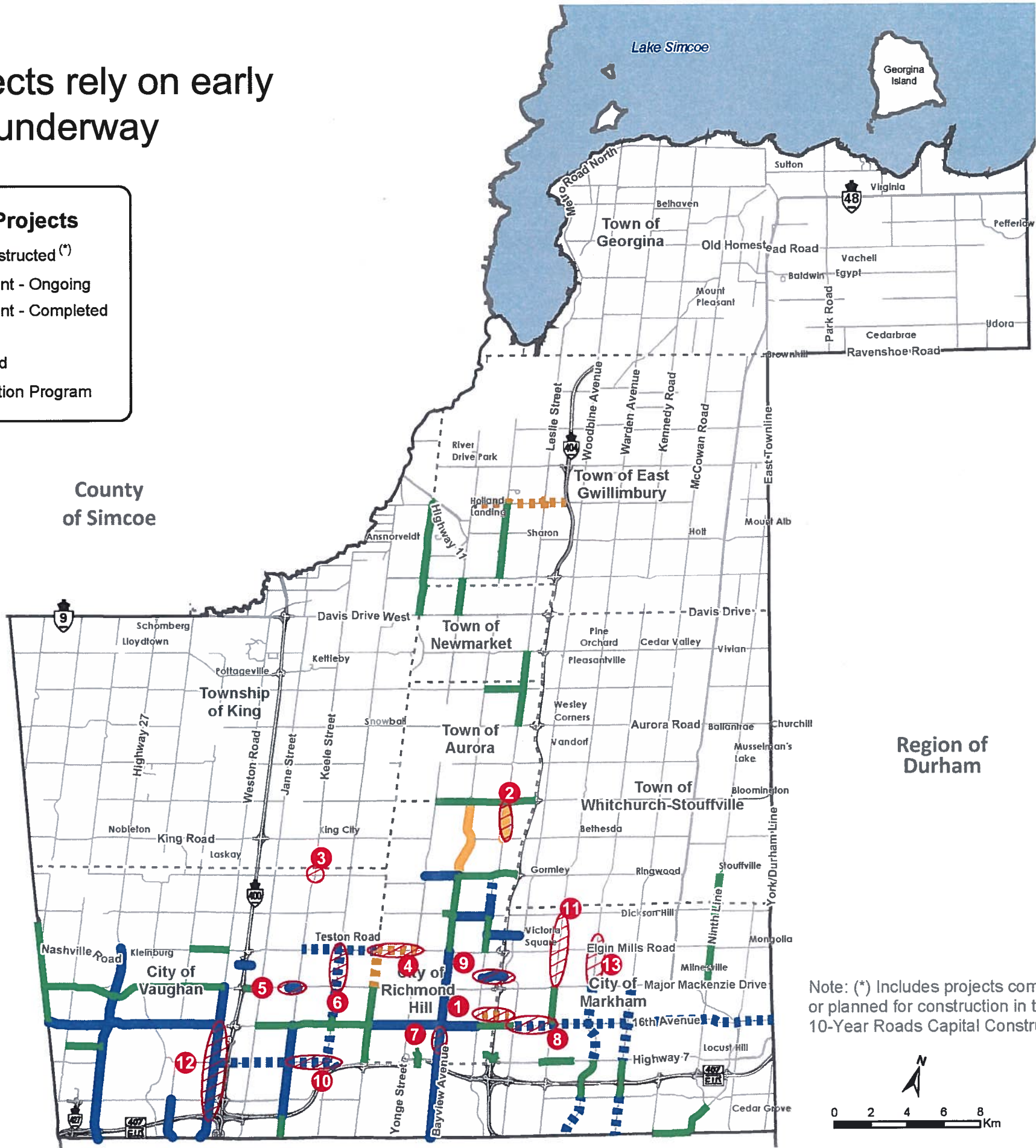


Proposed projects rely on early works already underway

Roads Major Capital Projects

- Planned or Recently Constructed (*)
- Environmental Assessment - Ongoing
- Environmental Assessment - Completed
- Detail Design - Ongoing
- Detail Design - Completed
- Proposed Road Acceleration Program

MAP 3



Note: (*) Includes projects completed since 2014 or planned for construction in the approved 2019 10-Year Roads Capital Construction Program.



Advisory Committee on Accessibility

January 21st, 2019

5:00 PM

Attendance:

Committee Members Present: Barry Martin, Chair, Robert Hunn, and Jewell Lofsky

Guest: Valerie Kitazaki

Staff Present: Cheryl McConney-Wilson, Laura Gold, Council/Committee Coordinator, Grace Lombardi, Legislative Coordinator, Scott Chapman, Elections and Committee Coordinator

Regrets: Wanda Wright, Laura Meffren, Jaqueline Bell, Brian Lynch and Arlene Juanillo

Item	Discussion	Action
1. Call to Order	The Advisory Committee on Accessibility convened at 5:15 pm with Barry Martin presiding as Chair.	
2. Minutes	The approval of the Minutes was deferred to the next meeting, as there was no quorum.	
3. New Business	<p>The Advisory Committee on Accessibility discussed plans for 2019.</p> <p>The Clerk was asked to provide a sample of Committee's orientation package for it to review at the next meeting.</p> <p>The Committee will also see what City of Vaughan and York Region, as an orientation for new members.</p>	
4. Adjournment	The Advisory Committee on Accessibility adjourned at 6:50 p.m.	

Advisory Committee on Accessibility

March 18th, 2019

5:00 PM

Attendance:

Committee Members Present: Barry Martin, Chair, Robert Hunn, Brian Lynch, Laura Meffren and Jewell Lofsky

Staff Present: Cheryl McConney-Wilson, Diversity Specialist, Laura Gold, Council/Committee Coordinator, and Grace Lombardi, Legislative Coordinator

Regrets: Arlene Juanillo

Item	Discussion
1. Call to Order	The Advisory Committee on Accessibility convened at 5:06 pm with Barry Martin presiding as Chair.
2. Minutes	<p>Moved by Brian Lynch Seconded by Robert Hunn</p> <p>That the December 17, 2018 and January 21, 2019 Advisory Committee on Accessibility Minutes be approved as presented.</p> <p style="text-align: right;">Carried</p>
3. New Business	<p><u>Event Planning 2019</u></p> <p>The Committee brainstormed the following ideas with respect to events for 2019:</p> <ul style="list-style-type: none"> • Markham Fair <ul style="list-style-type: none"> ○ Joining with the Seniors Advisory Committee to have a booth at the Markham Fair in October to educate/raise awareness about disabilities; ○ Conducting an audit at the Markham Fair (e.g. does it have accessible picnic tables?) ○ Possibly having a Committee Member sit on the Markham Fair Board (if possible);

Advisory Committee on Accessibility

March 18, 2019

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Item	Discussion
	<ul style="list-style-type: none"> ○ Having a representative from the Markham Fair attend an Advisory Committee on Accessibility meeting to discuss the accessibility of the fair. ● International Day of Persons with Disabilities (United Nations) Dec 3rd event <ul style="list-style-type: none"> ○ Proclaiming the day and having a flag raising ceremony; ○ Inviting a speaker to speak at the event about a specific type of disability (then next year inviting a speaker to speak about a different type of disability). <p>Committee Members requested that the minutes from the meetings be distributed a week after the meeting to have consistent interaction and discussions via email prior to the next meeting.</p> <p>Barry Martin will speak to the York Region Advisory Committee on Accessibility about solutions to make crosswalks in Markham more accessible (e.g. providing persons with a disability with a fob they can press to make the light change).</p> <p><u>Speakers</u></p> <ul style="list-style-type: none"> ● The Children's Treatment Network will be in attendance at the April meeting to speak about children with disabilities,
4. Action Items	<p>The following Action items are to be gathered for the next meeting:</p> <ul style="list-style-type: none"> ○ Accessibility Award ○ Clerk to provide updated form; ○ Members to come up with ideas on how to promote the award; ○ Members are to think of people to nominate for the award (people with disabilities, businesses and caregivers/persons supporting a person with a disability); ○ Clerk to speak with the City of Markham's Communication Department regarding the promotion of the Accessibility Award; ○ Clerk to request a representative from the City's Corporate Communications Department to attend a future meeting. ○ Markham Fair ○ Clerk to find out pricing for the Markham Fair booths.

Advisory Committee on Accessibility

March 18, 2019

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Item	Discussion
	<ul style="list-style-type: none"> ○ Fall Community Recognition night ○ Clerk to find out the date of the Fall Community Recognition night; ○ Other ○ Clerk to look at the City of Markham events for the 2019 year; ○ Committee Members to think of ideas that could help businesses fund accessibility improvements and to communicate their ideas via email before next meeting; ○ Barry Martin to ask if a representative from York Region Police could attend a future Advisory Committee on Accessibility meeting; ○ Each Member is to provide five places they have been to in the community that require an accessibility audit and report back at the next meeting; ○ Committee to provide Clerk with a list of speakers they would like to have attend future Advisory Committee on Accessibility meetings. <p>The following Action items are to take place over the next couple of months:</p> <ul style="list-style-type: none"> ○ Updating the Advisory Committee on Accessibility Term of Reference; <ul style="list-style-type: none"> ● Making it clearer that the Committee's mandate is to remove barriers for all types of disabilities; ● Add a representative from the Seniors Advisory Committee to the composition. ○ Conducting an internal audit of Markham Civic Centre; ○ Possibly reaching out to previous Committee Members regarding past agenda items.
5. Adjournment	The Advisory Committee on Accessibility adjourned at 6:52 p.m.

Advisory Committee on Accessibility**April 17, 2019****Ontario Room****5:00 PM****Attendance:**

Barry Martin, Chair, Robert Hunn, Vice-Chair, Laura Meffren, Brian Lynch, George George, Valerie Kitazaki, Meenu Khanan, Kaushi Ragunathan, Elaine Vollett, Anna Giallonardo, Rita Lam, Nahid Verma, Jewell Lofsky, Cheryl McConney-Wilson, Diversity Specialist, Laura Gold, Council/Committee Coordinator, and Grace Lombardi, Legislative Coordinator

Item	Discussion	Action
1. Call to Order	The Advisory Committee on Accessibility convened at 5:03 pm with Barry Martin presiding, as Chair.	
2. Orientation	<p>Committee welcomed the new Members. Each Member of the Committee briefly introduced themselves.</p> <p>A video was displayed on accessibility and York Region.</p> <p>The Committee will continue with its orientation at its next meeting.</p>	
3. Children's Network Presentation	<p>Christina Co from the Children's Network was in attendance to provide a presentation on the services they provide.</p> <p>Members provided the following feedback:</p> <ul style="list-style-type: none"> • Suggested there is a lack of programs for adults with a disability (most of the existing programs focus on youth or seniors); • Suggested coffee chats should be held on different days and times so that more people can participate. 	
4. Business Plan	<p>Committee reviewed the draft business plan and was asked to think about which items it would like to focus on in 2019 and beyond.</p> <p>Committee agreed to continue its review of the business plan at its next meeting.</p>	Continue review of the Committee's Business Plan at the next meeting – Committee
5. Accessibility Award	Committee was advised that the Accessibility Award Form has been updated. The video of the Mayor promoting the award will be re-used, as it does not reference any dates. The website will be updated prior to the next meeting.	

Advisory Committee on Accessibility

April 17, 2019

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Item	Discussion	Action
	<p>The Committee was encouraged to think about businesses, and individuals to nominate for the award.</p> <p>The winners will be awarded in the fall at the Community Recognition Night.</p>	
6. New Business	<p><u>Agenda Format</u> There was a brief discussion on the agenda and minute format. On a go forward basis the agenda and minutes will be circulated in their regular format and also in a larger font for accessibility purposes.</p> <p><u>March of Dimes</u> Committee discussed the possibility of having the March of Dimes come speak at a future meeting.</p>	Circulate agenda and minutes in their regular format and in a larger font – Laura Gold and Grace Lombardi
7. Adjournment	The Advisory Committee on Accessibility adjourned at 7:00 pm.	



Animal Care Committee

MINUTES

December 19, 2018

York Room

5:30 PM – 7:30 PM

<u>Members</u> Denielle Duncan, Chair Janet Andrews, Vice-Chair Dr. Esther Attard Aviva Harari Sherry Klein Shirley Lesch Michelle Lustri Julie Sook-Man Chan	<u>Regrets</u> Rhiannon Lane Judy Postello
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<u>Staff</u> Christy Lehman, Licensing & Animal Services Coordinator John Britto, Committee Secretary (PT)

<u>Guests and Members of the Public</u> Valerie Burke Terri Daniels
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Call to Order: The Animal Care Committee convened at 5:35 p.m. on Wednesday, December 19, 2018, with Denielle Duncan, Chair presiding as Chair.

Item	Discussion	Action
1. Approval of the November 21, 2018, Animal Care Committee meeting minutes	Moved by: Janet Andrews, Vice Chair Seconded by: Sheri Klein That the minutes of the November 21, 2018 Animal Care Committee meeting be approved, as presented. <div style="text-align: right;">CARRIED</div>	

<p>2. Business arising from the Minutes</p>	<p>Christy Lehman, Licensing & Animal Services Coordinator advised that there is no update on signage in City parks in languages other than English, advising the public that feeding of wildlife is prohibited,</p> <p>Denielle Duncan, Chair advised that a consolidated list of animal rescue groups has been sent to Christy Lehman, Licensing & Animal Services Coordinator.</p> <p>Christy Lehman, Licensing & Animal Services Coordinator advised that the OSPCA contract is a public document.</p> <p>Janet Andrews, Vice Chair advised that the Animal Care Committee will be making a deputation at the January 2019 General Committee meeting, as the December 10, 2018 agenda was full. A donation cheque will be presented as part of the deputation.</p> <p>Christy Lehman, Licensing & Animal Services Coordinator advised that the draft of the new Animal Services by-law is not yet available for review by the Committee.</p> <p>Christy further advised that she does not have a list of wildlife that cannot be rehabilitated by Shades of Hope. She advised that if SOH cannot rehabilitate any particular wildlife, they will be referred to other agencies. She and Chris intend to visit the SOH in January to review the various changes that have recently been made there.</p> <p>Julie Sook-Man Chan will email SOH to find out details of their rehab program.</p>	<p>Christy and Chris to visit SOH.</p> <p>Julie to email SOH about rehab program.</p>
<p>3. Animal Control Program Update</p>	<p>a. <u>Cat Adoption & Education Centre</u></p> <p>Christy Lehman, Licensing & Animal Services Coordinator advised that 600 adoptions were registered since the opening of the CAEC. The Centre will close operations for the holidays on the afternoon of December 24, 2018 and will reopen on January 5, 2019. Closure notifications have been appropriately posted. She requested the Committee to inform anyone that requires CAEC assistance of their holiday closure.</p> <p>b. <u>Barn Cat Program</u></p> <p>Christy Lehman, Licensing & Animal Services Coordinator advised that the</p>	

	<p>OSPCA has adopted the program which is now called the Working Cat Program. There is an online application and screening process. It is called the Working Cat Program.</p> <p>c. <u>By-law Review</u></p> <p>No updates</p>	
4. Events	<p>a) <u>Fund Raising</u></p> <p>No updates.</p> <p>b) <u>2019 Calendar of Events</u></p> <p>Christy Lehman, Licensing & Animal Services Coordinator will advise when the 2019 Calendar of Events is available.</p>	
5. New Business	<p>a) <u>Turtle / Wildlife Sinage</u></p> <p>Denielle Duncan, Chair advised of an email received from Councillor Don Hamilton's office with respect to wildlife turtles. There is a request for the City of Markham to install information signs about threatened / endangered species of wild turtles.</p> <p>The Committee discussed about a person who claimed he had a fishing licence on the basis of which he was permitted to take turtles from the pond.</p> <p>Christy Lehman, Licensing & Animal Services Coordinator advised that this comes under the Parks Department and the email should be forward to David Plant, Manager of Parks for investigation and / or further necessary action.</p> <p>Janet Andrews, Vice Chair suggested that David Plant be invited to a future ACC meeting to discuss wildlife signage matters.</p> <p>Christy Lehman, Licensing & Animal Services Coordinator requested John to email Laura to request David Plant (and maybe Morgan Jones, Director of Operations) to attend a future ACC meeting. Christy agreed to mention this matter to Laura, as well.</p> <p>b) <u>Bill 66</u></p>	<p>John to email Laura to request David Plant to attend a future ACC meeting.</p>

	<p>The Committee discussed implications of the provincial government's recently introduced Bill 66, also known as the Restoring Ontario's Competitiveness Act.</p> <p>Part of the Bill would allow municipalities to create "open for business" zoning bylaws that would allow municipalities to bypass numerous existing pieces of legislation for job creation, cutting red tape to attract developers, and creating affordable housing. This includes significant water protection acts, most notably The Greenbelt Act - the world's largest permanently protected green space.</p> <p>A municipality would require approval of the Minister of Municipal Affairs to pass a by-law that would allow it to approve developments that were traditionally outlawed by The Greenbelt Act. To do so, a municipality would have to prove that the proposed development would create 50 jobs for places with populations under 250,000 or 100 jobs in larger municipalities.</p> <p>Moved by: Janet Andrews Seconded by: Michelle Lustrì</p> <p>That the Animal Care Committee expresses its concern with respect to the potential impact of Bill 66 on the City of Markham's green space, if enacted by the Province.</p> <p style="text-align: right;">CARRIED</p> <p>Aviva Harari declared an interest in this matter as she is provincial government employee and did not participate in the discussion or vote on this matter.</p> <p>Denielle Duncan, Chair advised that recruitment of new members to the Animal Care Committee is likely to happen in the first quarter of the 2019. She requested members who have completed their term to remain with the Committee, if possible, till such time the recruitment of new members is completed.</p>	
6. Date of next meeting	Wednesday, January 16, 2019	
7. Adjournment	The Animal Care Committee meeting adjourned at 6:10 p.m.	

Animal Care Committee
December 19, 2018
Page 5



Animal Care Committee

MINUTES

February 20, 2019

York Room

5:30 PM – 7:30 PM

<u>Members</u> Denielle Duncan, Chair Janet Andrews, Vice-Chair Rhiannon Lane Michelle Lustri Judy Postello Julie Sook-Man Chan	<u>Regrets</u> Dr. Esther Attard Aviva Harari Sherry Klein Shirley Lesch
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<u>Staff</u> John Britto, Committee Secretary (PT)
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<u>Guests and Members of the Public</u> Terri Daniels

Call to Order: The Animal Care Committee convened at 5:40 p.m. on Wednesday, February 20, 2019, with Denielle Duncan, Chair presiding as Chair.

Item	Discussion	Action
1. Wildlife Signage	<p>David Plant, Manager of Parks Operations attended the meeting, on the request of the Animal Care Committee.</p> <p>The Committee sought David's advice on the various options of installing Wildlife Signage in languages other than English, specifically related with fishing of turtles, at the Toogood Pond Park. The Committee also inquired if it would be possible to have informational signs on native turtle species at Toogood and other parks, if possible.</p> <p>David advised that the Ministry of Natural Resources and Forestry (MNRF) lists some turtles as a catchable species, however, there is a limit to the number that can be caught and retained. He further advised that this needs to be looked at from a By-law</p>	<p>Denielle Duncan will follow up with MNR and report back</p>

	<p>perspective. David agreed to speak with Chris Alexander, Supervisor, Licensing & Standards in this regard.</p> <p>David suggested that it would be advisable to have positive, rather than negative signage, thus creating a positive outlook in the minds of visitors, to the existence of wildlife in their natural habitat.</p> <p>David agreed to contact Corporate Communications for their assistance with respect to interpretive signage.</p> <p>David suggested that the Committee contact Ward 3 Councillor Reid McAlpine, for his advice, guidance/assistance and support in this matter. He also suggested that the Committee talk to MNR about the regulations on fishing turtles.</p> <p>Moved by: Janet Andrews, Vice Chair Seconded by: Rhiannon Lane</p> <p>The Animal Care Committee thanks David Plant, Manager of Parks Operations for attending the meeting and engaging in a good discussion on the installation of Wildlife Signage citywide.</p> <p style="text-align: right;">CARRIED</p>	<p>Denielle Duncan will contact Councillor McAlpine</p>
2. Approval of the December 19, 2018, Animal Care Committee meeting minutes	<p>Moved by: Janet Andrews, Vice Chair Seconded by: Rhiannon Lane</p> <p>That the minutes of the December 19, 2018, Animal Care Committee meeting be approved, as presented.</p> <p style="text-align: right;">CARRIED</p>	
3. Business arising from the Minutes	None	
4. Animal Control Program Update	<p>a. <u>Cat Adoption & Education Centre</u></p> <p>Denielle Duncan, Chair advised she will email members the update she has received from Christy Lehman, Licensing & Animal Services Coordinator.</p> <p>b. <u>Barn Cat Program</u></p> <p>No updates.</p> <p>c. <u>By-law Review</u></p> <p>No updates.</p>	<p>Denielle Duncan to email update to the Committee</p>
5. Events	<p>a) <u>Fund Raising</u></p> <p>Judy Postello volunteered to be the Treasurer. as Julie Sook-Man Chan is</p>	<p>Denielle to email proposed schedule for earth day</p>

	<p>resigning from that position. All members agreed.</p> <p>b) <u>2019 Calendar of Events</u></p> <p>Rhiannon agreed to send the proposed event dates to Judy. First event for the Committee will be the Markham Earth Day in Downtown Markham, scheduled to be held on Saturday, April 20, 2019. Committee has already secured a booth and will be at the event all day to do outreach.</p>	
6. New Business	None.	
7. Date of next meeting	5:30 p.m., Wednesday, March 20, 2019.	
8. Adjournment	The Animal Care Committee meeting adjourned at 6:40 p.m.	



Animal Care Committee

MINUTES

**March 20, 2019
Ontario Room
5:30 PM – 7:30 PM**

<u>Members</u> Janet Andrews, Vice-Chair Aviva Harari Sherry Klein Rhiannon Lane Shirley Lesch Michelle Lustri Judy Postello	<u>Regrets</u> Denielle Duncan, Chair Dr. Esther Attard Julie Sook-Man Chan
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<u>Staff</u> Michael Killingsworth, Deputy City Clerk, By-law Enforcement, Licensing and Regulatory Services. Chris Alexander, Supervisor, By-law & Regulatory Services Christy Lehman, Licensing & Animal Services Coordinator John Britto, Committee Secretary (PT)
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<u>Guests and Members of the Public</u> Valerie Burke Terri Daniels
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Call to Order: The Animal Care Committee convened at 5:45 p.m. on Wednesday, March 20, 2019, with Janet Andrews, Vice Chair presiding as Chair.

Michael Killingsworth, Deputy City Clerk, By-law Enforcement, Licensing and Regulatory Services attended the meeting as a special guest.

Item	Discussion	Action
1. Approval of the February 20, 2019, Animal Care Committee meeting minutes	<p>The following amendment was made to the February 20, 2019, Animal Care Committee meeting minutes:</p> <p>Page 3, Item 5 (b) – 2019 Calendar of Events</p> <p>The following sentence: “Rhiannon agreed to send the proposed event dates to Judy,” be replaced with “Rhiannon agreed to send the</p>	

	<p>proposed event dates to the Committee members”.</p> <p>Moved by: Rhiannon Lane Seconded by: Sherry Klein</p> <p>That the minutes of the February 20, 2019, Animal Care Committee meeting be approved, as amended.</p> <p style="text-align: right;">CARRIED</p>	
2. Business arising from the Minutes	<p>Janet Andrews, Acting Chair reminded the members who were not at the February meeting that a presentation on Wildlife Signage was made by David Plant, Manager of Parks Operations.</p> <p>Denielle Duncan, Chair was unable to contact Cr. McAlpine as he was not available. She will try to contact him before the next meeting.</p> <p>Janet Andrews, Acting Chair volunteered to follow-up with MNR with respect to turtle fishing and report back at the next meeting.</p> <p>Denielle Duncan, Chair forwarded an email to Committee members she received from Christy Lehman for the February 20, 2019 meeting, on the update on the CAEC.</p>	
3. Animal Control Program Update	<p>a. <u>Cat Adoption & Education Centre</u></p> <p>Christy Lehman, Licensing & Animal Services Coordinator reported that the CAEC has had 625 adoptions to date. There are 34 active volunteers who have put in 466 volunteer hours. The CAEC has 2 students and efforts are on to take in one more student. 16 events have taken place to date this year.</p> <p>A new cat condo has been installed at the CAEC. Christy will try to reach out to high school students to paint some murals on the front windows. Efforts are on to get some attractive foot traffic stickers as well for the CAEC.</p> <p>A question was asked concerning the recent decision of the OSPCA to cease its animal cruelty investigative role. Chris Alexander, Supervisor, By-law & Regulatory Services advised that the OSPCA will not sign a new contract with the province after the current one expires at the end of March 2019. The OSPCA will offer a three-month transition phase, by way of contract, until June 28, 2019. The OSPCA will shift into a support role in animal cruelty investigations, providing</p>	

	<p>animal shelter, forensic evidence collection and veterinary services. It is expected that the OSPCA will continue to be involved as a support to law enforcement agencies. The OSPCA has advised that community members concerned about animal cruelty should contact their local police force or animal control units.</p> <p>Michael Killingsworth, Deputy City Clerk, By-law Enforcement, Licensing and Regulatory Services advised that the City is working on short-term and long-term solutions to these issues. The options available are to partner with another municipality and/or York Region to provide animal services in general, however this does not include animal cruelty, as this relies on legislation. The City is prepared to work with York Regional Police, however, this does not appear to be a priority issue for YRP at this time.</p> <p>b. <u>Barn Cat Program</u></p> <p>Christy Lehman, Licensing & Animal Services Coordinator advised that this is now an OSPCA program, details of which are available on their website.</p> <p>c. <u>By-law Review</u></p> <p>Chris Alexander, Supervisor, By-law & Regulatory Services advised that he is working in collaboration with Zoo Check in preparing a list of animal species that are permitted to be domesticated in the City of Markham. Chris will inform the Committee when the Draft By-law is ready to be presented to Council for consideration, expected for May. Staff will explore options for the regulation of the sale of small and exotic animals.</p> <p>Moved by: Rhiannon Lane Seconded by: Michelle Lustri</p> <p>That the Animal Care Committee supports staff in their efforts to develop a positive list to replace the current prohibitive list of domesticable animals, as well as a recommendation to Council with respect to the sale of small and exotic animals.</p> <p style="text-align: right;">CARRIED</p>	
4. Events	a) <u>Fund Raising</u>	

	<p>Denielle and Janet are making various jams, so anyone that needs these are requested to contact Denielle.</p> <p>Judy handed over \$170.10 to Christy Lehman from various fund raising events held last year.</p> <p>b) <u>2019 Calendar of Events</u></p> <p>Earth Day in Downtown Markham, Saturday, April 20. Denielle and Janet are working the morning shift. Denielle and Valerie are working the afternoon shift.</p> <p>Stiver Mill Farmers Market will be re-opening on Sunday, June 9, 2019 – volunteers are required for this event.</p>	
5. New Business	<p>a) Recruitment of new members to the Committee are yet to be finalized by Council.</p> <p>b) Janet Andrews advised that the Committee decided to pay for three cat feeding stations made by Toronto Cat Rescue for a local individual who is feeding a couple of colonies of stray cats.</p> <p>c) Janet advised that she and Denielle have completed the writing involved in the wildlife brochures. Gail Lenters of Shades of Hope has agreed to design the brochures at a cost of \$300 for 5 brochures to be ready in time for the Earth Day celebrations. Janet and Denielle made an executive decision to pay the \$300 for this purpose. Christy and Chris advised that the City could bear the cost of printing the brochures within the Committee's \$800 printing budget and suggested Gail Lenters be asked to do the printing.</p> <p>d) Janet advised that the \$3,000 cheque presentation for the CAEC has been scheduled for the April 8, 2019, General Committee. Rhiannon volunteered to prepare a large size cheque.</p> <p>e) Responding to a question from Janet Andrews with respect to information on assistance for removal of wildlife from residences that was on the City's website and has now disappeared, Christy advised that staff have training programs in April, and this information will be put back on the website.</p>	<p>Rhiannon to prepare a large size cheque for the April 8, 2019 General Committee.</p>

Animal Care Committee
February 20, 2019
Page 5

	f) The Committee discussed a slide on new initiatives to be included in the PowerPoint presentation for the cheque presentation to General Committee in April.	
6. Date of next meeting	5:30 p.m., Wednesday, April 17, 2019.	
7. Adjournment	The Animal Care Committee meeting adjourned at 6:55 p.m.	



