

Electronic General Committee Meeting Minutes

Meeting Number: 7
May 19, 2020, 9:30 AM - 3:00 PM
Live streamed

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 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 Claudia Storto, City Solicitor and Director of Human Resources Joel Lustig, Treasurer Bryan Frois, Chief of Staff Kimberley Kitteringham, City Clerk Martha Pettit, Deputy City Clerk Phoebe Fu, Director of Environmental Services Mary Creighton, Director of Recreation Services Hersh Tencer, Manager, Real Property Alex Moore, Manager of Purchasing & Accounts Payable Morgan Jones, Director, Operations Hristina Giantsopoulos, Elections & Council/Committee Coordinator	Scott Chapman, Council/Committee Coordinator John Wong, Technology Support Specialist II Cathy Molloy, Manager, Museum, Culture and Economic Development Claudia Marsales, Sr Manager Waste Management & Environment Michael Dipasquale, Supervisor, Waste Management, Environmental Services Matthew Vetere, Manager, Tax & Assessment Policy, Financial Services Shane Manson, Senior Manager, Revenue & Property Taxation, Financial Services Stephen Dearborn, Technical Coordinator Roads, Operations Alice Lam, Senior. Mgr, Roads, Survey & Utility, Operations Helen Mah, Coordinator, Theatre Business, Culture and Economic Development Michael Killingsworth, Deputy City Clerk, By-Law Enf., Lic & Reg Srv Kishor Soneji, Senior Accountant Catherine Biss, Library Chief Executive Officer Niamh O'Laoghair, Manager, Art Gallery

1. CALL TO ORDER

In consideration of the ongoing state of emergency surrounding the 2019 Novel Coronavirus (COVID-19) and the emergency public health orders issued by the Government of Ontario, this meeting was conducted electronically to maintain physical distancing among participants.

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.

Mayor Frank Scarpitti arrived at 9:52 AM.

General Committee recessed at 12:10 PM and reconvened at 1:00 PM.

2. DISCLOSURE OF PECUNIARY INTEREST

None disclosed.

3. APPROVAL OF PREVIOUS MINUTES

3.1 MINUTES OF THE MAY 4, 2020 GENERAL COMMITTEE (16.0)

Moved by Deputy Mayor Don Hamilton

Seconded by Regional Councillor Jim Jones

1. That the minutes of the May 4, 2020 General Committee meeting be confirmed.

Carried

4. DEPUTATIONS

There were no depositions.

5. COMMUNICATIONS

5.1 YORK REGION COMMUNICATIONS (13.4)

Claudia Storto, City Solicitor and Director of Human Resources, addressed the Committee and requested an amendment to the proposed resolution language regarding communication Item 11 - Transfer of Part III Prosecutions to the Regional Municipality of York – to clarify that any approval to the agreement would be subject to a final review by the City Solicitor.

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

1. That the following communications from York Region be received for information purposes:
 - a. Transportation Services Capital Infrastructure Status Update
 - b. 2020 Speed Limit Revisions
 - c. Proposed Temporary Delegation of Authority for Amendments to Traffic Bylaws
 - d. 2019 Greening Strategy Achievements
 - e. Vector-Borne Disease Program 2019 - 2020 Annual Update
 - f. Motion - Adoption of International Holocaust Remembrance Alliance (IHRA) Definition of Antisemitism
 - g. Five Year Review of the SM4RT Living Waste Management Master Plan
 - h. 2019 Development Charge Reserve Fund Statement
 - i. Social Service Response to COVID-19 Global Pandemic
 - j. Supporting Residents and Businesses Impacted by COVID-19

Carried

Moved by Deputy Mayor Don Hamilton
 Seconded by Councillor Reid McAlpine

1. That the following communication be received and referred to staff:
 - a. Transfer of Part III Prosecutions to the Regional Municipality of York;
and,
2. **Whereas the Province entered into a Memorandum of Understanding and a Local Side Agreement with The Regional Municipality of York and the nine local municipalities with an effective date of June 30, 1999, for the operation of the Provincial Offences Court, the prosecution of charges laid using the process under Parts I and II of the Provincial**

Offences Act, and the transfer of records, files, assets, revenue and financial arrangements,

3. **And whereas the Province intends to transfer the prosecution of charges laid using the Part III process under the Provincial Offences Act, along with all records, files and assets, through amending agreements to the Memorandum of Understanding and the Local Side Agreement,**
4. **And whereas, Council of the City of Markham hereby delegates authority to The Regional Municipality of York to execute amending agreements with the Province to amend the Memorandum of Understanding and the Local Side Agreement on behalf of the City of Markham, subject to the review of the final agreements by and to the satisfaction of the City Solicitor.**

Carried as Amended

6. PETITIONS

There were no petitions.

