

Additions & Corrections to the Agenda

Additional items to this Agenda are shown under the Addendum header.

Declarations of Pecuniary Interest

Presentations & Recognitions

1. Mr. Paul Ferguson to address the Committee regarding the 2014 Annual General Meeting Report and Financial Statements for Newmarket Tay Power/Newmarket Hydro Holdings. p. 1
2. The Director of Recreation and Culture to address the Committee with a PowerPoint presentation regarding the Recreation Playbook. (Related to Item 4) p. 59

Deputations

3. Mr. John Blommestein to address the Committee regarding Joint CAO/Corporate Services Information Report - Financial Services 2015-21. p. 97

(Corporate Services Information Report 2015-04 dated May 27, 2015 and Joint CAO/Corporate Services Information Report - Financial Services 2015-21 dated May 26, 2015 attached for reference only, no disposition recommended)

Consent Items (Items # 4 to 18, 23 to 29)

4. Community Services Report - Recreation and Culture 2015-22 dated June 1, 2015 regarding the Recreation Playbook. p. 105

The Commissioner of Community Services and the Director of Recreation and Culture recommend:

a) THAT Community Services Report - Recreation and Culture 2015-22 dated June 1, 2015 regarding the Recreation Playbook be received and the following recommendations be adopted:

i) THAT Council approve the Recreation Playbook, which will serve as a strategic guiding document for budget and business processes through the year 2025.

5. Community Services - Recreation and Culture Report 2015-21 dated May 26, 2015 regarding Sponsorship and Naming Rights Agreements. p. 108

The Commissioner of Community Services and the Director of Recreation and Culture recommend:

a) THAT Community Services - Recreation and Culture Report 2015-21 dated May 26, 2015 regarding Sponsorship and Naming Rights Agreements be received and the following recommendation be adopted:

i) THAT Council delegate authority to the Director of Recreation and Culture or designate to enter into negotiation, execution and termination of Third Party Advertising Naming Rights Agreements under the conditions set forth within this report.

6. Chief Administrative Officer Report 2015-04 dated June 4, 2015 regarding CYFS - Fire Department Master Plan Update. p. 111

The Chief Administrative Officer recommends:

a) THAT CAO Report 2015-04 dated June 4, 2015 regarding CYFS - Fire Department Master Plan be received and that in keeping with the Joint Council Committee approval recommendation of April 7, 2015 the Fire Department Master Plan Update be approved.

7. Corporate Services Report - Financial Services 2015-10 dated May 28, 2015 regarding Master Fire Plan Information. p. 124

The Commissioner of Corporate Services and the Director of Financial Services recommend:

a) THAT Corporate Services Report - Financial Services 2015-10 dated May 28, 2015 regarding Master Fire Plan Information be received for information purposes.

8. Draft Excerpt - Central York Fire Services - Joint Council Committee Minutes of June 2, 2015. p. 128

9. Corporate Services - Financial Services Report 2015-32 dated June 2, 2015 regarding 2015 Budget Reconciliation. p. 129

The Commissioner of Corporate Services and the Director of Financial Services recommend:

a) THAT Corporate Services - Financial Services Report 2015-32 dated June 2, 2015 regarding 2015 Budget Reconciliation be received and the budget reconciliation for expenses excluded from the 2015 budget be adopted as required by Ontario Regulation 284/09 passed under the Municipal Act, 2001.

10. Site Plan Review Committee Minutes of June 1, 2015. p. 133

The Site Plan Review Committee recommends:

a) THAT the Site Plan Review Committee Minutes of June 1, 2015 be received.

11. Item 1 of Site Plan Review Committee Minutes of June 1, 2015 regarding Application for Amendment to Site Plan Approval - 18106 and 18110 Yonge Street - The Regional Municipality of York. p. 135

The Site Plan Review Committee recommends:

a) Application for Amendment to Site Plan Approval to permit an addition having a gross floor area of 3,546 m² to the existing bus storage facility and a new Emergency Medical Services facility having a gross floor area of 555 m² together with a parking lot expansion on the subject lands be approved in principle and referred to staff for processing, subject to the following:

a. THAT the preliminary review comments provided to the applicant be addressed to the satisfaction of Town staff;

b. THAT the applicant be directed to provide mature landscaping in front of the proposed concrete acoustic fence; any proposed lighting be downward facing and that low impact development (LID) measures be incorporated into the site to the satisfaction of Town staff and the matter of boulevard maintenance be discussed with Town staff.

i) AND THAT Martin Silver, Manager, Capital Delivery, Property Services Branch of The Regional Municipality of York, 17250 Yonge Street, NEWMARKET, ON L3Y 6Z1 be notified of this decision;

ii) AND THAT Lauren Capilongo, Associate of Malone Given Parsons Ltd., 140 Renfrew Drive, Suite 201, MARKHAM, ON L3R 6B3 be notified of this decision.

12. Development and Infrastructure Services Report - Engineering Services 2015-33 dated May 12, 2015 regarding Silken Laumann Drive - Parking Restrictions. p. 138

The Commissioner of Development and Infrastructure Services and the Director of Engineering Services recommend:

a) THAT Development and Infrastructure Services Report - Engineering Services 2015-33 dated May 12, 2015 regarding Silken Laumann Drive - Parking Restrictions be received and the following recommendation be adopted:

i) THAT the existing parking restrictions on Silken Laumann Drive remain as they are.

13. Development and Infrastructure Services Report - Engineering Services 2015-34 p. 141
dated May 20, 2015 regarding McCaffrey Road - Traffic Review.

The Commissioner of Development and Infrastructure Services and the Director of Engineering Services recommend:

a) THAT Development and Infrastructure Services Report - Engineering Services 2015-34 dated May 20, 2015 regarding McCaffrey Road - Traffic Review be received and the following recommendations be adopted:

i) THAT Town staff continue to implement the Speed Management Plan on McCaffrey Road, particularly west of Rannie Road;

ii) AND THAT Town staff continue to monitor the traffic levels at the McCaffrey Road/Rannie Road intersection for an all-way stop control;

iii) AND THAT McCaffrey Road bicycle lanes be considered a priority with the implementation of the Active Transportation Plan (on street bicycle lanes).

14. Development and Infrastructure Services Report - Engineering Services 2015-35 p. 147
dated May 13, 2015 regarding School Crossing Location Review - Eagle Street West.

The Commissioner of Development and Infrastructure Services and the Director of Engineering Services recommend:

a) THAT Development and Infrastructure Services Report - Engineering Services 2015-35 dated May 13, 2015 regarding School Crossing Location Review - Eagle Street West be received and the following recommendations be adopted:

i) THAT Schedule IX (School Crossing Locations) of Traffic By-law 2011-42, as amended, be further amended by deleting:

Eagle Street West at Crossland Gate/Peevers Crescent

ii) AND THAT the necessary By-laws be prepared and submitted to Council for approval;

iii) AND THAT the school administration for Crossland Public School, St. Nicholas Catholic Elementary School, and Ecole elementaire catholique Saint-Jean in the Town of Aurora be forwarded a copy of the Council extract.

15. Development and Infrastructure Services Report - Engineering Services 2015-36 p. 152 dated June 15, 2015 regarding Ontario Street Drainage Update.

The Commissioner of Development and Infrastructure Services and the Director of Engineering Services recommend:

a) THAT Development and Infrastructure Services Report - Engineering Services 2015-36 dated June 15, 2015 regarding Ontario Street Drainage Update be received and the following recommendations be adopted:

i) THAT the Town continue to monitor flood risks as a result of climate change;

ii) AND THAT Town staff continue to work in tandem with the Lake Simcoe Region Conservation Authority (LSRCA) to provide technical information to assist the homeowners who are located in the floodplain and are concerned about flooding;

iii) AND THAT Town staff continue to work with the LSRCA to encourage owners of residential, commercial, institutional and industrial properties within the Western Creek catchment area to incorporate low impact development (LID) elements to treat rainwater at the source, thereby reducing future surface runoff into Western Creek;

iv) AND THAT Town staff prepare options for Council to consider in the 2016 budget exercise to strengthen its commitment to environmental sustainability and to address the effects of climate change, especially as it relates to flooding.

16. Development and Infrastructure Services Report - Planning and Building Services 2015-21 p. 159 dated June 4, 2015 regarding Application for Zoning By-law Amendment - 17844 Leslie Street.

The Commissioner of Development and Infrastructure Services and the Director of Planning and Building Services recommend:

a) THAT Development and Infrastructure Services Report - Planning and Building Services 2015-21 dated June 4, 2015 regarding Application for Zoning By-law Amendment be received and the following recommendations be adopted:

i) THAT the application for Zoning By-law Amendment, as submitted by 2398804 Ontario Inc. for lands being located at the southwest corner of Janette Street and Leslie Street be approved and that staff be directed to prepare the necessary Zoning By-Law Amendment;

ii) AND THAT the amending By-law include a Holding Provision relating to the Environmental Condition of the site to the satisfaction of the Director of Engineering Services;

iii) AND THAT Mr. R. Ursini, Evans Planning Inc. 8481 Keele Street Unit 12, Vaughan, ON L4K 1Z7 be notified of this action.

17. Community Services Report - Customer Services 2015-19 dated May 27, 2015 p. 168 regarding Community Surveys.

The Commissioner of Community Services and the Manager of Customer Services recommend:

a) THAT Community Services - Customer Services Report 2015-19 dated May 27, 2015 regarding the frequency of Community Surveys be received and the following recommendation be adopted:

i) THAT staff be directed to include a proposal related to a Community Survey and the requested funds as part of the 2016 budget discussions, and future years, as appropriate.

18. List of Outstanding Matters. p. 171

Recommendation:

THAT the List of Outstanding Matters be received.

Action Items

Correspondence & Petitions

Reports by Regional Representatives

Notices of Motion

Motions

New Business

Closed Session (if required)

The Closed Session Agenda and Reports will be circulated under separate cover (Goldenrod).

19. Development and Infrastructure Services (Closed Session) Planning and Building Services Report 2015-22 dated June 4, 2015 regarding a proposed acquisition of land by the municipality as per the Municipal Act Section 239 (2) (c) (Northwest Quadrant)
20. Development and Infrastructure Services - Planning and Building Services (Closed Session) Report 2015-28 dated June 11, 2015 regarding a personal matter about an identifiable individual per Section 239 (2) (b) of the Municipal Act. (Street Name Change: Cedar Street)
21. Joint CAO/Commissioners of Community Services, Corporate Services and Development and Infrastructure Services (Closed Session) Report 2015-39 dated June 11, 2015 regarding potential disposition of land by the municipality (Ward 3) as per the Municipal Act Section 239 (2) (c).

Public Hearing Matters - 7:00 p.m. - NONE

Addendum (Additions and Corrections)

22. Mr. Marc Mantha to address the Committee regarding pilot project in Ward 2 for backyard egg laying hens. p. 176
23. Development and Infrastructure Services - Planning and Building Services Report 2015-27 dated June 4, 2015 regarding former York Catholic District School Board lands (Northwest Quadrant) p. 177

The Commissioner of Development and Infrastructure Services and the Director of Planning and Building Services recommend:

a) THAT Development and Infrastructure Services - Planning and Building Services Report 2015-27 dated June 4, 2015 regarding former York Catholic District School Board lands - north side of Woodspring Avenue (Northwest Quadrant) be received for information;

i) AND THAT staff direction outlined in (Closed Session) Development and Infrastructure Services - Planning and Building Services Report 2015-22 regarding the potential acquisition of property from Ardree Management Inc. in the Northwest Quadrant be approved.

24. Community Services - Recreation and Culture Report 2015-23 dated June 9, p. 181
2015 regarding the 2015 Kanata Festival.

The Commissioner of Community Services and the Director of Recreation and Culture recommend:

a) THAT Community Services – Recreation and Culture Report 2015-23 dated June 9, 2015 regarding the 2015 Kanata Festival be received and the following recommendations be adopted:

i) THAT Council grants permission for the following:

a. Upper Canada Volunteer Regiment Organization (UCVRO) and Newmarket Scouts to camp overnight at Fairy Lake Park from Tuesday June 30th to Wednesday, July 1st, 2015

b. UCVRO to have an open campfire while camping overnight at Fairy Lake Park provided that approval is obtained from Central York Fire Services;

c. UCVRO be allowed to discharge their firearms and cannon during the Kanata Festival on Wednesday, July 1st, 2015

d. Fireworks be displayed on Wednesday, July 1st, 2015 at George Richardson Park, and

e. Central York Fire Services be present at Fairy Lake Park on Wednesday, July 1st, 2015 to help celebrate Canada Day

25. Chief Administrative Officer Report 2015-06 dated June 8, 2015 regarding Key p. 183
Initiatives and Actions in Support of Council's Strategic Priorities.

The Chief Administrative Officer and the Commissioner of Development and Infrastructure Services recommend:

a) THAT Chief Administrative Officer Report 2015-06 dated June 8, 2015 regarding 'Key Initiatives and Actions in Support of Council's Strategic Priorities' be received and the following recommendations be adopted:

i) THAT Council approve the preliminary Key Initiatives and Actions in Support of Council's Strategic Priorities as outlined in Appendix 'A';

ii) AND THAT staff provide a semi-annual information report to Council to inform the status of the Action Plan.

26. Joint Report Corporate Services and Development and Infrastructure Services p. 189
2015-40 dated June 11, 2015 regarding the Regulation of Canada Post
Community Mailbox Installations on Municipal Roadways.

The Commissioner of Corporate Services and the Commissioner of
Development and Infrastructure Services recommend:

a) THAT Joint Corporate Services and Development and Infrastructure Services
2015-40 dated June 11, 2015 regarding the Regulation of Canada Post
Community Mailbox Installations on Municipal Roadways be received and the
following recommendations be adopted:

i) THAT staff be directed to monitor the ongoing Ontario Superior Court of
Justice case in Hamilton and report back to Committee regarding the verdict and
potential impact on Town operations and legislative role;

ii) AND THAT staff be directed to investigate aligning the Town's by-laws with the
City of Hamilton's By-law Number 15-091 which regulates the installation of
equipment on roads with the goal of bringing a by-law for Council to consider in
Q3 of 2015.

27. Development and Infrastructure Services - Planning and Building Services - p. 196
Planning Report 2015-29 dated June 11, 2015 regarding Street Name Change.

The Commissioner of Development and Infrastructure Services and the Director
of Planning and Building Services recommend:

a) THAT Development and Infrastructure Services - Planning and Building
Services Report 2015-29 dated June 11, 2015 regarding changing the name of
Cedar Street be received and the following recommendations be adopted:

i) THAT staff be authorized to process a Council initiated street name change for
Cedar Street as outlined in Planning and Building Services Report 2015-28;

ii) AND THAT compensation of \$50 per household or \$150 per business be
provided;

iii) AND THAT should residences or businesses incur additional expenses
related to the renaming address change costs that staff be authorized to approve
expenditures up to \$150 per household and \$250 per business with proof of
expense;

iv) AND THAT Cedar be placed on the Street Name Reserve List for use on a
future street.

28. Joint Chief Administrative Officer, Commissioner of Development and Infrastructure Services, Commissioner of Community Services and Commissioner of Corporate Services Report 2015-38 dated June 9, 2015 regarding Hollingsworth Arena. p. 202

The Chief Administrative Officer and the Commissioners of Development and Infrastructure Services, Community Services and Corporate Services recommend:

a) THAT Joint Chief Administrative Officer and Commissioners of Development and Infrastructure Services, Community Services and Corporate Services Report 2015-38 dated June 9, 2015 regarding Hollingsworth Arena be received for information purposes and the following recommendations be adopted:

i) THAT staff report to Committee of the Whole in closed session on the results of negotiations with San Michael Homes Developments with respect to the potential development of the Hollingsworth Arena site at 35 Patterson Street in conjunction with the properties at 693 Davis Drive and 713 Davis Drive on the basis of a sale of the Town property;

ii) AND THAT the sale of the Hollingsworth Arena site be subject to satisfactory arrangements being made to maintain 7 (seven) municipally permitted ice surfaces for continuity of service for Town residents;

iii) AND THAT the sale of the Hollingsworth Arena site be subject to Council's declaration of the property as surplus to municipal needs and staff being directed to following the Town's land disposition process;

iv) AND THAT Mr. Sandro Sementilli and Pickering College be notified of this action.

29. Extract from the Town of Richmond Hill Council Meeting held on June 9, 2015 regarding Proposed Fire Services Consolidation Endeavour. p. 215

The Chief Administrative Officer recommends:

a) THAT the Central York Fire Services - Richmond Hill Fire and Emergency Services review for possible Consolidation be referred to staff for a report setting out a process for review.

30. Mr. John Heckbert to address the Committee regarding Joint Chief Administrative Officer, Commissioner of Development and Infrastructure Services, Commissioner of Community Services and Commissioner of Corporate Services Report 2015-38. (Related to Item 28)

Adjournment

Newmarket Hydro Holdings Inc

2014 Annual General Meeting

2014 in Review

Newmarket – Tay Power Distribution

- ◆ Safety
 - Non Lost Time injury rate of 0
 - ◆ Industry group rate 0.88
 - Lost Time Injury Rate 0.52
 - ◆ Industry group rate 0.54
 - Fully compliant Electrical Safety Authority audit
- ◆ Customer Satisfaction
 - 92% of customers “very satisfied” or “satisfied” with service
- ◆ Conservation
 - Achieved 102% of 4-year energy savings target assigned by the Ontario Energy Board

2014 in Review

Newmarket – Tay Power Distribution

◆ Financial

- Achieved 100% of approved regulatory return
- Met all shareholder dividend and interest payment targets

◆ Reliability

- Maintained at previous year's indices
- ◆ Continued excellent reliability

2014 in Review

Newmarket – Tay Power Distribution

- ◆ Corporate Citizenship
 - NT Power Golf Tournament in support of Southlake
 - Salvation Army
 - Big Brothers/Big Sisters of York
 - Newmarket First Night
 - Newmarket Arts Gala
 - Newmarket Farmers Market
 - Minor hockey, baseball, soccer
 - High school bursaries
 - ◆ Science, citizenship
 - Junior Achievement

Annual General Meeting Agenda

- ♦ Two Companies
 - Newmarket Hydro Holdings Inc.
 - Newmarket – Tay Power Distribution
- ♦ Newmarket – Tay Power Distribution business conducted through written resolutions for:
 - Approval of Financial Statements
 - Appointment of Auditors
 - Appointment of Directors
 - Direction to legal representative(s) to sign resolutions

AGM Business

Newmarket – Tay Power Distribution

- ◆ Acceptance of Financial Statements
- ◆ Appointment of Auditors
 - Collins Barrow
- ◆ Appointment of Directors
 - Mayor Warnock
 - Mayor Van Bynen
 - Andy Ott
 - Phil Daniels
 - Robert Betts
 - Cristine Prattas
 - Paul Ferguson

AGM Business

Newmarket Hydro Holdings Inc.

- ◆ Acceptance of Financial Statements
- ◆ Appointment of Auditors
 - Collins Barrow
- ◆ Appointment of Director
 - Robert Shelton
- ◆ Directions
 - Direction to Mayor as legal representative of Newmarket Hydro Holdings Inc. to sign shareholder resolutions
 - Mayor directs Newmarket Hydro Holdings Inc. director to sign Newmarket – Tay Power Distribution Ltd. shareholder resolutions



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Newmarket Hydro Holdings Inc.

June 2, 2015

Newmarket Hydro Holdings Inc. Report of the President

TO: Town of Newmarket Committee of the Whole

SUBJECT: Newmarket Hydro Holdings Inc. 2014 Annual General Meeting

ORIGIN: President, Newmarket Hydro Holdings Inc.

RECOMMENDATIONS:

THAT the Newmarket Hydro Holdings Inc. Report of the President dated June 2, 2015 regarding the financial statements of Newmarket Hydro Holdings Inc. (the "Corporation"), the written resolutions of Newmarket – Tay Power Distribution Ltd. ("NT Power") and appointment of the sole director and auditors be received and the following recommendations be adopted:

WHEREAS the Corporation of the Town of Newmarket (the "Sole Shareholder") is the sole shareholder of the Corporation;

AND WHEREAS the Sole Shareholder by a Shareholder Declaration dated November 1, 2000 appointed the Mayor as its legal representative for the purpose of communicating any shareholder consent or approval required by either the terms of the Shareholder Declaration or the *Business Corporations Act* (Ontario) (the "OBCA");

AND WHEREAS the Corporation owns a majority of the common shares of NT Power;

AND WHEREAS pursuant to s.102(2) of the OBCA where a body corporate is the shareholder of a corporation the corporation shall recognize any individual properly authorized by the body corporate to represent it at meetings of shareholders of the corporation;

AND WHEREAS pursuant to s.104 of the OBCA a written resolution dealing with all the matters required to be dealt with at a shareholders meeting and signed by the shareholders entitled to vote at that meeting satisfies all requirements of the OBCA relating to that meeting of shareholders;

Newmarket Hydro Holdings Inc. 2014 Annual General Meeting

NOW THEREFORE BE IT RESOLVED by the Municipal Council of the Corporation of the Town of Newmarket as follows:

1. THAT the Mayor, as the Sole Shareholder's legal representative, is directed to sign the following Corporation Shareholder resolutions:

- a. THAT the Corporation's financial statements for the financial year ended December 31, 2014 together with the report of the Corporation's auditors, Collins Barrow, thereon dated April 29, 2015 be approved and adopted.
- b. THAT Collins Barrow, Chartered Accountants, be appointed auditors of the Corporation to hold office until the next annual meeting of shareholders at such remuneration as may be fixed by the sole director and the sole director is authorized to fix such remuneration.
- c. THAT R.N. Shelton be appointed as the sole director of the Corporation to hold office until the next annual meeting of shareholders or until his successor is elected or appointed.
- d. THAT R.N. Shelton, so long as he is the sole director of the Corporation, shall represent the Corporation at meetings of shareholders of NT Power;
- e. AND THAT all acts, contracts, bylaws, proceedings, appointments elections and payments, enacted, made, done and taken by the sole director and sole officer of the Corporation to December 31, 2014, as the same are set out or referred to in the resolutions of the sole director, or in the financial statements of the corporation, are approved, sanctioned and confirmed.

2. AND THAT the Mayor, as the Sole Shareholder's legal representative, direct R.N. Shelton, the sole director and legal representative of the Corporation, to sign the following NT Power shareholder resolutions in lieu of an annual meeting:

- a. THAT the financial statements of NT Power for the financial year ended December 31, 2014 together with the report of NT Power's auditors, Collins Barrow, thereon dated April 29, 2015 be approved and adopted.
- b. THAT Collins Barrow, Chartered Accountants, be appointed auditors of NT Power to hold office until the next annual meeting of shareholders at such remuneration as may be fixed by the directors and the directors are authorized to fix such remuneration.

Newmarket Hydro Holdings Inc. 2014 Annual General Meeting

c. THAT T. Van Bynen, S. Warnock, P. Daniels, R. Betts, A. Ott, C. Prattas and P. Ferguson are elected directors of NT Power to hold office until the next annual meeting of shareholders or until their successors are elected or appointed.

d. AND THAT all acts, contracts, bylaws, proceedings, appointments elections and payments, enacted, made, done and taken by the directors and officers of NT Power to December 31, 2014, as the same are set out or referred to in the resolutions of the board of directors, the minutes of the meetings of the board of directors or in the financial statements of NT Power, are approved, sanctioned and confirmed.

Financial Statements of the Corporation

The audited financial statements for the Corporation and NT Power are attached. The president will provide a verbal overview of the highlights and answer any questions regarding them.

Appointment of Auditors

The Board of Directors of NT Power (the "Board") notes that, with the implementation of the new International Financial Accounting Standards over the next two years, the additional workload that would be involved with a request for proposal for audit services and the possible change in audit firms will hamper this implementation. The Board therefore recommends the re-appointment of the current auditors, Collins Barrow for the period January 1 to December 31, 2015 for both the corporation and NT Power.

Election of Directors for the Corporation

Upon the merger of Newmarket Hydro Ltd. and Tay Hydro Electric Distribution Company Inc. on May 1, 2007, Mr. R.N. Shelton was appointed as the sole director of the corporation. There has been no change requested by the Shareholder to this appointment.

Election of Directors – NT Power

The existing directors of NT Power are:

T. Van Bynen, Mayor of the Town of Newmarket
S. Warnock, Mayor of the Township of Tay
R. Betts, Independent Director
Dr. U. Phillip Daniels, Independent Director
C. Prattas, Independent Director

Newmarket Hydro Holdings Inc. 2014 Annual General Meeting

Andy Ott, Independent Director
P.D. Ferguson, President of NT Power

The appointments of The Mayor of Newmarket, the Mayor of Tay and the President are de facto. The independent directors Betts, Daniels, Prattas and Ott are eligible for re-appointment and are recommend by the Board of Directors.

[Original signed by]

P.D. Ferguson P.Eng.
President,
Newmarket Hydro Holdings Inc.

**Resolutions of the Shareholders
of
Newmarket – Tay Power Distribution Ltd.**

Receipt of the financial statements of the Corporation for the financial year ended on December 31, 2014 together with the report of the auditors thereon, is hereby acknowledged by the undersigned.

1. RESOLVED THAT the financial statements of the Corporation for the financial year ended December 31, 2014 together with the report of the Corporation's auditors, Collins Barrow, thereon dated April 29, 2015 are approved and adopted.
2. RESOLVED THAT Collins Barrow, Chartered Accountants, be appointed auditors of the Corporation to hold office until the next annual meeting of shareholders at such remuneration as may be fixed by the directors and the directors are authorized to fix such remuneration.
3. RESOLVED THAT T. Van Bynen, S. Warnock, P. Daniels, R. Betts, A. Ott, C. Prattas and P. Ferguson are elected directors of the Corporation to hold office until the next annual meeting of shareholders or until their successors are elected or appointed.
4. AND FURTHER RESOLVED THAT all acts, contracts, bylaws, proceedings, appointments elections and payments, enacted, made, done and taken by the director and officers of the Corporation to December 31, 2014, as the same are set out or referred to in the resolutions of the board of directors, the minutes of the meetings of the board of directors or in the financial statements of the Corporation, are approved, sanctioned and confirmed.

* * * * *

Each of the foregoing resolutions is hereby consented to by all the shareholders of the Corporation pursuant to the *Business Corporations Act* (Ontario) as of the ____ day of _____, 2015

NEWMARKET HYDRO HOLDINGS INC.

Per:

TAY HYDRO INC.

Per:

R.N. Shelton
Sole Director

Robert Lamb
Sole Director

**CONSOLIDATED
FINANCIAL STATEMENTS OF**

**NEWMARKET HYDRO HOLDINGS
INC.**

December 31, 2014

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INDEPENDENT AUDITORS' REPORT

To the Shareholders of
Newmarket Hydro Holdings Inc.

Report on the Consolidated Financial Statements

We have audited the accompanying consolidated financial statements of Newmarket Hydro Holdings Inc., which comprise the consolidated balance sheet as at December 31, 2014, and the consolidated statements of retained earnings, income and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian generally accepted accounting principles, and for such internal controls as management determines are necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal controls relevant to the Company's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Newmarket Hydro Holdings Inc. as at December 31, 2014, and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Chartered Accountants
Licensed Public Accountants

Peterborough, Ontario
April 29, 2015

NEWMARKET HYDRO HOLDINGS INC.**CONSOLIDATED BALANCE SHEET**

As at December 31, 2014

	2014 \$	2013 \$
ASSETS		
Current assets		
Cash	7,439,836	8,778,807
Short-term investments (note 3)	3,389,515	3,349,379
Accounts receivable	9,755,356	9,394,733
Inventory	1,301,688	808,950
Prepaid expenses	448,952	376,146
Income taxes receivable	1,132,677	571,239
Unbilled revenue	11,764,225	9,819,789
	35,232,249	33,099,043
Other assets		
Property, plant and equipment (note 4)	55,138,336	55,288,116
Future income taxes (note 5)	3,674,000	3,500,000
	58,812,336	58,788,116
	94,044,585	91,887,159
LIABILITIES AND SHAREHOLDERS' EQUITY		
Current liabilities		
Accounts payable and accrued liabilities (note 6)	13,073,004	12,083,736
Note payable	87,412	87,412
Current portion of long-term debt (note 7)	1,000,000	-
Current portion of deposits held	425,000	425,000
	14,585,416	12,596,148
Long-term liabilities		
Long-term debt (note 7)	23,742,821	24,742,821
Deposits held	2,537,654	2,875,806
Employee future benefits (note 8)	1,162,477	1,107,432
Deferral accounts (note 9)	5,155,240	5,358,684
	32,598,192	34,084,743
Non-controlling interest (note 11)	3,099,201	2,990,276
Shareholders' equity		
Share capital (note 12)	29,609,342	29,609,342
Retained earnings	14,152,434	12,606,650
	43,761,776	42,215,992
	94,044,585	91,887,159

Approved on behalf of the Board

Director_____
Director

The accompanying notes are an integral part of these financial statements

NEWMARKET HYDRO HOLDINGS INC.
CONSOLIDATED STATEMENT OF RETAINED EARNINGS
For the year ended December 31, 2014

	2014 \$	2013 \$
Retained earnings - beginning of year	12,606,650	11,263,118
Net income for the year	2,982,784	3,318,166
Dividends (note 13)	(1,437,000)	(1,974,634)
Retained earnings - end of year	14,152,434	12,606,650

The accompanying notes are an integral part of these financial statements

NEWMARKET HYDRO HOLDINGS INC.**CONSOLIDATED STATEMENT OF INCOME**

For the year ended December 31, 2014

	2014 \$	2013 \$
Revenue		
Service revenue	15,104,369	15,152,692
Cost of power revenue	69,753,058	66,052,608
Other operating revenue	1,271,768	1,026,176
	86,129,195	82,231,476
Cost of power purchased	69,753,058	66,052,608
Gross profit	16,376,137	16,178,868
Expenses		
Customer billing and collecting	2,153,493	1,903,757
Amortization	2,876,194	2,745,298
Interest on long-term debt	1,352,395	1,344,336
Administration	2,956,816	2,931,037
System operation and maintenance	2,965,530	2,609,021
	12,304,428	11,533,449
Income before undernoted items and income taxes	4,071,709	4,645,419
Other income (expenses)		
Loss on sale of property, plant and equipment	(35,051)	(103,273)
Investment income	154,525	102,195
Non-controlling interest	(108,925)	(93,702)
	10,549	(94,780)
Income before income taxes	4,082,258	4,550,639
Provision for (recovery of) income taxes (note 5)		
Current	1,273,474	1,172,473
Future	(174,000)	60,000
	1,099,474	1,232,473
Net income for the year	2,982,784	3,318,166

The accompanying notes are an integral part of these financial statements

NEWMARKET HYDRO HOLDINGS INC.
CONSOLIDATED STATEMENT OF CASH FLOWS
For the year ended December 31, 2014

	2014 \$	2013 \$
CASH PROVIDED FROM (USED FOR)		
Operating activities		
Net income for the year	2,982,784	3,318,166
Items not affecting cash		
Amortization of property, plant and equipment	2,876,194	2,745,298
Future income taxes	(174,000)	60,000
Loss on sale of property, plant and equipment	35,051	103,273
Employee future benefits	55,045	47,860
Increase in non-controlling interest (note 11)	108,925	93,702
	5,883,999	6,368,299
Change in non-cash working capital items (note 14)	(2,821,061)	73,403
	3,062,938	6,441,702
Investing activities		
Purchase of property, plant and equipment	(2,774,667)	(4,271,200)
Proceeds on disposal of property, plant and equipment	13,202	20,390
Increase (decrease) in deferral accounts	(203,444)	619,414
	(2,964,909)	(3,631,396)
Financing activity		
Dividends	(1,437,000)	(1,974,634)
Increase (decrease) in cash	(1,338,971)	835,672
Cash - beginning of year	8,778,807	7,943,135
Cash - end of year	7,439,836	8,778,807
Other information		
Interest paid	1,342,997	1,288,275
Income taxes paid	1,833,600	1,533,600

The accompanying notes are an integral part of these financial statements

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

1. NATURE OF OPERATIONS

Newmarket Hydro Holdings Inc. ("the Company") was incorporated April 10, 2000 under the Business Corporations Act of the Province of Ontario. The Company commenced operations on November 1, 2000. Newmarket Hydro Holdings Inc. is wholly-owned by the Town of Newmarket.

The principal activity of the Company is to distribute electricity to the residents and businesses in the Town of Newmarket and the Township of Tay under a licence issued by the Ontario Energy Board (OEB). The Company is regulated by the OEB and adjustments to its distribution rates require OEB approval.

2. SIGNIFICANT ACCOUNTING POLICIES

The Company follows accounting principles generally accepted in Canada in preparing its consolidated financial statements. The significant accounting policies used are as follows:

(a) Consolidation

These financial statements have been prepared in accordance with Canadian generally accepted accounting principles ("GAAP"). The consolidated financial statements include the accounts of its subsidiary, Newmarket-Tay Power Distribution LTD. Tay Hydro Inc. has a 7% interest in Newmarket-Tay Power Distribution Ltd.

(b) Electricity regulation

The Company is subject to rate regulation by the Ontario Energy Board (OEB). The OEB is charged with the responsibility of approving rates for the transmission and distribution of electricity. The following regulatory policy is practiced in a rate regulated environment:

Deferral accounts

Deferral accounts consist of deferred qualifying transition costs and various rate and retail variance accounts. Deferral accounts include amounts recoverable and repayable. The amounts included in these accounts are deferred for accounting purposes because it is probable that they will be recovered (repaid) in future rates. Deferral accounts recognized at December 31, 2014 are disclosed in note 9. The Company continually assesses the likelihood of the recovery of recoverable assets. If recovery is no longer considered probable, the amounts are charged to operations in the year the assessment is made.

(c) Cash

Cash consists of balances with financial institutions.