Animal Care Committee

MINUTES

**April 17, 2019
Ontario Room
5:30 PM – 7:30 PM**

<u>Members</u> Denielle Duncan, Chair Janet Andrews, Vice-Chair Dr. Esther Attard Aviva Harari Sherry Klein Rhiannon Lane Shirley Lesch Judy Postello Julie Sook-Man Chan	<u>Regrets</u> Michelle Lustri
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<u>Staff</u> Chris Alexander, Supervisor, By-law & Regulatory Services John Britto, Committee Secretary (PT)

<u>Guests and Members of the Public</u> Colin Stuart (for Item 1 – Rodeo Deputation/Presentation) Valerie Burke Terri Daniels

Call to Order: The Animal Care Committee convened at 5:35 p.m. on Wednesday, April 17, 2019, with Denielle Duncan, Chair presiding as Chair.

Item	Discussion	Action
1. Rodeo Presentation / Deputation	Colin Stuart made a deputation / presentation (using PowerPoint slides) on rodeos in the City of Markham.	

	<p>He spoke at length on issues related with animal violence, public safety, animal welfare, and the fact that the OSPCA will be withdrawing from enforcement end-June 2019. He inquired whether the City of Markham would be taking over the enforcement aspect.</p> <p>Janet Andrews, Vice Chair advised that under the legislation in Ontario, municipalities only have the power to regulate, not prohibit. As an example, she advised that the sale of animals is permitted in Markham, so long as they are acquired from animal rescue groups.</p> <p>Janet further advised that rodeos and circuses cannot be prohibited by the municipality, unless provincial legislation is amended appropriately.</p> <p>Colin specifically alluded to the 2018 RAM Rodeo which he attended to gather evidence on how the animals were being treated by the owners.</p> <p>Chris Alexander, Supervisor, By-law & Regulatory Services advised that the Ram Rodeo has not been booked for 2019. He further advised that he is meeting the new General Manager of Markham Fairgrounds to discuss issues related with circuses and rodeos in the City.</p> <p>Moved by: Janet Andrews Seconded by: Rhiannon Lane</p> <p>That Council direct staff to meet with the General Manager of Markham Fairgrounds to discuss issues related to renting the Fairgrounds for animal entertainment programs, and report back to the Animal Care Committee at a future meeting.</p> <p>CARRIED</p>	
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<p>2. Approval of the March 20, 2019, Animal Care Committee meeting minutes</p>	<p>The following amendments were made to the March 20, 2019, Animal Care Committee meeting minutes:</p> <p>Page 2, Item 2 – Business arising from the Minutes</p> <p>The following words were deleted from the second paragraph “as he was not available”</p> <p>Page 4, Item 4 (a) – Fund Raising</p> <p>The second paragraph was amended to read as follows: “Judy handed over \$170.10 to Christy Lehman as proceeds from jam sales held last year”.</p> <p>Page 4, Item 5 b) – New Business</p> <p>The word “Street” was added to Toronto Cat Rescue to read as follows: Toronto Street Cat Rescue.</p> <p>Moved by: Rhiannon Lane Seconded by: Janet Andrews</p> <p>That the minutes of the March 20, 2019, Animal Care Committee meeting be approved, as amended. CARRIED</p>	
<p>3. Business arising from the Minutes</p>	<p>Denielle Duncan, Chair advised that she has still not spoken to Cr. McAlpine regarding turtle signage.</p> <p>Denielle Duncan, Chair advised the Committee that we will not be able to source other group's turtle brochures as they are not suitable for our needs, and we will have to write one ourselves.</p> <p>Janet Andrews, Vice Chair advised that she found out from the Ministry of Natural Resources (MNR) that all turtle fishing is now illegal in Ontario, and any violations should be reported to MNRF TIPS at 1-877-847-7667.</p>	

	Anonymous callers should contact Crime Stoppers.	
4. Animal Control Program Update	<p>a. <u>Cat Adoption & Education Centre</u></p> <p>Denielle Duncan, Chair, advised that a cheque of \$3,000 to assist Markham's Cat Adoption and Education Centre, was presented to Markham Council at the April 8, 2019 General Committee meeting, along with a presentation that provided an overview of the role and initiatives of the Animal Care Committee. The funds were raised by the volunteer efforts of the Animal Care Committee.</p> <p>b. <u>Barn Cat Program</u></p> <p>No update.</p> <p>c. <u>By-law Review</u></p> <p>Chris Alexander, Supervisor, By-law & Regulatory Services advised that the draft By-law should be ready for Council's consideration by the end of May. He met with Zoo Check and are moving forward with a (positive) animal list.</p> <p>Responding to a question, Chris advised that animal owners with pets not included in the positive list will be grandfathered. Such animals are not required to be registered with the City (unless complaints are made by members of the public).</p>	
5. Events	<p>Responding to a question, Chris Alexander, Supervisor, Licensing & Standards advised that at this time, it is not clear who will conduct inspections of the various animals involved with events organized in the City.</p> <p>The Committee discussed issues related with untrained / unqualified OSPCA officers conducting inspections / investigations of animals at shows</p>	

	<p>and events held in the City. The Committee believed the City's By-law department should be regulating such matters.</p> <p>Chris Alexander, Supervisor, Licensing & Standards advised that the City has recently hired a Manager of Special Events whose initial task is to review third-party events held in the City.</p> <p>a) <u>Fund Raising</u></p> <p>No update.</p> <p>b) <u>Events</u></p> <p>The committee will be once again having an outreach table at Markham's Earth Day Festival on April 27. Janet and Denielle will be doing the morning shift and Valerie and Denielle will be doing the afternoon shift.</p> <p>The following events are scheduled for the month of June:</p> <ul style="list-style-type: none"> • Unionville Festival June 1; • Stivermill Festival June 9; and • Markham Music Festival June 15. <p>Denielle Duncan, Chair advised that all promotional material is currently being printed and will be ready for distribution at the various events during June.</p> <p>A member believed only the City of Markham's contact details should be included in the brochures. OSPCA contact details should not be included as they are only contractors for the City. Responding to this issue, Denielle Duncan, Chair advised that if the Committee so desires, this can be done for brochures printed in the future, as the current batch of brochures have already been printed.</p> <p>A member advised that the Contact Centre should be informed that all</p>	
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	animal care related inquiries should be directed to the OSPCA / Shades of Hope. Members believed this to be a training issue.	
6. New Business	None.	
7. Date of next meeting	5:30 p.m., Wednesday, May 15, 2019.	
8. Adjournment	The Animal Care Committee meeting adjourned at 6:45 p.m.	

German Mills Meadow & Natural Habitat Liaison Committee
August 23, 2018
York Room
3:30 p.m.

<p><u>Committee Members</u> Deputy Mayor Jack Heath Councillor Valerie Burke Kimberly Seymour Gail Lavery Don Macfarlane</p> <p><u>Regrets</u> Bernard Sze Gail Lavery John Saul Jeffrey Safajou Morgan Jones, Director, Operations</p>	<p><u>Staff</u> Nory Takata, Parks Planner Robert Penner, Manager of Utilities Inspection and Surveys Robert Marinzal, Technical Coordinator Laura Gold, Council/Committee Coordinator</p>
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The German Mills Meadow and Natural Habitat Liaison Committee convened at 3:35 pm with Kimberly Seymour presiding as Chair.

1. Approval of the Minutes

Moved by Bernard Sze
Seconded by Gail Lavery

The Minutes from the April 5, 2018, German Mills Meadow and Natural Habitat Liaison Committee were approved as presented.

Carried

2. Sanitary Sewer Infrastructure Protection

Phil Wolfram, Project Manager, TRCA provided a presentation entitled “Sanitary Sewer Infrastructure Protection”. A copy of the presentation was circulated to the Committee after the meeting.

The Committee inquired if TRCA removes debris from the Meadow/ East Don River. Mr. Wolfram advised that the debris is left in place unless there is a risk to public infrastructure or life, as the debris becomes part of the natural habitat.

It was also noted that the tree on an angle will be left alone.

3. Gas and Environmental Monitoring

There were no abnormal results from the gas test taken in the August 2018. The results from the spring environmental tests were consistent with data from 2017.

4. Update on Gas Collection System Repair

The process of awarding the work for the gas collection system repair is underway. Work is anticipated to start in September 2018.

5. Update on Fill for Homeowners

The cost per cubic yard of topsoil/fill came in higher than anticipated. The actual cost is \$195 per cubic yard, increasing the purchasing cost of the topsoil/fill for the homeowners.

Kimberly Seymour will contact G and L Contracting to see if she can get a better price for the fill, as the cost may be higher as the tender was issued as part of a larger project.

Committee discussed the logistics of bringing the fill/topsoil to the homeowners. It was determined that the fill should be brought to the front of the homes.

The next step is to meet with the homeowners to present the cost of the topsoil/fill. It was suggested that the meeting be held on October 3, 2018, and that the invitations be sent out through Councillor Burke.

Post Meeting Update: In lieu of holding a meeting, letters were sent out to the thirteen relevant residences describing the tender pricing, providing options and asking for a response to be submitted to the City. The letters are attached.

6. Lake to Lake Cycling Trail

An update on the Lake to Lake Cycling Trail was provided.

The Committee provided the following suggestions:

- Time the new pedestrian crossing with traffic;
- Paint a cycling lane on the multiuse pathway to separate cycling and pedestrian traffic.

Moved by Councillor Valerie Burke

Seconded by Gail Lavery

That the Committee is very concerned about the safety of pedestrians along the Lake to Lake trail in Markham due its shared use with pedestrians and cyclists; and,

That options be provided to mitigate the concerns; and,

That the Committee's concerns be forwarded to CPAC

Carried

7. Dogs off Leash During Nesting Season – SPCA Patrol

The Committee noted that there are still lots of dogs off their leashes in the Meadow.

Nory Takata advised that a request was made in the spring to increase the Ontario Society of Prevention & Cruelty (OSPCA) patrol of the Meadow.

Christopher Alexander, Supervisor of Licensing & Standards has inquired about the OSPCA patrol of the Meadow, but is still waiting for a response. It was recommended that a representative from By-Laws be asked to attend the next meeting to address some of the Committee's by-law concerns.

The Committee was encouraged to email or call the Contact Centre when they see a violation. It was noted that any complaints received by the City regarding a dog off leash are confidential.

8. Park Renaissance – Public Notice Board

The concrete pad for the public notice board has been installed and the notice will be installed sometime between mid-September and October.

9. Updates on Garbage Receptacles

An update on the garbage receptacles will be provided at the next meeting.

10. Woodchips

The woodchips will be put in the meadow when the breeding season is over.

11. Committee Under New Council

The Staff Liaison and Committee Chair were asked to complete a survey regarding the Committee. The information will be used to make recommendations for the next Term of Council.

12. New Business

Promoting the Clean-up of the Meadow

Councillor Burke agreed to promote the clean-up of the Meadow on her Facebook page.

Fishing Laws

The resolution the Committee passed at the last meeting requesting staff to prepare a report on fishing laws impacting Markham will be pulled and placed on the next General Committee Agenda for Council's consideration.

13. Adjournment

German Mills Meadow & Natural Habitat Liaison Committee

August 23, 2018

Page **4** of **4**

The German Mills Meadow and Natural Habitat Liaison Committee adjourned at 4:58 pm.



RACE RELATIONS COMMITTEE FOR THE CITY OF MARKHAM
Ontario Room, Markham Civic Centre
January 14th, 2019

MINUTES

<p>Attendance: <u>Committee</u> Andrew Yu, Chair Arul Rajasingam Edward Choi Harmony Law Sabat Ismail Surinder Razdan Regional Councillor Joe Li</p> <p><u>Staff</u> Cheryl McConney-Wilson, <i>Diversity Specialist</i> Anna Lee, Committee Co-ordinator</p>	<p><u>Regrets</u> Devendra Mishra Herleen Sayal Sujane Kandasamy Maggie Quirt Nayani Nandakumar Rina George-Alexander Faiz Mohyuddin</p>
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The Race Relations Committee convened at 7:10 PM with Andrew Yu presiding as Chair.

1. Chair's Opening Remarks

Chair Andrew Yu welcomed everyone to the meeting.

- **City of Markham Board/Committee Information Night** on Thursday, January 31 from 7PM to 9PM at Markham Civic Centre in the Great Hall & Canada Room. This is open to the public to learn about the Markham Committees and the application process.
- **York Region Alliance of African Canadian Communities (YRAACC)** is holding their 2nd Annual Black History celebration event at Thornlea Secondary School on Saturday, February 16th, 2019 from 11AM to 2PM. This year's theme is "Celebrating the Success of Our Black Families in YR". Andrew can send more information to those that are interested in the event.
- **The Police Community Advisory Council** are holding a contest for high school students in grades 9 to 12 to submit an original poster that promotes unity, diversity, inclusion, equity, hate crime prevention and human rights. All entries are due by Thursday, March 22, 2019 at 4PM and one winning entry from each grade will receive a \$250 cash prize and will be recognised at the Social Justice in York Region Conference on May 2, 2019. Andrew can send more information to those that are interested in the event.

2. Changes or Additions to the Agenda

The agenda was accepted as distributed.

Race Relations Committee

January 14, 2019

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Moved by Arul Rajasingam
Seconded by Surinder Razdan

Carried

3. Approval of the Minutes

Moved by Harmony Law
Seconded by Sabat Ismail

That the minutes of the Markham Race Relations Committee Meetings held on December 3, 2018, be adopted.

Carried

4. Markham Human Resources Update

- **Terms of Reference**

- The Terms of Reference amendments made by the RRC have been accepted by the clerks. The Committee Councillors (who will be appointed) will review and approve the Terms of Reference and present it to the General Council for final approval. The RRC Terms of Reference is not in the Council Agenda for January. Andrew will send Terms of Reference to RRC members so they may review and be prepared to move a motion in the February 4, 2019 meeting.

- **New RRC Councillors in January 2019**

- New RRC councillors will be appointed and announced in January 2019.

5. Race Relations Business

- **Many Faces of Markham, Saturday 27 April 2019: "EVERYONE WELCOME: Empowering Markham students as emerging champions in Equity"**

- The event will be held during the day and having a food option onsite for lunch will be beneficial for those that do not bring food and/or need to leave for lunch during the event. We would have a pizza business sponsor and donate the pizza and drinks. The plan would be to hold an optional charity fundraiser with a suggested donation amount, which would be non-compulsory. The fundraiser would benefit the Yellow Brick House of York Region. Yellow Brick House representatives will be present at the event to raise awareness of the services they provide and the work they do in York Region with those that want to learn more about the organization.

- **Black History Month**

- Planning a Community discussion panel for Black History Month to discuss the accomplishments of historical Canadian figures and the future of Black History Month. A way to engage the community in the importance and celebration of Black History Month. Event will be held on a Saturday afternoon (potential date: Feb.23rd, 2019) and Sabat Ismail will be looking into potential spaces to hold the event and sending options to Andrew and Laura for availability and booking. The committee will discuss possible speakers they could invite, as well as reaching out to associations or organizations for

Race Relations Committee

January 14, 2019

Page 3 of 3

representatives at the discussion panel. Once all the details are finalized, the committee will ask the City and Markham Public Library for assistance for materials and promoting the event.

6. Next Meeting Date

The next meeting of the Race Relations Committee will be held on Monday, February 4, 2019 at 7:00 pm in the Ontario Room.

7. Adjournment

Moved by Arun Rajasingam

Seconded by Edward Choi

The Race Relations Committee adjourned at 9:00 PM.

Carried



RACE RELATIONS COMMITTEE FOR THE CITY OF MARKHAM

Ontario Room, Markham Civic Centre

February 4th, 2019

MINUTES

<p>Attendance:</p> <p><u>Committee</u></p> <p>Andrew Yu, Chair</p> <p>Arul Rajasingam</p> <p>Edward Choi</p> <p>Harmony Law</p> <p>Maggie Quirt</p> <p>Nayani Nandakumar</p> <p>Rina George-Alexander</p> <p>Sabat Ismail</p> <p>Surinder Razdan</p> <p><u>Staff</u></p> <p>Cheryl McConney-Wilson, <i>Diversity Specialist</i></p> <p>Anna Lee, Committee Co-ordinator</p>	<p><u>Regrets</u></p> <p>Devendra Mishra</p> <p>Faiz Mohyuddin</p> <p>Herleen Sayal</p> <p>Sujane Kandasamy</p> <p>Regional Councillor Joe Li</p>
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The Race Relations Committee convened at 7:04 PM with Andrew Yu presiding as Chair.

1. Chair's Opening Remarks

Chair Andrew Yu welcomed everyone to the meeting and read the City of Markham's Indigenous Land Acknowledgement.

• Huawei Situation

- Huawei Canada headquarters is located in Markham. The current situation will certainly impact Markham more than the rest of Canada. A discussion about issues of allegiance and patriotism in our multicultural city and country might be needed in the future, as Canada recognizes the freedom to choose what to believe.

2. Changes or Additions to the Agenda

The agenda was accepted as distributed.

Moved by Surinder Razdan

Seconded by Arul Rajasingam

Carried

3. Approval of the Minutes

Moved by Surinder Razdan

Seconded by Rina George-Alexander

That the minutes of the Markham Race Relations Committee Meetings held on January 14, 2019, be adopted.

Carried

4. Markham Human Resources Update

- **Terms of Reference**

- Terms of Reference amendments was sent to the clerks, and they were accepted by the clerks. The staff will finish a final draft and send it to the Race Relations committee. Andrew will follow up with staff the week before the next meeting to ensure the committee has enough time to review the draft. The RRC will review and vote on the final draft during the March 4th, 2019 meeting. Andrew will meet with the new Councillor members as soon as they are appointed so they can see the final draft for review and approval. The newly appointed committee Councillors (to be appointed) will review and present to City Council for final approval. RRC is looking to push forward in this progress to have it approved by City Council. Until the new Terms of Reference has been approved and adopted by City Council, the committee is operating under the old Terms of Reference. Andrew will let the RRC know of any updates.

- **New RRC Councillors**

- We are waiting for the new City Council to appoint and announce the new committee Councillors. We have recommended/requested councillors that could be a good fit for our committee. There is a requirement for one of the two new committee councillors to be the City's CMARD (Canadian Municipalities Against Racism and Discrimination) representative. The intention of the requirement is to have the CMARD representative also sitting on the RRC.

5. Race Relations Business

- **Many Faces of Markham, Saturday, April 27th, 2019: "EVERYONE WELCOME: Empowering Markham students as emerging champions in Equity"**

- Rina gave an update on the Many Faces of Markham event. We received a first-time inquiry of whether performances could be submitted for the event – we said yes and gave a cut off date. We are still looking for a restaurant to provide the pizza for the charity lunch supporting Yellow Brick House. The poster advertisement was shown to the RRC. The website is being revamped and will be back up once all the updates have been made.

- **Black History Month Community Event**

- We are having difficulties in finding a speaker for the event – having a stipend for a speaker will help to find a speaker. The committee moved and approved using up to \$200 as an honorarium from the City of Markham to pay for a speaker at the event. Andrew will contact City staff about the process of receiving the honorarium, as this is usually a committee Councillor responsibility. This will be a 4-person panel discussion that delves deeper into topics than other Black History Month events being held in the community. The Markham Public Library will be supporting us and promoting the event once we our event has been firmed up and we have the materials from corporate

communications. The event will be held at the Aaniin or Markham Village Community Centre – to be confirmed.

○ **Approval of using up to \$200 as honorarium from the City of Markham**

Moved by Maggie Quirt
 Seconded by Edward Choi

To use up to \$200 as honorarium from the City of Markham to pay for a Speaker at the Black History Month Community Event.

Carried

- On February 25th, 2019, the Markham Public Library will be holding a screening of the short National Film Board of Canada documentary “Journey to Justice” After the film, a discussion framed by the film will be held and facilitated by the RRC. Josie is facilitating as the past Chair of RRC and Andrew will be assisting with the Q&A of the discussion.
- **International Day for Elimination of Racism, Thursday, March 21st, 2019**
2019 Theme: Mitigating and countering rising nationalist populism and extreme supremacist ideologies
- In conjunction with the International Day for Elimination of Racism, a contest through social media, like Instagram, with the use of hashtags, would be a good way to promote and garner interest and discussion for the International Day for Elimination of Racism. The contest can ask people for ideas on how we can eliminate racism. RRC will solidify plans on how to reach the community at large and how online vs. offline the contest should be so that it is inclusive for anyone that would like to participate.

Markham Inclusion Charter

- The Markham Inclusion Charter is binding for Markham Council and Staff and encouraged for the Community to also follow. The Inclusion Charter is more general and rhetorical and not a practical guide. Markham Inclusion Charter can be promoted in conjunction with Canadian Multiculturalism Day.

Bystander Intervention

- RRC members to share any materials or programs on bystander intervention that have practical ideas and guidelines that can be reviewed by the committee. The goal would be to have this information accessible to everyone in our community.
- **Deferred Business**
 - Canadian Multiculturalism Day, Thursday 27 June 2019
 - Everyone Welcome rally @ City Hall lawn, Sunday 28 July 2019
 - Bystander intervention/Responding to alt-right

Race Relations Committee
February 4, 2019
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6. Next Meeting Date

The next meeting of the Race Relations Committee will be held on Monday, March 4, 2019 at 7:00 pm in the Ontario Room.

7. Adjournment

Moved by Rina George-Alexander
Seconded by Edward Choi

The Race Relations Committee adjourned at 8:52 PM.

Carried



RACE RELATIONS COMMITTEE FOR THE CITY OF MARKHAM
Ontario Room, Markham Civic Centre
March 4th, 2019

MINUTES

<p>Attendance:</p> <p><u>Committee</u> Andrew Yu, Chair Edward Choi Harmony Law Joe Li, <i>Regional Councillor</i></p> <p><u>Staff</u> Anna Lee, <i>Committee Co-ordinator</i></p>	<p><u>Regrets</u> Devendra Mishra Faiz Mohyuddin Herleen Sayal Sujane Kandasamy Arul Rajasingam Maggie Quirt Nayani Nandakumar Rina George-Alexander Sabat Ismail Surinder Razdan</p> <p><u>Staff</u> Cheryl McConney-Wilson, <i>Diversity Specialist</i></p>
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The Race Relations Committee convened at 7:10PM without quorum and with Andrew Yu presiding as Chair.

1. Chair's Opening Remarks

- **Georgina Island First Nations - Sustainable Housing Summer Camp**
- Georgina Island First Nations is holding a summer camp for youths, specifically young women, on how to build sustainable housing. Please let Andrew Yu know if you would like to receive more information about this summer camp. As well, if you or anyone you know can assist with providing building materials to this program, please contact Andrew Yu.

2. Race Relations Business

- **Black History Month – Discussion Panel Community Event**
- The Black History Month discussion panel community event that we were working on did not take place. We were unable to secure the appropriate speakers for the event as they were already committed. We appreciate the efforts of everyone involved to secure a space and honorarium. We hope to try again next year to hold this event.

