



General Committee Meeting Agenda

Meeting No. 13 | October 8, 2024 | 9:30 AM | Live streamed

Members of the public have the option to attend either remotely via Zoom or in-person in the Council Chamber at the Civic Centre

Members of the public can participate by:

1. VIEWING THE ONLINE LIVESTREAM:

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2. EMAILING A WRITTEN SUBMISSION:

Members of the public may submit written deputations by email to clerkspublic@markham.ca.

Written submissions must be received by 5:00 p.m. the day prior to the meeting.

If the deadline for written submission has passed, you may:

Email your written submission directly to [Members of Council](#); or

Make a deputation at the meeting by completing and submitting an online [Request to Speak Form](#)

If the deadline for written submission has passed **and** Council has finished debate on the item at the meeting, you may email your written submission directly to [Members of Council](#).

3. REQUEST TO SPEAK / DEPUTATION:

Members of the public who wish to make a deputation, please register prior to the start of the meeting by:

Completing an online [Request to Speak Form](#), or,

E-mail clerkspublic@markham.ca providing full name, contact information and item they wish to speak on.

If you do not have access to email, contact the Clerk's office at **905-479-7760** on the day of the meeting.

*If Council or Committee has finished debate at the meeting on the item, you may email your written submission directly to [Members of Council](#).

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

Information Page

General Committee Members: All Members of Council

General Committee

Chair: Councillor Keith Irish
Vice Chair: Deputy Mayor Michael Chan

Finance & Administrative Matters

Chair: Councillor Keith Irish
Vice Chair: Deputy Mayor Michael Chan

Community Services Matters

Chair: Councillor Isa Lee
Vice Chair: Councillor Juanita Nathan

Environment & Sustainability Matters

Chair: Councillor Amanda Collucci
Vice Chair: Councillor Ritch Lau

Land, Building & Parks Construction Matters

Chair: Councillor Andrew Keyes
Vice Chair: Councillor Keith Irish

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

Alternate formats for this document 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.

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

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

**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 Agenda

Meeting Number: 13

October 8, 2024, 9:30 AM - 1:00 PM

Live streamed

Please bring this General Committee Agenda to the Council meeting on October 9, 2024.

Pages

1. CALL TO ORDER

INDIGENOUS LAND ACKNOWLEDGEMENT

We begin today by acknowledging the traditional territories of Indigenous peoples and their commitment to stewardship of the land. We acknowledge the communities in circle. The North, West, South and Eastern directions, and Haudenosaunee, Huron-Wendat, Anishnabeg, Seneca, Chippewa, and the Mississaugas of the Credit peoples. We share the responsibility with the caretakers of this land to ensure the dish is never empty and to restore relationships that are based on peace, friendship, and trust. We are committed to reconciliation, partnership and enhanced understanding.

2. DISCLOSURE OF PECUNIARY INTEREST

3. APPROVAL OF PREVIOUS MINUTES

3.1 MINUTES OF THE SEPTEMBER 24, 2024 GENERAL COMMITTEE (16.0)

5

1. That the minutes of the September 24, 2024 General Committee meeting be confirmed.

4. DEPUTATIONS

5. COMMUNICATIONS

6. PETITIONS

7. CONSENT REPORTS - FINANCE & ADMINISTRATIVE MATTERS

7.1 MINUTES OF THE JUNE 24, 2024 MARKHAM PUBLIC LIBRARY BOARD MEETING (16.0)

14

1. That the minutes of the June 24, 2024 Markham Public Library Board

meeting be received for information purposes.

7.2 STAFF AWARD CONTRACTS - QUARTERLY UPDATE (7.12) 22

A. Moore, ext. 4711

1. That the report entitled “Staff Awarded Contracts for the Months of April, May & June 2024.” be received; and further,
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

7.3 MARKHAM ENVIRONMENTAL SUSTAINABILITY FUND (MESF) 2024 FUNDING AND FUTURE PROGRAM PROTOCOLS (7.0, 5.7) 34

D. Douglas, ext. 2395 / M. DiPasquale, ext. 3710

1. That the report entitled “Markham Environmental Sustainability Fund (MESF) 2024 Funding and Future Program Protocols” be received; and,
2. That the external funding application “The Urban Farm Initiative” for site expansion and improvements be approved for \$9,596 and be funded from the MESF Reserve; and,
3. That proposed amendments to the funding approvals process for future MESF applications be received as noted in this report; and further,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

7.4 AWARD OF TENDER 196-T-24 - COURTS RECONSTRUCTION - CONSTRUCTION (7.12) 38

R. Fournier, ext. 2120 / R. Patano, ext. 2990

1. That the report entitled “Award of Tender 196-T-24 Courts Reconstruction - Construction” be received; and,
2. That staff be authorized to award a contract to Bond Paving & Construction Inc., the lowest priced bidder, in the total amount of \$875,276.43 inclusive of HST; and,
3. That a contingency in the amount of \$87,527.64 (10%) inclusive of HST, established to cover any additional project costs, be approved, and that authorization be granted to approve expenditures of this contingency amount up to the specified limit in accordance with the Expenditure Control Policy; and,
4. That the award and contingency in the total amount of \$962,804.07 be

funded from the following:

- Capital project 24205 - Tennis/Basketball Reconstruction Simonston / Robinson/Milliken Mills, which has an available budget of \$355,093.59;
 - Capital project 24208 – Tennis Fencing, which has an available budget of \$96,300.00;
 - Capital project 24204 – Tennis/Basketball Reconstruction Bayview Reservoir, which has an available budget of \$177,400.00;
 - Tennis club portion in the amount of \$157,462.41; and,
5. That the shortfall in the amount of \$176,548.07 (\$962,804.07 - \$355,093.59 - \$96,300 - \$177,400 - \$157,462.41) be funded from Non-DC Capital Contingency; and,
 6. That all identified budget amounts be consolidated into project #24205 to facilitate the administration of this contract; and,
 7. That this report be received by Council on October 9, 2024; and further,
 8. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

7.5 2024 JULY YEAR-TO-DATE RESULTS OF OPERATIONS AND YEAR-END FORECAST (7.4)

A. Khan, ext. 2201 / J. Pak, ext. 2514

Note: Attachments to be added when available.

7.6 AWARD OF CONTRACT 182-S-24 PAN AM CENTRE PARKING CONTROL SYSTEM (7.12)

G. Seaman, ext. 7523

Note: Attachments to be added when available.

8. REGULAR REPORTS - COMMUNITY SERVICES MATTERS

8.1 TERMS OF REFERENCE - RACE RELATIONS COMMITTEE (16.34)

42

K. Baker, ext. 3281

1. That the report titled “Request for Approval of Revised Terms of Reference for the Markham Race Relations Advisory Committee” be received; and,

2. That the revised Terms of Reference for the Markham Race Relations Advisory Committee be approved in substantial conformity with the Terms of Reference attached as Appendix A; and further,
3. That staff be authorized and directed to do all things necessary to give effect to this resolution.

9. **MOTIONS**

10. **NOTICES OF MOTION**

11. **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".

12. **ANNOUNCEMENTS**

13. **CONFIDENTIAL ITEMS**

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

13.1 **FINANCE & ADMINISTRATIVE MATTERS**

13.1.1 **GENERAL COMMITTEE CONFIDENTIAL MINUTES-
SEPTEMBER 24, 2024 (16.0)**

[Municipal Act, 2001, Section 239 (2) (c)(e)]

13.1.2 **DEVELOPMENT CHARGE COMPLAINT; LITIGATION OR
POTENTIAL LITIGATION, INCLUDING MATTERS BEFORE
ADMINISTRATIVE TRIBUNALS, AFFECTING THE
MUNICIPALITY OR LOCAL BOARD (WARD 4) (7.11)**

[Municipal Act, 2001, Section 239 (2)(e)]

Note: This item was deferred from the September 24, 2024 General Committee meeting.

14. **ADJOURNMENT**



General Committee Meeting Minutes

Meeting Number: 12

September 24, 2024, 9:30 AM - 1:30 PM

Live streamed

Roll Call	Mayor Frank Scarpitti Deputy Mayor Michael Chan Regional Councillor Jim Jones Regional Councillor Joe Li Regional Councillor Alan Ho Councillor Keith Irish Councillor Ritch Lau	Councillor Reid McAlpine Councillor Karen Rea Councillor Andrew Keyes Councillor Amanda Collucci Councillor Juanita Nathan Councillor Isa Lee
Staff	Andy Taylor, Chief Administrative Officer Trinela Cane, Commissioner, Corporate Services Morgan Jones, Commissioner, Community Services Arvin Prasad, Commissioner, Development Services Claudia Storto, City Solicitor and Director of Human Resources Joseph Silva, Treasurer Michael Toshakovski, Deputy City Solicitor Hersh Tencer, Manager, Real Property Darryl Lyons, Deputy Director, Planning and Urban Design Giulio Cescato, Director of Planning & Urban Design	Mark Visser, Sr Manager, Strategy Innovation & Investments Eddy Wu, Director, Environmental Services Hristina Giantsopoulos, Election/Council & Committee Coordinator Tharsikaa Irajewaran, Assistant to Council/Committee Rajeeth Arulanantham, Election/Council & Committee Coordinator Jason Yang, Technology Support Specialist II Anushrut Bharadwaj, Assistant to Council/Committee Jemima Lee, Manager, Financial Planning Zahra Parhizgari, Engineer, Environmental Rob Muir, Manager, Stormwater

1. CALL TO ORDER

INDIGENOUS LAND ACKNOWLEDGEMENT

We begin today by acknowledging the traditional territories of Indigenous peoples and their commitment to stewardship of the land. We acknowledge the communities in circle. The North, West, South and Eastern directions, and Haudenosaunee, Huron- Wendat, Anishnabeg, Seneca, Chippewa, and the Mississaugas of the Credit peoples. We share the responsibility with the caretakers of this land to ensure the dish is never empty and to restore relationships that are based on peace, friendship, and trust. We are committed to reconciliation, partnership and enhanced understanding.