(d) Short-term investments

Investments are recorded at fair value. Unrealized gains and losses as a result of fair value adjustments at year end are included in investment income for the year.

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

2. **SIGNIFICANT ACCOUNTING POLICIES, continued**

(e) *Inventory*

Inventory is valued at the lower of cost and net realizable value with cost being determined on a weighted average basis.

(f) *Property, plant and equipment*

Property, plant and equipment are recorded at cost. The Company provides for amortization using the straight-line method at rates designed to amortize the cost of the property, plant and equipment over their estimated useful lives. The annual amortization rates are as follows:

Buildings	25 to 30 years
Transmission and distribution	40 to 50 years
Office equipment	5 to 10 years
Leasehold improvements	7 years
Computer software	3 to 5 years
Operational equipment	10 to 15 years
Transportation equipment	5 to 10 years
Land rights	30 years

Contributions for capital construction consist of third party contributions toward the cost of constructing distribution assets. The third party contribution is calculated through an economic evaluation as per the OEB Distribution Service Code. Contributed capital amounts are recorded as received and amortized over the same period as the asset to which they relate being 30 to 50 years.

(g) *Related parties*

Related party transactions are in the normal course of operations and have been measured at the exchange amount which is the amount of consideration established and agreed to by the related parties. Details of related party transactions and balances are disclosed in note 10.

(h) *Employee future benefits*

The Company pays certain health, dental and life insurance benefits on behalf of its retired employees. The Company recognizes these post-retirement costs in the period in which the employees earn the benefits. The cost of employee future benefits earned by employees is actuarially determined using the projected benefit method prorated on length of service and management's best estimate of salary escalation, retirement ages of employees, employee turnover and expected health and dental care costs. The most recent actuarial valuation of the obligation was performed for December 31, 2012. Details related to the post-employment benefits are detailed in note 8.

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

2. **SIGNIFICANT ACCOUNTING POLICIES, continued**

(i) *Revenue recognition*

Service revenue and cost of power revenue is recorded on the basis of regular meter readings and estimated customer usage since the last meter reading date to the end of the period. The related cost of power revenue is recorded on the basis of the power billed by the Independent Electricity System Operator. Other operating revenue is recorded when services are provided.

The cost of power is shown on the statement of income net of rebates. The total gross cost of power was \$72,380,505 with \$6,327,897 of incentives for a net amount of \$66,052,608 (2012 - \$63,685,270 with \$4,730,880 of incentives for a net amount of \$58,954,390).

(j) *Income taxes*

Under the Electricity Act, 1998, the Company is required to make payments in lieu of income taxes (PILS) to the Ontario Electricity Financial Corporation (OEFC). Future income taxes are calculated using the liability method of tax accounting. In providing for corporate income taxes, temporary differences between the tax basis of assets or liabilities and their carrying amounts are reflected as future income taxes. The tax rates anticipated to be in effect when these temporary differences reverse are used to calculate future income taxes. Additional details related to the calculation and method of accounting for PILS is included in note 5.

(k) *Management estimates*

The preparation of consolidated financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the reporting period.

Key areas where management has made complex or subjective judgments (often as a result of matters that are inherently uncertain) include, among others, the fair value of certain assets, useful lives of capital assets, impairment of assets, inventory provisions, amortization, revenues, allowance for doubtful accounts, environmental and asset retirement obligations, employee future benefits, deferral accounts and income taxes. Actual results could differ from these and other estimates, the impact of which would be recorded in future periods.

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

2. **SIGNIFICANT ACCOUNTING POLICIES, continued**

(l) *Asset retirement obligations*

Canadian generally accepted accounting principles require the Company to determine the fair value of the future expenditures required to settle legal obligations to remove fixed assets on retirement. If reasonably estimable, a liability is recognized equal to the present value of the estimated future removal expenditures.

Some of the Company's assets may have asset retirement obligations. As the Company expects to use the majority of its fixed assets for an indefinite period, no removal costs can be determined and, consequently, a reasonable estimate of the fair value of any asset retirement obligations has not been made at this time.

(m) *International Financial Reporting Standards (IFRS)*

On January 30, 2014, the Accounting Standards Board (AcSB) issued interim Standard IFRS 14 Regulatory Deferral Accounts. IFRS 14 permits first-time adopters of IFRS to continue to use their previous GAAP accounting policies for the recognition, measurement, impairment and derecognition of regulatory deferral account balances.

The interim standard requires regulatory deferral account balances and movements therein to be presented as separate line items on the face of the financial statements. In addition, further disclosure is required to identify the nature of, and risk associated with, rate regulation, and the effect of rate regulation on the entity's financial position, performance and cash flows.

The Company has elected to continue the deferral of transition to IFRS, however, will adopt IFRS, including IFRS 14 in 2015 with an effective date of January 1, 2014. The Company is continuing to assess the financial reporting impacts of the adoption to IFRS.

3. **SHORT-TERM INVESTMENTS**

	2014 \$	2013 \$
Mutual funds	3,389,515	3,349,379

Included in investment revenue is a loss on investments of \$32,231 (2013 - \$34,318 loss).

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

4. **PROPERTY, PLANT AND EQUIPMENT**

	Cost \$	Accumulated amortization \$	2014 Net book value \$	2013 Net book value \$
Land	4,344,137	-	4,344,137	4,220,923
Buildings	297,148	96,555	200,593	203,876
Transmission and distribution	94,711,656	46,749,736	47,961,920	47,831,946
Office equipment	730,853	375,375	355,478	367,513
Leasehold improvements	1,178,649	798,910	379,739	438,868
Computer software	1,137,415	812,592	324,823	534,898
Operational equipment	788,187	538,463	249,724	262,689
Transportation equipment	3,024,661	2,087,367	937,294	1,027,045
Land rights	517,173	132,545	384,628	400,358
	106,729,879	51,591,543	55,138,336	55,288,116

5. **INCOME TAXES**

(a) The components of future income tax balances are as follows:

	2014 \$	2013 \$
Future income tax asset		
Tax basis of equipment in excess of carrying amount	2,993,000	2,956,000
Reserves deductible when paid	430,000	265,000
Cumulative eligible capital available for tax purposes	251,000	279,000
	3,674,000	3,500,000

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

5. **INCOME TAXES, continued**

(b) The provision for income taxes recorded in the consolidated financial statements differs from the amount which would be obtained by applying the statutory income tax rate of 26.5% (2013 - 26.5%) to the income for the years as follows:

	2014 \$	2013 \$
Income for the year before income taxes	4,082,258	4,550,639
Anticipated income tax	1,081,798	1,205,919
Tax effect of the following:		
Permanent expense differences	12,000	3,975
Impact of tax rate changes and other	5,676	22,579
Income tax expense	1,099,474	1,232,473

6. **ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

	2014 \$	2013 \$
Accounts payable - purchased power	6,811,291	5,382,672
Other trade accounts payable and accrued liabilities	2,853,007	3,388,138
Water and sewer billings payable (note 10)	1,941,311	1,792,634
Credits on customer accounts	1,365,229	1,270,166
Independent Electric System Operator	-	75,198
Ontario Power Authority program payable	102,166	174,928
	13,073,004	12,083,736

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

7. **LONG-TERM DEBT**

	2014 \$	2013 \$
Note payable, 5.48% - Town of Newmarket	22,000,000	22,000,000
Note payable, 5.48% - Township of Tay	1,742,821	1,742,821
Committed term facility, 3.07%, due December 31, 2015	1,000,000	1,000,000
	24,742,821	24,742,821
Less principal payments due within one year	1,000,000	-
Due beyond one year	23,742,821	24,742,821

The notes are unsecured and have no specific terms of repayment. Since the holders of the notes have indicated that it is not their intention to request repayment of this amount during the next fiscal year, this amount has been classified as a non-current liability in the accompanying financial statements.

The committed term facility was drawn for the purpose of the purchase of smart meters. The Company is required to make monthly interest payments only with 100% of the remaining balance due December 31, 2015. At December 31, 2013, the Company was in compliance with all covenants. A general security agreement covering all assets of the Company and assignment of business/liability insurance has been pledged as security for the committed term facility.

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

8. **EMPLOYEE FUTURE BENEFITS**

The Company provides certain health, dental and life insurance benefits for retired employees pursuant to the Company's policy. The accrued benefit obligation and net periodic expense for the year were determined by actuarial valuation. The most recent valuation was performed for December 31, 2012.

The unamortized past service cost obligation resulting from the inclusion of the former Tay Hydro Electric Distribution Company Inc. employees in the plan, is being amortized over the remaining service life of those employees, being 11 years with 4 years remaining to be amortized.

Significant actuarial assumptions employed for the valuations are as follows: future general inflation level of 2.5%, discount rate of 3.9%, salary and wage level increases at 3.3% per annum. A 7.47% annual increase in the per capita cost for health benefits was used for 2014. This rate will decrease to 6.93% for 2015; 6.4% for 2016; 5.87% for 2017; 5.33 for 2018; 4.8% for 2019 and thereafter. A 6.5% annual rate of increase in the per capita cost of covered dental costs was used for 2014. This rate will decrease to 6.13% for 2015; 5.75% for 2016; 5.38% for 2017; 5.0% for 2018 and thereafter.

Information about the Company's defined benefit plan is included as follows:

	2014 \$	2013 \$
Accrued benefit obligation, beginning of period	1,107,432	1,059,572
Current service cost	86,081	80,827
Amortization of past service costs	13,204	13,204
Benefits paid	(44,240)	(46,171)
	1,162,477	1,107,432
Unamortized past service cost	44,013	57,217
	1,206,490	1,164,649

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

9. **DEFERRAL ACCOUNTS**

	2014 \$	2013 \$
Deferral accounts approved for recovery	1,180,664	2,139,096
Recovered to date	(2,125,053)	(2,913,758)
Repayment - payment in lieu of taxes (i)	(109,936)	(755,086)
	(1,054,325)	(1,529,748)
Power purchased for resale (ii)	605,724	(581,759)
Smart meters (iii)	(384,670)	(381,848)
Change in useful life of property, plant and equipment (iv)	(4,593,346)	(3,120,305)
Retail settlements and other (ii)	271,377	254,976
	(4,100,915)	(3,828,936)
	(5,155,240)	(5,358,684)

(i) Pursuant to The Ontario Energy Board Decision on EB 2011-0184 the Company is returning an unintentional over collection of charges related to Payments in Lieu of Taxes. These charges were collected from 2002 to 2006. The repayment of \$109,936 (2013 - \$755,086) will continue through the 2015 fiscal year.

(ii) Power purchased for resale and retail settlement and other represent the difference between the amount paid by the Company to the Independent Electricity System Operator ("IESO") for the cost of energy and the amount billed by the Company to its customers as energy sales, and related carrying costs. These amounts are recorded on balance sheet until their disposition is decided by the Ontario Energy Board through a rate filing process.

(iii) Smart Meter variance account represents the estimated net payable value of smart meter monies advanced before these assets were transferred into the Rate Base of the Company in 2010. These monies will be refunded at the next Cost of Service filing.

(iv) In 2012, the Company adjusted the estimated useful life related to the amortization period for certain capital assets, based upon the Ontario Energy's Board regulatory accounting direction as contained in the revised 2012 Accounting Procedures Handbook for Electricity Distributors. As a result of OEB direction related to the settlement of these amounts, the Company has recorded a payable in the deferral account of \$4,593,346 (2013 - \$3,120,305) and a reduction in service revenue of \$1,473,041 in 2014 (2013 - \$1,357,336).

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

10. **ADVANCES FROM RELATED COMPANIES AND RELATED PARTY TRANSACTIONS**

- (a) During the year, the Company entered into transactions with its majority parent, Newmarket Hydro Holdings Inc. (NHHI) and with The Town of Newmarket which is the sole shareholder of Newmarket Hydro Holdings Inc. Revenue charged during the year included energy, street light capital and street light maintenance charged at commercial rates to the Town of Newmarket.

Included in accounts payable (note 6) are water and sewer amounts collected which are due to the Town. These amounts are collected and remitted in accordance with a contract with URB Olameter and remitted on their behalf.

Included in long term debt (note 7) are notes payable to related parties.

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

10. **ADVANCES FROM RELATED COMPANIES AND RELATED PARTY TRANSACTIONS,**
continued

(b) Transactions

These transactions are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

	2014	2013
	\$	\$
Revenue		
Energy sales	3,596,417	2,995,243
Services - Street light capital	57,765	12,147
Services - Street light maintenance	267,809	267,809
	3,921,991	3,275,199
Expenses		
Interest	1,205,600	1,205,600
Rent and property tax	375,601	386,770
	1,581,201	1,592,370

(c) The following amount is due from the Town of Newmarket and included in the financial statements:

	2014	2013
	\$	\$
Accounts receivable	380,484	333,155

11. **NON-CONTROLLING INTEREST**

The changes in non-controlling interest consist of:

	2014	2013
	\$	\$
Balance - beginning of the year	2,990,276	2,896,574
Proportional share of income	209,925	232,336
Proportional share of dividends paid	(101,000)	(138,634)
	3,099,201	2,990,276

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

12. **SHARE CAPITAL**

Authorized

Unlimited number of common shares

Issued

	2014	2013
	\$	\$
10,000 common shares	29,609,342	29,609,342

13. **DIVIDENDS**

During the year the Company declared and paid \$1,437,000 of dividends. \$101,000 of this amount was charged against the non-controlling interest as described in note 11.

14. **CHANGE IN NON-CASH WORKING CAPITAL ITEMS**

	2014	2013
	\$	\$
Increase in short-term investments	(40,136)	(10,032)
Increase in accounts receivable	(360,623)	(447,085)
Decrease (increase) in inventory	(492,738)	138,155
Decrease (increase) in prepaid expenses	(72,806)	19,615
Decrease (increase) in income taxes receivable	(561,438)	343,873
Increase in unbilled revenue	(1,944,436)	(1,294,497)
Increase in accounts payable and accrued liabilities	989,268	1,444,284
Increase (decrease) in deposits held	(338,152)	(120,910)
	(2,821,061)	73,403

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

15. SHORT TERM CREDIT FACILITIES

The Company has \$4,000,000 available in operating facilities from a major chartered bank. The facilities are 364 day revolving operating loan, bearing interest at prime plus 0.5%, to be repaid within one year from date of acquisition unless extended by the bank. A commitment fee of 0.125% per annum, payable quarterly applies to any unused portion of the facility. As at the balance sheet date, the Company has no balance outstanding (2013 - Nil) on this facility. The operating loan includes restrictive clauses with respect to repayment.

The Company has provided prudential support in the amount of \$2,765,940 to the Independent Electricity System Operator. The prudential support is secured by a letter of credit with a major chartered bank for \$2,765,940, contains restrictive clauses with respect to debt repayments and bears interest at 0.5% per annum.

The Company also has \$8,000,000 available in a committed reducing term facility from a major chartered bank. The purpose of this facility is for the Connection and Cost Recovery Agreement for Holland Transformer Station with Hydro One Networks as described in note 18. This facility bears interest as determined by the bank, in its sole discretion, for the term rate selected by the Company, and as set out in the rate and payment terms notice application to that fixed rate term loan. The one-time drawdown date of this facility is on or before September 30, 2015 and is to be repaid 5 years from the drawdown date. As at the balance sheet date, the Company has no balance outstanding on this facility.

A general security agreement covering all assets of the Company and assignment of business/liability insurance has been pledged as security for the operating facilities. At December 31, 2014, the Company was in compliance with all covenants.

16. PENSION AGREEMENT

The Company makes contributions to the Ontario Municipal Employees' Retirement Fund (O.M.E.R.S.), which is a multi-employer plan, on behalf of its employees. The plan is a defined benefit plan which specifies the amount of retirement benefits to be received by the employees based on the length of service and rates of pay.

The amount contributed to O.M.E.R.S. for the year ended was \$430,840 (2013 - \$438,733).

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

17. **CAPITAL DISCLOSURES**

The Company's primary objective when managing capital is to address the expectations as provided in the Shareholder Agreement between the Company's parent company, Newmarket Hydro Holdings Inc. and its shareholder, the Town of Newmarket. The expectation is that the Company will maintain a prudent financial structure in order to safeguard the Company's assets and to provide adequate returns for its shareholders and benefits to the stakeholders.

The Ontario Energy Board sets rates based on a deemed capital structure of 60% debt and 40% equity.

Changes to the Company's capital structure are constrained by existing covenants contained in the banking agreement. The Company must maintain a maximum debt to capitalization ratio of 0.60 to 1 and maintain a debt service coverage ratio of 1.2.

The Company's current capital structure is defined as follows:

	2014 \$	2013 \$
Long term debt	24,742,821	24,742,821
Total debt	24,742,821	24,742,821
Share capital	29,609,342	29,609,342
Retained earnings	14,152,434	12,606,650
Non-controlling interest	3,099,201	2,990,276
Capital	46,860,977	45,206,268
Debt-to-adjusted capital ratio	0.53	0.55

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

18. **FINANCIAL INSTRUMENTS**

Fair value

The carrying value of the accounts receivable and accounts payable and accrued liabilities approximate their fair value due to their short-term nature.

The short-term investments are carried at fair value, with changes in value recognized in income in the year.

The carrying value of long-term debt approximates the fair value as the interest rates are consistent with the current rates offered to the Company for debt with similar terms.

Interest rate risk

The Company manages exposure to interest rate risk through a combination of fixed and floating rate borrowings. Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Company is exposed to interest rate cash flow risk to the extent that the floating rate credit facility bears interest at a floating rate. The Company is also exposed to interest rate price risk to the extent that loans bear interest at fixed rates (note 7 and 10).

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Company is exposed to credit risk from customers. However, the Company has a significant number of customers which minimizes the concentration of credit risk. An allowance for collection of doubtful accounts in the amount of \$215,429 (2013 - \$214,867) has been recorded.

Market risk

The securities held as short term investments exposes the Company to market risk due to the potential for changes in market prices.

Liquidity risk

The Company does have a liquidity risk in the accounts payable and accrued liabilities of \$13,073,004 (2013 - \$12,083,736). Liquidity risk is the risk that the Company cannot repay its obligations when they become due to its creditors. The Company reduces its exposure to liquidity risk by ensuring that it documents when authorized payments become due; maintains an adequate line of credit to repay trade creditors and repays long term debt interest and principal as they become due. In the opinion of management the liquidity risk exposure to the Company is low and is not material.

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

19. **COMMITMENT**

The company has an operating lease agreement with the Town of Newmarket, expiring December 31, 2017 for the rental of the building. Minimum lease payments over the next five year period under this commitment are as follows;

	\$
2015	275,000
2016	275,000
2017	275,000
	<u>825,000</u>

20. **CONTINGENT LIABILITIES**

(a) In the normal course of business, the Company enters into agreements that meet the definition of a guarantee. The guarantees include indemnities under lease agreements, purchase and sale agreements, confidentiality agreements, outsourcing, service and information agreements. The nature of these indemnification agreements prevents the Company from making a reasonable estimate of the maximum exposure due to the difficulties in assessing the amount of liability related to the likelihood and predictability of future events. Historically, the Company has not made any significant payments under similar indemnification agreements and therefore no amount has been accrued in the balance sheet with respect to these agreements.

(b) Indemnity has been provided to all directors and/or officers of the Company for various items including, but not limited to, all costs to settle suits or actions due to association with the Company, subject to certain restrictions. The Company has purchased directors' and officers' liability insurance to mitigate the cost of any potential suits or actions. The amount of any potential future liability which exceeds the amount of insurance coverage cannot reasonably be determined.

(c) The Company participates with other municipal utilities in Ontario in an agreement to exchange reciprocal contracts of indemnity through the Municipal Electric Association Reciprocal Insurance Exchange. Under this agreement, the Company is contingently liable for additional assessments to the extent that premiums collected are not sufficient to cover actual losses, claims and costs experienced.

(d) The Company is currently assessing the Connection and Cost Recovery Agreement for Holland Transformer Station with Hydro One Networks. Under this agreement, there are potential capital contributions towards the Holland Transformer Station at year five (2014) and year ten (2019) of the agreement based upon actual load on the station. The Company at this time cannot reasonably estimate the amount of any capital contributions that may be required and as a result, no contributions have been made or liability accrued.

NEWMARKET HYDRO HOLDINGS INC.
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2014

21. **COMPARATIVE FIGURES**

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year. The changes do not affect prior year earnings.

FINANCIAL STATEMENTS OF**NEWMARKET-TAY POWER
DISTRIBUTION LTD.****December 31, 2014****TABLE OF CONTENTS**

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INDEPENDENT AUDITORS' REPORT

To the Shareholders of
Newmarket-Tay Power Distribution Ltd.

Report on the Financial Statements

We have audited the accompanying financial statements of Newmarket-Tay Power Distribution Ltd., which comprise the balance sheet as at December 31, 2014, and the statements of retained earnings, income and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal controls as management determines are necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal controls relevant to the Company's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Newmarket-Tay Power Distribution Ltd. as at December 31, 2014, and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Chartered Accountants
Licensed Public Accountants

Peterborough, Ontario
April 29, 2015

NEWMARKET-TAY POWER DISTRIBUTION LTD.**BALANCE SHEET**

As at December 31, 2014

	2014	2013
	\$	\$
ASSETS		
Current assets		
Cash	7,357,053	8,697,037
Short-term investments (note 3)	3,389,515	3,349,379
Accounts receivable	9,755,213	9,394,591
Inventory	1,301,688	808,950
Prepaid expenses	448,952	376,146
Income taxes receivable	900,312	350,000
Unbilled revenue	11,764,225	9,819,789
	<u>34,916,958</u>	<u>32,795,892</u>
Other assets		
Property, plant and equipment (note 4)	55,135,557	55,285,337
Future income taxes (note 5)	3,674,000	3,500,000
	<u>58,809,557</u>	<u>58,785,337</u>
	<u>93,726,515</u>	<u>91,581,229</u>
LIABILITIES AND SHAREHOLDERS' EQUITY		
Current liabilities		
Accounts payable and accrued liabilities (note 6)	13,063,265	12,073,996
Current portion of long-term debt (note 7)	1,000,000	-
Current portion of deposits held	425,000	425,000
	<u>14,488,265</u>	<u>12,498,996</u>
Long-term liabilities		
Long-term debt (note 7)	23,742,821	24,742,821
Advances from parent company (note 10)	2,393,957	2,313,323
Deposits held	2,537,654	2,875,807
Employee future benefits (note 8)	1,162,477	1,107,432
Deferral accounts (note 9)	5,155,240	5,358,684
	<u>34,992,149</u>	<u>36,398,067</u>
Shareholders' equity		
Share capital (note 11)	27,140,206	27,140,206
Retained earnings	17,105,895	15,543,960
	<u>44,246,101</u>	<u>42,684,166</u>
	<u>93,726,515</u>	<u>91,581,229</u>

Approved on behalf of the Board

Director_____
Director*The accompanying notes are an integral part of these financial statements*

NEWMARKET-TAY POWER DISTRIBUTION LTD.**STATEMENT OF RETAINED EARNINGS**

For the year ended December 31, 2014

	2014 \$	2013 \$
Retained earnings - beginning of year	15,543,960	14,199,502
Net income for the year	2,998,935	3,319,092
<u>Dividends paid</u>	<u>(1,437,000)</u>	<u>(1,974,634)</u>
Retained earnings - end of year	17,105,895	15,543,960

The accompanying notes are an integral part of these financial statements

NEWMARKET-TAY POWER DISTRIBUTION LTD.**STATEMENT OF INCOME**

For the year ended December 31, 2014

	2014 \$	2013 \$
Revenue		
Service revenue	15,104,369	15,152,692
Cost of power revenue	69,753,058	66,052,608
Other operating income	1,271,768	1,026,176
	86,129,195	82,231,476
Cost of power purchased	69,753,058	66,052,608
Gross profit	16,376,137	16,178,868
Expenses		
Customer billing and collecting	2,153,493	1,903,757
Amortization	2,876,194	2,745,298
Interest on long-term debt	1,471,407	1,460,674
Administration	2,953,052	2,927,286
System operation and maintenance	2,965,530	2,609,021
	12,419,676	11,646,036
Income before undernoted items and income taxes	3,956,461	4,532,832
Other income (expense)		
Loss on sale of property, plant and equipment	(35,051)	(103,273)
Investment income	154,525	99,533
	119,474	(3,740)
Income before income taxes	4,075,935	4,529,092
Provision for (recovery of) income taxes (note 5)		
Current	1,251,000	1,150,000
Future	(174,000)	60,000
	1,077,000	1,210,000
Net income for the year	2,998,935	3,319,092

The accompanying notes are an integral part of these financial statements

NEWMARKET-TAY POWER DISTRIBUTION LTD.**STATEMENT OF CASH FLOWS**

For the year ended December 31, 2014

	2014 \$	2013 \$
CASH PROVIDED FROM (USED FOR)		
Operating activities		
Net income for the year	2,998,935	3,319,092
Items not affecting cash		
Amortization of property, plant and equipment	2,876,194	2,745,298
Future income taxes	(174,000)	60,000
Loss on sale of property, plant and equipment	35,051	103,273
Employee future benefits	55,045	47,860
	5,791,225	6,275,523
Change in non-cash working capital items (note 12)	(2,809,934)	84,529
	2,981,291	6,360,052
Investing activities		
Purchase of property, plant and equipment	(2,774,667)	(4,271,200)
Proceeds on disposal of property, plant and equipment	13,202	20,390
Deferral accounts	(203,444)	619,414
	(2,964,909)	(3,631,396)
Financing activities		
Advances from parent company	80,634	80,634
Dividends paid	(1,437,000)	(1,974,634)
	(1,356,366)	(1,894,000)
Increase (decrease) in cash	(1,339,984)	834,656
Cash - beginning of year	8,697,037	7,862,381
Cash - end of year	7,357,053	8,697,037
Other information		
Interest paid	1,471,976	1,404,398
Interest received	155,923	134,392
Income taxes paid	1,800,000	1,500,000
Dividends paid	1,437,000	1,974,634

The accompanying notes are an integral part of these financial statements

NEWMARKET-TAY POWER DISTRIBUTION LTD.**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2014

1. NATURE OF OPERATIONS

Newmarket-Tay Power Distribution Ltd. (the "Company") is a subsidiary of Newmarket Hydro Holdings Inc. and was formed as a result of the amalgamation of Newmarket Hydro Ltd. and Tay Hydro Electric Distribution Company Inc. on May 1, 2007. Tay Hydro Inc. has a 7% non-controlling interest in the Company.

The principal activity of the Company is to distribute electricity to the residents and businesses in the Town of Newmarket and the Township of Tay under licence issued by the Ontario Energy Board (OEB). The Company is regulated by the OEB and adjustments to its distribution rates require OEB approval.

2. SIGNIFICANT ACCOUNTING POLICIES

The Company follows accounting principles generally accepted in Canada in preparing its financial statements. The significant accounting policies used are as follows:

(a) Electricity regulation

The Company is subject to rate regulation by the Ontario Energy Board (OEB). The OEB is charged with the responsibility of approving rates for the transmission and distribution of electricity. The following regulatory policy is practiced in a rate regulated environment:

Deferral accounts

Deferral accounts consist of deferred qualifying transition costs and various rate and retail variance accounts. Deferral accounts include amounts recoverable and repayable. The amounts included in these accounts are deferred for accounting purposes because it is probable that they will be recovered (repaid) in future rates. Deferral accounts recognized at December 31, 2014 are disclosed in note 9. The Company continually assesses the likelihood of the recovery of recoverable assets. If recovery is no longer considered probable, the amounts are charged to operations in the year the assessment is made.

(b) Cash

Cash consists of balances with financial institutions.

(c) Short-term investments

Investments are recorded at fair value. Unrealized gains and losses as a result of fair value adjustments at year end are included in investment income for the year.

(d) Inventory

Inventory is valued at the lower of cost and net realizable value with cost being determined on a weighted average basis.

NEWMARKET-TAY POWER DISTRIBUTION LTD.**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2014

2. SIGNIFICANT ACCOUNTING POLICIES, continued*(e) Property, plant and equipment*

Property, plant and equipment are recorded at cost. The Company provides for amortization using the straight-line method at rates designed to amortize the cost of the property, plant and equipment over their estimated useful lives. The annual amortization rates are as follows:

Buildings	25 to 30 years
Transmission and distribution	40 to 50 years
Office and computer equipment	5 to 10 years
Leasehold improvements	7 years
Computer software	3 to 5 years
Operational equipment	10 to 15 years
Transportation equipment	5 to 10 years
Land rights	30 years

Contributions for capital construction consist of third party contributions toward the cost of constructing distribution assets. The third party contribution is calculated through an economic evaluation as per the OEB Distribution Service Code. Contributed capital amounts are recorded as received and amortized over the same period as the asset to which they relate being 30 to 50 years.

(f) Related parties

Related party transactions are in the normal course of operations and have been measured at the exchange amount which is the amount of consideration established and agreed to by the related parties. Details of related party transactions and balances are disclosed in note 10.

(g) Employee future benefits

The Company pays certain health, dental and life insurance benefits on behalf of its retired employees. The Company recognizes these post-retirement costs in the period in which the employees earn the benefits. The cost of employee future benefits earned by employees is actuarially determined using the projected benefit method prorated on length of service and management's best estimate of salary escalation, retirement ages of employees, employee turnover and expected health and dental care costs. The most recent actuarial valuation of the obligation was performed for December 31, 2012. Details related to the post-employment benefits are detailed in note 8.

NEWMARKET-TAY POWER DISTRIBUTION LTD.
NOTES TO THE FINANCIAL STATEMENTS
For the year ended December 31, 2014

2. SIGNIFICANT ACCOUNTING POLICIES, continued

(h) Revenue recognition

Service revenue and cost of power revenue is recorded on the basis of regular meter readings and estimated customer usage since the last meter reading date to the end of the period. The related cost of power revenue is recorded on the basis of the power billed by the Independent Electricity System Operator. Other operating revenue is recorded when services are provided.

(i) Income taxes

Under the Electricity Act, 1998, the Company is required to make payments in lieu of income taxes (PILS) to the Ontario Electricity Financial Corporation (OEFC). Future income taxes are calculated using the liability method of tax accounting. In providing for corporate income taxes, temporary differences between the tax basis of assets or liabilities and their carrying amounts are reflected as future income taxes. The tax rates anticipated to be in effect when these temporary differences reverse are used to calculate future income taxes. Additional details related to the calculation and method of accounting for PILS is included in note 5.

(j) Management estimates

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Key areas where management has made complex or subjective judgments (often as a result of matters that are inherently uncertain) include, among others, the fair value of certain assets, useful lives of property, plant and equipment, impairment of assets, inventory provisions, amortization, revenues, allowance for doubtful accounts, environmental and asset retirement obligations, employee future benefits, deferral accounts and income taxes. Actual results could differ from these and other estimates, the impact of which would be recorded in future periods.

(k) Asset retirement obligations

Canadian generally accepted accounting principles require the Company to determine the fair value of the future expenditures required to settle legal obligations to remove fixed assets on retirement. If reasonably estimable, a liability is recognized equal to the present value of the estimated future removal expenditures.

Some of the Company's assets may have asset retirement obligations. As the Company expects to use the majority of its fixed assets for an indefinite period, no removal costs can be determined and, consequently, a reasonable estimate of the fair value of any asset retirement obligations has not been made at this time.

NEWMARKET-TAY POWER DISTRIBUTION LTD.**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2014

2. SIGNIFICANT ACCOUNTING POLICIES, continued*(I) International Financial Reporting Standards (IFRS)*

On January 30, 2014, the Accounting Standards Board (AcSB) issued interim Standard IFRS 14 *Regulatory Deferral Accounts*. IFRS 14 permits first-time adopters of IFRS to continue to use their previous GAAP accounting policies for the recognition, measurement, impairment and derecognition of regulatory deferral account balances.

The interim standard requires regulatory deferral account balances and movements therein to be presented as separate line items on the face of the financial statements. In addition, further disclosure is required to identify the nature of, and risk associated with, rate regulation, and the effect of rate regulation on the entity's financial position, performance and cash flows.

The Company has elected to continue the deferral of transition to IFRS, however, will adopt IFRS, including IFRS 14 in 2015 with an effective date of January 1, 2014. The Company is continuing to assess the financial reporting impacts of the adoption to IFRS.

3. SHORT-TERM INVESTMENTS

	2014 \$	2013 \$
Mutual funds	3,389,515	3,349,379

Included in investment income is a gain on investments of \$32,231 (2013 - \$34,318 loss).

NEWMARKET-TAY POWER DISTRIBUTION LTD.**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2014

4. PROPERTY, PLANT AND EQUIPMENT

	Cost	Accumulated amortization	2014 Net book value	2013 Net book value
	\$	\$	\$	\$
Land	4,341,358	-	4,341,358	4,218,144
Buildings	297,148	96,555	200,593	203,876
Transmission and distribution	94,711,656	46,749,736	47,961,920	47,831,946
Office and computer equipment	730,853	375,375	355,478	367,513
Leasehold improvements	1,178,649	798,910	379,739	438,868
Computer software	1,137,415	812,592	324,823	534,898
Operational equipment	788,187	538,463	249,724	262,689
Transportation equipment	3,024,661	2,087,367	937,294	1,027,045
Land rights	517,173	132,545	384,628	400,358
	106,727,100	51,591,543	55,135,557	55,285,337

5. INCOME TAXES

(a) The components of future income tax balances are as follows:

	2014	2013
	\$	\$
Future income tax asset		
Tax basis of equipment in excess of carrying amount	2,993,000	2,956,000
Reserves deductible when paid	430,000	265,000
Cumulative eligible capital available for tax purposes	251,000	279,000
	3,674,000	3,500,000

NEWMARKET-TAY POWER DISTRIBUTION LTD.**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2014

5. INCOME TAXES, continued

(b) The provision for income taxes recorded in the financial statements differs from the amount which would be obtained by applying the statutory income tax rate of 26.5% (2013 - 26.5%) to the income for the years as follows:

	2014 \$	2013 \$
Income for the year before income taxes	4,076,000	4,529,000
Anticipated income tax	1,080,000	1,200,000
Tax effect of the following:		
Permanent expense differences	12,000	4,000
Impact of tax rate changes and other	(15,000)	6,000
Provision for income taxes	1,077,000	1,210,000

6. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2014 \$	2013 \$
Accounts payable - purchased power	6,811,291	5,382,672
Other trade accounts payable and accrued liabilities	2,843,268	3,378,398
Water and sewer billings payable (note 10)	1,941,311	1,792,634
Credits on customer accounts	1,365,229	1,270,166
Independent Electric System Operator	-	75,198
Ontario Power Authority program payable	102,166	174,928
	13,063,265	12,073,996

NEWMARKET-TAY POWER DISTRIBUTION LTD.**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2014

7. LONG-TERM DEBT

	2014 \$	2013 \$
Note payable, 5.48% - Town of Newmarket	22,000,000	22,000,000
Note payable, 5.48% - Township of Tay	1,742,821	1,742,821
Committed term facility, 3.07%, due December 31, 2015	1,000,000	1,000,000
	24,742,821	24,742,821
Less principal payments due within one year	1,000,000	-
Due beyond one year	23,742,821	24,742,821

The notes are unsecured and have no specific terms of repayment. Since the holders of the notes have confirmed they will not request repayment of this amount during the next fiscal year, these amounts have been classified as a non-current liability in the accompanying financial statements.

