



Town of Newmarket
MINUTES

COMMITTEE OF THE WHOLE

Monday, December 8, 2014 at 1:30 PM
Council Chambers

For consideration by Council
on December 15, 2014

The meeting of the Committee of the Whole was held on Monday, December 8, 2014 in Council Chambers, 395 Mulock Drive, Newmarket.

Members Present: Mayor Van Bynen
Regional Councillor Taylor (1:30 – 2:09) (2:28 – 4:15) (4:27 – 4:47 p.m.)
Councillor Vegh
Councillor Kerwin
Councillor Twinney (1:30 – 2:25) (2:31 – 4:57 p.m.)
Councillor Hempen (1:30 – 2:21)(2:23 – 4:57 p.m.)
Councillor Sponga
Councillor Broome-Plumley
Councillor Bisanz

Staff Present: R. N. Shelton, Chief Administrative Officer
I. McDougall, Commissioner of Community Services
A. Moore, Commissioner of Corporate Services
P. Noehammer, Commissioner of Development and Infrastructure Services
A. Brouwer, Director of Legislative Services/Town Clerk
M. Mayes, Director of Financial Services/Treasurer
R. Prudhomme, Director of Engineering Services
C. Service, Director of Recreation and Culture
K. Yaraskavitch, MFIP Intern
C. Finnerty, Council/Committee Coordinator
K. Paribok, Council/Committee Coordinator

The meeting was called to order at 1:30 p.m.

Mayor Van Bynen in the Chair.

The Chief Administrative Officer advised of additions and corrections to the agenda, being two deputations, a report related to Access Newmarket Software and a time-sensitive joint Engineering and Procurement Services report regarding the Lake-to-Lake Route. He also advised of an administrative correction to Corporate Services – Legislative Services Report 2014-21 to reflect that Councillor Hempen is not a member of the VivaNext Implementation Strategy Task Force as identified in the report.

Additions & Corrections to the Agenda

Moved by: Councillor Bisanz
Seconded by: Councillor Sponga

THAT the addendum items and corrections as outlined be included in the Committee of the Whole agenda.

Carried

Declarations of Pecuniary Interest

None.

Deputations

1. Mr. John Blommestejn addressed the Committee regarding the 2015 Schedule of Meetings.

Moved by: Councillor Vegh
Seconded by: Councillor Twinney

THAT the deputation of Mr. John Blommestejn regarding the 2015 Schedule of Meetings be received.

Carried

2. Mr. Paul Jolie addressed the Committee regarding User Fees and Charges - Water and Wastewater rates.

Moved by: Councillor Sponga
Seconded by: Councillor Hempen

THAT the deputation of Mr. Paul Jolie regarding User Fees and Charges - Water and Wastewater rates be received.

Carried

3. Corporate Services Report - Financial Services 2014-36 dated November 24, 2014 regarding 2015 User Fees and Charges - Water and Wastewater Rates.

Moved by: Councillor Sponga
Seconded by: Councillor Kerwin

a) THAT Corporate Services Report - Financial Services 2014-36 dated November 24, 2014 regarding 2015 User Fees and Charges - Water and Wastewater Rates be received and the following recommendations be adopted:

i) THAT the attached Schedule 'A' being the Town of Newmarket Water and Wastewater Rates be approved and adopted by By-law;

ii) AND THAT the Water and Wastewater Rate adjustments come into full force and effect as of January 1, 2015;

iii) AND THAT staff be directed to update the 6-Year Water and Wastewater Financial Plan and to include further review of the rate structure in this update.

Carried

4. Joint Chief Administrative Officer and Commissioners Report 2014-16 regarding the 2014-2018 Council Term of Office.

The Chief Administrative Officer and the Commissioners provided an overview of the Council Orientation Program, Council strategic priorities, 2015 budget process and outstanding matters, including current initiatives and those items referred to the new term of office.

Moved by: Councillor Hempen
Seconded by: Councillor Bisanz

a) THAT the PowerPoint presentation regarding the Council Orientation Program be received;

b) AND THAT Joint Chief Administrative Officer and Commissioners Report 2014-16 dated November 26, 2014 regarding 2014-2018 Council Term of Office be received.

Carried

5. Mr. Chris Howie addressed the Committee regarding Outdoor Skating Rinks.

Moved by: Councillor Sponga
Seconded by: Councillor Hempen

THAT the deputation of Mr. Chris Howie regarding Outdoor Skating Rinks be received.

