



MINUTES
GENERAL COMMITTEE
June 18, 2012
Meeting No. 17

Finance & Administrative Issues

Chair: Mayor Frank Scarpitti
Vice Chair: Councillor Carolina Moretti

Community Services Issues

Chair: Councillor Alex Chiu
Vice Chair: Councillor Howard Shore

Environment & Sustainability Issues

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

Building, Parks, & Construction Issues

Chair: Councillor Logan Kanapathi
Vice Chair: Councillor Colin Campbell

Alternate formats are available upon request.

Attendance

Mayor Frank Scarpitti
Deputy Mayor Jack Heath
Regional Councillor Jim Jones
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
Catherine Conrad, Town Solicitor
Jim Baird, Commissioner of Development Services
Brenda Librecz, Commissioner of Community & Fire Services
Trinela Cane, Commissioner of Corporate Services
Gary Adamkowski, Director, Asset Management
Paul Ingham, Director, Operations
Kimberley Kitteringham, Town Clerk
Joel Lustig, Treasurer
Paul Wealleans, Director, Revenues
Phoebe Fu, Senior Manager, Facilities
Linda Irvine, Manager, Parks & Open Space Development
Bill Wiles, Manager, By-Law Enforcement & Licensing
Raj Raman, Senior Manager, Financial Reporting & Purchasing
Kishor Soneji, Senior Accountant
Martha Pettit, Deputy Clerk
Alida Tari, Council/Committee Coordinator

The General Committee convened at the hour of 9:17 a.m. with Councillor Carolina Moretti in the Chair; Mayor Frank Scarpitti assumed the Chair at 11:53 a.m.; Councillor Alex Chiu Chaired Community Services related and Councillor Logan Kanapathi Chaired Building, Parks and Construction related items.

The General Committee recessed at 12:35 p.m. and reconvened at 12:44 p.m.

DISCLOSURE OF INTEREST

None disclosed.

1. SOUTHEAST MARKHAM COMMUNITY CENTRE & LIBRARY - SITE LAYOUT AND PROGRAM (6.6) [Presentation](#)

Brenda Librecz, Commissioner of Community & Fire Services delivered a very brief PowerPoint presentation providing introductory remarks regarding the Southeast Markham Community Centre & Library.

Mr. Andrew Frontini, Perkins + Will Canada, delivered a PowerPoint presentation regarding the proposed site layout and program for the Southeast Markham Community Centre & Library.

The Committee discussed and suggested that staff consider the following:

- Movable and functional furniture in the library
- Include signage and educational materials relative to the sustainable options included in the building design
- Digital media centre - concern on how quickly the technology becomes outdated
- Include a fitness facility
- Consider including a community garden into the design
- Ensure that a detailed landscape design is incorporated into the design
- Include indoor play area
- Include an area for children with special needs
- Include a rehearsal hall
- Include location of transit stops in future presentations
- Include pictures of people with disabilities and work with Accessibility Office
- Incorporate an area for nursing moms and toddler toilets
- Outline the entire list of sustainable initiatives that will be incorporated into the building
- Consider "one way" glass in rooms being used for fitness classes
- Should the pool be a leisure pool or a competitive pool?
- Consider including a sauna
- Older Adult Area - ensure sufficient space is allocated

Moved by Councillor Colin Campbell
Seconded by Mayor Frank Scarpitti

- 1) That the presentation by Mr. Andrew Frontini, Perkins + Will Canada, entitled "Southeast Markham Community Centre & Library – Site Layout and Program" be received; and,
- 2) That the recommended functional program areas as presented be approved for the development of schematic design by the Design Consultant; and,

- 3) That the recommended site layout as presented be approved for the development of schematic design by the Design Consultant; and,
- 4) That staff be directed to work with the developer of the surrounding land to accelerate the timing of construction by the developer of both the East-West road off of Middlefield Road and the extension of Canfield Road south of 14th Avenue, in conjunction with the design and construction of the Southeast Community Centre; and,
- 5) That staff be directed to further explore the 60% better than National Energy Code of Canada for Buildings (NECB) 2011 Sustainability Initiative as part of the Southeast Community Centre & Library; and,
- 6) That staff be directed to conduct a public charrette to confirm the building program, and report back to Council; and further,
- 7) That staff be authorized and directed to do all things necessary to give effect to this resolution.

CARRIED

2. THE PRELIMINARY PARK CONCEPT (6.3)

Jim Baird, Commissioner of Development Services provided opening remarks regarding the preliminary park concept for the "Kirkham Drive Community Park."

Linda Irvine, Manager, Parks & Open Space Development delivered a PowerPoint presentation entitled "Kirkham Drive Community Park Update."

