

# Electronic General Committee Meeting Minutes

**Meeting Number: 11**  
**September 8, 2020, 9:30 AM - 1:00 PM**  
**Live streamed**

Roll Call	Mayor Frank Scarpitti	Councillor Reid McAlpine
	Deputy Mayor Don Hamilton	Councillor Karen Rea
	Regional Councillor Jack Heath	Councillor Andrew Keyes
	Regional Councillor Joe Li	Councillor Amanda Collucci
	Regional Councillor Jim Jones	Councillor Khalid Usman
	Councillor Keith Irish	Councillor Isa Lee
	Councillor Alan Ho	
Staff	Andy Taylor, Chief Administrative Officer	Alex Moore, Manager of Purchasing & Accounts Payable
	Trinela Cane, Commissioner, Corporate Services	Hristina Giantsopoulos, Elections & Council/Committee Coordinator
	Arvin Prasad, Commissioner Development Services	Scott Chapman, Council/Committee Coordinator
	Claudia Storto, City Solicitor and Director of Human Resources	John Wong, Technology Support Specialist II
	Joel Lustig, Treasurer	Graham Seaman, Director, Sustainability & Asset Management
	Bryan Frois, Chief of Staff	Shane Manson, Senior Manager, Revenue & Property Taxation
	Martha Pettit, Deputy City Clerk	Meg West, Manager of Business Planning and Projects
	Nasir Kenea, Chief Information Officer	Margaret Wouters, Senior Manager, Policy & Research
	Mary Creighton, Director of Recreation Services	

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## 1. CALL TO ORDER

In consideration of the ongoing public health orders, this meeting was conducted electronically to maintain physical distancing of participants. With the recent passage of

Bill 197 COVID-19 Economic Recovery Act, municipal Council Members are now permitted to meet remotely and count towards quorum.

The General Committee Meeting convened at the hour of 9:33 AM in the Canada Room with Regional Councillor Jack Heath presiding as Chair for all items on the agenda.

## **2. DISCLOSURE OF PECUNIARY INTEREST**

There were none disclosed.

## **3. APPROVAL OF PREVIOUS MINUTES**

### **3.1 MINUTES OF THE JULY 6, 2020 GENERAL COMMITTEE (16.0)**

Moved by Deputy Mayor Don Hamilton

Seconded by Councillor Alan Ho

1. That the minutes of the July 6, 2020 General Committee meeting be confirmed.

**Carried**

## **4. DEPUTATIONS**

There were no deputations.

## **5. COMMUNICATIONS**

### **5.1 YORK REGION COMMUNICATIONS (13.4)**

There was a brief discussion on traffic lighting and trails in relation to item m. Rouge National Urban Park Future rail Expansion.

Moved by Councillor Andrew Keyes

Seconded by Councillor Isa Lee

1. That the following communications from York Region be received for information purposes:
  - a. 2019 Agriculture and Agri-Food Strategy Update
  - b. Growth and Development Review 2019
  - c. 2019 Measuring and Monitoring Affordable Housing in York Region
  - d. 2019 Regional Centres and Corridors Update

- e. Court Services Annual Report
- f. COVID-19 Small Business Support
- g. Direct Purchase of Services Ontario One Call
- h. Fiscal Sustainability - 2020 Update
- i. Planning for Density of New Communities
- j. Proposed Amendment 1 to the Growth Plan and Updated Land Needs Assessment Methodology
- k. Regional Official Plan Natural Systems Planning Background Report
- l. Resolution on Transition to Full Producer Responsibility
- m. Rouge National Urban Park Future Trail Expansion
- n. Water and Wastewater Communal Systems Status Report

**Carried**

## **6. PETITIONS**

There were no petitions.

## **7. CONSENT REPORTS - FINANCE & ADMINISTRATIVE ISSUES**

### **7.1 MINUTES OF THE FEBRUARY 24, 2020 BOX GROVE COMMUNITY CENTRE BOARD (16.0)**

Moved by Deputy Mayor Don Hamilton  
Seconded by Councillor Isa Lee

- 1. That the minutes of the February 24, 2020 Box Grove Community Centre Board meeting be received for information purposes.

