



# Town of Newmarket

## Agenda

### Emergency Council

Date: Wednesday, March 18, 2020  
Time: 3:00 PM  
Location: Council Chambers  
Municipal Offices  
395 Mulock Drive  
Newmarket, ON L3Y 4X7

This Emergency Council Meeting will provide Council an opportunity to advance decisions in response to the Town of Newmarket's continuing measures related to COVID-19 (Coronavirus). As the Municipal Offices are now closed to the public, residents may watch the meeting through the live-stream at [newmarket.ca/meetings](http://newmarket.ca/meetings). Residents who wish to submit comments, which will form part of the public record, may write to the Town Clerk at [clerks@newmarket.ca](mailto:clerks@newmarket.ca).

**\*1. Message From the Mayor**

**2. Additions & Corrections to the Agenda**

**Note:** Additional items are marked by an asterisk\*.

**3. Conflict of Interest Declarations**

**4. Deputations**

**Note:** At this time, the Municipal Offices are closed, this meeting will be livestreamed at [Newmarket.ca/meetings](http://Newmarket.ca/meetings). Residents who would like to provide comment on an item on this agenda are encouraged to provide their feedback in writing. Comments, which will form part of the public record, can be sent to Legislative Services at [clerks@newmarket.ca](mailto:clerks@newmarket.ca).

**\*4.1 2020 Residential Property Taxes**

**Note:** Correspondence provided by Rachel Bausch related to item 5.3.

**\*4.2 Town Closures**

**Note:** Correspondence provided by Nancy Furzecott regarding item 5.1.

## 5. Items

### \*5.1 Update on Town Closures regarding COVID-19

### \*5.2 Postponement of Meetings due to COVID-19

1. That the report entitled Postponement of Meetings due to COVID-19 dated March 18, 2020 be received; and,
2. That all regularly scheduled Council, Committee of the Whole, Board and Advisory Committee meetings be suspended effective immediately; and,
3. That any special or emergency meetings continue to be scheduled as determined necessary by the Mayor in consultation with the Chief Administrative Officer; and,
4. That regularly scheduled Council, Committee of the Whole, Board and Advisory Committee meetings resume at any time prior to August 2020 under the direction of the Mayor in consultation with the Chief Administrative Officer; and,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### \*5.3 2020 Residential Property Tax Deferral

1. That the report entitled "2020 Revised Installment Due Dates for Residential Property Taxes" dated March 18, 2020 be received; and,
2. That Council delegate to staff the authorization to devise an appropriate tax deferral plan within the next thirty to sixty days in coordination, to the extent possible, with the Regional Municipality of York and other local municipalities; and,
3. That as an interim step, Council waive the charging of tax penalties and interest that would otherwise be levied on April 1st; and,
4. That the Treasurer, CAO and Mayor be authorized and directed to do all things necessary to give effect to this resolution.

### 5.4 Community Support

- Food Bank Donation
- Town run Food Bank
- Other

### \*5.5 Memorandum regarding Noise Exemption for Delivery Trucks during COVID-19 Pandemic

**\*5.6 Amendment to Delegation By-Law 2016-17**

1. That the report entitled “Amendment to Delegation By-law 2016-17” dated March 18, 2020 be received; and,
2. That Council approve the amendment to Delegation By-law 2016-17 as provided in Attachment A to this report; and,
3. That By-law 2020-19 be enacted; and,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**6. Closed Session**

**6.1 Business Continuity Planning**

Labour relations or employee negotiations as per Section 239 (2) (d) of the Municipal Act, 2001.

**7. Confirmatory By-law**

**2020-15** A By-law to Confirm the Proceedings of the March 18, 2020 Emergency Council meeting

1. That By-law 2020-15 be enacted.

**8. Adjournment**



**From:** [REDACTED]  
**To:** [Clerks](#)  
**Subject:** Council meeting question  
**Date:** March 17, 2020 7:32:15 PM


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Hello, My name is Rachel Bausch, I'm a resident of Ward one. My question for Council is can the people of Newmarket get a reduction of property taxes to help off set the cost and loss income while we socially distance ourselves to curb the affect of the virus?