The committed term facility was drawn for the purpose of the purchase of smart meters. The Company is required to make monthly interest payments only with 100% of the remaining balance due December 31, 2015. At December 31, 2014, the Company was in compliance with all covenants. A general security agreement covering all assets of the Company and assignment of business/liability insurance has been pledged as security for the committed term facility.

NEWMARKET-TAY POWER DISTRIBUTION LTD.**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2014

8. EMPLOYEE FUTURE BENEFITS

The Company provides certain health, dental and life insurance benefits for retired employees pursuant to the Company's policy. The accrued benefit obligation and net periodic expense for the year were determined by actuarial valuation. The most recent valuation was performed for December 31, 2012.

The unamortized past service cost obligation resulting from the inclusion of the former Tay Hydro Electric Distribution Company Inc. employees in the plan, is being amortized over the remaining service life of those employees, being 11 years with 4 years remaining to be amortized.

Significant actuarial assumptions employed for the valuations are as follows: future general inflation level of 2.5%, discount rate of 3.9%, salary and wage level increases at 3.3% per annum. A 7.47% annual increase in the per capita cost for health benefits was used for 2014. This rate will decrease to 6.93% for 2015; 6.4% for 2016; 5.87% for 2017; 5.33 for 2018; 4.8% for 2019 and thereafter. A 6.5% annual rate of increase in the per capita cost of covered dental costs was used for 2014. This rate will decrease to 6.13% for 2015; 5.75% for 2016; 5.38% for 2017; 5.0% for 2018 and thereafter.

Information about the Company's defined benefit plan is as follows:

	2014 \$	2013 \$
Accrued benefit obligation, beginning of period	1,107,432	1,059,572
Current service cost	86,081	80,827
Amortization of past service costs	13,204	13,204
Benefits paid	(44,240)	(46,171)
	1,162,477	1,107,432
Unamortized past service cost	44,013	57,217
	1,206,490	1,164,649

NEWMARKET-TAY POWER DISTRIBUTION LTD.
NOTES TO THE FINANCIAL STATEMENTS
For the year ended December 31, 2014

9. **DEFERRAL ACCOUNTS**

	2014 \$	2013 \$
Deferral accounts approved for recovery	1,180,664	2,139,096
Recovered to date	(2,125,053)	(2,913,758)
Repayment - payment in lieu of taxes (i)	(109,936)	(755,086)
	(1,054,325)	(1,529,748)
Power purchased for resale (ii)	605,724	(581,759)
Smart meters (iii)	(384,670)	(381,848)
Change in useful life of property, plant and equipment (iv)	(4,593,346)	(3,120,305)
Retail settlements and other (ii)	271,377	254,976
	(4,100,915)	(3,828,936)
	(5,155,240)	(5,358,684)

(i) Pursuant to The Ontario Energy Board Decision on EB 2011-0184 the Company is returning an unintentional over collection of charges related to Payments in Lieu of Taxes. These charges were collected from 2002 to 2006. The repayment of \$109,936 (2013 - \$755,086) will continue through the 2015 fiscal year.

(ii) Power purchased for resale and retail settlement and other represent the difference between the amount paid by the Company to the Independent Electricity System Operator ("IESO") for the cost of energy and the amount billed by the Company to its customers as energy sales, and related carrying costs. These amounts are recorded on balance sheet until their disposition is decided by the Ontario Energy Board through a rate filing process.

(iii) Smart Meter variance account represents the estimated net payable value of smart meter monies advanced before these assets were transferred into the Rate Base of the Company in 2010. These monies will be refunded at the next Cost of Service filing.

(iv) In 2012, the Company adjusted the estimated useful life related to the amortization period for certain capital assets, based upon the Ontario Energy's Board regulatory accounting direction as contained in the revised 2012 Accounting Procedures Handbook for Electricity Distributors. As a result of OEB direction related to the settlement of these amounts, the Company has recorded a payable in the deferral account of \$4,593,346 (2013 - \$3,120,305) and a reduction in service revenue of \$1,473,041 in 2014 (2013 - \$1,357,336).

NEWMARKET-TAY POWER DISTRIBUTION LTD.**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2014

10. RELATED PARTY TRANSACTIONS AND ADVANCES FROM PARENT COMPANY

- (a) During the year, the Company entered into transactions with its majority parent, Newmarket Hydro Holdings Inc. (NHHI) and with The Town of Newmarket which is the sole shareholder of Newmarket Hydro Holdings Inc. Revenue charged during the year included energy, street light capital and street light maintenance charged at commercial rates to the Town of Newmarket.

Included in accounts payable (note 6) are water and sewer amounts collected which are due to the Town. These amounts are collected and remitted in accordance with a contract with URB Olameter and remitted on their behalf.

Included in long term debt (note 7) are notes payable to related parties.

- (b) Transactions

These transactions are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

	2014	2013
	\$	\$
Revenue		
Energy sales	3,596,417	2,995,243
Services - Street light capital	57,765	12,147
Services - Street light maintenance	267,809	267,809
	3,921,991	3,275,199
Expenses		
Interest	1,205,600	1,205,600
Rent and property tax	375,601	386,770
	1,581,201	1,592,370

- (c) The following amount is due from the Town of Newmarket and included in the financial statements:

	2014	2013
	\$	\$
Accounts receivable	380,484	333,155

NEWMARKET-TAY POWER DISTRIBUTION LTD.**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2014

10. RELATED PARTY TRANSACTIONS, continued

(d) The following amount is due to the parent company:

	2014	2013
	\$	\$
Newmarket Hydro Holdings Inc.	2,393,957	2,313,323

Advances from the parent company, Newmarket Hydro Holdings Inc. consist of promissory notes in the amount of \$2,153,000 (2013 - \$2,153,000) and are due March 16, 2016. The remainder of the balance consists of payments made on behalf of the parent company and have no specific terms of repayment. As the parent company has indicated that it is not their intention to request repayment of this amount during the next fiscal year, the amount has been classified as a non-current liability in the financial statements.

The balances are unsecured and bear interest at the OEB deemed debt rate of 5.48% for 2014 (2013 - 5.48%).

11. SHARE CAPITAL

Authorized

Unlimited number of common shares

Issued

	2014	2013
	\$	\$
10,000 common shares	27,140,206	27,140,206

NEWMARKET-TAY POWER DISTRIBUTION LTD.**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2014

12. CHANGE IN NON-CASH WORKING CAPITAL ITEMS

	2014	2013
	\$	\$
Increase in short-term investments	(40,136)	(10,032)
Increase in accounts receivable	(360,622)	(447,085)
Decrease (increase) in inventory	(492,738)	138,155
Decrease (increase) in prepaid expenses	(72,806)	19,615
Decrease (increase) in income taxes receivable	(550,312)	355,000
Increase in unbilled revenue	(1,944,436)	(1,294,497)
Increase in accounts payable and accrued liabilities	989,269	1,444,283
Increase (decrease) in deposits held	(338,153)	(120,910)
	(2,809,934)	84,529

13. SHORT TERM CREDIT FACILITIES

The Company has \$4,000,000 available in operating facilities from a major chartered bank. The facilities are 364 day revolving operating loan, bearing interest at prime plus 0.5%, to be repaid within one year from date of acquisition unless extended by the bank. A commitment fee of 0.125% per annum, payable quarterly applies to any unused portion of the facility. As at the balance sheet date, the Company has no balance outstanding (2013 - Nil) on this facility. The operating loan includes restrictive clauses with respect to repayment.

The Company has provided prudential support in the amount of \$2,765,940 to the Independent Electricity System Operator. The prudential support is secured by a letter of credit with a major chartered bank for \$2,765,940, contains restrictive clauses with respect to debt repayments and bears interest at 0.5% per annum.

The Company also has \$8,000,000 available in a committed reducing term facility from a major chartered bank. The purpose of this facility is for the Connection and Cost Recovery Agreement for Holland Transformer Station with Hydro One Networks as described in note 18. This facility bears interest as determined by the bank, in its sole discretion, for the term rate selected by the Company, and as set out in the rate and payment terms notice application to that fixed rate term loan. The one-time drawdown date of this facility is on or before September 30, 2015 and is to be repaid 5 years from the drawdown date. As at the balance sheet date, the Company has no balance outstanding on this facility.

A general security agreement covering all assets of the Company and assignment of business/liability insurance has been pledged as security for the operating facilities. At December 31, 2014, the Company was in compliance with all covenants.

NEWMARKET-TAY POWER DISTRIBUTION LTD.**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2014

14. PENSION AGREEMENT

The Company makes contributions to the Ontario Municipal Employees' Retirement Fund (O.M.E.R.S.), which is a multi-employer plan, on behalf of its employees. The plan is a defined benefit plan which specifies the amount of retirement benefits to be received by the employees based on the length of service and rates of pay.

The amount contributed to O.M.E.R.S. for the year ended was \$430,840 (2013 - \$438,733).

15. CAPITAL DISCLOSURES

The Company's primary objective when managing capital is to address the expectations as provided in the Shareholder Agreement between the Company's parent company, Newmarket Hydro Holdings Inc. and its shareholder, the Town of Newmarket. The expectation is that the Company will maintain a prudent financial structure in order to safeguard the Company's assets and to provide adequate returns for its shareholders and benefits to the stakeholders.

The Ontario Energy Board sets rates based on a deemed capital structure of 60% debt and 40% equity.

Changes to the Company's capital structure are constrained by existing covenants contained in the banking agreement. The Company must maintain a maximum debt to capitalization ratio of 0.60 to 1 and maintain a debt service coverage ratio of 1.2.

The Company's current capital structure is defined as follows:

	2014	2013
	\$	\$
Long term debt	24,742,821	24,742,821
Advances from parent company	2,393,957	2,313,323
Total debt	27,136,778	27,056,144
Share capital	27,140,206	27,140,206
Retained earnings	17,105,895	15,543,960
Capital	44,246,101	42,684,166
Debt-to-adjusted capital ratio	0.61	0.63

NEWMARKET-TAY POWER DISTRIBUTION LTD.
NOTES TO THE FINANCIAL STATEMENTS
For the year ended December 31, 2014

16. FINANCIAL INSTRUMENTS

Fair value

The carrying value of the accounts receivable and accounts payable and accrued liabilities approximate their fair value due to their short-term nature.

The short-term investments are carried at fair value, with changes in value recognized in income in the year.

The fair value of the advances from parent company detailed in note 10 are less than carrying value, as the amounts have no terms of repayment, the fair value cannot be calculated with any degree of certainty.

The carrying value of long-term debt approximates the fair value as the interest rates are consistent with the current rates offered to the Company for debt with similar terms.

Interest rate risk

The Company manages exposure to interest rate risk through a combination of fixed and floating rate borrowings. Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Company is exposed to interest rate cash flow risk to the extent that the floating rate credit facility bears interest at a floating rate. The Company is also exposed to interest rate price risk to the extent that loans bear interest at fixed rates (note 7 and 10).

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Company is exposed to credit risk from customers. However, the Company has a significant number of customers which minimizes the concentration of credit risk. An allowance for collection of doubtful accounts in the amount of \$215,429 (2013 - \$214,867) has been recorded.

Market risk

The securities held as short term investments exposes the Company to market risk due to the potential for changes in market prices.

Liquidity risk

The Company does have a liquidity risk in the accounts payable and accrued liabilities of \$13,063,265 (2013 - \$12,073,996). Liquidity risk is the risk that the Company cannot repay its obligations when they become due to its creditors. The Company reduces its exposure to liquidity risk by ensuring that it documents when authorized payments become due; maintains an adequate line of credit to repay trade creditors and repays long term debt interest and principal as they become due. In the opinion of management the liquidity risk exposure to the Company is low and is not material.

NEWMARKET-TAY POWER DISTRIBUTION LTD.**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended December 31, 2014

17. COMMITMENT

The company has an operating lease agreement with the Town of Newmarket, expiring December 31, 2017 for the rental of the building. Minimum lease payments over the term of the lease are as follows;

	\$
2015	275,000
2016	275,000
2017	275,000
	<u>825,000</u>

18. CONTINGENT LIABILITIES

(a) In the normal course of business, the Company enters into agreements that meet the definition of a guarantee. The guarantees include indemnities under lease agreements, purchase and sale agreements, confidentiality agreements, outsourcing, service and information agreements. The nature of these indemnification agreements prevents the Company from making a reasonable estimate of the maximum exposure due to the difficulties in assessing the amount of liability related to the likelihood and predictability of future events. Historically, the Company has not made any significant payments under similar indemnification agreements and therefore no amount has been accrued in the balance sheet with respect to these agreements.

(b) Indemnity has been provided to all directors and/or officers of the Company for various items including, but not limited to, all costs to settle suits or actions due to association with the Company, subject to certain restrictions. The Company has purchased directors' and officers' liability insurance to mitigate the cost of any potential suits or actions. The amount of any potential future liability which exceeds the amount of insurance coverage cannot reasonably be determined.

(c) The Company participates with other municipal utilities in Ontario in an agreement to exchange reciprocal contracts of indemnity through the Municipal Electric Association Reciprocal Insurance Exchange. Under this agreement, the Company is contingently liable for additional assessments to the extent that premiums collected are not sufficient to cover actual losses, claims and costs experienced.

(d) The Company is currently assessing the Connection and Cost Recovery Agreement for Holland Transformer Station with Hydro One Networks. Under this agreement, there are potential capital contributions towards the Holland Transformer Station at year five (2014) and year ten (2019) of the agreement based upon actual load on the station. The Company at this time cannot reasonably estimate the amount of any capital contributions that may be required and as a result, no contributions have been made or liability accrued.

NEWMARKET-TAY POWER DISTRIBUTION LTD.**NOTES TO THE FINANCIAL STATEMENTS****For the year ended December 31, 2014**

19. COMPARATIVE FIGURES

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year. The changes do not affect prior year earnings.

Original Document

June __, 2015

Moved by: _____

Seconded by: _____

RESOLUTION R -

WHEREAS the Town of Newmarket established Newmarket Hydro Holdings Inc. (the "Corporation") as a holding company by Resolution R5-2000;

AND WHEREAS the Town of Newmarket is the sole shareholder of the Corporation;

THEREFORE BE IT RESOLVED by the Municipal Council of the Corporation of the Town of Newmarket as follows:

1. **THAT** the financial statements of the Corporation for the financial year ended December 31, 2014 together with the report of the Corporation's auditors, Collins Barrow, thereon dated April 29, 2015 are approved and adopted.
2. **THAT** Collins Barrow, Chartered Accountants, be appointed auditors of the Corporation to hold office until the next annual meeting of shareholders at such remuneration as may be fixed by the directors and the directors are authorized to fix such remuneration.
3. **THAT** R.N Shelton is the elected director of the Corporation to hold office until the next annual meeting of shareholders or until his successor is elected or appointed.
4. **AND THAT** all acts, contracts, bylaws, proceedings, appointments elections and payments, enacted, made, done and taken by the director and officers of the Corporation to December 31, 2014, as the same are set out or referred to in the resolutions of the director or in the financial statements of the Corporation, are approved, sanctioned and confirmed.

Tony Van Bynen, Mayor



RECREATION PLAYBOOK



Newmarket



RECREATION PLAYBOOK

Town of Newmarket
Recreation Master Plan
2015 - 2025

Shape the way you play!



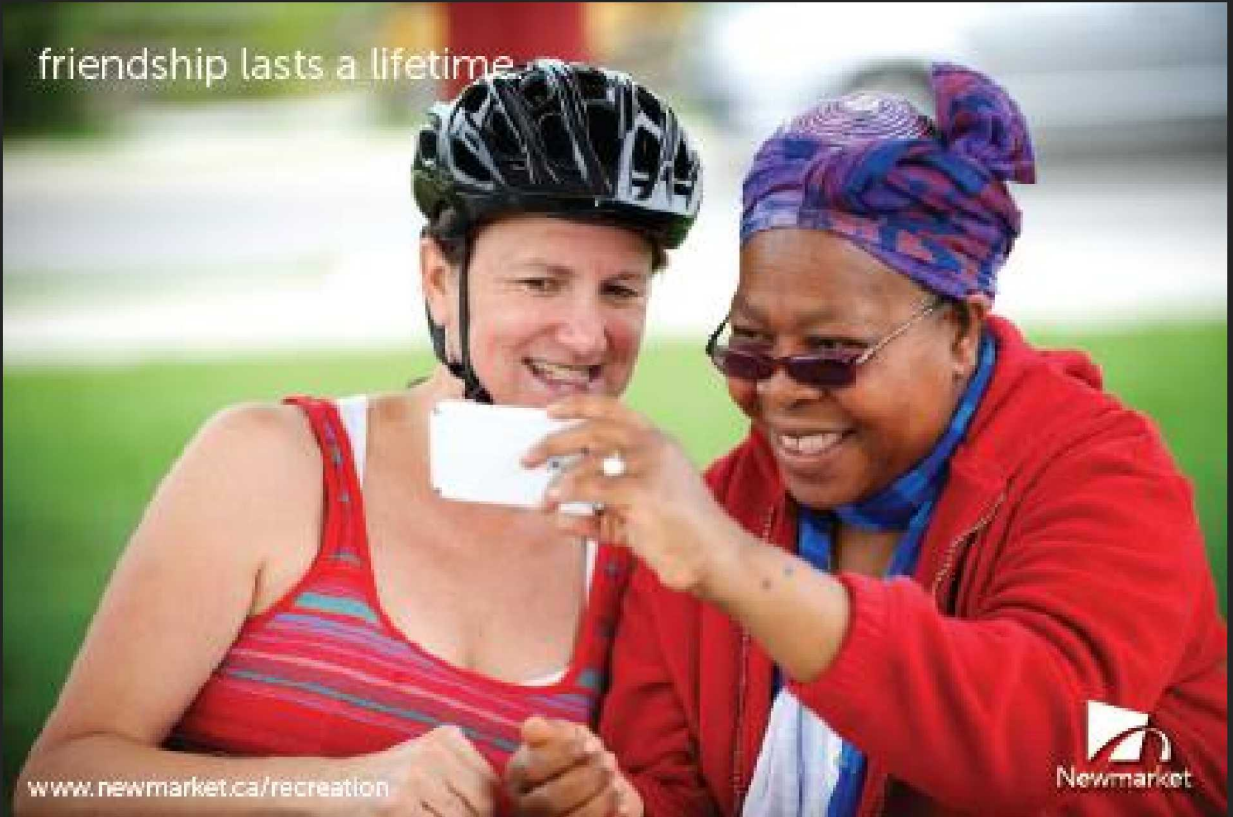




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friendship lasts a lifetime

www.newmarket.ca/recreation





A Renewed Definition of Recreation

Recreation is the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community well being.

A Vision for Recreation

We envision a community in which everyone is engaged in meaningful, accessible recreation experiences that foster:

- Individual wellbeing
- Community wellbeing
- The wellbeing of our natural and built environments

*A Framework for Recreation in Canada 2015
Pathways to Wellbeing*





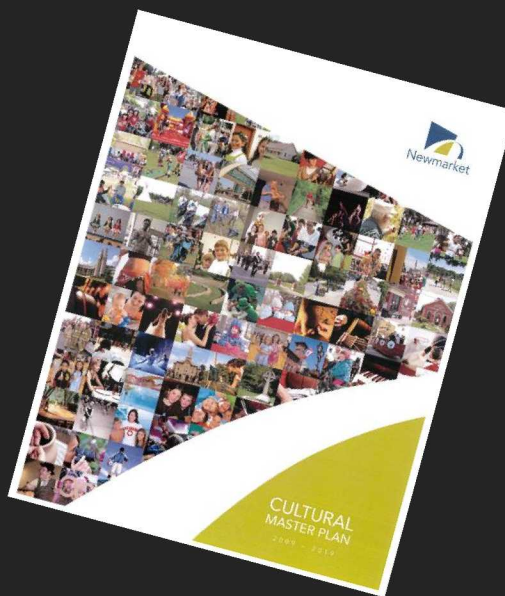
Introduction

The Recreation Playbook provides overall direction and guidance for the Town of Newmarket in its delivery of recreation services over the next 10 years. The Recreation Playbook balances the needs and concerns of the community with the realities of implementation – the outcome of which is a framework that provides a foundation for:

- Service excellence
- Strategic and operational decision-making
- Communications and engagement
- Support and capacity-building
- Partnership development
- Resource allocations

The basis of recommendations and overall creation of the Recreation Playbook involved extensive community engagement and consultation, research and analysis of socio-demographic trends, leisure trends, as well as service and facility benchmarking.

In 2009, the Town of Newmarket Council approved a first ever Cultural Master Plan. The Cultural Master Plan serves to define “Culture” and to establish strategic direction for the Town’s provision of Culture through 2018. The Recreation Playbook serves as the companion plan to the Cultural Master Plan – the recommendations and deliverables identified within the Recreation Playbook will compliment and support the recommendations and deliverables identified within the Cultural Master Plan.





The sky is the limit.

www.newmarket.ca/recreation





Planning Process

Development of the Recreation Playbook was an inclusive, staff lead process aimed at igniting and engaging the community. The engagement strategy included:

- Online survey
- Digital awareness campaign directing to on-line survey
- Focus groups at all Newmarket high schools
- Focus groups with program participants
- Focused public information sessions with older adults at Newmarket Seniors' Meeting Place; with youth at Newmarket Youth Recreation Centre & Sk8 Park; all sport user groups
- General public information session
- Events street team with presence at Winterfest, Home Show, Farmer's Market, July 1st Kanata Day, Discovery Nights, Moonlight Movies, Music in the Park and New Barket
- Community Stakeholder Interviews
- Citizen's Jury on Pricing Philosophy

Moneith/Brown Planning Consultants were also engaged to conduct a Recreation Facility Comparison and Gap Study. The purpose was to consolidate a listing of recreational facilities currently provided in Newmarket, and provide a comparison with what is offered in similar sized municipalities. It was intended to provide guidance with respect to what recreation facilities are required over the next 10 years. The scope of facilities examined included:

- Arenas, indoor aquatic centres and gymnasiums
- Age-specific facilities such as youth and older adult spaces and facilities
- Sports fields
- Parks and open spaces
- Hard surface courts such as tennis and basketball
- Splash pads and playgrounds

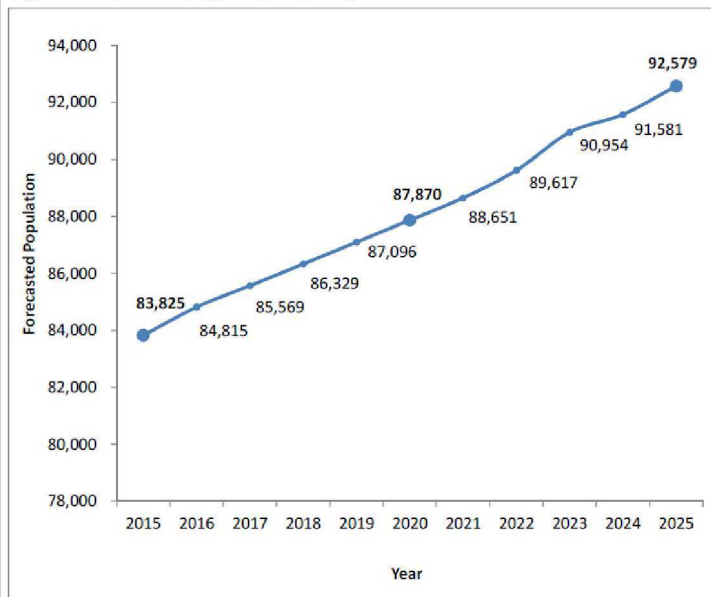


A Profile of Newmarket



The Town of Newmarket is a growing urban area. New pressures are being placed on the local recreation system as a result of Newmarket's growing and increasingly diverse population. To maintain consistency with other long-range planning frameworks, the Recreation Playbook utilizes population forecasts contained in the Town of Newmarket's 2014 Development Charges Study as the basis for its assessments.

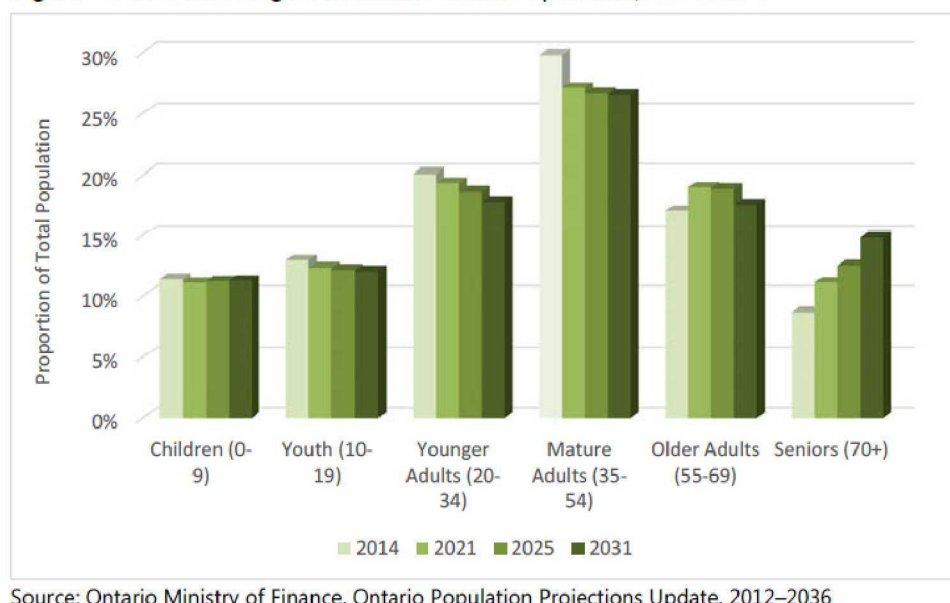
Figure 1: Forecasted Population Growth, 2015-2025



Source: Town of Newmarket Development Charges Background Study, 2014

As is demonstrated in the adjacent chart, it is anticipated that the Town of Newmarket will grow by approximately 9,000 residents over the 10 years served in this plan. The chart below highlights the change in age cohorts – the population in Newmarket, like most of Canada will become older as baby boomers enter older adult stages.

Figure 2: Forecasted Age Distribution of the Population, 2014-2031



Source: Ontario Ministry of Finance, Ontario Population Projections Update, 2012-2036





#EndlessAdventure



www.newmarket.ca/recreation

Newmarket





Achieving the Vision

In 2015, a collaborative effort between the provincial and territorial governments, Canadian Parks and Recreation Association, and the Provincial Parks and Recreation Associations developed a paper entitled “A Framework for Recreation in Canada 2015: Pathways to Wellbeing.” Within the context of the paper, a collective vision of recreation was adopted:

We envision a Canada in which everyone is engaged in meaningful, accessible recreation experiences that foster:

- *Individual wellbeing*
- *Community wellbeing*
- *The wellbeing of our natural and built environments*

In developing the Recreation Playbook with this vision at the forefront, three key themes emerged through the community engagement, research and consultation. Recommendations are categorized based on the themes:

Theme 1: Service Delivery & Community Engagement

Theme 2: Facility Improvement and Development

Theme 3: Pricing Philosophy and Affordable Access

Through careful consideration of the themes and corresponding recommendations in the Town of Newmarket’s planning and budgeting processes over the next 10 years, the Recreation & Culture Department will become a municipal leader in turning this Canadian vision of recreation into a reality for the residents of Newmarket.





Service Delivery & Community Engagement

Participation in recreation is essential to building healthy individuals and healthy communities. More than any other service, recreation has the ability to reach all citizens, to bring people together and to engage the community. Recreation services are a catalyst for residents to love their community.

The Town of Newmarket's Recreation & Culture Department strives to provide or facilitate high quality, affordable opportunities for the community to "play". This requires the creation and implementation of excellent programs and services, development of community and volunteer capacity, active engagement with residents of all demographics and development of key strategic partnerships.

The following recommendations focus on how the Recreation & Culture Department will address service delivery and community engagement over the next 10 years:

Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
1	Prioritize community engagement through evaluation of staffing and departmental structure to ensure that support is available for activating community involvement in the delivery of leisure services - ensuring that both a community facilitation and direct service delivery approach are supported.	*										N	N





Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
2	Develop a Partnership Strategy that addresses the need for a common approach to partnership attraction, relationship management, retention and evaluation, ensuring the Town is leveraging existing partnerships and developing innovative new partnerships for more efficient and innovative service delivery.	*	*									N	N
3	Develop a formal Community Volunteer Management Program including identification of volunteer opportunities, skillset requirements, training and management program and establishment of staff resources required to manage the program.		*									Y	N
4	The Recreation & Culture Department will act as an "information broker" and share its knowledge and expertise with the community to aid in capacity building and connection with other likeminded individuals and organizations. This will be accomplished through administration of technological solutions ,as well as strong relationship building.	*	*	*								Y	Y



Service Delivery & Community Engagement

Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
5	Require all organizations receiving funding from the Town of Newmarket through grants and subsidy programs for the delivery of recreation services to fully comply with all Town standards in the area of accessibility.	*	*									N	N
6	Develop an on-line training portal that will ensure staff are provided with consistent messaging around organizational policies and expectations as well as brand ambassador awareness.	*	*									Y	N
7	Establish service delivery standards in all functions of service delivery that can then be clearly articulated and posted to ensure transparency, accountability and ensure public are informed.				*	*						N	N
8	Develop a Youth Strategy to ensure that youth engagement, empowerment, and the resulting benefits to youth and the community continue to be a priority, including the provision of dedicated space and provision of satellite programming outside of designated space.		*	*								Y	Y



Service Delivery & Community Engagement

Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
9	Ensure that departmental and organizational policies around staff use of technology facilitate communication, interaction and engagement with key stakeholders.	*	*				*				*	N	N
10	In neighbourhoods where the provision of gathering places and programming space at Town-owned sites is not achievable, stronger partnerships with local school boards, not-for-profit agencies and private businesses should be fostered and nurtured through development of formal access agreements.	*	*	*					*			Y	Y
11	Create and develop program and event models annually, that can be utilized by community groups and organizations in the delivery of new and innovative services that the Town currently does not have the resources to provide fully. (i.e. development of a street sport festival that could be run by the residents with facilitation by Town Staff)	*	*	*	*	*	*	*	*	*	*	N	N



Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
12	Develop an Older Adults Strategy that explores service demands from very distinct age cohorts (ages 55-65, 66-80, over 80) to ensure that unique space requirements and needs are addressed through provision of a centralized facility and programmed multipurpose space outside of the centralized facility.		*	*					*	*		Y	Y
13	Work as a coordinating agency in bringing community partners together (Southlake Hospital, Public Health, Private Sector) in the development of a Community Physical Activity Plan that promotes physical activity, healthy eating and healthy sleeping for all residents in a prevention based approach.					*	*					Y	Y
14	The CLASS Registration and Facility booking software will no longer be serviced after 2017. When exploring new registration software, focus on a solution that optimizes online capabilities and creates a web experience consistent with the overall brand.	*	*	*								Y	Y
15	Develop a formal public consultation program when considering annual capital replacement projects that gives residents opportunity to provide input. (i.e. playground replacement program)		*									N	N



Service Delivery & Community Engagement

Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
16	Develop a "Living Community Centre" at a Community Park in each quadrant (one quadrant focus per year) – this will include introduction of programming, improved 'animation' of parks through community gathering, involvement and engagement.		*	*	*	*						N	N
17	Develop a "Sport Vision and Strategy" to establish goals and initiatives aimed at enhancing local sport participation while balancing requests for increased sport tourism opportunity.				*							Y	Y
18	Through use of Results Based Accountability Framework, establish key performance indicators in the areas of staffing, expense control and revenue generation that are actively monitored and utilized in all planning processes.	*	*	*	*	*	*	*	*	*	*	Y	N

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Facility Improvement & Development

Recreation facilities and parks play an important role in delivering opportunities for physical activity and social interaction. The Town of Newmarket has a long history of supporting recreation and sport through the provision of quality facilities.

Recreational infrastructure also contributes to urban design objectives, as exemplified by the Newmarket Riverwalk Commons. Quality infrastructure can generate economic spending throughout the community, particular in the context of sport tourism.

