



**SECOND MEETING OF THE
2015 BUDGET COMMITTEE
CANADA ROOM, MARKHAM CIVIC CENTRE
February 4, 2015**

MINUTES

Attendance:

<p>Members Present: Mayor Frank Scarpitti (ex-officio) Deputy Mayor Heath (ex-officio) Councillor Logan Kanapathi, Chair Councillor Amanda Collucci, Vice-Chair Regional Councillor Nirmala Armstrong Councillor Don Hamilton Councillor Alan Ho Councillor Karen Rea</p> <p>Guests: Regional Councillor Jim Jones Councillor Valerie Burke</p> <p>Regrets: Councillor Alex Chiu</p>	<p>Staff Present: Andy Taylor, Chief Administrative Officer Jim Baird, Commissioner of Development Services Trinela Cane, Commissioner of Corporate Services Brenda Librecz, Commissioner of Community & Fire Services Joel Lustig, Treasurer Alan Brown, Director of Engineering Ronji Borooah, City Architect Mary Creighton, Director of Recreation Services Linda Irvine, Manager of Parks and Open Space Development Biju Karumanchery, Acting Director of Planning & Urban Design Nasir Kenea, Chief Information Officer Brian Lee, Deputy Director, Engineering Joel Lustig, Treasurer Tim Moore, Director of Building Standards Graham Seaman, Director of Sustainability Andrea Tang, Manager of Financial Planning Matt Vetere, Financial Analyst Laura Gold, Council/Committee Coordinator</p>
---	--

The Budget Committee convened at 9:09 am with Councillor Kanapathi presiding as Chair.

1. Review of the Capital Budget

Building Services

Item No.	Budget item	Discussion
15015	Sign By-Law-Electronic Signage - \$50,900	

Moved by Councillor Nirmala Armstrong

Seconded by Councillor Amanda Collucci

That the Budget Committee approve the Building Services Capital Budget Item No. 15015.

CARRIED

Planning

Item No.	Budget item	Discussion
15016	Consolidated Zoning By-Law Program Phase 2 of 4 - \$630,000	
15017	Consultant Studies – \$117,000	A member asked about consultant studies and its role in the Planning & Urban Design Department. Staff advised that consultant studies are typically undertaken when staff capacity is not available to carry out the work or when expertise in a particular field is required. It was noted that approximately 20% of the Department's work involves consultant studies.
15018	Designed Heritage Property Grant Program -\$30,000	<p>A Member questioned if the \$30K allotted to the Heritage Property Grant Program is being fully utilized and if so, do more funds need to be allotted to the program? Staff advised that the program is being fully utilized each year.</p> <p>Staff was requested to the actual usage of the grant program over the last few years.</p>
15019	Future Urban Areas – Phase 3 of 5 - \$310,000	<p>There was a discussion on the funding formula for the project.</p> <p>It was suggested that projects undertaken by staff on the future urban area be communicated to the Budget Committee as part of the</p>

		capital budget review process. It was clarified that this project is separate from the Landowner Funding Agreement.
15020	Growth Monitoring Program & Data Collection - \$18,000	
15021	Heritage Facade Improvements/Sign Replacement - \$33,200	
15022	Official Plan – OMB - \$550,000	<p>A Member questioned what these funds are for and how the budget amount was arrived at. Staff advised that these funds are required to defend not only Markham's New Official Plan but also ROPA3 (the Region's Official Plan Amendment for Markham's urban expansion area). The amount budgeted covers all Legal, Engineering and Planning costs associated with each of the Hearings, including estimated costs for outside legal counsel and expert witnesses. The largest component is for legal services.</p> <p>Staff are working towards resolving some of the appeals and indicated that if certain matters are settled, the full budgeted amount for this item may not be required.</p>
15023	Population and Employment Forecasting - \$100,000	
15024	Review and Update Development Fee Model - \$50,900	
15025	Secondary Plan Model - \$500,000	<p>A Member requested that a schedule be created on when the updates to secondary plans underway or yet to be initiated, will be completed and brought forward to the Development Services Committee.</p> <p>There was a discussion on how staff time/salary fees for planning and engineering growth related projects are recovered through development charges.</p> <p>There was a discussion on the City undertaking growth related projects in preparation for Markham's projected growth in the population and the impact the projects have on the Development Charges Reserve. Staff anticipated that based on the Province's growth projections for Markham, growth will pay for growth in the long term. In the short term the City may need to borrow funds to finance some of these projects.</p>

Moved by Councillor Alan Ho

Seconded by Councillor Amanda Collucci

That the Budget Committee approve the Planning Capital Budget Item No. 15017 - 15025.