The Committee discussed and suggested that staff consider the following:

- Options to advance the extension of the road through the Town's portion of the property, such as linking to a plan of subdivision so that an Environmental Assessment is not required
- Consider a permanent stage structure at the south end of the property with orientation to the north
- Discussion with the School Boards (regarding introduction of community gardens to the youth)
- The difference between "Community Parks" and "Strata Parks"
- Stand alone maintenance building is not required by Operations for this size of park
- Future use of the golf course lands to the east
- Consider integrating the Park with the Stormwater Management Pond to the south
- Advance the construction of the proposed Community Garden
- Construction of the remainder of the Park in 2014 and coincide with the construction of Kirkham Drive extension
- Consider including structured seating area

- Ensure proper landscaping buffer is included between the park and the abutting commercial buildings
- Achieve the most desirable interface between park and existing and future buildings/development
- Ensure that there is sufficient parking
- Consider public washrooms facility and include for discussion in the 2013 budget process
- Location of entry points to the park

Moved by Councillor Carolina Moretti
Seconded by Mayor Frank Scarpitti

- 1) That the presentation by Linda Irvine, Manager, Parks & Open Space Development, entitled "Kirkham Drive Community Park Update", be received.

CARRIED

3. 2011 DRAFT FINANCIAL STATEMENTS (7.0)
[Presentation](#)

Moved by Councillor Alex Chiu
Seconded by Regional Councillor Jim Jones

- 1) That the presentation by Mr. Raj Raman, Financial Reporting & Purchasing, entitled "2011 Draft Financial Statements" be received.

CARRIED

**4. MINUTES OF THE JUNE 11, 2012
GENERAL COMMITTEE (16.0)**
[Minutes](#)

Moved by Councillor Alex Chiu
Seconded by Regional Councillor Jim Jones

- 1) That the Minutes of the June 11, 2012 General Committee be confirmed.

CARRIED

**5. MINUTES OF THE MAY 25, 2012
GREENPRINT STEERING COMMITTEE (16.0)**
[Minutes](#) [Memo](#) [Terms of Reference](#)

Moved by Councillor Alex Chiu
Seconded by Regional Councillor Jim Jones

1) That the Minutes of the May 25, 2012 Greenprint Steering Committee be received for information purposes; and,

2) That the following recommendation to Council be endorsed:

“That Council be requested to amend the Terms of Reference for the Greenprint Steering Committee to reflect the following Sustainability Office Strategies”:

- a) **Sustainability governance, integration, coordination and reporting**
 - Set milestones and targets for Markham to achieve
 - Meet at minimum twice yearly; mid-year to receive an update and end of year to receive annual implementation report and at the Chair’s call
 - Advise on recommended updates as the Greenprint is a living document
 - Advise on priority indicator reporting
 - Work with staff to develop sustainability lens for Council use in decision making;
- b) **Greenprint promotion**
 - Be Greenprint champion
 - Recognize and celebrate accomplishments
 - Advise on communications strategy;
- c) **Sustainability services**
 - Provide guidance on Councillor sustainability information needs
 - Advise on opportunities for funding partnerships
 - Advocate externally as needed;
- d) **Priority focus**
 - Advise and support three focused priorities of: Energy and Climate; Food Security; and, Access and Mobility.”

CARRIED

**6. MINUTES OF THE APRIL 2 AND MAY 7, 2012
RACE RELATIONS COMMITTEE (16.0)**

[April](#) [May](#)

Moved by Councillor Alex Chiu
Seconded by Regional Councillor Jim Jones

1) That the Minutes of the April 2 and May 7, 2012 Race Relations Committee be received for information purposes.

CARRIED

**7. MINUTES OF THE MARCH 21 AND APRIL 16, 2012
ADVISORY COMMITTEE ON ACCESSIBILITY (16.0)**

[March](#) [April](#)

Moved by Councillor Alex Chiu
Seconded by Regional Councillor Jim Jones

- 1) That the Minutes of the March 21 and April 16, 2012 Advisory Committee on Accessibility be received for information purposes.

CARRIED

**8. MINUTES OF THE APRIL 30, 2012
CANADA DAY COMMITTEE (16.0)**
[Minutes](#)

Moved by Councillor Alex Chiu
Seconded by Regional Councillor Jim Jones

- 1) That the Minutes of the April 30, 2012 Canada Day Committee be received for information purposes.

CARRIED

**9. MINUTES OF THE APRIL 19, 2012
SENIORS HALL OF FAME AWARD COMMITTEE (16.0)**
[Minutes](#)

Moved by Councillor Alex Chiu
Seconded by Regional Councillor Jim Jones

- 1) That the Minutes of the April 19, 2012 Seniors Hall of Fame Award Committee be received for information purposes.