General Committee convened at 9:37 AM with Councillor Keith Irish presiding as Chair.

2. DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

3. APPROVAL OF PREVIOUS MINUTES

3.1 MINUTES OF THE JULY 9, 2024 GENERAL COMMITTEE (16.0)

Moved by Councillor Andrew Keyes

Seconded by Councillor Juanita Nathan

1. That the minutes of the July 9, 2024 General Committee meeting be confirmed.

Carried

4. DEPUTATIONS

There were no deputations.

5. COMMUNICATIONS

5.1 YORK REGION COMMUNICATIONS (13.4)

Moved by Councillor Reid McAlpine

Seconded by Councillor Karen Rea

1. That the following communications dated June 27, 2024 from York Region be received for information purposes:
 1. [Housing Solutions 2023 Progress Report](#)
 2. [2023 Paramedic Response Time Performance Plan Results](#)
 3. [York Region's 2024 to 2027 Homelessness Service System Plan](#)
 4. [2023 Housing Supply and Affordability Update](#)

5. [Privately Owned Water and Wastewater Communal Systems Status Report](#)
6. [Update on the Province's Hazardous and Special Products Regulation](#)
7. [2023 Annual Waste Management Report](#)
8. [Trans Canada Trail Expansion Into York Region](#)

Carried

6. PETITIONS

There were no petitions.

7. CONSENT REPORTS - FINANCE & ADMINISTRATIVE MATTERS

7.1 MINUTES OF THE JANUARY 17, FEBRUARY 21, FEBRUARY 29, MARCH 20, AND APRIL 17, 2024 UNIONVILLE BUSINESS IMPROVEMENT AREA BOARD MEETING 16.0)

Moved by Councillor Ritch Lau

Seconded by Regional Councillor Jim Jones

1. That the minutes of the January 17, February 21, February 29, March 20, and, April 17, 2024 Unionville Business Improvement Area Committee meeting be received for information purposes.

Carried

7.2 MINUTES OF THE MAY 29, 2023 MARKHAM PUBLIC LIBRARY BOARD MEETING (16.0)

Moved by Councillor Ritch Lau

Seconded by Regional Councillor Jim Jones

1. That the minutes of the May 27, 2024 Markham Public Library Board meeting be received for information purposes.

Carried

7.3 2024 IN-YEAR CAPITAL ADDITIONS REPORT (7.5)

The Committee had the following inquires on the item:

- The purpose of the consultant for the AODA Playground Refurbishment Project.
- Request for additional details for the Corporate Fleet Replacement Project.
- The timing of playground construction and impact it has on residents when construction takes place during Summer.
- The location of trees being planted in the Milne Dam Conservation Park and the concern of trees being planted behind the residences abutting the park.
- The assessment of equipment when nearing its lifecycle.

Staff responded to the inquiries from Committee and acknowledged to provide the additional details that were requested.

Moved by Deputy Mayor Michael Chan

Seconded by Regional Councillor Alan Ho

1. That the report dated September 24, 2024 titled “2024 In-Year Capital Additions” be received; and,
2. That Council approve 18 in-year capital additions to Budget 2024, which total \$9,932,600 as outlined in Appendix 1; and further,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

7.4 APPOINTMENT OF MEMBERS TO THE MARKHAM MAYOR'S YOUTH COUNCIL (16.24)

Moved by Councillor Ritch Lau

Seconded by Regional Councillor Jim Jones

1. That the Report Appointment of Members to the Markham Mayor's Youth Council for the period of September 2, 2024 to June 30, 2025 be received; and,
2. That the following Appointments of Members to the Markham Mayor's Youth Council be confirmed for the term September 2, 2024 to June 30, 2025; and further,

Name	Grade	Ward	School
Christian Matros	11	1	St. Robert CHS
Elisabeth Lum	11	1	Markville Secondary School
Jin Zhou	12	1	Thornhill Secondary School
Kelly Liu	10	2	University of Toronto Schools
Celine Yang	11	2	St. Augustine Catholic High School
Grace Tan	12	2	St. Robert Catholic High School
Melody Cao	12	2	Bayview Secondary School
Sarah Gao	12	2	Bayview Secondary School
Kelly Lee	10	3	St. Robert Catholic High School
Vicky Dai	10	3	St. Augustine Catholic Highschool
Kara Cespedes	11	3	Markville Secondary School
Eloise Nose	10	4	St. Augustine Catholic High School
Will Gao	11	4	Markville Secondary School
Ashnika Lavakumaran	10	5	Bill Hogarth Secondary School
Pranav Sai Thava Ganesh	11	5	Bill Hogarth Secondary School
Joakim Sebastampillai	11	5	St. Robert High School

Ella Yap	11	6	St. Augustine Catholic High School
Michael Li	11	6	Markville Secondary School
Ivy Chen	11	6	Markville Secondary School
Zoey Rodrigues	11	6	Bill Hogarth Secondary School
Saumya Grover	12	6	Pierre Elliott Trudeau High School
Hadia Rasool	12	7	Markham District High School
Rithikha Kalaiunarbavan	12	7	Middlefield CI
Michelle Jiang	11	8	Unionville High School
Oscar Cheng	11	8	St. Robert Catholic High School

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

Carried

8. REGULAR REPORTS - FINANCE & ADMINISTRATIVE MATTERS

8.1 MINUTES OF THE JULY 29, 2024 MARKHAM SUB-COMMITTEE SWAN LAKE MEETING (16.0)

The Committee requested that future reports incorporate a full description of acronyms and that industry standards are also included when providing Swan Lake test results to gauge the accepted quality standards in relation to the City's results.

The Committee requested that staff provide an update in relation to a future public meeting for a fulsome discussion on the costs and benefits associated to the actions taken so far by the City.

Staff advised a public meeting was held in March 2024 that focused on water quality improvements and park enhancements. Staff indicated that the current public meeting being requested is more related to economic development in the area and this request should be diverted to Economic Development staff for any follow up.

Moved by Councillor Andrew Keyes

Seconded by Councillor Amanda Collucci

That the following motion passed at the July 29, 2024, Markham Sub-Committee meeting be received for information purposes:

1. That the minutes of the July 29, 2024 Markham Sub-Committee meeting be received for information purposes; and,
2. That the report entitled “Swan Lake- 2023 Water Quality Status and Updates” be received; and,
3. That the deputations from Fred Peters, Friends of Swan Lake Park, Ali Asgary and Satinder Brar, York University, Peter Miller, William Dewberry, and Pamela Nitert, Amica Swan Lake, made to the July 29, 2024 Markham Sub-Committee be received; and,
4. That the funding request by Friends of Swan Lake Park and the CIFAL proposal, as well as the request for shoreline viewing nodes be referred to Staff to report back in the future; and,
5. That Staff continue to implement the Long-term Management Plan for Swan Lake approved by Council in December 2021, including advancement of submerged aquatic vegetation, research into chloride treatment, and flow diversion evaluation (previously in Phases 2 and 3 of the Plan); and,
6. That Staff report back annually on water quality results and evaluation of adapted Core and Complementary measures for consideration in Phase 2 of the Plan through the Markham Sub-Committee with the participation of the Friends of Swan Lake Park; and,
7. That the next review of the Plan will be in 2025 (after the completion of Phase 1 and other measures as listed under item 2) with consideration for a workshop in 2026; and further,
8. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried**9. MOTIONS**

There were no motions.

10. NOTICES OF MOTION

There were no notices of motion.

11. NEW/OTHER BUSINESS

There was no new or other business.

12. ANNOUNCEMENTS

There were no announcements.

13. CONFIDENTIAL ITEMS

General Committee convened into confidential session at 10:00 AM.