The following recommendations focus on how Town of Newmarket Recreation & Culture Department and Public Works Services will address facility improvement and development over the next 10 years:

Action		*Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
19	Maintain an ice supply of seven ice pads over the next 10 years. As Hollingsworth Arena is approaching the end of its lifecycle, preferred implementation would involve decommissioning of that facility and development of a new ice surface in partnership with an appropriate community partner or with addition of a third pad at Ray Twinney Recreation Complex.	*	*	*	*	*	*	*	*	*	*	Y	Y





Action		*Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
20	Explore how to redevelop the lawn bowling facility in Lion's Park to continue offering lawn bowling while accommodating other recreational opportunities.		*	*								Y	Y
21	Consider development of an additional artificial outdoor ice rink in conjunction with other civic uses – particularly at a location with trained staff already accessible. (ie. Ray Twinney Complex)			*	*							Y	Y
22	Continue with existing natural outdoor ice rink program at pilot sites . Add additional sites in unserved quadrants providing community volunteers step forward.	*	*									Y	N
23	Continue to operate a supply of two municipally-run indoor aquatic facilities and one municipally-run outdoor pool over the next 10 years.	*	*	*	*	*	*	*	*	*	*	N	N



Facility Improvement & Development

Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
24	Work with local school boards to explore expansion of the shared use school agreements to gain access to gymnasium space, particularly in the northwest quadrant.		*									Y	N
25	Explore investment into a new gymnasium based on maintaining control over scheduling, Ray Twinney Recreation Complex is the ideal location as part of an expansion and overall redevelopment of that facility .						*	*				Y	Y
26	Explore development of an equipment - based, membership -oriented fitness facility to be run municipally or in a partnership facility at Magna Centre. Identify consider expanding the service to Ray Twinney Complex dependent upon development an approved operating model.		*	*					*	*		Y	Y
27	Develop a sense of community stewardship of parks through creation of park-user feedback and programming groups, enhanced implementation of adopt-a-park programs, increased community involvement in parks.		*		*		*		*		*	N	N

X
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Facility Improvement & Development

Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
28	Continue to focus the delivery of youth-oriented programming through the Newmarket Recreation Youth Centre and Sk8 Park while broadening outreach programming out of existing facilities.											N	N
29	Continue to focus core programming of older adults through a centralized facility dedicated to older adults. All other facilities should incorporate older adult programming where space permits. As community evolves and the Newmarket Seniors Meeting Place ages, explore potential of development of a new dedicated older adult facility.									*	*	Y	Y
30	The existing inventory of natural turf plus one additional artificial turf rectangular fields is expected to meet needs of the community over the next 10 years. Development of an artificial turf field in partnership with the school board will improve service delivery in the shoulder seasons for all outdoor sports.	*	*									Y	Y

Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
31	The existing supply of ball diamonds is anticipated to meet needs over the next 10 years. A master plan of the Fairgrounds and old Operations Centre should be done upon relocation of Central York Fire Services.								*			Y	Y
32	Conduct a tri-annual review of potential park development opportunities to ensure that Town is positioned to respond to emerging trends. (ie. Bike Park, Mountain Bike Park, Cricket Pitches)		*			*			*			N	N
33	Integrate two tennis courts within an existing or future neighbourhood park, preferably located in an area that is not reasonably served by an existing tennis court.							*				Y	Y
34	When exploring potential development of the Community Centre Lands where Newmarket Tennis Club is currently located, consider movement of the tennis facility to a location where up to 10 or more courts could be constructed with capacity of a private provider to bubble the courts during the winter months.		*	*	*	*			*	*		Y	Y

Facility Improvement & Development

Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
35	Develop at least two outdoor pickleball courts at an existing or future park that is located near an older adult residential area.			*	*							Y	Y
36	Explore the potential to construct outdoor basketball courts within George Richardson Park and Drew Doak Park. Ensure that new residential developments are adequately served by a basketball court within a reasonable walking distance.												
37	Integrate two beginner level "skate zones" or "micro" skateboard parks into appropriate neighbourhood serving parks at opposite sides of Town, as the existing indoor skateboard park is expected to meet intermediate to advanced needs over the long term.				*		*						
38	Provide a minimum of one spray pad in each quadrant of the Town. The size, scale and thematic design of each spray pad should be considered in relation to its desired neighbourhood catchment area.		*		*		*		*			Y	Y



Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
39	Provide a minimum of one fully accessible playground where children of all abilities can be fully integrated in all aspects of play, per quadrant. Through playground replacement and renewal programs the Town should strive to integrate barrier-free components into other playgrounds			*		*		*		*		N	Y
40	Include fully-accessible equipment in design when redeveloping Quaker Park. Develop a historical reference board acknowledging the history of Quaker Park as one of Canada's first accessible playgrounds.				*							N	Y
41	Begin planning for the provision of community recreation services to serve the corridors affected by intensification through exploration of new operating models and development of key strategic partnerships.							*	*	*	*	Y	Y
42	Identify and evaluate public-private partnership opportunities that improve the availability of emerging sport facilities in Newmarket, in consultation and coordination with potential community providers (ie. Table tennis)						*					N	Y







Pricing Philosophy & Affordable Access

Recreation facilities and parks play an important role in delivering opportunities for physical activity and social interaction. The Town of Newmarket has a long history of supporting recreation and sport through provision of quality facilities.

Recreational infrastructure also contributes to urban design objectives, as exemplified by the Newmarket Riverwalk Commons. Quality infrastructure can generate economic spending throughout the community, particular in the context of sport tourism.

The following recommendations focus on how the Recreation & Culture Department will address facility improvement and development over the next 10 years:

Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
43	Adopt a philosophy in which the Recreation & Culture Department offers a range of services at a range of cost recovery ratios, including services which may generate a net profit. Services that generate a net profit will facilitate greater ability to offer services that run at a net loss but provide significant good to the community.		*									Y	N



Pricing Philosophy & Affordable Access

Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
44	Fully develop and promote the CARE Fund (Creating Accessible Recreation for Everyone). This fund will be accessed by individuals who qualify through a means testing process to receive financial assistance for programs and services offered by the Town of Newmarket. Once program is fully developed, incorporate an annual contribution of 1% of total revenues invested back into the fund to further enhance community participation.			*	*							Y	Y
45	Develop a pricing decision making template that allows programs and services to be priced on their merits rather than age range being served. Programs that benefit only the individual will achieve a greater cost recovery while those that benefit the community as a whole will achieve less cost recovery.		*									Y	N
46	Develop a formal Special Events Strategy that incorporates a series of free Community Events annually, as well as revenue generating events run by the Town. The strategy will also develop a framework for partnering with other providers to deliver events, including permitting processes.		*	*								Y	Y



Action		Timeframe										Financial Implications	
No.	Task	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Ops	Cap
47	For user groups that have to draw in a regional audience in order to have sufficient participation to operate (ie. Girls hockey) waive residency requirements.		*									Y	N
48	Conduct a comprehensive review of minor sport user fees including benchmarking fees, identification of areas where volume increase is possible and explore implications of fee reductions.		*									Y	N
49	Explore possibility of offering tiered pricing based on the types of services needed in facility permits and special events.						*					Y	N
50	Conduct a bi-annual "Citizen's Jury" process to identify services where prices appear to be problematic and to gather a sense of community value for specific services offered by the Recreation & Culture Department.			*		*		*		*		N	N







Summary

The Recreation Playbook provides overall direction and guidance for the Town of Newmarket in its delivery of recreation services over the next 10 years.

Recommendations contained within the Recreation Playbook are to be considered in context with overall planning and budgeting processes within the Town of Newmarket.

The basis of recommendations and overall creation of the Recreation Playbook involved extensive community engagement and consultation, research and analysis of socio-demographic trends, leisure trends, as well as service and facility benchmarking.

The Recreation Playbook is a summary of this work carried out over the previous 18 months including the following background documents, available to the public:

- Recreation Facility / Field Assets Comparison and Gap Study
- Playbook Survey Report
- Environics Analytics Executive Trade Area Report – Demographic Analysis
- A Rationale for the Delivery of Municipal Leisure Services
- A Framework for Recreation in Canada 2015: Pathways to Wellbeing
- Citizen's Jury Information Report

The Recreation Playbook was a collaborative effort in which the community of Newmarket truly engaged to "Shape the Way you Play!"





Bringing families closer together.



www.newmarket.ca/recreation



Acknowledgements



Town of Newmarket Council

Tony Van Bynen, Mayor
 John Taylor, Regional Councillor
 Tom Vegh, Councillor, Ward 1
 Dave Kerwin, Councillor, Ward 2
 Jane Twinney, Councillor, Ward 3
 Tom Hempen, Councillor, Ward 4
 Joe Sponga, Councillor, Ward 5
 Kelly Broome-Plumley, Councillor, Ward 6
 Christina Bisanz, Councillor, Ward 7

Senior Leadership Team

Bob Shelton, CAO
 Ian McDougall, Commissioner Community Services
 Anita Moore, Commissioner Corporate Services
 Peter Noehammer, Commissioner Development & Infrastructure Services

Cross Departmental Contributions

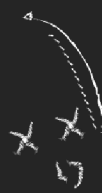
Chris Kalimootoo, Director Public Works
 Mark Agnoletto, Senior Manager Public Works
 Gail Akins, Acting Manager Parks & Property Services
 Harry Vanwensem, Manager Facilities
 Bonnie Munslow, Manager Customer Services
 Mike Mayes, Director Financial Services
 Wanda Bennett, Director Corporate Communications
 Cindy Wackett, Corporate Project Consultant

Project Consultants

Monteith /Brown Planning Consultants
 PERC Consulting
 Environics Analytics

Project Team

Development of the Recreation Playbook was lead by the Recreation & Culture Department and involved all full time staff:
 Colin Service, Director Recreation & Culture
 Kristi Carlen, Manager Recreation
 Becky Bell, Manager Culture
 Yvonne Dixon, Facility Clerk
 Stephanie Dyriw, Supervisor Marketing & Sponsorship
 Dave Sheridan, Acting Supervisor Programs
 Linda Van Ry, Supervisor Programs
 Rob Wilson, Acting Supervisor Booking & Aquatics
 Lindsay Burwash, Programmer Culture
 Sarah Ernst, Programmer Aquatics
 Megan Ewing, Admin Coordinator
 Martha Garcia, Business Support Coordinator
 Kelly Girard, Admin Coordinator
 Meaghan Graham, Programmer Camps
 Tina Good, Seniors Clerk
 Darlene Horner, Programmer Aquatics
 Rick Koury, Theatre Coordinator
 Christina Lee, Administrative Assistant
 Jaclyn Lotto, Programmer Facility Bookings
 Janis Luttrell, Programmer Culture
 Jason Malone, Programmer Youth
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 Eddie McLaughlin, Graphic Designer
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 Rhonda Pogue, Programmer Special Events
 Robbie Ruuskanen, Admin Coordinator
 Beth Sinyard, Museum Curator
 Deanna Smith, Programmer Special Events
 Nadine Steenhoek, Admin Coordinator
 Christian Stipetic, Admin Coordinator
 Gail Tarrant-Boddy, Facility Clerk
 Breanna Visser, Admin Coordinator
 Kathleen Willins, Programmer Seniors





Newmarket

TOWN OF NEWMARKET
395 Mulock Drive
P.O. Box 328, STN Main
Newmarket, ON
L3Y 4X7
(905) 895-5193
www.newmarket.ca

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INFORMATION REPORT
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May 27, 2015

**CORPORATE SERVICES INFORMATION REPORT –
 2015-04**

TO: Mayor Van Bynen and Members of Council
SUBJECT: Councillor's Expense Account – follow up report
ORIGIN: Commissioner, Corporate Services

In accordance with the Procedure By-law, any Member of Council may make a request to the Town Clerk that this Information Report be placed on an upcoming Committee of the Whole agenda for discussion.

COMMENTS

This report is being circulated as a follow up to Joint CAO/Corporate Services Information Report – Financial Services 2015-21 (the Report). The Report outlined certain policies and their recourse options with respect to a former Councillor's expense account use.

As Members of Council are aware the current Council Code of Conduct (the Code) is under significant review. As part of the review, Council on March 2, 2015 adopted an interim process for Code complaints. The process as outlined in CAO Report 2015-02 is as follows:

1. Complainant files complaint and appropriate documentation with the Town Clerk in a sealed envelope marked "Confidential" addressed to the Integrity Commissioner.
2. The complaint is reviewed/screened by the IC to establish that it is a reasonable basis for a Code violation and that it is not frivolous, vexatious or has already been resolved. Further the complaint must be within the IC's jurisdiction and that the alleged violation has taken place within six months of the filing of the complaint.
3. If after the review, the IC dismisses the complaint as not having merit or that an investigation is not required, the complainant and Member are notified with no further action being required.

-
4. If the IC conducts an investigation, the matter will proceed and the IC will provide the investigation report to the complainant and the Member and the Town Clerk for inclusion on an upcoming Committee of the Whole agenda.

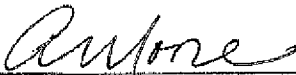
It should have been noted in the Report for greater clarity that while nothing in this interim process would prohibit a Code complaint being filed, it would be adjudicated by the Integrity Commissioner based on the current Code and the interim complaint process. In the case of the former Councillor's expense account use, the matter outlined in the Report would have to have taken place within six months of the filing of the complaint as per Item 2 set out above and based on a review of the records, it would appear that the matter is outside of that timeframe.

CONTACT

For more information on this report, contact the undersigned.



Andrew Brouwer
Director, Legislative Services
abrouwer@newmarket.ca
ext. 2211



Anita Moore
Commissioner, Corporate Services
amoore@newmarket.ca
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May 26, 2015

JOINT CAO/CORPORATE SERVICES INFORMATION REPORT – FINANCIAL SERVICES 2015-21

TO: Mayor Van Bynen and Members of Council

SUBJECT: Councillor's Expense Account

ORIGIN: Director, Financial Services/Treasurer

In accordance with the Procedure By-law, any Member of Council may make a request to the Town Clerk that this Information Report be placed on an upcoming Committee of the Whole agenda for discussion.

COMMENTS

Council at its meeting of March 30th, 2015, adopted the following motion:

THAT staff prepare an Information Report advising whether former Councillor Maddie Di Muccio's use of her expense account for obtaining personal legal advice and for payment of advertisements while seeking the provincial nomination are permitted by Town policy.

This report will outline Town policies that may be applicable to Council's request and provide the method available for an investigation of the matter should Council wish to do so.

ELECTED OFFICIALS EXPENSE POLICY

Background

Council approved the Policy to come into effect on January 1, 2014. There are two components to this policy – the guidelines and the policy itself.

The guidelines are very detailed but the Policy makes it clear that they are just guidelines:

These guidelines are not mandatory – Elected Officials need to be mindful of the public's expectations.¹

¹ Elected Officials Expense Policy, page 2, definition of Discretionary expenses



The Policy further states that elected officials are responsible for their expenses:

The responsibility for determining the appropriateness of discretionary expenses rests with the individual Elected Official and not with staff. The Elected Official is accountable to the public.²

For this reason, the Town went to more extensive reporting of Council expenses. The Policy does not give staff authority to approve expenses:

the sign off by the CAO or Treasurer is only for completeness and appropriateness of backup (account coding, etc.) and is not an approval of the expense.³

That authority resides with the individual Council member:

The decision to approve a discretionary expense covered by this policy ultimately rests with each individual Elected Official.⁴

This aligns with the Guiding Principles for the Policy:

Elected Officials are the stewards of Town resources and are ultimately accountable to the public and their constituents for the type and level of expenses they incur.⁵

This theme builds upon the past practice that Members of Council are responsible for their expenses. A memorandum from the CAO on April 12, 2007 to Members of Council, was followed up with an email on September 10, 2008 which stated the guiding principle that expenses are at the discretion of Members of Council and that they are responsible for responding to inquiries on these expenses.

That said, staff can deny paying or reimbursing an expense if it meets the definition of being an Ineligible Expense. The items that are considered ineligible are:

- items for personal use
- expenses unrelated to Newmarket business
- individual donations that do not support community group efforts in the Town
- expenses incurred by a third party, for example: expenses paid or requested by a group or individual other than an Elected Official
- events for a for-profit organization
- alcohol expenses except when incurred while acting as a representative of the Town as agreed to by Council

² Elected Officials Expense Policy, page 2, Definitions, Discretionary expenses

³ Elected Officials Expense Policy, page 3, Processing

⁴ Elected Officials Expense Policy, page 4, Expense Accountability

⁵ Elected Officials Expense Policy, Appendix A, Accountability

- any expense for office supplies, furniture, or equipment (including computer and technology related equipment) that does not make use of the Town of Newmarket's approved vendors
- transportation costs between home and work location (395 Mulock Drive)
- election-related expenses
- expenses for ward/constituency events, publications or personalized stationery and business cards after June 30 of an election year
- accumulated expenses exceeding the Elected Official's annual budget allocation

Interpretation and general application

This expense as was presented to staff appeared to be within the policy guidelines. As has been outlined earlier in the report and as set out by the policy, the responsibility for determining appropriateness for the use of discretionary funds rests with the elected official. In keeping with that policy direction, these expenses are taken at face value, as presented by the councillor and unless a clear violation is noted no further review is conducted. This practice is consistently applied.

USE OF CORPORATE RESOURCES & ELECTION CAMPAIGN ACTIVITIES POLICY

Background

Council approved the "Use of Corporate Resources and Election Campaign Activities Policy" in December, 2005 (and was amended in March, 2006).

The Policy is intended to restrict the use of corporate resources (including facilities, equipment, supplies, services, staff or other resources) for municipal election campaign or election campaign activities by candidates, Members of Council and Town staff.

Interpretation and general application

The Policy specifies that it covers "Members of Council, Municipal Election Candidates and All Employees" and the Policy's purpose "is to clarify that all election candidates, including Members of Town Council, are required to follow the provisions of the *Municipal Elections Act, 1996*. It also clarifies procedures for all Town employees to maintain the highest standards of ethical conduct throughout the election campaign period, generally recognized as beginning with the municipal election candidates registration date, being January 1 through Voting Day in a municipal election year". It appears the Policy is intended in scope and purpose to apply to municipal election activities and not those of provincial or federal elections or activities related to political party nomination or election activities.

The Policy also states that "Nothing in this Policy shall preclude a Member of Council from performing his/her job as Mayor, Regional Councillor or Councillor, nor inhibit him/her from

representing the interests of the constituents representing them". The Policy does not define the role of Members of Council, so presumably the *Municipal Act, 2001* definition of the role of Council (as well as other legislation and the Town's By-laws) is what is referred to in this context, in addition to what the individual Member feels their role entails.

The Policy is primarily self-governing and interpretive in nature and where a perceived breach of the Policy is brought to staff's attention during the municipal election, the Director of Legislative Services/Town Clerk would follow up and provide advice or guidance and respond to the complainant. While the Policy does not include specific enforcement or recourse measures for candidates, Members of Council or staff, it does cross reference both the Council Code of Conduct (the Code) and the Employee Code of Conduct. This Policy is mentioned specifically in the Code which does include recourse methods.

Staff were not approached in reference to the advertisements referred to in the motion at the time they were published. If the advertisements related to a provincial nomination, the letter of the Policy would appear not to preclude this. Certainly, it should be noted though that the original intent of the Use of Corporate Resources and Election Campaign Activities Policy was for it to apply to municipal elections. The Policy will be reviewed and recommendations will be brought forward prior to the next regular municipal election.

COUNCIL CODE OF CONDUCT

Background

In April 2007, Council enacted By-law 2007-42 which authorized the approval of a policy to govern the conduct of Members of Newmarket Council. This policy, referred to as the Council Code of Conduct (the Code), along with the *Municipal Act, 2001* set out the ethical standards of behaviour for Members of Council.

The Code and related corporate policies are currently under review. A Request for Proposal for a consultant to assist with the review has been issued and will be evaluated and awarded by the end of May, 2015. The selected consultant will facilitate research and undertake consultation with Members of Council, senior staff and the public with recommendations expected September, 2015.

While the Code is under review, Council (through resolution) established an interim complaint process. The process involves complaints being reviewed by the Integrity Commissioner.

Interpretation and general application

The Code provides a framework for ethical behavior, which includes such themes as confidentiality; conflicts of interest; staff relations; gifts, hospitality, benefits and perquisites; political activity and use of Town property. In some areas, the Code provides for independent policy statements which guide ethical behavior and in other areas the Code simply refers to other corporate policies as the standard for ethical behavior.

As directed by Council resolution, the mechanism to determine whether there was a breach of the Code during the time the Code is under review is through a review by the Integrity Commissioner.

SUMMARY

Council has, through its motion of March 30th, asked staff to advise whether certain expenses are permitted by Town policies. While this report outlines various policies that may apply in this instance, these policies do not put staff in a position to adjudicate on the appropriateness of use. The vehicle for that process would be a review by the Integrity Commissioner (IC) who under the *Municipal Act* has the authority to perform in an independent manner an investigation with respect to the application of the Code of Conduct and any procedures, rules and policies of the Town. In addition, the Integrity Commissioner is also granted powers of inquiry and free access to records.


Staff are however, uncertain as to how the application of the Council Code of Conduct might relate in a situation where a councillor is no longer in office (as there is no reference to this in the current Code). Therefore if Council were giving consideration to requesting that an IC investigation be undertaken, staff would recommend seeking external legal advice in this regard prior to any action being taken. During the Code of Conduct review process and with the assistance of the consultant, staff will investigate best practices and approaches specifically related to this matter.

BUDGET

Should Council wish to pursue this matter further there will be associated costs - external legal advice (estimated to be up to \$1,000) and an investigation by the Integrity Commissioner (estimated to be in the area of \$3000.).

CONTACT

For more information on this report, contact one of the undersigned.



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



Andrew Brouwer
Director, Legislative Services



Anita Moore
Commissioner, Corporate Services



Bob Shelton
Chief Administrative Officer

MM/nh



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June 1, 2015

**COMMUNITY SERVICES – Recreation & Culture
 COMMITTEE OF THE WHOLE REPORT #2015 - 22**

TO: Committee of the Whole

SUBJECT: Recreation Playbook

ORIGIN: Community Services – Recreation & Culture

RECOMMENDATIONS

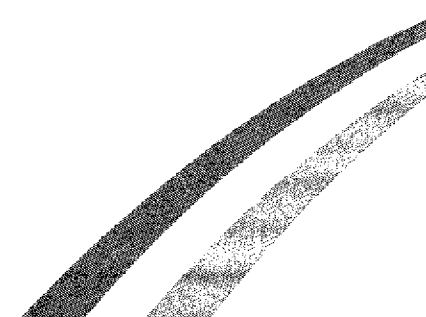
THAT the Community Services – Recreation & Culture, Report 2015 - 22 dated June 1, 2015 regarding the Recreation Playbook be received and the following recommendation be adopted:

- 1. THAT Council approve the Recreation Playbook, which will serve as a strategic guiding document for budget and business processes through the year 2025.**

COMMENTS

Development of the Recreation Playbook (the Recreation Master Plan) began with a presentation to Council in December, 2013. In that presentation, it was outlined that the vision in creating the Recreation Playbook was to: i) develop a plan consistent with Newmarket's vision of being a community "Well beyond the ordinary"; ii) engage and ignite the community by actively participating and to "Shape the Way You Play"; iii) determine opportunities for the Town of Newmarket to improve or develop services and facilities to better serve the residents of Newmarket over the next 10 years.

A staff lead process began in early 2014 for development of the Recreation Playbook. Much of the work in 2014, involving the entire Recreation & Culture Department, focussed on engaging with and involving the community in development of the Recreation Playbook. This innovative and comprehensive engagement strategy included: on-line survey; digital awareness campaign; focus groups at all Newmarket high schools; focus groups with program participants; public information and feedback sessions with older adults at Newmarket Seniors Meeting Place, with youth at Newmarket Recreation Youth Centre & Sk8 Park and with all sport user groups; general public information and feedback session; an events street team that connected with residents at Winterfest, Home Show, Farmer's Market, July 1st Kanata Day, Discovery Nights, Moonlight Movies, Music in the park and New Barket; interviews with key community leaders in the area of leisure services; a Citizen's Jury on Pricing. Through these engagement efforts, staff at all levels within the Recreation & Culture Department actively spoke with and listened to concerns and discussed opportunities to better serve residents of Newmarket.



A strong partnership was formed with Environics Analytics in early 2014 for the development of the Recreation Playbook. Environics Analytics is a market research company specializing in demographic profiling and segmentation based on social beliefs and behavioural patterns. Through Environics Analytics a comprehensive review of the population of Newmarket was completed and has become an integral part in planning all services by the Department.

In the spring of 2014, Monteith/Brown Planning Consultants were engaged to conduct a Recreation Facility Comparison and Gap Study. The purpose of that study was to consolidate a listing of recreational facilities provided in Newmarket and provide a comparison of what is offered in similar sized communities. Specifically the study focused on providing a neutral look at where Newmarket may be deficient in facility provision when compared with those similar sized communities. Findings from that study were presented to Council in early 2015.

PERC Consulting was engaged in the fall of 2014 to formulate a discussion around pricing and develop a position paper around pricing philosophy. In January, 2015 this information was presented to Council. This information also became the foundation for conducting a Citizen's Jury on Pricing. The Citizen's Jury consisted of 22 randomly selected individuals, representing all age cohorts within Newmarket, assembled to provide recommendations around pricing philosophy and affordable access.

Contained within the Playbook are 50 recommendations designed to provide an optimal recreational experience for residents of Newmarket over the next 10 years. Specifically, the Recreation Playbook recommendations serve as a strategic guide in budget and business planning over the next ten years. That being said, each recommendation will require further discussion and approval by Council through specific planning or budgeting exercises.

CONSULTATION

These recommendations came as a result of extensive consultation with the community as outlined in the report. Additionally, Public Works Services, Corporate Communications and Customer Service were engaged in the process.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

Well-balanced

- Striving for cultural harmony and ethnic diversity
- Events that help shape identity and contribute to community spirit

Well-equipped & managed

- Small town feel with city amenities
- Clear vision of the future and aligned corporate/business plans

Well-respected

- Being well thought of and valued for our judgment and insight
- Discovering innovative and creative solutions for future well-being
- Being a champion for co-operation and collaboration
- Being tradition-based and forward-looking

BUDGET IMPACT

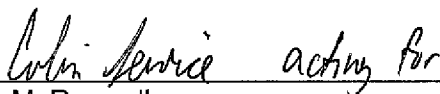
All items having budgetary impact will be reported on separately or will be identified as budget enhancements through budget processes as identified throughout the Recreation Playbook. As such, the contents of this report do not have any specific, immediate budgetary impacts.

CONTACT

For more information on this report contact Colin Service, cservice@newmarket.ca or extension 2601.



Colin Service
Director, Recreation & Culture
Community Services



Ian McDougall
Commissioner, Community Services



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May 26, 2015

**COMMUNITY SERVICES – Recreation & Culture
 COMMITTEE OF THE WHOLE REPORT 2015 - 21**

TO: Committee of the Whole

SUBJECT: Sponsorship & Naming Rights Agreements

ORIGIN: Community Services – Recreation & Culture

RECOMMENDATIONS

THAT the Community Services – Recreation & Culture, Report 2015 - 21 dated May 26, 2015 regarding Sponsorship & Naming Rights Agreements be received and the following recommendation be adopted:

- 1. THAT Council delegate authority to the Director of Recreation & Culture or designate to enter into negotiation, execution and termination of Third Party Advertising Naming Rights Agreements under the conditions set forth within this report.**

COMMENTS

Over the last 5 to 8 years, the Town of Newmarket has progressively entered into the realm of working with local businesses to offer advertising, sponsorship and naming rights within Town of Newmarket assets or services. In 2014, the Town generated close to \$140,000 in revenue through naming rights, advertising opportunities and sponsorship (excluding the Magna Centre agreement). As such the Town has developed a reputation as a municipal leader in this area – the Town received a PRO (Parks & Recreation Ontario) Award of Excellence for the sponsorship program and has been a presenter at the Municipal Sponsorship Forum. Over the last year, the focus in approaching the business community has been to evolve from a customer based interaction to a mutually beneficial partnership. Each partnership is based on the fundamental belief that both parties, the Town and the third party, are entering into a strategic partnership that will help build both their brands together.

In accordance with the Town's Sponsorship and Advertising Guiding Procedures, the Town solicits third parties in a manner that gives all businesses in Newmarket an equal opportunity to engage in partnership negotiations. Currently, the Town issues an annual direct call out to every registered business in Newmarket. This annual direct call out includes a direct mail marketing piece, a social media post/tweet and a posting on the Town Page. Discussions are then entered into based on the business' response.

At this time, the Town has contracted into naming rights agreements with: Magna International, Serpa BMW, Honda, Hyundai, Pfaff, Metro, Tim Hortons, Global Pet Foods and snapd Inc., for naming rights at a Community Centre, arenas, pool, gymnasium and park. In addition to these specific naming rights, the Town enjoys a positive relationship with over 75 additional businesses that advertise within our guides, our LCD screens, backlit signage, rink boards or are involved in sponsorship of events.

There are a number of strategic opportunities emerging, including naming rights for Rink #2, Multi-Purpose Room, Pool and Lounge 1 & 2 at the Ray Twinney Complex, Activity Room A/B and the Multi-Purpose Room at the Magna Centre, the auditorium and all the rooms at the Old Town Hall, and other program, events and new initiatives undertaken by the Town. Staff have been actively engaging with local businesses to foster relationships for securing naming rights appropriately, while still following established guidelines - namely that:

- Staff seek out marketing and sponsorship opportunities with third parties who reflect the values and maintain operation policies that are not in conflict with the Town's values, mandate or operating policies
- Third parties will have a positive public image and reflect a high level of integrity.
- The Town can maximize partnerships and revenue opportunities while safeguarding the Town's values, image, assets and interests.
- Staff maintain a list of partners interested in, and currently involved in, naming rights, advertising or sponsorship agreements.
- Staff annually provide opportunities for expressions of interest in partnership opportunities.

Upon review of other municipal approaches in sponsorship, naming rights and advertising, the above noted practices were consistent with municipal best practices identified. Additionally, in many municipalities delegation of authority to staff was established for staff to enter into agreements with businesses within appropriate thresholds. Staff is seeking delegated authority as follows:

1. Sponsorship, naming rights or advertising agreements shall be subject to the monetary thresholds and approval processes currently delegated to staff through Schedule "D" of the Procurement By-law 2014-27, on the understanding that the Town will be receiving monetary revenue and not incurring cost.
2. The Town reserves the right to terminate an existing agreement should the sponsor organization use the Town's name outside the parameters of the agreement without prior consent or the sponsor organization develops a public image inappropriate to the Town's values and/or objectives.

Municipalities that have delegated authority cited that by delegating authority to staff, this removed any conflict of interest for Council members and the business community and established a clear and transparent partnership framework.

CONSULTATION

Legal Services and Legislative Services were consulted internally. As well, staff reviewed policies and practices of a variety of other municipalities.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

Well-planned & connected

- Planning for long-term fiscal stability

-
- Adding alternative revenue generation methods
 - Establishing mutually beneficial relationships with local corporations
 - Bringing together the Town and it's corporations to pursue the common goal of bettering Newmarket
 - Connecting the Town's corporations with its residents

Well-balanced

- Striving for the provision of high quality programs and services at a minimal cost to residents

Well-equipped & managed

- Clear vision of the future and aligned corporate/business plans

Well-respected

- Being well thought of and valued for our creativity
- Discovering innovative solutions for future well-being
- Being a champion for co-operation and collaboration
- Being tradition-based and forward-looking
- Being well thought of for adding value to municipal events, programs and services at no additional cost to the residents/event participants

BUDGET IMPACT

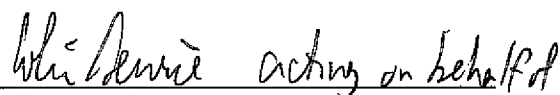
As previously stated, the Town is currently generating revenue to the amount of \$140,000 annually from the Recreation and Culture Department's solicitation and negotiation efforts of third party advertising, sponsorship and naming rights agreements. Continuance of this practice in combination with the approval of the Director of Recreation and Culture Department or designate, will assist in receiving and soliciting advertising, sponsorship and naming rights agreements for the further expansion of revenue generation for the Town.

CONTACT

For more information on this report contact Colin Service, cservice@newmarket.ca or extension 2601.



Colin Service
Director, Recreation & Culture
Community Services



Ian McDougall
Commissioner, Community Services



ROBERT N. SHELTON
CHIEF ADMINISTRATIVE OFFICER

June 4, 2015

CHIEF ADMINISTRATIVE OFFICER REPORT 2015-04

TO: Committee of the Whole
SUBJECT: CYFS – Fire Department Master Plan Update
ORIGIN: CAO

RECOMMENDATIONS

THAT CAO Report 2015-04 dated June 4, 2015 regarding CYFS – Fire Department Master Plan be received and that in keeping with the Joint Council Committee approval recommendation of April 7, 2015 the Fire Department Master Plan Update be approved.

COMMENTS

Attached as Schedule A is a report from Chief Laing in response to requests for further information on the Fire Department Master Plan Update (FDMPU) raised at the Council Workshop held earlier this year.

By way of background and as Council may recall, the FDMPU has been approved by the Joint Council Committee (JCC) and the Council of the Town of Aurora. A separate item, Corporate Services Report – Financial Services #2015-10 has been included on this Committee of the Whole agenda as a response to questions that arose at the JCC meeting on April 7, 2015.

Council on April 20, 2015 approved the following recommendation (excerpt):

“...and that the budget for the role of Assistant Deputy Chief be approved and that the hiring of an Assistant Deputy Chief be deferred pending approval of the Master Fire Plan and an opportunity for the Joint Council Committee to review the scope of the role of the Assistant Deputy Chief position as well as the role of the Chief Training Officer;”

The Fire Chief presented the requested information to JCC on June 2, 2015 and JCC subsequently adopted the recommendation that the hiring of an Assistant Deputy Chief proceed as recommended by the Fire Chief and as supported through the FDMPU. The JCC minutes are also included on this Committee of the Whole agenda.

