



**Minutes  
General Committee  
December 5, 2017  
Meeting Number 20**

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**Finance & Administrative Issues**

Chair: Deputy Mayor Jack Heath  
Vice Chair: Councillor Colin Campbell

**Community Services Issues**

Chair: Councillor Alan Ho  
Vice Chair: Councillor Alex Chiu

**Environment & Sustainability Issues**

Chair: Councillor Valerie Burke  
Vice Chair: Councillor Karen Rea

**Building, Parks, & Construction Issues**

Chair: Councillor Colin Campbell  
Vice Chair: Regional Councillor Nirmala Armstrong

**Alternate formats are available upon request.**

**Attendance**

Mayor Frank Scarpitti  
Deputy Mayor Jack Heath  
Regional Councillor Jim Jones  
Regional Councillor Joe Li  
Regional Councillor Nirmala Armstrong  
Councillor Valerie Burke  
Councillor Don Hamilton  
Councillor Karen Rea  
Councillor Colin Campbell  
Councillor Amanda Collucci  
Councillor Logan Kanapathi

Andy Taylor, Chief Administrative Officer  
Brian Lee, Acting Commissioner of Development Services  
Trinela Cane, Commissioner of Corporate Services  
Brenda Librecz, Commissioner of Community & Fire Services  
Catherine Conrad, City Solicitor and Acting Director of Human Resources  
Kimberley Kitteringham, City Clerk  
Martha Pettit, Deputy City Clerk  
Joel Lustig, Treasurer  
Mary Creighton, Director of Recreation Services  
Andrea Tang, Senior Manager Financial Planning  
Janis Cookson, Manager, Sport Development  
Mark Visser, Senior Manager Financial Strategy & Investment  
Bryan Frois, Chief of Staff  
Kevin Ross, Manager, Development Finance  
Carlie Turpin, Manager, Elections  
Alida Tari, Council/Committee Coordinator

**Regrets**

Councillor Alan Ho  
Councillor Alex Chiu

The General Committee meeting convened at the hour of 10:14 AM with Deputy Mayor Jack Heath in the Chair.

General Committee recessed at 12:02 PM and reconvened at 1:00 PM.

**Disclosure of Pecuniary Interest**

None declared.

**1. MINUTES OF THE NOVEMBER 20, 2017  
GENERAL COMMITTEE (16.0)**  
[Minutes](#)

Moved by Councillor Don Hamilton  
Seconded by Regional Councillor Nirmala Armstrong

- 1) That the minutes of the November 20, 2017 General Committee meeting be confirmed.

Carried

**2. GOVERNMENT FINANCE OFFICERS ASSOCIATION AWARDS (12.2.6)**  
[Report](#)

Andrea Tang, Senior Manager Financial Planning addressed the Committee and provided some opening remarks relative to the Government Finance Officers Association Awards.

General Committee congratulated Andrea Tang and all the City staff involved in the budgeting process for once again achieving the Distinguished Budget Presentation Award and the Canadian Award for Financial Reporting.

Moved by Councillor Logan Kanapathi  
Seconded by Councillor Amanda Collucci

- 1) That the report dated November 20, 2017 entitled “Government Finance Officers Association Awards” be received; and,
- 2) That the formal presentation on the receipt of the Distinguished Budget Presentation Award for the annual budget for the fiscal year beginning January 1, 2017 and the Canadian Award for Excellence in Financial Reporting for the annual financial report for the year ended December 31, 2016 from the Government Finance Officers Association (GFOA) be received.

Carried

**3. CITY OF MARKHAM A VISION FOR  
SPORT DEVELOPMENT (6.0)**

[Presentation](#) [Report](#) [Attachment 1](#)

Brenda Librecz, Commissioner of Community & Fire Services addressed the Committee and provided opening remarks with respect to the City of Markham's Vision for Sport Development.

Janis Cookson, Manager, Sport Development delivered a PowerPoint presentation entitled "A Vision for Sport Development."

General Committee congratulated all the staff involved in the development of the Vision for Sport Development.

There was brief discussion regarding the involvement with individuals with disabilities.