**Carried**

### **7.2 MINUTES OF THE JULY 8, 2020 BOARD OF MANAGEMENT UNIONVILLE BUSINESS IMPROVEMENT AREA (16.0)**

Moved by Deputy Mayor Don Hamilton  
Seconded by Councillor Isa Lee

1. That the minutes of the July 8, 2020 Board of Management Unionville Business Improvement Area Committee meeting be received for information purposes.

**Carried**

**7.3 CANCELLATION, REDUCTION, OR REFUND OF TAXES UNDER SECTIONS 357 AND 358 OF THE MUNICIPAL ACT, 2001 (7.3)**

The Committee inquired about exemption criteria in relation to a property located at 3 Wooten Way.

Moved by Deputy Mayor Don Hamilton  
Seconded by Councillor Amanda Collucci

1. That the Report for the Cancellation, Reduction or Refund of Taxes under Sections 357 and 358 of the *Municipal Act, 2001* be received; and,
2. That taxes totalling approximately \$1,165,931 be adjusted under Section 357 and 358 of the Municipal Act, 2001 of which the City's portion is estimated to be \$182,589; and,
3. That the associated interest be cancelled in proportion to the tax adjustments; and,
4. That the Treasurer be directed to adjust the Collector's Roll accordingly; and further,
5. That staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

**7.4 STAFF AWARDED CONTRACTS FOR JUNE, JULY AND AUGUST 2020 (7.12)**

The Committee made inquiries relative to the the following:

- Contract 118-Q-20 Stairway Replacement – Unionville Main Street;
- Contract 104-T-20 New Infill Residential Service Connections at Various Locations;
- Contract 027-R-20 - Consulting Engineering Services for Flood Damage Reduction of Commercial Properties within the Don Mills Channel Floodplain;
- Paving considerations for new parks versus refurbishments for existing parks with respect to pathway paving; and,
- Consideration of future hold backs on contract awards to protect warranty periods.

It was requested that that staff report back to the Committee with additional information in relation to these items.

Moved by Regional Councillor Joe Li

Seconded by Regional Councillor Jim Jones

1. That the report entitled “Staff Awarded Contracts for the Months of June, July and August 2020” be received; and,
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution

**Carried**

## **8. CONSENT REPORTS - COMMUNITY SERVICES ISSUES**

### **8.1 APPOINTMENT OF MEMBERS TO THE MARKHAM MAYOR’S YOUTH COUNCIL FOR THE PERIOD OF SEPTEMBER 15, 2020 TO JUNE 30, 2021 (16.24)**

There was an inquiry made in regard to the current Ward references for members of the Markham Mayor's Youth Council in relation to the high school they attend. Staff provided background information about how the Ward reference relates to where the member lives and that this will be reviewed again in the future.

Moved by Mayor Frank Scarpitti  
 Seconded by Councillor Karen Rea

1. That the Report Appointment of Members to the Markham Mayor's Youth Council for the period of September 15, 2020 to June 30, 2021 be received;
2. And that the following Appointments of Members to the Markham Mayor's Youth Council be confirmed for the term September 15, 2020 to June 30, 2021;

Name	School	Grade	Ward
Jin Zhou	Henderson Avenue Public School	8	1
Karina Florea	Thornhill Secondary School	10	1
Elyssa Qi	St. Augustine Catholic High School	9	2
Stephanie Sheng	Bayview Secondary School	10	2
Marissa Wang	Bayview Secondary School	11	2
Eric Gao	Unionville High School	10	3
Justine Lin	Unionville High School	11	3
Patrick Ang	St. Brother Andre Catholic High School	12	3
Selina Qiu	Markville Secondary School	12	3
Ivan Yu	Unionville High School	12	3
Manny Pahwa	Unionville High School	11	4
Olivia Chan	Unionville High School	11	4
Maxine Bisera	St. Brother Andre Catholic High School	12	4
Jorden Robinson	Milliken Mills High School	12	4

Jiabei He	Bill Hogarth Secondary School	9	5
Gloria Huang	Bill Hogarth Secondary School	10	5
Bryant Zheng	Markville Secondary School	11	6
Kara Yang	Markville Secondary School	11	6
Jonathan Feng	Markville Secondary School	11	6
Ernest Wong	St Robert Catholic High School	12	6
Seethaa Manoharan	Bayview Secondary School	12	6
Ashwin Suganthan	Markham District High School	11	7
Chloe Vanderlugt	Town Centre Private High School	12	7
Sara Mohammed	Markham District High School	12	7
Ulain Umar	Father Michael McGivney Catholic High School	11	8

3) And that Staff be authorized and directed to do all things necessary to give effect.