Staff are recommending the approval of the FDMPU which will guide both municipal Councils, JCC and Central York Fire Services in the provision of fire prevention and protection services for

the foreseeable future. Upon adoption, the Fire Chief will immediately initiate the process to hire an Assistant Deputy Chief.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

This initiative supports the Community Vision: being Well Equipped and Managed – efficient management of municipal services to meet existing and future operational demands. It also supports this term of Council's Strategic Priorities – Efficiency / Financial Management – Ensuring effective and efficient services.

CONSULTATION

The FDMPU public information session was held on January 8, 2015. A Council Workshop was held on February 17, 2015 and consultation has taken place with and approval given by the Town of Aurora Council and the Joint Council Committee.

HUMAN RESOURCE CONSIDERATIONS

Not applicable to this report.

BUDGET IMPACT

Operating and Capital Budgets

Further information is contained in Corporate Services Report – 2015-10 (also on the Committee of the Whole agenda of June 15, 2015).

CONTACT

For more information or clarification on the contents of this report, contact Bob Shelton, CAO bshelton@newmarket.ca or Ian Laing, Fire Chief ilaing@cyfs.ca.


for Bob Shelton
Chief Administrative Officer



CENTRAL YORK FIRE SERVICES

2015-05-26

Fire Services Information Report

To: CAO Bob Shelton
Origin: Fire Chief
Subject: Master Fire Plan Information

COMMENTS

This report was generated to address questions which arose at the Master Fire Plan Workshop held in Newmarket on February 17, 2015. Dillon Consulting representatives Steve Thurlow (Fire Services Consultant) and Suzanne Charbonneau (P.Eng) presented information from the 2014 Fire Department Master Plan Update (FDMPU) in an effort to provide members of Newmarket Council with information to assist with decision making related to current and future CYFS deployment.

BACKGROUND

With the creation of CYFS in 2002, the primary response area changed from two separate communities to one larger combined response area for the fire service.

Central York Fire Services currently has four fire stations located in the primary coverage area with two stations in each community. Traditionally fire stations are centrally located in their response area, which permits fire crews to deploy in a number of different directions. The benefit of optimal station locations is the maximizing of each station's coverage area and is an effective method to strive towards meeting the service levels outlined in the Master Fire Plan.

The 2008 Master Fire Plan identified industry standard practice response times and recommends CYFS strive to achieve the levels of service contained in the document. The report indicated CYFS, at that time, was not meeting the Council approved level of service and conveyed ***"In order to make significant improvements to the response times, a fifth fire station, located in the vicinity of Yonge Street and St. John's Sideroad may be needed."*** (C.17 Building and Facilities - Page C 13)

The 2014 FDMPU outlined the current service level of community coverage as well as options, which would assist the CYFS goal of achieving the established level of service. The report also identified changes in the minimum response standards (time and resources) written in NFPA 1710 (National Fire Protection Association). This national standard specifies requirements for “effective and efficient organization and deployment of fire suppression operations, emergency medical operations, and special operations to the public by career fire departments to protect citizens and the occupational safety and health of fire department employees”.

RESPONSE SERVICE LEVELS

The current service level standard used by CYFS for the first arriving fire truck was established in 2008 by the JCC, taking into account other response standards that were in place at the time. (Ontario Office of the Fire Marshal and NFPA 1710). The 2014 FDMPU recommends moving to the NFPA 1710 response model. The alternative service level listed in the chart below shows an additional increase of ten seconds to the response criteria had the ability to improve the arrival percentage by 10%.

Response Service Level	Transaction Time	Turnout Time	Travel Time	Total Response Time	Goal	Achievement
Current CYFS Standard	-- seconds	-- seconds	-- seconds	360 seconds (6 minutes)	90%	63.7%
NFPA 1710	60 seconds	80 seconds	240 seconds	380 seconds (6 min. 20 sec)	90%	70.3%
Alternative Service Level	60 seconds	90 seconds	240 seconds	390 seconds (6 min. 30 sec)	90%	74%

STAFFING LEVELS

CYFS has minimum staffing language embedded in the Collective Agreement and the department is obligated to maintain five apparatus (each with four fire suppression staff, including the Officer) and a Platoon Chief for a total of 21 suppression staff on duty. Currently, CYFS has a total of 124 suppression staff, with each platoon complement set at 31 firefighters including a Platoon Chief. When there are insufficient numbers of firefighters on duty the added flexibility of the staffing model allows CYFS to move from six apparatus to five apparatus and avoid additional staffing costs.

DEPARTMENT COMPARISON

It is extremely difficult to conduct a direct comparison of fire services provided by other municipalities, as a number of factors can influence the ability to provide all the services mandated, within set time parameters. These factors can have a direct impact on the required staffing and number of stations in any jurisdiction. Some of the factors that influence station location and staff deployment may include the age and type of building stock in a community, natural barriers to emergency access, population density and the total service area protected. "Attachment A" contains basic community and fire service information from CYFS and nine other Ontario Fire Departments. While the document outlines the geographic area of the community, population, number of fire stations, response time target, numbers of support staff and suppression staff, it is very difficult to draw direct comparisons based solely on this very general data. One notable point is the majority of these communities strive to achieve the response time benchmarks as defined by the Ontario Office of the Fire Marshal or the NFPA 1710 standard which is proposed in the 2014 FDMPU.

CALL VOLUME

Call volume data was provided in the FDMPU for the previous five-year period; however, there was a request to provide emergency call volume data covering a longer period of time. "Attachment B" includes emergency call volume data covering the eleven-year period from 2004 to 2014.

In 2008 there was a highpoint in emergency calls to 4945. York Region EMS subsequently made revisions to the tiered dispatch protocols, which has resulted in a reduced call volume for medical incidents. CYFS have shown that we are a value added service for this type of response. We are well trained, properly equipped and appropriately located to make a difference in the outcome of a serious medical emergency.

LEVEL OF RISK

The CYFS mandate for fire protection services is delivered to the residents of Aurora and Newmarket in line with the guidelines from the Ontario Fire Marshal's Office. Over the past two years the staff of CYFS have undertaken the Stay Fire Smart program. This has resulted in over 17,000 homes receiving public education material related to working smoke alarms and fire escape planning. This program assists CYFS in getting the message out to residents regarding their responsibilities for fire safety and how to protect their families. Our goal is to have suppression crews visit 8,000 homes each year and continue to spread the fire safety message. Smoke alarms are mandatory in

the province and now carbon monoxide alarms are as well and this public safety information is included in the material distributed. Fire Safety begins at home with a well-educated public and CYFS continues to work towards that goal by distributing fire safety education materials to residents annually.

During the Council workshop a question was raised concerning the risk level in north Newmarket compared to the central part of the communities relating to the comparative number of homes in each area. A request was presented to Newmarket GIS and they have provided data relating to the number of homes located in the “red zones” which represents greater than 5 minutes travel time on the “Existing Initial Response” map. (Attachment “C”)

In Aurora, the “red zone” represents approximately 2784 existing residences from east of Bathurst Street from the municipal boundary to Henderson Road. This area contains St. Andrews College Boarding School, Devins Drive Public School and Our Lady of Grace Catholic Elementary School.

In Newmarket, the “red zone” in the north west quadrant has approximately 792 residences with an additional 257 being built in the next year. In the “red zone” area north of Davis Drive, between Yonge and Leslie Streets there are approximately 2212 residences and the area includes Denne Public School.

From a numbers perspective, the existing difference between Aurora and Newmarket is approximately 220 residences plus any new builds.

The information from GIS did not include the “red zone” area in the centre of the two communities, which will be the primary response area for the proposed fifth fire station. The area currently being developed along St. John’s Sideroad to Leslie and the 2C lands in Aurora have not been factored into this GIS report, nor have Glenway and the Toth farmlands in Newmarket. The maps provided by Dillon Consulting (Attachments “C” & “D”) clearly show a new fire station will have direct and positive impact to both Newmarket and Aurora residents and reduce initial response times in the central area of the communities.

The rationale to have a fifth fire station placed in the central area of the two communities was identified in the 2008 Master Fire Plan. Placement of the new station adjacent to a north/south corridor roadway enhances coverage north into Newmarket as well as the south into Aurora. The response time for the first arriving fire apparatus will be reduced in the central area by having a new fire station optimally located.

An additional benefit of a centrally located fifth fire station is the bolstering of the department’s depth of response. This current level of service also relates to having multiple (3) fire apparatus (12 firefighters) arrive at an emergency scene to enhance response capability within a ten minute timeframe. Attachments “E” & “F” show data that

supports the depth of service concern as the centrally located fire station would be closer to all four corners of the response area. This station would get the required resources to an emergency scene quicker than the current four-station model. This data was generated with Google maps and does not represent the capability of fire apparatus to exceed the speed limit and legally proceed through red lights once the way is clear. The amount of time listed in the chart does not accurately reflect the response time a fire apparatus would take to arrive on scene, but rather how the distance from an incident may effect travel time. ***(This chart is for demonstration purposes only and not an accurate reflection of CYFS response times)***

To show the ability to respond and form part of the initial response team, the data included in Attachment "F" indicates that a fire crew responding from a suitably located fifth fire station should be the second or third apparatus to arrive at an emergency incident anywhere in the primary response area. To meet the current CYFS standard this is the minimum number of fire apparatus that are required to meet the service level and deliver 12 firefighters to the incident within ten minutes. The fifth fire station will assist CYFS to strive to meet the service level guidelines approved by Council. By maintaining the current four-station deployment model, there are significant challenges to meeting this requirement, which may have an effect on the results at an incident and the health and safety of those involved.

The north central area of Newmarket presents some timely response concerns and initial plans for enhanced coverage in that area were included in discussions with Hemson Consulting. The recent Development Charge study supports funding for a sixth fire station to be located in north Newmarket. Upon receiving direction from the JCC, the CYFS could move to address response issues in the north area of Newmarket by planning to build a sixth station sooner than originally planned.

CONTACT

Fire Chief Ian Laing

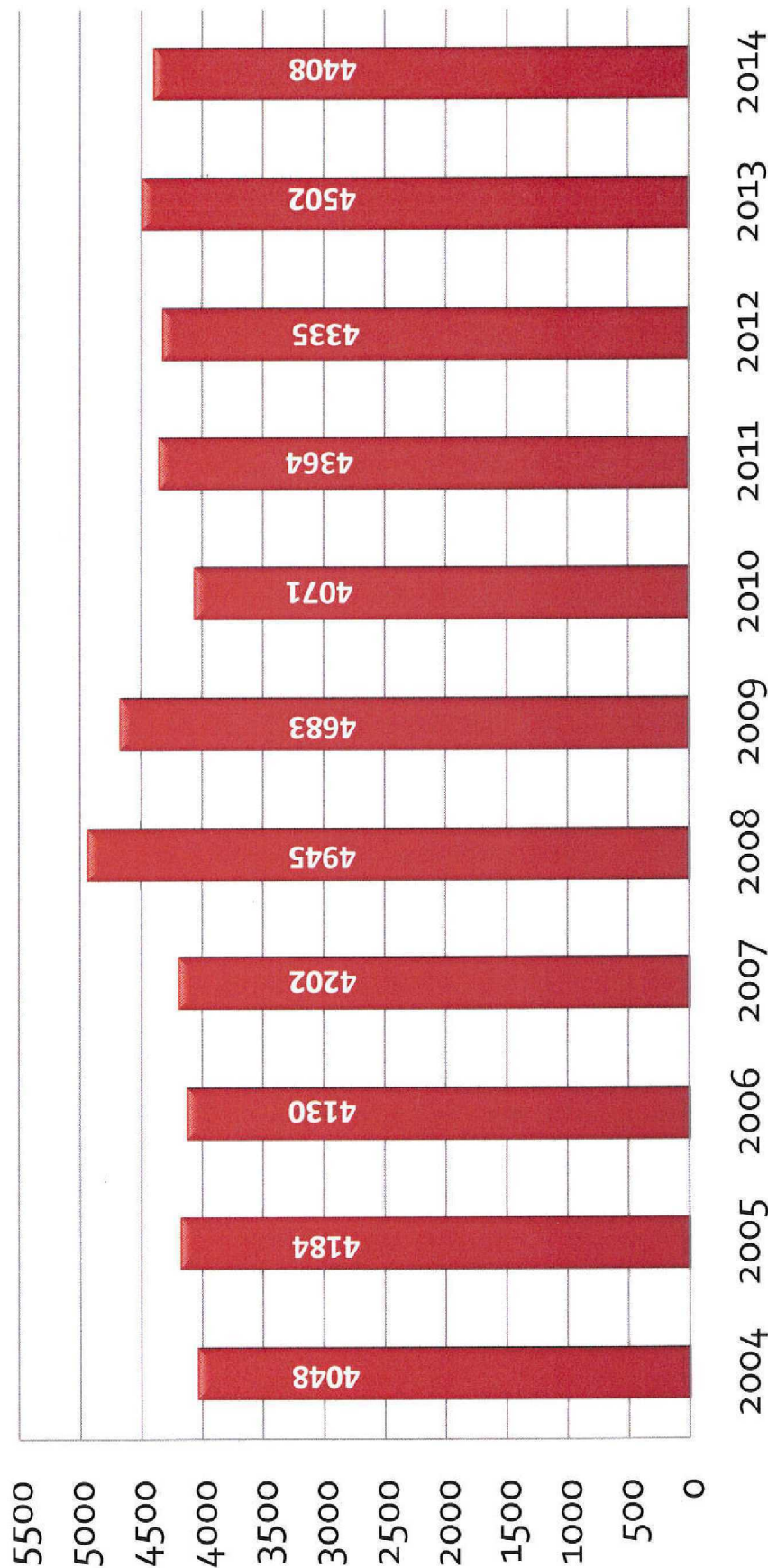
Ian Laing, Fire Chief
Central York Fire Services

Fire Services Comparators Information

“ATTACHMENT A”

Municipality	Population	Area (km ²)	Fire Stations	Response Target (1 st truck)	Admin Staff (excl. chiefs) (per 10,000)	Prevention Staff (per 10,000)	Training Staff (per 10,000)	Suppression Staff (per 10,000)	Total Staff (per 10,000)
Barrie	141,000	101	5	6 min travel time	4 (.28)	8 (.57)	5 (.36)	144 (10.21)	161 (11.42)
Cambridge	134,000	110	5	6 min	3 (.22)	6 (.44)	1 (.08)	112 (8.34)	137 (10.22)
Guelph	122,000	87	6	6 min 30 sec	3 (.25)	6 (.49)	2 (.16)	148 (12.13)	171 (14.02)
Kitchener	233,700	138	7	8 min (fires) 7 min (EMS)	8 (.34)	16 (.68)	3 (.13)	182 (7.78)	228 (9.76)
Oshawa	152,000	150	5	6 min 20 sec	5 (.33)	10 (.66)	3 (.20)	161 (10.59)	200 (13.16)
Oakville	190,000	138	8	6 min 20 sec	6 (.32)	11 (.58)	5 (.26)	204 (10.74)	226 (11.89)
Markham	339,000	212	9	6 min 20 sec	3 .09	14 (.41)	5 (.15)	240 (7.08)	278 (8.20)
Richmond Hill	190,917	101	6	6 min 30 sec	3 (.16)	9 (.47)	3 (.16)	140 (7.33)	172 (9.01)
Vaughan	316,765	274	10	7 min	4 (.12)	15 (.47)	4 (.13)	287 (9.06)	331 (10.45)
CYFS	145,000	88	4	6 min	4 (.28)	6 (.41)	2 (.14)	124 (8.6)	139 (9.59)

Emergency Response Data 2004-2014



Proudly Protecting Aurora and Newmarket

ATTACHMENT "C"

16

Existing Initial Response

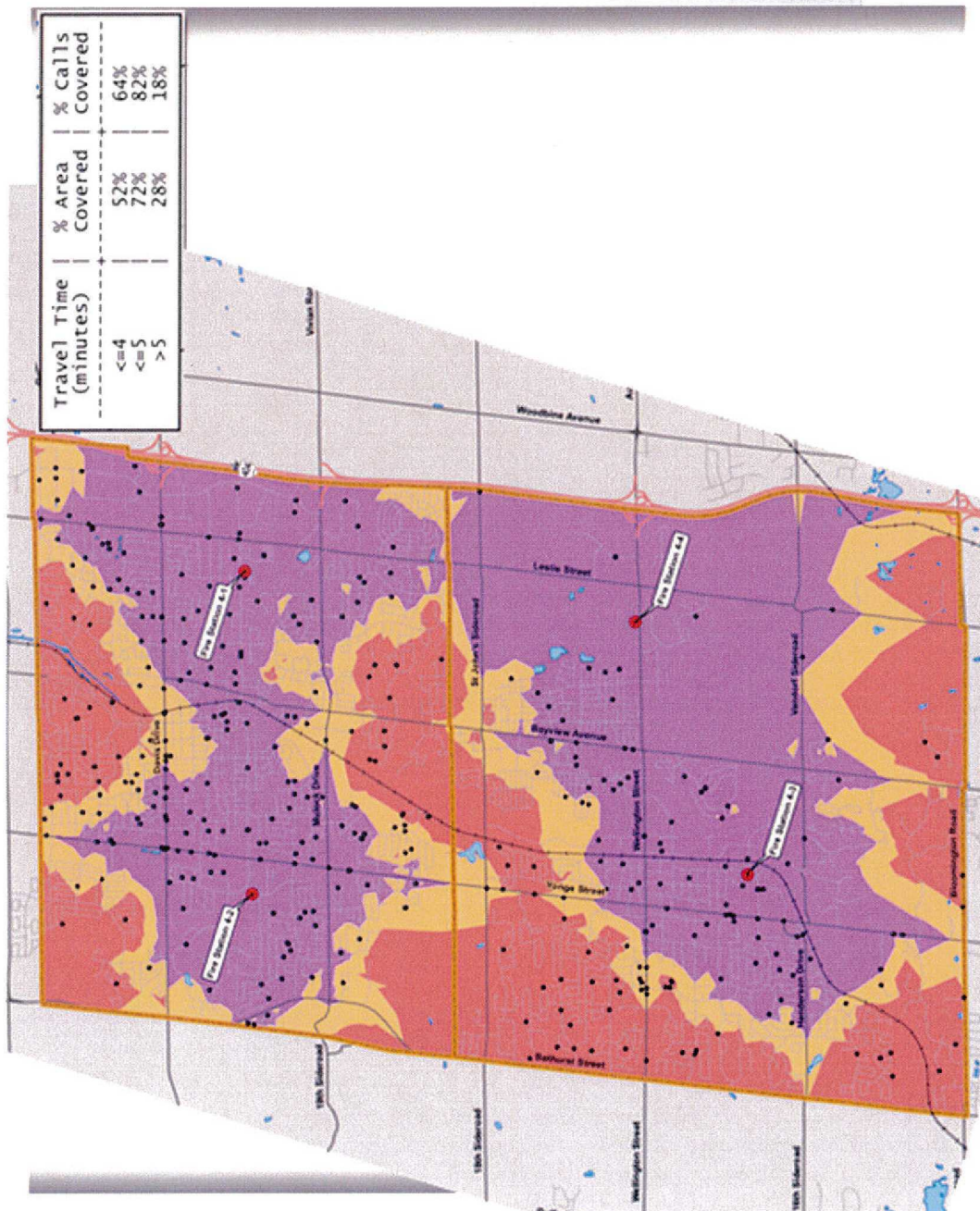
TRAVEL TIMES

< = 4 Minutes @ Network Speed

< = 5 Minutes @ Network Speed

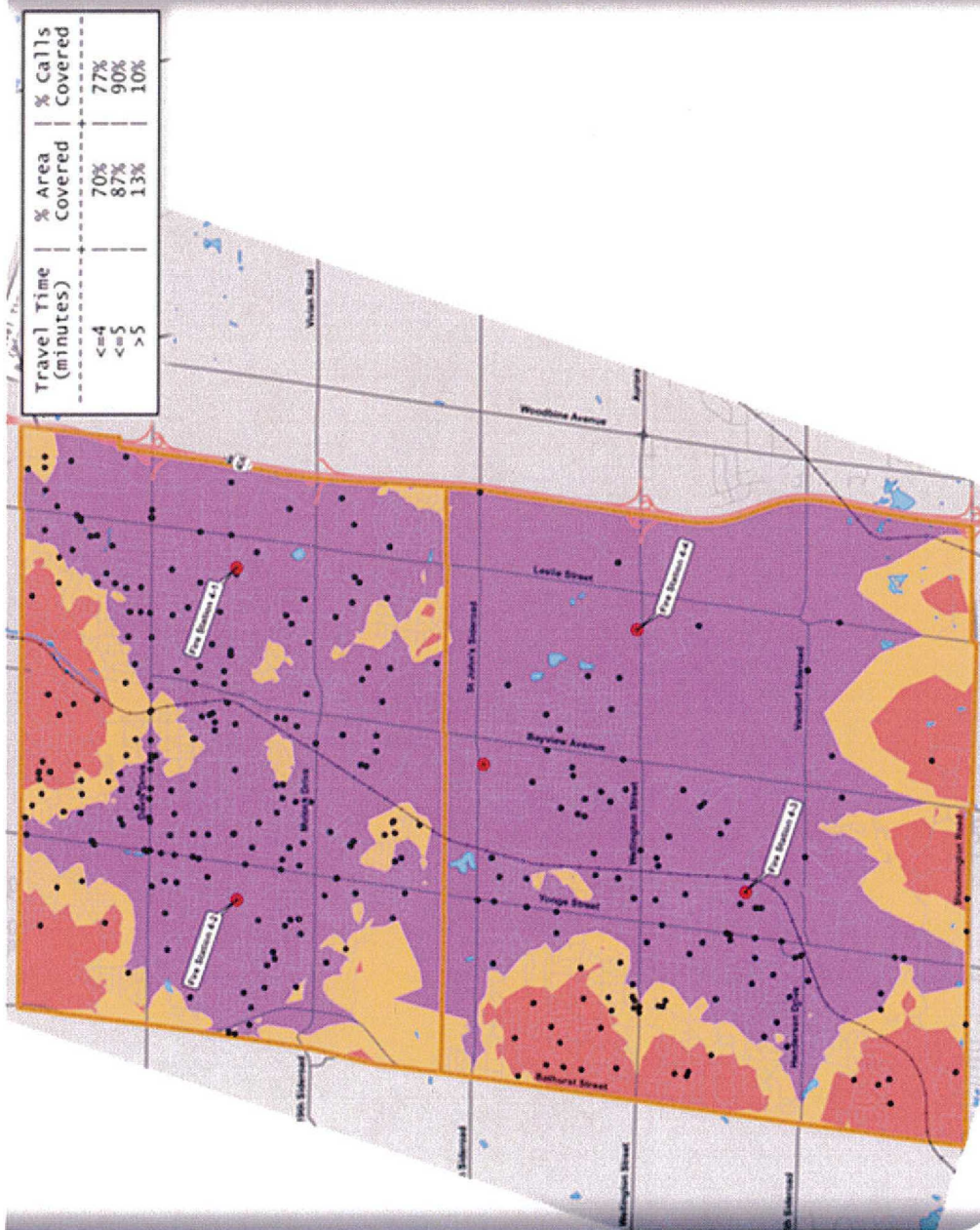
> 5 Minutes @ Network Speed

"NFPA 1710: Initial arriving company, minimum of 4 firefighters responding within 4 minutes travel time to 90% of incidents"

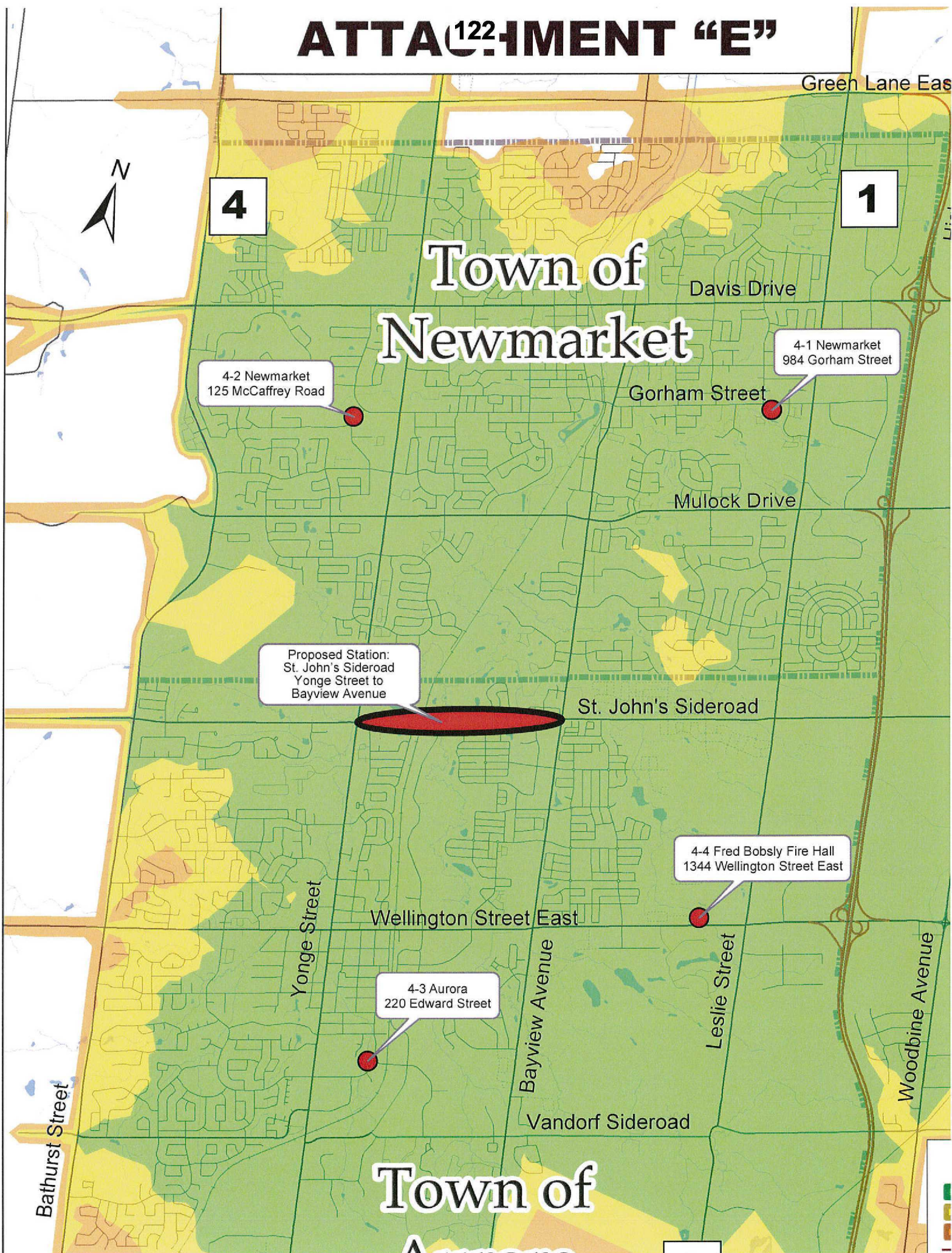


ATTACHMENT "D"

Existing Initial Response – 5 Stations



ATTACHMENT "E"



Estimated Driving Time

ATTACHMENT “F”

MAP	FROM	TO	DISTANCE	TIME
1	Station 4-1	Leslie Street & Ringwell Drive	3.1 km	5 minutes
	Station 4-2	Leslie Street & Ringwell Drive	7.2 km	13 minutes
	Station 4-3	Leslie Street & Ringwell Drive	12.8 km	19 minutes
	Station 4-4	Leslie Street & Ringwell Drive	8.3 km	12 minutes
	Station 4-5 - 15900 Bayview Avenue	Leslie Street & Ringwell Drive	8.3 km	11 minutes
2	Station 4-1	Leslie Street & Bloomington Sideroad	9.9 km	12 minutes
	Station 4-2	Leslie Street & Bloomington Sideroad	13.9 km	18 minutes
	Station 4-3	Leslie Street & Bloomington Sideroad	6.3 km	7 minutes
	Station 4-4	Leslie Street & Bloomington Sideroad	4.7 km	6 minutes
	Station 4-5 - 15900 Bayview Avenue	Leslie Street & Bloomington Sideroad	7.9 km	9 minutes
3	Station 4-1	Bathurst Street & Bloomington Sideroad	16.2 km	20 minutes
	Station 4-2	Bathurst Street & Bloomington Sideroad	11.9 km	15 minutes
	Station 4-3	Bathurst Street & Bloomington Sideroad	5.5 km	8 minutes
	Station 4-4	Bathurst Street & Bloomington Sideroad	10 km	13 minutes
	Station 4-5 - 15900 Bayview Avenue	Bathurst Street & Bloomington Sideroad	10 km	13 minutes
4	Station 4-1	Bathurst Street & Woodsprings Avenue	7.5 km	13 minutes
	Station 4-2	Bathurst Street & Woodsprings Avenue	3.5 km	6 minutes
	Station 4-3	Bathurst Street & Woodsprings Avenue	11.2 km	16 minutes
	Station 4-4	Bathurst Street & Woodsprings Avenue	13 km	16 minutes
	Station 4-5 - 15900 Bayview Avenue	Bathurst Street & Woodsprings Avenue	9.7 km	11 minutes

This document accompanies the map identified as ATTACHMENT “E”

This is NOT an accurate reflection of emergency response driving time



Mike Mayes, Director
Financial Services/Treasurer

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May 28, 2015

CORPORATE SERVICES REPORT - FINANCIAL SERVICES-2015-10

TO: Mayor Tony Van Bynen and Members of Council
Committee of the Whole

SUBJECT: Master Fire Plan Information

ORIGIN: Manager, Finance & Accounting

RECOMMENDATION

THAT Corporate Services Report - Financial Services – 2015-10 dated May 28, 2015 regarding Master Fire Plan Information be received for information purposes.

COMMENTS

Purpose

The purpose of this report is to address the questions from Newmarket Councillors that arose at the JCC meeting in Aurora on April 7, 2015. This information is directed to Newmarket Council, as Aurora has dealt with a longer term funding strategy.

Budget Impact

Under any of the 5 options presented for the implementation of the Fire Department Master Plan Update (FDMPU) in future years, the average total tax increase to the Town of Newmarket ranges from 1.4% to 1.5% per year. Assessment growth has been factored in to the calculations.

Summary

Growth will lower the per capita cost of Fire Services. However, Newmarket's growth relative to Aurora, as well as population and the number of fire incidents, impacts the allocation of costs. If Newmarket's allocation increases, this would offset some or all of the savings.

Background

At a meeting of the Joint Council Committee held in Aurora on April 7, 2015 a number of proposed options for implementation of recommendations from the July 2014 Fire Department Master Plan Update (FDMPU) were proposed and recommendations were made.

This report addresses the questions from Newmarket Councillors that arose at that meeting, namely the impact of assessment growth on the tax increase applicable to Fire Services and the total increase (base plus proposed FDMPU implementation), for Fire Services associated with the various hiring options for an additional suppression crew.

Base budget

The increase to the base budget from 2014 to 2015 is \$545,158 which represents a 0.6% tax increase in Newmarket. The tax increases to the base from 2016 to 2020 are approximately 0.7% each year, assuming that the Town's share of CYFS costs remains at its current level of 59.77%.

FDMPU implementation in 2015

In the approved 2015 budget, a further \$346,111 (for 2.4 FTE's and a \$25,000 training initiative) was included from the 2008 FDMPU, as well as an enhancement of \$130,500 for wellness. This represents a 0.56% tax increase in Newmarket. However, due to a change in the allocation formula between Newmarket and Aurora, Newmarket's allocation decreased from 60.05% in 2014 to 59.77% in 2015, resulting in a savings of \$65,000 in Newmarket and a total tax increase of 1.09% versus 1.21%.

Joint Council Committee options for FDMPU in Future Years

Several options were presented to JCC with respect to the timing of the hiring of an additional fire suppression crew, as well as the inclusion of support personnel recommended in the 2014 FDMPU. The most operationally effective option from a hiring perspective, as well as the option that provides a significant increase to the department's depth of service in the shortest time frame, is to hire the additional 20 firefighters over 2 years and complete all initial training by the time the 5th fire station is constructed. A phased implementation plan for the hiring of the 5th crew provides the benefit of spreading the financial impact over a longer period, although the operational benefits of the additional staffing are not realized until the hiring of all positions is completed. Options from a 2 year to a 5 year phase-in were considered and reviewed.

The total tax increase to the Town of Newmarket is summarized by year in Appendix A. For the five years, the average ranges from 1.4% to 1.5% per year.

Assessment growth is factored in to the tax increase by increasing the dollar amount that a 1% tax increase represents (1% = \$505,042 in 2015 and \$644,576 in 2020). However, for purposes of illustration, if 100 houses were added to Newmarket's assessment, the tax impact is estimated to decrease by approximately 0.10%, assuming the allocation factor between Newmarket and Aurora remains unchanged. Growth does spread the cost out. However, if Newmarket's growth exceeds that of Aurora's, our allocation would increase which would offset some or all of the savings.

Assumptions

The levy increase from 2016 to 2020 for CYFS was assumed to be 5%, which includes a 2% tax increase and a 3% increase for assessment growth. Salaries and wages were increased by 3% per year and our current benefit percentage of 29% was used. All increases and hirings have been annualized.

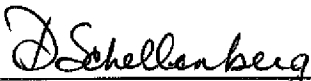
BUDGET IMPACT

Operating Budget (Current and Future)

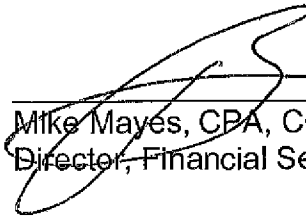
The total tax increase (base plus FDMPU implementation) to Newmarket is 1.09% in 2015. Targeting a total budget increase in the range of between 1.4% to 1.5% for the next five years could be an option and would be similar to Aurora's approach.