General Committee discussed and suggested the following with respect to the City Sport Facilities:

- Investigate the level of activity at other sport centres in the GTA such as Scarborough pools, Milton Velodrome, etc
- Investigate the reasons that events are not being held at the facilities such as not enough seating, etc.
- Investigate the global and national reach achieved at the City's Pan Am Centre
- The wide reach of consulting process
- The need to work together and align with the Sports Hall of Fame vision
- Ensure Members of Council also receive the quarterly letters
- Should "facilities" be an additional sport development component
- Examine any potential opportunity to further develop other City sport facilities
- Is there an opportunity to have a roster of food trucks available when major events are being held or investigate if the in-house Coffee Shop can increase their capacity at the Pan Am Centre
- Ensure that when Provincial and National events are being held at our Pan Am Centre that it is well communicated through all City communication vehicles

Moved by Mayor Frank Scarpitti

Seconded by Councillor Logan Kanapathi

- 1) That the presentation entitled "A Vision for Sport Development", be received; and,
- 2) That the report entitled "City of Markham, A Vision for Sport Development" be received; and,
- 3) That Council approve the City of Markham A Vision for Sport Development (Attachment 1); and further,
- 4) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

## **DEPUTATIONS**

There were no deputations.

## **COMMUNICATIONS**

### **4. MEMBERS OF COUNCIL SEEKING PROVINCIAL OFFICE (14.0)** [Communication](#)

Moved by Regional Councillor Nirmala Armstrong  
Seconded by Councillor Colin Campbell

- 1) That the communication dated November 20, 2017 from Ms. Kimberley Kitteringham, City Clerk be received for information purposes.

Carried

### **5. YORK REGION COMMUNICATION (13.4)**

Moved by Regional Councillor Nirmala Armstrong  
Seconded by Councillor Colin Campbell

- 1) That the following communications dated November 17, 2017 from York Region be received for information purposes.
  - a. [Environmental Services Water and Wastewater Capital Infrastructure Status Update](#)
  - b. [Property Tax Treatment for Regional Transit Facilities](#)
  - c. [Creating a Regional Climate Change Action Plan](#)
  - d. [Elimination of Vacant Unit Rebate Program](#)
  - e. [Holiday Shopping Bylaw](#)

Carried

**6. YORK REGION COMMUNICATION (13.4)**  
[Communication](#)

Moved by Regional Councillor Nirmala Armstrong  
Seconded by Councillor Colin Campbell

- 1) That the communication dated November 21, 2017 from York Region regarding “Draft Metrolinx 2041 Regional Transportation Plan”, be received for information purposes.  
Carried

**PETITIONS**

There were no petitions.

**7. MINUTES OF THE OCTOBER 19, 2017,  
OCTOBER 27, 2017, OCTOBER 31, 2017  
AND NOVEMBER 21, 2017 BUDGET COMMITTEE (16.0)**  
[October 19](#) [October 27](#) [October 31](#) [November 21](#)

Moved by Councillor Karen Rea  
Seconded by Regional Councillor Jim Jones

- 1) That the minutes of the October 19, 2017, October 27, 2017, October 31, 2017 and November 21, 2017 Budget Committee meeting be received for information purposes.  
Carried

**8. MINUTES OF THE NOVEMBER 16, 2017  
PUBLIC BUDGET CONSULTATION MEETING (16.0)**  
[Minutes](#)

Moved by Councillor Karen Rea  
Seconded by Regional Councillor Jim Jones

- 1) That the minutes of the November 16, 2017 Public Budget Consultation meeting be received for information purposes.  
Carried

**9. MINUTES OF THE NOVEMBER 21, 2017  
2018 PROPOSED WATER/WASTEWATER RATE  
PUBLIC CONSULTATION MEETING (16.0)**  
[Minutes](#)

Moved by Councillor Karen Rea  
Seconded by Regional Councillor Jim Jones

- 1) That the minutes of the November 21, 2017 2018 Proposed Water/Wastewater Rate Public Consultation meeting be received for information purposes.