Thank you

~Rachel Bausch~



**From:**   
**To:** [Clerks](#)  
**Subject:** Covid-19 Town Meeting  
**Date:** March 18, 2020 8:08:16 AM

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I know in the midst of all that you are dealing with, this may not seem that important but I implore you to think of Pet Food retail stores to be as essential to a lot of your citizens as grocery stores. I fear a shut down of all retail except grocery and pharmacy is coming. A lot of us feed our pets specialized food that we can't get at grocers and also we've witnessed people hoarding items at the grocers and it would be a nightmare to us with pets if the pet food aisles became empty and there was no where else to turn. To a lot of us our pets are important family members. Please keep the pet food stores open during this crisis.  
Thank you for your consideration on this.

Nancy Furzeczott  
Newmarket ON

Sent from my iPad





# COVID-19 Update (Novel Coronavirus)

March 17, 2020

To Mayor and Members of Council,

Please note that the Town of Newmarket's Emergency Operations Centre (EOC) is set to activate on Thursday, March 19, 2020 in the morning. The location of the EOC will remain undisclosed. Below is an update on COVID-19 updates in Newmarket

**As of March 17, 2020, at 3 p.m.**

- COVID-19 York Region Positive Cases: 22
- Confirmed Positive Cases in Ontario: 180
- Newmarket cases: 2
  - Female 70s – travel related, self-isolating
  - Male 60s – travel related, self-isolating

**Newmarket COVID-19 News:**

- All Newmarket buildings and facilities are closed until April 5. Buildings and facilities are expected to re-open on April 6, pending further discussion.
  - These measures have been taken in support of the Province of Ontario's direction to facilitate social distancing to protect staff and residents from the spread of COVID-19.
- The Municipal Offices and the Robert N. Shelton Operations Centre, including the Central York Fire Services Offices are closed to the public.
  - Where possible, the Town will continue to provide services to Newmarket residents by email at [info@newmarket.ca](mailto:info@newmarket.ca) or by phone at 905-895-5193.
  - CYFS remains open for emergency services only. Regular home visits and inspections are suspended until further notice.
- Other essential services provided by the Town that will continue to operate include, but are not limited to water and wastewater services, waste and recycling pick-up, general maintenance of Town-maintained roads, sidewalks and trails, customer service call centres, Central York Fire Services (emergency services) and more.

**Full list of building and facility closures:**

- Municipal Offices (395 Mulock Drive)
- Robert N. Shelton Operations Centre (1275 Maple Hill Court)
- All Central York Fire Station Offices
- Ray Twinney Recreation Complex (100 Eagle Street West)
- Magna Centre (800 Mulock Drive)
- NewRoads Performing Arts Centre / Newmarket Theatre (505 Pickering Crescent)
- Newmarket Seniors' Meeting Place (474 Davis Drive)
- Newmarket Youth Centre & Sk8 Park (56 Charles Street)
- Hollingsworth Arena (35 Patterson Street)
- Old Town Hall (460 Botsford Street)
- Elman W. Campbell Museum (134 Main Street South)
- Newmarket's Community Centre and Lions Hall (200 Doug Duncan Drive)
- Newmarket Public Library (438 Park Avenue)

The Town will notify the public of future cancellations, openings and updates through:

- Website at [newmarket.ca/covid19](https://newmarket.ca/covid19)
- Social media channels
  - Twitter [@TownofNewmarket](https://twitter.com/TownofNewmarket)
  - Facebook [@TownofNewmarket](https://facebook.com/TownofNewmarket)
- Local media

**COVID-19 Resources:**

- For more information on the closures and cancellations, visit [newmarket.ca/covid19](https://newmarket.ca/covid19).
- For more information on COVID-19, visit [york.ca/covid19](https://york.ca/covid19) or [ontario.ca/coronavirus](https://ontario.ca/coronavirus)





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## **Postponement of Meetings due to COVID-19 Staff Report to Council**

Report Number: 2020-21

Department(s): Legislative Services

Author(s): Lisa Lyons, Director of Legislative Services/Town Clerk

Meeting Date: March 18, 2020

### **Recommendations**

1. That the report entitled Postponement of Meetings due to COVID-19 dated March 18, 2020 be received; and,
2. That all regularly scheduled Council, Committee of the Whole, Board and Advisory Committee meetings be suspended effective immediately; and,
3. That any special or emergency meetings continue to be scheduled as determined necessary by the Mayor in consultation with the Chief Administrative Officer; and,
4. That regularly scheduled Council, Committee of the Whole, Board and Advisory Committee meetings resume at any time prior to August 2020 under the direction of the Mayor in consultation with the Chief Administrative Officer; and,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### **Purpose**

The purpose of this report is to suspend all regularly scheduled Council, Committee of the Whole, Board and Advisory Committee meetings due to the COVID-19 (coronavirus) outbreak.