Race Relations Committee

March 4, 2019

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- **Community Virtual Feedback Session: International Day for Elimination of Racism, Thursday 21 March 2019**
 - A total of five questions will be posted on City of Markham's social media (Facebook, Instagram and Twitter). One question will be posted each day for five days (March 21st – 25th). The questions will also be printed in the Markham Economist & Sun newspaper for those that do not have social media access. Corporate Communications will anonymize the submissions for privacy before they are given to the Race Relations Committee for final review. Andrew Yu and Maggie Quirt will be on the sub-committee to review the entries, focusing on recurring themes and actionable items. The Race Relations Committee would like to have a report that can be presented to City Council.
- **National Indigenous Peoples Day – Friday, June 21, 2019**
 - The Black History Month discussion panel community event that we were working on did not take place. We were unable to secure the appropriate speakers for the event as they were already committed. We appreciate the efforts of everyone involved to secure a space and honorarium. We hope to try again next year to hold this event.
- **Many Faces of Markham, Saturday 27 April 2019: "EVERYONE WELCOME: Empowering Markham students as emerging champions in Equity"**
 - Judging submissions will take place on Sunday, March 17th, 2019, at 1PM. Judging performance submissions will take place on Sunday, April 7th, 2019.
 - Andrew will provide the City of Markham with preferred volunteer profiles and the aim for a diverse group of volunteers for this event. The sub-committee will meet with the volunteers before the event to give direction and guidance for the actual day of the event.
 - The committee was unable to secure a pizza place for sponsoring the charity lunch at the event. Sponsorships go through headquarters for franchise restaurants and they are usually looking for more commercial opportunities than what we could provide. Yellow Brick House will still be allocated booth space at the event.
 - The all-day event may be separated with the morning oriented towards the high school aged students and the afternoon sessions to be focused more on the younger students. This would allow us to cater the topics and discussions to be more age-appropriate.
- **Deferred Business**
 - Canadian Multiculturalism Day, Thursday, June 27, 2019
 - Everyone Welcome rally @ City Hall lawn, Sunday, July 28, 2019
 - Bystander intervention/Responding to alt-right

3. Next Meeting Date

The next meeting of the Race Relations Committee will be held on Monday, April 1, 2019 at 7:00 pm in the Ontario Room.

4. Adjournment

The Race Relations Committee adjourned at 8:30 PM.

Carried



RACE RELATIONS COMMITTEE FOR THE CITY OF MARKHAM

Ontario Room, Markham Civic Centre

April 1st, 2019

MINUTES

<p>Attendance:</p> <p><u>Committee</u> Andrew Yu, Chair Arul Rajasingam Edward Choi Faiz Mohyuddin Harmony Law Maggie Quirt Nayani Nandakumar</p> <p><u>Staff</u> Anna Lee, <i>Committee Co-ordinator</i></p>	<p><u>Regrets</u> Devendra Mishra Herleen Sayal Sujane Kandasamy Rina George-Alexander Sabat Ismail Surinder Razdan Joe Li, <i>Regional Councillor</i></p> <p><u>Staff</u> Cheryl McConney-Wilson, <i>Diversity Specialist</i></p>
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The Race Relations Committee convened at 7:05PM without quorum and with Andrew Yu presiding as Chair.

1. Chair's Opening Remarks

- We may have a Markham City Corporate Communications Staff member joining our May meeting for brainstorming on ideas and events. We can take what they can provide as support into consideration when we are thinking of ideas and events.
- **New RRC Councillors**
 Markham City is revamping some of the committees and they will be appointing councillors to the committees after the revamp. This could delay the appointment of City Councillors until September. We are receiving support from the Markham City Staff even though we don't officially have appointed Committee Councillors.

2. Race Relations Business

- **Many Faces of Markham, Saturday 27 April 2019: "EVERYONE WELCOME: Empowering Markham students as emerging champions in Equity"**
- Judging of entries was held on Sunday, March 31st, 2019. Entries were diverse in all categories (art, writing and video submissions) and there were submissions from private

Race Relations Committee

April 1, 2019

Page 2 of 3

and public schools. We did not hold performance auditions as the submissions were accepted as is and there are enough time slots to have everyone perform.

- Curriculums are prepared before the school year and therefore the packages sent out need to contain information on how teachers can connect the curriculum with submissions.
 - Volunteer orientation for the event is being held on Sunday, April 14th, 2019 in the York room from 2PM-5PM. We are using the Markham City database to reach out to volunteers for the event; City Staff will also be assisting in the process and the event. Please attend the event, even if you cannot attend the volunteer orientation session as committee member volunteers are needed during the actual event. The subcommittee members will be occupied on stage, all day, so we would like to have all the committee members present for assistance. If you would like to be a volunteer coordinator, you will have to attend the volunteer orientation session.
 - The City of Markham is holding the Alex Chiu Pool Dedication ceremony on the same day as Many Faces of Markham from 2:15PM-4PM. The Mayor and Members of Council will be in attendance for the Alex Chiu Pool Dedication, causing schedule conflict with Many Faces of Markham. We will have a City Council Member at our event at all times as the Councillors will attend at different times.
- **Community Virtual Feedback Session: International Day for Elimination of Racism, Thursday 21 March 2019**
 - Andrew Yu and Maggie Quirt will hold a feedback session subcommittee for the social media engagement event. We would like to express our thanks to City Staff for assisting us in receiving a \$500 budget to promote the social media engagement posts. This will help us in increasing visibility on social media as organic reach tends to be low and paying for posts to be pushed out will increase visibility.
 - We will be posting on Facebook and Instagram, but not Twitter as it is not an ideal forum for our purposes. Facebook and Instagram also have wider demographic reach and engagement from all generations. We will have data on how many people the posts reached and reactions we received on both Facebook and Instagram. We did not print in newspapers (Markham Economist and Sun). The staff received positive comments and feedback from the posts and this experience helps us learn ways to make this better next time.
 - **Bystander Intervention**
 - Andrew Yu discussed this topic with Cheryl McConney-Wilson, *Diversity Specialist*. Cheryl will be researching this subject as a level of liability and professionalism is required, since it is a sensitive topic. Cheryl, as a City of Markham staff can begin the initial research and package.
 - **Deferred Business**
 - National Indigenous Peoples Day, Friday, June 21st, 2019
 - Canadian Multiculturalism Day, Thursday, June 27, 2019
 - Everyone Welcome rally @ City Hall lawn, Sunday, July 28, 2019
 - Bystander intervention/Responding to alt-right

Race Relations Committee

April 1, 2019

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3. Next Meeting Date

The next meeting of the Race Relations Committee will be held on Monday, May 6, 2019 at 7:00 pm in the Ontario Room.

4. Adjournment

The Race Relations Committee adjourned at 8:40PM.

Senior's Hall of Fame Awards Committee

April 10, 2019

York Room

11:00 am

Attendance

Members: Yash Kapur, Chair, Councillor Amanda Collucci, Javaid Khan, Ardy Reid, George George, Lily Liu, Pearl Mantell, and Alice Chau

Staff: Andrea Berry, and Laura Gold, Council/Committee Coordinator

Regrets: Gail Leet

Item	Discussion	Action
1. Call to Order	The Senior's Hall of Fame Awards Committee convened at 11:00 am with Yash Kapur presiding as Chair.	
2. Event Planning and Undertaking	<p><u>Location of Event</u> The Committee discussed whether the event should be held at Markham Theatre or in the Council Chambers. After discussing the pros and cons of holding the event at each location the Committee agreed to hold the event in the Council Chamber, as it is more of an intimate venue.</p> <p><u>Date of Event</u> The event will now be held on October 3, 2019, as the Mayor is not available on October 1, 2019.</p> <p><u>Timelines</u> The following timelines were agreed to:</p> <ul style="list-style-type: none"> September 6 – submission deadline; September 9 – creation of nomination package; September 11 – judging of nominations. <p><u>Nomination Form</u> Andrew Berry, Senior Manager of Corporate Communication & Community Engagement circulated two different versions of the 2019 nomination form for the Committee's feedback.</p> <p>The Committee suggested the following changes to the nomination form:</p> <ul style="list-style-type: none"> Emphasize the submission should be 2 page resume style; 	

Senior's Hall of Fame Awards Committee

April 10, 2019

Page 2 of 3

Item	Discussion	Action
	<ul style="list-style-type: none"> • Add that volunteering needs to be completed in Markham. <p>The Committee selected the version of the nomination form with the purple background.</p> <p>Committee briefly discussed if senior's aged 55 should be recognized under this award. After some discussion, the Committee agree to keep the minimum age to be recognized at 60.</p> <p>The Committee also agreed not translate the form into Chinese again this year (note: the form was not translated into Chinese for the first time in 2018).</p> <p>It was agreed that Committee Members should not be permitted to sign the nomination form as the nominator.</p> <p><u>Website</u> Andrea Berry will update the website to reflect the 2019 award information.</p> <p><u>Criteria to Review Nominations</u> The Committee agreed it should use the same criteria as in previous years to review the nominations, some simple modification may still be made to the criteria at a later date.</p> <p><u>Keynote Speaker</u> The Committee was requested to think about who it would like to ask to be the keynote speaker at this year's award ceremony.</p> <p><u>Winners</u> The winners will continue to have 2 minutes each to speak at the award ceremony.</p> <p>The Committee briefly discussed whether the Senior's Hall of Fame winners should be told the award they won prior to the event to ensure they are in attendance at the event, and so they can invite the guests they would like in attendance when they receiving the award. No decision was made on this matter.</p>	<p>Update the website to reflect the 2019 award information – Andrea Berry</p> <p>Think about who you would like to speak as a keynote speaker at the event - Committee</p>

Senior's Hall of Fame Awards Committee

April 10, 2019

Page 3 of 3

Item	Discussion	Action
3. New Business	There was no new business.	
4. Next Meeting Date	The next meeting of the Senior's Hall of Fame Awards Committee will be held on May 8, 2019.	
5. Adjournment	The Senior's Hall of Fame Awards Committee adjourned at 11:48 am.	



Report to: General Committee

Meeting Date: May 21, 2019

SUBJECT: Staff Awarded Contracts for April 2019
PREPARED BY: Alex Moore, Ext. 4711

RECOMMENDATION:

1. THAT the report entitled "Staff Awarded Contracts for the Month of April 2019" be received; and
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution

PURPOSE:

Pursuant to Part III section 15 of the Procurement Bylaw (No. 2017-8), passed by Council on March 21, 2017, a report shall be submitted to Council on a monthly basis to advise of awarded contracts greater than \$50,000.

This report advises Council of all contracts, awarded by the Chief Administrative Officer or Commissioners, or Directors with a total cost exceeding \$50,000 for the month of April 2019.

BACKGROUND:

The Procurement By-Law delegates authority to staff to award contracts if the contract award meets specific criteria. The following chart outlines the contract award approval authority:

Dollar threshold	Within Criteria*	Outside Criteria*
\$50,000 or greater, but less than \$100,000	Director	Commissioner
\$100,000 or greater, but less than \$350,000	Commissioner	CAO
\$350,000 or greater	CAO	Council

* If one (1) of the below noted criteria is not met then the contract award is identified as outside criteria and the approval authority.

- The Contract Award is to the lowest priced or highest ranked (as applicable), compliant Bidder.
- The expenses relating to the goods/ services being procured are included in the budget (Operating/Capital).
- The Contract Award is within the approved budget.
- The term of the Contract is for a maximum of four (4) years.
- There is no litigation between the Successful Bidder and the City at the time of Contract Award.
- There is no disqualified Bidder (which disqualified Bidder is also the lowest priced or highest ranked Bidder (as applicable) pursuant to the Quotation process) at the time of Contract Award.

RECOMMENDED BY:

Joel Lustig, Treasurer

Trinela Cane,
 Commissioner, Corporate Services

Staff Awarded Contracts for the Month of April 2019

Number	BMFT Objective	Description	Award Details	Commission
1	Engaged, Diverse and Thriving City	065-T-19: Cornell Neighbourhood Park and Woodlot - Construction	Lowest Priced Bidder	DS
2	Safe & Sustainable Community	014-T-19 Supply, Install and Warranty of 724 various Trees	Lowest Priced Bidder	C&FS
3	Safe & Sustainable Community	015-T-19 Tree Stumping	Lowest Priced Bidder	C&FS
4	Safe & Sustainable Community	054-T-19 - Rehabilitation of Two Culverts	Lowest Priced Bidder	C&FS
5	Safe & Sustainable Community	019-S-19 Recycling Depot Staffing	Non-Competitive Bidder	C&FS
6	Safe & Sustainable Community	068-S-19 Smart Commute Program for Markham - Richmond Hill	Non-Competitive Bidder	DS
7	Safe & Sustainable Community	036-Q-19 Supply and Delivery of Pool Chemicals	Lowest Priced Bidder	C&FS
8	Stewardship of Money and Resources	133-R-12 Labour and Employment Law Legal Services - Contract Extension	Non-Competitive Bidder	CAO
9	Stewardship of Money and Resources	047-T-19 Audio Consoles & Microphone Replacement for the Flato Markham Theatre	Lowest Priced Bidder	DS

#1

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	065-T-19: Cornell Neighbourhood Park and Woodlot - Construction
Date:	April 15, 2019

BID INFORMATION

Bid closed on	April 11, 2019
Number picking up document	18
Number responding to bid	11

BACKGROUND

The scope of work consists of the following: temporary construction fencing, site preparation and grading of site, top soiling of site, planting and sodding, concrete curbs, asphalt paving /walkways, lighting and electrical service, site furnishings, playground equipment, shade structure and dog park. The tender specified that the contractor will complete this park by June 2020.

RECOMMENDATION

Recommended bidder	Loc Pave Construction Limited (lowest priced bidder)	
Current budget available	\$ 996,800.00	081-5350-19026-005 "Cornell Neighbourhood Park and Woodlot – Construction"
Less cost of award	\$ 837,179.52 <u>\$ 58,602.57</u> \$ 895,782.09	Construction Contingency (7%) Total (Inclusive of HST)
	<u>\$ 80,620.39</u> \$ 976,402.47	Internal Management Fee @ 9% Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 20,397.53	*

*The remaining budget in the amount of \$20,397.53 will be returned to the original funding source.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The incremental operating budget impact is \$24,513 which will be included in the 2020 Operating budget, subject to Council approval. The Operations Department has reviewed the project and the future maintenance requirements. Future requirements for Cornell Neighbourhood Park and Woodlot includes grass cutting, litter pick-up, garbage disposal and inspections.

The estimated life cycle impact is \$716,626 over the next 25 years. Staff will update the Life Cycle Reserve Study at the next update to incorporate the various components of the park.

ENVIRONMENTAL CONSIDERATIONS

Included Specification Section 01561 – Environmental Protection in the contract documents in order to meet or exceed regulatory environmental procedures during construction:

- Park grading is designed to minimize the amount of import and/or export of soils;
- Plant materials (i.e. shrubs and trees are non-invasive and many of which are native species).

#2

**STAFF AWARD REPORT**

To:	Brenda Librecz, Commissioner – Community & Fire Services
Award:	014-T-19 Supply, Install and Warranty of 724 various Trees
Date:	March 28, 2019

BID INFORMATION

Bid closed on	March 8, 2019
Number picking up bid document	9
Number responding to bid	8

RECOMMENDATION

Recommended bidder	Salivan Landscape Ltd. (lowest priced bidder)	
Current budget available	\$280,000.00	700-101-5399-19199 Replacement/New Boulevard/Park Trees
Less cost of award	\$251,586.34	Total Cost of Award
Budget remaining after this award	\$ 28,413.66	*

* There is currently a backlog of 1,271 vacant tree sites (724 of the 1,271 sites will be addressed through this award), due to favourable pricing, the remaining budget in the amount of \$28,413.66 will be used to plant additional trees.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and the Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

Trees produce oxygen and remove carbon dioxide and contaminants from the air. Additionally, they provide habitat for birds and other wildlife.

#3

**STAFF AWARD REPORT**

To:	Brenda Librecz, Commissioner, Community & Fire Services
Award:	015-T-19 Tree Stumping
Date:	March 19, 2019

BID INFORMATION

Bid closed on	March 12, 2019
Number picking up bid document	14
Number responding to bid	12

RECOMMENDATION

Recommended bidder	MapleGreen Tree Services Inc. (lowest priced bidder)	
Current budget available	\$105,000.00	700-101-5399-19199 Replacement / New Boulevard / Park Trees
Less cost of award	\$ 68,980.05	2019 – Year 1 (Inclusive of HST)
	\$ 68,980.05	2020 – Year 2 (Inclusive of HST)*
	\$ 68,980.05	2021 – Year 3 (Inclusive of HST)*
	<u>\$ 68,980.05</u>	2022 – Year 4 (Inclusive of HST)*
	\$280,086.60	Total Cost of Award
Budget remaining after this award	\$ 36,019.95	**

* The contract term is for one year with an option to renew for three additional one-year periods. The price will remain fixed for the first two years. The remaining two years will be subject to an annual price increase based on the Consumer Price Index for All Items Canada for the twelve month period ending September 30 in the applicable year. Years 2-4 are subject to Council approval of the 2020-2022 budgets.

Note: The award amount is based on stump grinding approximately 1,100 stumps.

** There are currently 1,410 outstanding stumps in the City (1,100 of the 1,410 stumps will be addressed through this award), due to favourable pricing the remaining budget in the amount of \$36,019.95 will be used for additional tree stumping.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental impact to the operating budget and Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

Tree stump removal in order to replant in locations where trees have previously been removed is a vital component to tree canopy revitalization in the City of Markham. As the City continues to regain lost canopy from EAB and look towards canopy growth, an aggressive growth mandate can only be achieved with a focus on tree replacement.

#4

**STAFF AWARD REPORT**

To:	Brenda Librecz, Commissioner, Community & Fire Services
Award:	054-T-19 - Rehabilitation of Two (2) Culverts
Date:	April 17, 2019

BID INFORMATION

Bid closed on	April 2, 2019
Number picking up document	12
Number responding to bid	7

BACKGROUND

The rehabilitation of two (2) culverts (C016 & C046). This project will be completed by November 30, 2019.

RECOMMENDATION

Recommended bidder	A2Z Civil 2608558 Ontario Limited (lowest priced bidder)	
Current budget available	\$259,332.79	058-6150-18266-005 Culverts Rehabilitation
Less cost of award	\$233,738.65	Cost of Award (Incl. of HST)
	<u>\$ 23,373.86</u>	Contingency (10%)
	\$257,112.51	Total Award Inclusive of HST
Budget remaining	\$ 2,220.28	*

*The remaining balance of \$2,220.28 will be returned to the original funding source.

OPERATING BUDGET AND LIFECYCLE IMPACT

The 2019 Life Cycle Reserve Study includes \$1.34 M for the replacement/ rehabilitation of the two (2) culverts over the next 25 years until 2044. There is no incremental operating budget impact.

ENVIRONMENTAL CONSIDERATIONS

The construction timing will be between after July 1st in order to comply with TRCA/MNRF fisheries time window.

#5

**STAFF AWARD REPORT****Page 1 of 2**

To:	Andy Taylor, Chief Administrative Officer
Re:	019-S-19 Recycling Depot Staffing
Date:	February 20, 2019
Prepared by:	Claudia Marsales, Senior Manager, Waste Management & Environmental Management Ext. 3560 Tony Casale, Senior Construction Buyer Ext. 3190

PURPOSE/BACKGROUND

To obtain approval to extend the contract for recycling depot staffing from May 1, 2019 to December 31, 2020 at the following depots:

- Thornhill
- Markham Village
- Unionville
- Milliken

The scope of work includes:

- Receiving recyclables, textiles and household goods from City of Markham residents;
- Selling and replacing green bins, blue bins, kitchen catchers and recycling bags;
- Reporting of all sales, visitor data, supply requests, equipment issues and any health & safety-related issues;
- Basic site maintenance (i.e. shoveling, sweeping, salting, tidying, organizing, etc.);
- Scheduling, managing and payroll of staff for the operation of the four recycling depots.

RECOMMENDATION

Recommended bidder	The Recycle People Corp. (Non-Competitive Procurement)	
Current budget available	\$109,627.00	Various accounts (See Financial Considerations)
Less cost of award	\$109,626.00	May 1, 2019 – December 31, 2019 (Incl. of HST)
	<u>\$168,133.88</u>	January 1, 2020 – December 31, 2020* (Incl. of HST)
	\$277,759.93	Cost of Award
Budget remaining after this award	\$ 0.00	

*The 2019 Operating Budget has been adjusted to reflect the contract award, subject to Council approval of the 2019 and 2020 operating budgets.

Staff further recommends:

That the City's tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11.1, item (b) which states "where there is only one source of supply for the goods to be purchased" and (c) "when the extension of an existing Contract would prove more cost-effective or beneficial;

OPTIONS/DISCUSSIONS

The 2017 bankruptcy of Goodwill's GTA operations had a direct impact on Markham's recycling depot operations. Prior to the bankruptcy, Goodwill provided staffing support at both the Markham and Thornhill Depots. The bankruptcy resulted in an unanticipated increase in both staffing costs and service requirements. In 2017-18, Waste Management staff conducted an extensive operational and customer service review of Markham's four recycling depots, which resulted in recommending a fully outsourced business model to improve cost efficiencies and customer service.

Currently, Markham's four recycling depots use a combination of permanent part-time, contract part-time City staff, and an outsourced vendor. The outsourced vendor operates at the Thornhill Recycling Depot location and through this report; Staff are recommending the operations of all four depots be 100% outsourced to the Recycle People Corp.

019-S-19 Recycling Depot Staffing**Page 2 of 2**

As outlined below, Staff have identified a number of benefits an outsourced vendor has in comparison to City staff:

- Reduced administration of depot staff (i.e. scheduling, payroll, supervision)
- Reduced human resource administrative requirements (i.e. mediating staff disputes, training) and future liabilities
- More flexibility in staffing hours
- Reduced Workers Compensation Benefits liabilities/risk
- Addresses difficulty in attracting/retaining staff

Recycle People Corp. have a strong understanding of the City's requirements and are familiar with the expected service levels at the recycling depots. As well, Staff conducted a cost benefit analysis, which supported this recommendation. The Recycle People Corp. have also exhibited full comprehension of the City's Health & Safety policies and procedures and currently hold an exemplary safety record.

Additionally, they offer the most efficient method to transition to a fully contracted-out model. Other potential contractors would require additional time and resources to become fully acquainted with the prescribed scope of work, which would potentially result in higher costs to the City. Moreover, Staff are unaware of any other vendor, which provides this type of specialized service.

Since Recycle People Corp. are increasing their contract value from one location to four locations, Staff leveraged the volume increase and negotiated a decrease in the hourly rate from \$25.44/hour to \$21.37/hour.

In addition, the contract will shift staffing levels to be assigned during peak hours and eliminate hours where there is low traffic volume. By restructuring the depot hours and staff levels, there is a nominal impact to the 2019 Operating Budget which has been adjusted as part of the 2019 Operating Budget process.

FINANCIAL CONSIDERATIONS

Account Name	Account #	2019 Budget	Balance Available for this Award	Cost of Award	Budget Remaining
Thor Drop-off Centre Contracted Services	770 4735399	50,206	29,447	29,447	-
Mill Drop-off Centre Contracted Services	770 4725399	4,488	4,488	4,488	-
UNV Drop-off Centre Contracted Services	770 4715399	24,276	24,276	24,276	-
Mkm Drop-off Centre Contracted Services	770 4705399	53,787	51,415	51,415	-
Totals:		132,757	109,626	109,626	-

OPERATING BUDGET AND LIFECYCLE IMPACT

The 2019 Operating Budget has been adjusted to reflect the contract award. There is no incremental impact to the Life Cycle Reserve Study.

ENVIRONMENTAL CONSIDERATIONS

The recycling depot program decreases landfill waste and slows the rate of resource depletion and pollution.

#6

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Award:	068-S-19 Smart Commute Program for Markham - Richmond Hill
Date:	March 21, 2019

BACKGROUND

The program provides commuter options and travel demand management programs/services to businesses in the City of Markham under the Smart Commute Markham, Richmond Hill Transportation Management Association (TMA) banner.

RECOMMENDATION

Recommended bidder	Smart Commute Markham – Richmond Hill (Non-Competitive Procurement)	
Current budget Available	\$ 76,300	19045 Smart Commute Markham-Richmond Hill
Less cost of award	\$ 76,300	Inclusive of HST
Budget remaining after this award	\$ 0.00	

Staff further recommends:

THAT the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11.1 Non Competitive Procurement, item 1 (c) which states, “when the extension of an existing contract would prove more cost-effective or beneficial;”

OPERATING BUDGET AND LIFE CYCLE IMPACT

N/A

ENVIRONMENTAL CONSIDERATIONS

The services encourage local businesses and employees to use alternative travel modes, which supports Markham’s sustainability goals.