Carried

**10. MINUTES OF THE NOVEMBER 14, 2017  
DEVELOPMENT CHARGES PUBLIC MEETING (16.0)**  
[Minutes](#)

Moved by Councillor Karen Rea  
Seconded by Regional Councillor Jim Jones

- 1) That the minutes of the November 14, 2017 Development Charges Public meeting be received for information purposes.

Carried

**11. MINUTES OF THE OCTOBER 19, 2017  
MARKHAM ENVIRONMENTAL  
ADVISORY COMMITTEE (16.0)**  
[Minutes](#)

Moved by Councillor Karen Rea  
Seconded by Regional Councillor Jim Jones

- 1) That the minutes of the October 19, 2017 Markham Environmental Advisory Committee meeting be received for information purposes.

Carried

**12. MINUTES OF THE OCTOBER 19, 2017  
BOARD OF MANAGEMENT  
MARKHAM VILLAGE BUSINESS  
IMPROVEMENT AREA COMMITTEE (16.0)**

[Minutes](#)

Moved by Councillor Karen Rea  
Seconded by Regional Councillor Jim Jones

- 1) That the minutes of the October 19, 2017 Board of Management Markham Village Business Improvement Area Committee meeting be received for information purposes.  
Carried

**13. MINUTES OF THE OCTOBER 23, 2017  
MARKHAM PUBLIC LIBRARY BOARD (16.0)**

[Minutes](#)

Moved by Councillor Karen Rea  
Seconded by Regional Councillor Jim Jones

- 1) That the minutes of the October 23, 2017 Markham Public Library Board meeting be received for information purposes.  
Carried

**14. AWARD OF CONTRACT #206-P-17 – ROSTER OF ELECTRICAL  
CONTRACTORS FOR SERVICES REQUIRED AT VARIOUS  
CITY LOCATIONS ON AN AS-REQUIRED BASIS (7.12)**

[Report](#)

Moved by Councillor Karen Rea  
Seconded by Regional Councillor Jim Jones

- 1) That the report “Award of Contract # 206-P-17 – Roster of electrical contractors for services required at various City locations on an as-required basis” be received; and,
- 2) That the contract for Electrical Services at various City locations on an as-required basis for three (3) years (November 2017 to October 2020) be awarded to the three (3) highest ranked bidders, (Igman Electric Ltd., R.A. Graham Electrical Contractors, and RPM Industrial Inc.) in the estimated annual amount of \$493,232.00 inclusive of HST impact; and,
- 3) That the contract be funded from various City Departments’ Operating Budgets on an as required basis; and,

- 4) That the award amounts in 2018 to 2020 be subject to Council approval of the respective year's operating budgets and that the award amounts be amended to reflect changes to the various departments' budget accounts as approved by Council during the annual budget process; and,
- 5) That Staff be authorized to issue three (3) purchase orders for each of the three (3) awarded bidders in an annual amount of \$164,410.67; and,
- 6) That Staff be authorized to reallocate purchase order fund commitments among the three (3) awarded bidders based on actual usage within each term of the contract; and further,
- 7) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

**15. 2018 BUDGET (7.0)**  
[Report](#) [Appendices 1-7](#)

Moved by Councillor Colin Campbell  
Seconded by Councillor Amanda Collucci

- 1) That the report dated December 5, 2017 entitled, "2018 Budget" be received; and,
- 2) That Council approve a 2.90% property tax rate increase to the City's tax levy which includes:
  - a. 2.44% for day-to-day operations and infrastructure investment;
  - b. 0.46% for Provincial Legislation Bill 148 (Fair Workplaces, Better Jobs Act); and,
- 3) That Council approve the 2018 Primary Operating Budget for City services of \$204,664,482 and Library of \$13,818,779 to a total of \$218,483,261 (excluding the 2017 surplus/deficit) which includes a 2.90% property tax rate increase, of which the principal components are detailed in Appendices 1 and 2; and,
- 4) That the gross operating expenditures of \$218,483,261, (excluding the 2017 surplus/deficit), be funded from the following sources:

	<b><u>2018 Budget</u></b>
Taxation Levies	\$155,050,962
Payments-in-lieu of Taxes	\$1,209,007
Grant & Subsidy Revenues	\$2,042,829
General Revenues (Investment Income, Fines, Permits, Penalty & Interest)	\$25,571,588
User Fees & Service Charges, Rentals and Sales	\$29,159,189
Other Income / Recoveries	\$5,449,686
<b>Total Revenues</b>	<b><u>\$218,483,261</u></b> ; and,



- 5) That Council approve the remaining 2018 Capital Budget of \$76,191,300 for a total of \$77,715,300 (\$76,191,300 + \$1,524,000 pre-approved) of which the projects are detailed in Appendix 3; and,
- 6) That Council authorize Staff to purchase the required US dollars (USD) for applicable capital budget projects at the time the budget is approved on an annual basis and to make any budget adjustments necessary due to a variance between the budgeted USD exchange rate and the actual USD exchange rate at the time the USD are purchased; and,
- 7) That Council approve the 2018 Planning & Design Operating Budget totalling \$10,294,001, (excluding the 2017 surplus based on forecast), the principal components of which are detailed in Appendix 4; and,
- 8) That Council approve the 2018 Engineering Operating Budget totalling \$8,088,242, (excluding the 2017 surplus based on forecast), the principal components of which are detailed in Appendix 5; and,
- 9) That Council approve the 2018 Building Standards Operating Budget totalling \$9,956,946, (excluding the 2017 deficit based on forecast), the principal components of which are detailed in Appendix 6; and,
- 10) That Council approve the 2018 Waterworks Operating Budget totalling \$131,634,019 (excluding the 2017 surplus), the principal components of which are detailed in Appendix 7; and,
- 11) That upon finalization of the 2017 audited financial statements, the 2018 Operating, Planning & Design, Engineering, Building Standards, and Waterworks Operating Budgets be adjusted to reflect the 2017 operating results; and,
- 12) That a copy of the Budgets be made available to the public through the Clerk's Department, the City website and each of the Markham Public Libraries; and,
- 13) That the "Additional Financial Disclosure Requirements Pursuant to Ontario Regulation 284/09" be received for information purposes; and,
- 14) That this report be brought forward to Council on Tuesday, December 12, 2017; and further,
- 15) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

**16. STATUS OF CAPITAL PROJECTS AS OF  
SEPTEMBER 30, 2017 (7.0)**  
[Report](#) [Exhibits A-C](#)

There was brief discussion regarding Project 15635 – Residential Water Service Connection.

Moved by Councillor Karen Rea

Seconded by Regional Councillor Jim Jones

- 1) That the report dated November 8, 2017 entitled “Status of Capital Projects as of September 30, 2017” be received; and,
- 2) That the amount of \$1,094,108 from the closure of capital projects be transferred to the sources of funding as listed on Exhibit A; and,
- 3) That the closure of projects as outlined on Exhibit B and C be approved; and,
- 4) That the Non-Development Charge Capital Contingency Project be topped up from the Lifecycle Replacement and Capital Reserve Fund, by \$1,107,941 to the approved amount of \$250,000; and,
- 5) That the Engineering Capital Contingency Project be topped up, from the City-Wide Hard Development Charges Reserve, by \$113,158 to the approved amount of \$100,000; and,
- 6) That the Design Capital Contingency Project be topped up, from the Development Charges Reserve, by \$76, 118 to the approved amount of \$100,000; and,
- 7) That the Planning Capital Contingency Project be topped up, from the Development Charges Reserve, by \$12,217 the approved amount of \$50,000; and,
- 8) That the Waterworks Capital Contingency Project be topped up, from the Waterworks Stabilization/Capital Reserve, by \$366,704 to the approved amount of \$100,000; and,
- 9) That the following in-year 2017 new capital projects, subsequent to the approval of the 2017 capital budget, be received;

Project Number	Name	Budget	Funding Source
17328	Thornhill CC Flooding Emergency Work	\$66,144	Other External: Insurance Claim
17331	Mt Joy CC Brine Pump Replacement	\$19,843	Non-DC Capital Contingency
17332	Thornhill CC 2nd Flood Emergency Work	\$254,400	Other External: Insurance Claim
17333	Old Unionville Well Building Structure Removal	\$56,000	Waterworks Capital Contingency
17339	Mt Joy CC Dehumidifier Replacement	\$82,000	Non-DC Capital Contingency
17340	Varley Art Gallery HVAC RTU Replacement	\$155,742	Non-DC Capital Contingency
17343	Service Connection Deficiency Repairs	\$50,000	Non-DC Capital Contingency
17345	Corporate GIS Review and Strategy	\$71,232	Non-DC Capital Contingency