Moved by Regional Councillor Joe Li

Seconded by Councillor Amanda Collucci

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

Carried**13.1 FINANCE & ADMINISTRATIVE MATTERS****13.1.1 GENERAL COMMITTEE CONFIDENTIAL MINUTES- JULY 9, 2024 (16.0) [Municipal Act, 2001, Section 239 (2) (a)(c)(k)]****13.1.2 PROPOSED ACQUISITION OF LAND; A PROPOSED OR PENDING ACQUISITION OR DISPOSITION OF LAND BY THE CITY OR LOCAL BOARD (WARD 2) (7.0);**

[Municipal Act, 2001, Section 239 (2)(c)]

13.1.3 DEVELOPMENT CHARGE COMPLAINT; LITIGATION OR POTENTIAL LITIGATION, INCLUDING MATTERS BEFORE ADMINISTRATIVE TRIBUNALS, AFFECTING THE MUNICIPALITY OR LOCAL BOARD (WARD 4) (7.11)

[Municipal Act, 2001, Section 239 (2)(e)]

Note: This item has been deferred to a future date.

14. ADJOURNMENT

Moved by Councillor Juanita Nathan

Seconded by Councillor Ritch Lau

That General Committee adjourn from confidential session at 10:03 AM and not report out on any matter.

Carried

AGENDA 1.1**MARKHAM PUBLIC LIBRARY BOARD****Regular Meeting****Minutes of Regular Meeting held on Monday, June 24, 2024, 7:00 p.m. Markham Village Library, Program Room, 6031 Highway 7 East, Markham L3P 3A7**

Present from Board: Ms. Margaret McGrory, Chair
 Mr. Edward Choi, Vice-Chair
 Mr. Jay Xie
 Mr. Kenneth Wightman
 Ms. Winnie Phung
 Ms. Gail Vlahopoulos
 Mr. Harout Manougian
 Mr. Raymond Chan

Present from Staff: Mrs. Catherine Biss, CEO & Secretary-Treasurer
 Ms. Andrea Cecchetto, Director Service Excellence
 Mrs. Diane Macklin, Director, Community Engagement
 Ms. Michelle Sawh, Director, Administration & Operational Support
 Ms. Debbie Walker, Director, Library Strategy & Planning
 Mrs. Anthea Baillie, Manager, Collections & Technical Services
 Ms. Megan Garza, Senior Manager, Organizational Transformation
 Mrs. Susan Price, Board Secretary

Regrets: Ms. Jenny Tung
 Deputy Mayor Michael Chan
 Mr. Robin Choy
 Councillor Ritch Lau

1.0 Call to Order/Adoption of Agenda

Ms. Margaret McGrory called the meeting to order at 7:00 p.m.

Moved by Ms. Gail Vlahopoulos
 Seconded by Mr. Harout Manougian

Resolved that the agenda be approved.

Carried.

1.1 Adoption of Minutes:

AGENDA 1.1

Library Board Minutes May 27, 2024.

Moved by Mr. Kenneth Wightman
 Seconded by Ms. Winnie Phung

Resolved that the minutes of the May 27,2024 Library Board Meeting be confirmed.

Carried.

1.2 **Declaration of Conflict of Interest**

None.

1.3 **Delegation**

None.

1.4 **Chair's Remarks:**

CHAIR'S INDIGENOUS LAND ACKNOWLEDGMENT

We begin today by acknowledging the traditional territories of Indigenous Peoples and their commitment to stewardship of the land. We acknowledge the communities in circle. The North, West, South and Eastern directions, the Haudenosaunee, Huron-Wendat, Anishnabeg, Seneca, Chippewa and the current treaty holders Mississaugas of the Credit peoples. We share the responsibility with the caretakers of this land to ensure the dish is never empty and to restore relationships that are based on peace, friendship, and trust. We are committed to reconciliation, partnership, and enhanced understanding.

Ms. McGrory asked the Directors to introduce any guest staff members present.

Agenda 5.2 Delegation of Authority: Please complete the form that is being circulated as to any dates you will be unavailable over the summer or if your contact information changes.

2.0 **Ownership Linkage:**

2.1 Briefing notes for Board Events

AGENDA 1.1

The CEO noted that the dialogue provided was of a very general nature and that if a Board member required anything relevant to any specific event they wished to attend that would also be provided by staff.

Moved by Mr. Raymond Chan
 Seconded by Mr. Edward Choi

Resolved that the Board receives the report” Briefing Notes for Board Events” prepared by staff.

Carried.

3.0 **Board Education:**

3.1 The Central Library for Markham-Background Report

Staff gave a very comprehensive overview/presentation on the concept of a central library in Markham. The information overlapped with content in 4.1 CEO’s Highlights and 4.2 Markham Centre Update.

There were comparisons made to the Oakville central library replacement project and future possible scenarios for a central library in Markham.

There was a lot of discussion, questions and enthusiasm as to what a central library could mean to the cultural and economic development of the City. The distinction between library branches and a central library facility was also clarified.

Staff to send out further details on the July 3, Special Development Services meeting on Markham Centre Secondary Plan Update: Draft Policy Framework.

Moved by Mr. Edward Choi
 Seconded by Mr. Harout Manougian

Resolved that the Board receives the Board Education Report entitled “The Central Library for Markham-Background Report.”

Carried.

4.0 **Information Requested by the Board:**

4.1 CEO’s Highlights, June 2024

The CEO noted the following items in the report:

- **Development Charges-Reserve Balances:** The Library has a healthy reserve balance of \$10,988,572; however Bill 23 (More Homes Built

AGENDA 1.1

Faster) has negatively impacted the municipality's ability to collect these revenues which are used to support growth- related infrastructure.

- **Hybrid Meeting Technology:** The City is engaging a consultant to review and make recommendations regarding technology in all City and Library meeting rooms. The minimum requirement is that all meeting rooms be equipped with technology to manage meetings through ZOOM and Microsoft Teams.
- **Impact of Screen Time and Social Media on Children's Well Being:** Further studies and information on the impact of screen time on children's mental health and academic performance

The CEO pointed out some details from the Quarterly Statistical Report and noted that customer satisfaction remains high. The Chair noted that the statistics on new child users and teen users are down by over 30% which is of concern and may be a result of excessive screen time and social media (as noted above).

Moved by Ms. Gail Vlahopoulos
Seconded by Mr. Edward Choi

Resolved that the report entitled "CEO's Highlights, June 2024" be received.

Carried.

4.2 Markham Centre Update, June 2024

Moved by Mr. Raymond Chan
Seconded by Ms. Winnie Phung

Resolved that the report entitled "Markham Centre update, June 2024" be received.

Carried.

5.0 **Items for Decision:**

5.1 **Resignation of Mr. Michael Armes from the Markham Public Board**

Moved by Mr. Edward Choi
Seconded by Ms. Gail Vlahopoulos

Resolved that the resignation of Mr. Michael Armes from the Markham Public Library Board effective June 11,2024 be received;

And that the Board will continue with twelve Members.

AGENDA 1.1

Carried.

5.2 **Delegation of Board's Authority over the Summer**

Moved by Mr. Harout Manougian
Seconded by Mr. Kenneth Wightman

That responsibility for all Board decisions over the summer be delegated to the Board Chair in consultation with the Vice-Chair;

And that if either the Chair or Vice-Chair cannot be contacted in a reasonable time frame, a designated Board member will be consulted.

Carried.

6.0 **Monitoring Performance**

6.1 **Ends: Template for Board Ends Reporting**

There was some discussion on the template presented by the CEO. The Chair offered that the proposed template would suffice in the interim until a new strategic plan, aligned with the Board Ends is developed by management in 2025. A consensus was not reached, and a recorded vote was requested.

Moved by Ms. Gail Vlahopoulos
Seconded by Mr. Raymond Chan

Resolved that the Board receives the proposed reporting template for the linkage between Board Ends and the Library Strategic Plan.

In Favour	Opposed
Ms. Gail Vlahopoulos	Mr. Harout Manougian
Mr. Raymond Chan	
Ms. Winnie Phung	
Mr. Jay Xie	
Mr. Edward Choi	
Mr. Kenneth Wightman	

Carried.

6.2 **Executive Limitations:**

6.2.1 **Internal Monitoring Report: Executive Limitations, EL-2c, Budgeting/Forecasting**(assigned to Ms. Winnie Phung)

AGENDA 1.1

Ms. Phung reviewed the report and was satisfied that it is complete and comprehensive. She sent an e-mail to Board members and received one request for clarification that was made prior to the meeting. There were none at the meeting.

The report confirmed that the CEO and MPL's practices relative to MPL's budgeting/Forecasting comply with the requirements of EL-2c policy.

Moved by Ms. Winnie Phung
Seconded by Mr. Jay Xie

Resolved that the report entitled "Internal Monitoring Report: Executive Limitation EL-2c, Budgeting/Forecasting" be received.

Six in favour, one opposed.

Carried.

6.2.2 Internal Monitoring Report: Executive Limitations, EL-2d, Financial Condition (assigned to Mr. Jay Xie)

Mr. Xie reviewed the report and was satisfied that it is complete and comprehensive. He sent an e-mail to Board members and received no questions or concerns. There were none at the meeting.

The report confirmed that the CEO and MPL's practices relative to MPL's Financial Condition comply with the requirements of EL-2d policy.

Moved by Mr. Jay Xie
Seconded by Mr. Kenneth Wightman

Resolved that the report entitled "Internal Monitoring Report: Executive Limitation EL-2d, Financial Condition" be received.

Carried.