#7

STAFF AWARD REPORT

To:	Andy Taylor, Chief Administrative Officer
Re:	036-Q-19 Supply and Delivery of Pool Chemicals
Date:	March 13, 2019

BID INFORMATION

Bids closed on	March 13, 2019
Number picking up bid documents	9
Number responding to bid	3

PART A: RECOMMENDATION – 10 Core Pool Chemicals

Recommended bidder	Water & Ice North America Inc. (lowest priced bidder)	
Current budget available for this item	\$ 41,000.00	Various Operating Accounts
Less cost of award	\$ 35,231.85	April 1, 2019 – March 31, 2020*
	\$ 35,231.85	April 1, 2020 – March 31, 2021*
	\$ 35,231.85	April 1, 2021 – March 31, 2022**
	\$ 35,231.85	April 1, 2022 – March 31, 2023**
	<u>\$ 35,231.85</u>	April 1, 2023 – March 31, 2024**
	\$176,159.25	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$ 5,768.15	***

PART B: RECOMMENDATION - Sodium Hypochlorite 12% (Chlorine)

Recommended bidder	Lavo Inc. (lowest priced bidder)	
Current budget available	\$78,000.00	Various Operating Accounts
Less cost of award	\$71,232.00	April 1, 2019 – March 31, 2020*
	\$71,232.00	April 1, 2020 – March 31, 2021*
	\$71,232.00	April 1, 2021 – March 31, 2022**
	\$71,232.00	April 1, 2022 – March 31, 2023**
	<u>\$71,232.00</u>	April 1, 2023 – March 31, 2024**
	\$319,800.00	Total Cost of Award (Inclusive of HST)
Budget remaining after this award	\$6,768.00	***

* The term of the contract is for two (2) years commencing on April 1, 2019 and ending on March 31, 2021 with the option to renew for three (3) additional one-year periods subject to Council's approval of the 2020-2024 operating budgets. Prices are firm fixed for the first two years.

** The remaining three (3) years will be subject to an annual price increase based on the Consumer Price Index for All Items Canada for the twelve (12) month period ending September 30 in the applicable year.

***The remaining budget will generate a favourable variance that will be included as part of the 2019 results of operations and will be addressed as part of the 2020 operating budget.

OPERATING BUDGET AND LIFE CYCLE IMPACT

The operating budget will be reduced accordingly as part of the 2020 operating budget process. There is no incremental life cycle impact.

ENVIRONMENTAL CONSIDERATIONS

N/A

#8

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Re:	133-R-12 Contract Extension Labour and Employment Law Legal Services
Date:	April 04, 2019
Prepared by:	Catherine Conrad, City Solicitor & Acting Director Human Resources, Ext. 4737 Rosemarie Patano, Senior Construction Buyer, Ext 2990

PURPOSE/BACKGROUND

To obtain approval to extend the contracts for nine months each for the Labour and Employment Law Legal Services, on an as required basis at the same rate as the current contract.

RECOMMENDATION

Recommended bidder	Hicks Morley Hamilton Stewart Storie B&S and Filion Wakely Thorup Angeletti LLP (Non-Competitive Procurement)	
Current budget available	\$54,530.58	# 200-998-5620 "Labour and Employment Consulting Service"
Less cost of award	\$54,530.58	(Inclusive of HST) *
Budget remaining after this award	\$ 0.00	

*NOTE: the City split this contract between both firms with all labour law work being assigned to Hicks Morley and the majority of general employment law work assigned to Filion Wakely. This arrangement would continue to provide the City with the expertise required at the best value.

Staff further recommends:

THAT the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11.1 Non Competitive Procurement, item 1 (c) which states, "when the extension of an existing contract would prove more cost-effective or beneficial;"

OPTIONS / DISCUSSIONS

In 2013, Staff awarded the contract to retain legal firms for the provision of labour and employment law services. With both contracts at end of term (with no further options for renewal), Staff are in the process of developing a new RFP to be released to market. For the interim, continued services are required as it pertains to: employment law and labour relations, with the Ontario Labour Relations Board, Pay Equity Hearing Tribunal, Workers Safety and Insurance Board, and Workers Safety and Insurance Appeals Tribunal. Both incumbents (Hicks Morley Hamilton Stewart Storie B&S and Filion Wakely Thorup Angeletti LLP), have provided the City with excellent services and support.

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental operating budget impact and no life cycle impact.

ENVIRONMENTAL CONSIDERATIONS

N/A

#9

**STAFF AWARD REPORT**

To:	Andy Taylor, Chief Administrative Officer
Re:	047-T-19 Audio Consoles & Microphone Replacement for the Flato Markham Theatre
Date:	April 12, 2019

BACKGROUND

Replacement of 3 audio consoles and 29 microphones based on condition assessment at the Flato Markham Theatre.

BID INFORMATION

Bids closed on	March 29, 2019
Number picking up bid documents	5
Number responding to bid	4

RECOMMENDATION

Recommended bidder	Solotech Inc. (lowest priced bidder)	
Current budget available	\$378,510.00	074-6150-19005-005 (Console and Microphone Replacement)
Less cost of award	\$ 356,796.14 \$ 17,839.81 \$ 374,635.95	Bid Price (Inclusive of HST) Contingency (5%) Total Cost Of Award (Inclusive of HST)
Budget remaining after this award	\$ 3,874.05	*

*The budget remaining of \$3,874.05 will be returned to its original funding source.

OPTIONS/DISCUSSIONS

The existing audio consoles will be traded to the recommended supplier in accordance with Purchasing By-law 2017-8, PART V, Disposal of Personal Property. Proceeds will be posted to account 890-890-9305 (Proceeds from the Sale of Other Fixed Assets).

OPERATING BUDGET AND LIFE CYCLE IMPACT

There is no incremental operating budget impact. There is no incremental life cycle impact.

ENVIRONMENTAL CONSIDERATIONS

N/A



Report to: General Committee

Meeting Date: May 21, 2019

SUBJECT: 2019 March Year-To-Date Review of Operations
PREPARED BY: Sandra Skelcher, Senior Manager, Financial Planning & Reporting
 Matthew Vetere, Manager, Budgeting

RECOMMENDATION:

- 1) THAT the report titled “2019 March Year-To-Date Review of Operations” be received; and,
1. THAT Staff be authorized and directed to do all things necessary to give effect to this resolution.

EXECUTIVE SUMMARY:

Council approved the 2019 annual operating budget of \$395.09M on March 19, 2019 which includes the City’s primary operating budget (including the Library operating budget), Planning & Design operating budget, Engineering operating budget, Building Standards operating budget and Waterworks operating budget.

This report provides an overview of the 2019 March year-to-date operating results comparing actual to budget.

Primary Operating Budget (Appendix 1)

(Includes Library and winter maintenance, excludes Planning & Design, Engineering, Building Standards and Waterworks)

All figures (actual, budget and variance) reflect the year-to-date March results (January 1 to March 31).

<u>(\$ in millions)</u>	<u>YTD March 2019</u>		Variance
	<u>Actual</u>	<u>Budget</u>	<u>fav./(unfav.)</u>
Revenues	\$96.14	\$94.86	\$1.28
Expenses	\$73.04	\$74.31	\$1.27
Surplus excluding winter maintenance	\$23.10	\$20.55	\$2.55
Winter Maintenance	\$8.47	\$7.46	(\$1.01)
Net surplus including winter maintenance	<u>\$14.63</u>	<u>\$13.09</u>	<u>\$1.54</u>

City's Surplus excluding winter maintenance

The major variances are outlined in the chart below:

Revenues	Fav. / (Unfav.)		Expenditures	Fav. / (Unfav.)	
Investment income	\$0.88	M	Salaries & benefits	(\$0.05)	M
Property tax penalty and interest	\$0.17	M	Utilities and Streetlight hydro	\$0.38	M
Theatre, Art Centre and Museum revenue	\$0.14	M	Corporate contingency	\$0.31	M
Recreation services revenue	\$0.13	M	Professional services/ office supplies/ training/ travel	\$0.14	M
Legal fees	\$0.04	M	Operating materials & supplies	\$0.14	M
Federal and Provincial grants	\$0.03	M	Maintenance & repairs	\$0.08	M
Financial administrative fees	(\$0.11)	M	Insurance	\$0.07	M
Other	\$0.00	M	Waste collection	\$0.07	M
			Other	\$0.13	M
Total	\$1.28	M	Total	\$1.27	M

Winter Maintenance

The 2019 actual winter maintenance expenditures at the end of the March totaled \$8.47M against a budget of \$7.46M, resulting in an unfavourable variance of \$1.01M.

Planning & Design (Appendix 3)

Actual (\$0.52M) – Budget \$0.12M = Unfavourable variance (\$0.64M)

Engineering (Appendix 4)

Actual (\$0.16M) – Budget (\$0.70M) = Favourable variance \$0.54M

Building Standards (Appendix 5)

Actual (\$1.08M) – Budget (\$0.91M) = Unfavourable variance (\$0.17M)

Waterworks (Appendix 6)

Actual \$0.96M – Budget \$0.98M = Unfavourable variance (\$0.02M)

Further details are provided on pages 9-12.

PURPOSE:

To report on the year-to-date actual 2019 operating budget results versus the budgeted 2019 operating budget as at March 31, 2019.

BACKGROUND:

Council approved the 2019 annual operating budget of \$395.09M on March 19, 2019 which includes the City's primary operating budget (including the Library operating budget), Planning & Design operating budget, Engineering operating budget, Building Standards operating budget and Waterworks operating budget.

The Planning & Design, Engineering, Building Standards and Waterworks operating budgets are primarily user fee funded, including planning and engineering fees, building

permit fees and water billings. Separate reserves have been established to support the department's day-to-day operations and capital programs.

The year to date operating budget is calendarized based on available current year information, historical spending patterns and trends and future projections. The intent and focus of this report is to communicate actual performance against the annual plan and to highlight variances.

All budgets are monitored on a monthly basis and departments provide details of material variances (actual to budget). The variances are reviewed, substantiated and summarized by the Financial Planning department.

This report provides a variance analysis by:

1. City's primary operating budget by Commission/Department; and
2. City's primary operating budget by major accounts

DISCUSSION:

1. CITY'S PRIMARY OPERATING BUDGET BY COMMISSION/DEPARTMENT

Net results (revenues – expenses) for the three months ended March 31, 2019 by each Commission and Department, summarized by personnel expenditures, non-personnel expenditures and revenues, are provided in Appendices 7 to 12.

The following table is a summary of all commissions year-to-date March results (\$ in millions):

<u>Commission</u>	<u>YTD Mar 2019</u>		<u>Variance</u>
	<u>Actual</u>	<u>Budget</u>	<u>fav./(unfav.)</u>
CAO's Office, Human Resources and Legal	\$1.18	\$1.32	\$0.14
Community & Fire Services (excl. winter maintenance)	\$21.55	\$21.94	\$0.39
Corporate Services	\$5.30	\$5.38	\$0.08
Development Services	\$1.87	\$2.04	\$0.17
Mayor & Council	\$0.78	\$0.82	\$0.04
Corporate Items	(\$53.80)	(\$52.07)	\$1.73
Net Expense/ (Revenue) excl. winter maintenance	(\$23.12)	(\$20.57)	\$2.55

Explanations for variances greater than \$0.05M by each Commission and Department are provided on the following pages.

CAO's Office, Human Resources and Legal Department (Appendix 7)

<u>Department</u>	<u>YTD Mar 2019</u>		Variance
	<u>Actual</u>	<u>Budget</u>	<u>fav./(unfav.)</u>
CAO's Office	\$0.18	\$0.19	\$0.01
Human Resources	\$0.63	\$0.68	\$0.05
Legal	\$0.37	\$0.45	\$0.08
Net Expense	\$1.18	\$1.32	\$0.14

Human Resources (Actual \$0.63M – Budget \$0.68M = Variance \$0.05M)

Favourable variance of \$0.05M is mainly due to a year-to-date average of two temporary net vacancies.

Legal (Actual \$0.37M – Budget \$0.45M = Variance \$0.08M)

Favourable variance of \$0.08M is mainly due to external legal services \$0.05M and higher legal administration fees revenue from development applications \$0.04M.

Community and Fire Services – excluding winter maintenance (Appendix 8)

<u>Department</u>	<u>YTD Mar 2019</u>		Variance
	<u>Actual</u>	<u>Budget</u>	<u>fav./(unfav.)</u>
Operations	\$4.27	\$4.58	\$0.31
Fire Services	\$10.57	\$10.38	(\$0.19)
Library	\$3.86	\$3.94	\$0.08
Recreation Services	\$0.87	\$0.88	\$0.01
Environmental Services	\$0.23	\$0.29	\$0.06
Waste	\$1.70	\$1.80	\$0.10
Commissioner's Office	\$0.05	\$0.07	\$0.02
Net Expense	\$21.55	\$21.94	\$0.39

Operations (Actual \$4.27M – Budget \$4.58M = Variance \$0.31M)

Favourable variance mainly due to a year-to-date average of seven temporary net vacancies \$0.18M, facility and other asset maintenance \$0.07M, streetlight hydro \$0.05M.

Fire Services (Actual \$10.57M – Budget \$10.38M = Variance (\$0.19M))

Unfavourable variance mainly due to full year budgeted salary gapping (\$0.15M) and overtime & shift premiums (\$0.06M) partially offset by operating materials & supplies (e.g. uniforms, program and medical supplies) \$0.04M.

Library (Actual \$3.86M – Budget \$3.94M = Variance \$0.08M)

Favourable variance mainly program registration fee revenue \$0.03M, program expenses and materials \$0.01M and building maintenance \$0.01M.

Environmental Services (Actual \$0.23M – Budget \$0.29M = Variance \$0.06M)
Favourable variance mainly due to a year-to-date average of one temporary net vacancy \$0.05M.

Waste (Actual \$1.70M – Budget \$1.80M = Variance \$0.10M)
Favourable variance mainly due to lower apartment waste collection charges \$0.05M and program expenses \$0.02M.

Corporate Services (Appendix 9)

<u>Department</u>	<u>YTD Mar 2019</u>		Variance
	<u>Actual</u>	<u>Budget</u>	<u>fav./ (unfav.)</u>
Legislative Services & Corporate Communications	\$0.96	\$0.82	(\$0.14)
Financial Services	\$0.94	\$0.97	\$0.03
ITS	\$2.41	\$2.48	\$0.07
Sustainability & Asset Management	\$0.89	\$1.00	\$0.11
Commissioner's Office	\$0.10	\$0.11	\$0.01
Net Expense	\$5.30	\$5.38	\$0.08

Legislative Services & Corporate Communications (Actual \$0.96M – Budget \$0.82M = Variance (\$0.14M))

Unfavourable variance mainly due to corporate sponsorship (\$0.08M) and part-time salaries (\$0.08M) due to additional training and call volume in the Contact Centre related to winter maintenance and program registration.

ITS (Actual \$2.41M – Budget \$2.48M = Variance \$0.07M)

Favourable variance mainly due to a year-to-date average of four temporary net vacancies \$0.10M partially offset by full year salary gapping (\$0.03M).

Sustainability & Asset Management (Actual \$0.89M – Budget \$1.00M = Variance \$0.11M)

Favourable variance mainly due to the timing of the facility maintenance contract payment of \$0.05M and the fluctuations in solar revenue caused by seasonality of \$0.04M.

Development Services (Appendix 10)

<u>Department</u>	<u>YTD Mar 2019</u>		Variance
	<u>Actual</u>	<u>Budget</u>	<u>fav./ (unfav.)</u>
Culture & Economic Development	\$1.20	\$1.29	\$0.09
Traffic Operations	\$0.39	\$0.44	\$0.05
Commissioner's Office	\$0.28	\$0.31	\$0.03
Net Expense	\$1.87	\$2.04	\$0.17

Culture & Economic Development (Actual \$1.20M – Budget \$1.29M = Variance \$0.09M)

Favourable variance mainly due to Theatre ticket sales and sponsorships \$0.11M and Economic Development federal and provincial grants \$0.04M partially offset by related part-time salaries (\$0.05M).

Traffic Operations (Actual \$0.39M – Budget \$0.44M = Variance \$0.05M)

Favourable variance mainly due to a year-to-date average of one temporary net vacancy \$0.03M and professional services (school crossing guard) \$0.01M.

Mayor & Council (Appendix 11)

<u>Department</u>	<u>YTD Mar 2019</u>		<u>Variance</u>
	<u>Actual</u>	<u>Budget</u>	<u>fav./(unfav.)</u>
Mayor & Council	\$0.78	\$0.82	\$0.04
Net Expense	\$0.78	\$0.82	\$0.04

Mayor & Council includes personnel costs for all Members of Council and Councillor assistants, non-personnel costs such as FCM and AMO annual conferences and Councillor discretionary budgets. The YTD variance is mainly due to Councillor discretionary budgets.

Corporate Items (Appendix 12)

<u>Department</u>	<u>YTD Mar 2019</u>		<u>Variance</u>
	<u>Actual</u>	<u>Budget</u>	<u>fav./(unfav.)</u>
Corporate Items	(\$53.80)	(\$52.07)	\$1.73
Net Revenue	(\$53.80)	(\$52.07)	\$1.73

Favourable variance mainly due to higher investment income \$0.88M, lower than budgeted corporate contingency of \$0.31M, utilities and streetlight hydro budgeted savings \$0.21M, property tax penalty and interest \$0.17M, and insurance \$0.07M. As discussed through the 2019 budget process, investment income is anticipated to be favourable at year-end due to a higher Prime Rate which may not be sustainable in future years. Any investment income in excess of the budget (\$11.00M) will be transferred to reserves at year-end.

2. CITY'S PRIMARY OPERATING BUDGET BY MAJOR ACCOUNTS (excl. winter maintenance)

At the end of March, the actual operating results, excluding winter maintenance, against budget netted a favourable variance of \$2.55M and the breakdown is as follows:

REVENUES

At the end of March, revenues totalled \$96.14M against a budget of \$94.86M resulting in a favourable variance of \$1.28M or 101.3% of the year-to-date budget.

<u>Revenues</u>	<u>Actual</u>	<u>Budget</u>	<u>Fav./(Unfav.)</u>
Property Taxation Revenues	\$ 77.26 M	\$ 77.26 M	\$ 0.00 M
General Revenues	\$ 7.66 M	\$ 6.64 M	\$ 1.02 M
User Fees & Service Charges	\$ 9.01 M	\$ 8.57 M	\$ 0.44 M
Grant & Subsidy Revenues	\$ 0.47 M	\$ 0.43 M	\$ 0.04 M
Other Income	\$ 1.74 M	\$ 1.96 M	(\$ 0.22 M)
Net Variance	\$ 96.14 M	\$ 94.86 M	\$ 1.28 M

Property Taxation Revenues (Actual \$77.26M – Budget \$77.26M= Variance \$0.00M)
Property taxation revenue YTD budget includes the property tax levy.

General Revenues (Actual \$7.66M – Budget \$6.64M = Variance \$1.02M)

The general revenues YTD budget of \$6.64M includes investment income (budget \$2.75M), property tax penalty and interest (budget \$1.29M), parking fines (budget \$0.79M) and business, taxi, marriage and other licences (budget \$0.82M).

General revenues also include Alectra interest and dividends (YTD budget \$0.95M) with a corresponding transfer in expenditures to the Life Cycle Replacement and Capital Reserve Fund. At year-end, a net \$1.00M is retained in the Operating Budget from Alectra interest and dividends.

YTD general revenues totaled \$7.66M at the end of March against a YTD budget of \$6.64M. The main drivers for the favourable variance of \$1.02M are investment income of \$0.88M resulting from a higher than budgeted rate of return and property tax penalty and interest \$0.17M. As discussed through the 2019 budget process, investment income is anticipated to be favourable at year-end due to a higher Prime Rate which may not be sustainable in future years. Any investment income in excess of the budget (\$11.00M) will be transferred to reserves at year-end.

User Fees and Service Charges (Actual \$9.01M – Budget \$8.57M= Variance \$0.44M)

The user fees and services charges YTD budget of \$8.57M includes revenues from programs offered by Recreation, Culture Services and Library departments and service fees such as new property tax account set-up fees, ownership change administrative fees and utility permit fees (budget \$5.70M), and facility rentals for arenas, pools, gym and halls (budget \$2.75M).

User fees and service charges were favourable by \$0.44M, the main drivers of which were higher Theatre ticket sales and sponsorships \$0.11M, Recreation facility rental revenues \$0.11M, timing of property rental revenue \$0.09M, and legal administration fees revenue from development applications \$0.04M.

Grants & Subsidy Revenues (Actual \$0.47M – Budget \$0.43M = Variance \$0.04M)
The YTD budget includes Provincial and Federal grants of \$0.43M. The favourable variance of \$0.04M resulted from the receipt of one-time federal and provincial grants.

Other Income (Actual \$1.74M – Budget \$1.96M = Variance (\$0.22M))
The unfavourable variance of (\$0.22M) is mainly due to the financial administrative fee on development agreements (\$0.11M) and the loss on USD exchange rates (\$0.11M).

PERSONNEL EXPENDITURES

At the end of March, personnel expenditures were unfavourable by (\$0.05M) or spending of 100.1% of the year-to-date budget.

<u>Personnel</u>	<u>Actual</u>	<u>Budget</u>	<u>Fav./(Unfav.)</u>
Full time net of vacancy backfills and part time salaries	\$ 35.73 M	\$ 35.86 M	\$ 0.13 M
Overtime and other personnel costs	\$ 0.75 M	\$ 0.57 M	(\$ 0.18 M)
Total	\$ 36.48 M	\$ 36.43 M	(\$ 0.05 M)

At the end of March, there were 29 net temporary vacancies resulting in a favourable variance of \$1.02M. This was partially offset by an unfavourable variance in part-time salaries of (\$0.44M) and full year budgeted salary gapping of (\$0.45M) netting a favourable variance of \$0.13M.

Overtime and other personnel costs were unfavourable by (\$0.18M).

NON-PERSONNEL EXPENDITURES

At the end of March, non-personnel expenditures were favourable by \$1.32M or spending of 96.5% of the year-to-date budget.

<u>Non Personnel Items</u>	<u>Actual</u>	<u>Budget</u>	<u>Fav./(Unfav.)</u>
Materials & Supplies	\$ 1.10 M	\$ 1.33 M	\$ 0.23 M
Purchased Services	\$ 9.38 M	\$ 10.17 M	\$ 0.79 M
Transfers to Reserves	\$ 25.66 M	\$ 25.63 M	(\$ 0.03 M)
Other Expenditures	\$ 0.42 M	\$ 0.75 M	\$ 0.33 M
Total	\$ 36.56 M	\$ 37.88 M	\$ 1.32 M

Materials & Supplies (Actual \$1.10M – Budget \$1.33M = Variance \$0.23M)
Materials & supplies YTD budget of \$1.33M includes facility maintenance supplies, uniforms, recreation and other program supplies (budget \$0.66M), vehicle supplies such

as fuel and repair parts (budget \$0.40M), and printing and office supplies (budget \$0.12M).

The favourable variance of \$0.23M is primarily due to operating materials and supplies \$0.14M (e.g. uniforms, equipment and program expenses), fuel (gas and diesel) \$0.04M and botanical supplies \$0.03M.

Purchased Services (Actual \$9.38M – Budget \$10.17M = Variance \$0.79M)

Purchased services YTD budget of \$10.17M includes utilities and streetlight hydro (budget \$2.95M), waste collection (budget \$2.02M), insurance (budget \$1.82M), maintenance & repairs of City assets (budget \$1.43M) and professional services such as Theatre artist/entertainer fees, school crossing guards and external legal services (budget \$0.84M).

Purchased Services were favourable \$0.79M primarily due to:

- \$0.38M favourable in utilities and streetlight hydro due to lower than budgeted rates
- \$0.12M favourable in professional fees, training, and travel (excl. office supplies of \$0.02M which is included under materials & supplies)
- \$0.08M favourable in maintenance and repairs (utility locates, streetlight maintenance)
- \$0.07M favourable in insurance
- \$0.07M favourable in waste collection due to lower apartment collection charges

Transfers to Reserves (Actual \$25.66M – Budget \$25.63M = Variance (\$0.03M))

The majority of funds are transferred to the Life Cycle and Capital Reserve Fund.

Other Expenditures (Actual \$0.42M – Budget \$0.75M = Variance \$0.33M)

Other expenditures YTD budget of \$0.75M includes contingency expense and non-personnel ramp ups \$0.71M. Year to date variance of \$0.33M is mainly due to lower corporate contingency expenditures of \$0.31M.

Winter Maintenance

The 2019 actual winter maintenance expenditures at the end of the March totaled \$8.47M against a budget of \$7.46M, resulting in an unfavourable variance of \$1.01M.

The City's winter maintenance budget includes personnel expenditures, salt and sand purchases as well as five service contracts:

1. Supply and operation of tandem/single combination plow to sand and plow the City's primary road network;
2. Supply and operation of loaders to assist in the snow removal in cul-de-sacs, wide corners and rear lanes;
3. Grader rentals to remove snow on the City's local road networks;
4. Sidewalk snow removal; and
5. Windrow snow clearing services for eligible applicants

The five winter maintenance contracts have a fixed cost component of 37% and variable cost component of 63%. The fixed costs (standby costs) are charged throughout the winter months whether or not services are rendered in order to cover the contractor's capital costs.

The variable costs are based on service hours provided.

The winter maintenance expenditures were unfavourable by \$1.01M as follows:

	<u>Actual</u>	<u>Budget</u>	<u>Variance Fav./(Unfav.)</u>
Sidewalk (per unit of equipment)	380 hrs	260 hrs	(120) hrs \$ (0.68) M
Tandem (per unit of equipment)	241 hrs	180 hrs	(61) hrs \$ (0.31) M
Loader (per unit of equipment)	98 hrs	126 hrs	27 hrs \$ 0.15 M
Grader (per unit of equipment)	99 hrs	133 hrs	35 hrs \$ 0.26 M
Salt & Sand	20,474 tonnes	15,415 tonnes	(5,059) tonnes \$ (0.19) M
Part-time & overtime costs			\$ (0.43) M
Other winter maintenance costs			\$ 0.18 M
Winter maintenance unfavourable variance			\$ (1.01) M

Planning & Design (Appendix 3)

Actual (\$0.52M) – Budget \$0.12M = Unfavourable variance (\$0.64M)

At the end of March, the Planning department had a deficit of (\$0.52M) against a budgeted surplus of \$0.12M. The unfavourable variance of (\$0.64M) was mainly due to lower than budgeted planning and design fees of (\$0.99M) partially offset by lower personnel costs of \$0.33M from a year-to-date average of nine temporary net vacancies.