CONTACT

For more information on this report, contact: Mike Mayes at 905-953-5300, ext. 2102 or via e-mail at mmayes@newmarket.ca



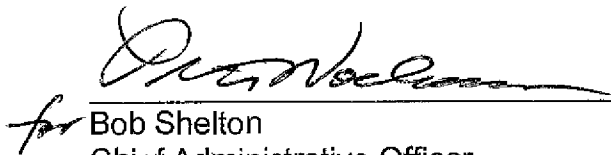
Dawn Schellenberg, CPA, CA
Manager, Finance & Accounting



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



Anita Moore, AMCT
Commissioner, Corporate Services



for Bob Shelton
Chief Administrative Officer

DS/nh
Attachment

- Appendix A (1 pg.)

Appendix - A

**CENTRAL YORK FIRE SERVICES
DRAFT FIRE MASTER PLAN UPDATE OPTIONS
TOTAL ANNUAL TAX INCREASE TO NEWMARKET**

	2015	2016	2017	2018	2019	2020	AVERAGE
I. HIRE ADDITIONAL FIREFIGHTERS (FF'S) OVER 2 YEARS (assuming 8 and 12)		8 FF'S	12 FF'S				
TOTAL (INCLUDES THE BASE)	1.09%	2.23%	2.14%	1.07%	1.13%	0.94%	1.50%
II.a) HIRE ADDITIONAL FF'S OVER 3 YEARS (assuming 4, 8 and 8)		4 FF'S	8 FF'S	8 FF'S			
TOTAL (INCLUDES THE BASE)	1.09%	1.83%	1.68%	1.70%	1.13%	0.98%	1.47%
II.b) HIRE ADDITIONAL FF'S OVER 4 YEARS (assuming 8, 4, 4 and 4)		8 FF'S	4 FF'S	4 FF'S	4 FF'S		
TOTAL (INCLUDES THE BASE)	1.09%	2.23%	1.35%	1.32%	1.44%	0.93%	1.46%
II.c) HIRE ADDITIONAL FF'S OVER 4 YEARS (assuming 4, 4, 4 and 8)		4 FF'S	4 FF'S	4 FF'S	4 FF'S	8 FF'S	
TOTAL (INCLUDES THE BASE)	1.09%	1.83%	1.29%	1.25%	1.75%	0.98%	1.42%
II.d) HIRE ADDITIONAL FF'S OVER 5 YEARS (assuming 4 per year)		4 FF'S	4 FF'S	4 FF'S	4 FF'S	4 FF'S	
TOTAL (INCLUDES THE BASE)	1.09%	1.83%	1.29%	1.25%	1.38%	1.29%	1.41%

DRAFT

Excerpt of Minutes – Central York Fire Services – Joint Council Committee of June 2, 2015.

3. Fire Services Report 2015-05 dated May 13, 2015 regarding Staffing.

The Fire Chief discussed the role of the Assistant Deputy Chief position. He advised that it will take the management team from three to four staff and will increase the capacity and continuity of the management team. The position cost is similar to a union position as there are no overtime costs associated with a management position and is not subject to other benefits afforded to Association members. The Chief further advised that the Assistant Deputy Chief role would take over the training division oversight, emergency management planning and training and assist with the implementation of the 24 hour shift trial including tracking of attendance, training and other metrics required during the trial.

Moved by Councillor Mrakas
Seconded by Councillor Twinney

a) THAT Fire Services Report 2015-05 Training Division Staffing, dated 2015-05-13 be received for information purposes;

i) AND THAT Central York Fire Services (CYFS) proceed with hiring an Assistant Deputy Chief as recommended by the Fire Chief and supported through the Fire Department Master Plan Update.

Carried



Mike Mayes, Director
Financial Services

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June 2, 2015

CORPORATE SERVICES REPORT - FINANCIAL SERVICES – 2015-32

TO: Mayor Tony Van Bynen and Members of Council
Committee of the Whole

SUBJECT: 2015 Budget Reconciliation

ORIGIN: Senior Financial Analyst

RECOMMENDATION

THAT Corporate Services Report – Financial Services – 2015-32 dated June 2, 2015 be received and the budget reconciliation for expenses excluded from the 2015 budget be adopted as required by Ontario Regulation 284/09 passed under the *Municipal Act, 2001*.

COMMENTS

Purpose

The purpose of this report is to provide Council with a reconciliation of the Council-approved 2015 budget as it compares to the budget that will be reported in the 2015 financial statements; and to adopt the estimates for amortization and the provision for post-retirement benefits.

Budget Impact

This report is for information purposes and has no direct impact on the operating or capital budgets.

Summary

The 2015 Council approved budget, including the infrastructure levy, has a revenue amount of \$122,591,480 and an expenditure total of \$147,586,053. The adjusted budget, per the Consolidated Statement of Operations, has the same revenue amount and a reduced expenditure amount of \$110,901,094 due to the inclusion of budgeted amortization expense, post-employment benefit expense and the exclusion of budgeted tangible capital assets capitalized. These adjustments make the budget PSAB compliant.

Background

Starting with the 2009 year end, accounting standards and reporting requirements have changed dramatically; most significantly with the introduction of tangible capital asset accounting. The new accounting standards, however, do not require budgets to be prepared on the same basis. The Town of Newmarket, like most municipalities, continues to prepare budgets on the traditional cash basis. A key outcome of the annual budget is a tax rate which Council is asked to approve. This tax rate is based on a “cash basis” of accounting for the most part, and therefore does not include all of the PSAB requirements around accrual accounting and accounting for “non-financial assets and liabilities.”

The Province of Ontario introduced Ontario Regulation 284/09 (O. Reg. 284/09) that allowed a municipality to exclude from their estimated expenses, costs related to amortization expense, post-employment benefit expense and solid waste landfill closure and post-closure expense. However, the regulation does require that the municipality report on the impact of these excluded costs.

The Town’s 2015 Budget and associated levy excluded the following:

1. The budget did not include expenses for the amortization of its tangible capital assets in the amount of \$16.4 million, as amortization is a non-cash expense. The budget does however, include \$15.0 million in contributions to the asset replacement funds.
2. Based on an actuarial review as at the end of 2012, the 2012-2014 average annual expense for post-retirement benefits was estimated to be \$392,000. This amount was used as an estimate for 2015 post-retirement benefits and was not included in the budget.
3. No solid waste landfill closure and post-closure costs have been included, as the Town does not have responsibility for landfill sites.

In preparing the budget for 2015, the Town included an amount of \$57.5 million in capital expenditures. Of this amount, \$53.5 million has been identified as being tangible capital assets. For cash flow purposes, it is assumed that only 1/3rd of this amount will be spent in 2015. This is consistent with the trend of previous years.

The attachment illustrates what the 2015 budget would look like in the Town’s consolidated financial statements in the Public Sector Accounting Board (PSAB) 3150 format.

Post-Employment Benefits

Employee Future Benefits are health and dental benefits that are provided to early retirees, future retirees, and employees currently on long-term disability. An actuarial valuation was carried out as at December 31, 2012 using a discount rate of 3.75%. It was determined that at the end of 2014, the liability for employee future benefits was \$4.7 million, of which \$1.4 million (29.8%) has been funded. Although there is no legislative requirement to fund this liability – it may be handled on a “pay-as-you-go” basis – the Town continues to be fiscally prudent. The liability is expected to grow to \$5.1 million in 2015 (27.5% funded). An actuarial review will be implemented at the end of 2015.

Amortization Expenses

Amortization, commonly referred to as depreciation, theoretically represents the annual use of the Town's assets. Although amortization expenses should not be used to determine the impairment of an asset, it is a good tool to predict the future annual financial commitment required for asset rehabilitation. The amounts and calculations for amortization expenses are in accordance with our tangible capital asset (TCA) policy.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

There is no relationship to the strategic plan as this is a compliance report under the *Municipal Act, 2001*.

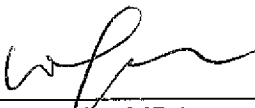
BUDGET IMPACT

This report is for information purposes only and, as such, will have no direct impact on taxes, fees and charges or the use of reserves. There is no impact on the future tangible capital asset funding requirements of the municipality, as a result of the exclusion of any of the estimated expenses.

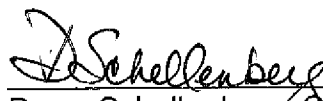
The original 2015 budget approved by Council included a deficit for the year of \$25.0 million (due to the draw on reserves and reserve funds to fund the capital program). With the inclusion of the PSAB reporting requirements, the budget would result in a surplus of \$11.7 million.

CONTACT

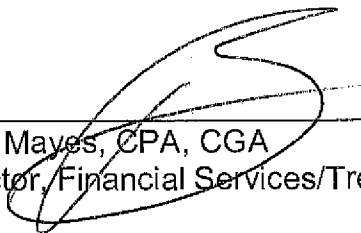
For more information on this report, contact: Mike Mayes at 905-953-5300, ext. 2102 or via e-mail at mmayes@newmarket.ca



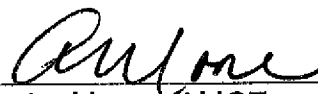
Frank Wu, MBA
Senior Financial Analyst



Dawn Schellenberg, CPA, CA
Manager, Finance and Accounting



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



Anita Moore, AMCT
Commissioner, Corporate Services

MM/nh

Attachment

- 2015 Budget Reconciliation (1 pg.)

2015 Operating Budget

Budget Reconciliation

The budget approved by Council differs from the budget in the Consolidated Statements. The differences are mainly due to PSAB 3150 reporting requirements.

		<u>Revenues</u>	<u>Expenses</u>
Council approved budget for 2015:			
Operating fund - April 20, 2015		\$ 112,127,407	\$ 112,127,407
Less: Principal payment on long-term debt		\$ -	\$ (2,927,071)
Less: Transfers to / from other funds		\$ (8,111,331)	\$ (19,079,764)
Capital - New - April 20, 2015		\$ 29,333,475	\$ 29,333,475
Plus: Capital - Carryovers		\$ 28,132,006	\$ 28,132,006
Less: Transfers from other funds		\$ (40,425,164)	\$ -
Reserves and Reserve funds - May 25, 2015		\$ 20,247,854	\$ 48,187,495
Less: Transfers to / from other funds		\$ (18,712,767)	\$ (48,187,495)
TOTAL COUNCIL APPROVED BUDGET	(1)	<u>\$ 122,591,480</u>	<u>\$ 147,586,053</u>
Less: Tangible Capital Assets Capitalized	(2)	-	(53,459,526)
Plus: Budgeted amortization expense	(3)	-	16,382,567
Plus: Post-employment benefit expenses	(4)	-	392,000
Adjusted Budget per Consolidated Statement of Operations		<u><u>\$ 122,591,480</u></u>	<u><u>\$ 110,901,094</u></u>

(1) Council approves balanced budgets with the exception of Reserves and Reserve Funds. The difference between Revenue and Expenses is the net transfer to or from other funds.

(2) This figure represents the total expenditures in the Capital Budget for Tangible Capital Assets. Disposals are not considered to be material and are therefore excluded.

(3) This figure is the estimated amortization for the current year's budgeted Tangible Capital Asset additions and adding it to the previous year's actual amortization expense.

(4) This is estimated based on the 2012 actuarial evaluation.

The meeting of Site Plan Review Committee was held on Monday, June 1, 2015 at 2:00 p.m. in the Council Chambers at 395 Mulock Drive, Newmarket.

Members

Present: Mayor Van Bynen (arrived at 2:05 p.m.)
Regional Councillor Taylor
Councillor Bisanz
Councillor Broome-Plumley
Councillor Hempen
Councillor Kerwin
Councillor Sponga
Councillor Twinney
Councillor Vegh

Staff: Peter Noehammer, Commissioner, Development & Infrastructure Services
Rick Nethery, Director, Planning & Building Services
Linda Traviss, Senior Planner – Development

Accessibility

Advisory

Committee: No members were present

The meeting was called to order at 2:00 p.m. Councillor Broome-Plumley declared a conflict of interest regarding the application for the Regional Municipality of York File No. D11-NP1508 and did not participate in any discussion regarding this matter.

Councillor Vegh in the Chair.

UNFINISHED BUSINESS

- 1. APPLICATION FOR AMENDMENT TO SITE PLAN APPROVAL
18106 AND 18110 YONGE STREET – WARD 7
(NORTH OF DAVIS DRIVE, WEST SIDE OF YONGE STREET)
OUR FILE NO.: D11-NP1508
THE REGIONAL MUNICIPALITY OF YORK**
-

Reconsideration of application for Amendment to Site Plan Approval to permit an addition having a gross floor area of 3,546 m² to the existing bus storage facility and a new Emergency Medical Services facility having a gross floor area of 555 m² together with a parking lot expansion on the subject lands.

Martin Silver, Manager of Capital Delivery of The Regional Municipality of York and Lauren Capilongo, Associate of Malone Given Parsons Ltd. will be present to address the Committee.

The Site Plan Review Committee recommends:

- 1. Application for Amendment to Site Plan Approval to permit an addition having a gross floor area of 3,546 m² to the existing bus storage facility and a new Emergency Medical Services facility having a gross floor area of 555 m² together with a parking lot expansion on the subject lands be approved in principle and referred to staff for processing, subject to the following:**
 - a. THAT the preliminary review comments provided to the applicant be addressed to the satisfaction of Town staff;**
 - b. THAT the applicant be directed to provide mature landscaping in front of the proposed concrete acoustic fence; any proposed lighting be downward facing and that low impact development (LID) measures be incorporated into the site to the satisfaction of Town staff and the matter of boulevard maintenance be discussed with Town staff.**
- 1. AND THAT Martin Silver, Manager, Capital Delivery, Property Services Branch of The Regional Municipality of York, 17250 Yonge Street, NEWMARKET, ON L3Y 6Z1, be notified of this decision;**
- 2. AND THAT Lauren Capilongo, Associate of Malone Given Parsons Ltd., 140 Renfrew Drive, Suite 201, MARKHAM, ON L3R 6B3, be notified of this decision.**

The meeting adjourned at approximately 2:15 p.m. The next regular meeting of the Site Plan Review Committee is expected to be held on June 22, 2015.

June 2, 2015
Dated

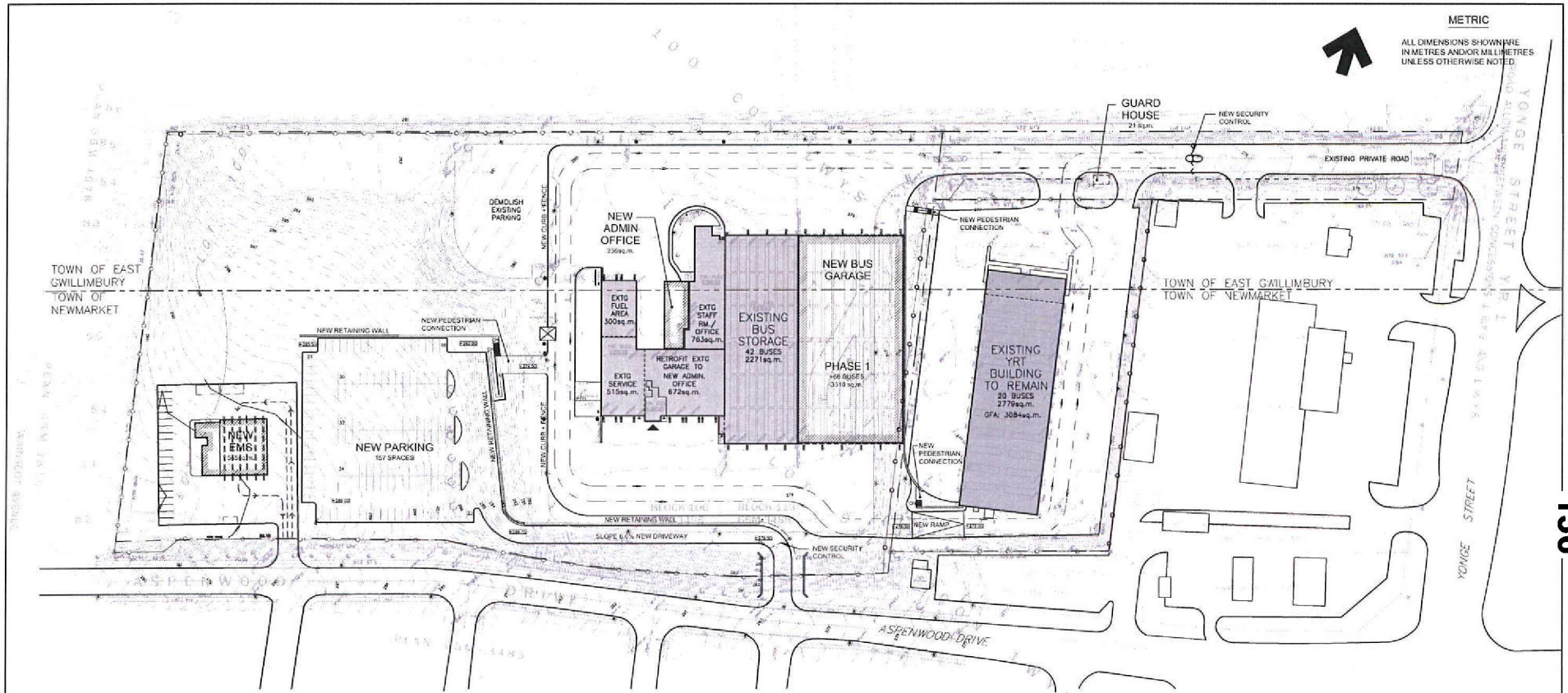

Director, Planning & Building Services

**1. APPLICATION FOR AMENDMENT TO SITE PLAN APPROVAL
18106 AND 18110 YONGE STREET – WARD 7
(NORTH OF DAVIS DRIVE, WEST SIDE OF YONGE STREET)
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2
SP-1
KEY PLAN
SCALE: 1:750

	18106 - YRT	18110 Yonge Street - Former GO Building					Both Sites
Existing Area (sq.m.)	11,185	Existing Area (sq.m.)	Demolish Area (sq.m.)	Retrofit Area (sq.m.)	Expansion Area (sq.m.)	Sub-Total Area (sq.m.)	Total Area (sq.m.)
Building area:	2779	4518	-	-	3546	8064	10843
Building coverage (%):	24%	9%	-	-	-	17%	16%
Ground floor:							
Service / Wash Bay	135	832	0	0	0	832	967
Maintenance Bay	1115	672	-672	0	0	0	1115
Storage Garage	1000	1271	0	0	880	1841	4247
Administration / Office	579	764	0	622	235	1621	2700
Sub-Total	3719	4518	-	-	3546	8064	10843
Second Floor:							
Administration / Office	305	0	0	0	0	0	0
Sub-Total	305	0	0	0	0	0	305
Grand Floor Area:	4024	4518	0	0	3546	8064	11348
Parking on site:							
Car Parking	0	75	-75	0	157	157	157
Bus Parking / Storage	20	45	-45	0	66	108	128

Site Information - 18106 & 18110 Yonge Street

1
SP-1
SITE PLAN
SCALE: 1:750

PART 1 - PLAN OF

PART OF LOT 99, CONCESSION 1 WEST OF YONGE STREET
GEOGRAPHIC TOWNSHIP OF EAST GUILMBURY

TOWN OF NEWMARKET - REGIONAL MUNICIPALITY OF YORK
AND PART OF LOT 100, CONCESSION 1 WEST OF YONGE STREET
GEOGRAPHIC TOWNSHIP OF EAST GUILMBURY
TOWN OF EAST GUILMBURY - REGIONAL MUNICIPALITY OF YORK

Information for this Site Plan has been taken from a survey by:
E.R.Garden Limited, Ontario Land Surveyor, September 2014

YRT PROJECT NO.:

REFERENCE DRAWINGS		ISSUE		REVISIONS		DRAWN BY:	DESIGNED BY:	AECOM		YORK REGION TRANSIT NORTH OPERATIONS AND MAINTENANCE FACILITY CONCEPT SITE PLAN	
		1				RP	SL				
		SEP/09/14				CHECKED BY:	APPROVED BY:				
						JRD	JRD				
						SCALE: 1:750					
						FULL SIZE ONLY					
						1:750					
DWG NO.	TITLE	NO.	DATE	ISSUED FOR	REV.	DATE				CONTRACT NO.	SHEET
										DWG. NO.	SP-1
										REV.	0

**ENGINEERING SERVICES****Town of Newmarket**

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May 12, 2015

**DEVELOPMENT & INFRASTRUCTURE SERVICES REPORT
ENGINEERING SERVICES 2015-33**

TO: Committee of the Whole

SUBJECT: Silken Laumann Drive – Parking Restrictions
File No.: T.08 T.30 Silken Laumann

ORIGIN: Director, Engineering Services

RECOMMENDATIONS

THAT Development and Infrastructure Services Report – ES 2015-33 dated May 12, 2015 regarding “Silken Laumann Drive – Parking Restrictions” be received and the following recommendation be adopted:

THAT the existing parking restrictions on Silken Laumann Drive remain as they are.

COMMENTS

Through the Ward Councillor, Engineering Services received a request from a resident on Silken Laumann Drive just west of Bayview Avenue asking the Town to remove parking restrictions on the south side to allow more on-street parking. Engineering Services undertook the process outlined in the Corporate Parking Policy by contacting the community for feedback. It was concluded that the majority of residents on Silken Laumann Drive (from household numbers #463, and #466 eastward to Bayview Avenue) are against any changes to the current existing parking regulations. Several residents expressed a concern that changing the existing parking restrictions would result in safety issues in this curved section of Silken Laumann Drive. In fact, this safety concern was the original reason why the existing parking restrictions were implemented.

Therefore, it is recommended that there be no changes to the existing parking restrictions on Silken Laumann Drive at this time.

PUBLIC CONSULTATION

A letter was sent to a total of 25 households in the Silken Laumann community (from #463 to #519 and #466 to #508) on March 26, 2015 to solicit their comments on the proposed changes to the parking restrictions. Out of the households contacted, four (4) were against any changes, and one (1) did not indicate that they were either for or against, but expressed some concerns about any changes.

A copy of this report will be forwarded to affected residents prior to the Committee of the Whole Meeting so that residents may attend the meeting or present a deputation if they so wish.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

- Well-planned and connected...strategically planning for the future to improve information access and enhance travel to, from and within Newmarket.

HUMAN RESOURCE CONSIDERATIONS

No impact on current staffing levels.

IMPACT ON BUDGET

Operating Budget (Current and Future)

No impact on the Operating Budget.


Capital Budget

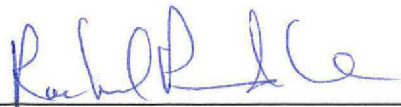
No impact on the Capital Budget.

CONTACT

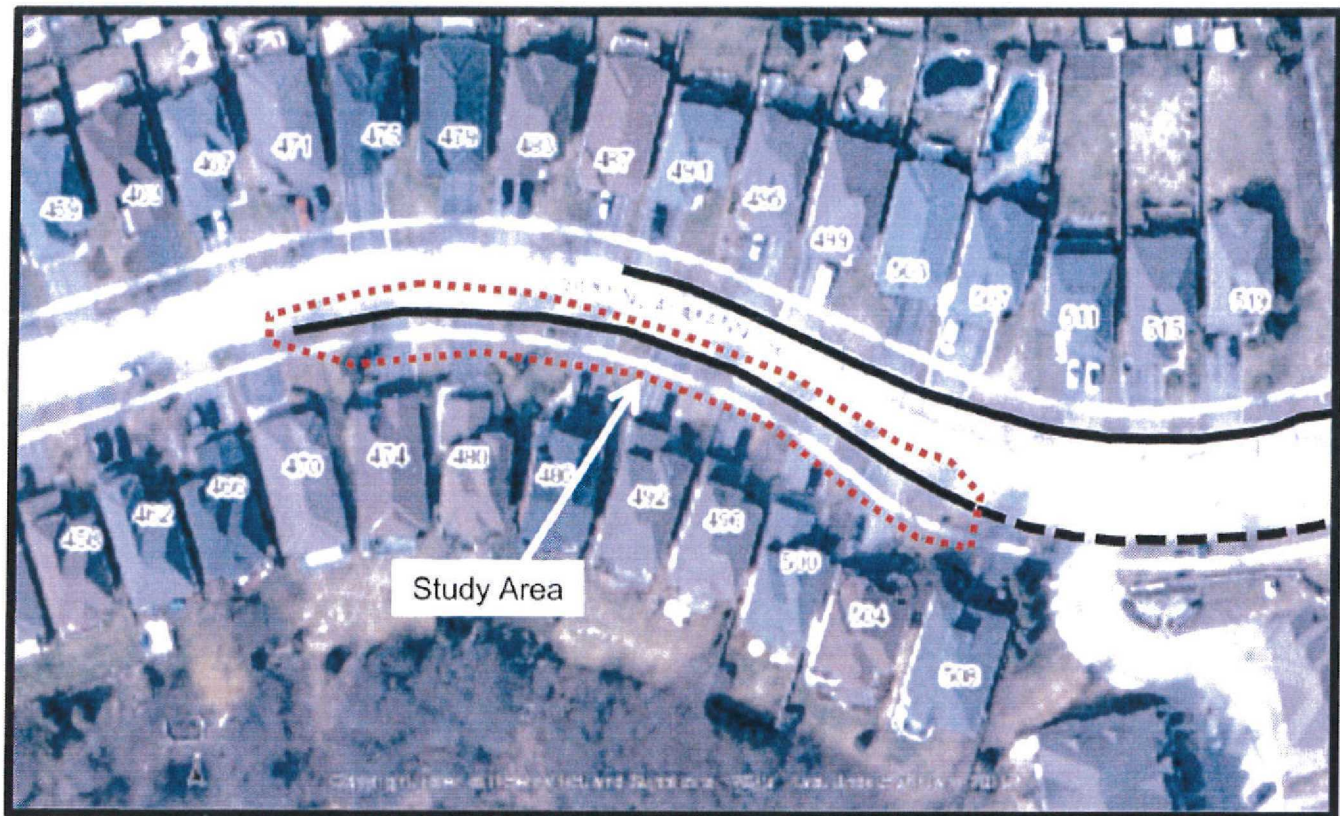
For more information on this report, please contact Mark Kryzanowski at 905-895-5193 extension 2508; mkryzanowski@newmarket.ca.

Prepared by:


M. Kryzanowski, M.C.I.P., R.P.P.
Senior Transportation Coordinator


R. Prudhomme, M.Sc., P.Eng.
Director, Engineering Services


P. Noehammer, P.Eng., Commissioner
Development & Infrastructure Services



- Existing NO Parking Zone
- - - - Existing NO Stopping Zone

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May 20, 2015

**DEVELOPMENT & INFRASTRUCTURE SERVICES REPORT
ENGINEERING SERVICES 2015-34**

TO: Committee of the Whole

SUBJECT: McCaffrey Road – Traffic Review
File No.: T.08 T.30 McCaffrey

ORIGIN: Director, Engineering Services

RECOMMENDATIONS

THAT Development and Infrastructure Services Report – ES 2015-34 dated May 20, 2015 regarding “McCaffrey Road – Traffic Review” be received and the following recommendations be adopted:

- 1. THAT Town staff continue to implement the Speed Management Plan on McCaffrey Road, particularly west of Rannie Road;**
- 2. AND THAT Town staff continue to monitor the traffic levels at the McCaffrey Road/Rannie Road intersection for an all-way stop control;**
- 3. AND THAT McCaffrey Road bicycle lanes be considered a priority with the implementation of the Active Transportation Plan (on street bicycle lanes).**

COMMENTS

At its regular meeting of February 9, 2015, Town Council adopted recommendations regarding Parking Bylaw amendments on McCaffrey Road. Town Council adopted an additional recommendation that stated:

“iii) AND THAT a report regarding traffic calming measures that may be implemented, including the installation of a stop sign at McCaffrey Road and Rannie Road be provided.”

The technical review that was conducted as a result of this request is contained in Appendix A. In this report, staff reviewed speeds, volumes, collisions and all-way stop control warrants.

It should be noted that, in addition to existing conditions, staff is also taking into consideration the potential requirement for all-way stop controls and signalized intersections that may be required as traffic volumes increase due to the impending development of the York Region Annex building.

Through this review, it was found that traffic volumes and collision data are typical for a residential collector road. Furthermore, the speeds that were measured are within the Transportation Management Policy threshold. Town staff recommends that Category 1 Mitigation Measures from the Town's Transportation Management Policy be applied, which means that radar trailers would continue to be deployed in the highest speed area.

The McCaffrey Road/Rannie Road intersection has been monitored by Town staff since 2008. The current volumes (both pedestrian and traffic) do not meet the warrants for an all-way stop control at this time; however, staff recommends that continued monitoring be implemented to detect an increase in volume that would warrant an installation.

PUBLIC CONSULTATION

Town staff has discussed some of these issues with some local residents and with the Ward Councillor.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

- Well-planned and connected...strategically planning for the future to improve information access and enhance travel to, from and within Newmarket.

HUMAN RESOURCE CONSIDERATIONS

No impact on current staffing levels.

IMPACT ON BUDGET

Operating Budget (Current and Future)

No impact on the Operating Budget.


Capital Budget


No impact on the Capital Budget.

CONTACT

For more information on this report, please contact Mark Kryzanowski at 905-895-5193 extension 2508; mkryzanowski@newmarket.ca.

Prepared by:


M. Kryzanowski, M.C.I.P., R.P.P.
Senior Transportation Coordinator


R. Prudhomme, M.Sc., P.Eng.
Director, Engineering Services


P. Noehammer, P.Eng., Commissioner
Development & Infrastructure Services

Appendix A

Study Area

The study area is McCaffrey Road from Eagle Street West to Keith Avenue. McCaffrey Road is considered a minor residential collector road. It is a two-lane road with a posted speed limit of 40 km/h. There are all-way stop controls at Petheram Place, Brimson Drive and Keith Avenue.

Road Volumes

The following table outlines the road volumes collected, any historical information and general carrying capacity of the road. The general carrying capacity refers to the typical upper-limit of daily traffic expected on a roadway. Occasionally, these carry capacity limits can be exceeded due to the close proximity of schools or plazas or other high traffic generators.

Road	Section	Year	Daily Volume	Carrying Capacity	% Capacity	Historic Average
McCaffrey	Eagle West to Rannie	2015	3640	5000	72%	3612
		2014	3810		76%	
		2012	3440		69%	
		2008	3350		67%	
		2007	3820		76%	
	Rannie to Petherham	2015	2490	5000	50%	2608
		2013	2630		53%	
		2012	2610		52%	
		2008	2700		54%	
	Petheram to Brimson	2015	2110	5000	42%	2295
		2013	2290		46%	
		2012	2180		44%	
		2011	2600		52%	
	Brimson to Keith	2015	1920	5000	38%	2140
		2012	2050		41%	
		2012	2010		40%	
		2007	2580		52%	

The table above indicates that the volumes on McCaffrey Road for all four sections are below the carrying capacity of a minor residential road. As well, the reduction in volume from east to west illustrates a typical residential collector traffic pattern serving the community. The traffic volumes remain relatively consistent in each section and are, in general, slightly above or below the historic average. It should be noted that events at the Ray Twinney Complex or at the Newmarket Court House could skew the results slightly over the seven day count totals.

Based on the above, it can be concluded that traffic volumes are relatively consistent and as expected for a minor residential collector road.

Speeds

Speed information was collected on segments of roadways within the study area. All streets within the study area are posted at 40 km/h. The following table outlines the data collected.

Street	Type	Segment	Year	Speeds	
				Average	Operating
McCaffrey	Collector	Eagle West to Rannie	2015	44	50
			2014	44	51
			2012	46	53
		Rannie to Petheram	2015	48	55
			2013	49	56
			2012	48	56
		Petheram to Brimson	2015	45	52
			2013	45	52
			2012	46	56
		Brimson to Keith	2015	40	46
			2012	43	49

The average speed is the speed at which 50% of the vehicles are travelling. The operating speed is the speed at which 85% of the vehicles are travelling and is used to determine speed mitigation. The results of the area speeds are typical of collector roads within the Town. The Town's Transportation Management Policy shows operating speed thresholds to determine the level of speed mitigation that could be applied. All 2015 operating speeds are below the threshold of 55 km/h or less for a collector road. An examination of the overall historic operating speeds shows a decrease of 3 or 4 km/h in 3 of the 4 road segments, with one exception where the speed has dropped by 1 km/h.

The highest speeds on McCaffrey Road have been recorded between Rannie Road and Petheram Place. This section of road is straight and extends about 750 metres in length, which gives motorists plenty of time and sight lines to increase travelling speeds.

The Town has been employing measures from its Speed Management Program on McCaffrey Road over the last few years. The primary location for the radar trailers have been at the hydro corridor, which is located in the highest speed area. The following table illustrates the program deployment on McCaffrey Road.

Year	Number
2014	3
2013	2
2012	4
2011	5
2010	3

Aside from the Speed Management Program, the Town's Official Plan Amendment #11, which consists of the Town's Active Transportation Plan, has identified McCaffrey Road as a candidate for on-street bicycle lanes in the near future (0-5 year). Bicycle lanes have been proven to reduce

speeds by narrowing the width of the travelled portion of the road available to vehicles. This is akin to a “road diet”, which has the effect of reducing vehicle speeds, and it is considered an effective traffic calming measure. The Town has seen this positive effect on other roads where bike lanes have been installed.

Intersections

As part of the review, the only intersection that is not controlled by an all-way stop is the McCaffrey Road and Rannie Road intersection. The McCaffrey Road and Eagle Street West intersection will likely not have an all-way stop control because traffic volumes are too high on Eagle Street West, thereby requiring an increased measure of control such as a signalized intersection. This will very likely be the case, especially with the increased traffic expected as a result of the development of the York Region Annex building.

The procedure to warrant an all-way stop is outlined in the Town’s Transportation Management Policy. In these warrants, the traffic and pedestrian volumes are the key drivers. The following table outlines the intersections reviewed and results.