6.2.3 Internal Monitoring Report: Executive Limitations, EL-2h, Community Relations(assigned to Mr. Raymond Chan)

Mr. Chan reviewed the report and was satisfied that it is complete and comprehensive. He sent an e-mail to Board members and received no questions or concerns. There were none at the meeting.

Moved by Mr. Raymond Chan

AGENDA 1.1

Seconded by Mr. Kenneth Wightman

Resolved that the Board has assessed the monitoring report entitled Executive Limitation, EL-2h, Community Relations and finds that it demonstrates compliance with a reasonable interpretation of the policy.

Carried.

7.0 **Consent Agenda:**

Moved by Mr. Raymond Chan
Seconded by Ms. Gail Vlahopoulos

Resolved that the Consent Agenda comprising Agenda items 7.1 to 7.2 and the same are hereby approved as written and the CEO of the Library is hereby authorized and directed to take such action that may be necessary to give effect to the recommendations as therein contained:

- 7.1 Declaration of Due Diligence by the CEO**
- 7.2 Quarterly Statistics-Detail**

Carried.

8.0 **Board Performance and Self-Evaluation:**

8.1 Questionnaire: Performance of Individual Board Members
The Chair asked Board members to complete the paper copy provided at the meeting and return it to the Board Secretary.

9.0 **New Business:**

There were several items added to the Agenda for this meeting:

- (1) Mr. Wightman had a question on a receivable item in the Financial Statements. The CEO will invite the City Treasurer to meet with the Board in the fall.
- (2) Mr. Manougian made the following requests for action:
 - Multilingual Periodicals: What does MPL currently have and what are the opportunities for expansion?
 - Checkout Receipts: Can they be used to advertise events? Staff confirmed they can and are. Staff will provide specifics on current usage.
 - Cognitive Class, A.I. available from IBM: Possibility of adding to Program offerings.

AGENDA 1.1

- Signage and advertising to encourage members of the public to attend Board meetings i.e., more, and larger signage, welcoming chairs available.

10.0 **In Camera Agenda:**

10.1 To Discuss a Confidential Personnel Matter

Moved by Ms. Gail Vlahopoulos
Seconded by Ms. Winnie Phung

That the Board move in camera at 8:46 pm to discuss a confidential personnel matter.

Carried.

The Board returned to its regular meeting at 9:16 p.m.

Moved by Mr. Edward Choi
Seconded by Mr. Kenneth Wightman

Resolved that the motions approved In Camera be ratified.

Carried.

11.0 **Adjournment**

Moved by Mr. Edward Choi that the meeting be adjourned at 9:16 p.m.



Report to: General Committee

Meeting Date: October 8, 2024

SUBJECT: Staff Awarded Contracts for the Months of April, May and June 2024

PREPARED BY: Alex Moore Ext. 4711

RECOMMENDATION:

1. THAT the report entitled “Staff Awarded Contracts for the Months of April, May & June 2024.”
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), a report shall be submitted to Council advising of awarded contracts greater than \$50,000. Under this report Staff are advising Council of the contracts awarded by Staff for the months of April, May, and June 2024.

Key Points:

- All purchases were in compliance with Procurement Bylaw 2017-8 and the City’s Expenditure Control Policy
- 55 contract awards totaling \$ 21,908,255.47 were approved during the Months of April, May & June 2024

BACKGROUND:

Procurement advises Council of all contracts awarded by the Chief Administrative Officer, Commissioners, or Directors with a total cost exceeding \$50,000.

The Procurement Bylaw delegates authority to staff to award contracts if the contract award meets specific criteria. The following chart outlines the award limits under the Procurement Bylaw:

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 is changed to either the Commissioner, CAO or Council.

- 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

The following table provides a synopsis of the procurement activities during the Months of April, May and June 2024.

Procurement Activity	Number of Awards	Total Award Value April, May and June 2024
Request for Tender (T)	32	\$19,626,311.29
Request for Quotation (Q)	12	\$ 739,512.96
Request for Proposal (R)	4	\$ 1,133,421.20
Non-Competitive Procurement (S)	7	\$ 409,010.02
Total Procurement Activity	55	\$21,908,255.47

The following table provides a synopsis of the procurement award amounts by Commission during Months of April, May and June 2024.

Procurement by Commission	Number of Awards	Total Award Value April, May and June 2024
Development Services	6	\$11,562,927.87
Corporate Services	12	\$1,029,276.99
Community Services	37	\$9,316,050.61
Total Procurement Activity	55	\$21,908,255.47

Request for Tender (T) – is a method of procurement that is used when the exact specifications for the deliverables are known, there are two or more sources of supply, and the vendors are only required to submit pricing information. Requests for Tenders are awarded to the low bidder unless reference checks or past performance warrants rationale for not awarding the contract.

Request for Quotation (Q) – is a method of procurement similar to a request for tender except the procurement is of a low dollar value (less than \$100,000) and may be issued to a limited number of bidders who are invited to submit bids. Requests for Quotations are awarded to the low bidder unless reference checks or past performance warrants rationale for not awarding the contract.

Request for Proposal (R) – is a method of procurement that is used where the deliverables are not clearly specified, and it is anticipated that proponents may propose a variety of alternatives to fulfill the requirements. The evaluation of proposals includes both technical (70%) and financial (30%) evaluation and the award is made to the highest scoring proponent.

Non-Competitive Procurement (S) – is a method of procurement whereby the Treasurer and/or the Senior Manager, Procurement may in consultation with the applicable Director negotiate a contract for the supply of goods and services without a competitive process. These awards are generally required under circumstances where: there is only one source of supply; extension of existing contract would be beneficial to the City; specialized equipment or vehicles are being acquired; or it is deemed to be in the City's best interest to not to solicit a competitive bid.

# 1 Development Services Commission		
Contract # 005-R-24 Consulting Services for the Development of the City of Markham Road Safety Plan	Department	Engineering
	No. of Bids	1
	Vendor	CIMA Canada Inc.
	Award Amount	\$321,528.02
Term: The work will be completed by June 2025.		
#2		
Contract # 015-R-24 Contract Administration, Site Inspection and Post Construction Services for Erosion Restoration Services at Rouge River	Department	Engineering
	No. of Bids	6
	Vendor	Resilient Consulting Corporation
	Award Amount	\$ 218,241.62
Term: The work will be completed by December 2024.		
#3		
Contract # 016-Q-24 Supply and Install Concrete Pads and Message Boards (11 park Locations)	Department	Urban Design
	No. of Bids	8
	Vendor	Forward Signs Inc.
	Award Amount	\$63,939.50
Term: The work will be completed by July 2024.		
#4		
Contract # 076-Q-24 Landscape Architectural Services, South Cornell Parkette	Department	Urban Design
	No. of Bids	6
	Vendor	RK & Associates Consulting Inc.
	Award Amount	\$58,599.10
Term: The work will be completed by October 2025.		
#5		
Contract # 050-R-24 Consulting Engineering Services to Complete the School Zone Safety Guide	Department	Engineering
	No. of Bids	3
	Vendor	CIMA Canada Inc.
	Award Amount	\$238,221.18
Term: The work will be completed by June 2025.		
#6		
Contract # 039-T-24 Main Street Unionville Reconstruction, Carlton Road Watermain Replacement, The East Lane, and Victoria Avenue Rehabilitation	Department	Engineering
	No. of Bids	7
	Vendor	CRCE Construction
	Award Amount	\$10,662,398.45
Term: The work will be completed by the end of 2025.		

#7 Corporate Services Commission		
Contract # 021-Q-24 Parking Lot Light Replacement at Fire Station 95	Department	Sustainability & Asset Management
	No. of Bids	9
	Vendor	Executive Tree Service Inc.
	Award Amount	\$64,643.04
Term: The work will be completed by October 2024.		
#8		
Contract # 031-T-24 Replacement of Six Heat Pumps at Markham Museum	Department	Sustainability & Asset Management
	No. of Bids	12
	Vendor	Mic Mechanical Inc.
	Award Amount	\$124,864.61
Term: The work will be completed by November 2024.		
#9		
Contract # 046-T-24 555 Miller Ave South Exterior Wall Repairs and Bollards	Department	Sustainability & Asset Management
	No. of Bids	18
	Vendor	S.A.B Building Restoration Ltd
	Award Amount	\$ 73,687.47
Term: The work will be completed by August 2024.		
#10		
Contract # 311-S-23 Planned Service for Delta Controls Building Automation Systems	Department	Sustainability & Asset Management
	No. of Bids	Non-Competitive Procurement
	Vendor	Viridian Automation
	Award Amount	\$162,673.54
Term: The work is for a period of five years (2024-2028). Award amount is for the five years.		
#11		
Contract # 022-Q-24 Fire Systems Maintenance at Various Facilities	Department	Sustainability & Asset Management
	No. of Bids	5
	Vendor	Onyx-Fire Protection Services Inc.
	Award Amount	\$55,979.19
Term: The work will be completed by November 2024.		
#12		
Contract # 033-Q-24 Village Parkway Parking Lot Curbs and Paving	Department	Sustainability & Asset Management
	No. of Bids	11
	Vendor	Aqua Tech Solutions Inc
	Award Amount	\$108,172.15
Term: The work will be completed by November 2024.		