Carried

6. Joint Community Services - Recreation and Culture Services and Development and Infrastructure Services - Public Works Services Report 2014-30 dated November 25, 2014 regarding Outdoor Skating Rinks.

Moved by: Regional Councillor Taylor
Seconded by: Councillor Vegh

a) THAT the Joint Community Services - Recreation and Culture Services and Development and Infrastructure Services – Public Works Services Report 2014-30 dated November 25, 2014 regarding Outdoor Skating Rinks be received and the following recommendations be adopted:

i) THAT the Town of Newmarket approve offering a pilot project “End of Night Pick up Hockey” as outlined in this report, subject to the provisions of the Noise By-law;

ii) AND THAT the Town of Newmarket approve up to two (2) “Community Run Outdoor Rink” pilot projects as outlined in this report and subject to staff’s discretion for the 2014-2015 season.

Carried

Consent Items

Moved by: Councillor Kerwin
Seconded by: Councillor Vegh

THAT the following items be adopted on consent:

7. Corporate Services Report - Financial Services 2014-43 dated November 24, 2014 regarding the 2014 Audit.

a) THAT Corporate Services Report - Financial Services 2014-43 dated November 24, 2014 regarding the 2014 Audit be received and the following recommendations be adopted:

- i) THAT BDO Canada LLP be appointed as the Town's auditors for the 2014 financial statements;
 - ii) AND THAT the BDO audit plan be received.
- 8. Corporate Services Report - Financial Services 2014-52 dated November 26, 2014 regarding OCIF – Formula-Based Funding Contribution Agreement.
 - a) THAT Corporate Services Report - Financial Services 2014-52 dated November 26, 2014 regarding OCIF – Formula-Based Funding Contribution Agreement be received and the following recommendation be adopted:
 - i) THAT the Mayor and Clerk be authorized to execute the Ontario Community Infrastructure Fund (OCIF) – Formula-Based Funding Contribution Agreement between the Town of Newmarket and Ministry of Agriculture, Food and Rural Affairs.
- 9. Joint Chief Administrative Officer and Commissioners - Financial Services Report 2014-44 dated November 25, 2014 regarding 2015 Fees and Charges - Overview.
 - a) THAT Joint Chief Administrative Officer and Commissioners - Financial Services Report 2014-44 dated November 25, 2014 regarding 2015 Fees and Charges - Overview be received for information purposes.
- 10. Joint Central York Fire Services and Corporate Services Report - Financial Services 2014-47 dated November 24, 2014 regarding 2015 Fees and Charges - Fire Services.
 - a) THAT Joint Central York Fire Services and Corporate Services Report - Financial Services 2014-47 dated November 24, 2014 regarding 2015 Fees and Charges - Fire Services be received and the following recommendations be adopted:
 - i) THAT the attached Schedule 'A' being the Town of Newmarket 2015 Fire Services Fees Schedule, be approved and adopted by by-law;
 - ii) AND THAT the fee adjustments come into full force and effect January 1, 2015.
- 11. Corporate Services Report - Financial Services 2014-48 dated November 24, 2014 regarding 2015 Fees and Charges - General Fees and Charges.
 - a) THAT Corporate Services Report - Financial Services 2014-48 dated November 24, 2014 regarding 2015 Fees and Charges - General Fees and Charges be received and the following recommendations be adopted:

- i) THAT the attached Schedules 'A', 'B', 'C', 'D', 'E' and 'F' marked as the Town of Newmarket 2015 All Departments, Corporate Services - Finance and Purchasing and IT, Legal Services, Public Works Services, Engineering Services and Legislative Services - General Fees and Charges Schedules respectively, be approved and adopted by by-law;
 - ii) AND THAT the fee adjustments come into full force and effect as of January 1, 2015.
12. Newmarket Public Library Board Minutes of June 18, September 17, and October 15, 2014.
- a) THAT the Newmarket Public Library Board Minutes of June 18, September 17 and October 15, 2014 be received.
13. Main Street District Business Improvement Area Board of Management Minutes of September 16 and October 21, 2014.
- a) The Main Street District Business Improvement Area Board of Management Minutes of September 16 and October 21, 2014 be received.
14. Newmarket Environmental Advisory Committee Minutes of September 10, October 1 and November 12, 2014.
- a) THAT the Newmarket Environmental Advisory Committee Minutes of September 10, October 1 and November 12, 2014 be received.
15. Accessibility Advisory Committee Minutes of September 4, 2014.
- a) THAT the Accessibility Advisory Committee Minutes of September 4, 2014 be received.
16. Street Naming Committee Minutes of October 23, 2014.
- a) THAT the Street Naming Committee Minutes of October 23, 2014 be received.
17. List of Outstanding Matters.
- a) THAT the list of Outstanding Matters be received.