CARRIED

Design

Item No.	Budget item	Discussion
15029	Box Grove Hill South East Parkette – Design - \$103,600	
15031	Cornell Madison Rouge/Riverlands North and South Design – \$36,300	
15032	Expedited Core Capital Parks Program - \$279,800	<p>The funds are being used to fulfill the demand for parks in new subdivisions. This project is to support all the park projects outlined on page 1 of the 2015 Capital and Other Programs Budget Summary. This expedited program will address the desire to better serve residents by having the parks ready prior to/at the time when the residents are moved in to the community.</p> <p>A Member asked about the status of the Times Group Park to be located in Markham Centre. Staff advised that parks in Markham Centre will be delivered, separately, in accordance with the Markham Centre Parkland Funding and Delivery Agreement, and therefore are not included as part of the annual Capital Budget. However, interim park works on Times Group lands are underway and will be completed this spring prior to the Pan Am/Parapan Am Games.</p>
15033	Markham Village Library Square – Design - \$268,000	

15034	Morgan Park – Design - \$147,000	<p>It was advised that this budget item is for the detailed design and working drawings of the park. The master plan for the park was previously approved by Council.</p> <p>A Member requested that the detailed design plans for the park be brought forward to the Development Services Committee prior to holding a Community Consultation Session. It was noted that Council should have more input into the design of Ward Parks. It was noted that Council should have more input into the design of parks that are of City-wide importance.</p> <p>A Member noted that residents would like the baseball diamond to remain in the park design.</p>
15035	Sports Park – Interim Park Facilities - \$255,900	<p>There were discussions on the sports park and why interim uses are being proposed at this time. Staff are proposing interim facilities for the park: (1) so that the community can start to enjoy the park while the master plan is being finalized; (2) to manage the demand for community events at Milne Park; and (3) to look at options for the park including whether or not the size of the land is large enough to accommodate the City's vision for the park.</p> <p>It was requested that prior to these funds being spent that a presentation on the Sports Park be brought forward to the General Committee. At this time Council will provide staff with direction on the project.</p> <p>A member indicated that no spending should be made on the Sports Park until the strategy for the park is determined.</p>

15036	Wismer Hwy #48 Museum Park North – Construction - \$1,599,900	<p>A Member questioned if the park would be called Wismer Park. Staff advised that the park has not been officially named yet, and confirmed that the park is in the Wismer Community in Ward 4.</p> <p>There was a discussion on whether a park could be put on the museum property, as there is a need for parks in the area. Staff advised that the City has a responsibility to purchase parkland that is walking distance from resident's homes to meet legislated park requirements. The City would need to review the museum's strategy and all risks associated with having public park uses on its property prior to determining whether these could be accommodated.</p> <p>A Member suggested moving the the heritage property (located on the parkland) to the Heritage Estates area . Staff is looking at options for the heritage house and will report back to Council.</p>
15037	Yonge & Colborne Heritage Streetscape Improvements - \$99,000	
15304	East Cathedral Park (Read's Corner) – Construction - \$675,500	<p>A Member questioned how staff determines the budget for a new park. Staff advised that the cost of a park is based on the size/no. of acres of the park, the purpose of the park, and the program elements that are required.</p> <p>It was noted that many residents have complained about the size of the gazebos and that there are no washrooms in local parks in the Cathedral Town area. Staff advised that it is the City's policy to put larger gazebos and washrooms in Community parks, which are larger in size and that serve a different function than neighbourhood parks.</p> <p>The Victoria Community Centre is the designated community park for Cathedral Town. A new water play and playground area with two gazebos was recently completed at Victoria Square Community Park. A large gazebo will be added to the park amenities in 2018 when the Community Centre building and park is scheduled to be redone.</p>
15305	South East Cathedral Monarch Memorial Park – Construction - \$983,700	

Moved by Councillor Karen Rea

Seconded by Councillor Alan Ho

That the Budget Committee approve the Design Capital Budget Items 15029, 15031, 15032, 15033, 14034, 15035, 15036, 15037, 15304, and 15305.