#13		
Contract # 034-T-24 Angus Glen East Entrance Repair & Restoration	Department	Sustainability & Asset Management
	No. of Bids	3
	Vendor	SAFA Builders and Contractors
	Award Amount	\$122,933.71
Term: The work will be completed by July 2024.		
#14		
Contract # 101-Q-24 Consulting Engineering Services for the Building Envelope and Structural Review of Various Buildings	Department	Sustainability & Asset Management
	No. of Bids	4
	Vendor	Thornton Tomasetti
	Award Amount	\$53,673.31
Term: The work will be completed by October 2024.		
#15		
Contract # 117-T-24 Markham Museum Burkholder Renovation	Department	Sustainability & Asset Management
	No. of Bids	5
	Vendor	P&C General Contracting
	Award Amount	\$84,973.98
Term: The work will be completed by August 2024.		
#16		
Contract # 035-Q-24 Civic Centre Skating Rink Fountain Repair	Department	Sustainability & Asset Management
	No. of Bids	5
	Vendor	Magtech Mechanical Systems Inc.
	Award Amount	\$125,349.98
Term: The work will be completed by October 2024.		
#17		
Contract # 051-T-24 Backflow Prevention Testing & Cross Connection Surveys	Department	Sustainability & Asset Management
	No. of Bids	18
	Vendor	Denos Plumbing and Heating Ltd
	Award Amount	\$354,839.52
Term: Four years (2024-2027). Award amount is for four years.		
#18		
Contract # 054-T-24 Fire Station 94 Kitchen and Fire Station 95 Dormitory Cabinetry Replacement	Department	Sustainability & Asset Management
	No. of Bids	5
	Vendor	Titan Construction and Contracting
	Award Amount	\$91,462.91
Term: The work will be completed by November 2024.		

#19 Community Services Commission		
Contract # 104-Q-24 Supply and Delivery of Various Trailers	Department	Operations
	No. of Bids	5
	Vendor	King City Trailers
	Award Amount	\$51,488.52
Term: The units will be delivered by September 2024.		
#20		
Contract # 011-T-24 Replacement of Three Structures (Pedestrian bridge, Wooden Bridge and Two CSP Culverts)	Department	Environmental Services
	No. of Bids	6
	Vendor	Canada Construction Limited
	Award Amount	\$546,247.68
Term: The work will be completed by August 2024.		
#21		
Contract # 023-S-24 Summer Camp Bussing – Contract Extension	Department	Recreation Services
	No. of Bids	Non-competitive Procurement
	Vendor	First Canada ULC
	Award Amount	\$77,256.50
Term: One year (2024).		
#22		
Contract # 065-T-24 Set-Up, Maintenance, Retraction and Removal of Protective Netting (Crosby/ Morgan Park – Baseball and Yarl Cedarwood and Celebration Park – Cricket)	Department	Operations
	No. of Bids	3
	Vendor	D. C. Fence & Contracting Inc.
	Award Amount	\$232,592.84
Term: Four years (2024 - 2027). Award amount is for four years.		
#23		
Contract # 068-T-24 Milliken Mills Community Centre - Ceiling Tile Replacement	Department	Recreation Services
	No. of Bids	4
	Vendor	Canada Construction Limited
	Award Amount	\$190,071.36
Term: The work will be completed by July 2024.		
#24		
Contract # 072-Q-24 Rouge River C.C Outdoor Pool Interlock Deck Replacement	Department	Recreation Services
	No. of Bids	8
	Vendor	SAFA Builders and Contractors
	Award Amount	\$51,287.04
Term: The work will be completed by July 2024.		

#25		
Contract # 073-T-24 Tree Watering for newly installed trees Term: Four years (2024 – 2027). Award amount is for four years.	Department	Operations
	No. of Bids	18
	Vendor	Bam Bam Construction Inc.
	Award Amount	\$419,414.00
#26		
Contract # 087-T-24 Supply & Delivery of Field Marking Paint Term: Four years (2024 – 2027). Award amount is for four years.	Department	Operations
	No. of Bids	1
	Vendor	Simplistic Lines Inc.
	Award Amount	\$451,570.16
#27		
Contract # 095-S-24 Condition Inspection of Stormwater Underground Tanks within Aaniin CC & Pan Am Centre Term: The work will be completed by November 2024.	Department	Environmental Services
	No. of Bids	Non-competitive procurement
	Vendor	Andrews Engineer
	Award Amount	\$70,020.17
#28		
Contract # 118-Q-24 Contract Administration Services for Replacement of Three Structures (Pedestrian bridge, Wooden Bridge and Two CSP Culverts) Term: The work will be completed by August 2024.	Department	Environmental Services
	No. of Bids	5
	Vendor	Accardi Schaeffers & Associates Ltd.
	Award Amount	\$61,276.01
#29		
Contract # 188-T-23 Supply & Delivery of Two (2) Brush Chippers Term: The units will be delivered in June 2024.	Department	Operations
	No. of Bids	3
	Vendor	Douglas Powertech Enterprises Inc.
	Award Amount	\$201,963.07
#30		
Contract # 010-T-24 Temporary Slope Stabilization at Mill Street Term: The work will be completed by July 2024.	Department	Environmental Services
	No. of Bids	2
	Vendor	Dynex Construction Ltd.
	Award Amount	\$444,694.86

#31		
Contract # 030-T-24 - Routine & Emergency Water, Sewer and Stormwater Infrastructure Repairs	Department	Environmental Services
	No. of Bids	12
	Vendor	Utility Force Construction Inc.
	Award Amount	\$2,414,860.54
Term: Five years (2024 – 2028). Award amount is for five years.		
#32		
Contract # 045-T-24 Sediment Removal at Stormwater Management Ponds (Lundy Park and Intersection of Castlemore and Stonebridge Drive)	Department	Environmental Services
	No. of Bids	5
	Vendor	Green Infrastructure Partners Inc.
	Award Amount	\$597,050.23
Term: The work will be completed by September 2024.		
#33		
Contract # 056-T-24 - Swan Lake Chemical Treatment	Department	Environmental Services
	No. of Bids	1
	Vendor	Green Infrastructure Partners Inc.
	Award Amount	\$153,852.23
Term: The work will be completed by August 2024.		
#34		
Contract # 057-T-24 Sampling Stations Replacement (88 water sampling stations)	Department	Environmental Services
	No. of Bids	7
	Vendor	Ontario Water Werx
	Award Amount	\$592,753.78
Term: The work will be completed by September 2024.		
#35		
Contract # 063-T-24 Grass Cutting and Maintenance Services (Boulevards)	Department	Operations
	No. of Bids	21
	Vendor	Cedarbrook Landscaping Limited
	Award Amount	\$845,601.16
Term: Four years (2024 – 2027). Award amount is for four years.		
#36		
Contract # 066-T-24 City-Wide Catch Basin Cleaning Services	Department	Operations
	No. of Bids	7
	Vendor	416 Vactors Inc.
	Award Amount	\$2,865,398.80
Term: Four years (2024 – 2027). Award amount is for four years.		

#37		
Contract # 071-T-24 Retro-Reflectivity Inspection of Regulatory Signs	Department	Operations
	No. of Bids	2
	Vendor	Fernandes Nuclear Products Inc.
	Award Amount	\$336,204.44
Term: Four years (2024 – 2027). Award amount is for four years.		
#38		
Contract # 088-T-24 Supply & Delivery of Top Dressing	Department	Operations
	No. of Bids	6
	Vendor	Cliffords Haulage Limited
	Award Amount	\$681,560.80
Term: Four years (2024 – 2027). Award amount is for four years.		
#39		
Contract # 090-T-24 Pathway Renovations and Resurfacing	Department	Operations
	No. of Bids	15
	Vendor	Rima Con Ltd.
	Award Amount	\$629,608.00
Term: Four years (2024 – 2027). Award amount is for four years.		
#40		
Contract # 091-T-24 Markham Village Community Centre Ice Pad Replacement	Department	Recreation Services
	No. of Bids	6
	Vendor	Ball Construction Ltd.
	Award Amount	\$1,571,861.28
Term: The work will be completed by September 2024.		
#41		
Contract # 093-T-24 Supply and Delivery of Six ¾ Ton Full Size Cargo Vans	Department	Operations
	No. of Bids	3
	Vendor	Leggat Chevrolet Buick GMC Toronto
	Award Amount	\$299,251.42
Term: The units will be delivered by December 2024.		
#42		
Contract # 103-T-24 Environmental Waste Receiving Site (environmental and organic waste (contaminated soils))	Department	Operations
	No. of Bids	1
	Vendor	YORK1 Waste Solutions Ltd.
	Award Amount	\$111,427.20
Term: One year (June 2024 – May 2025)		
#43		
Contract # 111-T-24 Five Mitsubishi Outlander PHEV SUVs	Department	Operations
	No. of Bids	3
	Vendor	2512048 Ontario Inc. (Ajax Mitsubishi)
	Award Amount	\$252,966.53
Term: The units will be delivered by June 2024.		

