

# Electronic General Committee Meeting Minutes

**Meeting Number: 10**  
**June 14, 2021, 9:30 AM - 1:00 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 Claudia Storto, City Solicitor and Director of Human Resources Joel Lustig, Treasurer Bryan Frois, Chief of Staff Martha Pettit, Deputy City Clerk Biju Karumanchery, Director, Planning & Urban Design Graham Seaman, Director, Sustainability & Asset Management Morgan Jones, Commissioner, Community Services Mark Visser, Sr Manager Strategy Innovation & Investments	Eddy Wu, Acting Director, Environmental Services Hristina Giantsopoulos, Election/Council & Committee Coordinator Terence Tang, Technology Support Specialist II Ned Sirry, Acting Chief Information Officer Meg West, Manager of Business Planning and Projects Vincent Feng, QMS Coordinator Alice Lam, Director, Operations Jeff Madeley, Manager, Financial Services David Plant, Sr. Mgr, Parks, Horticulture & Forestry Daphne Ross, Manager, Business Compliance, Environmental Services

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## 1. CALL TO ORDER

Under the authority of the *COVID-19 Economic Recovery Act, 2020* (Bill 197) and the City of Markham's *Council Procedural By-law 2017-5*, and in consideration of the advice of public health authorities, this meeting was conducted electronically with members of General Committee, staff, and members of the public participating remotely.

General Committee convened at 9:33 AM with Regional Councillor Jack Heath presiding as Chair for all items on the agenda.

**2. DISCLOSURE OF PECUNIARY INTEREST**

There were none disclosed.

**3. APPROVAL OF PREVIOUS MINUTES**

**3.1 MINUTES OF THE MAY 31, 2021 GENERAL COMMITTEE (16.0)**

Moved by Councillor Alan Ho

Seconded by Regional Councillor Jim Jones

1. That the minutes of the May 31, 2021 General Committee meeting be confirmed.

**Carried**

**4. DEPUTATIONS**

There were no deputations.

**5. COMMUNICATIONS**

**5.1 YORK REGION COMMUNICATIONS (13.4)**

Moved by Councillor Khalid Usman

Seconded by Councillor Isa Lee

1. That the communications dated June 1, 2021 from York Region be received for information purposes
  - a. 2020 Development Charge Reserve Fund Study
  - b. 2019-2023 Strategic Plan - Year 2 (2020) Progress Report
  - c. Renewing York Region's Vision - "Strong, Caring, Safe Communities"
  - d. Memorandums of Understanding with Conservation Authorities and Changes to the Conservation Authorities Act
  - e. 2020 Greening Strategy Achievements and State of the Forest

- f. Reduced Speed Limits in School Zones
- g. Update on the Development of a Community Safety and Well-being Plan for York Region

**Carried**

**5.2 RESPONSE TO PROVINCIAL SURVEY ON CODES OF CONDUCT (12.1)**

**Link to Survey here:**

<https://www.ontario.ca/page/consultation-strengthening-accountability-municipal-council-members#section-1>

Martha Pettit, Deputy Clerk, addressed the Committee and provided information in relation to the Provincial survey being conducted on Municipal Codes of Conduct and that feedback is being requested to strengthen and improve them. She advised that everyone is welcome to participate in completing the survey and that it is open until July 15, 2021 for responses.

Moved by Councillor Khalid Usman  
Seconded by Councillor Andrew Keyes

1. That the link to the "Provincial Survey on Codes of Conduct" be received for information purposes.

**Carried**

**6. PETITIONS**

There were no petitions.

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

**7.1 MINUTES OF THE APRIL 26, 2021 MARKHAM PUBLIC LIBRARY BOARD (16.0)**

Moved by Deputy Mayor Don Hamilton  
Seconded by Councillor Andrew Keyes

1. That the minutes and notes of the April 26, 2021 Markham Public Library Board be received for information purposes.

**Carried**

**7.2 MINUTES OF THE FEBRUARY 25, 2021 AND MARCH 25, 2021  
MARKHAM ENVIRONMENTAL ADVISORY COMMITTEE (16.0)**

The Committee requested an update on the Markham Environmental Advisory Committee (MEAC) Declaration of Climate Change.

