



**SECOND MEETING OF THE
2017 BUDGET COMMITTEE
CANADA ROOM, MARKHAM CIVIC CENTRE
OCTOBER 14, 2016**

MINUTES

Attendance:

Members Present:

Councillor Logan Kanapathi, Chair
Councillor Amanda Collucci, Vice-Chair
Mayor Frank Scarpitti (ex-officio)
Deputy Mayor Heath (ex-officio)
Regional Councillor Nirmala Armstrong
Councillor Alex Chiu
Councillor Don Hamilton
Councillor Karen Rea

Guests:

Councillor Valerie Burke

Regrets:

Councillor Alan Ho
Regional Councillor Jim Jones

Staff Present:

Andy Taylor, Chief Administrative Officer
Trinela Cane, Commissioner of Corporate Services
Brenda Librecz, Commissioner of Community & Fire Services
Jim Baird, Commissioner of Development Services
Catherine Conrad, City Solicitor
Joel Lustig, Treasurer
Dave Decker, Fire Chief
Nasir Kenea, Chief Information Officer
Brian Lee, Director of Engineering
Graham Seaman, Director of Sustainability
Biju Karumanchery, Director of Planning and Urban Design
Andrea Tang, Senior Manager of Financial Planning
Regan Hutcheson, Manager of Heritage Planning
Linda Irvine, Manager of Parks and Urban Design
Morteza Behrooz, Program Manager, Parks Development
Laura Gold, Council/Committee Coordinator

The Budget Committee convened at 2:05 p.m. with Councillor Logan Kanapathi presiding as Chair.

Engineering

Brian Lee, Director of Engineering was in attendance to address questions on the 2017 Engineering capital budget requests.

No.	Project	Total Cost	Discussion
17037	404 North Collector Roads (EA)	315,800	
17038	Anti-Whistling 2017	5,621,300	<p>The Committee asked the following questions:</p> <p><i>Explain the funding structure for the project?</i></p> <p>The project will be funded by York Region, Metrolinx, and the City of Markham. The City of Markham's total contribution to the project is \$2.3M. The City will not proceed with the project until the tri-party agreement is finalized.</p> <p><i>Why is the total cost of the project shown in the capital budget rather than just the Markham's contribution to the project?</i></p> <p>Markham will be managing the project; therefore the total project cost is identified for the tender process.</p> <p>Can the City recover any of its contribution to the project?</p> <p>This is a one-time project request that will be undertaken in 2017 and 2018. The City's contribution to the project can not be recovered.</p> <p><i>Is all of the work required if Metrolinx will be doing work to improve the safety of its rail crossings?</i></p> <p>The work being undertaken by Metrolinx is to improve the safety of the rail crossings which is</p>

No.	Project	Total Cost	Discussion
			<p>unrelated to the work that needs to be undertaken for anti-whistling.</p> <p>Staff indicated that grade separation within the 13 crossings is not anticipated within the next 10 years.</p> <p><i>Why is Metrolinx contributing less than the City and York Region?</i></p> <p>Metrolinx will cover its share of the project cost by providing in-kind services. Its cost share is less as it is not responsible for most of the work that will be undertaken.</p>
17039	Cycling Awareness Program	95,100	<p>The Committee asked where signs are being put up to promote cycling awareness.</p> <p>Staff advised that signs are being put up in the recently constructed multi use pathways.</p> <p>A Committee Member noted that the signage at the rail crossing on Ninth Line north of Elgin Mills is not adequate.</p> <p>Director Lee indicated that the request will be forwarded to the Region and Operations Traffic Staff.</p>
17040	Engineering Studies Related to Secondary Plans	261,700	
17041	Enterprise Blvd - Pumping Station Grading	50,800	<p>The Committee asked for an overview of the project and why the City is paying to move the access road rather than PowerStream.</p> <p>Staff explained that the capital budget item is to replace the access road on Enterprise Boulevard. PowerStream is not contributing to the cost of moving the road, as it is the City's responsibility to provide the access road. PowerStream is providing the transformer for the pumping station.</p>
17042	Intersection	826,700	A Committee Member asked if a traffic signal is