### **Background**

The spread of the COVID-19 pandemic poses a threat to public health that warrants the delay of public planning meetings. The Town of Newmarket closed its Municipal Offices to the public as of 5:00 PM Monday, March 16, 2020, in support of the Province of

Ontario's direction to facilitate social distancing to protect staff and residents from the transmission of COVID-19.

Given increasing local transmission rates, epidemiologists and public health authorities have called for the cancellation of public gatherings, encouraged working from home, and recommended reducing all other personal interactions to limit the spread of the virus. While spread of the virus will continue, avoiding transmission opportunities is necessary in order to prevent overwhelming the health care system and to ensure resources are available to treat the most vulnerable and immunocompromised populations.

## **Remote Participation in Meetings**

The Municipal Act allows remote participation however it limits the remote participants to discussion only. Any remote participants do not count towards quorum and they are not permitted to participate in closed session discussion. Therefore this is currently not a tool that is available for Members of Council to participate in Council or Committee of the Whole meetings. Moreover electronic participation for Members of Council presents a number of other technological challenges due to all Council and Committee of the Whole meetings being live-streamed to the public. These challenges were reported to Council during the recent Procedure By-law Review for this term of Council.

It should be noted that Council has an Electronic Participation in Meetings Policy that only applies to the Accessibility Advisory Committee.

Staff understand that the province may be considering enabling legislation to allow municipalities to participate remotely in order to facilitate continued decision-making at the local level. Accordingly, staff will continue to monitor any legislative updates related to remote participation and provide Council with new information as it becomes available.

## **Discussion**

### **Facility Closure**

As the Municipal Offices are currently closed and many municipal services and programs have been disrupted, it is necessary to suspend regular Council and Committee meetings to protect staff and residents from the spread of COVID-19 by encouraging social distancing. Should meeting continue, public participation would need to be limited to in writing, and significant public interest items would need to be postponed to a more appropriate time.

## Public Planning Meetings

The Town regularly holds public meetings. These include statutory meetings required by the Planning Act for applications for Zoning By-law amendment and Official Plan amendment, along with non-statutory Public Information Centres and meetings of the Committee of Adjustment.

The Planning Act does not currently permit statutorily-required meetings to be held online, through videoconference, or other technological medium. The Planning Act states that :

“Before passing a by-law [...]the council shall ensure that [...]at least one public meeting is held for the purpose of giving the public an opportunity to make representations in respect of the proposed by-law.”

The Act and its regulations were only amended in 2016 to begin to allow more digital forms of communication for statutory notices, and since then allowing for some communications by email.

## Jurisdiction Scan

A limited jurisdictional scan indicates that at least Brampton, Burlington, Markham, Richmond Hill, and Toronto have cancelled statutory planning meetings.

## Public Planning Meetings

It should be noted that while the Act does not provide for different decision timelines for Council in the event of crises, it can be assumed that there will be similar closures and impacts on applicants, and some understanding on the part of applicants and the Local Planning Appeal Tribunal (LPAT) itself.

The LPAT has deferred all scheduled hearings effective March 13, and indicated no date at which the Tribunal will resume sitting.

## Public Meetings Going Forward

As the COVID-19 situation continues to evolve on a daily basis, staff are recommending that all Council, Committee of the Whole, Board and Advisory Committee, Statutory Public Planning meetings be suspended until August 2020. While this may seem like a fairly lengthy period of time, staff are seeking Council approval to amend the calendar of meetings for a period longer than expected **out of an abundance of caution**.

