



**Minutes  
General Committee  
March 18, 2014  
Meeting Number 8**

---

**Finance & Administrative Issues**

Chair: Mayor Frank Scarpitti  
Vice Chair: Councillor Carolina Moretti

**Environment & Sustainability Issues**

Chair: Councillor Valerie Burke  
Vice Chair: Regional Councillor Joe Li

**Community Services Issues**

Chair: Councillor Alex Chiu  
Vice Chair: Councillor Howard Shore

**Building, Parks, & Construction Issues**

Chair: Councillor Logan Kanapathi  
Vice Chair: Councillor Colin Campbell

**Alternate formats are available upon request.**

**Attendance**

Deputy Mayor Jack Heath  
Regional Councillor Gord Landon  
Regional Councillor Joe Li  
Councillor Valerie Burke  
Councillor Howard Shore  
Councillor Don Hamilton  
Councillor Carolina Moretti  
Councillor Colin Campbell  
Councillor Alan Ho  
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  
Kimberley Kitteringham, City Clerk  
Martha Pettit, Deputy City Clerk  
Nasir Kenea, Chief Information Officer  
Joel Lustig, Treasurer  
Bill Snowball, Fire Chief  
Paul Ingham, Director of Operations  
Peter Loukes, Director of Environmental Services  
Alan Brown, Director of Engineering  
Rino Mostacci, Director of Planning & Urban Design  
Alida Tari, Council/Committee Coordinator

**Regrets:**

Mayor Frank Scarpitti  
Regional Councillor Jim Jones

The General Committee meeting convened at the hour of 4:41 PM with Councillor Carolina Moretti in the Chair.

**Disclosure of Interest**

None disclosed.

**1. MINUTES OF THE MARCH 3, 2014 GENERAL COMMITTEE (16.0)**  
[Minutes](#)

Moved by Councillor Don Hamilton  
Seconded by Regional Councillor Joe Li

- 1) That the minutes of the March 3, 2014 General Committee meeting be confirmed.

Carried

**2. MINUTES OF THE JANUARY 15, 2014 FRIENDS OF THE MARKHAM MUSEUM FOUNDATION BOARD (16.0)**  
[Minutes](#)

Moved by Councillor Don Hamilton  
Seconded by Regional Councillor Joe Li

- 1) That the minutes of the January 15, 2014 Friends of the Markham Museum Foundation Board meeting be received for information purposes.

Carried

**3. MINUTES OF THE FEBRUARY 10, 2014 VARLEY-MCKAY ART FOUNDATION OF MARKHAM (16.0)**  
[Minutes](#)

Moved by Councillor Don Hamilton  
Seconded by Regional Councillor Joe Li

- 1) That the minutes of the February 10, 2014 Varley-McKay Art Foundation of Markham meeting be received for information purposes.

Carried

**4. SUMMARY OF 2013 REMUNERATION AND EXPENSES FOR COUNCILLORS AND APPOINTEES TO BOARDS (7.0)**

[Report](#) [Attachments](#)

Marilyn Ginsburg, Markham resident, addressed the Committee regarding the Summary of 2013 Remuneration and Expenses for Councillors and Appointees to Boards requesting further explanation or detail of certain line items. She advised that she sent out an e-mail with further questions to senior staff and Members of Council.

Robert Mok, Markham Citizens Coalition for Responsive Government addressed the Committee with respect to the Summary of 2013 Remuneration and Expenses for Councillors and Appointees to Boards and suggested that the City of Markham retain an auditor general.

The Committee discussed whether the City of Markham should hire an auditor general and whether it should be a full-time position, part-time position or on retainer basis.

There was discussion regarding whether more detail should be provided relative to the Council expenses. Staff pointed out that the current format exceeds the required standards and that staff together with Council went through a process and agreed upon the current format being used. It was noted that if Council wishes to change the current format that they should undertake another process to review it.

Moved by Councillor Don Hamilton

Seconded by Regional Councillor Joe Li

- 1) That the report titled "Summary of 2013 Remuneration & Expenses for Councillors and Appointees to Boards" be received and endorsed by Council; and,
- 2) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

---

**\*\*NOTE** - please see the March 25, 2014 Council meeting minutes for the above amended recommendation.

**5. AWARD OF PROPOSAL 101-R-13 CORPORATE AUTOMATED VEHICLE LOCATION (AVL) SYSTEM (7.12)**  
[Report](#)

It was suggested that staff report back to the Information, Communications & Technology Subcommittee with other options that are available with the AVL system (eg. tracking snow clearing vehicles on the City's portal.)