7. CONSENT REPORTS - FINANCE & ADMINISTRATIVE ISSUES

7.1 MINUTES OF THE FEBRUARY 24, 2020 AND APRIL 2, 2020 MARKHAM PUBLIC LIBRARY BOARD (16.0)

Moved by Councillor Isa Lee

Seconded by Regional Councillor Joe Li

1. That the minutes of the February 24, 2020 and April 2, 2020 Markham Public Library Board meeting be received for information purposes.

Carried

7.2 MINUTES OF THE APRIL 15, 2020 AND APRIL 22, 2020 BOARD OF MANAGEMENT UNIONVILLE BUSINESS IMPROVEMENT AREA (16.0)

Moved by Councillor Isa Lee

Seconded by Regional Councillor Joe Li

Committee has the option to endorse, amend, refer to staff or receive for information the following recommendation from the April 15, 2020 Board of Management Unionville Business Improvement Area meeting:

1. That the minutes of the April 15, 2020 and April 22, 2020 Board of Management Unionville Business Improvement Area Committee meeting be received for information purposes; and,
2. That Council be requested to amend the Main Street Unionville parking by-law to not allow any parking on either side of the street during emergency and social distancing measures enacted by the City of Markham.

Carried

**7.3 2020 UNIONVILLE BUSINESS IMPROVEMENT AREA AND
MARKHAM VILLAGE BUSINESS IMPROVEMENT AREA
OPERATING BUDGETS (7.4)**

There was discussion relative to the Special Tax Rate levy and budget review.

Moved by Deputy Mayor Don Hamilton

Seconded by Councillor Alan Ho

1. That the report titled “2020 Unionville Business Improvement Area and Markham Village Business Improvement Area Operating Budgets” dated May 19, 2020 be received; and,
2. That the 2020 Operating Budget in the amount of \$214,221 for the Unionville Business Improvement Area (UBIA) be approved; and,
3. That the 2020 Operating Budget in the amount of \$309,951 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 \$239,640 for the MBIA members be included in the 2020 Tax Levy By-law; and further,

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

Carried

Moved by Councillor Keith Irish
 Seconded by Councillor Khalid Usman

1. That the Special Tax Rate levy, in the amount of \$214,221 for the UBIA members and \$239,640 for the MBIA members be suspended in 2020; and further,
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Lost

7.4 2020 APRIL YEAR-TO-DATE RESULTS OF OPERATIONS (7.0)

Moved by Councillor Isa Lee
 Seconded by Regional Councillor Joe Li

1. That the report titled “2020 April Year-to-Date Results of Operations” be received; and,
2. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

7.5 2020 FIRST QUARTER INVESTMENT PERFORMANCE REVIEW (7.0)

Moved by Councillor Isa Lee
 Seconded by Regional Councillor Joe Li

1. That the report dated May 19, 2020 entitled “2020 First Quarter Investment Performance Review” be received.

Carried

7.6 2020 TAX RATES AND LEVY BY-LAW (7.3)

Moved by Councillor Isa Lee

Seconded by Regional Councillor Joe Li

1. That the report dated May 19th, 2020 entitled “2020 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 \$757,117,957 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 2020, as set out as follows, be approved; and,

TAX LEVYING BODY	2020 TAX LEVY AMOUNT
City of Markham	\$163,032,116
Region of York	\$341,430,831
Province of Ontario (Education)	\$252,201,149
Markham Village BIA	\$239,640
Unionville BIA	\$214,221
Total	\$757,117,957

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 2020 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.

Carried

7.7 STAFF AWARDED CONTRACTS FOR THE MONTHS OF MARCH AND APRIL (7.12)

There was discussion on the following Staff Awarded Contracts:

- #16, 076-Q-20 Emergency Boardwalk Repairs;
- #19, 009-Q-20 Building Envelope & Structural Review;
- #20, 225-Q-19 Instruction for Golf Camps

The Committee requested that staff review the boardwalk designs in relation to future flood damage and provide clarification on the ownership of the Markham Rugby Building.

Moved by Councillor Reid McAlpine
Seconded by Deputy Mayor Don Hamilton

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

Carried

8. PRESENTATIONS - FINANCE & ADMINISTRATIVE ISSUES

8.1 COVID-19 – FINANCIAL IMPACT UPDATE (7.0)

Joel Lustig, Treasurer, addressed the Committee to provide the third financial update during the Covid-19 Emergency and delivered a presentation entitled, COVID-19 - Financial Impact Update.