Staff is working with MEAC on a strategy with respect to the Declaration of Climate Change and initiatives to make progress with respect to achieving Net Zero by 2050.

Trinela Cane, Commissioner, Corporate Services, addressed the Committee to indicate that staff is working with MEAC on a strategy with respect to the Declaration of Climate Change and initiatives that will make progress towards achieving Net Zero by 2050. Staff noted that an update will be provided to General Committee in the fall on these items.

Moved by Councillor Reid McAlpine  
Seconded by Councillor Isa Lee

1. That the February 25, 2021 and March 25, 2021 Markham Environmental Advisory Committee be received for information purposes.

**Carried**

**7.3 GENERAL INSURANCE PROGRAM (098-R-21) (7.9)**

The Committee made the following inquiries:

- Whether there will be a maximum premium increase in the future;
- The average number of claims per year that result in settlements;
- That the City consider self-insuring; and,
- The impact of the revised deductible on claims;

The Committee consented to defer the item and discuss in confidential session.

Joel Lustig, Treasurer, addressed the committee and advised that past Council resolutions provided staff the authority to extend renewals with a maximum premium increase of 5% of the cost of previous years' General Insurance Program, exclusive of annual coverage changes and asset growth related changes to the property and automobile portfolios. Staff recommended that the Liability deductible be increased to \$250,000 to negate a significant premium increase.

Moved by Mayor Frank Scarpitti  
Seconded by Deputy Mayor Don Hamilton

1. That the report entitled “General Insurance Program” be received; and,
2. That the contract for the General Insurance Program commencing on July 1, 2021 be awarded to Marsh Canada Limited (highest ranked/lowest priced bidder) in the amount of \$1,453,536 inclusive of PST where applicable (\$1,356,104 exclusive of PST); and,
3. That the award in the amount of \$1,453,536 inclusive of PST be funded from the Operating Budget account 840-846-5555 “Insurance Premium” account; and,
4. That the Treasurer be authorized to extend the contract for the General Insurance Program for five (5) additional one year periods (July 1, 2022 to June 30, 2027), provided that it is in the best interest of the City and the premium increase per year does not exceed 15% of the cost of the previous years' General Insurance Program, exclusive of annual coverage changes and asset growth related changes to the property and automotive portfolios; and,
5. That the Treasurer be further authorized to approve all annual asset changes related to the property and automotive portfolios and coverage changes 2021 to 2027; and further,
6. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

#### **7.4 2022 BUDGET SCHEDULE (7.4, 7.5)**

Moved by Deputy Mayor Don Hamilton

Seconded by Councillor Andrew Keyes

1. THAT the report dated June 14, 2021 titled “2022 Budget Schedule” be received; and
2. THAT the following schedule for the 2022 Budget be approved with the dates and times below:
  - a. **Meeting #1** – Friday, October 1, 2021 (9:00 a.m. to 12:00 p.m.)
  - b. **Meeting #2** – Wednesday, October 6, 2021 (9:00 a.m. to 12:00 p.m.)
  - c. **Meeting #3** – Wednesday, October 13, 2021 (9:00 a.m. to 12:00 p.m.)
  - d. **Meeting #4** – Friday, October 15, 2021 (9:00 a.m. to 12:00 p.m.)

