

# Electronic General Committee Meeting Minutes

**Meeting Number: 2**  
**January 31, 2022, 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 Arvin Prasad, Commissioner, Development Services Claudia Storto, City Solicitor and Director of Human Resources Joel Lustig, Treasurer Kimberley Kitteringham, City Clerk	Martha Pettit, Deputy City Clerk Alex Moore, Manager of Purchasing & Accounts Payable Morgan Jones, Commissioner, Community Services Hristina Giantsopoulos, Election/Council & Committee Coordinator John Wong, Technology Support Specialist II

---

## 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 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.

General Committee convened at 9:32 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**

There were no previous minutes.

**4. DEPUTATIONS**

There were no deputations.

**5. COMMUNICATIONS**

There were no communications.

**6. PETITIONS**

There were no petitions.

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

**7.1 MINUTES OF THE SEPTEMBER 22, OCTOBER 20, AND NOVEMBER 17, 2021 ANIMAL CARE COMMITTEE (16.0)**

Moved by Councillor Khalid Usman

Seconded by Councillor Isa Lee

1. That the minutes of the September 22, October 20, and November 17, 2021 Animal Care Committee meetings be received for information purposes.

**Carried**

**7.2 MINUTES OF THE SEPTEMBER 23, 2021 ENVIRONMENTAL ADVISORY COMMITTEE (16.0)**

Moved by Councillor Khalid Usman

Seconded by Councillor Isa Lee

1. That the minutes of the September 23, 2021 Environmental Advisory Committee meeting be received for information purposes.

**Carried**

**7.3 MINUTES OF THE SEPTEMBER 27, OCTOBER 18, NOVEMBER 15, AND DECEMBER 13, 2021 ADVISORY COMMITTEE ON ACCESSIBILITY (16.0)**

The Committee acknowledged the Advisory Committee on Accessibility and Councillor Isa Lee for initiating a tree planting and dedication to the late Brian Lynch at Green Lane Park.

Moved by Deputy Mayor Don Hamilton

Seconded by Councillor Isa Lee

1. That the minutes of the September 27, October 18, November 15, and December 13, 2021 Advisory Committee on Accessibility meetings be received for information purposes.

**Carried**

**7.4 073-T-21 SUPPLY AND DELIVERY OF BULK SODIUM CHLORIDE (7.9, 5.0)**

Moved by Councillor Khalid Usman

Seconded by Councillor Isa Lee

1. That the report entitled “Tender 073-T-21 Supply & Delivery of Bulk Sodium Chloride (Highway Coarse Road Salt)” be received; and,
2. That the contract for Tender 073-T-21 Supply & Delivery of Bulk Sodium Chloride (Highway Coarse Road Salt) be awarded to the lowest priced bidder, Compass Minerals Canada Corp.; and,
3. That the term of the contract be for three (3) years, with the option to extend the contract for an additional two (2) years commencing October 1, 2022 in the estimated annual amounts of:
  1. 2022 - \$596,416 (October 1 – December 31, 2022);
  2. 2023 - \$2,130,055;
  3. 2024 - \$2,130,055;
  4. 2025 - \$2,130,055;
  5. 2026 - \$2,130,055;
  6. 2027 - \$1,533,639 (January 1 – March 31, 2027); and,

4. That the 2023 – 2027 operating budgets and the purchase order be adjusted for growth and a price escalation allowance based on the Consumer Price Index (CPI) (Toronto All-Items) for years two to five based on the percentage change in the CPI (January to January) up to a maximum amount of 2.5% annually; and,
5. That funds be provided from 700-504-4525 Salt in the amount of \$596,416 for the 2022 award amount; and further,
6. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

**7.5 003-T-19 SHORT TERM RENTAL OF VEHICLES CONTRACT  
EXTENSION (7.9, 5.0)**

Moved by Councillor Khalid Usman

Seconded by Councillor Isa Lee

1. That the report entitled “003-T-19 Short Term Rental of Vehicles Contract Extension” be received; and,
2. That the contract for Short Term Rental of Vehicles be extended for an additional two (2) years to Somerville National Leasing & Rentals Ltd. in the estimated value of \$441,935.06 inclusive of HST:
  1. January 1 – December 31, 2023 - \$220,967.53
  2. January 1 – December 31, 2024 - \$220,967.53\*
    - \* Subject to CPI All Items Ontario for the twelve (12) month period ending October and shall not exceed 2%; and,
3. That the award be funded from the various operating accounts outlined in the Financial Considerations section; and,
4. That the tendering process be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11. Non-Competitive Procurement, items 11.1 (c) and (g), which state:
  1. (c) When the extension of an existing Contract would prove more cost-effective or beneficial; and,
  2. (g) Where it is in the City’s best interest not to solicit a competitive bid; and,

5. That Staff be authorized to amend the award amounts to reflect changes to the operating budget accounts, subject to Council approval during the annual budgeting process; and further,
6. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **7.6 CONTRACT EXTENSION FOR WINTER MAINTENANCE CONTRACTS (7.9, 5.0)**

The Committee inquired about the need for additional snow loaders to assist with addressing the challenges of snow removal efforts especially at the bottom of cul-de sacs and rear lane locations throughout the City.