Moved by Councillor Don Hamilton  
Seconded by Regional Councillor Joe Li

- 1) That the report entitled "Award of Proposal 101-R-13 Corporate Automated Vehicle Location (AVL) System" be received; and,
- 2) That the contract for Corporate Automated Vehicle Location (AVL) system from Proposal 101-R-13 be awarded to the highest ranked, lowest priced bidder, Air Automotive Tracking Inc. (AAT), in the amount of \$565,856.83 (inclusive of HST) (hardware, software and labour component totalling \$164,057.47 and warranty, support and maintenance fee component totalling \$401,799.36); and,
- 3) That the hardware, software and labour cost component for 101-R-13 be funded from capital project #9340 "Wireless Data & Voice Communication Strategy Implementation" in the amount of \$164,057.47, and the remaining funds of \$9,531.47 will be returned to the original funding source; and,
- 4) That the warranty, support and maintenance fee component for the hardware and software at \$64,719.36 per year for a four (4) year term starting in 2015, with an option to renew for an additional two years at \$71,460.96 per year for the total amount of \$401,799.36 (inclusive of HST) over a six year term be funded from operating budget account #400-404-5331 "Maintenance for Communication Equipments", subject to Council approval of the 2015 to 2020 Operating Budgets; and,
- 5) That AAT be designated as the preferred vendor for City's Automated Vehicle Location (AVL) product for the term of this contract; and further,
- 6) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

**6. AWARD OF REQUEST FOR PROPOSAL 211-R-13 EMPLOYEE SERVICE AWARDS PROGRAM - GIFTS AND LAPEL PINS (7.12)**  
[Report](#)

Robert Mok, Markham Citizens Coalition for Responsive Government addressed the Committee regarding Employee Service Awards Program and inquired about the following: how many employees are qualified each year for the program, how much is spent on each employee on average, why is it a fixed annual cost and are the lapel pins encrusted with diamonds.

The Committee suggested that this item be referred directly to the March 25, 2014 Council meeting and that staff provide information on the following:

- How many employees receive the award in a year
- How much money is spent on each employee
- Is it a fixed annual cost
- Can a staff survey be done (or has it already been done) to determine whether staff appreciate the program
- The forecast numbers used for the RFP
- The price difference between lapel pins with and without encrusted diamonds
- Comparison of the City of Markham employee recognition program versus other similar size municipalities

Moved by Councillor Howard Shore

Seconded by Councillor Colin Campbell

**That the following recommendation be referred directly to the March 25, 2014 Council meeting:**

- 1) That the report entitled “Award of Request for Proposal 211-R-13 Employee Service Awards Program – Gifts and Lapel Pins” be received; and,
- 2) That the contract for Employee Service Awards Program – Gifts and Lapel Pins (211-R-13) be awarded to the highest ranked / second lowest priced bidder, Williams Recognition Ltd. for a three (3) year term with an option to renew for an additional two (2) one (1) year terms, for the total amount of \$610,185.10 over five years (inclusive of HST):
  - a. 2014 - \$103,462.97 (inclusive of HST)
  - b. 2015 - \$104,288.81 (inclusive of HST)
  - c. 2016 - \$134,144.44 (inclusive of HST)
  - d. 2017 - \$134,144.44 (inclusive of HST)
  - e. 2018 - \$134,144.44 (inclusive of HST)Total: \$610,185.10 (inclusive of HST); and,

- 3) That the fees for Employee Service Awards Program – Gifts and Lapel Pins in the amount of \$579,060.79 (inclusive of HST) be funded from the Human Resources operating budget Service Award account #200-998-3303 over a five year term subject to Council approval of the 2014, 2015, 2016, 2017, and 2018 Operating Budgets; and,
- 4) That the fees for Employee Service Awards Program – Gifts and Lapel Pins in the amount of \$31,124.30 (inclusive of HST impact) be funded from the Library operating budget Service Award account #998-100-3303 over a five year term subject to Council approval of the 2014, 2015, 2016, 2017, and 2018 Operating Budgets; and,
- 5) That the Director of Human Resources and Senior Manager of Purchasing & Accounts Payable be authorized to approve any cost fluctuations (due to both volume and precious metal price changes), in each year commencing in year 4 of this agreement; and further,
- 6) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

**7. 2014 MUNICIPAL ELECTION - SPECIAL VOTING PLACES, TIMES AND LOCATIONS (14.0)**

[Report](#) [Attachment](#)

Moved by Councillor Don Hamilton  
Seconded by Regional Councillor Joe Li

- 1) That the Report entitled “2014 Municipal Election – Special Voting Places, Times & Locations” be received; and,
- 2) That a by-law be adopted to establish special voting hours for institutions and retirement homes as outlined in Attachment “A”; and further,
- 3) That staff be authorized to do all things necessary to give effect to this resolution.