#44		
Contract # 112-T-24 Supply & Delivery of Two Small Pick Up Trucks	Department	Operations
	No. of Bids	3
	Vendor	Trillium Ford Lincoln Ltd.
	Award Amount	\$69,960.30
Term: The units will be delivered by June 2024.		
#45		
Contract # 113-T-24 Rehabilitation of Storm and Sanitary Sewers and Laterals	Department	Environmental Services
	No. of Bids	4
	Vendor	GFL Environmental Services Inc.
	Award Amount	\$1,057,323.29
Term: The work will be completed by February 2025.		
#46		
Contract # 115-T-24 Supply and Delivery of Two Low Roof Cargo Vans	Department	Operations
	No. of Bids	3
	Vendor	Trillium Ford Lincoln Ltd.
	Award Amount	\$126,164.38
Term: The units will be delivered by June 2024.		
#47		
Contract # 136-T-24 Landscape Maintenance Activities (South Town Centre Blvd and Highway 7)	Department	Operations
	No. of Bids	10
	Vendor	Bam Bam Construction via York Region
	Award Amount	\$210,526.20
Term: Six years (2024 – 2029). Award amount is for six years.		
#48		
Contract # 140-Q-24 Supply and Delivery of Top Soil	Department	Operations
	No. of Bids	5
	Vendor	G and L Group Ltd.
	Award Amount	\$54,034.56
Term: Four years (2024 – 2027). Award amount is for four years.		
#49		
Contract # Emergency Work – Slope failure at 8202 McCowan Road (Tree Relief and Short term slope stability design)	Department	Environmental Services
	No. of Bids	Emergency Purchase
	Vendor	Davey Tree Expert and Aquafor Beech
	Award Amount	\$94,919.71

#50		
Contract # 123-R-24 Consulting Engineering Services for Rehabilitation of four Structures	Department	Environmental Services
	No. of Bids	4
	Vendor	TSI Inc.
	Award Amount	\$355,430.38
Term: The work will be completed by September 2025.		
#51		
Contract # 135-Q-24 Supply and Delivery / Pick-Up of Turf Grass Sod	Department	Operations
	No. of Bids	2
	Vendor	Nu. Fairgreen Sod Farms Ltd.
	Award Amount	\$126,385.90
Term: Four years (2024 – 2027). Award amount is for four years.		
#52		
Contract # 148-S-24 Milliken Mills CC Soccer Dome LED Lighting Replacement	Department	Recreation Services
	No. of Bids	Non-competitive Procurement
	Vendor	The Farley Group
	Award Amount	\$77,592.00
Term: The work will be completed by October 2024.		
#53		
Contract # 171-S-24 Delivery of Computer & Technology Related Programs at Cornell CC, Milliken Mills CC and Thornhill CC Term: One year (2024) (Revenue)	Department	Recreation Services
	No. of Bids	Non-competitive Procurement
	Vendor	Logic Fusion
	Revenue to City	\$87,814.83
#54		
Contract # 175-S-24 Supply and Delivery of Air Cylinders for Self-Contained Breathing Apparatus (SCBA) Term: Delivery by April 2025	Department	Fire Services
	No. of Bids	Non-competitive Procurement
	Vendor	Canadian Safety Equipment Inc.
	Award Amount	\$58,591.88
#55		
Contract # 007-T-24 Rehabilitation of Thirteen Structures Term: The work will be completed by November 2024	Department	Environmental Services
	No. of Bids	4
	Vendor	Safa Builders & Contractors
	Award Amount	\$210,523.63

RECOMMENDED BY:

Joseph Silva
Treasurer

Trinela Cane
Commissioner, Corporate Services



Report to: General Committee

Meeting Date: October 8, 2024

SUBJECT: Markham Environmental Sustainability Fund (MESF) 2024
Funding and Future Program Protocols

PREPARED BY: Dave Douglas, Manager, Waste & Environmental
Management, x2395
Michael DiPasquale, Supervisor, Waste Operations, Waste &
Environmental Management x3710

RECOMMENDATION:

1. THAT the report entitled “Markham Environmental Sustainability Fund (MESF) 2024 Funding and Future Program Protocols” be received;
2. AND THAT the external funding application “The Urban Farm Initiative” for site expansion and improvements be approved for \$9,596 and be funded from the MESF Reserve;
3. AND THAT proposed amendments to the funding approvals process for future MESF applications be received as noted in this report; and
4. 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 recommend that funding from the Markham Environmental Sustainability Fund (“MESF”) be provided for an external application as reviewed and recommended by the internal staff committee. In addition, staff are proposing revisions to the MESF funding approval process in order to increase efficiency.

BACKGROUND:

Council created the MESF in 2002 to provide funding for innovative and leading environmental initiatives that support GreenMarkham and the City’s waste diversion targets. Applicants can request a maximum of \$10,000 from the MESF per project per year. Eligible organizations include other levels of government, public agencies, school boards and Markham community groups. Individual residents and “for profit” organizations are not eligible to apply. In 2020, Council approved the addition of the Sustainable Neighbourhood Small Grant (“SNSG”) program as part of the MESF designed to support resident-led sustainability projects with grants up to \$500.

All approved MESF projects are expected to meet at least one of the following objectives:

- Is a leading environmental innovation that can be showcased by Markham
- Promotes education, and participation in sustainability in Markham
- Supports the City’s environmental policies and strategic plan

The MESF program is administered by the Waste & Environmental Management section of the Environmental Services Department. The application process and eligibility

criteria are posted on the City's website and promoted up to the intake deadline of March 31st. After intake, all applications are screened for eligibility and then reviewed by an internal staff committee with representation from a range of departments including Environmental Services, Sustainability & Asset Management, Economic Growth, Culture & Entrepreneurship, and Operations. The review process involves assessing each application using established evaluation criteria combined with feedback from staff subject matter experts on the committee. Following approval of the applications by the committee, staff then seek Council approval for funding disbursement through submission of an annual report.

The table below indicates the number of MESF and SNSG applications approved and the related funding amounts disbursed from 2020 to 2023.

Year	Approved MESF Applications	Approved SNSG Applications	Total Funds Disbursed	Comments
2020	2	3	\$11,430.90	
2021	0	0	0	No applications due to COVID-19
2022	4	5	\$36,197.39	
2023	1	0	0	Applications deferred to 2024
Total	7	8	\$47,628.29	

OPTIONS / DISCUSSION:

Approved 2024 MESF Application

The internal staff committee has approved one MESF application for the 2024 funding year. This application was initially deferred from 2023. A summary of the applicant's initiative is provided below:

The Urban Farm Initiative

The Urban Farm Initiative has developed a well-established community garden located at the Unionville Alliance Church (4898 16th Avenue). The applicant has proposed an expansion project that will provide additional gardening space by converting an unused plot of land to produce several crops intended for both the church's food bank and Markham Food Bank.

The total funding requested for this initiative is \$9,596 for the purchase of tools, lumber, and installation of site fencing to support the 3,000 square foot expansion. The project supports Markham's food security priority and aligns with the City's community sustainability plan. This application meets MESF program requirements and community funding criteria and is recommended for approval by staff.

Proposed Revisions to the MESF Funding Approvals Process

In an effort to streamline the funding approvals process and ensure timely disbursement to successful MESF applicants, staff are proposing to revise the approval process,

specifically leveraging delegated authority in alignment with the risk-based approach that underpin the corporation's Expenditure Control and other financial and administrative policies. Under the Expenditure Control Policy, approvals for contract awards and purchases are delegated to Management Staff, based on accountability measures and controls in place, including sufficient approved funding for the purchase and undertaking a competitive process.

Under the current MESF process, funding disbursements are made following an established process and after ensuring sufficient funding is in place. Going forward, staff are proposing that the internal committee review applications and prepare recommendations to the Director of Environmental Services for funding approval (up to \$10,000 in MESF funding). For SNSG applications, eligible to receive up to \$500 of funding per year, staff are proposing that the internal committee review applications and prepare recommendations to the Manager of Waste & Environmental Management for funding approval.

Staff are not recommending any changes to the intake or evaluation processes for both MESF & SNSG applications, or any changes to the application deadline of March 31st.

Annual reporting will be provided to the Executive Leadership Team and Council for information purposes and public transparency. This revised funding approvals process is supported by the Treasurer and the Commissioner of Community Services.

FINANCIAL CONSIDERATIONS:

One (1) approved MESF project to be funded from the MESF Reserve in the amount of \$9,596. The current Reserve balance is \$63,632.74 as of August 31, 2024. This disbursement would reduce the current reserve balance to \$54,036.74. Following the 2024 MESF application period, the Director of Environmental Services will re-evaluate the need to top-up the Reserve fund balance as part of the 2026 capital budget process.

The table below summarizes the recommended expenditure from the MESF Reserve.