Morgan Jones, Commissioner, Community Services, addressed the Committee and noted that the rear lane snow removal is challenging and during the major storm of two weeks ago there was a significant amount of snow and it did take more time to complete. The loaders attend the designated areas and move the snow where there is space four hours after the local road plows to begin their routes. Once rear lanes are complete the loaders then fan out over the entire local road network, snow removal on local roads is completed within 12-16 hours. He indicated that rather than budget for a snow event of this magnitude and adding additional loaders, the City allocates all its resources and this was done during the recent snow fall, all working until the network is fully operational .

The Committee suggested future discussions regarding winter maintenance, as well as what was done well and lessons learned from the previous snow event to continue service improvements in this regard.

Moved by Councillor Karen Rea

Seconded by Councillor Isa Lee

1. That the report entitled “Contract Extension for Winter Maintenance Contracts” be received; and,
2. That the following Winter Maintenance Contracts be extended for an additional two (2) winter seasons with a CPI increase over 2021/2022 rates:
  - Contract # 202-T-12 - Supply of Tractors, Graders, Loaders for winter maintenance (November 16, 2022 – March 31, 2024) to the following four (4) vendors:

1. Defina Haulage Ltd. (7 tractors, 2 windrows)
2. Donaldson Custom Farming Inc. (13 tractors, 4 windrows)
3. VBN Paving Limited (5 graders, 4 windrows)
4. Griffith Property Services Ltd (12 tractors, 7 graders, 12 windrows)
  - in the estimated value of \$2,012,922 inclusive of HST in year 1 and \$2,033,427 inclusive of HST in year 2, for a total estimated value of \$4,046,349 inclusive of HST over the two year extension period excluding growth adjustments
  - Contract # 128-T-03 - Loaders for winter maintenance (December 1, 2022 – March 31, 2024) to the following two (2) vendors;
    1. Griffith Property Services Ltd. (21 loaders)
    2. Wilson Contracting Ltd (13 loaders)
  - in the estimated value of \$1,136,128 inclusive of HST in year 1 and \$1,152,732 inclusive of HST in year 2, for a total estimated value of \$2,288,860 inclusive of HST over the two year extension period; and,
3. That Contract # 095-T-08 - Tandem/Single Axle Combination Plows for winter maintenance be extended for an additional one (1) winter season (November 16, 2023 – March 31, 2024) with a CPI increase to D. Crupi & Sons for 24 units in the estimated value of \$2,282,735 inclusive of HST and excluding any growth adjustments; and,
4. That the tendering process be waived for recommendations 2 and 3 in accordance with Procurement By-Law 2017-8, Part II, Section 11. Non-Competitive Procurement, items 11.1 (c) and (g), which state:
  - (c) When the extension of an existing Contract would prove more cost-effective or beneficial; and
  - (g) Where it is in the City's best interest not to solicit a competitive bid; and,
5. That the 2023-2024 operating budgets and purchase orders for Contracts 202-T-12, 128-T-03 and 095-T-08 be adjusted with a price escalation allowance based on the Consumer Price Index for Canada, All-Items (March to March) and growth (increase in kilometres of roadway), subject to Council approval; and,

6. That the 2023 operating budget be increased for the 2023 financial impact of CPI for Contract 202-T-12 of \$19,827 Contract 128-T-03 of \$35,927 and Contract 095-T-08 of \$61,419 for a total amount of \$117,174 subject to future growth requirements and Council approval; and further,
7. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **7.7 2021 YEAR-END INVESTMENT PERFORMANCE REVIEW (7.0)**

Moved by Councillor Khalid Usman

Seconded by Councillor Isa Lee

1. That the report dated January 31, 2022 entitled “2021 Investment Performance Review” be received; and,
2. That the \$1.577 million investment interest income surplus be transferred to the City’s Lifecycle Replacement & Capital Reserve Fund; and further,
3. That staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **8. PRESENTATIONS - LAND, BUILDING & PARKS CONSTRUCTION ISSUES**

### **8.1 EAST MARKHAM OPERATIONS YARD UPDATE (5.0)**

Trinela Cane, Commissioner, Corporate Services, addressed the Committee and introduced the presentation entitled, East Markham Operations Yard, and indicated that this is a final update on the work that has been completed. She noted that the project had many complexities, challenges and moving parts and that through coordinated staff efforts, the facility is open and of service to residents. Ms. Cane, introduced Graham Seaman, Director, Sustainability and Asset Management, who provided details on the additional budget requirements for contractors, consultants and permits. He indicated that there is additional work required for the overland channel and erosion repairs. Extra work completed includes grading, plumbing and the widening of Ninth Line Road, and advised that these additional costs were necessary to bring the project on track and to provide winter snow service this year.

