



**Minutes**  
**General Committee**  
**March 9, 2015**  
**Meeting Number 9**

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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 Alan Ho  
Councillor Don Hamilton  
Councillor Karen Rea  
Councillor Colin Campbell  
Councillor Amanda Collucci  
Councillor Logan Kanapathi  
Councillor Alex Chiu

Andy Taylor, Chief Administrative Officer  
Trinela Cane, Commissioner of Corporate Services  
Brenda Librecz, Commissioner of Community & Fire Services  
Catherine Conrad, City Solicitor  
Joel Lustig, Treasurer  
Mohammed Hosseini-Ara, Acting Director of Culture  
Andrea Tang, Manager, Financial Planning  
Alida Tari, Council/Committee Coordinator

The General Committee meeting convened at the hour of 1:18 PM with Deputy Mayor Jack Heath in the Chair.

**Disclosure of Interest**

Regional Councillor Nirmala Armstrong disclosed an interest with respect to Item 1, by nature of being a member of the Markham Arts Council Board.

**1. CELEBRATE MARKHAM GRANT  
PROGRAM REVIEW (7.6)**  
[Presentation](#)

Brenda Librecz, Commissioner of Community & Fire Services presented the Celebrate Markham Grant Review process that was previously approved by General Committee on January 9<sup>th</sup> 2015, and outlined the purpose of this workshop.

John Matheson, Partner, Strategy Corp provided an overview of the work undertaken to date on the Celebrate Markham grant review program and pointed out the importance of the program. He also introduced the areas for discussion at this workshop.

Shirley Hoy, Project Lead, Strategy Corp delivered a PowerPoint presentation outlining the elements of the Celebrate Markham Grant program which included the following five major areas of focus: Governance, Eligibility, Application Process, Reporting, and Program Review. Each of the five areas had proposed program options for Committee to consider and discuss.

The Committee discussed each of the five major areas and the recommendations relative to the Celebrate Markham Grant program:

- Importance of benchmarking grant programs offered by other municipalities within York Region
- When comparing grant programs consider in-kind support as well as financial
- Discussion on options for administration – in house, committee or administered through a third party?
- Not in support of having Markham Art Council (MAC) be the third party administrator
- Groups that have been receiving Celebrate Markham grants for many years consider establishing a Memorandum of Understanding (MOU) or multi year funding commitments.
- The need to align this program to the outcomes of the Culture Plan
- The use of grant funds for intended purposes versus providing any of surplus grant funds to charity
- Create annual staff report outlining how the grant funds have been used
- Develop criteria outlining what the grant money should be used for
- Need to clearly outline eligible and ineligible criteria
- What level of audited financial reports should be undertaken
- Supportive of staff grants review committee to prepare staff report for Council approval and moving the City operated grants to departmental budgets

There was considerable discussion on methodology for setting the funding envelope, program criteria and handling of surplus grant funds by groups. The Committee suggested that another session be booked with Members of Council to review any past issues prior to the staff report coming forward.

**ADJOURNMENT**

Moved by Councillor Valerie Burke  
Seconded by Councillor Alex Chiu

That the General Committee rise from the in-camera session 4:08 PM.

Carried