Carried

**8. 2014 MUNICIPAL ELECTION - EARLY VOTING OPPORTUNITIES (14.0)**  
[Report](#) [Attachments](#)

The Committee discussed the following relative to early voting opportunities:

- Whether early voting should begin on October 18, 2014 rather than October 16, 2014 as suggested by staff for both in-person and internet voting
- Extend the hours of the in-person early voting to 8:00 p.m. to be consistent with the hours on Election Day
- The use of semi permanent ink that would be applied to the voters during the municipal election in order to prevent electoral fraud such as double voting
- Process involved to register for internet voting
- Identification and/or documentation that must be presented when voting in person together with the voting card
- Identification and documentation required to be added to the voters list

The Committee suggested that this item be referred directly to the March 25, 2014 Council meeting.

Moved by Deputy Mayor Jack Heath  
Seconded by Regional Councillor Gord Landon

**That the following recommendation be referred directly to the March 25, 2014 Council meeting:**

- 1) That the Report entitled “2014 Municipal Election – Early Voting Opportunities” be received; and,
- 2) That a by-law be adopted to establish the 2014 early voting dates, times and locations within the City of Markham as outlined in Attachment “A”; and further,
- 3) That staff be authorized to do all things necessary to give effect to this resolution.

Carried

**9. YORK REGION FUNDING MEMORANDUM OF UNDERSTANDING FOR  
MARKHAM LEAK DETECTION PROJECT (5.3)**  
[Report](#)

Moved by Deputy Mayor Jack Heath  
Seconded by Regional Councillor Gord Landon

**That the following recommendation be referred directly to the March 25, 2014 Council meeting:**

- 1) That the report “York Region Funding Memorandum of Understanding for Markham Leak Detection Project” be received; and,
- 2) That the Director of Environmental Services be authorized to approve and execute MOU; and,
- 3) That the Waterworks 2014 budget for Annual Leak Detection (Project 14301) be increased by \$18,000 from \$162,000 to \$180,000 in order to retain a consultant to complete evaluation of the leak detection program as required under the MOU with a cost sharing agreement of 50% from Markham and 50% from York Region; and,
- 4) That Markham upfront York Region’s funding, funded from the Waterworks Stabilization and Capital Reserve (“Waterworks Reserve”) and the Region’s funding be recovered in accordance to the MOU (75% on effective date of MOU, 15% upon delivery of interim report to the Region and 10% upon delivery of the final report satisfactory to the Region); and,
- 5) That the funding for projects 10335 Water Loss & Leak Detection Phase 1 and 14301 Annual Leak Detection – Phase 2 of 5 be amended to reflect 50% funding from York Region and 50% from Markham and that the York Region’s funds be temporarily up-fronted by Markham’s “Waterworks Reserve” until receipt of funds from York Region; and further,
- 6) That staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried



**10. HOLLINGHAM ROAD AND GREYSTONE ROAD PROPOSED ALL-WAY  
STOP CONTROL (5.12)**

[Report](#) [Attachments](#)

Moved by Councillor Alan Ho  
Seconded by Councillor Alex Chiu

- 1) That the report entitled “Hollingham Road & Greystone Road Proposed All-way Stop Control”, be received; and,
- 2) That Schedule 12 of Traffic By-law 106-71, pertaining to compulsory stops, be amended to include all approaches to the intersection of Hollingham Road & Greystone Road; and,
- 3) That the Operations Department be directed to install the appropriate signs and pavement markings at the subject locations; and,
- 4) That the cost of materials and installation for the traffic signs and pavement markings be funded from capital project # 14228 (Traffic Operational Improvements) in the amount of \$500; and,
- 5) That York Region Police be requested to enforce the all-way stop control upon installation of these stop signs and passing of the By-law; and further,
- 6) That staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

## **11. IN-CAMERA MATTERS**

**Note: General Committee did not resolve into an in-camera session and referred all in-camera items directly to the March 25, 2014 Council Meeting.**

Moved by Councillor Logan Kanapathi  
Seconded by Councillor Valerie Burke

**That the following items be referred directly to the March 25, 2014 Council Meeting:**

- (1) GENERAL COMMITTEE IN-CAMERA MINUTES - MARCH 3, 2014 (16.0)  
[Section 239 (2) (b) (b) (f) (c) (b)]
- (2) A PROPOSED OR PENDING ACQUISITION OR DISPOSITION OF LAND BY THE MUNICIPALITY OR LOCAL BOARD (WARD 4) (7.0 & 16.11)  
[Section 239 (2) (c)]
- (3) PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD EMPLOYEES (BOARD/COMMITTEE APPOINTMENTS) (16.24)  
[Section 239 (2) (b)]
- (4) PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD EMPLOYEES (BOARD/COMMITTEE RESIGNATION) (16.24)  
[Section 239 (2) (b)]

Carried

## **Adjournment**

Moved by Councillor Alex Chiu  
Seconded by Councillor Don Hamilton

That the General Committee meeting adjourned at 6:27 PM.

Carried