No.	Project	Total Cost	Discussion
	Improvements		<p>being installed at Bur Oak Avenue and Roy Rainey Avenue in addition to the pedestrian crossing that currently exists near this intersection.</p> <p>Staff advised that this is a new traffic signal that will be located right at the intersection. The pedestrian signal near the intersection will remain.</p> <p>The Committee asked how staff decide where traffic signals are needed.</p> <p>Staff advised that a traffic study is conducted to ensure a traffic signal is warranted. The study looks at both the number of traffic accidents at the intersection, and the volume.</p> <p>Councillor Rea asked if a traffic study has been completed for the intersection located at Robinson and Washington Street. Staff will look into this inquiry and will report back to Councillor Rea.</p>
17043	Main Street Markham - Road Restoration	362,000	<p>There was a brief discussion on the Main Street Markham-Road Restoration.</p> <p>Staff recommend that the brick will be replaced with impressed asphalt as it is more durable and requires less maintenance. The Markham Village Business Improvement Area and Heritage Markham have both approved the installation of the impressed asphalt.</p> <p>The Committee deferred further discussion on the item to a future Budget Committee meeting where all options will be presented, including the total cost of ownership over the useful life .</p>
17044	Markham Centre MESP Additional Scope	53,900	<p>A Committee Member asked if the study will look at how storm water management is dealt with in the Markham Centre area.</p> <p>Staff advised that the high level study will look at the drainage requirements needed to achieve higher density in the area. More technical studies will need to follow.</p>

No.	Project	Total Cost	Discussion
17045	Markham Centre MUP EA/Design	441,000	<p>A Committee Member asked when the multi use pathway will be constructed.</p> <p>Staff advised that the construction of the pathway will likely start in 2019, as the environmental assessment may take some time due to the sensitivity of the area.</p> <p>A Committee Member asked if the trail will be connected to Markham's multi-use pathway network.</p> <p>Staff advised that the new pathway will be connected to existing pathways.</p>
17046	Municipal Rd. South of 14th. Middlefield to 14th (Con)	295,100	Staff advised that the capital budget request is to top up an existing project amount, and the funding is from Development Charges.
17047	MUP - Lake to Lake Cycling Route and Walking Trail	1,415,700	<p>A Committee Member asked how this project fits into Markham's plans for cycling and walking within the City of Markham.</p> <p>Staff advised that the trail will be part of the City's cycling network and pedestrian trails. The addition of the trail will provide the north-south connection. The trail will go over the 407 and the railway.</p> <p>Staff are also looking at adding a trail system along John Street as there is currently a lack of trails in the west side of Markham.</p> <p>The Committee asked about the funding structure for the project.</p> <p>Staff advised that the trail system is being created in partnership with York Region with a 50/50 cost sharing agreement. Markham's contribution to the project is \$1,415,700.</p>
17048	Sidewalk (City Wide) Design	378,400	<p>The Committee asked for an update on the City wide sidewalk policy.</p> <p>It was advised that staff are currently working on</p>

No.	Project	Total Cost	Discussion
			<p>the policy. The Chief Administrative Officer committed to bring an update on the policy to the Development Services Committee before the end of 2016.</p> <p>Staff advised that the budget request is for the design of sidewalks. The areas listed on the capital request form have been selected based on priority.</p>
17049	Smart Commute Markham - Richmond Hill	76,300	
17050	Streetlights	1,379,100	<p>The Committee asked for clarification on the capital budget request.</p> <p>Staff advised that this is an ongoing program where streetlights are installed in dark spots within the City. Areas are selected based on priority. A study is conducted to determine the highest priority spots.</p> <p>A Committee Member asked if the street lighting will be improved in the Varley Village.</p> <p>Staff advised that the street lighting for Varley Village will be reviewed when looking at the installation of LED decorative lighting. A staff report on the matter is anticipated to be brought forward to the General Committee in Q1 2017.</p>
17051	SWM Guideline Update	37,800	<p>The Committee asked who will be updating the stromwater management guidelines.</p> <p>Staff advised that a consultant will be hired to undertake the work. The consultant will look at best practices and at the regulations. The new guidelines will be used to guide engineering design. They will also be used to help build more sustainable communities. Landscaping and use of space will not be included under these guidelines.</p> <p>The Budget Committee requested that Council be</p>

No.	Project	Total Cost	Discussion
			<p>provided with a presentation on the new guidelines for information purposes.</p> <p>A Member noted that the location of the stormwater ponds is important in protecting wildlife and avoiding wildlife conflicts. Currently, many are put right beside roadways which may create a wildlife conflict.</p>
17052	Tributary 4 Modification / Hagerman Storm Study & Design	284,200	
17053	Year 2017 Engineering Salary Recovery	675,000	The capital budget request is to recover the cost of engineering staff working on growth related projects funded through development charges.

Moved by Councillor Don Hamilton

Seconded by Mayor Frank Scarpitti

That the 2017 Engineering Capital Budget items be approved (excluding Item No. 17403); and,

That Capital Budget Item No. 17403, Main Street Markham Road Restoration be deferred to a future Budget Committee meeting.