Engineering (Appendix 4)

Actual (\$0.16M) – Budget (\$0.70M) = Favourable variance \$0.54M

At the end of March, the Engineering Department had a deficit of (\$0.16M) against a budgeted deficit of (\$0.70M). The favourable variance of \$0.54M was mainly due to higher than budgeted Engineering fees.

Building Standards (Appendix 5)

Actual (\$1.08M) – Budget (\$0.91M) = Unfavourable variance (\$0.17M)

At the end of March, the Building Standards department had a deficit of (\$1.08M) against a budgeted deficit of (\$0.91M). The unfavourable variance of (\$0.17M) was mainly due to lower building permit fees than budgeted of (\$0.18M).

Waterworks (Appendix 6)

Actual \$0.96M – Budget \$0.98M = Unfavourable variance (\$0.02M)
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At the end of March, the Waterworks department had a surplus of \$0.96M against a budgeted surplus of \$0.98M. The main drivers for the unfavourable variance of (\$0.02M) were as follows:

- Higher than budgeted purchase of water (\$0.40M) resulting from increased sale of water and higher non-revenue water (NRW) is offset by higher than budgeted sale of water \$0.30M, resulting in net sales and purchase of (\$0.10M). Year-to-date February average actual non-revenue water (NRW) was 12% (NRW budgeted at 11%).
- Lower revenues resulting in an unfavourable variance of (\$0.10M) due primarily to lower water meter installation fees and developer fees for services
- Lower non-personnel costs resulting in a favourable variance of \$0.14M due to lower operating and water, sewer and roadwork materials and supplies costs.

FINANCIAL CONSIDERATIONS:

Staff will continue to monitor the results of Operations each month and provide a year-end projection (including year-end accounting accruals and other adjustments) as part of the June 2019 year-to-date review of operations to be brought forward to General Committee in September 2019.

RECOMMENDED BY:

Joel Lustig
Treasurer

Trinela Cane
Commissioner, Corporate Services

ATTACHMENTS:**[Appendices 1 to 12:](#)**

Appendix 1 – Primary Operating Budget - Financial Results for the Three Months Ended March 31, 2019

Appendix 2 – Library Operating Budget - Financial Results for the Three Months Ended March 31, 2019

Appendix 3 – Planning & Design Operating Budget - Financial Results for the Three Months Ended March 31, 2019

Appendix 4 – Engineering Operating Budget - Financial Results for the Three Months Ended March 31, 2019

Appendix 5 – Building Standards Operating Budget - Financial Results for the Three Months Ended March 31, 2019

Appendix 6 – Waterworks Operating Budget - Financial Results for the Three Months Ended March 31, 2019

Appendix 7 – Variances by Commission and Department for the three months ended March 31, 2019 – CAO's Office, Human Resources and Legal Department

Appendix 8 – Variances by Commission and Department for the three months ended March 31, 2019 – Community and Fire Services

Appendix 9 – Variances by Commission and Department for the three months ended March 31, 2019 – Corporate Services

Appendix 10 – Variances by Commission and Department for the three months ended March 31, 2019 – Development Services

Appendix 11 – Variances by Commission and Department for the three months ended March 31, 2019 – Mayor & Council

Appendix 12 – Variances by Commission and Department for the three months ended March 31, 2019 – Corporate Items

APPENDIX 1

CITY OF MARKHAM
Operating Budget
(Including Library, excluding Planning & Design, Engineering, Waterworks and Building Standards)
Financial Results for the Three Months Ended March 31, 2019
(in millions of dollars)

	2019 Actual	2019 Budget	Variance fav./(unfav.)	Annual Budget	% of YTD Budget
Revenues					
Property Taxation Revenues	77.26	77.26	0.00	161.76	
General Revenues	7.66	6.64	1.02	33.01	
User Fees & Service Charges	9.01	8.57	0.44	30.94	
Grant & Subsidy Revenues	0.47	0.43	0.04	1.96	
Other Income	1.74	1.96	(0.22)	5.23	
Revenues Total	96.14	94.86	1.28	232.90	101.3%
Expenditures					
Salaries & Benefits	36.48	36.43	(0.05)	135.64	
Material & Supplies	1.10	1.33	0.23	5.78	
Purchased Services	9.38	10.17	0.79	41.09	
Transfers to Reserves	25.66	25.63	(0.03)	36.53	
Other Expenditures	0.42	0.75	0.33	3.86	
Expenditures Total	73.04	74.31	1.27	222.90	98.3%
Surplus not including winter maintenance	23.10	20.55	2.55	10.00	
Winter Maintenance Favourable Variance	8.47	7.46	(1.01)	10.00	
Surplus including winter maintenance	14.63	13.09	1.54	0.00	

APPENDIX 2

CITY OF MARKHAM
Library Operating Budget
Financial Results for the Three Months Ended March 31, 2019
(in millions of dollars)

	2019 Actual	2019 Budget	Variance fav./(unfav.)	Annual Budget	% of YTD Budget
Revenues					
User Fees & Services Charges	0.19	0.16	0.03	0.90	
Grant & Subsidy Revenues	0.00	0.00	0.00	0.23	
Revenues Total	0.19	0.16	0.03	1.13	118.8%
Expenditures					
Salaries & Benefits	2.83	2.85	0.02	12.45	
Material & Supplies	0.05	0.05	0.00	0.15	
Purchased Services	1.17	1.20	0.03	1.90	
Other Expenditures	0.00	0.00	0.00	0.01	
Expenditures Total	4.05	4.10	0.05	14.51	98.8%
Deficit	(3.86)	(3.94)	0.08	(13.38)	

APPENDIX 3

CITY OF MARKHAM
Planning & Design Operating Budget
Financial Results for the Three Months Ended March 31, 2019
(in millions of dollars)

	2019 Actual	2019 Budget	Variance fav./(unfav.)	Annual Budget	% of YTD Budget
Revenues					
Planning & Design Fees	1.84	2.83	(0.99)	11.86	
Revenues Total	1.84	2.83	(0.99)	11.86	65.0%
Expenditures					
Salaries & Benefits	1.67	2.00	0.33	7.07	
Material & Supplies	0.01	0.01	0.00	0.04	
Purchased Services	0.68	0.70	0.02	2.68	
Expenditures Total	2.36	2.71	0.35	9.79	87.1%
Surplus/(Deficit) Before Transfer to/(from) Reserve	(0.52)	0.12	(0.64)	2.07	
Transfer To Reserve	0.00	0.00	0.00	2.07	
Surplus/(Deficit) After Transfer to/(from) Reserve	(0.52)	0.12	(0.64)	0.00	

APPENDIX 4

CITY OF MARKHAM
Engineering Operating Budget
Financial Results for the Three Months Ended March 31, 2019
(in millions of dollars)

	2019 Actual	2019 Budget	Variance fav./(unfav.)	Annual Budget	% of YTD Budget
Revenues					
Engineering Fees	2.03	1.59	0.44	8.93	
Revenues Total	2.03	1.59	0.44	8.93	127.7%
Expenditures					
Salaries & Benefits	1.52	1.59	0.07	5.51	
Material & Supplies	0.00	0.01	0.01	0.03	
Purchased Services	0.67	0.69	0.02	2.72	
Expenditures Total	2.20	2.29	0.10	8.26	96.1%
Surplus/(Deficit) Before Transfer to/(from) Reserve	(0.16)	(0.70)	0.54	0.67	
Transfer To Reserve	0.00	0.00	0.00	0.67	
Surplus/(Deficit) After Transfer to/(from) Reserve	(0.16)	0.00	0.00	0.00	

APPENDIX 5

CITY OF MARKHAM
Building Standards Operating Budget
Financial Results for the Three Months Ended March 31, 2019
(in millions of dollars)

	2019 Actual	2019 Budget	Variance fav./(unfav.)	Annual Budget	% of YTD Budget
Revenues					
Building Permits	1.17	1.35	(0.18)	7.92	
Other Revenues	0.02	0.01	0.01	0.03	
Revenues Total	1.19	1.36	(0.17)	7.95	87.5%
Expenditures					
Salaries & Benefits	1.51	1.47	(0.04)	6.23	
Material & Supplies	0.01	0.02	0.01	0.07	
Purchased Services	0.75	0.78	0.03	3.03	
Expenditures Total	2.27	2.27	0.00	9.33	100.0%
Deficit Before Transfer from Reserve	(1.08)	(0.91)	(0.17)	(1.38)	
Transfer from Reserve	0.00	0.00	0.00	(1.38)	
Deficit After Transfer from Reserve	0.00	0.00	0.00	0.00	

APPENDIX 6

CITY OF MARKHAM
Waterworks Operating Budget
Financial Results for the Three Months Ended March 31, 2019
(in millions of dollars)

	2019 Actual	2019 Budget	Variance fav./(unfav.)	Annual Budget	% of YTD Budget
Sales & Purchases of Water					
Water Revenue					
Water & Sewer Billing	28.66	28.36	0.30	130.51	
Water Expenditure					
Contracted Municipal Services	22.17	21.77	(0.40)	101.05	
Net Sales & Purchases of Water	6.49	6.59	(0.10)	29.46	98.5%
Other Revenues Total	0.21	0.31	(0.10)	1.41	67.7%
Other Expenditures					
Salaries & Benefits	2.04	2.08	0.04	7.85	
Non Personnel Expenditures	3.70	3.84	0.14	7.74	
Expenditures Total	5.74	5.92	0.18	15.59	97.0%
Surplus Before Transfer to Reserve	0.96	0.98	(0.02)	15.28	
Transfer To Reserve	0.00	0.00	0.00	15.28	
Surplus After Transfer (To) Reserve	0.00	0.00	0.00	0.00	

APPENDIX 7

CITY OF MARKHAM
Variances by Commission and Department
CAO'S Office, Human Resources and Legal Department
Financial Results for the Three Months Ended March 31, 2019
(in millions of dollars)

Department	Fav./ (Unfav.)			
	Personnel	Non-Personnel	Revenue	Total
CAO'S OFFICE	0.00	0.01	0.00	0.01
HUMAN RESOURCES	0.04	0.01	0.00	0.05
LEGAL DEPT.	(0.01)	0.05	0.04	0.08
Total	0.03	0.07	0.04	0.14

APPENDIX 8

CITY OF MARKHAM
Variances by Commission and Department
Community and Fire Services
Financial Results for the Three Months Ended March 31, 2019
(in millions of dollars)

Department	Fav./ (Unfav.)			
	Personnel	Non-Personnel	Revenue	Total
OPERATIONS	0.05	0.25	0.01	0.31
FIRE SERVICES	(0.27)	0.04	0.04	(0.19)
LIBRARY	0.02	0.03	0.03	0.08
RECREATION SERVICES	(0.13)	0.01	0.13	0.01
ENVIRONMENTAL SERVICES	0.05	0.01	0.00	0.06
WASTE	0.01	0.09	0.00	0.10
COMMISSIONER'S OFFICE	0.01	0.01	0.00	0.02
Total Excl. Winter Maintenance	(0.26)	0.44	0.21	0.39
WINTER MAINTENANCE	0.03	(1.00)	(0.04)	(1.01)
Total	(0.23)	(0.56)	0.17	(0.62)

APPENDIX 9

CITY OF MARKHAM
Variances by Commission and Department
Corporate Services
Financial Results for the Three Months Ended March 31, 2019
(in millions of dollars)

Department	Fav./ (Unfav.)			
	Personnel	Non-Personnel	Revenue	Total
LEGISLATIVE SERVICES & CORPORATE COMMUNICATIONS	(0.09)	0.03	(0.08)	(0.14)
FINANCIAL SERVICES	0.02	0.00	0.01	0.03
ITS DEPARTMENT	0.07	0.00	0.00	0.07
SUSTAINABILITY & ASSET MANAGEMENT	0.01	0.00	0.10	0.11
COMMISSIONER'S OFFICE	0.01	0.00	0.00	0.01
Total	0.02	0.03	0.03	0.08

APPENDIX 10

CITY OF MARKHAM
Variances by Commission and Department
Development Services
Financial Results for the Three Months Ended March 31, 2019
(in millions of dollars)

Department	Fav./ (Unfav.)			
	Personnel	Non-Personnel	Revenue	Total
CULTURE & ECONOMIC DEVELOPMENT	(0.05)	(0.03)	0.17	0.09
TRAFFIC OPERATIONS	0.03	0.02	0.00	0.05
COMMISSIONER'S OFFICE	0.02	0.01	0.00	0.03
Total	0.00	0.00	0.17	0.17

APPENDIX 11

CITY OF MARKHAM
Variances by Commission and Department
Mayor & Council
Financial Results for the Three Months Ended March 31, 2019
(in millions of dollars)

Department	Fav./ (Unfav.)			
	Personnel	Non-Personnel	Revenue	Total
MAYOR & COUNCIL	0.03	0.00	0.01	0.04
Total	0.03	0.00	0.01	0.04

APPENDIX 12

CITY OF MARKHAM
Variances by Commission and Department
Corporate Items
Financial Results for the Three Months Ended March 31, 2019
(in millions of dollars)

Department	Fav./ (Unfav.)			
	Personnel	Non-Personnel	Revenue	Total
CORPORATE ITEMS	0.14	0.78	0.81	1.73
Total	0.14	0.78	0.81	1.73



Report to: General Committee

Meeting Date: May 21, 2019

SUBJECT: 2019 Unionville Business Improvement Area and Markham Village Business Improvement Area Operating Budgets
PREPARED BY: Sandra Skelcher, Senior Manager, Financial Planning and Reporting, ext. 3880

RECOMMENDATION:

- 1) That the report titled “2019 Unionville Business Improvement Area and Markham Village Business Improvement Area Operating Budgets” dated May 21, 2019 be received; and
- 2) That the 2019 Operating Budget in the amount of \$210,999 for the Unionville Business Improvement Area (UBIA) be approved; and
- 3) That the 2019 Operating Budget in the amount of \$331,417 for the Markham Village Business Improvement Area (MBIA) be approved; and
- 4) That the Special Tax Rate levy, in the amount of \$214,221 for the UBIA members and \$239,322 for the MBIA members be included in the 2019 Tax Levy By-law; and
- 5) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

PURPOSE:

To obtain Council approval for the UBIA and MBIA 2019 Operating Budgets.

BACKGROUND:

The Business Improvement Areas (BIAs) are geographical areas encompassing the Main Street of Unionville and the Main Street of Markham. The associations co-ordinate promotion of the businesses within the areas.

The Management Boards for the UBIA and MBIA have approved the 2019 operating expenditure budgets in the amounts of \$210,999 (Exhibit I) and \$331,417 (Exhibit II) on March 7, 2019 and April 18, 2019, respectively.

The majority of funding for the operating budgets of the BIA will be raised by means of a Special Tax Rate applied to commercial and industrial properties within each respective Business Improvement Area boundary.

Each property within the BIA boundary pays a portion of the total levy, based on their proportionate assessment share to the total BIA assessment base. The following example outlines how the Special Tax Rate and the BIA levy for an individual property is calculated. It also illustrates the effects of assessment appeals on the BIA funding:

If an operating budget of \$200,000 is approved and the BIA has a total property assessment base of \$50,000,000 then the Special Tax Rate is calculated to be 0.4% ($\$200,000 \div \$50,000,000$).

A property with an assessment value of \$1,000,000 will have a BIA levy of \$4,000 ($\$1,000,000 \times 0.4\%$).

If the aforementioned property successfully appeals their property assessment and has it reduced to \$750,000 then their BIA levy would also be reduced accordingly to \$3,000 ($\$750,000 \times 0.4\%$). Therefore, the actual funding recovered by the BIA through the levy would be \$1,000 less than budgeted (\$4,000-\$3,000).

Operating Budget Approved	\$200,000	(A)
BIA Total Property Assessment Base	\$50,000,000	(B)
Special Tax Rate	0.4%	(C) = (A) ÷ (B)
Assessment Value of a Property	\$1,000,000	(D)
BIA Tax Levy of the Property	\$4,000	(E) = (D) x (C)
Assessment Value Revised Due to Appeal	\$750,000	(F)
Revised BIA Tax Levy of the Property	\$3,000	(G) = (F) x (C)
Levy Decrease Due to Appeal	(\$1,000)	(G) - (E)

Finance Staff have provided a status of completed tax adjustments and a forecast of potential outstanding tax adjustments for both the UBIA and the MBIA.

The authority to establish this tax rate and to levy taxes for the two BIAs will be included in the 2019 levying by-law.

DISCUSSION:

Unionville BIA Operating Budget

The UBIA approved an operating expenditure budget of \$210,999. Details of the 2019 budget in comparison with the 2018 budget and audited actuals are outlined in Exhibit I. The UBIA ended 2018 with an accumulated deficit of (\$16,222). To address this, the Board approved a 4% increase in the 2019 special tax rate and further reviewed expected revenues. The Board is committed, through their 2019 budget, to reduce expenditures and to return the UBIA to a balanced financial position.

When compared to the 2018 budget, there is an overall decrease in revenue of \$52,161 due to a combination of the following items:

	2019	2018	Incr. /
	<u>Budget</u>	<u>Budget</u>	<u>(Decr.)</u>
Member Tax Levy	214,221	205,982	8,239
Advertising Sales	3,000	-	3,000
Fundraising & Other Revenues	10,000	73,400	(63,400)

The 2019 expenditure budget decreased by \$72,757 mainly due to the following items:

	2019	2018	Incr. /
	<u>Budget</u>	<u>Budget</u>	<u>(Decr.)</u>
Street Beautification	12,000	25,000	(13,000)
Advertising	51,000	66,318	(15,318)
Event & Entertainment Promotion	58,150	97,047	(38,897)

The Management Board of the UBIA approved the budget on March 7, 2019 (Exhibit III).

Markham Village BIA Operating Budget

The MBIA approved an operating expenditure budget of \$331,417. Details of the 2019 budget in comparison with the 2018 budget and audited actuals are outlined in Exhibit II. The MBIA made 2019 budget revisions & re-allocations based on 2018 results and 2019 plans.

When compared to the 2018 budget, there is an increase in revenue of \$45,882 due to the following items:

	2019	2018	Incr. /
	<u>Budget</u>	<u>Budget</u>	<u>(Decr.)</u>
Event Promotion	17,483	18,622	(1,139)
Grants and Interest Income	52,021	5,000	47,021

The 2019 expenditure budget decreased by \$116,883 mainly due to the following items:

	2019	2018	Incr. /
	<u>Budget</u>	<u>Budget</u>	<u>(Decr.)</u>
Salaries & Benefits	88,602	20,798	67,804
Street Beautification	17,000	58,500	(41,500)
Contracted Services	15,984	64,747	(48,763)
Advertising	41,517	98,257	(56,740)
Property Tax Adjustments	10,000	30,000	(20,000)

The Management Board of the MBIA approved the budget on April 18, 2019 (Exhibit IV).

FINANCIAL CONSIDERATIONS:

A report on the annual tax levy and by-law will be brought forward to General Committee and will include the BIA's special tax rate for Council approval.

HUMAN RESOURCES CONSIDERATIONS:

Not applicable.

ALIGNMENT WITH STRATEGIC PRIORITIES:

Not applicable.

BUSINESS UNITS CONSULTED AND AFFECTED:

Not applicable.

RECOMMENDED BY:

Joel Lustig
Treasurer

Trinela Cane
Commissioner, Corporate Services

ATTACHMENTS:

Exhibit I - Unionville Business Improvement Area 2019 Budget

Exhibit II - Markham Village Business Improvement Area 2019 Budget

Exhibit III - Unionville Business Improvement Area 2019 Budget Board Meeting
minutes

Exhibit IV - Markham Village Business Improvement Area 2019 Budget Board Meeting
minutes

EXHIBIT I

**UNIONVILLE BUSINESS IMPROVEMENT AREA
2019 BUDGET**

	<u>2019 Budget</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>2019 Budget vs. 2018 Budget Incr./((Decr.))</u>
Revenues				
Member Tax Levy	214,221	205,982	205,982	8,239
Advertising Sales	3,000	-	-	3,000
Fundraising & Other Revenues:				
Celebrate Markham Grant (Olde Tyme X'mas)	-	8,000	8,000	(8,000)
Central Counties Tourism Grant	-	25,000	23,602	(25,000)
Summer Career Placement Grant	10,000	10,400	7,403	(400)
Sponsorships	-	18,000	1,000	(18,000)
Sundry Revenue	-	12,000	12,691	(12,000)
Total Revenues	<u>227,221</u>	<u>279,382</u>	<u>258,678</u>	<u>(52,161)</u>
Expenditures				
Office Expenses	12,814	20,467	26,632	(7,653)
Audit Fees	2,035	1,924	1,995	111
Street Beautification	12,000	25,000	14,728	(13,000)
Advertising	51,000	66,318	21,798	(15,318)
Event & Entertainment Promotion	58,150	97,047	135,955	(38,897)
Contracted Services	71,000	69,000	78,194	2,000
Property Tax Adjustments	4,000	4,000	(28)	-
Total Expenditures	<u>210,999</u>	<u>283,756</u>	<u>279,274</u>	<u>(72,757)</u>
Net Revenues / (Expenses)	16,222	(4,374)	(20,596)	20,596
Accumulated Surplus / (Deficit), beginning of year	(16,222)	4,374	4,374	(20,596)
Accumulated Surplus / (Deficit), end of year	<u>-</u>	<u>-</u>	<u>(16,222)</u>	<u>16,222</u>

EXHIBIT II

**MARKHAM VILLAGE BUSINESS IMPROVEMENT AREA
2019 BUDGET**

	<u>2019 Budget</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	2019 Budget vs. 2018 Budget Incr./ (Decr.)
Revenues				
Member Tax Levy	239,322	239,322	240,268	-
Event Promotion	17,483	18,622	20,829	(1,139)
Grants and Interest Income	52,021	5,000	8,943	47,021
Washroom Maintenance Recovery	22,591	22,591	22,591	-
Total Revenues	<u>331,417</u>	<u>285,535</u>	<u>292,631</u>	<u>45,882</u>
Expenditures				
Salaries & Benefits	88,602	20,798	56,240	67,804
Office Expenses	34,389	38,905	32,331	(4,516)
Audit Fees	2,000	2,000	1,995	-
Street Beautification	17,000	58,500	16,943	(41,500)
Advertising	41,517	98,257	25,847	(56,740)
Event Promotion	102,925	115,093	85,246	(12,168)
Contracted Services	15,984	64,747	20,435	(48,763)
Washroom Maintenance	19,000	20,000	18,797	(1,000)
Property Tax Adjustments	10,000	30,000	33,749	(20,000)
Total Expenditures	<u>331,417</u>	<u>448,300</u>	<u>291,583</u>	<u>(116,883)</u>
Net Revenues / (Expenses)	-	(162,765)	1,048	162,765
Accumulated Surplus / (Deficit), beginning of year	163,813	162,765	162,765	1,048
Accumulated Surplus / (Deficit), end of year	<u>163,813</u>	<u>-</u>	<u>163,813</u>	<u>-</u>



Unionville BIA Minutes

March 7, 2019

Old Country Inn - 198 Main Street

BIA Members: Sarah Gratta, Sarah Iles, Rob Kadlovski, Tony Lamana, Sylvia Morris, Shibani Sahney, Dave Tucci, Tom Vasilovsky

Regrets: Larry Mariani

1. Call to order - 6:45 Tony Lamana
2. Motion to change agenda
 - Item 7 becomes item 5 and 9 to 7
 - RK 1st, SM 2nd
 - Approved
3. Approval of 2017 AGM minutes
 - RK 1st, SM 2nd
 - Approved
4. Motion to approve 2017 audited financial statements
 - SG 1st, RK 2nd
 - Approved
5. Proposed 2019 Annual Budget - Shawna Ferguson presented the 2019 budget proposal.
 - SG 1st, SM 2nd
 - Approved
6. Election of Directors for Board of Directors
 - SG presented motion to accept 11 nominees (9 positions)
 - The City of Markham explained the election process
 - Each nominee was given 1 minute to present who they are and why they want to be on the UBIA board
 - Nine board members were voted onto the new board
 1. Natasha Usher - Old Firehall Confectionary
 2. Niina Felusko - Insightful Financial
 3. Sarah Gratta - Too Good General Store
 4. Roger Randa - Pretty Things
 5. Tom Vasilovsky - Unionville Arms
 6. Shibani Sahney - Silver Tulip
 7. Sylvia Morris - Century 21
 8. Rob Kadlovski - Nicholby's
 9. Tony Lamana - Flavours of Unionville



SETTLED IN 1794

7. George from Ledgemark Homes gave an update on the progress of Hart Haus.

- Precess is taking longer than expected
- The goal remains minimizing impact on Main Street in peak season as possible
- Currently working on tree removal, erecting a fence and other minor work
- Working with Crosby CC to create a staging area for the larger trucks
- Excavation to start 2nd week of June, will take approximately 2 weeks
- Work will be done Monday - Friday
- Goal is start to finish 12 months

8. SF presented the year in review

9. 2019 - looking ahead

- New website with better functionality
- Focus on driving people to the street
- Reviewed calendar of events

10. Other business

- Next board meeting will take place at 9am on Wednesday March 20, 2019 at the UBIA office.
- Motion to keep existing signing officers until March 20th when new board will vote on a new executive to ensure smooth transition.
 - SG 1st, SM 2nd
 - Approved

Meeting adjourned.