- e. **Meeting #5** – Wednesday, October 20, 2021 (1:00 p.m. to 4:00 p.m.)
  - f. **Meeting #6** – Tuesday, November 2, 2021 (9:00 a.m. to 12:00 p.m.)
  - g. **Meeting #7 if required** – Tuesday, November 9, 2021 (9:00 a.m. to 12:00 p.m.)
  - h. **General Committee** – Monday, November 15, 2021 (9:30 a.m.)
    - Draft presentation of the proposed 2022 Budget for the public meeting
  - i. **Public Meeting** – Tuesday, November 23, 2021 (6:30 p.m. to 8:30 p.m.)
    - Feedback from the public meeting will be incorporated into the report to Council
  - j. **Council Decision** – Tuesday, December 7, 2021 (1:00 p.m.)
  - k. **Press Conference** – Wednesday, December 8, 2021 (10:00 a.m.)
3. THAT the following schedule for the 2022 Water & Wastewater Rate be approved with the dates and times below:
- a. **General Committee** – Monday, November 1, 2021 (9:30 a.m.)
  - b. **Public Meeting** – Thursday, November 18, 2021 (6:30 p.m. to 7:30 p.m.)
    - Feedback from the public meeting will be incorporated into the report to Council
  - c. **Council Decision** – Tuesday, December 7, 2021 (1:00 p.m.)
4. THAT Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **8. CONSENT REPORTS - ENVIRONMENT & SUSTAINABILITY ISSUES**

### **8.1 QUALITY MANAGEMENT SYSTEM - MANAGEMENT REVIEW (5.3)**

The Committee requested a copy of the report when available.

Moved by Deputy Mayor Don Hamilton  
 Seconded by Councillor Reid McAlpine

1. That the report titled “Quality Management System Management Review” be received; and

2. That Council, as the Owner of the City's drinking water system, acknowledge and support the outcome and action items identified from the Management Review; and further,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

**8.2 AWARD OF CONSTRUCTION TENDER 042-T-21, EROSION RESTORATION AT ROUGE RIVER AND TRIBUTARY TO GERMAN MILLS CREEK (5.3)**

The Committee requested clarification on the details and location of this project.

Kumar Prathapan, Senior Manager, Infrastructure, addressed the Committee and confirmed that this is a different project and at a different location than the one previously repaired.

Moved by Councillor Reid McAlpine

Seconded by Councillor Amanda Collucci

1. That the report entitled "Award of Construction Tender 042-T-21 Erosion Restoration at Rouge River and Tributary to German Mills Creek" be received; and,
2. That the contract for Tender 042-T-21 Erosion Restoration at Rouge River and Tributary to German Mills Creek be awarded to the second lowest priced Bidder, Hawkins Contracting Services Ltd. in the amount of \$403,251.88, inclusive of HST impact; and,
3. That a 10% contingency in the amount of \$40,325.19 inclusive of HST, be established to cover any additional construction costs and that authorization to approve expending of this contingency amount up to the specified limit be in accordance with the Expenditure Control Policy; and,
4. That the construction award in the amount of \$443,577.07 (\$403,251.88 + \$40,325.19) be funded from 750-101-5699-21157 "Erosion Restoration Program"; and,
5. That the remaining funds in project #21157 "Erosion Restoration Program" in the amount \$74,302.93 be retained in the account for other immediate restoration work that may be required in 2021-2022; and further,

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

**Carried**

## **9. PRESENTATIONS - FINANCE & ADMINISTRATIVE ISSUES**

### **9.1 TELEPHONE SYSTEM UPGRADE - PROJECT UPDATE (7.9)**

Trinela Cane, Commissioner, Corporate Services, addressed the Committee to provide a brief introduction of the telephone system upgrade and indicated that this is a replacement project that will provide service improvements within the City and enhance the digital workspace while enabling staff to more effectively work from home.

Ned Sirry, Acting Chief Information Officer, addressed the Committee and delivered a presentation entitled, Telephone System Upgrade - Project Update that provided an overview of the planned computer-based communication system that will significantly decrease the number of desktop phones. The migration from desktop computers to laptops will facilitate the new system while enabling staff mobility and hybrid work flexibility.

The Committee thanked staff for moving this project forward and made the following inquiries:

- What changes have been made since 2019;
- The cost implications on the budget and whether there has been an increase/decrease in cost;
- The establishment of parameters for response times;
- Clarification on the acronym, BYOD (Bring Your Own Device) and its use;
- The functionality of soft phones;
- The direction of phone calls to mobile devices;
- The functionality of Unified Communications;
- The receipt from a cell phone to your laptop;
- Functionality and ability to do the same things on cell phone as on the desktop;
- Whether there is a continued need for desk top phones in conjunction with the digital upgrade;



- Future training session to communicate the changes and how to use; and,
- The applications required to use the new system.