Rannie Road – Year	Warrant 3a Major Volumes	Warrant 3b Minor Volumes
2015	69%	46%
2014	66%	39%
2011	71%	41%
2008	56%	15%

Warrant 3a is based on all traffic and pedestrian volumes at the intersection. Warrant 3b relates to pedestrian and traffic volumes from the side street (Rannie Road). Both warrants need to be met at 100% before an all-way stop control would be considered.

The 2008 warrant year represents the time when Rannie Road was opened from McCaffrey Road to Clearmeadow Boulevard. It was anticipated that the opening of this new travel route would warrant an all-way stop in the future. For this reason, the Town has been monitoring the intersection. However, it would appear that some increased traffic volume was experienced, but not sufficiently to warrant an all-way stop control.

Another very important fact that needs to be stated is that all-way stop controls are implemented to control the right-of-way only. They are not recommended for speed control nor to help pedestrians cross the road.

Collisions

Collision types and trends can sometimes point to road sections that may have some engineering deficiencies or some other cause that may need to be addressed. The following table indicates the collisions for this road segment or intersection for the last 5 years. If the road segment or intersection is not listed, then there have been no reported collisions. The collision type is either PD (property damage only), or NFI (non-fatal injury). NFI injuries usually require the person(s) to be examined at the hospital.

Road	Segment	Year	Type	Comments
McCaffrey	Eagle West to Rannie	2011	PD	Lost control and hit utility pole
	Rannie to Petheram	2009	PD	Rear-end – wet roads
		2009	PD	Backed into each other
		2011	PD	Parked car on wet roads
		2013	NFI	Cyclist
Intersection				
McCaffrey	At Rannie	2013	PD	Rear-end – Fog
	At Keith	2012	PD	Lost control – Snow

These results are typical for a residential community and show only one (1) NFI collision. It should be noted that the cyclist injury that was reported in 2013 resulted from a cyclist colliding with the rear of a parked car, and therefore, there was no vehicle operator involved in that collision.

Discussion

McCaffrey Road is operating as expected. The speeds are not unusually high, but they still merit consideration for Category 1 measures from the Town's Transportation Management Policy. Much like all roads in the Town, the average and operating speeds are somewhat above the legal posted limit of 40 km/h. The future implementation of the on-street bicycle lanes will help reduce the overall speeds along the entire length of the study area.

The Town will continue to monitor the McCaffrey/Rannie intersection for warrants for an all-way stop and will report back to Town Council if one is warranted in the future.





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May 13, 2015

**DEVELOPMENT & INFRASTRUCTURE SERVICES REPORT
 ENGINEERING SERVICES 2015-35**

TO: Committee of the Whole

SUBJECT: School Crossing Location Review – Eagle Street West
 File No.:T08 T.30 Eagle Street West

ORIGIN: Director, Engineering Services

RECOMMENDATIONS

THAT Development and Infrastructure Services Report – ES2015-35, dated May 13, 2015 regarding School Crossing Location Review – Eagle Street West be received and the following recommendations be adopted:

- 1. THAT Schedule IX (School Crossing Locations) of Traffic By-law 2011-42, as amended, be further amended by deleting:**
 - a. Eagle Street West at Crossland Gate/Peevers Crescent**
- 2. AND THAT the necessary By-laws be prepared and submitted to Council for approval;**
- 3. AND THAT the school administration for Crossland PS, St. Nicholas CES, and École élémentaire catholique Saint-Jean in the Town of Aurora be forwarded a copy of the Council extract.**

BACKGROUND

At its regular meeting of May 11, 2015, Town Council adopted recommendations to create a new school crossing guard location on Ford Wilson Boulevard to directly serve Alexander Muir Public School. Development and Infrastructure Report – ES 2015-28 indicated that funding for the new location for 2015 would be either found through a review and reallocation of existing crossing guard resources, or from the 2015 Traffic Management budget.

Over the years, Town staff has occasionally reviewed the utilization rate of crossing guards and has reallocated resources accordingly (i.e., from under-utilized areas to areas of increased need). The Town's Transportation Management Policy sets out the threshold for the number of children required to warrant a crossing guard (10 children in the morning and afternoon).

The Town has no policy on what locations should be targeted for review but, as a rule, Town staff will first examine locations close to the school which is receiving the new crossing guard (Alexander Muir PS in this case) and will try to find reallocations within the same ward (see map in Attachment 1).

As a result of this review, Town staff has identified a suitable school crossing guard location (Eagle Street West at Crossland Gate / Peevers Crescent) that should be reallocated to accommodate the Ford Wilson Boulevard school crossing guard location.

COMMENTS

In March 2015, Town staff reviewed a number of school crossing guard locations within Ward 7. The Eagle West school crossing location stood out because there were only seven (7) children crossing in the morning, and zero children observed crossing in the afternoon. Another surprising observation was that children were crossing in a direction that was opposite to the one that was expected. The children in that area were expected to be attending Crossland Public School on Brimson Avenue and, to a lesser degree, St. Nicholas CES on Keith Avenue by Bathurst Street. However, it was later discovered that the children crossing at this location were not headed to those schools and were instead crossing the road to access a bus that was taking them to a school located in the Town of Aurora (École élémentaire catholique Saint-Jean).

To supplement the review that was conducted in March 2015, two additional studies were undertaken at the end of April 2015. Since the Eagle West school crossing location is located at the outer limits of the school catchment area and staff thought that it might take children 20 or 30 minutes to arrive at the crossing, the standard review period was extended to start earlier in the mornings and end later in the afternoons. This way, staff concluded that the count would be more accurate.

Based on the field review, it was determined that up to seven (7) children were crossing Eagle Street West to assemble at a school bus pick-up/drop-off point just east of Eagle Street West on Peevers Crescent. The school bus serves the École élémentaire catholique Saint-Jean in the Town of Aurora on Walton Drive.

Even though this crossing guard location is servicing children for non-local school trips, it could be warranted if the number of children crossing at the location met the crossing guard policy threshold. In this particular location though, the threshold number was not achieved.

Another factor to consider in the recommendation to reallocate this crossing guard is the fact that this is a school bus stop location. School buses legally stop traffic in both directions to allow for passenger boarding and off-loading, thereby making a crossing guard more difficult to justify. Furthermore, pick up points on school bus routes can be altered to meet any perceived requirements. For these many reasons, it is being recommended that this crossing guard location be reallocated to Alexander Muir PS, where there is a warranted need.

Removing the seven (7) children who are boarding the bus to Aurora from the count, there was still a number of children who utilized the crossing guard location. The following table illustrates the number of local school children utilizing the crossing.

	Morning	Afternoon
March 2015	0	0
April 29, 2015	3 (1)	4 (0)
April 30, 2015	0	2 (0)

In the table above, the numbers in brackets are the actual number of children that used the school crossing guard either at Crossland Gate or Eagle Street West. The remaining children crossed on their own, without the help of the crossing guard. This was either because children arrived after the school crossing guard had finished his shift and was no longer on site, or because the children were on bicycles and rode across the road some distance away from the school crossing guard without dismounting.

Therefore, it is recommended that the school crossing guard location at Eagle Street West be removed from service and that the resources be reallocated to Alexander Muir PS.

PUBLIC CONSULTATION

No public consultation was undertaken in the preparation of this report. The school administrations that are affected by this study will be sent a copy of the Town Council extract.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

- Well-planned and connected...strategically planning for the future to improve information access and enhance travel to, from and within Newmarket.

HUMAN RESOURCE CONSIDERATIONS

There may be no impact on staff levels, which is further discussed under the Operating Budget section.

IMPACT ON BUDGET

Operating Budget (Current and Future)

Based on its regular meeting of May 11, 2015, Town Council adopted the recommendation to add a school crossing guard location on Ford Wilson Drive (Alexander Muir PS). It is now recommended that the operating funds for the Eagle Street West school crossing guard location be reallocated to the Ford Wilson Drive school crossing guard location to create a zero net increase in operating budgets and staffing levels.

Capital Budget

There will be no impact on the capital budget.

CONTACT

For more information on this report, please contact Mark Kryzanowski at 905-895-5193 extension 2508; mkryzanowski@newmarket.ca.

Prepared by:



M. Kryzanowski, M.C.I.P., R.P.P.
Senior Transportation Coordinator

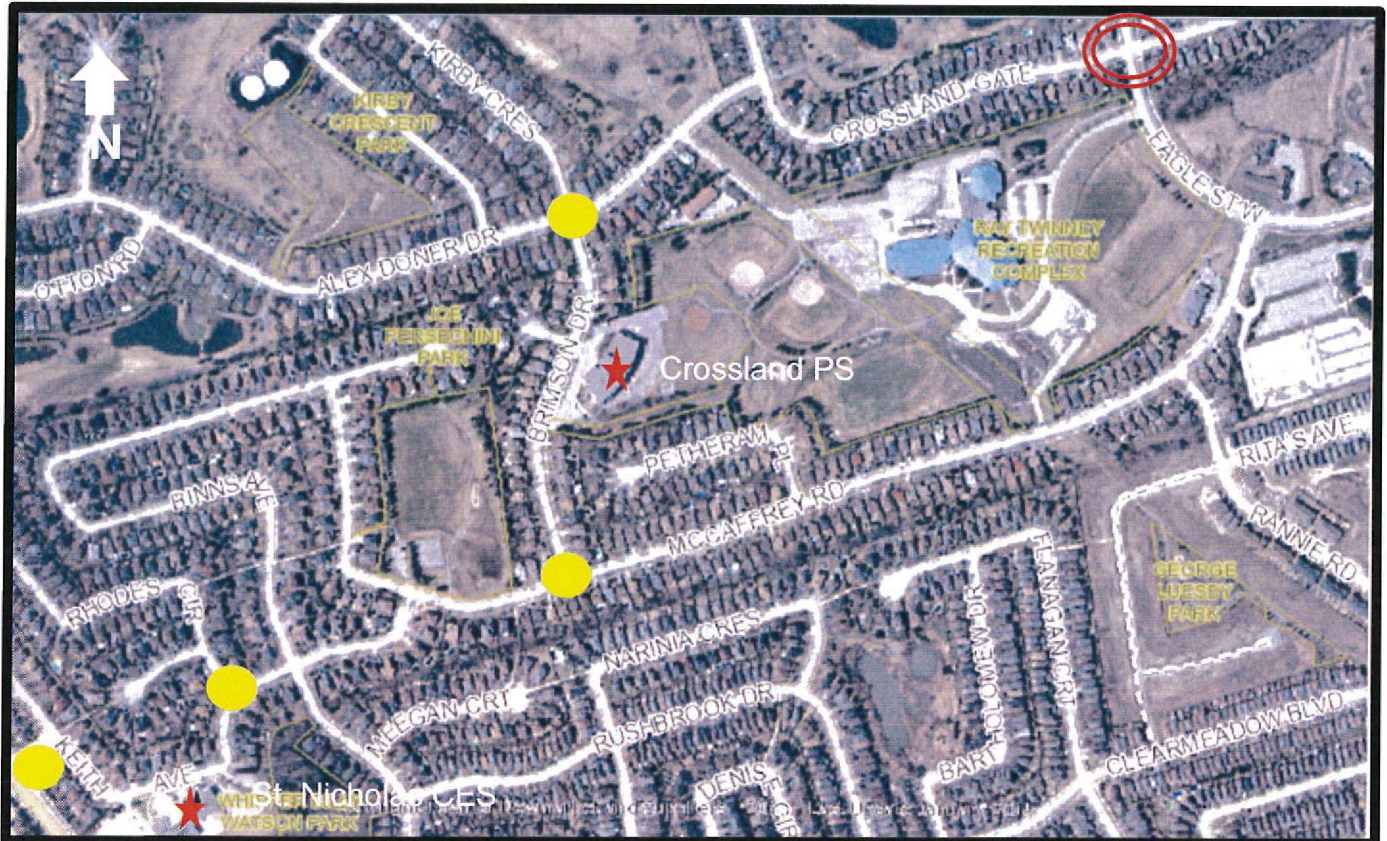


R. Prudhomme, M.Sc., P.Eng.
Director, Engineering Services



P. Noehammer, P.Eng.,
Commissioner, Development &
Infrastructure Services

ATTACHMENT 1



Area of Study – Eagle West Location



Other School Guard Crossing Locations



School Site

**ENGINEERING SERVICES****Town of Newmarket**

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June 15, 2015

**DEVELOPMENT & INFRASTRUCTURE SERVICES
ENGINEERING SERVICES 2015-36**

TO: Committee of the Whole

SUBJECT: Ontario Street Drainage Update

ORIGIN: Director, Engineering Services

RECOMMENDATIONS

THAT Development and Infrastructure Services Report – ES2015-36, dated June 15, 2015 entitled “Ontario Street Drainage – Update” be received and the following recommendations be adopted:

- 1. THAT the Town continue to monitor flood risks as a result of climate change;**
- 2. AND THAT Town staff continue to work in tandem with the Lake Simcoe Region Conservation Authority (LSRCA) to provide technical information to assist the homeowners who are located in the floodplain and are concerned about flooding;**
- 3. AND THAT Town staff continue to work with the LSRCA to encourage owners of residential, commercial, institutional and industrial properties within the Western Creek catchment area to incorporate low impact development (LID) elements to treat rainwater at the source, thereby reducing future surface runoff into Western Creek;**
- 4. AND THAT Town staff prepare options for Council to consider in the 2016 budget exercise to strengthen its commitment to environmental sustainability and to address the effects of climate change, especially as it relates to flooding.**

PURPOSE

The purpose of this report is to provide an update to Committee of the Whole regarding flooding in the backyards of private residences on Ontario Street (see map in Attachment 1), where residential lots are located within the floodplain abutting Western Creek. The report provides an overview of discussions with the residents and the LSRCA, and offers recommendations from staff.

COMMENTS

Properties are Within the Western Creek Floodplain

Western Creek and its floodplain intersect some of the backyards of several private residences along Ontario Street (see map in Attachment 1). The owners of four of these residences have contacted the Town several times over the past year to voice their concerns over the fact that their backyards have been subjected to flooding during intense rain events. Two of the four residences are located entirely within the floodplain, one is almost entirely under the floodplain, and the fourth is partially under the floodplain. The homeowners indicated that along with flooding comes debris, foul odours and extended soggy in their backyards. The homeowners indicated that they were concerned that the water will eventually reach their homes and flood their basements.

Town staff, along with senior staff from the Lake Simcoe Region Conservation Authority (LSRCA), met several times with the homeowners during the past year. Staff listened to the homeowners' concerns and provided technical advice and recommendations to assist them in finding solutions to mitigate the risk of flooding in their backyards. At each of those meetings, the homeowners were reminded by the LSRCA and by the Town that their homes are located within the floodplain, and therefore, their properties are naturally prone to flooding.

Through the various meetings, it was determined that the homeowners' properties may have been subjected to erosion and settling over time. As a result, the backyard surface elevations may be lower than they were in the past. The homeowners were advised that the Town's and the LSRCA's responsibilities do not extend to improving the condition of private properties to reduce the risk of flooding. They were told by both organizations that this remains a responsibility of the property owner. The only time that the Town will repair or restore private property is when a property has been damaged or disturbed as a direct result of the Town's activities, such as during watermain breaks or other potentially damaging events.

If homeowners wish to raise the elevation of their backyards or construct berms to protect against flooding as suggested, they will have to haul in some clean, acceptable fill. The LSRCA indicated that if the homeowners add fill to their back yards, they will have to perform a corresponding, equivalent cut elsewhere within the same floodplain. If the homeowners wish to pursue this option, the Town and LSRCA offered to work with them to help identify areas within the floodplain where the corresponding cuts could be made or where suitable fill could be found.

The homeowners asked about financial assistance to complete the works required for backyard or creek bank improvements. The LSRCA advised that the financial assistance programs that were available in the mid-1990's, where the LSRCA and the Town would both contribute to property improvements, are no longer available. However, there are funding programs to reduce soil erosion along waterways that are presently available through the LSRCA (LEAP funding). The homeowners were invited to explore this with staff at the LSRCA to see if they could qualify.

Stormwater Management Investigations

In an effort to help address concerns, Town staff asked their stormwater management consultant (AECOM), who is currently working on the Town-Wide Stormwater Master Plan, to take a closer look at this and other catchment areas of the Town that are susceptible to flooding. The objective was to determine whether there was anything that could be done on the Town's side to help the homeowners.

AECOM conducted field work and theoretical modelling and provided some ideas for consideration. One of AECOM's recommendations was for them to conduct additional modelling studies on the size of the Niagara Street culvert. The consultant would like to determine if making the culvert larger might reduce the backyard vulnerability of the four homeowners in the Ontario Street floodplain, but might create a new risk of flooding on properties located downstream. Upsizing the Niagara Street culvert would cost approximately \$450,000.

Recent analysis by AECOM, however, is indicating that increasing the diameter of the Niagara Street culvert would have minimal impact on the flood situation. AECOM reports that, with a regional storm event (i.e., Hurricane Hazel, which is the 250-year storm event), a larger culvert at Niagara Street would result in only a 7.0 centimetre reduction in the flow profile of the creek. Therefore, increasing the diameter of this culvert does not appear to be a viable option, especially when considering the costs that would have to be incurred.

It should be noted that, as part of the VivaNext Rapidway project on Davis Drive, York Region had inspected the Western Creek culvert and decided to include extensions of the culvert, but not to increase its diameter. The existing culvert was extended almost equally on the north and south sides of Davis Drive to accommodate the road widening. York Region decided, however, to completely reconstruct the culvert crossing for the Eastern Creek at Davis Drive, replacing the existing culverts with an enlarged box culvert. The Eastern Creek culvert replacement had to be done because the existing pipes were in very poor condition.

Another outcome of AECOM's work was to identify a property belonging to the Regional Municipality of York that is completely within the floodplain and that could potentially be used by the residents to provide fill to raise their backyards while allowing the "corresponding cut" to be made to meet LSRCA's requirements. The fill would have to be tested to establish whether or not it would be suitable for placement near the creek and York Region would have to be in favour of allowing residents to take this fill before this could go ahead. Furthermore, land surveys and additional modelling would be needed to determine the impact of this work on flooding on Ontario Street and for permitting purposes with the LSRCA. A preliminary estimate of the cost for this work is \$100,000, without considering any accessibility issues that might make the work difficult to accomplish (i.e., access to the backyards by excavating and spreading equipment). If special or smaller equipment is needed to conduct the work, it would add to the cost.

The Town's Stormwater Master Plan and Related Initiatives

AECOM also identified a list of longer-term opportunities that they will incorporate into the Town's Comprehensive Stormwater Management Master Plan currently being drafted. The Town expects the final plan to be submitted before the end of this calendar year. Some of the longer-term opportunities are already being done by the Town. For example, the Town is already evaluating the roads needs forecast for road reconstruction within the drainage area to identify potential opportunities for LID measures where possible. In 2015, a bioswale is being constructed as part of the Woodland Court reconstruction project. Also, the Forest Glen Road reconstruction planned for 2016 will incorporate several LID elements in its design. All road reconstruction designs now consider LID opportunities first before incorporating traditional stormwater management to handle drainage in order to reduce storm sewer and watercourse loadings.

The Town is also evaluating opportunities for improvement of its existing stormwater management ponds to increase water quantity and quality control. We are also working with the LSRCA to

encourage opportunities within the catchment area for partnerships with private landowners to implement LID or other stormwater quantity controls on their properties.

The Town and LSRCA are helping by meeting with upstream private property owners and encouraging them to incorporate low impact development (LID) features such as permeable paving, rain gardens, bio-swales and others on their lands to reduce the quantity of surface run-off going into Western Creek during intense rain events. The LSRCA is looking into programs to assist upstream property owners with implementing LID elements.

To further encourage upstream LID options, in October 2014, the Town and the LSRCA met with representatives of the Upper Canada Mall and Sears to discuss potential improvements to their property that could reduce the total runoff into Western Creek. Items such as maintaining their privately owned stormwater ponds, rainwater harvesting for recreational and marketing purposes, low impact development in the parking lot (such as porous pavements, tree trenches, raingardens and biofiltration) and others were discussed. The Mall and Sears representatives were urged to explore what other similar commercial developments have been able to accomplish, and in particular, to look at the Maplewood Mall in Minnesota. The LSRCA offered to explore any financial incentive programs that could help offset the costs to the Mall and Sears.

The LSRCA also offered to help the Ontario Street homeowners by having some of their staff walk the creek in hip-waders to determine if there was any debris in the water that could be obstructing the flow. However, the LSRCA indicated that, because the creek is neither the Town's property nor theirs, they would have to obtain permission from property owners to walk the creek along the private backyards. Also, if any obstructions were identified, it would be up to the property owners who abut onto that section of the creek to clear those obstructions. The LSRCA later reported that after carrying out this exercise, they did not find any major obstructions. They only found some brush and an old shopping cart in the water and they proceeded to notify the homeowners responsible for those sections of the creek to clear the obstructions.

The LSRCA has been monitoring the flow of Western Creek since November 2014. Recently, they received an approval to install a permanent gauge to measure flow rates in Western Creek on a continuous basis. This gauge will be installed in late spring or early summer of 2015. This additional data will be useful in understanding the effects of heavy rainfalls on the creek levels and it will also provide a baseline from which to measure the success of any LID applications upstream.

The Town's Public Works Services is also doing its part in keeping areas free of obstructions. There is regular inspection of the culverts at the intersections of the creek with the Town's municipal roads to ensure that they are free of debris and sediment and that they are flowing properly.

ADDITIONAL CONSIDERATION

As municipalities face new challenges caused by more frequent and more intense storm events due to climate change, it is incumbent upon them to transform the way stormwater is being managed. The traditional method of channeling all stormwater runoff from impervious surfaces (rooftops, driveways, roads, parking lots) into catchbasins and pipes that lead to natural watercourses is no longer an acceptable option. Not only does this traditional practice cause deterioration in the quality of water in our lakes and streams, but it also increases the quantity of

water flowing through these water bodies, leading to flood conditions where they did not previously exist or the exacerbation of existing flood conditions on flood prone lands.

The Town of Newmarket has been very proactive in embracing low impact development as a way of mitigating excessive stormwater runoff by treating rain water at its source. Putting rain water back into the ground where it falls, rather than directing it through storm sewers into lakes and streams, serves the dual purpose of reducing flow into natural water courses and removing pollutants that would otherwise be carried to lakes and rivers.

In order to truly have an overall impact on reducing flooding and helping the residents of Newmarket, the Town could consider strengthening its commitment to addressing the effects of climate change. Increased requests from the community for the Town to provide support and demonstrate leadership in climate change and environmentally sustainable initiatives and in reducing flooding on private and public lands is making it increasingly necessary for the Town to:

1. Put in place and enforce policies and by-laws to ensure responsible and sustainable development that manages stormwater and reduces erosion and sedimentation on site;
2. Explore LID opportunities at all of the Town's facilities and in all of our own capital works;
3. Develop LID construction engineering standards and specifications;
4. Provide leadership on identifying LID opportunities in all developments and spearheading initiatives on Town properties;
5. Implement strategies to prevent pollutants such as phosphorus from entering water courses;
6. Monitor construction sites (the Town's and development sites) to ensure effective sediment control and proper construction techniques;
7. Lead educational initiatives to ensure that Town staff, local businesses, developers, builders, residents, homeowners and schools understand the issues related to climate change and know how to address them by managing stormwater at the source;
8. Review and monitor the Town's stormwater management ponds (SWM ponds) to eliminate or reduce reliance on them as a stormwater management option;
9. Continue to work closely with the LSRCA on climate change and sustainability initiatives aimed at reducing the risk of floods.

In order to achieve these objectives, additional resources would be needed. Knowing that climate change is threatening our Town's and residents' properties and assets, and not preparing appropriately to mitigate those damages ahead of time, increases the Town's risk exposure and can make the Town liable for environmental damages. It is therefore recommended that staff bring forward some options for Council to consider in order to show its commitment to addressing climate change and environmental sustainability in construction and development works and in the protection of property as part of the 2016 budget submission.

CONSULTATION

As described above, there was a great deal of consultation with the four homeowners who contacted the Town, as well as with the Ward Councillor, the LSRCA, the Town's stormwater specialists and upstream private property owners who may be able to implement LID elements on their lands.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

Living Well

- Environmental Protection and Natural Heritage Preservation
- Safety and Security

Well Respected

- Being a champion for cooperation and collaboration

HUMAN RESOURCE CONSIDERATIONS

No impact to current staffing levels at this time.

IMPACT ON BUDGET

Operating

No impact at this time.

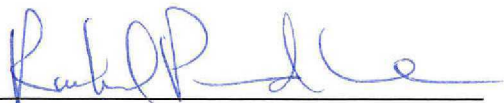
Capital Budget

No impact at this time.

CONTACT

For more information on this report, please contact Rachel Prudhomme at 905-953-5300 extension 2501; rprudhomme@newmarket.ca.

Prepared by:

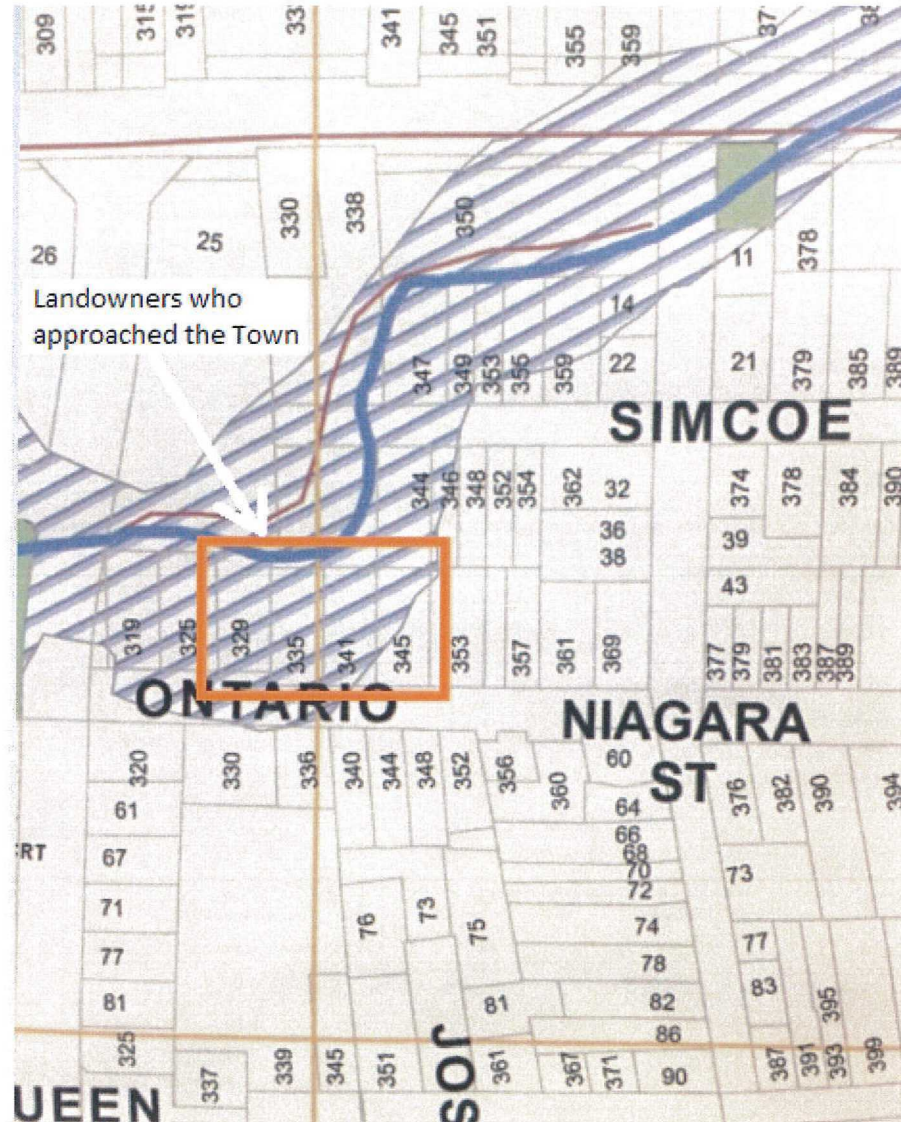


R. Prudhomme, M.Sc., P.Eng.
Director, Engineering Services



P. Noehammer, MBA, P.Eng.
Commissioner, Development & Infrastructure Services

Attachment 1





Planning and Building Services

TOWN OF NEWMARKET
395 Mulock Drive
P.O. Box 328
Newmarket, ON L3Y 4X7

www.newmarket.ca
planning@newmarket.ca
905.953.5321

June 4, 2015

**DEVELOPMENT AND INFRASTRUCTURE SERVICES/PLANNING & BUILDING SERVICES REPORT
2015-21**

TO: Committee of the Whole

SUBJECT: Application for Zoning By-Law Amendment
17844 Leslie Street
Southwest Corner of Janette Street and Leslie Street
2398804 Ontario Inc.
File: D14-14-10

ORIGIN: Application Submitted to Planning and Building Services

RECOMMENDATIONS

THAT Development and Infrastructure Services/Planning and Building Services Report - Planning 2015-21 dated June 4, 2015 regarding application for zoning bylaw amendment be received and the following recommendation(s) be adopted:

1. THAT the application for zoning bylaw amendment, as submitted by 2398804 Ontario Inc. for lands being located at the southwest corner of Janette Street and Leslie Street, be approved and that staff be directed to prepare the necessary Zoning By-Law Amendment;
2. AND THAT the amending By-law include a Holding Provision relating to the Environmental Condition of the site to the satisfaction of the Director of Engineering Services;
3. AND THAT Mr. R. Ursini, Evans Planning Inc. 8481 Keele Street Unit 12, Vaughan, ON L4K 1Z7 be notified of this action.

COMMENTS

Location

The subject lands are located on the southwest corner of Janette Street and Leslie Street, municipally known as 17844 Leslie Street. (See Location Map attached)

Proposal

2398804 Ontario Inc. have submitted an application for zoning bylaw amendment and site plan approval to replace the existing Service Commercial (CS) zone with the Automotive Commercial (CA) zone to permit a gas station with four pumps and associated convenience/food store.

Community Consultation

The required statutory public meeting for this zoning by-law amendment application was held on May 4, 2015. Public comments received at the public meeting and written comments submitted focused on the following issues:

Site Access/Traffic Infiltration – Leslie Street is a Regional Road giving the Region of York jurisdiction over site access. The Region has provided comments indicating they have no objection to the zoning by-law application. However, the Region has provided comments on the site plan to be addressed through the site plan approval process. With regard to traffic infiltration into the neighbourhood, the applicant has indicated they are prepared to work with the town on this issue and would consider modifications to the proposed Janette Street access including limiting left hand turns onto Janette Street from the site and/or other control measures such as signage.

Existing ground contamination - A Phase 1 Environmental Site Assessment (ESA) was completed by TankTek Environmental Services Limited in April 2014 in accordance with the procedures set out in CSA Standard Z768-01. As noted in the Phase 1 ESA the previous site use was a retail fuel facility with the current use being an auto garage facility. It was also noted that an oil/water interceptor is present on site. Based on the above, TankTek Environmental has recommended a Phase 2 ESA be completed. It is recommended that approvals be contingent upon addressing the results of the ESA's to the satisfaction of the Director of Engineering Services. The Holding provision can be used to ensure that any environmental concerns on the site are appropriately managed to Town and Ministry of the Environment standards.

Fumes/fuel storage – A concern was raised regarding fuel fumes and the safety of underground fuel storage tanks. The modern technology for underground storage tanks has significantly reduced the risks associated with contamination from fuel leakage. New tanks are either fiberglass or steel lined with fiberglass with a number of protection devices that indicate if there is a failure so it can be addressed immediately. The filling of the underground tanks is a closed pressurized system that should significantly reduce air borne fumes while being filled.

Noise - The submitted noise study has undergone a peer review. The peer review has indicated that the Noise Impact Study is acceptable; however, a further report will be required at the site plan approval stage to assess the development details once they become final.

Lighting – The lighting for the proposed development will be reviewed in detail at the site plan approval stage; however, the Town's Zoning By-Law requires that lighting fixtures be arranged to have a height no greater than 9 metres above the finished grade of the parking lot, and that the lighting fixtures be designed and installed to deflect the light downward and away from adjacent residential buildings, lots and streets.

Hours of Operation – The agent for the owner has indicated that the intent is to operate the service station from 6:00 a.m. to 11:00 p.m. At Council's direction, the hours of operation can be included in any site plan agreement for the subject lands. The owner has indicated this is a reasonable request.

Need for the Use – the proximity of existing service stations to this site was raised at the public meeting as an issue. Zoning does not prohibit a use at a particular location based on the demand for such a use. Usually in zoning matters, the concern is whether the use will be detrimental to surrounding land uses, not whether the proposed use will fail to succeed on the subject property. Market forces, not municipal regulation, are what prevent developers from placing uses in locations where they are will not be economically feasible.

Snow storage – There appears to be some areas on site for snow storage; however, during the detailed review at site plan approval stage, snow storage will be further reviewed. If there is not an appropriate location on site for snow storage, it will be required to be removed from the site.

Land Easement – A concern was raised regarding the legal ownership of the property suggesting a lane way may have been present at the rear of the property connecting Janette Street to Elgin Street. Staff have reviewed the original Registered Plan (Plan 378) for this subdivision dated September 18, 1951 which details the subject lands as being Lots 40 and 41 of Plan 378 consistent with the application submission. Furthermore, a land survey and title extract have been provided which confirms the legal ownership of this land to be in the name of the applicant.

Site Plan

The proposed site plan details access from both Leslie Street and Janette Street. The pumps are in a central location on site with the convenience and food store facing Leslie Street. A 6 metre landscape strip is proposed along the west side of the site and a 3 metre strip along the south side. All the existing trees located along the westerly boundary are intended to be preserved with a few trees central to the site being proposed to be removed. Eight visitor parking spaces are proposed on site including one accessible space. The applicant has applied for site plan approval which will be advanced at such time as the proposed land use has been established.