CARRIED

Engineering

Item No.	Budget item	Discussion
15306	Main Street – 16 th to Major Mac-Landscape Median - \$97,800	
15038	Allstate Parkway Extension Highway 7 to 16 th Avenue - \$247,900	<p>Staff advised that the project timing is subject to the OMB decision on issues regarding the extension of Allstate Parkway to 16th Avenue. A report will be brought forward to the Development Services Committee on this matter when the OMB makes its decision.</p> <p>A Member questioned why the developer is not sharing the cost of the Environmental Assessment for the extension of the roadway. Staff advised that based on the Markham's Development Charges By-law it is the responsibility of the City to pay for the cost of the Environmental Assessment, but this fund comes from Development Charges which is basically funded by development. The developer will be responsible for the "local component" of the collector road construction in accordance with the DC bylaw.</p>
15040	Church Street – Ninth Line to Bur Oak Ave Utility Relocate - \$123,900	A Member questioned what utilities were being relocated. Staff advised that hydro poles and gas lines were being moved.
15041	Cycling Awareness Program - \$223,000	
15043	Downstream Improvement Work Program - \$644,500	
15045	Engineering Salary Recovery - \$434,500	Staff explained the funding structure for recovering Staff salary costs associated with growth related studies that the City undertakes on the Future Urban Area. The budget item is included in capital budget for tracking purposes. The source of the funding is from the landowners. It was suggested by a member that the funding source should be identified.
15046	Engineering Studies - \$519,700	

15047	Existing Woodbine Avenue (By-Pass to By-pass) EA - \$309,800	It was noted that there is a Council request to put sidewalks along the existing Woodbine Avenue (the "Old" Woodbine Avenue) to improve its safety. Staff have committed to reporting back on the request in the spring.
15049	Hwy 404 Mid-block Crossing, N of Hwy 7 overall: 38.4M - \$5,026,000	There was a discussion on the cost sharing agreement between Richmond Hill, Markham and York Region for the project. Typically, the cost sharing structure will be 1/3 among the 3 parties. Staff will be bringing forward a report to the Development Services Committee on the cost sharing agreements with respect to the operations/maintenance of the crossing.
15052	Intersection Improvements - \$495,700	
15053	Markham Brownfield Policy - \$90,000	Members asked if there is contaminated land in Markham. Staff advised that the City needs to enhance its policies with respect to the handling of contaminated lands. Some of the key challenges are handling contaminated lands from older gas stations.
15054	Markham Centre – 3 Bridges over GO Line (EA) - \$725,600	
15058	Markham Rd Sewer Improvements & Pumping station (EA) - \$495,700	A Member asked why this project was being undertaken. Staff advised that the project is for the Environmental Assessment of Fairtree sewage pump station and forcemain upgrade, and Markham Road sanitary sewer upgrade. The project is being undertaken to determine the sanitary system requirement for the area and to determine if improvement will be needed to accommodate new development in the service area.
15059	Miller Avenue – Warden to Birchmount – Phase 1 (Property) - \$1,857,400	There were discussions on whether Miller Avenue should be extended to Birchmount Road and if the budget item should be deferred. The Committee requested that a business case for the Miller Road extension be presented to the Budget Committee. The presentation should prioritize the Miller road extension versus a bridge over the Rouge River from Markham Centre to Yorktech Drive. A Member suggested that the Mayor's input should also be obtained before proceeding with the project.
15061	Miller Avenue-Warden to Birchmount-Phase 1 of 6 (Design) - \$772,900	Same comments as 15059.
15062	Multi-Use Pathways 2015 – Phase 2 of 5 – \$3,960,000	A Member requested that the project details be presented to Development Services Committee and that the project's approval be subject to the direction of Council. Staff advised that a presentation on the proposal for the multi-use pathway will be brought forward to the Development Services Committee in the Spring of 2015.
15063	Municipal Rd. South of 14 th Middlefield to 14 th - \$4,014,000	A Member asked if the cost of the municipal road is being shared with Neamsby Investment. Staff advised that City is upfront the total cost of the road in the amount of \$4M and an accounts receivable in the amount of \$2M (50%) will be set up.

15064	Smart-Commute Markham-Richmond Hill -\$87,600	A Member questioned if the City should be supporting the Smart-Commute Markham-Richmond Hill program. Staff advised that the Smart Commute Program offers services and program to local employers and employees to reduce driving commutes to and from work. This includes carpooling, cycling, transit, telework, emergency ride home program and more. Staff recommended that Council continue to support the program.
15065	Strategic Regional Research Alliance (SRRA) - \$35,000	Staff advised that this is an allowance for the 2015 requirement. Internal charges relate to recovery of staff's time working on the project.
15067	Transportation Demand Management Studies - \$72,100	
15068	Woodbine Steeles Sanitary Pumping Station/Sewer (EA) - \$309,800	Staff advised that this project is requested to determine the sanitary system capacity. Staff confirmed that the capital request is reasonable.

Moved by Councillor Amanda Collucci

Seconded by Deputy Mayor Heath

That the Budget Committee approve Engineering Capital Budget Items 15306, 15308, 15040, 15041, 15043, 15045, 15046, 15047, 15049, 15052, 15053, 15054, 15058, 15062, 15063, 15064, 15065, 15067, and 15068; and,

That the Engineering Capital Budget Item No. 15059 and 15061 be deferred until a presentation is made to the Budget Committee.