Carried

The Committee of the Whole recessed at 3:21 p.m.

The Committee of the Whole reconvened at 3:37 p.m.

Presentations & Recognitions

18. Community Services - Customer Relationship Management (CRM) System.

The Manager of Customer Services and the Customer Services Coordinator provided a demonstration using the Customer Relationship Management Software.

Moved by: Councillor Broome-Plumley

Seconded by: Councillor Kerwin

a) THAT the presentation regarding the Customer Relationship Management (CRM) System be received;

b) AND THAT Community Services - Customer Services Report 2014-30 dated December 3, 2014 regarding Access Newmarket software and reports be received for information.

Carried

19. Joint Corporate Services Report - Legislative Services and Financial Services 2014-45 dated November 24, 2014 regarding 2015 User Fees and Charges - Licensing Fees.

Moved by: Councillor Sponga

Seconded by: Councillor Broome-Plumley

a) THAT Joint Corporate Services Report - Legislative Services and Financial Services 2014-45 dated November 24, 2014 regarding 2015 User Fees and Charges - Licensing Fees be received and the following recommendations be adopted:

i) THAT the attached Schedule 'A' marked as the '2015 Legislative Services (Licensing) Fees and Charges' be approved and forwarded to Council for final adoption by by-law;

ii) AND THAT the fee adjustments come into full force and effect as of January 1, 2015.

Carried

20. Joint Development and Infrastructure Services - Planning and Building Services and Corporate Services Report - Financial Services 2014-46 dated November 24, 2014 regarding 2015 User Fees and Charges - Planning Act Fees Schedule.

Moved by: Councillor Sponga
Seconded by: Councillor Twinney

a) THAT Development and Infrastructure Services - Planning and Building Services and Corporate Services Report - Financial Services 2014-46 dated November 24, 2014 regarding 2015 User Fees and Charges - Planning Act Fees be received and the following recommendations be adopted:

i) THAT the attached Schedule 'A', being the Town of Newmarket 2015 Planning Application Fees Schedule be approved and adopted by by-law;

ii) AND THAT the fee adjustments come into full force and effect as of January 1, 2015.

Carried

21. Joint Development and Infrastructure Services - Public Works Services and Corporate Services Report - Financial Services 2014-40 dated November 21, 2014 regarding 2015 Interim Appropriations.

Moved by: Regional Councillor Taylor
Seconded by: Councillor Sponga

a) THAT Joint Development and Infrastructure Services - Public Works Services and Corporate Services Report - Financial Services 2014-40 dated November 21, 2014 regarding 2015 Interim Appropriations be deferred to the next scheduled Committee of the Whole meeting;

b) AND THAT Staff provide an itemized list of the units sold and their sale price.

Carried

22. Joint Development and Infrastructure Services - Engineering Services and Corporate Services - Procurement Services Report ES2014-60 dated November 26, 2014 regarding the Tom Taylor Trail West – Lake to Lake Route (Water Street to Cane Parkway).

Moved by: Councillor Sponga
Seconded by: Councillor Bisanz

a) THAT Development and Infrastructure Commission – Engineering Services and Corporate Services Commission – Procurement Services Report – ES2014-60 dated November 26, 2014 regarding the Tom Taylor Trail West – Lake to Lake Route be received and the following recommendations be adopted:

i) THAT \$348,333 be allocated from the General Capital Reserves to the project;

ii) AND THAT the \$34,000 grant from the Landowner Environmental Assistance Program (LEAP) through the Lake Simcoe Region Conservation Authority (LSRCA) also be allocated to the project;

iii) AND THAT, as recommended by the Manager, Procurement Services, Tender T2014-24 “Tom Taylor Trail West Side Fairy Lake”, be awarded to Hawkins Contracting Services Limited of Stouffville, Ontario at a cost of \$644,492.65, exclusive of all applicable taxes, subject to the approval in Recommendations 1 and 2, and that, upon approval of this recommendation, the Procurement Services Department notify the other Bidders after award of the Tender;

iv) AND THAT this contract be executed by the Department Head and Manager, Procurement Services, as per the Procurement By-law.