Should public health officials messaging change with respect to social distancing, staff will work in consultation with the Mayor and Chief Administrative Officer's offices to facilitate resuming a regular meeting schedule **prior to August 2020**.

Additionally during this period where regular meetings will be suspended, any special or emergency meetings to support essential Town business and services will continue to

be held as deemed necessary by the Mayor, in consultation with the Chief Administrative Officer.

## **Conclusion**

Staff will provide Council with communications on a revised meeting schedule when it has been determined that Council and Committee meetings can resume without a risk to public safety.

## **Business Plan and Strategic Plan Linkages**

This report supports the public health officials' messaging to practice social distancing during the COVID-19 Pandemic.

## **Consultation**

The Strategic Leadership Team and Operation Leadership Team were consulted in the development of this report.

## **Human Resource Considerations**

Not applicable.

## **Budget Impact**

Not applicable.

## **Attachments**

None.

## **Approval**

Esther Armchuk, Commissioner of Corporate Services

## **Contact**

For more information please contact Lisa Lyons at [llyons@newmarket.ca](mailto:llyons@newmarket.ca)



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## **2020 Revised Installment Due Dates for Residential Property Taxes Staff Report to Council**

Report Number: 2020-20

Department(s): Financial Services

Author(s): Amanda Knegje, Supervisor, Property Tax & Assessment

Meeting Date: March 18, 2020

### **Recommendations**

1. That the report entitled “2020 Revised Installment Due Dates for Residential Property Taxes” dated March 18, 2020 be received; and,
2. That Council delegate to staff the authorization to devise an appropriate tax deferral plan within the next thirty to sixty days in coordination, to the extent possible, with the Regional Municipality of York and other local municipalities; and,
3. That as an interim step, Council waive the charging of tax penalties and interest that would otherwise be levied on April 1<sup>st</sup>; and,
4. That the Treasurer, CAO and Mayor be authorized and directed to do all things necessary to give effect to this resolution.

### **Purpose**

The purpose of this report is to seek Council approval to provide some financial relief to its rudiments.

### **Background**

In light of the rapidly evolving circumstances related to COVID-19 and the associated impacts to our property owners, staff have been requested to review compassionate measures related to property tax payments to recognize that individuals may experience

financial difficulty in paying property taxes and facility closures may negatively impact the ability to make payments.

## **Discussion**

Staff, under the authority of the Corporate Delegation By-law #2016-17, have proceeded to levy and collect the 2020 interim residential property taxes. An information report to Council on January 9, 2020 set out the 2020 interim residential installment due dates as February 27<sup>th</sup>, March 26<sup>th</sup> and April 28<sup>th</sup>.

## **Financial Relief**

Financial relief can be provided through the use of the following tools:

1. Waiving penalties and interest
2. Blanket deferrals. i.e. pushing back the installment dates
3. Specific deferrals arrangements by application.

In making such a decision, consideration must be given:

1. Effectiveness of the relief to the taxpayer
2. Fairness, providing equal access to all taxpayers
3. Efficiency in the cost and effort to administer the measures.

## **Conclusion**

Staff will devise a plan for financial relief through tax deferral within the next thirty to sixty days. This will be coordinated with the Regional Municipality of York and local municipalities to the extent possible.

## **Business Plan and Strategic Plan Linkages**

This report links to Newmarket's key strategic directions in being Well Managed through Fiscal Responsibility.

## **Consultation**

- Consultation of senior leadership team; and
- Prevailing municipal legislation.

## **Human Resource Considerations**

Not applicable.



## **Budget Impact**

Waiving penalties and interest for a month will lower revenues by approximately \$85,000.

The interim and final tax levy will provide the Town with all funds required to meet our 2020 financial obligations.

## **Attachments**

None.

## **Approval**

Mike Mayes, CPA, CGA, DPA  
Director, Financial Services/Treasurer

Esther Armchuk, LL.B  
Commissioner, Corporate Services

## **Contact**

Amanda Knegje, Supervisor, Property Tax & Assessment, Extension 2143  
aknegje@newmarket.ca





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# Memorandum

## Noise Exemption for Delivery Trucks during COVID-19 Pandemic

March 18, 2020

To Members of Council:

The Town of Newmarket was contacted by the Retail Council of Canada (RCC) in relation to delivery of goods and supplies within our community, and the need to be delivering these goods during off-peak hours to ensure that stores are well-stocked. There were concerns from the RCC that the Town's Noise By-law may impose restrictions on delivering during off-peak hours.