Staff provided information in relation to the inquiries and confirmed that the changes to the telephone system and upgrade are in line with the proposal made in 2019 and that the current environment is moving away from desk phones and towards computer based communications. It was confirmed that there was a cost savings in support and maintenance, and that there is no impact from changing to computer communication with the exception of headphones to facilitate it's use. Staff will provide training material and noted that Virtual Private Network (VPN) will be required to use the system.

Moved by Mayor Frank Scarpitti  
Seconded by Councillor Alan Ho

1. That the presentation entitled "Telephone System Upgrade - Project Update" be received; and,
2. That Staff be authorized to do all things necessary to give effect to this resolution

**Carried**

## **10. MOTIONS**

There were no motions.

## **11. NOTICES OF MOTION**

### **11.1 GYPSY MOTHS (LYMANTRIA DISPAR DISPAR LDD)**

Councillor Rea introduced a notice of motion on Gypsy Moths/Lymantria Dispar Dispar (LDD). The Committee waived the rules of procedure and discussed this item today.

The Committee thanked staff for their work on this issue to date and noted that there are many caterpillars in some areas, and would like to address the issue now to help protect City trees.

There was discussion on the following:

- The potential effects of spraying and the impact that intervention will have on other animal and plant species;
- The use of burlap and tape to wrap around trees to trap the caterpillars;

- Determining the best course of action to address the infestation;
- Suggestions to initiate a burlap giveaway to residents to proactively treat City and private trees to help address eggs;
- The regulations and practices among other municipalities around spraying;
- Review what has been done so far and prepare for next year by taking a proactive approach as it relates to moth eggs before they turn into caterpillars;
- Identify and communicate the life cycle of the moths;
- Identify natural remedies to the infestation;
- The use of student volunteers to help apply treatments or remove eggs from the trees;
- The logistics of spraying very tall trees and it's effectiveness;
- Promote the collection of egg masses in the fall; and,
- Impact to the City's tree canopy.

The Committee requested that staff provide a report on how to address the LDD infestation and suggested that staff update the previous public communication video and City website with current information on what actions residents can do now.

Staff provided information related to the Committee's inquiries and provided details on the control measures undertaken by staff this spring and that egg masses were removed from 6000 City trees. Egg mass removal should be undertaken prior to hatching and are usually on trees in August.

Staff further indicated that an update will be provided to the Committee in the form of a memo in July. Additionally, staff are currently working on another communication video and will work with Corporate Communications to provide updated public information through City's website and various social media.

Moved by Councillor Karen Rea

Seconded by Mayor Frank Scarpitti

That the Committee waive rules of procedure and engage in a discussion on this item relating to Gypsy Moths at today's meeting.

**Carried as Amended by a Two Thirds Vote of Members Present**

Moved by Councillor Karen Rea  
Seconded by Mayor Frank Scarpitti

**Whereas, areas of the City of Markham are infested by Gypsy Moths (Lymantria dispar dispar LDD);**

**Whereas, in 2019 the Ontario Ministry of Natural Resources and Forestry surveyed approximately 47,000 hectares of land infested by Gypsy Moths and in 2020 more than 580,000 hectares were mapped out;**

**Whereas, the Gypsy Moth population tend to peak every 10 years and each outbreak can last a few years;**

**Whereas, Credit Valley Conservation has stated that Gypsy Moths are an introduced species that undergo a three-to-four year population boom and we are currently in year two of a boom;**

**Whereas, Gypsy Moths are one of the most damaging pests of hardwood forests and urban landscapes, defoliating a million or more forested acres annually;**

**Whereas, back-to-back years of Gypsy Moth feeding can weaken a tree, making it susceptible to disease and damage from other insects;**