CARRIED

**10. MINUTES OF THE MARCH 21 AND APRIL 18, 2012
ANIMAL CARE COMMITTEE (16.0)**
[March](#) [April](#) [Revised Terms of Reference](#)

Moved by Councillor Alex Chiu
Seconded by Regional Councillor Jim Jones

- 1) That the Minutes of the March 21 and April 18 Committee be received for information purposes.
- 2) That the following recommendation from the Animal Care Committee meeting held on April 18, 2012 be endorsed:

“That the revised Animal Care Committee Terms of Reference be approved, as presented in Appendix A”.

CARRIED

**11. MINUTES OF THE MAY 22, 2012
SANTA CLAUS PARADE COMMITTEE (16.0)**
[Minutes](#)

Moved by Councillor Alex Chiu
Seconded by Regional Councillor Jim Jones

- 1) That the Minutes of the May 22, 2012 Santa Claus Parade Committee be received for information purposes.

CARRIED

**12. STAFF AWARDED CONTRACTS FOR
THE MONTH OF MAY 2012 (7.0)**
[Report](#)

There was discussion regarding the cost for cleaning and remediation of the Glynnwood Storm Water Pond. It was noted that this pond has never been cleaned and that there was considerable damage to the banks.

The Committee briefly discussed the union issues relative to the completion of the indoor children's playground at the East Markham Community Centre & Library.

Moved by Councillor Alex Chiu
Seconded by Regional Councillor Jim Jones

- 1) That the report entitled “Staff Awarded Contracts for the Month of May 2012” be received;
- 2) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

CARRIED

**13. DRAFT 2011 CONSOLIDATED FINANCIAL
STATEMENTS (7.0)**
[Report](#) [Attachment A](#)

Raj Raman, Senior Manager, Financial Reporting & Purchasing addressed the Committee and provided opening remarks.

Kishor Soneji, Senior Accountant delivered a PowerPoint presentation regarding the 2011 Draft Financial Statements.

There was brief discussion regarding the surplus figures.

Kevin Travers, Partner, KPMG delivered a PowerPoint presentation outlining the audit findings for the year ended December 31, 2011 for the Corporation of the Town of Markham.

Moved by Councillor Logan Kanapathi
Seconded by Councillor Carolina Moretti

- 1) That the report “Draft 2011 Consolidated Financial Statements” be received; and,
- 2) That Council approve Markham’s Draft Consolidated Financial Statements including Markham Enterprises Corporation (MEC) for the fiscal year ended December 31, 2011; and,
- 3) That Council authorize Staff to issue the Financial Statements (including MEC) for the fiscal year ended December 31, 2011 upon receiving the auditors’ final report; and further,
- 4) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

CARRIED

**14. AWARD OF TENDER 086-T-12 CLOSED
CIRCUIT TELEVISION INSPECTION OF
SANITARY AND STORM SEWER MAINS (5.5)**
[Report](#)

Moved by Councillor Alex Chiu
Seconded by Councillor Colin Campbell

- 1) THAT the report entitled “Award of Tender 086-T-12 Closed Circuit Television Inspection of Sanitary and Storm Sewer Mains” be received;
- 2) And That Tender 086-T-12 for Closed Circuit Television Inspection of Sanitary and Storm Sewer Mains be awarded to the lowest priced bidder, Dambro Environmental Inc., for one (1) year in the amount of \$201,220.22 inclusive of HST and be funded from the Waterworks and Operations Departments accounts as detailed in the financial template;
- 3) And That the Director of Operations, Director of Environmental Services and Manager of Purchasing be authorized to extend the contract for three (3) additional years at the same itemized pricing as outlined below, subject to Council approval of the annual budgets;
 - 2013 - \$ 201,220.22
 - 2014 - \$ 201,220.22
 - 2015 - \$ 201,220.22
- 4) And that Staff be authorized and directed to do all things necessary to give effect to this resolution.

CARRIED

15. OUTDOOR BOULEVARD PATIO (2.0)

Bill Wiles, Manager, By-Law Enforcement & Licensing and Paul Ingham, Director of Operations summarized the details outlined in the Memorandum dated June 15, 2012. They delivered a PowerPoint presentation depicting pictures of current parking along Main Street, Unionville.

Diane Kobelansky, Markham BIA addressed Committee regarding the proposed Boulevard Patios - Implementation Plan and spoke in support.

There was discussion regarding the proposal of smoking bans from parks, outdoor spaces, etc.

The Committee discussed what the proposed encroachment agreements will include. It was noted that the proposed plan is a temporary solution. The Committee inquired whether there will be any cost to the store owners. Staff confirmed that there were costs.