Carried

Action Items

23. Corporate Services Report - Legislative Services 2014-21 dated November 24, 2014 regarding 'Councillor Appointments to Committees and Committee Structure Review'.

Moved by: Councillor Kerwin
Seconded by: Councillor Twinney

a) THAT Members of Council be appointed to Committees as follows:

i) Appointment Committee - Mayor Van Bynen, Councillor Bisanz and Councillor Twinney

ii) Accessibility Advisory Committee - Councillor Bisanz

iii) Central York Fire Services Joint Council Committee - Councillor Hempen, Councillor Sponga and Councillor Twinney

iv) Heritage Newmarket Advisory Committee - Councillor Hempen

v) Newmarket Public Library Board - Councillor Broome-Plumley, Councillor Sponga and Councillor Vegh

vi) Main Street District Business Improvement Area Board of Management - Councillor Sponga

vii) SmartCommute – Central York - Councillor Broome-Plumley

b) AND THAT to maintain continuity, Councillor appointments to active task forces in the 2010-2014 term (VivaNext Implementation Strategy Task Force – Strategy Group and Old Town Hall Construction Budget Control Task Force) continue in the current term;

c) AND THAT citizen members of the following committees appointed in the 2010-2014 term of Council continue their appointment and be authorized to meet to fulfil statutory duties until the appointment of their successors, including:

i) Accessibility Advisory Committee;

ii) Appeals Committee;

iii) Committee of Adjustment;

iv) Heritage Newmarket Advisory Committee;

v) Newmarket Public Library Board; and,

vi) Property Standards Committee

d) AND THAT committees which are not required to meet to fulfil statutory duties in (c) be suspended pending the review of Council's committee structure.

Carried

Correspondence & Petitions

None.

Reports by Regional Representatives

None.

Notices of Motion

None.

Motions

None.

New Business

- a) Councillor Sponga advised that he has been approached by the Newmarket Historical Society with a request for Council representation on the Committee.

Moved by: Councillor Sponga
Seconded by: Councillor Hempen

THAT Councillor Kerwin be appointed to the Newmarket Historical Society.

Carried

- b) Councillor Sponga inquired on the timing of Information Reports regarding the GO Train whistle ban and the completion of Andrew Street. The Commissioner of Development and Infrastructure Services advised that an Information Report addressing the completion of Andrew Street would be provided within one month.
- c) Councillor Sponga requested that information regarding the community consultation process by Canada Post regarding the site selection of community mailboxes be made available to residents.
- d) Councillor Kerwin requested input on the location of community mailboxes in Ward 2.
- e) Councillor Kerwin requested that Staff consider installation of a large speed hump to slow speed on Lemar Road. The Commissioner of Development and Infrastructure Services advised that staff will review the concern in accordance with the Town's traffic management policies as adopted by Council.
- f) Councillor Kerwin suggested that Staff review alternate accessible treatments of curb cuts, in particular, metal plates as observed in the City of Toronto.
- g) Councillor Kerwin requested that accumulations of leaves be cleaned from the streets to avoid potential blockage of the catch basins over the winter months.

Closed Session

There was no requirement for a Closed Session.

Public Hearing Matters

None.

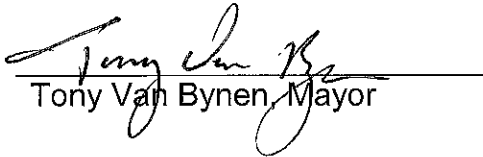
Adjournment

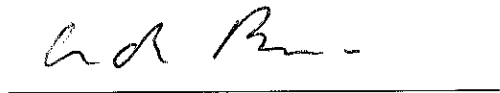
Moved by: Councillor Kerwin
Seconded by: Councillor Broome-Plumley

THAT the meeting adjourn.

Carried

There being no further business, the meeting adjourned at 4:57 p.m.


Tony Van Bynen, Mayor


Andrew Brouwer, Town Clerk