The Committee discussed the following in relation to the project costs:

- The origin and nature of the permit fees that make up the \$88,000 permit fee costs;
- The permissibility of accessing the tributary directly and its effect on the water supply;
- Inquiries into future high risk and rapid delivery projects that may need 100% contingency and suggestions to break project aspects into smaller pieces to help mitigate risks in the future;
- Whether the facility operations are proceeding as expected; and,
- Whether there are any anticipated budget modifications to the facility in the near future.

Staff advised that the permit fees are in part from other agencies and that all the work conducted will ensure the preservation of a clean water supply.

Alice Lam, Director, Operations, addressed the Committee and noted the positive effects of having this facility available for use this winter and that currently they do not foresee any major ticket items for the built assets in the next two years. She further noted that Operations will work with the Sustainability and Asset Management team to identify lessons learned and apply them to future operations phases.

Moved by Councillor Reid McAlpine

Seconded by Councillor Andrew Keyes

1. That the presentation entitled “East Markham Works Yard – General Committee – January 31, 2022” be received; and,
2. That the requested budget increase to the capital project in the amount of \$1,354,459 (incl. HST impact) be funded from Development Charges Reserves in the amount of \$1,320,598 and the Non-DC Growth Reserve in the amount of \$33,861; and,
3. That the Committee approve the following budget increases:
  1. Work that has been authorized internally and completed to date to meet winter maintenance deadlines: \$774,459.00
  2. New work that is required to be completed for Overland Channel and Erosion Repairs: \$580,000.00; and,
4. That the Committee approve the following increases to existing purchase orders as part of the budget increase for work completed and new work required:



1. Orin Contractors PD 20144: \$1,092,606.00
2. Counterpoint Engineering PD 19366 – East Yard: \$128,335.00; and further,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

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

### **9.1 555 MILLER OPERATIONS YARD - STORMWATER MANAGEMENT EMERGENCY REPAIRS (5.0)**

Trinela Cane, Commissioner, Corporate Services, addressed the Committee and advised that an emergency repair is required to address the flooding issue at 555 Miller Operations Yard. Flooding events in the parking areas have recently extended into the building and through the mechanical and vehicle repair bay doors. She noted the importance of taking immediate action to avoid subsequent events and additional impact.

Renee England, Senior Manager, Facilities Assets, Sustainability & Asset Management, addressed the Committee and provided details on the proposed solutions.

The Committee acknowledged the importance of this repair and requested a summary of events.

Moved by Regional Councillor Jim Jones

Seconded by Councillor Alan Ho

1. That the report entitled “555 Miller Operations Yard – Stormwater Management Emergency Repairs” be received; and,
2. That due to this emergency, a new Environmental Services project be established for the interim solution for the stormwater management repairs in the amount of \$361,919.86 (Inclusive of HST) and be funded from the Life Cycle Replacement and Capital Reserve; and,
3. That the current Purchase Order for routine and emergency infrastructure repairs with FDM Contracting Ltd. be increased by \$315,894.48. (inclusive of HST) ; and,

4. That \$46,056.38 be retained to fund the vegetative cutback in the tributary and remove the blockage at the 3 outfall culverts under Rodick Road and be awarded in compliance with the purchasing by-law; and,
5. That a new Sustainability & Asset Management project be established for a stormwater management study at a cost of \$59,885.76, inclusive of contingency and HST , funded from the Life Cycle Replacement and Capital Reserve; and,
6. That the staff awarded stormwater management study contract to AECOM Canada in the amount of \$59,885.76 (Inclusive of HST) under the declaration of emergency be received; and,
7. That authority be given to the Sr. Manager of Procurement & Accounts Payable and the applicable Director(s) to expedite the procurement process when necessary; and further,
8. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**Carried**

## **10. MOTIONS**

There were no motions.

## **11. NOTICES OF MOTION**

There were no notices of motion.

## **12. NEW/OTHER BUSINESS**

There was no new or other business.

## **13. ANNOUNCEMENTS**

There were no announcements.

## **14. CONFIDENTIAL ITEMS**

The Committee resolved into confidential session at 10:30 AM and briefly returned to Open Session at 11:27 AM.

General Committee did not report out on any matter and consented to place item 14.1.1, on the February 8, 2022 Confidential Council Meeting Agenda for consideration.

Moved by Councillor Khalid Usman

Seconded by Deputy Mayor Don Hamilton

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 LAND, BUILDING & PARKS CONSTRUCTION ISSUES**

**14.1.1 THE SECURITY OF THE PROPERTY OF THE CITY OR LOCAL BOARD; (WARD 7) [Section 239 (2)(a)] (8.7)**

The Committee consented to place this item on the February 8, 2022, Confidential Council Meeting Agenda for consideration.

**14.1.2 ADVICE THAT IS SUBJECT TO SOLICITOR-CLIENT PRIVILEGE, INCLUDING COMMUNICATIONS NECESSARY FOR THAT PURPOSE; [Section 239 (2)(f)] (5.0, 8.0)**

**15. ADJOURNMENT**

General Committee adjourned at 11:28 AM.

Moved by Councillor Khalid Usman

Seconded by Mayor Frank Scarpitti

That General Committee adjourn at 11:28 AM.

**Carried**