**Whereas, after two or more years of feeding by Gypsy Moths can kill a tree;**

**Whereas, during the Covid-19 pandemic we are encouraging residents to be outdoors however in some areas residents can no longer enjoy the outdoors on public or private property;**

**Whereas, the City is encouraging residents to protect their own trees on their property; and**

**Whereas, the TRCA is also undertaking moth management on TRCA lands including the aerial application of the organic insecticide BTK;**

**Now Therefore Be It Resolved;**

**That staff review and report back on all options to control the infestation and manage future years of this cycle including; burlap banding, removal of eggs, pheromone traps in all moderate to severe areas and spraying of BTK (Bacterium Spray Treatment) within the appropriate timeframe in all severely infested areas of public lands and City trees within the City's right of way on severely infested streets;**

**and that the City of Markham take the "good neighbour" approach and spray buffer strips on the borders of publicly owned City of Markham lands**

**and private lands where there is known to be a severe infestation of Gypsy Moths.**

**Carried**

**12. NEW/OTHER BUSINESS**

There was no new or other business.

**13. ANNOUNCEMENTS**

There were no announcements.

**14. CONFIDENTIAL ITEMS**

The Committee consented to convene into confidential session at 11:22 AM and will report back on item item 7.3 General Insurance Program. The Committee did not report back on any other item.

Moved by Deputy Mayor Don Hamilton

Seconded by Mayor Frank Scarpitti

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

A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

**Carried**

Moved by Deputy Mayor Don Hamilton

Seconded by Mayor Frank Scarpitti

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

**Carried**

## **14.1 FINANCE & ADMINISTRATIVE ISSUES**

### **14.1.1 GENERAL COMMITTEE CONFIDENTIAL MINUTES - MAY 31, 2021 (16.0) [Section 239 (2) (b) (c) (k)]**

The Committee confirmed the May 31, 2021 General Committee Confidential Minutes.

### **14.1.2 A TRADE SECRET OR SCIENTIFIC, TECHNICAL, COMMERCIAL, FINANCIAL OR LABOUR RELATIONS INFORMATION, SUPPLIED IN CONFIDENCE TO THE MUNICIPALITY OR LOCAL BOARD,**

**WHICH, IF DISCLOSED, COULD REASONABLY BE EXPECTED TO PREJUDICE SIGNIFICANTLY THE COMPETITIVE POSITION OR INTERFERE SIGNIFICANTLY WITH THE CONTRACTUAL OR OTHER NEGOTIATIONS OF A PERSON, GROUP OF PERSONS, OR ORGANIZATION;[Section 239 (2)(i)]**

The Committee reported out on the matter in open session. Please refer to item 7.3 General Insurance Program.

## **14.2 LAND, BUILDING & PARKS CONSTRUCTION ISSUES**

### **14.2.1 A PROPOSED OR PENDING ACQUISITION OR DISPOSITION OF LAND BY THE CITY OR LOCAL BOARD; (8.6) (WARD 2) [Section 239 (2)(c)]**

The Committee consented to forward this item to the June 29, 2021 Confidential Council Meeting Agenda for consideration.

### **14.2.2 THE SECURITY OF THE PROPERTY OF THE CITY OR LOCAL BOARD; (8.2) (WARD 8) [Section 239 (2)(a)]**

The Committee consented to forward this item to the June 29, 2021 Confidential Council Meeting Agenda for consideration.

### **14.2.3 A PROPOSED OR PENDING ACQUISITION OR DISPOSITION OF LAND BY THE CITY OR LOCAL BOARD; (8.6) (WARD 2) [Section 239 (2)(c)]**

The Committee consented to forward this item to the June 29, 2021 Confidential Council Meeting Agenda for consideration.

## **15. ADJOURNMENT**

General Committee reconvened at 1:05 PM to report out on item 7.3 General Insurance Program and the meeting adjourned at 1:10 PM.

Moved by Mayor Frank Scarpitti

Seconded by Deputy Mayor Don Hamilton

That the General Committee meeting adjourn at 1:10 PM.

**Carried**