Carried

Planning

Biju Karumanchery, Director of Planning and Urban Design was in attendance to address questions on the 2017 Planning and Urban Design capital budget requests. Regan Hutcheson, Manager of Heritage Planning addressed the heritage capital budget requests.

No.	Description	Total Cost	Discussion
17029	Consolidated Zoning By-law Program - Year 4 of 4	668,000	
17030	Consultant Studies	45,000	
17031	Designated Heritage Property Grant Program (Yr 1 of 3)	30,000	The Committee discussed increasing the Designated Heritage Property Grant Program budget to \$40,000, as a large demand for the grant program is anticipated in 2017.

No.	Description	Total Cost	Discussion
			<p>Staff advised that the demand for the program varies from year to year and that it may better to monitor the demand for the program in 2017 and increase the program funding if required. Staff also suggested allocating the \$8K remaining in the 2016 budget for the program to the 2017 program, rather than returning to the Heritage Loan Fund Reserve.</p> <p>A suggestion was made to place a heritage easement on heritage properties provided with a grant. Staff advised that heritage easement agreement is placed on the property for grants issued over \$5K.</p> <p>A Committee Member suggested that the program should be promoted to residents with heritage homes in need of restoration.</p>
17032	Future Urban Areas - Phase 5 of 5	350,000	
17033	Growth Monitoring Program & Data Collection	20,000	
17034	Heritage Façade Improvements/Sign Replacement	25,000	
17035	Markham Village Heritage Conservation District Plan	50,900	<p>A Committee Member asked if additional heritage staff should be hired rather than hiring a consultant to undertake the study.</p> <p>Staff advised that many areas of the organization have staffing needs and that all staffing needs should be looked at prior to making any decision regarding adding new staff.</p> <p>A consultant with specialized expertise is being hired to undertake the project. It was anticipated that the \$50,900 allocated to project was sufficient as the same policy framework developed for Thornhill Village and Buttonville</p>

No.	Description	Total Cost	Discussion
			<p>Heritage Plans will be applied to the Markham Village Heritage Conservation District Plan. It is the City's practice to hire consultants for this type of work.</p> <p>A Committee Member asked if there would be reclassification of heritage properties in the Markham Village heritage district, as a result of the study and if yes, will the public be consulted.</p> <p>As part of the project, the consultant will investigate whether any re-classification of heritage properties is required. A public consultation session will be scheduled prior to the approval of the new by-law and plan.</p>
17036	OMB - Official Plan & Growth Related Hearings	584,200	

Moved by Councillor Don Hamilton

Seconded by Regional Councillor Nirmala Armstrong

That the 2017 Planning Capital Budget items be approved as presented.

Carried

Design

Linda Irvine, Manager of Parks and Urban Design was in attendance to address questions on the 2017 design capital budget requests.

No.	Description	Total Cost	Discussion
17227	Wismer Percy Reesor St. Parkette - Design & Constr.	294,000	<p>A Committee Member requested that accessibility features be included in the design of the park.</p> <p>Staff advised that this is a small parkette, but agreed to try and include an accessible swing in the park design.</p>

A Committee Member asked why the consultant fee for the design of Morgan Park is not included in the capital budget. Staff agreed to look into this inquiry.

Moved by Councillor Amanda Colucci

Seconded by Councillor Alex Chui

That the 2017 Design Capital Budget Items be approved as presented.

Carried

CAO, Legal, HR, & Sustainability Office

Graham Seaman, Director of Sustainability was in attendance to address questions on the 2017 Sustainability Office capital budget requests.

No.	Description	Total Cost	Discussion
17054	Centralized Building Automation System	167,900	Staff advised that the project has a payback of approximately \$58,000 per year.
17055	Municipal Energy Plan - Implementation Phase	96,900	
17056	PowerStream Embedded Energy Projects	142,500	The capital budget item was anticipated to be paid back in two years.

Moved by Mayor Frank Scarpitti

Seconded by Councillor Karen Rea

That the CAO, Legal, HR, and Sustainability Office 2017 Capital Budget Items be approved.

Carried

Corporate Services-ITS

Nasir Kenea, Chief Information Officer was in attendance to address questions on the 2017 ITS capital budget requests.