Mary Creighton, Director of Recreation Services addressed the Committee to provide an additional financial analysis with respect to the closure of recreation services from March to December 2020.

The Committee discussed the following relative to the presentation:

- The current cash flow of the City and the amount of investment income;

- Further consideration of operating budget cuts in conjunction with government financial aid;
- The decrease in parking revenue;
- The impact of social distancing on financial figures;
- Consideration of monthly financial reviews beginning in June to closely monitor financial changes;
- Federal and provincial government support to municipalities;
- Consideration of a survey of other lower tiered municipalities in relation to cost saving initiatives;
- Consideration of continuous and additional public communication to illustrate the City's financial position;
- Inquiries regarding tax payments, when penalties accrue, staff vacancy gapping and expenditures related to MAT; and,
- Concerns about future collection of stormwater fees and the costs incurred by current non-collection.

Staff provided information on the impact of waiving property tax penalties and interest, the impact on investment income due to a reduction in interest rates, year-end projections on revenue losses and the effects of staff redeployment.

It was requested that staff provide information relative to a comparison of payroll amounts between April 2019 and April 2020.

Moved by Regional Councillor Jim Jones

Seconded by Councillor Andrew Keyes

1. That the presentation entitled “COVID-19 – Financial Impact Update” be received; and,
2. That the City Treasurer report back to General Committee **monthly beginning in June**; and further,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

9. REGULAR REPORTS - COMMUNITY SERVICES ISSUES

9.1 SINGLE USE PLASTIC REDUCTION STRATEGY - PHASE 1 (5.1)

Brenda Librecz, Commissioner of Community & Fire Services, provided a brief overview of the Memorandum to General Committee dated May 19th 2020 - Styrofoam Recycling Cost Analysis in response to the Committee's request at the May 4, 2020 General Committee meeting.

The Committee made inquiries in relation to the marketability and products made from styrofoam, the cost of the styrofoam program, employment opportunities, packaging styrofoam as well as what defines an essential and non-essential single-use plastic. There was further discussion to consider a ban of styrofoam from the source in the future, and to expand the processing of styrofoam from other municipalities and private companies.

Staff addressed the Committee to provide information on the recycling of styrofoam, that styrofoam is not being banned from restaurants and that the City continually works with other municipalities with depot material to further support the styrofoam recycling initiative.

Moved by Councillor Alan Ho

Seconded by Mayor Frank Scarpitti

1. That the report entitled “Single Use Plastic Reduction Strategy – Phase 1” be received; and,
2. That the presentation entitled “Single Use Plastic Reduction Strategy - Phase 1 - Presentation” be received; and,
3. **That the Memorandum – Styrofoam Recycling Program Cost Analysis (Single Use Plastics Program) be received; and,**
4. That the Waste and Environmental Management Department undertake a review of all municipal facilities for opportunities to eliminate or reduce non-essential single use plastic (“SUP”) products and collaborate with the appropriate staff to source alternative products; and,
5. That a community-wide education program be implemented to raise awareness of the SUP issue and provide options for SUP reduction; and,
6. That effective October 20, 2020 (Waste Reduction Week) **non-food** packaging Styrofoam be banned from curbside collection; and,
7. That staff report back on the results of Phase 1 actions and outline Phase 2 recommendations regarding the implementation of a potential municipal by-law or other methods to reduce plastic retail shopping bags and polystyrene

convenience food containers from distribution in Markham including the estimated financial impact and legal implications associated with the implementation and enforcement of a by-law; and,

8. That a copy of this report **and recommendations** be forwarded to York Region and the local municipalities for their information; and further,
9. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

9.2 AMO REQUEST FOR PREFERRED MUNICIPAL BLUE BOX TRANSITION TIMING (5.1)

Claudia Marsales, Senior Manager Waste Management & Environment, delivered a presentation entitled, AMO Request For Preferred Municipal Blue Box Transition Timing that provided an overview of the recommended City's response to AMO of the preferred timing to implement the transition process related to the Blue Box program.

The Committee discussed the following relative to the presentation:

- How the collection and distribution of funds from product producers is administered by Stewardship Ontario;
- Consideration of unintended consequences of this program and concerns with service levels, cost efficiencies, and customer service administration;
- Logistics of curbside pick-up of garbage, green and blue-boxes and co-collection impacts;
- Challenges related to future planning of long-term contracts at local and regional level; and,
- Potential opportunity for Stewards to be more responsible for the Blue Box program and litter costs related to the Blue Box.

Staff noted that this is a flexible, non-binding resolution and staff will report back as more details about the Provincial legislation and transition process are available.