Councillor Don Hamilton inquired whether store owners who may be opposed to this proposal will be given an opportunity to address their concerns. It was noted that they have the opportunity to speak to the proposed Outdoor Boulevard Patios at the June 26, 2012 Council meeting. It was suggested that a notice be delivered to all the businesses on Main Street, Unionville and Main Street, Markham advising them of the proposed Outdoor Boulevard Patios. Staff agreed to do so.

Moved by Councillor Carolina Moretti
Seconded by Councillor Colin Campbell

- 1) That preparation of Markham -wide Urban Design Guideline & By-law to permit Boulevard Patios be brought forward in the 1st Quarter of 2013; and,
- 2) The Urban Design Guidelines and By-law be developed in consultation with the Main Street Markham Reconstruction Project; and,
- 3) That Encroachment Agreements, containing public safety requirements, be entered into for any Main Street businesses wishing a patio in 2012; and,
- 4) That Operations bring forward a by-law to the June 25, 2012 General Committee meeting to prohibit parking on the west side of Main Street Unionville at all times, except from 6:00 a.m. to 9:00 a.m. Monday to Friday (not permitted at any time on public holidays); and,
- 5) That the above recommendations apply to any other appropriate outdoor patios within Markham; and further,
- 6) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

CARRIED

**16. BUILDING A CREATIVE MARKHAM
CULTURE PLAN OVERVIEW (6.5)**

[Presentation](#)

John Ryerson, Director, Culture delivered a PowerPoint presentation providing an overview regarding Building a Creative Markham Culture Plan.

The Committee suggested the following:

- Creation of a charter (similar to the Business Excellence Charter)
- Include measurable goals
- Consider more descriptive vision such as "A creative Markham for all that inspires, motivates and encourages individuals and community groups to pursue and develop creativity that will create opportunities for our community to connect through shared experiences"

Moved by Councillor Don Hamilton

Seconded by Councillor Howard Shore

- 1) That the presentation by Mr. John Ryerson, Director, Culture, entitled "Building a Creative Markham Culture Plan Overview" be received.

CARRIED

NEW BUSINESS

17. STANDING COMMITTEE/ COUNCIL MEETING SCHEDULE (16.0)

Andy Taylor, Chief Administrative Officer addressed the Committee advising that staff would like to conduct a pilot project between September to December 2012 with respect to the Standing Committee/Council meeting dates based on feedback received on the current calendar of meetings.

Kimberley Kitteringham, Town Clerk addressed Committee and outlined the proposed meeting schedule where Standing Committee meetings would take place every other week on Non-Council weeks.

The following is a summary of the proposed amended meeting schedule (September to December 2012):

- General Committee will still be held on Mondays & will be scheduled from 9 AM to 2:30 PM
- Development Services Committee will continue to be on Tuesdays & will be scheduled from 9 AM to 2:30 PM (the Planning Public Meetings will continue to be held on this same Tuesday as DSC meetings).

It was noted that holding Standing Committee meetings less frequently than Markham currently does (i.e. holding them every two-three weeks) is consistent with several of the municipalities staff surveyed on this matter, including Brampton, London, Mississauga, Oakville and Oshawa.

The Committee spoke in support of the proposed new meeting schedule. The Committee suggested that staff consider the following when finalizing the new meeting schedule for September to December 2012:

- November 27, 2012 Council meeting date (some Members of Council will be away on a business mission)
- Extend the proposed meeting time to 3:00 p.m.

There was discussion regarding whether the presentations that currently take place at Council meetings should be scheduled on separate Special Council meeting dates. It was suggested that staff consider scheduling quarterly Special Community Recognition Council meetings.

Moved by Councillor Alan Ho
Seconded by Councillor Don Hamilton

That Council endorse the proposed Standing Committee/Council pilot project meeting calendar from September to December 2012.

CARRIED

18. MARKHAM TOURISM BROCHURE

Deputy Mayor Jack Heath provided the Committee with information regarding the new Markham Tourism Brochure.

It was suggested that the local Councillors be contacted prior to printing the brochure to ensure that the listed dates regarding Community Festivals are correct.

19. IN-CAMERA MATTERS

Moved by Councillor Colin Campbell
Seconded by Councillor Don Hamilton

That, in accordance with Section 239 (2) (a) of the Municipal Act, General Committee resolve into an in camera session to discuss the following confidential matters (2:31 p.m.) :

- 1) The security of the property of the municipality or local board.

CARRIED

Moved by Councillor Alan Ho
Seconded by Councillor Valerie Burke

That the General Committee rise from an in-camera session.

CARRIED

ADJOURNMENT

The General Committee meeting adjourned at 2:39 p.m.