MESF Reserve Activity	
2024 Funding Plan and Account Balance	
Initial Balance (August 31, 2024)	\$63,632.74
The Urban Farm Initiative	(\$9,596.00)
Remaining Balance	\$54,036.74

CONCLUSION:

Staff recommend approval for a funding disbursement in the amount of \$9,596 for The Urban Farm Initiative. Additionally, staff recommend delegation of funding approvals for MESF and SNSG as noted in this report.

HUMAN RESOURCES CONSIDERATIONS

Not applicable.

ALIGNMENT WITH STRATEGIC PRIORITIES:

Aligns with Goal #3 – Safe, Sustainable & Complete Community and Goal #4 – Stewardship of Money & Resources

BUSINESS UNITS CONSULTED AND AFFECTED:

Finance, Sustainability & Asset Management, Economic Growth, Culture & Entrepreneurship and the Operations Departments have been consulted.

RECOMMENDED BY:

Eddy Wu
Director, Environmental Services

Morgan Jones
Commissioner, Community Services



Report to: General Committee

Meeting Date: October 8, 2024

SUBJECT: Award of Tender 196-T-24 - Courts Reconstruction - Construction

PREPARED BY: Richard Fournier, Ext 2120
Rosemarie Patano, Ext 2990

RECOMMENDATION:

1. THAT the report entitled “Award of Tender 196-T-24 Courts Reconstruction - Construction” be received; and
2. THAT staff be authorized to award a contract to Bond Paving & Construction Inc., the lowest priced bidder, in the total amount of \$875,276.43 inclusive of HST; and,
3. THAT a contingency in the amount of \$87,527.64 (10%) inclusive of HST, established to cover any additional project costs, be approved, and that authorization be granted to approve expenditures of this contingency amount up to the specified limit in accordance with the Expenditure Control Policy; and,
4. THAT the award and contingency in the total amount of \$962,804.07 be funded from the following:
 - Capital project 24205 - Tennis/Basketball Reconstruction Simonston / Robinson/Milliken Mills, which has an available budget of \$355,093.59;
 - Capital project 24208 – Tennis Fencing, which has an available budget of \$96,300.00;
 - Capital project 24204 – Tennis/Basketball Reconstruction Bayview Reservoir, which has an available budget of \$177,400.00;
 - Tennis club portion in the amount of \$157,462.41; and,
5. THAT the shortfall in the amount of \$176,548.07 (\$962,804.07 - \$355,093.59 - \$96,300 - \$177,400 - \$157,462.41) be funded from Non-DC Capital Contingency; and,
6. THAT all identified budget amounts be consolidated into project #24205 to facilitate the administration of this contract; and,
7. THAT this report be received by Council on October 9, 2024; and,
8. 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 approval to award the contract for the courts reconstruction – construction activities at four parks noted in this report.

BACKGROUND:

As part of the Life Cycle replacement program, courts reconstruction – construction is currently required with a variety of site dependent work (basketball, tennis and tennis / pickle ball courts reconstruction project) for the following four parks:

Park No.	Park Name	Park Address
1	Milliken Mills Park	4375 14th Ave., Markham
2	Robinson Park	46 Robinson St., Markham
3	Bayview Reservoir Park	8127 Bayview Avenue, Markham
4	Simonston Park	15 Simonston Blvd, Markham

These assets are being replaced based on a condition assessment and current standard compliance requirements.

The scope of work includes the following:

- Demolition, salvaging, and removals;
- Site protection fencing;
- Tree protection fencing;
- Clearing and grubbing;
- Rough grading, excavation, and fill removal;
- New asphalt paving;
- New penetration asphalt paving;
- Acrylic colour surfacing;
- Tennis equipment supply and installation;
- Tennis divider net and posts supply and installation;
- Pickleball equipment supply and installation;
- Basketball equipment supply and installation;
- Chain link fencing and gates supply and installation;
- Concrete curbs;
- Fine grading and topsoil application; and,
- Site and sod restoration.

The tender specified that the contractor shall complete all work by May 2025.

Tender Information (196-T-24)

Bid closed on	August 23, 2024
Number picking up bid document	17
Number responding to bid	7

OPTIONS/ DISCUSSION:

The tender for courts reconstruction - construction closed on August 23, 2024 with a total budget shortfall in the amount of \$176,548.07 (~22.4%) inclusive of the cost of award, 10% contingency, and 1.76% HST impact.

Staff contacted the recommended bidder in an effort to mitigate a portion of the budget shortfall. The bidder was not in a position to provide any cost reduction opportunities that would be considered as a viable solution (due to the nominal impact). Staff attribute the shortfall to a significant increase in construction material costs, with acrylic surfacing being the primary factor, averaging 100% more than anticipated.

Budget Shortfall

Prior to bid issuance and during the consultant review and analysis of the market compared to similar projects in 2020 and 2022, Staff projected a potential shortfall of \$220,000 or 28% compared to budget. As identified within the report, the recommended award has a shortfall of \$176,548.07 or 22.4%, which is slightly better than anticipated.

The shortfall is due to market inflation of overall construction costs and materials. Staff completed a thorough value engineering exercise prior to issuance (including coordination with Operations), however, since these locations are at the end of their life cycle, it was imperative that the tender be issued to mitigate the potential of further additional funding need and extension of the construction completion into 2026 (opposed to forecasted 2025).

Staff recommend proceeding with awarding the contract to the lowest bidder rather than deferring the project, to allow this project to remain on schedule and mitigate against any further cost escalations, with substantial completion anticipated in 2025. It also should be noted that further yearly increase in asphalt and acrylic material and construction costs should be expected if the project is to be re-tendered in 2025.

FINANCIAL CONSIDERATIONS

The award of the contract for Tender 196-T-24, in the amount of \$962,804.07 inclusive of HST, will be awarded to Bond Paving & Construction Inc.

The financial breakdown is as follows:

Project	Amount
Budget Available	
059-6150-24205-005 - Tennis/Basketball Reconst Simonston/Robinson/Milliken Mills	\$355,093.59* (A)
Tennis Club	\$157,462.41* (B)
059-6150-24208-005 - Tennis Fencing	\$96,300.00** (C)
059-6150-24204-005 - Tennis/Basketball Reconstruction Bayview Reservoir	\$177,400.00** (D)
Total Budget	\$786,256.00 (E)=(A)+(B)+ (C)+(D)

Award	\$875,276.43	(F)
Contingency (10%)	\$87,527.64	(G)
Total Capital Costs	\$962,804.07	(H)=(F)+(G)
Budget Shortfall	(\$176,548.07)***	(I) = (E)-(H)

* The amount of \$157,462.41 will be collected from the Tennis Club for their share of costs.

**Staff recommend all identified budget amounts be consolidated into project #24205 to facilitate the administration of this contract.

***The remaining City's budget shortfall of \$176,548.07 (\$786,256.00 - \$962,804.07) will be funded from the City's Non-DC Capital Contingency, which has an account balance of (\$1,887,279.20) as of September 5, 2024. The Non-DC Capital Contingency will be replenished at the next Status of Capital Projects Update in Q4 of 2024.

OPERATING BUDGET AND LIFE CYCLE IMPACT

This is a capital project funded from the Tennis Clubs and Life Cycle Reserve; updated pricing will be adjusted accordingly in the next Life Cycle Reserve Study update. The revised specifications for the new fencing are also not expected to increase operating and maintenance costs, so there is no incremental impact to the Operating Budget from this project.

ENVIRONMENTAL CONSIDERATIONS

All materials removed will be recycled through an appropriate scrap metal or aggregate recycling facility consistent with best practices.

HUMAN RESOURCES CONSIDERATIONS

Not applicable

ALIGNMENT WITH STRATEGIC PRIORITIES:

Not applicable

BUSINESS UNITS CONSULTED AND AFFECTED:

This report was jointly prepared by the Procurement, Planning & Urban Design Department, with review and comments provided by the Finance Department

RECOMMENDED BY:

Giulio Cescato, RPP, MCIP
Director, Planning & Urban Design

Arvin Prasad, RPP, MCIP
Commissioner, Development Services

ATTACHMENTS:

Not applicable



Report to: General Committee

Meeting Date: October 8th , 2024

SUBJECT: Request for Approval of Revised Terms of Reference for the Markham Race Relations Advisory Committee

PREPARED BY: Kinya Baker
Manager, Diversity Equity, Inclusion, and Accessibility

RECOMMENDATION:

1. That the report titled “Request for Approval of Revised Terms of Reference for the Markham Race Relations Advisory Committee” be received;
2. That the revised Terms of Reference for the Markham Race Relations Advisory Committee be approved in substantial conformity with the Terms of Reference attached as Appendix A; and
3. That staff be authorized and directed to do all things necessary to give effect to this resolution.

PURPOSE:

This report seeks Council approval of the revised Terms of Reference for the Markham Race Relations Advisory Committee, which was last updated in 2002. The updated Terms reflect new mandates addressing current community needs and the City’s commitment to fostering equity, inclusion, and anti-racism, in addition to providing improved governance and functional clarity.

BACKGROUND:

The Markham Race Relations Advisory Committee (the “Committee”) is an advisory body tasked with promoting harmonious race and ethnocultural relationships. Its role is to provide input and make recommendations to Council on matters related to race relations, equity, and anti-racism.