This memorandum is to advise that the Town of Newmarket Noise By-law 2017-76 sets restrictions on various types of noise and the acceptable times of day in which noise is permitted. Schedule "A" of the Noise By-law (attached, see item number 3) outlines the prohibited times of day in which noise is not permitted to be made and this is based on the type of noise that is occurring.

In reference to loading, unloading, packing, delivering, or otherwise handling any container, product, or material, there are time restrictions in place to limit this activity between the hours of 7:00 am and 9:00 pm, and not before 9:00 am on Saturdays, Sundays, and Statutory Holidays.

However, **the By-law expressly permits an exemption to the above times in the event of necessity for the maintenance of essential services.** The current events surrounding COVID-19 and the potential for extended hours of truck or delivery service requirements demonstrates a perfect example of a necessity to operate outside of regular hours typically permitted under the Noise By-law. This noise exemption includes all service or delivery trucks, as they will be providing an essential service during this time and may need to operate outside of daytime hours.

For more information, call the Town of Newmarket at 905-895-5193 or email Flynn Scott, Manager of Regulatory Services at [fscott@newmarket.ca](mailto:fscott@newmarket.ca).



**Schedule A**  
**Prohibitions By Time and Place**

Noise Source	Prohibited Times	Prohibited Times Quiet Zones
1. The operation of a car wash	11:00 p.m. to 7:00 a.m. 9:00 a.m. on Saturdays, Sundays and <b>Statutory Holidays</b>	At all times
2. The operation of a waste collection vehicle, waste collection machinery or refuse compacting equipment	9:00 p.m. to 6:00 a.m. 9:00 a.m. on Saturdays, Sundays and <b>Statutory Holidays</b>	7:00 p.m. to 7:00 a.m. 9:00 a.m. on Saturdays, Sundays and <b>Statutory Holidays</b>
3. Loading, unloading, packing, delivering or otherwise handling any container, product or material unless necessary for the maintenance of essential services	9:00 p.m. to 7:00 a.m. 9:00 a.m. on Saturdays, Sundays and <b>Statutory Holidays</b>	7:00 p.m. to 7:00 a.m. 9:00 a.m. Saturdays, Sundays and <b>Statutory Holidays</b>
4. The operation of any powered device used in the servicing, maintenance or repair of property except devices driven by muscular power	9:00 p.m. to 7:00 a.m. 9:00 a.m. Saturday, Sundays and <b>Statutory Holidays</b>	7:00 p.m. to 9:00 a.m. 9:00 a.m. Saturday, Sundays and <b>Statutory Holidays</b>
5. The operation of a lawn mower or other equipment or machinery used for yard maintenance purposes which is run by electricity or gasoline, including without limitation, whipper snippers, leaf vacuums, chain saws, hedge trimmers and the like	9:00 p.m. to 7:00 a.m. 9:00 a.m. Saturday, Sundays and <b>Statutory Holidays</b>	7:00 p.m. to 7:00 a.m. to 9:00 a.m. Saturday Sundays and <b>Statutory Holidays</b>
6. The operation of any snow blower and or powered device used in snow removal.	9:00 p.m. to 6:00 a.m.	9:00 p.m. to 7:00 a.m.