; and further,

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

Carried

**17. PROJECT MANAGEMENT COORDINATION AND REPORTING (5.0)**

[Report](#) [Attachment A](#) [Attachment B](#)

Moved by Councillor Karen Rea

Seconded by Regional Councillor Jim Jones

- 1) That the report entitled “Project Management Coordination and Reporting” be received; and,
- 2) That the “Major Project Status Tracking” Dashboard report (Attachment “A”) be received; and further,
- 3) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

**18. UPDATE TO RECORDS RETENTION BY-LAW (12.1)**

[Report](#) [Appendix A](#)

Moved by Councillor Karen Rea

Seconded by Regional Councillor Jim Jones

- 1) That the report entitled “Update to Records Retention By-law” be received; and,
- 2) That Council adopt the Records Retention By-law, as outlined in Appendix A to this report; and further,
- 3) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

**19. EXTENSION OF DEVELOPMENT CHARGE DEFERRAL  
- CORNERSTONE CHRISTIAN COMMUNITY CHURCH (7.11)**

[Report](#)

The Committee discussed whether the authority should be delegated to the Treasurer to approve potential future extensions to defer the development charges. The Committee suggested that if all the conditions are satisfied that the delegation will be sufficient, otherwise it should come

back to Council for consideration. Staff noted that as long as it is beneficial to the City that the deferral is continued, but if it is no longer beneficial the City will cash in their Letter of Credit. There was discussion regarding whether the proposed recommendation number 4 in the report should be removed. Clause 4 in the report was voted on separately, and lost as a result the recommendation is deleted.

Moved by Regional Councillor Nirmala Armstrong  
Seconded by Regional Councillor Jim Jones

- 1) That the report titled “Extension of Development Charge Deferral – Cornerstone Christian Community Church” be received; and,
- 2) That Council authorize an amendment to the current Development Charge Deferral Agreement with the Cornerstone Christian Community Church dated January 9, 2015, to extend the payment due date of the City Wide Hard development charges from January 9, 2015 to October 1, 2021; and,
- 3) That the Mayor and Clerk be authorized to execute amendments to the Development Charge Deferral Agreement satisfactory to the City Solicitor and the Treasurer, as set out in this Report; and further,
- 4) That staff be directed to do all things necessary give effect to these recommendations.

Carried

## **20. 2017 DEVELOPMENT CHARGES BACKGROUND STUDY (7.11)**

[Report](#) [Appendix A](#) [Appendix B](#)

Mark Visser, Senior Manager Financial Strategy & Investment addressed the Committee and provided some opening remarks relative to the 2017 Development Charges Background Study.

Moved by Councillor Logan Kanapathi  
Seconded by Councillor Amanda Collucci

- 1) That the report on the “2017 Development Charges Background Study” be received; and,
- 2) That Council determine that no further public meeting is required, pursuant to Section 12 of the *Development Charges Act 1997*, as amended; and,
- 3) That Council approve the Development Charge Background Study prepared by Hemson Consulting Ltd. dated October 2017; and,
- 4) That Council affirm its intention to ensure that the increase in the need for services to service anticipated development will be met; and,

- 5) That Council affirm its intention that development related to post 2026 capacity identified in the Background Study shall be paid for by development charges or other similar charges; and,
- 6) That Council affirm its intention that infrastructure related to post 2031 development identified in the background study shall be paid for by development charges or similar charges; and,
- 7) That Council recognizes that there are operating costs associated with the implementation of the capital program; and,
- 8) That Council approve the policy changes as outlined in this report; and,
- 9) That Council enact the City Wide Hard, City Wide Soft and Area Specific development charges by-laws, effective on December 13, 2017; and,
- 10) That Council affirm its intention that the future excess capacity identified in the Development Charges Background Study, dated October 2017, prepared by Hemson Consulting Ltd. shall be paid for by the development charges; and,
- 11) That these recommendations, including the implementing by-laws, be forwarded to the December 12, 2017 Council meeting for adoption; and further,
- 12) That staff be directed to do all things necessary to give effect to this report.