**MARKHAM VILLAGE B.I.A.
REGULAR BOARD MEETING MINUTES
April 18 , 2019 7:30 AM
EXCERPT**

Present:

Paul Cicchini (Chair)
Brian Rowsell (Secretary)
Councillor Karen Rea (Ward 4)
Councillor Andrew Keyes (Ward 5)
Tony Paul
Carolina Billings
Linda Tseng

Guests: Phil Howes

Regrets: Danny Imbrogno

1. CALL TO ORDER

The meeting was called to order at 7:45 a.m. by Chairman Paul Cicchini. .

2. DECLARATION OF TAX AND ENVIRONMENTAL OBLIGATIONS

The board was advised by the Chair that to the best his knowledge and abilities the BIA is meeting all taxation and environmental obligations.

3. DISCLOSURE OF PECUNIARY INTEREST

The Chair requested that Board Members advise of any conflicts of interest as they arise throughout the meeting.

4. ADOPTION OF THE MINUTES

Minutes of the Board Meeting held February 21, 2019 had been previously distributed. Motion by Carolina Billings, seconded by Tony Paul to adopt the minutes of the February 21, 2019 meeting. Carried.

5. FINANCE

The final 2019 Budget as approved at the Annual General Meeting on March 4 2019 was presented for final approval. Motion to approve the 2019 budget by Carolina Billings, seconded by Tony Paul. Carried.



Report to: General Committee

Meeting Date: May 21, 2019

SUBJECT: Award of Construction Tender 023-T-19 Cast Iron Watermain and Sanitary Sewer Replacement

PREPARED BY: Prathapan Kumar, Senior Manager, Environmental Services, Ext. 2989
Flora Chan, Senior Buyer, Ext. 3189

RECOMMENDATION:

1. THAT the report entitled “Award of Construction Tender 023-T-19 Cast Iron Watermain and Sanitary Sewer Replacement” be received;
2. AND THAT the contract for Tender 023-T-19 Cast Iron Watermain and Sanitary Sewer Replacement be awarded to the lowest priced Bidder, Clearway Construction Inc. in the amount of \$12,387,460.53, inclusive of HST;
3. AND THAT a 7% contingency in the amount of \$867,122.24 inclusive of HST, be established to cover any additional construction costs and that authorization to approve expenditures of this contingency amount up to the specified limit be in accordance with the Expenditure Control Policy;
4. AND THAT the construction award in the amount of \$13,254,582.77 (\$12,387,460.53 + \$867,122.24) be funded from the capital project 053-6150-19243-005 “CI Watermain and Sanitary Sewer Replacement” with budget available of \$13,287,150.00;
5. AND THAT the remaining balance of \$32,567.23 (\$13,287,150.00 - \$13,254,582.77) be returned to original funding source;
6. AND THAT a 5-year moratorium be placed on any major servicing and utility installation along restored areas including Valloncliffe Road (Bayview Glen Park to Steeles Avenue East), and Viburnum Place (Daffodil Avenue to Bayview Glenn Park);
7. AND THAT Staff be authorized and directed to do all things necessary to give effect to this resolution.

EXECUTIVE SUMMARY:

Not Applicable

PURPOSE:

The purpose of this report is to obtain Council approval to award the contract for the 2019 Cast Iron Watermain and Sanitary Sewer Replacement.

BACKGROUND:Watermain Replacement:

Watermain break records and assessments indicate that the cast iron pipes structural condition is close to the end of its lifecycle and need replacement at Valloncliffe Road, Limcombe Drive, Huckleberry Lane, Lafayette Place, Seinecliffe Road, Old English Lane, Doncrest Drive, Hampshire Court, Carriage Hill Court and McCowan Road (from HWY 7 to Bullock Dr), Heritage Road (from McCowan Road to Laidlaw Blvd). Re-servicing of 8 lots on Church St. and Sir Lancelot Dr is also required. A total of 4,718 metres of existing cast iron watermain have been identified for replacement.

Sanitary Sewer Replacement:

As part of the City-wide Wastewater Master Servicing Plan study, sanitary sewer on Valloncliffe Road/ Old English Lane area have been identified as deficient and require upgrades (890 metres). Since Staff will be replacing the cast iron watermain, it is recommended to coordinate the sanitary sewer upgrade at the Valloncliffe Road/ Old English Lane area to take place at the same time.

Construction Tender

Due to the scope of the project, contractors were prequalified to ensure that they had the necessary qualifications, experience and resources to complete the work in accordance with the City's requirements and within the specified timelines. Prequalification 066-P-17 was issued in accordance with the Purchasing By-law 2017-8.

Pre-Qualification Information (066-P-17)

Prequalification closed on	January 26, 2017
Number of Contractors picking up the Pre-qualification document	34
Number of Contractors responding to the Pre-qualification	16
Number of Contractors Pre-qualified	9

Construction Tender Information (023-T-19)

Bids closed on	April 30, 2019
Number picking up the Bid document	6
Number responding to the Bid	3

Note: Three (3) bidders that were pre-qualified did not pick up the bid document or submit a bid.

Price Summary

Bidder	Bid Price (Incl. of HST)
Clearway Construction Inc.	\$ 12,387,460.53
Lancorp Construction Co Ltd.	\$ 13,225,705.99
KAPP Infrastructure Inc.	\$ 15,729,314.49

OPTIONS/ DISCUSSION:Watermain Replacement

The existing cast iron watermain on Huckleberry Lane, Lafayette Place, Seinecliffe Road, Limcombe Drive, Old English Lane, Carriage Hill Court, Hampshire Court, Doncrest Drive, Valloncliffe Road, McCowan Road (from Hwy 7 to Bullock Dr) and Heritage Road are close

to the end of their life cycle. Combined replacement of services (watermain & sanitary sewer) will minimize disruption to the local community by avoiding replacement of watermains and repair of the roadway at a later date.

The replacement of cast iron watermains is consistent with the City's strategy to upgrade aged and deficient watermains to improve supply capacity and reliability. Replacement of these old cast iron watermains will also offer improved reliability (less risk of breaks) as well as improve water quality and flows for domestic and fire demand. Based on experience, cast iron watermains are susceptible to internal and external corrosion as they age which leads to poor water quality and increased watermain breaks. The new watermain replacement material will be PVC pipe, which has a service life of 90 years and is superior as it is heat resistant, chemical resistant and non-corrosive.

Public Input

A Public Information Committee (PIC) meeting was held on March 6, 2019 to provide an update to the area residents and businesses, as well as to address any potential issues or concerns that the public may have on the proposed construction.

Traffic Management Plan

The objective of the traffic management plan is to limit the traffic within the construction zone (only local traffic will be allowed) and divert through traffic onto adjacent roadways.

Communications Plan

Staff will be providing regular updates to the affected stakeholders as well as providing early notification for any disruptions to driveway access or municipal services. The City's website will also be updated as required to provide up-to-date information on the status of the project.

Construction Moratorium

In early 2018, Environmental Services staff advised all utility companies (e.g. Alectra Utilities Enbridge, Rogers and Bell Canada) that all upgrades to their infrastructure be completed prior to permanent restoration of roads in 2020.

Environmental Services staff is requesting that Council approve a 5-year moratorium on major construction work within the following roadway, which is to be enforced immediately after construction is complete. Minor and emergency repairs would be permitted. The moratorium would not affect any utility projects within the boulevard area.

- Valloncliffe Road (Bayview Glen Park to Steeles Avenue East),
- Viburnum Place (Daffodil Avenue to Bayview Glenn Park)

Project Schedule:

- End of June - Issue of Purchase Order
- Early July 2019 - Commencement of work
- December 20, 2019 - Completion of 70% work to base asphalt
- January to Spring 2020 - Winter Shutdown
- Spring 2020 to Summer 2020 - Complete remaining 30% work, top asphalt, restoration etc.

FINANCIAL CONSIDERATIONS

The following table summarizes the financial considerations for the project:

Budget allocation	\$13,730,800.00	053-6150-19243-005 “CI Watermain and Sanitary Sewer Replacement “
Budget available for this project (A)	\$13,287,150.00	
Less: construction cost (B)	\$12,387,460.53	} Awarded to Clearway Construction Inc. (023-T-19)
Less: contingency (7%) (C)	\$ 867,122.24	
Total cost (D) = (B) + (C)	\$13,254,582.77	
Budget remaining (E) = (A) – (D)	\$ 32,567.23	

The remaining balance of \$32,567.23 will be returned to original funding source.

Operating Budget and Life Cycle Reserve Impact

The constructed sanitary sewer pipes and associated infrastructure is estimated to last 90 years and the PVC watermain service life is estimated to last 90 years. As such, there is no incremental impact to the Life Cycle Reserve Study over the next 25 years. There is no incremental impact to the operating budget.

HUMAN RESOURCES CONSIDERATIONS

Not Applicable.

ALIGNMENT WITH STRATEGIC PRIORITIES:

The proposed watermain and sanitary sewer replacement program is aligned with City’s goal to provide better quality services to the public and is consistent with the Building Markham’s Future Together strategic priority on the “Environment” as it considers sustainability on the built environment.

BUSINESS UNITS CONSULTED AND AFFECTED:

Finance department has been consulted and their comments have been incorporated.

RECOMMENDED BY:

Phoebe Fu
Director of Environmental Services

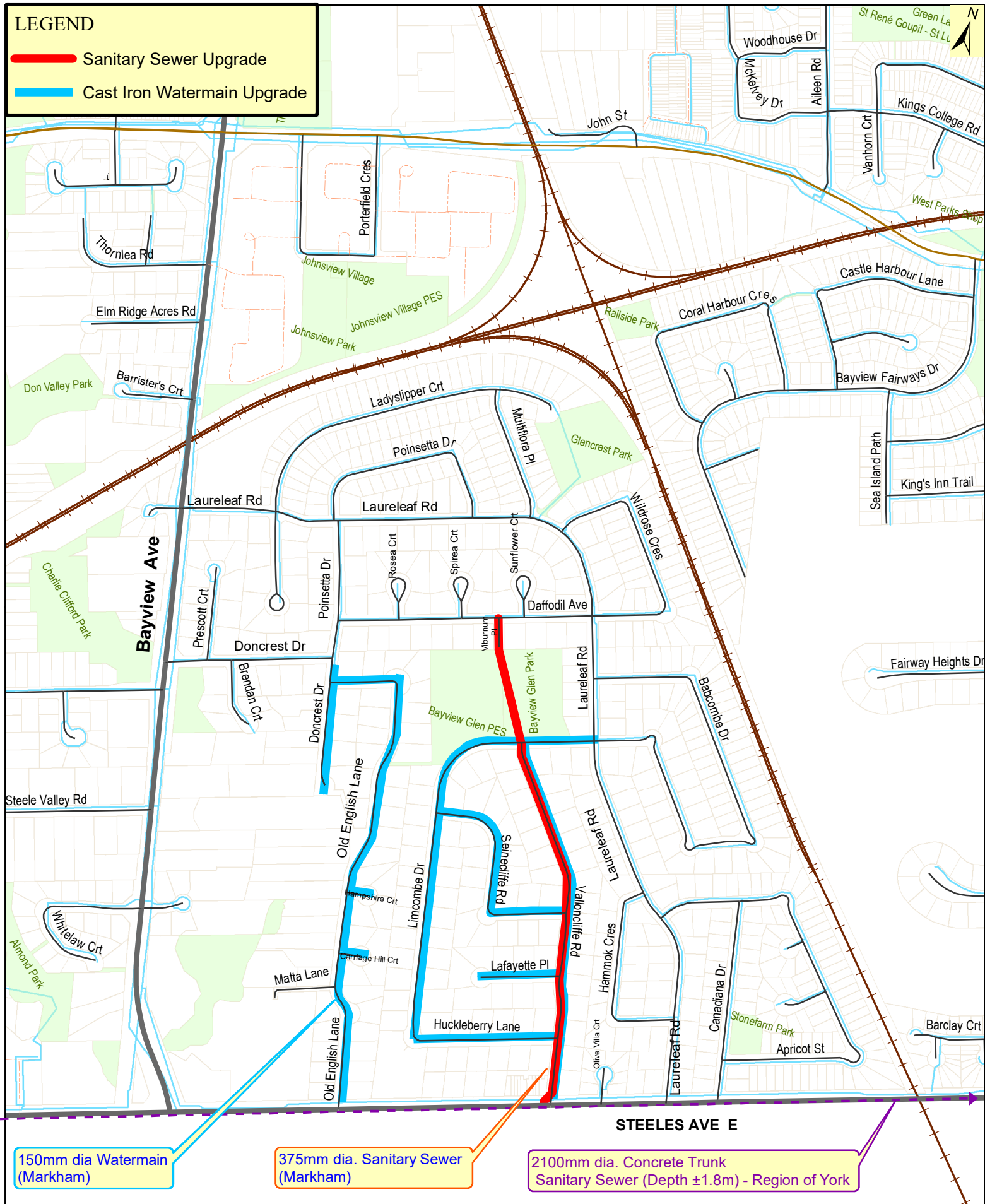
Brenda Librecz
Commissioner, Community & Fire Services

ATTACHMENTS:

Attachments A, B & C – Location Map

LEGEND

- Sanitary Sewer Upgrade
- Cast Iron Watermain Upgrade





Location Map
Cast Iron Watermain Replacement (Const.)

Attachment "B" : McCowan Rd and Heritage St.




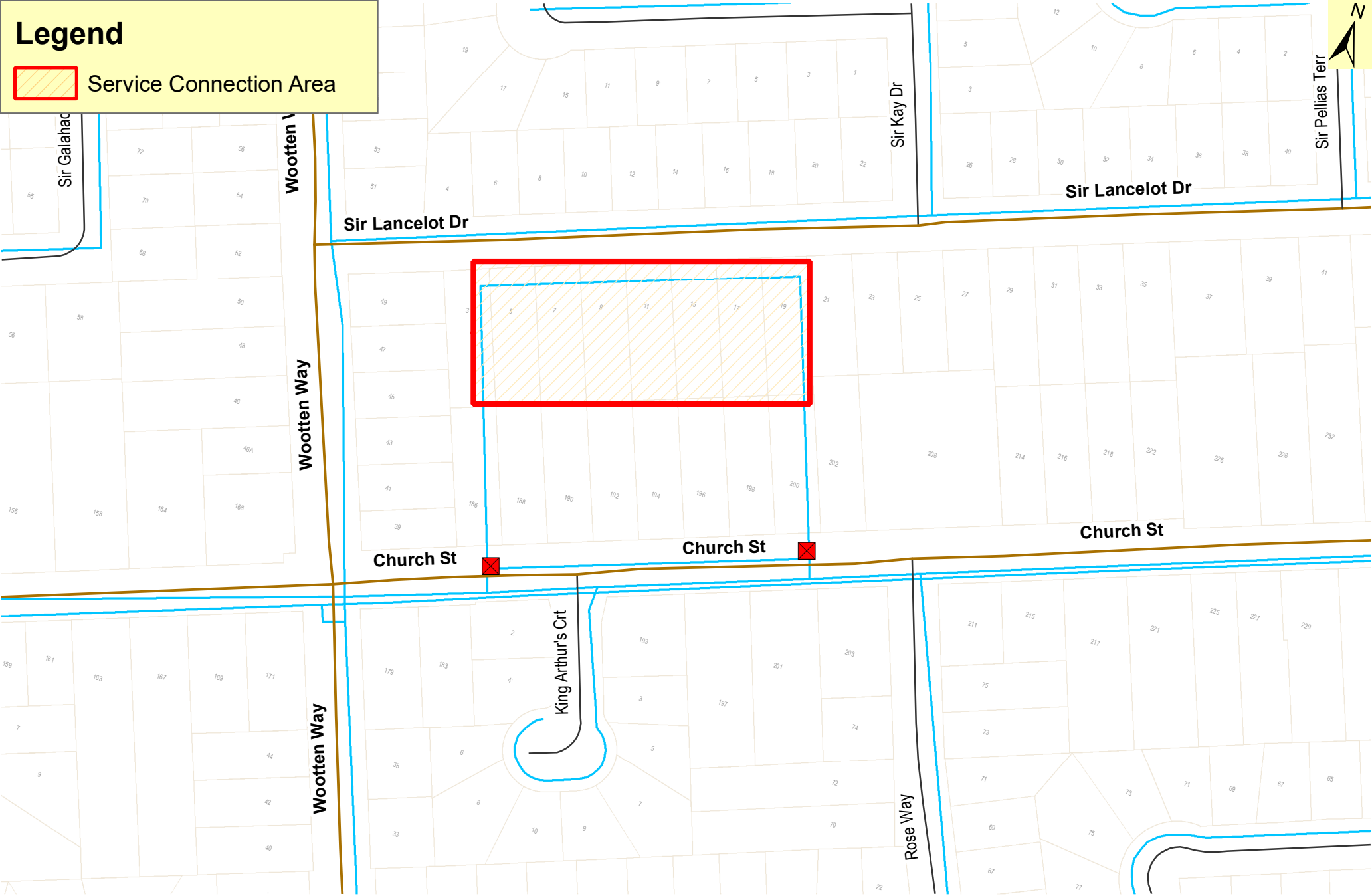


**Location Map
Water Service Connections**

Attachment "C" : Sir Lancelot Service Connections

Legend

 Service Connection Area





Report to: General Committee

Meeting Date: May 21, 2019

SUBJECT: 2019 Tax Rates and Levy By-law**PREPARED BY:** Shane Manson, Senior Manager, Revenue & Property Tax**RECOMMENDATION:**

1. That the report “2019 Tax Rates and Levy By-law” be received; and,
2. That a by-law to provide for the levy and collection of property taxes totalling \$732,240,135 required by the City of Markham, the Regional Municipality of York, Province of Ontario (Education) and Business Improvement Areas, in a form substantially similar to Appendix A (attached), satisfactory to the City Solicitor and provides for the mailing of notices and requesting payment of taxes for the year 2019, as set out as follows, be approved; and,

Taxation Category	2019 Levy Amount
City of Markham	\$157,927,379
Region of York	\$327,536,871
Province of Ontario (Education)	\$246,322,343
Markham Village BIA	\$239,322
Unionville BIA	\$214,221
Total	\$732,240,135

3. That staff be authorized to levy against Markham Stouffville Hospital and Seneca College the annual levy pursuant to Section 323 of the *Municipal Act, 2001*, as outlined in Section 9 of the attached by-law once the required information is received from the Ministry of Training, Colleges and Universities; and,
4. That the attached by-law be passed to authorize the 2019 Tax Rates and Levy By-law; and further,
5. THAT Staff be authorized and directed to do all things necessary to give effect to this resolution.

PURPOSE

The purpose of this report is to obtain authorization for the adoption of the tax rates for the 2019 tax year for the levy requirements of the City of Markham, the Regional Municipality of York and the Province of Ontario (Education).

BACKGROUND

The *Municipal Act, 2001* provides that the Council of a local municipality shall, after the adoption of estimates for the year, pass a by-law to levy a separate tax rate upon all property assessed in the local municipality rateable for local municipal purposes, upper tier purposes and education purposes, as may be appropriate.

OPTIONS/ DISCUSSION

Council has approved its 2019 Budget estimates for City services, requiring property taxes to be levied as follows:

2019 City of Markham Tax Levy:	\$157,927,379
2019 Markham Village BIA:	\$239,322
2019 Unionville BIA:	\$214,221

The Regional Municipality of York has approved its 2019 Budget estimates requiring property taxes, Railway Rights of Way and Utilities to be levied as follows:

2019 Regional Municipality of York total requisition:	\$1,133,034,976
2019 City of Markham % share:	28.91%
2019 City of Markham \$ share:	\$327,536,871

All the required regulations establishing the Education tax rates for the 2019 property tax levy have been passed by the Province of Ontario and received by the Municipality. The total 2019 levy to be raised for education purposes is \$246,322,343.

DUE DATES

The 2019 final tax instalment due dates for the residential class are July 5 and August 6. The non-residential properties are billed later in 2019 due to added provincial legislated requirements. The tax instalment due dates for Commercial, Industrial and Multi-Residential classes are October 7 and November 5.

PROPERTY TAX RATES BY CLASSIFICATION AND LEVYING BODIES

Levying Body	Residential	% of Tax Rate	Commercial	% of Tax Rate	Industrial	% of Tax Rate
City	0.162273%	24.59%	0.207612%	13.22%	0.254833%	14.05%
Region	0.336549%	51.01%	0.430581%	27.43%	0.528517%	29.15%
Education	0.161000%	24.40%	0.931834%	59.35%	1.030000%	56.80%
Total	0.659822%	100.00%	1.570027%	100.00%	1.813350%	100.00%

FINANCIAL CONSIDERATIONS

The proposed tax rates have been calculated to achieve the tax revenue requirements of the 2019 budgets, as approved by the Councils of the City of Markham and the Regional Municipality of York. The education tax rates are established via a Regulation issued by the Province of Ontario.

HUMAN RESOURCES CONSIDERATIONS

Not applicable

ALIGNMENT WITH STRATEGIC PRIORITIES:

Not applicable

BUSINESS UNITS CONSULTED AND AFFECTED:

Legal Services Department

RECOMMENDED BY:

Joel Lustig
Treasurer

Trinela Cane
Commissioner, Corporate Services

ATTACHMENTS:

Appendix A - Draft Levy By-law

APPENDIX A: 2019 TAX RATES AND LEVY BY-LAW

THE CORPORATION OF THE CITY OF MARKHAM DRAFT BY-LAW NO. 2019-XXX

BEING A BY-LAW TO PROVIDE FOR THE LEVY AND COLLECTION OF SUMS REQUIRED BY THE CORPORATION OF THE CITY OF MARKHAM FOR THE YEAR 2019 AND TO PROVIDE FOR THE MAILING OF NOTICES REQUIRING PAYMENT OF TAXES FOR THE YEAR 2019.

WHEREAS Subsection 312(2) of the *Municipal Act, 2001* provides that the Council of a local municipality shall, after the adoption of estimates for the year, pass a by-law each year to levy a separate tax rate on the assessment in each property class in the local municipality rateable for local municipal purposes; and,

WHEREAS Sections 307 and 308 of the said *Act* require taxes to be levied upon the whole of the assessment for real property according to amounts assessed under the *Assessment Act* and that tax rates to be established in the same proportion to tax ratios; and,

WHEREAS estimates have been prepared showing the sum of \$157,927,379 raised for the lawful purpose of The Corporation of the City of Markham for the year 2019, \$327,536,871 for the Region of York and \$246,322,343 and for the Boards of Education; and,

WHEREAS the Assessment Roll made in 2018 and upon which 2019 taxes are to be levied, was returned by the Municipal Property Assessment Corporation and is the last revised Assessment Roll; and

WHEREAS the total taxable assessment within the City of Markham is \$93,981,124,540; and,

NOW THEREFORE the Council of The Corporation of the City of Markham enacts as follows:

1. **THAT** the following property tax ratios are to be applied in determining tax rates for taxation in 2019:

Property Class	2019 Tax Ratio
Residential	1.000000
Multi-Residential	1.000000
Commercial	1.279400
Landfill	1.100000
Industrial	1.570400
Pipeline	0.919000
Farmland	0.250000
Managed Forest	0.250000

2. **THAT** the sum of **\$157,927,379** shall be levied and collected for the **City of Markham** purposes for the year 2019, such amount to be provided for as follows:

CLASS	ASSESSMENT	TAX RATE	TAXES
Residential (RT)	80,511,170,090	0.162273%	130,647,683
Residential Shared as PIL (RH)	2,206,000	0.162273%	3,580
Residential Farm Awaiting Development (R1)	5,172,500	0.040568%	2,098
Multi-Residential (MT)	953,854,444	0.162273%	1,547,846
Commercial (CT/DT/ST/GT)	8,842,836,677	0.207612%	18,358,768
Commercial (XT/YT/ZT)	1,614,870,928	0.207612%	3,352,662
Commercial (CU/DU/SU)	77,097,819	0.145328%	112,045
Commercial (XU/YU/ZU)	42,934,040	0.145328%	62,395
Commercial (CJ)	3,934,175	0.145328%	5,717
Commercial (CH)	18,637,350	0.207612%	38,693
Commercial (CX)	242,260,212	0.145328%	352,072
Commercial (C1)	38,069,075	0.040568%	15,444
Industrial (IT/LT)	1,032,625,204	0.254833%	2,631,471
Industrial (IH)	53,796,750	0.254833%	137,092
Industrial (JH)	4,577,250	0.254833%	11,664
Industrial (IU)	11,523,325	0.165642%	19,087
Industrial (IK)	3,340,600	0.165642%	5,533
Industrial (IX)	201,752,317	0.165642%	334,186
Industrial - New Occupied (JT)	28,534,050	0.254833%	72,714
Industrial (I1)	54,727,675	0.040568%	22,202
Pipelines (PT)	90,452,756	0.149129%	134,891
Farmland (FT)	144,563,808	0.040568%	58,647
Managed Forest (TT)	2,187,495	0.040568%	887
Total	\$93,981,124,540		\$157,927,379

3. **THAT** the sum of **\$327,536,871** shall be levied and collected for the City of Markham's share of the **Regional Municipality of York Budget** for the year 2019, such amount to be provided for as follows:

CLASS	ASSESSMENT	TAX RATE	TAXES
Residential (RT)	80,511,170,090	0.336549%	270,959,538
Residential Shared as PIL (RH)	2,206,000	0.336549%	7,424
Residential Farm Awaiting Development (R1)	5,172,500	0.084137%	4,352
Multi-Residential (MT)	953,854,444	0.336549%	3,210,188
Commercial (CT/DT/ST/GT)	8,842,836,677	0.430581%	38,075,575
Commercial (XT/YT/ZT)	1,614,870,928	0.430581%	6,953,327
Commercial (CU/DU/SU)	77,097,819	0.301407%	232,378
Commercial (XU/YU/ZU)	42,934,040	0.301407%	129,406
Commercial (CJ)	3,934,175	0.301407%	11,858
Commercial (CH)	18,637,350	0.430581%	80,249

Commercial (CX)	242,260,212	0.301407%	730,189
Commercial (C1)	38,069,075	0.084137%	32,030
Industrial (IT/LT)	1,032,625,204	0.528517%	5,457,600
Industrial (IH)	53,796,750	0.528517%	284,325
Industrial (JH)	4,577,250	0.528517%	24,192
Industrial (IU)	11,523,325	0.343536%	39,587
Industrial (IK)	3,340,600	0.343536%	11,476
Industrial (IX)	201,752,317	0.343536%	693,092
Industrial - New Occupied (JT)	28,534,050	0.528517%	150,807
Industrial (I1)	54,727,675	0.084137%	46,046
Pipelines (PT)	90,452,756	0.309289%	279,760
Farmland (FT)	144,563,808	0.084137%	121,632
Managed Forest (TT)	2,187,495	0.084137%	1,840
Total	\$93,981,124,540		\$327,536,871

4. **THAT** the sum of **\$246,322,343** shall be levied and collected for the City of Markham's share of the **Province of Ontario (Education)** Budget for the year 2019, such amount to be provided for as follows:

CLASS	ASSESSMENT	TAX RATE	TAXES
Residential (RT)	80,511,170,090	0.161000%	129,622,984
Residential Farm Awaiting Development (R1)	5,172,500	0.040250%	2,082
Multi-Residential (MT)	953,854,444	0.161000%	1,535,706
Commercial (CT/DT/ST/GT)	8,842,836,677	0.931834%	82,400,559
Commercial (XT/YT/ZT)	1,614,870,928	0.931834%	15,047,916
Commercial (CU/DU/SU)	77,097,819	0.792059%	610,660
Commercial (XU/YU/ZU)	42,934,040	0.792059%	340,063
Commercial (CX)	242,260,212	0.792059%	1,918,844
Commercial (C1)	38,069,075	0.040250%	15,323
Industrial (IT/LT)	1,032,625,204	1.030000%	10,636,040
Industrial (IU)	11,523,325	0.849750%	97,919
Industrial (IX)	201,752,317	0.849750%	1,714,390
Industrial - New Occupied (JT)	28,534,050	1.030000%	293,901
Industrial (I1)	54,727,675	0.040250%	22,028
Pipelines (PT)	90,452,756	1.290000%	1,166,841
Farmland (FT)	144,563,808	0.040250%	58,187
Managed Forest (TT)	2,187,495	0.040250%	880
Total	\$93,894,632,415		\$245,484,322
Plus: Taxable – Full Share PIL (CH, CJ, RH, IH, JH, IK)			
Taxed at education rate but revenue retained by City			\$838,021
Total Education Levy			\$246,322,343

5. **THAT** a Waste Collection and Disposal Grant totaling **\$152,583** shall be provided proportionately to the following Residential Condominium properties.