7. The operation of any <b>Construction Equipment</b> or the conduct of any alteration or repair of any building	8:00 pm to 7:00 am 9:00 am Saturday and after 5 pm on Saturday Sundays and <b>Statutory Holidays</b>	7:00 pm to 7:00 am 9:00 am Saturday and after 5 pm on Saturday, Sundays and <b>Statutory Holidays</b>
8. The operation of a dirt bike, all-terrain cycle, snowmobile, go-cart, dune buggy or like <b>Conveyance</b>	7:00 p.m. to 7:00 a.m. 9:00 a.m. Saturdays, Sundays and <b>Statutory Holidays</b>	At all Times
9. Yelling, shouting, hooting, whistling, singing	11:00 pm to 7:00 am 9:00 am Sundays	At all Times
10. The operation of any <b>construction</b> vehicle or <b>Construction Equipment</b> in connection with <b>Infill Housing</b> .	8:00 pm to 7:00 am 9:00 am Saturday and after 5 pm on Saturday, Sundays & <b>Statutory Holidays</b>	7:00 pm to 7:00 am 9:00 am Saturday and after 5 pm on Saturday, Sundays and <b>Statutory Holidays</b>
11. The venting or release of steam, the operation of a generator or air filtrations system, <b>Noise</b> or <b>Sound</b> from grinding, milling, the operation of machinery, or the like	9:00 p.m. to 7:00 a.m. 9:00 a.m. on Saturdays, Sundays and <b>Statutory Holidays</b>	7:00 p.m. to 7:00 a.m. to 9:00 a.m. on Saturdays, Sundays and <b>Statutory Holidays</b>
12. The operation of any <b>Motor Vehicle</b> engaged in the plowing of or removal of snow, unless otherwise permitted under this By-law	12:00 midnight to 6:00 a.m.	12:00 midnight to 7:00 a.m.



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## **Amendment to Delegation By-Law 2016-17 Staff Report to Council**

Report Number: 2020-22

Department(s): Legal Services and Legislative Services

Author(s): Antonietta Mollicone and Lisa Lyons

Meeting Date: March 18, 2020

### **Recommendations**

1. That the report entitled “Amendment to Delegation By-law 2016-17” dated March 18, 2020 be received; and,
2. That Council approve the amendment to Delegation By-law 2016-17 as provided in **Attachment A** to this report; and,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### **Purpose**

The purpose of this report is to seek approval from Council for additional delegated and procurement authority.

This additional authority is requested at this time to ensure that the Town’s operations are able to continue during the period where Council’s ability to act is restricted as a result of actions taken in response to COVID-19.

### **Background**

As a result of ongoing actions taken by various levels of government in response to COVID-19, if Council chooses to temporarily halt meetings of Committee of the Whole and Council, it is recommended that additional authority be provided to the Chief Administrative Officer and the Mayor to allow Town business to continue without interruption.

## **Discussion**

Council has previously delegated authority to staff under Delegation By-law 2016-17 (the “Delegation By-law”) to approve various administrative, operational, and technical matters.

To ensure that staff has the authority to administer matters not already delegated under the Delegation By-law or any other By-law that may arise during a restricted period in which Committee of the Whole and Council are challenged due to circumstances related to COVID-19, it is recommended that an amendment be made to the Delegation By-law under the authority granted to the Town under section 23.1 of the *Municipal Act*. The amendment would enable Town staff to continue with Town business that currently would require Council approval.

The additional delegated authority during such a restricted period is set out in the Attachment A.

Staff provide an annual report to Council on the matters that proceeded under the Delegation By-law. Any matters dealt with under this amendment to the Delegation By-law during the restricted period in which Committee of the Whole and Council are challenged due to COVID-19 would be included in that annual report and would also be included in an additional report as noted in the proposed amendment.

The Region of York provides for similar authority during the summer recess of its Council and during any period of emergency where Council is not sitting. Several municipalities are proposing delegating similar authority to staff as a result of circumstances related to COVID-19.

## **Conclusion**

The granting of further delegation and procurement authority outlined in this Report is intended to allow Town business to continue during the period of time in which Committee of the Whole and Council are not sitting as a result of circumstances related to COVID-19.

## **Business Plan and Strategic Plan Linkages**

This report relates to the well-equipped and managed link of the Town’s Community vision.

## **Consultation**

Staff from Legal Services, Procurement Services and Legislatives Services were consulted in the preparation of this Report.



## **Human Resource Considerations**

None.

## **Budget Impact**

None.

## **Attachments**

**Attachment A** - Amendments to Delegation By-law

## **Approval**

Lisa Lyons, Director of Legislative Services/Town Clerk, Legislative Services

Antonieta Mollicone, Acting Director of Legal Services/Municipal Solicitor, Legal Services

Esther Armchuk, Commissioner of Corporate Services, Corporate Services

## **Contact**

For additional information please contact Paul Voorn, Associate Solicitor at 905-953-5300 extension 2436 or [pvoorn@newmarket.ca](mailto:pvoorn@newmarket.ca)





# Corporation of the Town of Newmarket

## By-law 2020-19

A By-law to amend By-law 2016-17 being a By-law to Delegate Administrative Matters to Staff.