Carried

**21. USE OF CORPORATE RESOURCES FOR ELECTION PURPOSES (14.0)**  
[Presentation](#) [Policy](#)

Carlie Turpin, Manager, Elections delivered a PowerPoint presentation regarding revised changes to the Use of Corporate Resources for Election Purposes policy.

Staff noted that a Member of Councillor's assistant is not permitted to work on any Member of Council's election campaign. The Solicitor noted that a clause stating that is included in their employment contracts, due to their precarious employment as temporary contract employees and their relationship with their Member of Council, and suggested that the policy be amended to distinguish staff from councillors' assistants and to be consistent with the employment contracts of the assistants. There was discussion regarding whether the Member of Councillor's assistant employment contracts should be amended to permit assistants to work as volunteers on Councillor's Election Campaign if they chose to. The Solicitor pointed out that in order to amend their contract it would have to be agreed upon by all three parties which include the assistant, the Member of Council and the City of Markham. It was suggested that staff report back on this matter.

There was discussion regarding the proposed regulations under the proposed policy and Elections Act, and staff pointed out that the use of corporate resources can be regulated by the

proposed policy and there is no mechanism to regulate the actions of a private citizen relative to Election campaigning.

The Committee discussed and suggested the following relative to the revised Use of Corporate Resources for Election Purposes:

- Include Mayor, Deputy Mayor and Regional Chair under definition under “Municipal By-Election”
- Include the words “as a volunteer” at the end of the definition for volunteer
- Should there be more restrictive rules on the annual discretionary budget amount permitted by Members of Council during an Election year
- Clause 1.4 include more clarity that it requires obtaining an official permit Clause 1.5 clarify further the “receiving remuneration from the City”
- Under Roles and Responsibilities remove the word “written”

There was discussion regarding whether this matter should be further discussed at a future General Committee meeting or at the December 12, 2017 Council meeting.

Moved by Councillor Amanda Collucci  
Seconded by Councillor Logan Kanapathi

- 1) That the presentation entitled, “Use of Corporate Resources for Election Purposes,” be received; and,
- 2) That the Policy titled, “Use of Corporate Resources for Election Purposes Policy,” be **postponed to the January 22, 2018 General Committee meeting;** and,
- 3) **That Members of Council be limited to spending up to 25% of their 2018 discretionary budget and limited to one newsletter to the end of February 2018; and further,**
- 4) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

## **MOTIONS**

There were no motions.

## **NOTICES OF MOTIONS**

There were no notices of motions.

**NEW/OTHER BUSINESS**

There was no new business.

**ANNOUNCEMENTS**

There were no announcements.

**22. CONFIDENTIAL ITEMS (16.0, 6.0 & 8.0)**

Moved by Councillor Valerie Burke  
Seconded by Councillor 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 (3:09 PM):

- (1) GENERAL COMMITTEE CONFIDENTIAL MINUTES  
- NOVEMBER 20, 2017 (16.0)  
[Section 239 (2) (b) (c)]

General Committee confirmed the November 20, 2017 confidential meeting minutes.

- (2) A PROPOSED OR PENDING ACQUISITION OR DISPOSITION OF LAND BY THE  
MUNICIPALITY OR LOCAL BOARD (6.0)  
[Section 239 (2) (c)]

General Committee consented to place this matter on the December 12, 2017 Council agenda for consideration.

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

General Committee postponed this matter to the January 22, 2017 General Committee confidential session meeting.

Carried

Moved by Councillor Valerie Burke  
Seconded by Regional Councillor Jim Jones

That the General Committee rise from the confidential session 3:16 PM.

Carried

**Adjournment**

Moved by Mayor Frank Scarpitti  
Seconded by Councillor Colin Campbell

That the General Committee meeting adjourn at 3:17 PM.

Carried