The revised Terms of Reference confirm the Committee’s continued mandate of providing advice to Council and to act as an advisor to Council. The Committee was consulted in the preparation of the revised Terms of Reference and their feedback has been incorporated.

In the original Terms of Reference (“TOR”) from 2002, the Committee focused on advising Council on race and ethnocultural equity, and recommending policies to improve relations within the community. The updated Terms build upon these original principles, with a renewed focus on supporting the City in its implementation of the City’s Diversity Action Plan and Eliminating Anti-Black Racism Plan.

DISCUSSION:

The updated Terms of Reference introduce key changes that reflect the evolving landscape of equity and anti-racism efforts in Markham. Notable changes from the original 2002 TOR include:

- New Focus on Anti-Racism: The original TOR focused on race relations and ethnocultural equity. The updated Terms broaden this scope to explicitly include

anti-racism, acknowledging the importance of eliminating systemic racism in all forms.

- Collaboration on New Initiatives: The updated Terms direct the Committee to engage with the City's Diversity Action Plan and Eliminating Anti-Black Racism Plan, providing input on their implementation.
- Additional Duties and Reporting: The updated TOR sets out the duties of the Committee, including regularly reporting to Council as well as hosting the Many Faces of Markham event to recognize the UN International Day for the Elimination of Racial Discrimination as an official Committee activity.
- Committee Governance: The new Terms outline a number of elements that support the governance of the Committee, providing clarity around roles and responsibility.

FINANCIAL CONSIDERATIONS

Not applicable

HUMAN RESOURCES CONSIDERATIONS

Not applicable

ALIGNMENT WITH STRATEGIC PRIORITIES:

Building Markham's Future Together;
Diversity Action Plan
Markham's Plan to Eliminate Anti-Black Racism

BUSINESS UNITS CONSULTED AND AFFECTED:

Legislative Services
People Services

RECOMMENDED BY:

Claudia Storto
City Solicitor and Director of People Services

ATTACHMENTS:

Appendix A – Terms of Reference for the Markham Race Relations Advisory Committee



RACE RELATIONS ADVISORY COMMITTEE

TERMS OF REFERENCE

October 2024

Overview and Mandate

The City of Markham's Race Relations Advisory Committee (the "Committee") is appointed by Council for the City of Markham (the "City"). The Committee provides recommendations, advice, information, and input to the City and Council on matters relating to equity and inclusion, and more specifically cultural equity and anti-racism. The Committee supports the basic principle that Markham values diversity and aims to be a community where everyone is welcome.

The Committee's strategies are aimed at fostering awareness of diversity and identifying opportunities to reduce barriers, eliminate racism, and promote inclusion in the community. Council considers the Committee's input and ideas when making decisions on municipal programs and matters relating to equity, inclusion, and anti-racism.

Duties and Scope

The Committee will:

1. Advise Council and City staff by providing input on:

- Community matters involving equity, inclusion, and anti-racism within the City.
- City policies, programs and procedures which may enhance equity, inclusion and anti-racism in the City, including education and awareness programs.
- Diversity, Equity and Inclusion initiatives, including the City's Diversity Action Plan and Eliminating Anti-Black Racism Plan and the implementation thereof.
- Strategies for the elimination of barriers experienced by equity-deserving members of the community.
- Approaches to encourage local City groups, businesses, agencies and institutions to engage in programs to improve equity, inclusion, and anti-racism throughout the City.
- City efforts to engage the community through awareness of and relationship building with equity-deserving groups.



- Opportunities for the City to collaborate with institutions and volunteer organizations to promote mutual trust and respect among the City's various community groups.
- Opportunities to learn from or participate in equity and inclusion initiatives being undertaken by other municipal, provincial, and federal governments, agencies or committees.

2. Undertake the following activities:

- Report to Council, on an annual basis, documenting the activities, accomplishments and discussions deemed appropriate as the Committee works to fulfill its purpose.
- Act in an equitable, non-partisan manner supporting the City's commitment to diversity, equity and inclusion and to work collaboratively with other City advisory committees or groups, such as the Markham Mayor's Youth Council, Mayor's Black Youth Liaison Committee, and the Markham Accessibility Advisory Committee, on matters of mutual interest with particular focus on promoting and addressing issues of equity, inclusion, and anti-racism.
- Participate actively in meetings to support the objectives of the Committee in its advisory role to Council on matters related to equity, inclusion, and the elimination of racism and discrimination.
- Promote understanding, acceptance and support for the diverse communities residing in the municipality by advising Council on issues and concerns raised by residents and providing advice and input to Council and City staff on possible solutions for removal of barriers to equity and opportunities to improve inclusivity.
- Host the Many Faces of Markham event, in recognition of the United Nation's International Day for the Elimination of Racial Discrimination.
- Provide suggestions, report findings and make recommendations to Council as necessary or at such times as Council may deem desirable, on matters relating to equity, inclusion, and the elimination of racism and discrimination, or on other matters on which Council may seek the Committee's advice.
- Support staff as requested in carrying out programs and initiatives as directed by Council.

Membership and Terms of Office

The Committee shall consist of a maximum of twelve (12) members, consisting of a majority of citizen volunteers representative of Markham's diverse and equity-deserving communities, who reside or work in Markham. Members of Council may also be



appointed to the Committee in accordance with the Council direction for Council membership on Advisory Boards and Committees.

Members are to be appointed by Council and will serve staggered terms of office of one (1), two (2), or three (3) consecutive years. Members may be reappointed in accordance with the City's Board and Committee Appointment Policy. Any changes to the membership, including replacements, will require Council approval.

The Committee will elect a Chair and Vice-Chair on an annual basis. These roles may be re-elected for a consecutive year.

Member Responsibility

Members are expected to be familiar with these Terms of Reference and with issues of equity, inclusion, and anti-racism, particularly in relation to under-represented and marginalized groups within the City of Markham. Members are expected to contribute their expertise actively during Committee meetings.

Each Member is an independent representative to the Committee and does not represent the concerns of only one group. The members shall work together for the purpose of developing a reasonable and practical common approach in a respectful and non-partisan manner.

Members shall declare any situation that is, or has the potential to be, a conflict of interest.

The Chair will be responsible for providing leadership as part of the Committee's governance structure, ensuring that the Committee's responsibilities are met. The Chair will be the primary point of contact to the Staff Liaison for the Committee. It is the responsibility of the Chair to set meeting agendas in consultation with the Staff Liaison; preside over committee meetings, ensuring they are conducted in an efficient, effective and focused manner; and coordinate the delivery of reports to Council, including the annual report.

At the request of the Chair of the Committee, or in the event of the absence of the Chair of the Committee, the Vice-Chair shall carry out any or all of the responsibilities of the Chair of the Committee.

Reimbursement Of Member Expenses

Committee members are not compensated and expenses are not reimbursed.



The Committee may not exercise decision-making powers or commit expenditures save for those specifically delegated by Council. Any request for expenditures determined by the Committee for the sole purpose of conducting the business or work of the Committee shall be forwarded to Council for consideration and approval.

Frequency of Meetings

Meetings will be held at the frequency mandated by Council for Advisory Committees. Sub-committee and ad-hoc meetings may be arranged at other times. The Chair may call special meetings. Meetings may take place in person at City facilities, virtually, or in a hybrid format.

Sub-Committees

The Committee may form sub-committees to help it achieve its mandate. Sub-committees shall be appointed by the Committee and shall have a minimum of two members of the Committee serving on the sub-committee. Additional members may be added to the sub-committee by Committee resolution.

Meeting Procedure

All meetings will be conducted in accordance with the City of Markham Procedure Bylaw 2017-5, as amended, and the City of Markham Rules of Procedure Governing Statutory and Advisory Committees, as amended.

All Members will adhere to the City of Markham Code of Conduct for Advisory Boards and Committees and the City of Markham Respect in the Workplace Policy.

A majority of the members shall constitute quorum.

Agendas of meetings and approved minutes shall be filed in the Clerk's Office.

Reporting to Council

The Committee will report to Council through the General Committee. After each meeting, the meeting minutes shall be submitted to the General Committee for information.



Authority of Committee

The Committee may not exercise decision-making powers or commit expenditures save for those specifically delegated by Council. Any request for expenditures determined by the Committee for the sole purpose of conducting the business or work of the Committee shall be forwarded to Council for consideration and approval. The Committee may not direct staff to undertake activities without authority from Council.

Staff Resources

The role of staff is to act as a resource to the Committee, but not to be members of the Committee, or to deliberate or draft the findings or reports of the Committee.

The City may assign staff to provide support to the Committee, which may include:

- a) a Committee Coordinator, who may provide administrative staff support, including the taking of minutes, distribution of minutes and agendas, and the general administrative coordination of meetings of the Committee and any sub-committees; and
- b) a Staff Liaison, who may provide coordination between Committee and City staff on Committee-related subject matter and staff advisory support.

Staff from relevant departments may attend and provide additional advisory and technical support as relevant to the mandate and objectives of the Committee.

Amendment of Terms of Reference

Council may revise the Terms of Reference as required.