CONDOMINIUM NUMBER	ADDRESS	UNITS
YRC #226	7811 Yonge Street	148
YRC #344	8111 Yonge Street	199
YRC #550	7451 Yonge Street	21
YRC #618	55 Austin Drive	142
YRC #636	25 Austin Drive	149
YRC #784	7805 Bayview Avenue	341
YRC #792	610 Bullock Drive	235
YRC #794	7825 Bayview Avenue	337

6. **THAT** the sum of **\$239,322** shall be levied on non-residential properties located within the boundaries of the City of Markham's **Markham Village Business Improvement Area** for the year 2019, such amount to be provided for as follows:

CLASSES	ASSESSMENT	TAX RATE	TAXES
Commercial	\$81,270,475	0.294476%	\$239,322

7. **THAT** the sum of **\$214,221** shall be levied on non-residential properties located within the boundaries of the City of Markham's **Unionville Business Improvement Area** for the year 2019, such amount to be provided for as follows:

CLASS	ASSESSMENT	TAX RATE	TAXES
Commercial	\$54,558,825	0.392642%	\$214,221

8. **THAT** the sum of **\$1,286** shall be levied against all properties in the Farmland Class and collected for membership fees in the **Federation of Agriculture** for the Region of York for the year 2019, such amount to be provided for as follows:

CLASS	ASSESSMENT	TAX RATE	TAXES
Farmland (FT)	\$144,563,808	0.000890%	\$1,286

9. **THAT** there shall be a levy upon the **Markham Stouffville Hospital** in the estimated amount of **\$25,200** pursuant to Subsection 323(3) of the *Municipal Act, 2001*, such amount being the sum of \$75.00 for each of the estimated 336 provincially rated beds and a levy upon **Seneca College** in the estimated amount of **\$126,600** pursuant to Subsection 323(1) of the *Municipal Act, 2001*, such sum being \$75.00 for each of the estimated 1,688 full time enrolled students as determined by the Minister of Training, Colleges and Universities. The figures included here are 2018 figures as the 2019 information is not yet available from the Ministry of Municipal Affairs and Housing.

- 10. THAT** there shall be levied upon **Utility Transmission Lines (UH)** the sum of **\$764,105** for the year 2019, such amount to be provided for as follows:

DESCRIPTION	ACRES	RATE PER ACRE	CITY	REGION	EDUCATION	TOTAL
Hydro One	374.07	\$834.02	\$101,491	\$210,490	--	\$311,982
Hydro One	374.07	\$1,208.66	--	--	\$452,123	\$452,123
Total			\$101,491	\$201,490	\$452,123	\$764,105

* Education revenue retained by City

- 11. THAT** there shall be levied upon **Railway Rights of Ways (WT)** the sum of **\$480,180** for the year 2019, such amount to be provided for as follows:

DESCRIPTION	ACRES	RATE PER ACRE	CITY	REGION	EDUCATION	TOTAL
Canadian National Railways	246.66	\$624.33	\$50,097	\$103,900	--	\$153,997
Canadian National Railways	246.66	\$822.69	--	--	\$202,925	\$202,925
Canadian Pacific Railways	48.42	\$624.33	\$9,834	\$20,396	--	\$30,230
Canadian Pacific Railways	48.42	\$822.69	--	--	\$39,835	\$39,835
Metrolinx	85.20	\$624.33	\$17,304	\$35,889	--	\$53,193
Total			\$77,236	\$160,185	\$242,760	\$480,180

- 12. THAT** for the purposes of paying the owners' portion of debt charges pursuant to Ontario Regulation 390/02 under the *Municipal Act, 2001* (previously the *Local Improvement Act*), as authorized by the following by-laws, the amounts listed below shall be levied and collected from the owners of the properties liable therefore:

EFFECTIVE – EXPIRE DATES	PURPOSE	AMOUNT
(2006-2025)	Buttonville	\$6,178.67

- 13. THAT** for the purposes of paying the owners' portion of debt charges pursuant to Section 391 of the *Municipal Act, 2001* as authorized by the following by-laws, the amounts listed below shall be levied and collected from the owners of the properties liable therefore:

EFFECTIVE – EXPIRE DATES	PURPOSE	AMOUNT
(2007-2021)	Milmar Court	\$6,838.24
(2010-2024)	Robinson St	\$3,791.88
(2013-2022)	Glenridge	\$54,568.47
(2016-2025)	Main Street	\$7,229.40
TOTAL		\$72,427.99

14. THAT pursuant to Regional By-law No. A-0303-2002-020, a tax rebate totaling \$7,051.85 (City share is \$1,734.29) be provided to the Markham District Veterans Association for its property located at 7 Washington Street for 2019 upon the provision of documentation in a form satisfactory to the Treasurer.

15. THAT the Treasurer shall add to the Collector's Roll, all or any arrears for service provided by: the *Power Commission Act* (hydro-electric power), the *Weed Control Act*, the *Ditches and Watercourses Act*, the *Public Utilities Act*, the *Tile Drainage Act*, and the *Ontario Building Code*; and any other collection agreements charges approved by Council which shall be collected by the Collector in the same manner and at the same time as all other rates and levies.

16. THAT the Interim Tax Levies which were payable in two instalments on February 5, 2019, and March 5, 2019 shall be shown as a reduction on the final levy.

17. THAT the net amount of taxes levied by this By-law shall be due and payable in equal instalments as follows.

PROPERTIES	INSTALMENTS
Residential, Farmland and Pipelines	1. July 5, 2019 2. August 6, 2019
Commercial, Industrial and Multi-Residential	1. October 7, 2019 2. November 5, 2019

18. THAT those residential property owners who have applied and meet the conditions for the Pre-authorized Payment Program for taxes as approved by Council will have the taxes levied under this By-law paid by automatic withdrawal in six (6) equal instalments:

- i. July 1, 2019;
- ii. August 1, 2019;
- iii. September 1, 2019;
- iv. October 1, 2019;
- v. November 1, 2019; and
- vi. December 1, 2019.

19. THAT those residential property owners who have applied and meet the conditions for the Pre-authorized Payment Program for taxes as approved by Council will have the taxes levied under this By-law paid by automatic withdrawal in three (3) equal instalments:

- i. July 5, 2019;
- ii. August 6, 2019; and
- iii. September 5, 2019.

-
- 20. THAT** those commercial, industrial and multi-residential property owners who have applied and meet the conditions for the Pre-authorized Payment Program for taxes as approved by Council will have the taxes levied under this By-law paid by automatic withdrawal in three (3) equal instalments:
- i. October 7, 2019;
 - ii. November 5, 2019; and
 - iii. December 5, 2019.
- 21. THAT** those residential property owners who have applied and meet the conditions for the Pre-authorized Payment Program for taxes as approved by Council will have the taxes levied under this By-law paid by automatic withdrawal in two (2) equal instalments:
- i. July 5, 2019; and
 - ii. August 6, 2019.
- 22. THAT** those commercial, industrial and multi-residential property owners who have applied and meet the conditions for the Pre-authorized Payment Program for taxes as approved by Council will have the taxes levied under this By-law paid by automatic withdrawal in two (2) equal instalments:
- i. October 7, 2019; and
 - ii. November 5, 2019.
- 23. THAT** as provided in Subsections 345(1) and (2) of the *Municipal Act 2001*, if the taxes or any class or instalment thereof so levied in accordance with this By-law remain unpaid following the due date, a penalty of one per cent (1.00%) on the fourth day of default and one quarter per cent (1.25%) per month (15% per annum), on the first day each calendar month thereafter, of the taxes remaining unpaid shall be levied until December 31, 2019.
- 24. THAT** as provided in Subsection 345(3) of the *Municipal Act, 2001*, if any taxes levied pursuant to this By-law remain unpaid as at December 31, 2019, interest at the rate of one and one quarter per cent (1.25%) per month (15% per annum) of the unpaid taxes shall be levied from January 1, 2020 and for each month or fraction thereof until such taxes are paid.
- 25. THAT** all taxes levied by any By-law and which remain unpaid as at the date of passing this By-law, shall have interest charged at the same rate of one and one quarter per cent (1.25%) per month (15% per annum) calculated on the unpaid taxes, on the first day of each calendar month for so long as the taxes remain unpaid.
- 26. THAT** the Treasurer of The Corporation of The City of Markham is hereby authorized and directed to serve personally or to mail or cause to be mailed notices of the taxes hereby levied to the person or persons taxed at the person's residence or place of business or upon the premises in respect of which the taxes are payable by such person, or the ratepayer's mortgage company or third party designated by the property owner.

27. THAT taxes are payable to The Corporation of The City of Markham, 101 Town Centre Boulevard, Markham, Ontario, L3R 9W3. Upon payment of any applicable fee, and if paid on or before the due date imprinted on the bill, taxes may also be paid at most chartered banks in the Province of Ontario.

28. AND THAT those residents who qualify for the Low Income Seniors and Low Income Disabled Tax Deferral program shall apply to the City of Markham – Property Tax Division in accordance with the program policies as established by the Regional Municipality of York. The amount of deferral for 2019 will be determined once the application has been received and approved. The deferral amount may not be reflected on the 2019 final tax billing issued in accordance with this By-law.

READ A FIRST, SECOND AND THIRD TIME AND PASSED THIS **XXTH** DAY OF **XX**, 2019.

X_____
KIMBERLEY KITTERINGHAM
CITY CLERK

X_____
FRANK SCARPITTI
MAYOR



Report to: General Committee

Meeting Date: May 22, 2019

SUBJECT: Citywide Multi-Phase Sanitary System Downspout Disconnection Program – Annual Progress Update and 2019 Details

PREPARED BY: Gord Miokovic, Manager-System Engineering
Lijing Xu, Wastewater Hydraulic Engineer
Celia Fan, System Engineer

RECOMMENDATION:

- 1) That the report entitled “Citywide Multi-phase Sanitary System Downspout Disconnection Program – Annual Progress Update and 2019 Details” be received; and,
- 2) That the remaining funds of \$8,916 be returned to the original funding source from the project #16238 “Sanitary System Downspout Disconnection Program – Phase 4” and the project be closed; and further,
- 3) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

PURPOSE:

The purpose of this report is to:

- i. Provide a status update on Phases 1 to 6 of the Citywide Multi-phase Sanitary System Downspout Disconnection Program (DDP); and
- ii. Provide Council with the Phase 5 and Phase 6 area overall work plan progress.

BACKGROUND:

The DDP goal is to:

- Reduce the risk of wastewater based basement flooding;
- Reduce the flow in the sanitary sewer system by reducing extraneous inflow; and
- Enforce the City of Markham Sewer By-Law #2014-71.

The identification of higher risk areas and program phasing were determined by taking into account wastewater flow modeling and monitoring, past flooding incidents reported to the City and all other on-going programs/initiatives within Markham.

DISCUSSION:**1. Program Timeline and Status**

The DDP is being delivered in 6 phases. Each phase involves the following elements and timing (see **Table 1**). A map overview is contained in **Attachment A** with detailed map per phase in **Attachments B to G**.

Table 1 - Downspout Disconnection Program Timing.

Phase	Year									
	Pre- 2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
1	<i>a</i>	<i>b, c</i>	<i>d</i>	♦	<i>e</i>	<i>f</i>	<i>f</i>			
2	<i>a</i>	<i>b</i>	<i>b, c</i>	<i>d</i>	♦, <i>e</i>	<i>f</i>	<i>f</i>			
3		<i>a</i>	<i>b</i>	<i>b, c</i>	<i>d</i>	♦, <i>e</i>	<i>f</i>			
4			<i>a</i>	<i>b</i>	<i>b, c</i>	<i>d</i>	♦, <i>e</i>	<i>f</i>		
5A				<i>a</i>	<i>b</i>	<i>c</i>	<i>c</i>	♦, <i>d</i>	<i>e, f</i>	
5B						<i>a</i>	<i>b, c</i>	♦, <i>d</i>	<i>e, f</i>	
6						<i>a</i>	<i>b, c</i>	♦, <i>b, c</i>	<i>d, e</i>	<i>f</i>

- a* - Modeling and evaluation of the existing flow monitoring data to assess the extent of extraneous flows in an area;
- b* - Lot survey identifying all downspouts connected to the underground system;
- c* - Sanitary and storm sewer smoke testing/analysis and reports of all downspouts connected to the underground system;
- d* - Resident notification for follow-up action required along with Financial Assistant Plan (FAP) information;
- e* - Progressive By-law Enforcement for non-compliance with required corrections;
- f* - Flow Monitoring of area after identified corrective action completed.
- ♦ - Council Updates.

There are three possible field discoveries from the program and **Table 2** indicates the findings of each phase:

1. Private properties with downspout connection directly to City sanitary sewers.
2. Other Sources of Inflow and Infiltration (I/I), which can be on public or private side: uncapped lateral cleanouts; damaged sanitary manholes; street/private catch basins, or driveway/stairwell/side /rear drains connected to sanitary sewer; sump pump connection; weeping tile connection; etc.
 - The private source of I/I identified would be the property owner's responsibility to investigate and address. The potential solutions vary in cost and may be quite expensive. Discussions with Legal and By-law Department, to determine how to resolve these other private side issues and whether some types of Council Approved Assistance Programs should be offered, will need to take place.
3. Lateral interactions between the storm and sanitary system is identified when smoke comes out from the downspouts under both storm and sanitary sewer smoke testing. Since the two systems are fully separate, the smoke identified at the downspouts indicates that there may be cracks at the lateral pipe or some cross-connection.

Table 2: Test Results and Progress Summary

Phases	Total Number of Properties	Private I/I Sources					Public I/I Sources
		Connected Downspout Identified	Completed Downspout Disconnection	Other Sources	Lateral Interactions Identified	Lateral Inspection Schedule	
1	2,256	21	21	19	65	completed 2015	9
2	2,827	70	67	7	215	completed 2015	30
3	3,690	4	4	12	6	completed 2017	10
4	2,305	6	5	11	109	2016-2020	34
5A	1,992	12	TBD	9	58	2020-2025	5
5B	2,934	34	TBD	18	136	2020-2025	51
6	5,832	TBD	TBD	TBD	TBD	2020-2025	TBD
Total	21,836	147+TBD	97+TBD	76+TBD	589+TBD		139+TBD

Note: TBD stands for "To Be Determined".

Phases 1 to 3 Status:

All downspout disconnection works and post flow monitoring were completed in 2018.

Phase 4 Status:

All testing and downspout disconnection works was completed. One property did not comply with the disconnection requirement and the By-law Department is addressing the issue. Post flow monitoring is commencing in the Spring of 2019.

Phase 5 (Original Scope 5A and Expansion Area 5B) Status:

36 properties were identified as having downspouts directly connected to the sanitary sewers. Letters will be sent out in the Spring of 2019 giving the property owners a period of 12 months to complete the disconnection works. Post flow monitoring will commence in the Spring of 2020.

Phase 6 Status:

Lot survey and smoke testing commenced in the Spring of 2018, stopping for the winter period, and will be starting again in May 2019 with an anticipated field work completion date of December 2019. Letters will be sent out in the Spring of 2020 giving the property owners a period of 12 months to complete the disconnection works. Post flow monitoring will commence in the Spring of 2021.

After completion of the 6 phases, staff will continue to monitor and evaluate the City's wastewater flow monitoring data and other information in order to determine if there are any additional areas that have higher risk of wastewater based basement flooding. Based on the evaluation process, Environmental Services will confirm if there is a need for any future phase of the program. Funding and detail cost breakdown of each phase is provided in **Attachment H**.

A Financial Assistant Plan (FAP), was approved by Council on March 19, 2013 under report, "Citywide Multi-phase Sanitary System DDP – Financial Assistant Plan". The intent of FAP is to decrease the financial burden on property owners that need to disconnect the downspouts and covers:

- 80% of the cost of completing the downspout disconnection, to a maximum of \$500; and
- 100% of the cost of a rain barrel purchased by the home owner, to a maximum of \$150.

2. Other Related Programs to Reduce Basement Flooding Risks

Pilot Private Plumbing Protection Program

On March 26, 2018 Council approved “Pilot Private Plumbing Protection Program for Flood Risk Reduction” (5P) and associated By-law 2018-20. The by-law established a pilot rebate program from the City for property owner initiating private plumbing protection measures. Amongst various approved eligible rebate measures, two can relate to “Other Source” as identified in **Table 2** that would need to be addressed by the property owners, and they can apply for financial support from this program, namely:

- disconnect weeping tiles from the sanitary sewer collection system and install a sump pump; and
- sanitary sewer lateral reline / repair.

Below is a summary of the 5P program rebate status as of April 2019. Detailed 5P program results will be reported to Council in the summer of 2020.

	Number	Rebate Amount Paid (\$)
Backwater Valve Installation	79	137,434
Weeping Tile + Sump Pump	32	128,546
Sanitary & Storm Lateral Repair	22	57,500
Total	133	323,480

In the Spring of 2019, letters will be sent out to the property owners whose properties have weeping tiles connected to the sanitary system or defective sanitary/storm laterals. They will be directed to conduct disconnection/repair works and informed of the rebate program from the City.

Annual Sanitary Lateral Inspection Program

The properties identified as having lateral interaction through DDP have been added to the Annual Sanitary Lateral Inspection Program. The inspection program inspects and evaluates the condition of the sanitary service laterals on the public portion. If any blockages are identified, flushing operations will be performed by the City contractor. If any structural defects are identified, the repair work on the public side will be conducted under the annual sanitary sewer rehabilitation program by the City contractor. At the same time, home owners will be informed about the approved private plumbing protection rebate program and encouraged to repair/reline the private side lateral at the same time at their cost initially. The home owner will be able to apply for the rebate from the City after the work is completed.

FINANCIAL CONSIDERATIONS

The remaining funds of \$8,916 will be returned to the original funding source from the project #16238 “Sanitary System Downspout Disconnection Program – Phase 4” and the project will be closed.

HUMAN RESOURCES CONSIDERATIONS

Resources are available within the Department.

ALIGNMENT WITH STRATEGIC PRIORITIES:

This project aligns with the Building Markham's Future Together Strategic Plan, improving the areas of Managing our Growth, Protecting our Environment and Excellence in Municipal Services. Disconnecting roof downspouts from the sanitary sewer system in accordance with City's By-law, has extensive and long-lasting environmental benefits which include reduced I/I into the sanitary sewer system, reduced energy costs for sanitary sewer pumping and treatment, ground water recharge, water conservation, reduced probability of sanitary sewer backups into basements, and reduced sanitary sewer overflows to receiving waters.

BUSINESS UNITS CONSULTED AND AFFECTED:

The Business units which will be affected most by the Sanitary System DDP include Environmental Services – Waterworks & Environmental Assets, and By-law Enforcement. Finance Department has been consulted in the preparation of this report.

RECOMMENDED BY:

Gord Miokovic, P.Eng.
Manager, System Engineering

Phoebe Fu, M.Eng., P.Eng., PMP
Director, Environmental Services

Brenda J. Librecz, Commissioner
Community & Fire Services

ATTACHMENTS:

Attachment "A" – Citywide Multi-phase Sanitary System Downspout Disconnection Program Areas