The Committee offered support to the staff recommendation.

Moved by Councillor Karen Rea

Seconded by Councillor Isa Lee

1. That the Report entitled “AMO request for Preferred Municipal Blue Box Transition Timing ” be received; and,
2. That the City of Markham jointly with York Region and the Local Municipalities support 2025 as the preferred Blue Box transition date (year 3) of the transition process; and,
3. That the City of Markham elect to continue to provide Blue Box collection services to residents (post transition) on behalf of the product producers should both parties arrive at mutually agreeable commercial terms; and,
4. That the City of Markham reserve the option to amend Markham’s transition date and collection service preference at any time if it is determined to be financially and operationally beneficial to the City; and,
5. That staff be directed to report back in the fall of 2020 after release of the Provincial Blue Box regulations; and,
6. That the City Clerk be directed to forward a copy of this resolution to the Association of Municipalities of Ontario, York Region and Local Municipalities; and the Ontario Ministry of the Environment, Conservation and Park; and further,
7. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

9.3 SUBDIVISION ENTRANCE FEATURES (5.10, 10.7)

Morgan Jones, Director of Operations addressed the Committee to introduce Alice Lam, Senior Manager Roads, Survey & Utility, Operations, who provided a general overview of the Gateway Master Plan and Subdivision Entrance Features, and delivered a presentation entitled Subdivision Entrance Features. The presentation provided an overview of the recommendation to repair or remove subdivision entrance features that diminish public safety, or are at the end of their service life.

The Committee discussed the following relative to the presentation:

- Consideration of entrance features as public art and enabling funds for their maintenance;
- That gateway entrance features define and differentiate communities;
- That the uniqueness of wards contribute to the community as a whole;
- Concerns that removal of entrance features affects whole community;
- Concerns with one homeowner making the decision to remove an entrance feature on their property because they do not want to pay for the maintenance or repair;
- That they should not be built;
- That entrance features were built as part of the subdivision to promote the developer;
- Consideration that entrance features provide privacy, and safety to homes;
- How decisions were made on entrance features placement with respect to City or private property or the Region's Right of Way;
- Considerations of alternative options that distinguish a neighbourhood and address safety concerns;
- Feasibility of the City maintaining entrance features and include in life cycle;
- How and when landowners were consulted;
- Potential for a workshop to talk through options, and gather public input in conjunction with the Gateway Master Plan and Development Services;
- Feasibility of the use of Development Charges or Community Benefits Charge to cover maintenance costs;
- Consideration to consult relevant ward councillors prior to removal of any entrance feature; and,
- Consideration to share previous survey questions with local Councillor for possible local ward survey.

Brenda Librecz, Commissioner Community & Fire Services addressed the Committee to provide that this initiative deals with entrance features that are hazards and that the The Gateway Master Plan proactively identifies features to mark the identify of a community that becomes part of a neighbourhood and that both initiatives can work in conjunction with one another. Staff advised that residents with an entrance feature are usually unaware that they are financially

responsible for the maintenance or removal of them and that they have the right to remove, replace or repair them. Staff also provided a sample intersection illustration that conveyed various designs and the different property ownership types.

The Committee requested that this report be referred back to staff for further consideration to explore options for the replacement or renewal of such features on City property that align to the Gateway Master Plan and that staff develop a standardized policy for entrance feature maintenance and renewal and that includes to provide options for replacement when required. The Committee suggested that staff survey councillors and residents and to address urgent safety issues while a policy is developed.

Moved by Mayor Frank Scarpitti
Seconded by Regional Councillor Jim Jones

1. That the report titled “Subdivision Entrance Features” be received; and,
2. That the presentation titled “Subdivision Entrance Features” be received; and,
3. **That the report be returned to staff for further consideration; and further,**
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried as Amended

10. REGULAR REPORTS - ENVIRONMENT & SUSTAINABILITY ISSUES

10.1 PILOT PRIVATE PLUMBING PROTECTION PROGRAM (5P) UPDATE (5.7)

Phoebe Fu, Director of Environmental Services, introduced the item and provided an overview of the staff report.