No.	Description	Total Cost	Discussion
17057	Development Services -AMANDA 7 Upgrade	81,400	
17058	HR - Learning Management System	71,200	

No.	Description	Total Cost	Discussion
	Replacement		
17059	ITS - Upgrades required as part of computer refresh	236,100	<p>Staff advised that this capital budget request is to update the City's operating system. It has been almost six years since the technology was last updated, and the update is needed to keep up with technological changes.</p> <p>A Committee Member suggested that technology should be changed more frequently than every six years. Staff advised that the lifecycle of technology is based on careful analysis. A five year lifecycle was considered optimal.</p>
17060	Program Registration System Replacement	526,100	<p>The Committee wanted to ensure that the new system provides more flexibility than the current system.</p> <p>A Committee Member asked if the new program can be timed differently so that residents do not have to rush to sign up for programs and residents do not have to be first in line to get into a program. The Committee Member also suggested using a program like universities are using which provides more registration options.</p> <p>Staff agreed to look at the registration programs universities use to see if any of their practices could be used for the City's recreation registration. It was noted that there are limited vendors of recreation registration software.</p> <p>It was noted that survey was recently conducted on user preferences for recreation programs. The responses were mixed. The user preferences can be re-visited as part of the project.</p> <p>The Committee noted that the software selected should make it easier for people to communicate with each other.</p>
17061	Library - Wi-Fi Access Points	28,600	

No.	Description	Total Cost	Discussion
17062	WW - Backflow Prevention Portal & BPMS Enhancement	35,100	
17063	WW - GaliGeo Upgrade	21,000	
17064	Core IT Infrastructure	1,719,400	
17065	ITS - ArcGIS Licenses	23,200	
17066	ITS Internal Project Management	118,900	

Moved by Councillor Amanda Collucci

Seconded by Councillor Karen Rea

That the Corporate Services – ITS Capital Budget Items be approved as presented.

Carried

Corporate Services- Finance

Joel Lustig, Treasurer was in attendance to address questions on the 2017 Finance capital budget requests.

No.	Description	Total Cost	Discussion
17067	Development Charges Background Study	122,100	<p>The Committee asked if the study was to review the City's development charges.</p> <p>Staff advised that the capital budget item is to refresh/update the Development Charges Background Study that was approved by Council five years ago. The study will review existing policies and forecast growth related services needed for the next 10 years.</p> <p>A Committee Member asked what will happen to the staff working on the growth related project once growth stops.</p> <p>Staff advised that if growth stops these positions will be moved to the tax base if still required.</p>
17068	Internal Project	940,700	

No.	Management		
17069	Investment in Markham District Energy Inc.	4,000,000	Staff advised that this is the last scheduled transfer of funds/investment into Markham District Energy.

Moved by Councillor Alex Chiu

Seconded by Councillor Karen Rea

That the 2017 Finance Capital Budget Finance items be approved.

Carried

Corporate Wide

Andy Taylor, Chief Administrative Officer was in attendance to address questions on the 2017 Corporate Wide capital budget requests.

No.	Description	Total Cost	Discussion
17070	Markham@150 Plan (Canada 150 in 2017)	150,000	Staff advised that these funds are being put aside for Canada 150 events. Most of the funds will be used in 2017, but some will be used in early 2018. The focus of the events will be on Markham's heritage, future, youth and diversity. A Committee Member requested that the plan for the Canada 150 events be approved by Council.

Moved by Mayor Frank Scarpitti

Seconded by Councillor Don Hamilton

That the Corporate Wide capital budget item No. 17070 for Canada 150 be approved, subject to the project being approved by all Members of Council.

Carried

Community & Fire Services

Fire & Emergency Services

Dave Decker, Fire Chief was in attendance to address Fire & Emergency Services capital budget questions.

No.	Description	Total Cost	Discussion
17071	Bunker Gear Life Cycle Replacement	48,100	
17072	Fire Station Renos for Gender Diversity - Phase 2 of 2	623,500	A Committee Member asked if the renovation includes a transgender washroom as this type of facility may be requested at fire stations in the future. Staff advised that this renovation does not include a transgender washroom. The project team agreed to look at the matter for future consideration. A Committee Member suggested that wherever possible single stall washrooms should be made into universal washrooms.
17073	Firefighting Tools & Equipment Replacement	95,000	
17074	Replacement of Equipment due to Staff Retirements	63,600	
17075	Special Rescue - Confined Space	25,400	
17076	Water Rescue Equipment	12,400	
17228	Fire Stations (92&95) Fire Alarm System	40,700	Staff advised they are installing fire alarms in older stations in case a fire breaks out when nobody is at the station. Newer stations have sprinkler systems in place

Moved by Mayor Frank Scarpitti

Seconded by Deputy Mayor Jack Heath

That the 2017 Fire and Emergency Capital Budget Item be approved as presented.

Budget Committee

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Carried

Councillor Don Hamilton asked staff to investigate if there were funds put aside a long time ago for the McKay Garden and the Millennium Bandstand.

The Budget Committee adjourned at 5:05 pm.