Whereas the Council of the Corporation of the Town of Newmarket adopted By-law 2016-17 being a By-law to Delegate Administrative Matters to Staff on April 25, 2016;

Therefore be it enacted by the Council of the Corporation of the Town of Newmarket as follows:

1. That Schedule D of By-law 2016-17 be amended to add Schedule A of this By-law as item 10 in said Schedule D.

Enacted this 18<sup>th</sup> day of March, 2020.

John Taylor, Mayor

Lisa Lyons, Town Clerk

# Schedule A

ITEM	TYPE OF AUTHORITY	MATTER TO BE APPROVED	LEGISLATIVE AUTHORITY	TERMS, CONDITIONS AND LIMITATIONS	COMMENTING DEPARTMENTS	AUTHORITY	FORMER BY-LAW NO.
10.	Acts normally undertaken by Council	During any period in which Committee of the Whole and Council are not sitting due to circumstances related to COVID-19 (the "restricted period").	Municipal Act, 2001, section 23.1.	<p>(i) During the restricted period, where (a) in the opinion of the Chief Administrative Officer (the "CAO") and the Mayor, delegated authority is not currently provided for in either Delegation By-law 2016-17 or Procurement By-law 2014-27 or in any other By-law, and the exercise of the authority granted under this provision is required to prevent interruption of service delivery or to avoid incurring unnecessary costs; (b) a memorandum outlining the necessity of any approval is submitted to the CAO by the Commissioner requesting approval and confirming budget availability; (c) any contracts or documentation are reviewed and approved by Legal Services as to form and content; and (d) a report is submitted to Council at the earliest opportunity to advise of the approval of any matters under this provision, then the CAO shall have the authority to take any actions necessary to ensure continuity of Town business that would normally require Council approval, including but not limited to:</p> <ul style="list-style-type: none"> <li>(a) the award and execution of contracts and other forms of commitment where such matters are not otherwise currently delegated by Council;</li> <li>(b) approving the acquisition or disposal of real property, including leases and other interests in real property;</li> <li>(c) approving the exercise of the Town's rights and remedies at law including termination of contracts and settlement of claims, appeals and other matters before the courts or administrative tribunals; and</li> <li>(d) the setting of tax rates.</li> </ul> <p>(ii) Despite the provisions of Schedule D, Table 5, of Procurement By-law 2014-27 regarding sole source purchases of \$100,000 and over requiring Council approval, the requirements set out herein shall apply to the approval of any such purchases made by the CAO during a restricted period.</p>		Mayor, Chief Administrative Officer	

# Corporation of the Town of Newmarket

## By-law 2020-15

A By-law to confirm the proceedings of an Emergency meeting of Council –  
March 18, 2020

Whereas s. 5(1) of the Municipal Act, 2001, S.O. 2001, c. 25 provides that the powers of a municipal corporation shall be exercised by its Council; and,

Whereas s. 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25 provides that a municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and,

Whereas the Council of the Town of Newmarket deems it advisable to pass such a by-law;

Therefore be it enacted by the Council of the Corporation of the Town of Newmarket as follows:

1. That subject to Section 3 of this by-law, every decision of Council, as evidenced by resolution or motion, taken at the meeting at which this by-law is passed, shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted;
2. And that the execution and delivery of all such documents as are required to give effect to the decisions taken at the meeting at which this by-law is passed and the resolutions passed at that meeting are hereby authorized;
3. And that nothing in this by-law has the effect of giving to any decision or resolution the status of a by-law where any legal prerequisite to the enactment of a specific by-law has not been satisfied;
4. And that any member of Council who disclosed a pecuniary interest at the meeting at which this by-law is passed shall be deemed to have disclosed that interest in this confirmatory by-law as it relates to the item in which the pecuniary interest was disclosed.

Enacted this 18<sup>th</sup> day of March 2020.

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John Taylor, Mayor

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Lisa Lyons, Town Clerk