Moved by Councillor Andrew Keyes
Seconded by Mayor Frank Scarpitti

1. That the report titled “Pilot Private Plumbing Protection Program (5P) Update” be received; and,

2. That Staff be authorized to extend the Private Plumbing Protection Program (project #18324) for an additional two years starting on May 1, 2020 until April 30, 2022; and,
3. That the two year program extension be funded by the remaining funds allocated to the original pilot program through the Stormwater Fee Reserve; and,
4. That the consulting engineering services required to support the two year extended program be continued with R.V. Anderson & Associates Limited with the remaining funds under their existing purchase order PO PD18054 and PD18073; and,
5. That By-law 2018-20 be repealed and replaced in its entirety with the Private Plumbing Protection Rebate By-law 2020-XXX substantially in the form attached as Appendix "A" to this Staff report; and,
6. That Staff report back to Council after the two year extension period to assess the further extension of the program; and further,
7. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

11. MOTIONS

11.1 CONTINUING MARKHAM'S DIGITAL TRANSFORMATION: "THE FUTURE OF WORK IS NOW" (12.0)

Regional Councillor Jim Jones addressed the Committee to discuss this motion which was introduced at the May 4, 2020 General Committee meeting. He provided an overview of the initiative and highlighted the potential benefits to the City.

The Committee requested that staff be directed to report back on the feasibility of this initiative and other appropriate tools.

Moved by Regional Councillor Jim Jones
Seconded by Councillor Karen Rea

Moved By: Regional Councillor Jim Jones
Seconded by: Ward 4 Councillor Karen Rea

Whereas, in just a few short months the Covid-19 pandemic has fundamentally changed the way we live and work, and its impact will continue to be felt for the foreseeable future; and

Whereas, working remotely has created immense challenges for governments, businesses and employees, and has heightened the requirement for more integrated systems, and advanced collaboration tools and videoconferencing technologies to ensure productivity; and,

Whereas, cities and workplaces are in the midst of an unprecedented digital transformation driven by the rise of mobile and connected systems, the explosion of online data, and the emergence of automated integrated business solutions and technologies such as artificial intelligence and machine learning; and,

Whereas, the Covid-19 pandemic has accelerated the opportunity for governments and businesses to dramatically transform how they work, significantly improve operational efficiency, and support remote team collaboration; and,

Whereas, the City of Markham is proceeding with its vision of a “frictionless City, with the implementation of Digital Markham, its roadmap for digital innovation, collaboration and partnership among citizens, businesses and government; and,

Whereas, Markham is already a leader in the provision of digital services and has already leveraged a number of the latest technology platforms to improve service delivery to residents and businesses including online voting, ePlan, and a full suite of online services; and,

Whereas, cities need to consider the role technology should play in facilitating remote work, enhancing engagement, collaboration, new ways of working and potential leveraging of opportunities across municipalities/other levels of government; and,

Whereas, Markham has become aware of potential benefits of Microsoft 365 in supporting “work anywhere”, organizational effectiveness and employee productivity, and a possible opportunity for a free six month trial of Microsoft 365 Enterprise software; **and therefore,**

Be it resolved that staff be directed to investigate the opportunity and report back on the feasibility of implementing a free trial of the Microsoft 365 Enterprise integrated software solution, **or any other appropriate tool**, including associated costs, work effort, anticipated benefits and the establishment of a Council/Staff committee to guide the pilot, if approved.

Carried

12. NOTICES OF MOTION

There were no notices of motion.

13. NEW/OTHER BUSINESS

There was no new business.

14. ANNOUNCEMENTS

There were no announcements.

15. CONFIDENTIAL ITEMS

General Committee did not resolve into Confidential Session and referred Confidential Items 15.2.1, and 15.2.2 to the Council Confidential Agenda on May 26, 2020. Confidential Item 15.1.1 will be placed on a future General Committee Confidential Agenda for consideration.

Moved by Mayor Frank Scarpitti
Seconded by Councillor Khalid Usman

That Confidential Items 15.2.1 and 15.2.2 be referred to the Council Confidential Agenda on May 26, 2020.

Carried

15.1 FINANCE & ADMINISTRATIVE ISSUES

**15.1.1 GENERAL COMMITTEE CONFIDENTIAL MINUTES -
FEBRUARY 18, 2020 (16.0) [Section 239 (2) (a) (b) (c) (e) (f)]**

15.2 LAND, BUILDING & PARKS CONSTRUCTION ISSUES

**15.2.1 THE SECURITY OF THE PROPERTY OF THE MUNICIPALITY
OR LOCAL BOARD (WARD 8) (8.2) [Section 239 (2) (a)]**

**15.2.2 A PROPOSED OR PENDING ACQUISITION OR DISPOSITION
OF LAND BY THE MUNICIPALITY OR LOCAL BOARD (WARD
2) (8.6) [Section 239 (2) (c)]**

16. ADJOURNMENT

Moved by Mayor Frank Scarpitti
Seconded by Councillor Khalid Usman

That the General Committee meeting adjourn at 3:13 PM.

Carried