CARRIED

Sustainability Office

Item No.	Budget item	Discussion
15307	PowerStream Embedded Energy Projects - \$264,600	Staff advised that the project will start generating savings of \$85K per annum in 2016. The payback for the capital investment is anticipated to be 3 years.
15069	Bayview Glen Snap – Pilot Implementation Phase - \$222,300	

Moved by Councillor Don Hamilton

Seconded by Councillor Amanda Collucci

That the Budget Committee approve the Sustainability Capital Budget Item Nos. 15307 and 15069.

CARRIED

CAO Office

Item No.	Budget item	Discussion
15071	Council Strategic Plan – \$51,800	

Moved by Councillor Don Hamilton

Seconded by Councillor Karen Rea

That the Budget Committee approve the CAO Capital Budget Item No. 15071.

CARRIED

Corporate Services

ITS

Item No.	Budget item	Discussion
15308	Budgeting Software - \$101,800	
15072	Planning-ArcGIS for Desktop Basic Licenses - \$35,600	
15073	Development Services – Amanda Batch Scheduler (Module) - \$20,400	
15076	Administrative Monetary Penalties System - \$40,700	<p>A brief description of the Administrative Monetary Penalties (AMPs) was provided. Staff advised that the City will administer AMPs and will hire an adjudicator on an as-required basis. The budget request is for the technology required to support the program.</p> <p>The Committee requested that a report on the Administrative Monetary Penalties System be brought forward to General Committee.</p>

Item No.	Budget item	Discussion
15077	Milliken Mills C.C. computer lab hardware replacement - \$10,200	
15079	Recreation – Employee Time Tracking System - \$15,300	A Member questioned why the City was investing in this technology. The Time tracking system will eliminate the manual process that is currently being used to track part time recreation staff hours.
15080	Recreation Program Drop in card readers - \$15,300	A Member questioned why the City was investing in this technology. The card will improve customer service by providing residents with one card they can use for all their recreational purchases (e.g. swim passes).
15081	Registration System (Class) Replacement /Upgrade - \$81,400	
15085	Library – Kurzweil Upgrade and PAC Conversion - \$10,200	
15086	Library – Telecirc and Server - \$18,800	
15089	Library – Symphony to Blue Cloud Migration (Phase 1 of 2) - \$35,600	
15090	Library Barcode Reader Replacement - \$28,500	
15091	Fire – Replacement of 15 Dot Matrix Printers - \$22,900	
15092	Fire – Training Laptop and Projectors - \$33,300	
15093	Operations – Mobile Work Management - \$45,800	
15094	Waste Management – Mobile Work Management - \$15,300	
15095	WW – Backflow Portal Enhancements - \$18,300	
15096	WW – Bridge Software - \$15,300	
15097	WW – Business and Location Intelligence Expansion - \$42,500	
15098	WW- Darts Phase 3 of 3 - \$45,800	

Item No.	Budget item	Discussion
15099	WW – Upgrade to Intelex 6 - \$15,300	
15100	WW-Adobe Life Cycle Enterprise Suite 4 - \$61,100	
15101	Customer Engagement Technology Plan - \$50,900	A Member asked what type of capital assets would be purchased under the Customer Engagement Technology Plan. Staff advised that IPAD is an example of capital asset that may be purchased under the plan to improve library customer service.
15102	ITS Core Base Architecture - \$1,740,600	<p>The Committee requested that this budget item be separated into two separate budget items: (1) for the equipment; and (2) for the staff required to support the equipment.</p> <p>It was suggested that a glossary of terms be provided. It was also suggested to change the name of the project.</p>

Moved by Councillor Don Hamilton

Seconded by Councillor Nirmala Armstrong

That Capital Budget Item No. 15102 be split into two Capital Budget Items.

CARRIED

Moved by Councillor Don Hamilton

Seconded by Amanda Collucci

That the Budget Committee Approve the ITS Capital Budget Item Nos. 15308, 15072, 15073, 15076, 15077, 15079, 15080, 15081, 15085, 15086, 15089, 15090, 15091, 15092, 15093, 15094, 15095, 15096, 15097, 15098, 15099, 15100, 15101, and 15102 (split into two requests).

CARRIED

2. Approval of the Minutes

Moved by Councillor Amanda Collucci

Seconded by Councillor Don Hamilton

That the Minutes from the January 23, 2015 Budget Sub-Committee Items be approved as presented.

CARRIED

3. Adjournment

The Budge Sub-Committee adjourned at 12:05 p.m.