**Carried**

## **9. REGULAR REPORTS - FINANCE & ADMINISTRATIVE ISSUES**

### **9.1 FEASIBILITY OF PILOTING MICROSOFT 365 CLOUD SERVICE (7.13)**

Nasir Kenea, Chief Information Officer, addressed the Committee and introduced the Feasibility of Piloting Microsoft 365 Cloud Service report which was a follow up item from the May 19, 2020 General Committee Meeting. Staff's assessment is that it is feasible to pursue this opportunity. There is a competitive process underway to select a third party Microsoft partner to undertake the pilot implementation. Mr. Kenea provided details of the negotiated terms with

Microsoft 365 Office that include 50 free licenses which will be tested by selected Members of Council and a cross section of staff for six months

Mayor Scarpitti requested clarification on whether the Microsoft consulting partner has been selected in order to determine if it is necessary to disclose a pecuniary interest. The Mayor noted that he will wait until the consultant has been selected to make this evaluation.

The Committee made inquiries on the following items:

- The overall software and its capabilities;
- Whether the hybrid approach can be integrated with other existing software programs;
- The cost implications of migrating to this system in consideration of the capabilities that are available to the City today;
- Consideration of the elimination of existing software;
- The prospect of obtaining a volume discount in relation to the use of Microsoft Office by the federal and provincial government; and,
- The possibility of conducting lunch and learn sessions for Council and staff to optimize the use of current technology tools.

Staff discussed the establishment of a small user group comprised of Council members and staff to support the pilot, which would provide input on the implementation process, and criteria for evaluation of the pilot, and to identify training and change management needs.

Moved by Regional Councillor Jim Jones

Seconded by Councillor Isa Lee

1. That the report dated September 8, 2020 entitled “Feasibility of Piloting Microsoft 365 Cloud Service” be received;
2. That staff, participate in a free pilot of the Microsoft online productivity solution for up to 50 users for a six month period;
3. **That an evaluation user-group comprised of Members of Council and staff be established;**
4. That implementation support costs of \$25,000 (excluding HST) to execute the pilot be approved;
5. That staff report back on the results of the pilot in Q1 2021; and further,

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

**Carried**

**10. MOTIONS**

There were no motions.

**11. NOTICES OF MOTION**

There were no notices of motion.

**12. NEW/OTHER BUSINESS**

Mayor Scarpitti addressed the Committee and suggested that there be a formal Committee and Council resolution in relation to the storage facility at the Unionville Go Station relative to Markham Centre. Staff confirmed that a presentation can be made at the September 14, 2020 Development Services Meeting in this regard.

**13. ANNOUNCEMENTS**

There were no announcements.

**14. CONFIDENTIAL ITEMS**

Moved by Mayor Frank Scarpitti  
Seconded by Councillor Keith Irish

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

**Carried**

**14.1 FINANCE & ADMINISTRATIVE ISSUES**

**14.1.1 GENERAL COMMITTEE CONFIDENTIAL MINUTES - JULY 6, 2020 (16.0) [Section 239 (2) (a) (b) (c) (e) (f)]**

General Committee confirmed the July 6, 2020 confidential minutes.

**14.1.2 PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD EMPLOYEES (11.0) [Section 239 (2) (b)]**

General Committee consented to place this matter on the September 15, 2020 confidential Council agenda for consideration.

Moved by Councillor Usman

Seconded By Mayor Frank Scarpitti

That the General Committee confidential session adjourn at 11:39 AM.

Carried

## **15. ADJOURNMENT**

Moved by Mayor Frank Scarpitti

Seconded by Councillor Khalid Usman

That the General Committee meeting adjourn at 11:49 AM

**Carried**