



MINUTES
CANADA 150
NEIGHBOURHOOD ENGAGEMENT SUB-COMMITTEE
March 31, 2017, 11:00 a.m.
Council Chamber

Committee Members

Deputy Mayor Jack Heath
Regional Councillor Nirmala Armstrong
Councillor Alan Ho
Councillor Don Hamilton
Councillor Amanda Collucci
Councillor Logan Kanapathi
Councillor Alex Chiu

Regrets:

Mayor Frank Scarpitti
Regional Councillor Jim Jones
Regional Councillor Joe Li
Councillor Valerie Burke
Councillor Karen Rea
Councillor Colin Campbell

Staff

Andy Taylor, Chief Administrative Officer
Brenda Librecz, Commissioner of Community & Fire Services
Heather Atherton, Manager, Community & Recreation Services
Diane Macklin, Manager, Library Marketing & Community Development
Sara McMillan, Sr. Manager, Corporate Communications
Tam, Sara, Manager of Business Planning & Innovation
David Zambrano, Library Programs Manager
Kitty Bavington, Council/Committee Coordinator

The Canada 150 - Neighbourhood Engagement Sub-committee convened at 11:15 a.m. with Deputy Mayor Jack Heath in the Chair.

1. Adoption of Minutes - March 7, 2017

Moved by: Councillor Logan Kanapathi
Seconded by: Councillor Alex Chiu

That the minutes of the March 7, 2017 Canada 150 Neighbourhood Engagement Sub-committee meeting, be adopted.

CARRIED

2. Updated Terms of Reference

Moved by: Regional Councillor Nirmala Armstrong
Seconded by: Councillor Don Hamilton

That the updated Terms of Reference for the Canada 150 Neighbourhood Engagement Sub-committee, be endorsed.

CARRIED

3. Revised Markham's Canada 150 Neighbourhood Grant Program Guidelines

Staff have refined the guidelines and application form to reflect direction received at the last Sub-committee meeting, sought input from legal services and risk management staff, prepared the grant program and online application form to be launched on April 3rd, and acknowledged the staff involved in achieving the April 3rd milestone.

Staff reviewed the changes as directed by the Committee:

- Revised the name to Markham's Canada 150 Neighbourhood Grant
- User-friendly process and application, including a helpful checklist
- Senior staff have determined proof of insurance will not be required as a condition of receiving the grant
- Providing more examples to help with the application process
- Celebrate Markham Grant recipients and registered charitable organizations are not eligible
- Ratepayers groups are eligible
- Costs related to alcohol, bonfires and fireworks and not to be funded by the grant
- The maximum number of attendees has been deleted
- Identify if the event is being done for the first time in Markham, and after-event report will ask if the event will continue in the future
- City officials contact information will be provided to grant recipients so they can be invited
- Grant application period is April 3 to May 5, online. The timing for submission and approval dates was discussed. Staff will target May 19 as the decision date, and events held between that date and December 31, 2017 will be eligible.
- \$40,000 grant budget is to be distributed evenly by ward at \$5,000 per ward, up to \$500 per individual grant

4. Grant Program Checklist

Staff reviewed the checklist that will be provided to assist applicants. It includes information on the timeframes and the application process. Discussions included the eligibility as a Markham resident OR as a representative of a group; insurance coverage; obtaining applicable permits; and, adding contact information for questions.

5. Grant Program Application

Updates to the application were reviewed, with respect to date changes and other items as discussed.

6. Discussion on Outreach to Community and Linkages to Canada 150 Program Launch on April 20, 2017

Staff outlined the extensive promotional program for the grant, including the City's website, through Council members' outreach, the official launch of the overall Canada 150 program on April 20, and other actions.

7. Other Business

There was no new business.

8. Date of Next Meeting

A meeting regarding “Neighbourhood Kits” will be scheduled in the next two weeks.

Meeting to review recommended applications to receive grant funding will be scheduled after the application deadline date, approximately May 17.

Staff will keep the Committee updated on the progress of applications, and will work with the local councillors for recommendations to the Committee.

Adjournment

The Sub-Committee adjourned at 12:42 pm.