Attachment "B" – Phase 1 Area

Attachment "C" – Phase 2 Area

Attachment "D" – Phase 3 Area

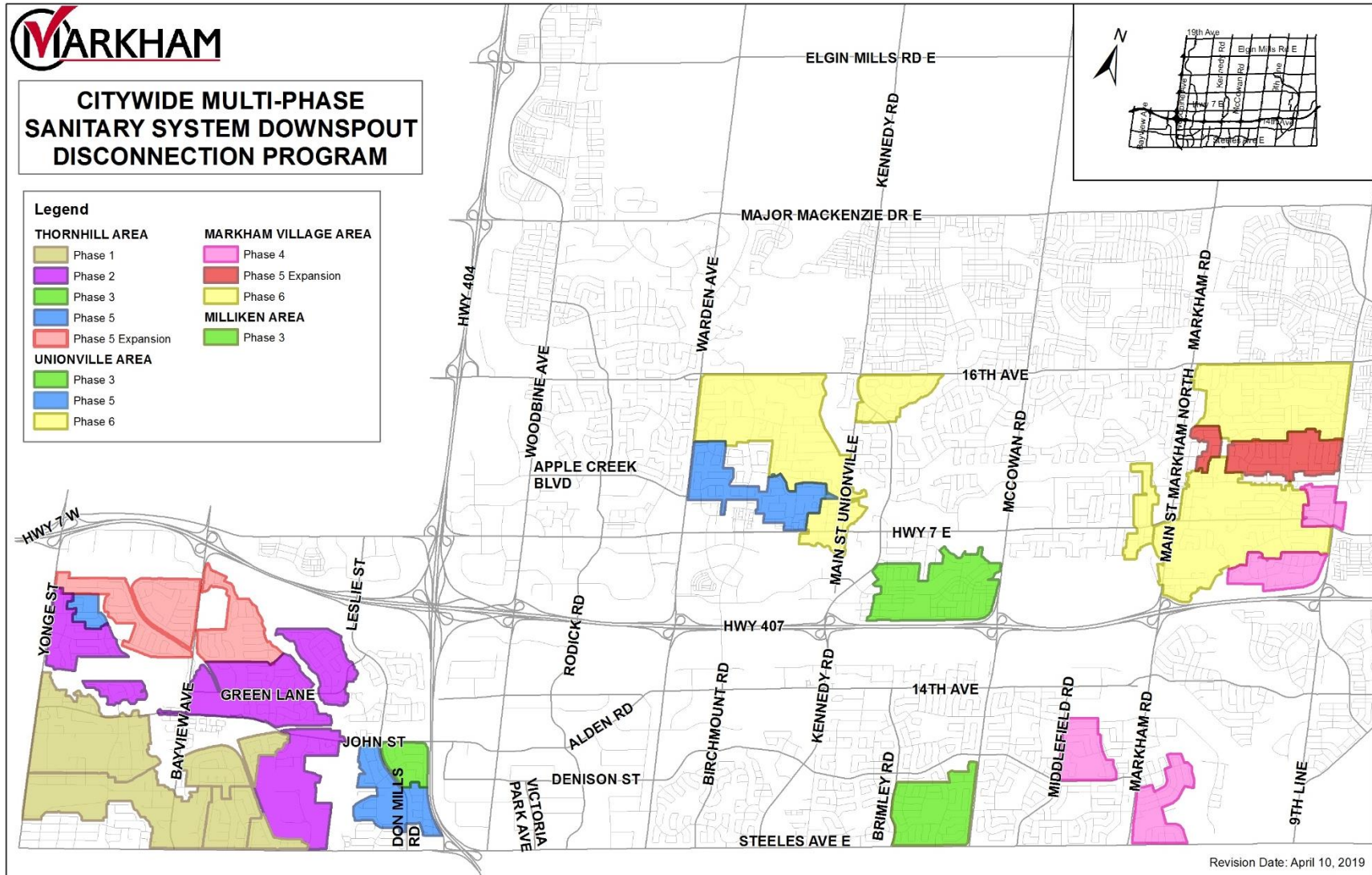
Attachment "E" – Phase 4 Area

Attachment "F" – Phase 5 Area

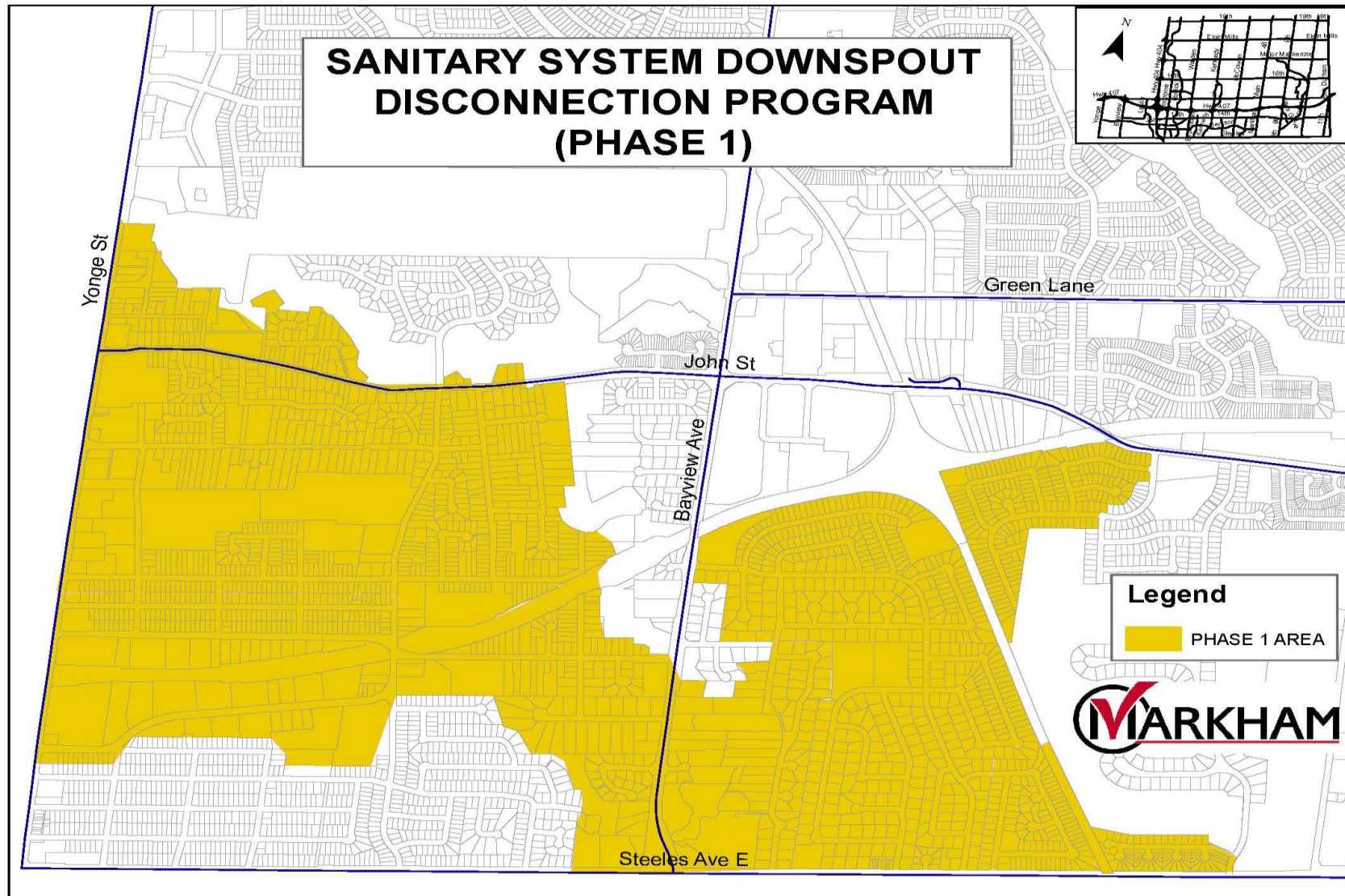
Attachment "G" – Phase 6 Area

Attachment "H" – Financial Breakdown for Each Phase

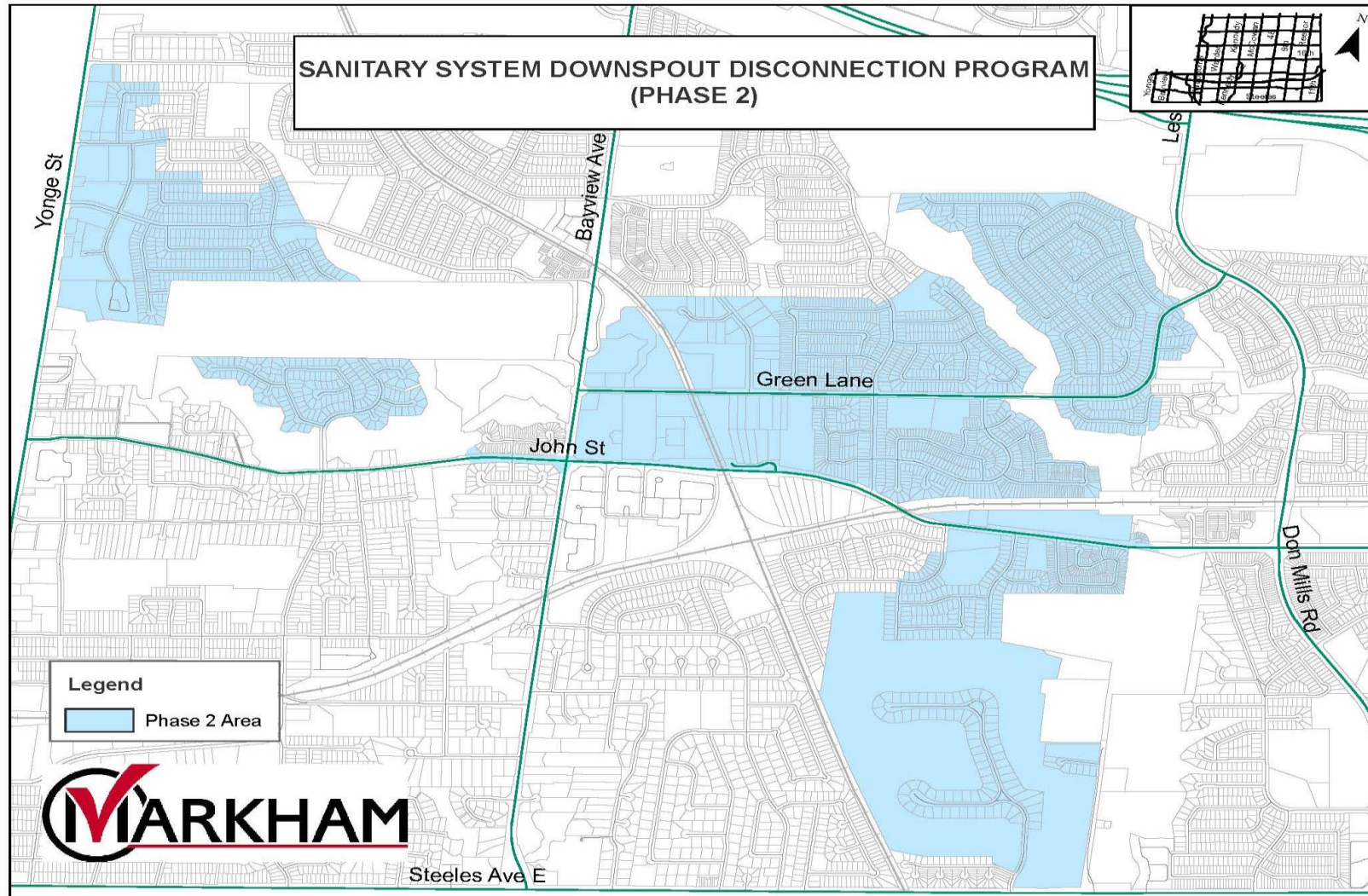
ATTACHMENT A



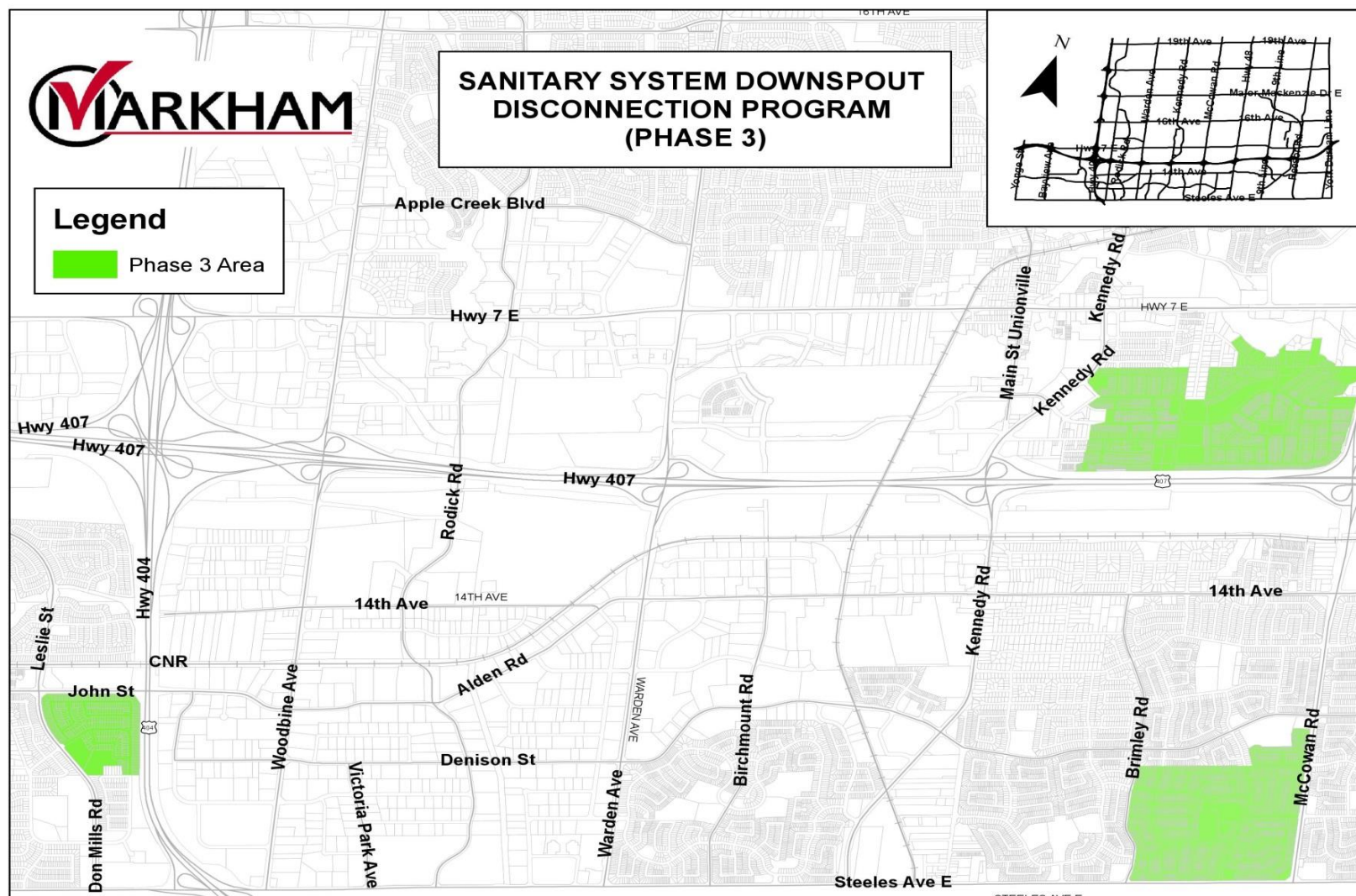
ATTACHMENT B



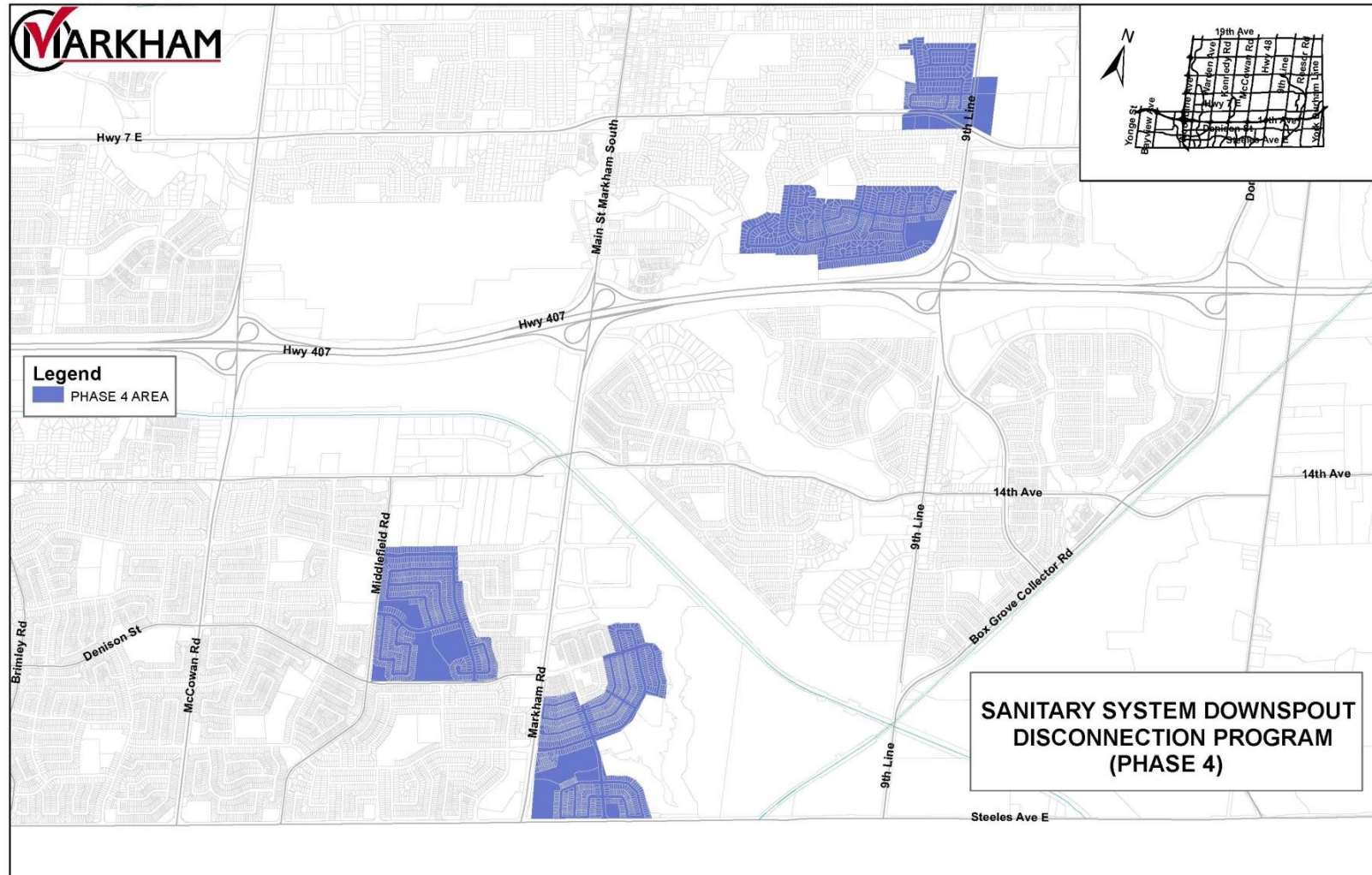
ATTACHMENT C



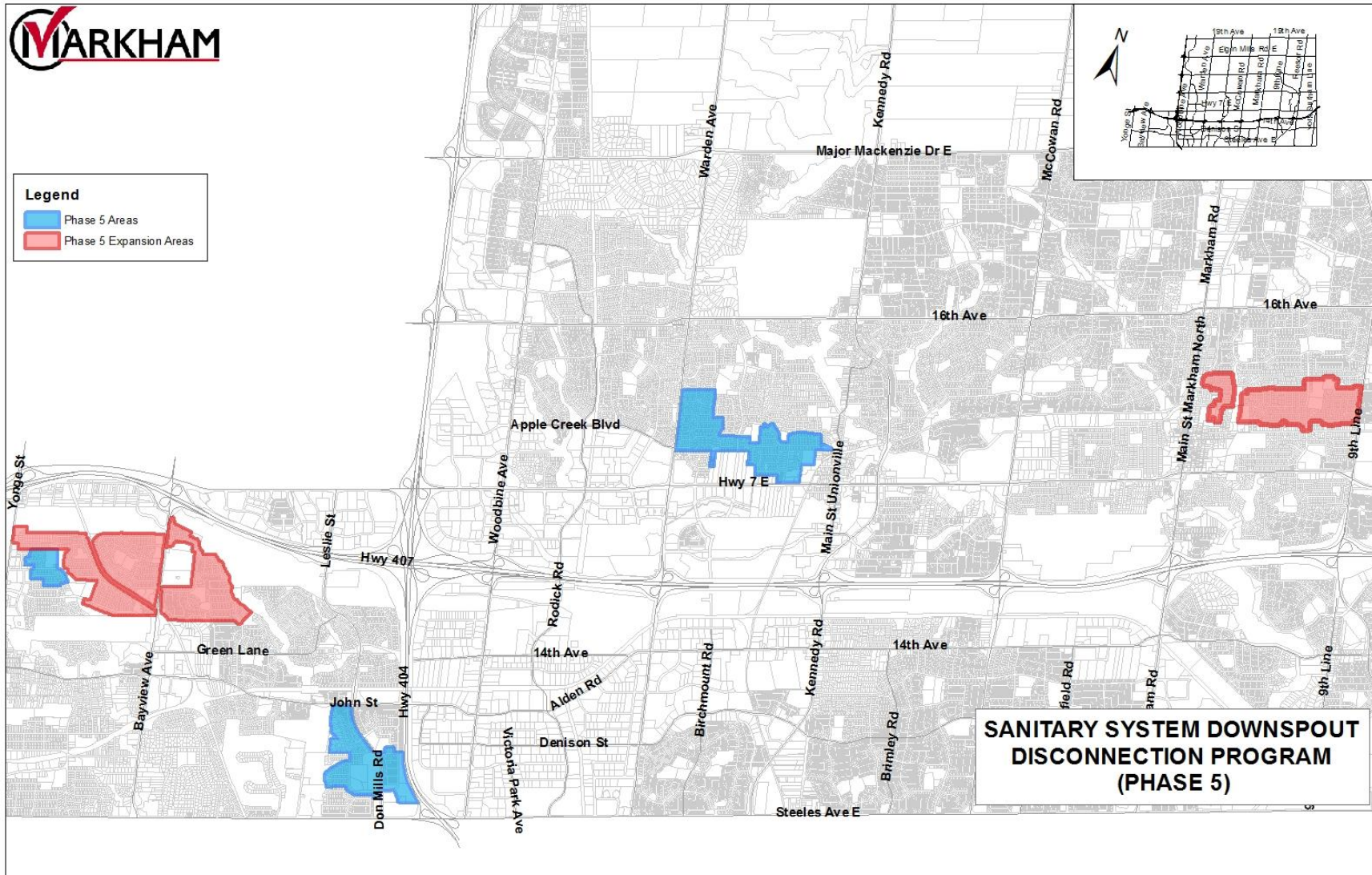
ATTACHMENT D



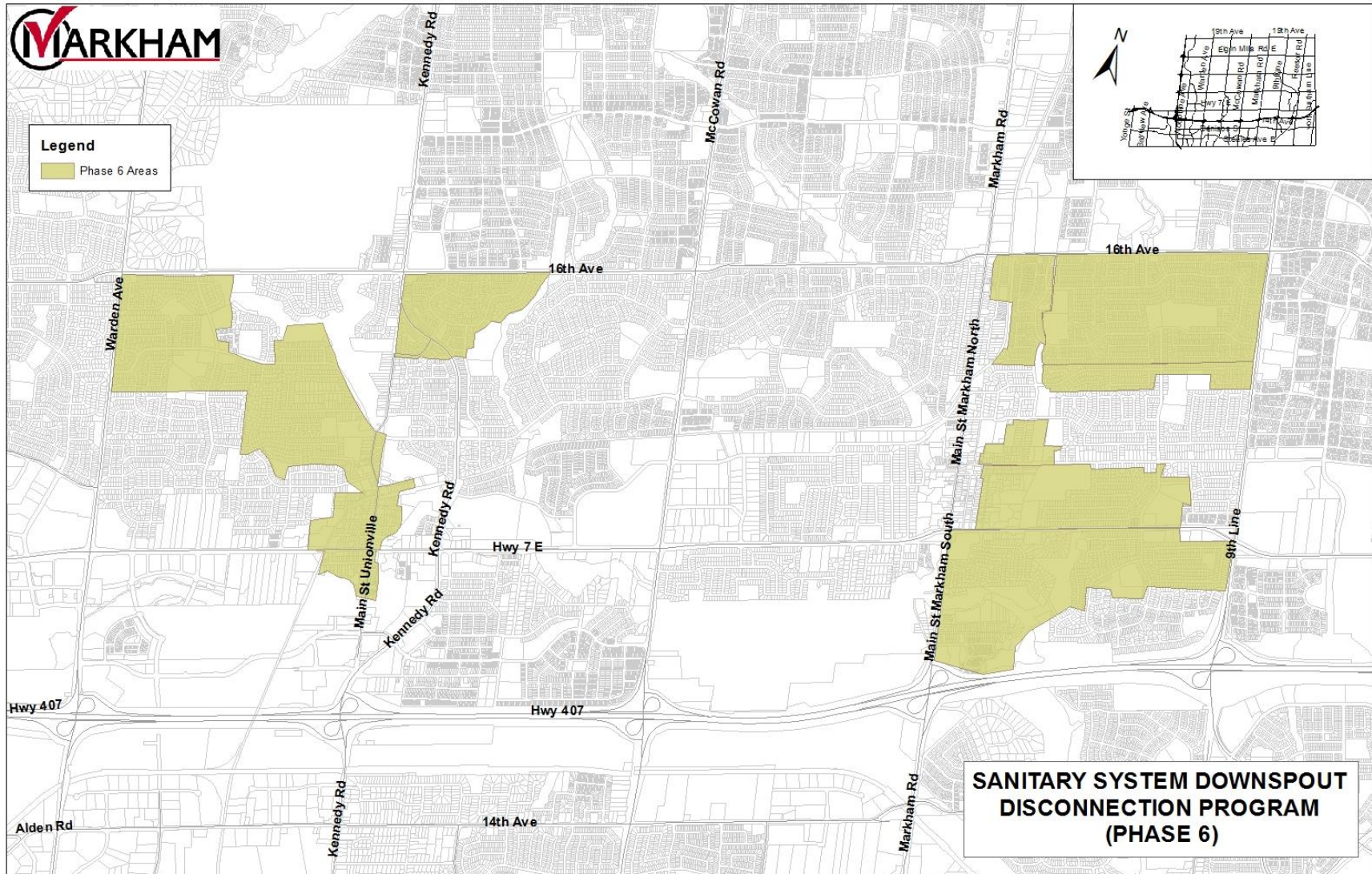
ATTACHMENT E



ATTACHMENT F



ATTACHMENT G



ATTACHMENT H

Financial Breakdown for Each Phase

Activities	Phase 1 (#11382)	Phase 2 (#14313)	Phase 3 (#15294)	Phase 4 (#16238)	Phase 5A (#17221)	Phase 5B (#17221)	Phase 6 (#18281)
	Thornhill	Thornhill	Thornhill, Unionville & Milliken	Markham	Thornhill & Unionville	Markham Village & Thornhill	Markham Village & Unionville
	Actual Expenditure (Account closed in 2015)	Actual Expenditure (Account closed in 2017)	Actual Expenditure (Account closed in 2018)	Actual Expenditure (per end of 2018)	Actual Expenditure/ Commitments (per end of 2018)	Approved Budget	Approved Budget
Public Communication and Education (A)	\$824	\$2,387	\$845	\$840	\$996	\$1,467	\$3,045
Site Investigation (B)	\$130,101	\$252,272	\$68,878	\$65,752	\$54,217	\$94,283	\$193,773
Financial Assistant Plan: Downspout Disconnection & Rain Barrel (C)	\$0 (Covered under Phase 2)	\$6,418 (Phase 1 Assistant - \$2,509; Phase 2 Assistant - \$3,909)	\$685	\$162	\$19,907 (start in 2019)	\$10,130 (start in 2019)	\$53,182
Flow Monitoring Program (D)	\$0 (Perform under Sanitary Flow Monitoring Project #14300)	\$5,767	\$0 (Perform under Flow Monitoring Program)	\$0 (Perform under Flow Monitoring Program)	\$0 (Perform under Flow Monitoring Program)	\$0 (Perform under Flow Monitoring Program)	\$0 (Perform under Flow Monitoring Program)
Total Expenditure (Incl. HST) (E) = (A) + (B) + (C) + (D)	\$130,925	\$266,844	\$70,408	\$66,754	\$75,120	\$105,880	\$250,000
Total Budget (Incl. HST) (F)	\$130,925	\$266,844	\$70,408	\$75,670	\$75,120	\$105,880	\$250,000
Funds Previously Returned to Source (G)	-----	-----	-----	-----	-----	-----	-----
Remaining Budget (H) = (F) – (E) – (G)	closed	closed	closed	\$8,916	\$0	\$0	\$0
Amount Return to Source	-----	-----	-----	\$8,916	\$0	\$0	\$0