Zoning Bylaw Considerations

The subject land is currently zoned Service Commercial (CS) by By-law 2010-40. The applicant is proposing to rezone the property to the Automotive Commercial (CA) Zone to permit a Motor Vehicle Service Station, convenience store and take-out food store.

For the purposes of the zoning by-law, Leslie Street would be considered the front lot line as it is the shortest lot line abutting a street. Some relief from the zoning by-law will be required to implement the plan as proposed. Specifically the applicant is requesting relief from the rear yard setback of 10.6 metres to 6 metres and a reduction in parking spaces from the required 9 spaces to 8 spaces. It would appear that the impacts of the requested relief from the zoning by-law are minor and will not impact the functioning of the site or compatibility with surrounding land uses as it will still allow for a significant buffer to the residential properties to the west. It should be noted that if Janette were to be deemed the frontage, the setbacks would comply with the zoning by-law.

As noted above under Community Consultation, the developer's consultant TankTek Environmental has recommended a Phase 2 Environmental Site Assessment be completed. It is recommended that approvals be contingent upon addressing the results of the ESA's to the satisfaction of the Director of Engineering Services. The Holding provision will be used to ensure that any environmental concerns on the site are appropriately managed to Town and Ministry of the Environment standards.

Provincial Policy Statement

The Provincial Policy Statement provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the Provincial Policy Statement sets the policy foundation for regulating the development and use of land. It also supports the provincial goal to enhance the quality of life for the citizens of Ontario.

The Provincial Policy Statement provides for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural environment. The Provincial Policy Statement supports improved land use planning and management, which contributes to a more effective and efficient land use planning system. The redevelopment of an existing automobile sales and repair shop will efficiently utilize urban land with an appropriate use, thereby reducing the consumption of resources on undeveloped lands. The proposed service station will take advantage of existing municipal servicing connections and will utilize the existing road structure. Furthermore, Section 2.1.1 of the PPS identifies that natural features shall be protected for the long term. No significant features, species or habitat are located on or near the subject land.

The proposed development appears to be consistent with the provisions the Provincial Policy Statement.

Region of York Official Plan

The Region of York Official Plan designates this area as "Urban Area" on Map 1 which permits commercial development. The Regional Official Plan contains policies that encourage and accommodate economic activities and provide a balance of residential and employment uses. The Regional OP requires a high standard of urban design complementing the area and providing pedestrian scale and connectivity through the use of landscaping, streetscaping and attractive buildings that are compatible with the surrounding land uses.

BUDGET IMPACT (CURRENT AND FUTURE)

Application fees have been received, and the Town will receive revenue from assessment fees from any land use decisions made on the subject properties.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

The redevelopment of this parcel of land in accordance with the Newmarket Official Plan and has linkages to the Community Strategic Plan as follows:

Well Balanced: encouraging a sense of community through an appropriate mix of land uses and amenities.

Well-Planned & Connected: implementing the policies of the Official Plan

CONTACT

For more information on this report, contact: Dave Ruggle, Senior Planner – Community Planning, at 905-953-5321, ext 2454; druggle@newmarket.ca

Attachments

- 1 - Location Map
- 2 - Proposed Site Plan
- 3 – Proposed Landscape Plan
- 4 - Elevations



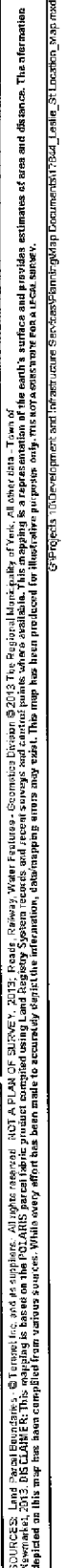
Commissioner Development and Infrastructure
Services



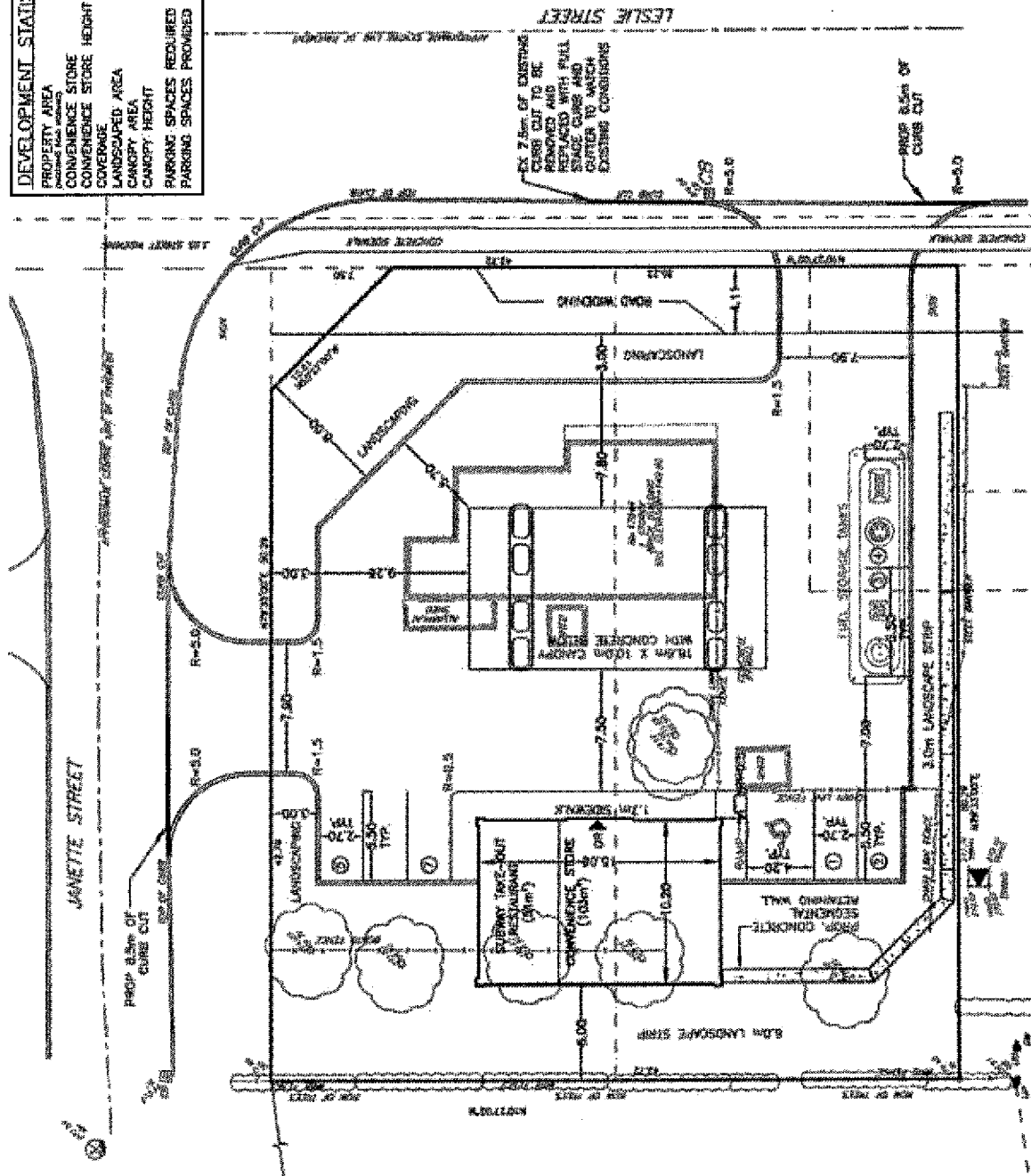
Director of Planning and Building Services

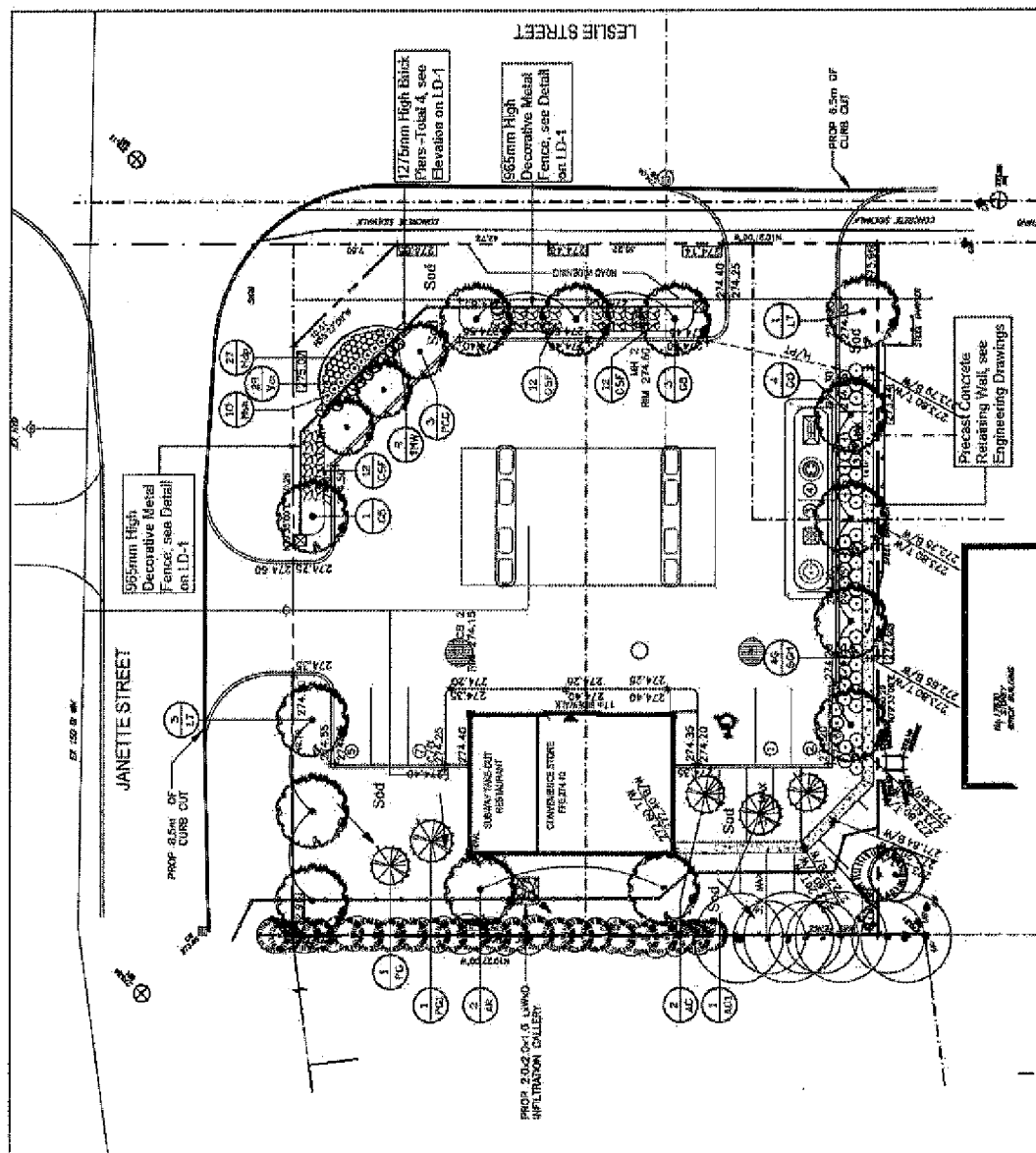


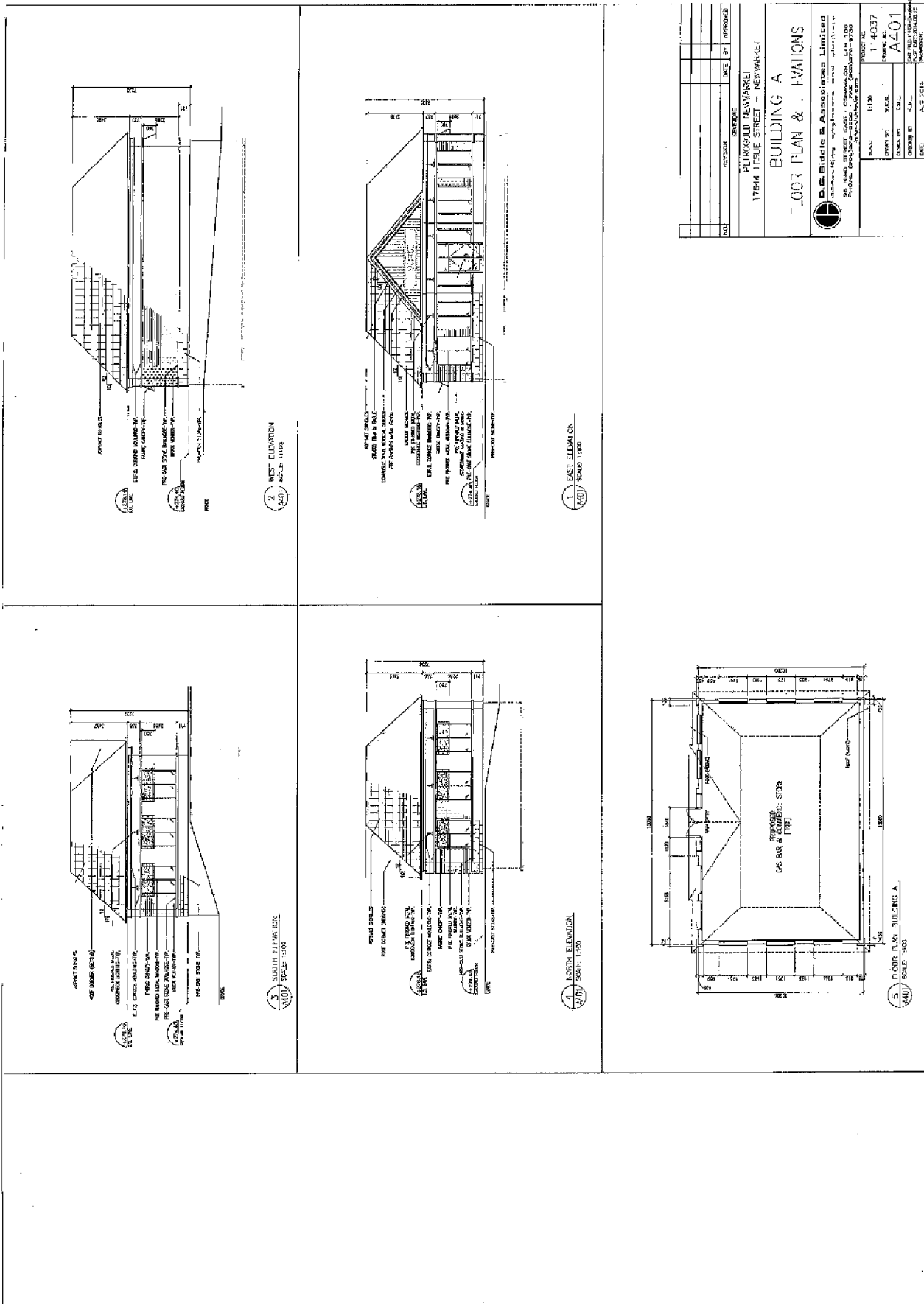
Senior Planner – Community Planning



DEVELOPMENT STATISTICS	
PROPERTY AREA	2034m ²
CONVENIENCE STORE	150m ²
CONVENIENCE STORE HEIGHT	6.0m
COVERED	7.4%
LANDSCAPED AREA	832.80m ²
CANOPY AREA	185m ²
CANOPY HEIGHT	5.0m
PARKING SPACES REQUIRED	8.6
PARKING SPACES PROVIDED	8







May 27, 2015

**COMMUNITY SERVICES – Customer Services
COMMITTEE OF THE WHOLE REPORT # 2015 - 19**

TO: Committee of the Whole

SUBJECT: Community Surveys

ORIGIN: Community Services - Customer Services

RECOMMENDATION

THAT Community Services - Customer Services Report # 2015 – 19 dated May 27, 2015 regarding the frequency of Community Surveys be received and that the following recommendation be adopted:


THAT staff be directed to include a proposal related to a Community Survey and the requested funds as part of the 2016 budget discussions, and future years, as appropriate.

BACKGROUND

At the Council meeting on March 30, 2015, as part of the discussions related to the 2015 budget, Council directed staff to “provide a report outlining the cost of increasing the Community Survey to an annual basis for the period of 2015 to 2018.” The purpose of this report is to provide Members of Council with the information requested, available options and approximate costs.

In 2002, 2005, 2010, and 2014, using the services of outside consultants, the Town conducted Community Satisfaction Surveys. The questions were created to assess the level of resident satisfaction for various services, the effectiveness of communication, overall fiscal priorities and also to solicit input regarding the factors that make an even better community. The current direction from Council is to conduct the Community Survey every four years, aligned with the municipal election. The information gleaned from these surveys is then used to help inform Council as they determine their strategic priorities for the course of the term.

In the Town of Newmarket: 2014 Community Satisfaction Survey Key Findings Report, as prepared and presented by Forum Research, the following recommendation was included: *Given these strong findings, it is recommended that a Community satisfaction survey be administered (although smaller in nature) for the Town of Newmarket in two years to continue to track positive trends in satisfaction levels and better gauge overall progress moving forward.*



COMMENTS

The 2014 survey was conducted by Forum Research, the successful proponent of the RFP. The cost for the 2014 survey totaled approximately \$40,000 and consisted of a telephone survey of 801 Newmarket residents as well as an IVR survey (Interactive Voice Response) to 400 households. In order to ensure results are representative of the population, the data for both surveys was weighted.

Other Survey Options

There are other options available for consideration, during years when the larger Community Survey is not being conducted. Conducting smaller surveys on alternate years, in order to further explore issues identified in the larger survey, has a great deal of merit. These other options include the following:

Shorter/Pulse Telephone surveys - \$14,000 (approximate)

Shorter/pulse surveys can be done on a more frequent basis (yearly or in alternate years) to measure any of our Key Performance Indicators and Satisfaction areas, perhaps focusing on areas that have been identified as opportunity areas for improvement. The frequency is usually determined by the timeframe of when any changes might be expected. Feedback from these surveys could then be used to validate direction and determine if progress is being made and opportunity areas are being addressed.

IVR Surveys - \$8,000 - \$10,000 (approximate)

Council may also wish to consider the introduction of IVR (Interactive Voice Response) surveys to gauge progress and gain customer feedback. An IVR survey was conducted by Forum Research as part of the survey conducted in 2014. The IVR survey provided Council and staff with additional insight into the perceptions of Recreation & Culture program participants related to value and fee structures as well as information related to tax dollar spending, level of awareness and level of interest in learning more about how tax dollars are spent.

These surveys consist of a series of questions whereby the respondent would answer by pressing a number on the key pad. Although open-ended questions do not work very well with IVR, this option can be a very effective tool to gain insight and feedback and also to engage the community through another channel.

Summary: Options and Approximate Costs

Survey Type	No. Respondents	Survey length	Approx. Costs	Statistical Validity
Telephone Survey	800 respondents	10 to 12 mins.	\$28,000	+/- 3.46, 19 times out of 20
Telephone Survey	400 respondents	10 to 12 mins.	\$14,000	+/- 4.9, 19 times out of 20
Telephone Survey	400 respondents	6 to 8 mins.	\$12,000	+/- 4.9, 19 times out of 20
IVR only	400 respondents	Up to 12 questions + a few demographics	\$8,000 – \$10,000	+/- 4.9, 19 times out of 20

Note: Costs, survey length & statistical validity are approximate & dependent upon the final product. The number of open-ended questions, presentations, and level of analysis required will affect final pricing.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

When we survey our residents and act upon the results we reinforce our commitment to the “well-equipped and managed” branch of our vision. Surveying our residents on a more frequent basis will enable us to better gauge our successes and determine if efforts to address gaps are being realized.

Community Satisfaction Surveys help increase the level of engagement among the community and provide greater opportunities for public consultation, an area of opportunity identified in the 2014 Community Survey.

CONSULTATION

Leo Hussey, Vice President Client Services with Forum Research was consulted regarding best practices. Mr. Hussey also provided the approximate costing and options indicated in this report.

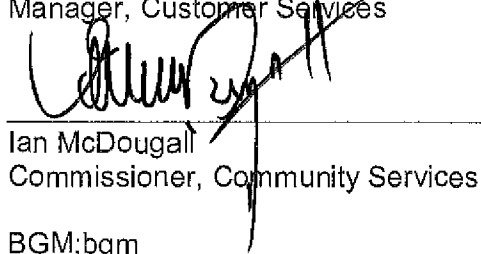
Advancing any option(s) would be coordinated through Procurement Services as appropriate.

BUDGET IMPACT (CURRENT AND FUTURE)

Costs for a Community Survey for 2015 have not been included in the 2015 budget. Budget impacts in 2016 and future years would be determined based on the options selected and the frequency. Applicable costs would be included in future budgets for Council's consideration and approval.

CONTACT

Any questions related to this report and this initiative should be directed to Bonnie Munslow, Manager, Customer Services at bmunslow@newmarket.ca or 905-895-5193, extension 2251.


Bonnie G. Munslow
Manager, Customer Services
Ian McDougall
Commissioner, Community Services

BGM:bgm

TOWN OF NEWMARKET

Outstanding Matters

	Item Subject	Recommendation	Date to come back to Committee	Comments
1.	Council - January 20, 2014 – Item 33	<p>D & I Services Report – ES 2013-49 Checking Consultant Professional Consulting Services Contract Extension</p> <hr/> <p>THAT Council approve the execution of the Professional Consulting Services Agreement with R.J. Burnside Associates Ltd. for a period of up to two (2) years from the date of Council approval to provide checking consulting services at preferred client discounted rates adjusted annually in accordance with industry standards;</p> <p>AND THAT staff report back to Council after a year and a half with options regarding the Checking Consultant Professional Consulting Services Contract.</p>	Q3, 2015	Engineering Services working with Procurement to research the history of the contract.
2.	Council - May 5, 2014 – Item 54	THAT staff report back to Council on the implementation of improved signage and advertising for notification regarding Official Plan and Zoning By-law Amendments.	Q4, 2015	
3.	Council – June 23, 2014 – Item 3	<p>Mr. Scott Cholewa regarding a petition for a splash pad in the Copper Hills subdivision (Ward 1).</p> <hr/> <p>THAT the deputation of Mr. Scott Cholewa regarding a petition for a splash pad in the Frank Stronach Park be received;</p> <p>AND THAT the request for a splash pad in Frank Stronach Park be referred to the 2015 budget process and added to the Recreation Master Plan.</p>	2015	Item to be referred to as part of the Recreation Playbook process.

Strikethrough indicates that the item will be removed from the outstanding list prior to the next OLT meeting

Bold indicates that the item will be on the upcoming agenda

Last revisions made on June 2, 2015

(Updated and including the Committee of the Whole Minutes of May 25, 2015)

	Item Subject	Recommendation	Date to come back to Committee	Comments
4.	Council – December 15, 2014 – Item 7	<p>Corporate Services Report - Financial Services 2014-36 dated November 24, 2014 regarding 2015 User Fees and Charges - Water and Wastewater Rates.</p> <p>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:</p> <p>i) THAT the attached Schedule 'A' being the Town of Newmarket Water and Wastewater Rates be approved and adopted by By-law;</p> <p>ii) AND THAT the Water and Wastewater Rate adjustments come into full force and effect as of January 1, 2015;</p> <p>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.</p>	<p>Master Plan Update and 2015 Water Rate Review</p> <p>Q3, 2015</p>	
5.	Committee of the Whole – March 23, 2015 – Item 18 – Main Street District Business Improvement Area Board of Management Minutes of November 18, 2014	THAT the request for an additional accessible parking space to be added to Main Street between Botsford Street and Timothy Street be referred to staff.	Q3, 2015	Analysis and Review to be undertaken
6.	Council – March 30, 2015 – Item 32 Correspondence from the Town of Aurora regarding Interchange at Hwy. 404 and St. John's Sideroad.	<p>THAT the ongoing request of the Town of Newmarket for a Mulock Drive full interchange at Hwy. 404 be supported;</p> <p>AND THAT a third lane be constructed both northbound and southbound from the current termination in Aurora north to Green Lane.</p> <p>Discussion ensued regarding preparation of a staff report and resolution at a later date.</p>	June 22, 2015	<p>Follow-Up correspondence sent to Town of Aurora on April 23, 2015</p> <p>Council Resolution to June 22, 2015 Council meeting</p>

	Item Subject	Recommendation	Date to come back to Committee	Comments
7.	Council – March 30, 2015 – Item 33 Corporate Services Report – Financial Services 2015-20 regarding Decision Packages and Infrastructure Levy.	<p>THAT Council direct staff to bring back a report providing phasing options that allow for achieving Council enhancement priorities related to traffic mitigation, sidewalk plowing and CreateIT at Southlake while maintaining the Council motion to target a budgeted tax increase of 2% to 2.5%;</p> <p>a) AND THAT staff provide a report within 120 days on the use of the funds budgeted for the Business Development Officer;</p> <p>b) AND THAT staff advise of the recommended approach for realignment of the added resource and provide goals, timelines, implementation and projected outcomes for each of the next five years;</p> <p>c) AND THAT staff provide a report outlining the cost of increasing the frequency of the Community Survey to an annual basis for the period of 2015 to 2018;</p> <p>d) AND THAT staff provide a report within 90 days outlining the required resources, related costs and sources of funding available to implement a targeted marketing program to advance the redevelopment of Davis Drive properties for implementation by Q4 2015;</p> <p>e) AND THAT the report include how this can be accomplished without impacting the current and proposed economic development plans initiatives.</p>	<p>July, 2015 August, 2015</p> <p>August, 2015</p> <p>June 15, 2015</p> <p>June, 2015</p> <p>June, 2015</p>	
8.	Committee of the Whole – April 13, 2015 – Item 28 Joint Development and Infrastructure Services Report – Planning and Building Services and Engineering Services 2015-12 dated April 2, 2015 regarding a Proposed Trail from Yonge Street to Rita's Avenue.	THAT staff bring back a report with the intent of significantly reducing the impact that the trail will have on residents' properties by lessening the size and right-of-way of the path, preserving existing trees, plantings, privacy fence and low impact lighting.	Q2/Q3, 2015	

	Item Subject	Recommendation	Date to come back to Committee	Comments
9.	Council – April 20, 2015 – Item 7	THAT staff provide a report within six months related to internet voting.		Workshop scheduled October 5, 2015 – 10:00 a.m.
10.	Committee of the Whole – May 25, 2015 – Item 2 – Parkland Dedication By-law	<p>THAT the Parkland Dedication By-law for the Town of Newmarket as contained in Attachment 1 be received;</p> <p>ii) AND THAT staff be directed to provide notice to the public, the development community and BILD of the proposed by-law;</p> <p>iii) AND THAT following public input that staff summarize in a report to the Committee of the Whole the issues identified and the comments received along with the final recommendation for the Parkland Dedication By-law for Council's approval;</p> <p>iv) AND THAT staff be directed to report back to Committee of the Whole on the other funding strategies to address the identified shortfall of Town-wide parkland in conjunction with the Parkland Implementation Strategy identified in the Implementation Strategy for the Newmarket Urban Centres Secondary Plan.</p>	Q4, 2015	
11.	Committee of the Whole – May 25, 2015 – Item 19 – Motion - Councillor Sponga	THAT staff prepare a report in 90 days on possible waste management solutions for the Main Street Area, specifically as it pertains to weekend waste storage and collection.	September, 2015	

	Item Subject	Recommendation	Date to come back to Committee	Comments
12.	Committee of the Whole – May 25, 2015 – Item 20 – Motion – Councillor Sponga	THAT staff review the Film Permit Policy and Permitting Process and report back within 150 days to include maps with designated locations for parking and production and that the cost of additional parking enforcement be added to the permit on a cost recovery basis.	October, 2015	
13.	Committee of the Whole – May 25, 2015 – Item 23 – Hollingsworth Arena Site Facility	THAT staff prepare a public report for an upcoming Committee of the Whole meeting outlining the options, issues and opportunities related to the Hollingsworth Arena site and facility, including the San Michael Homes Developments proposal presented at the May 25, 2015 Council Workshop and previous Council direction.	June 15, 2015	



TOWN OF ¹⁷⁶NEWMARKET

Clerks Department
clerks@newmarket.ca

Request for Deputation

Request for deputation and/or any written submissions and background information for consideration by either Council or Committee of the Whole must be submitted to the Clerk's Department by the following deadlines:

For Council – by 12 noon on the Wednesday immediately prior to the requested meeting

For Committee of the Whole (for items not on the agenda) – by 12 noon on the Wednesday twelve days prior to the requested meeting

PLEASE PRINT

Council / Committee date: Committee of the Whole June 15/2015

Agenda Item # _____ Subject: PILOT PROJECT

Name: MARC MANTHA

Address: _____
Street Address

_____ Town/City

_____ Postal Code

Phone: Home: _____ Business: _____

Fax #: _____ E-mail Address _____

Name of Group or Person(s) being represented (if applicable)

MARC MANTHA

Brief summary of the issue or purpose of your deputation:

PILOT PROJECT IN WARD 2 FOR BACKYARD
EGG LAYING HENS

Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended. Questions about this collection should be directed to the Clerk, Town of Newmarket, 395 Mulock Drive, P.O. Box 328, STN Main, Newmarket, ON L3Y 4X7; Telephone 905-895-5193 Ext. 2202; Fax 905-953-5100.

395 Mulock Drive, P.O. Box 328, STN MAIN NEWMARKET, ON L3Y 4X7
Tel: 905-895-5193 Fax: 905-953-5100

VISIT OUR WEB SITE AT: www.newmarket.ca



DEVELOPMENT & INFRASTRUCTURE SERVICES/PLANNING & BUILDING SERVICES
 TOWN OF NEWMARKET
 395 Mulock Drive
 P.O. Box 328
 Newmarket, ON L3Y 4X7

www.newmarket.ca
 planning@newmarket.ca
 905.895.5193

June 4, 2015

**DEVELOPMENT & INFRASTRUCTURE SERVICES
 PLANNING AND BUILDING SERVICES REPORT 2015-27**

TO: Committee of the Whole

SUBJECT: **Former York Catholic District School Board Lands
 North Side of Woodspring Ave (Northwest Quadrant)
 Block 194, Plan 65M-3820**

ORIGIN: Development & Infrastructure Services/Planning and Building Services

RECOMMENDATIONS

THAT Development & Infrastructure Services/Planning and Building Services Report 2015-27 dated June 4, 2015 regarding Former York Catholic District School Board Lands North Side of Woodspring Ave (Northwest Quadrant) be received for information;

AND THAT staff direction outlined in Closed Session Development & Infrastructure Services/Planning and Building Services Report 2015-22 regarding the potential acquisition of property from Ardree Management Inc. in the Northwest Quadrant be approved.

Background

The purpose of this report is to outline background planning policy considerations related to lands in the Town's Northwest Quadrant (NWQ) and to recommend the staff direction outlined in closed session report 2015-22 regarding a potential acquisition of property from Ardree Management Inc. (part of the Northwest Quadrant Landowners Group) in the Northwest Quadrant.

Through the Planning process for subdivision approvals in the Town's Northwest Quadrant (NWQ), the York Catholic District School Board (YCDSB) requested a site for an elementary school. Through a Draft Plan of Subdivision approval, Ardree Management Inc. reserved a 2.77 ha block for the YCDSB on the north side of Woodspring Avenue, immediately west of what is now the Town's Environmental Park and adjacent to the Northwest Quadrant Woodlot to the west and north. This parcel is identified as the "subject Lands" on Appendix "A".

YCDSB has now determined that the school site is no longer required by the Board.

The Town's Subdivision Agreement with Ardree Management states that under this circumstance, Ardree must grant the Town first right of refusal to purchase some or all of the block for municipal purposes on the same terms and conditions it struck with the YCDSB, including purchase price with a per annum increase from 2005. Such a clause has been included in subdivision agreements where a school site is anticipated

since at least 2001 and appears in agreements in the Town's northwest quadrant, southwest quadrant and southeast quadrant.

Planning Considerations

Parks Policy Development Manual

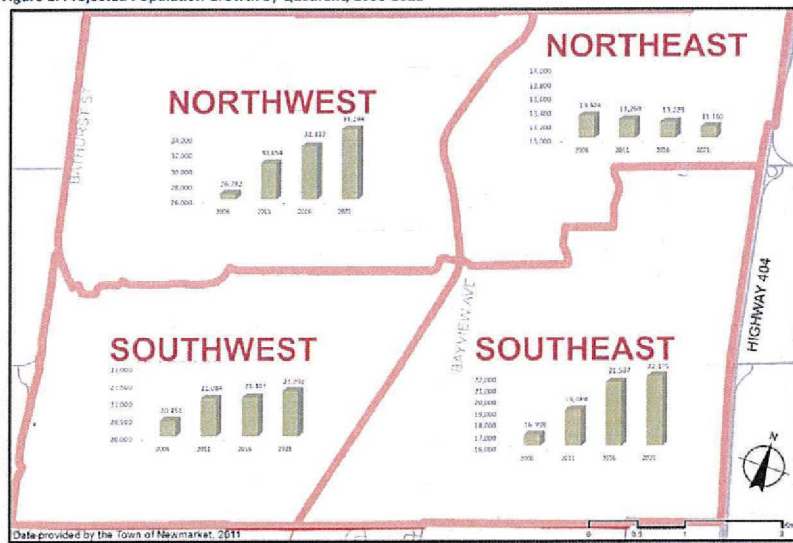
The Parks Policy Development Manual prepared by Monteith+Brown on behalf of the Town was developed so that parks can continue to be planned and provided in a manner that meets the needs of residents. The Development Manual addresses current shortfalls in the Town of Newmarket and reviews how parks, trails and open spaces are developed, maintained and renewed. The Manual was adopted by Council in November 2012 and establishes standards for active parkland to apply Town-wide, as follows:

- Town Parks – 1.0 ha per 1,000 residents
 - **Community Parks – 0.5 ha per 1,000 residents**
 - **Neighbourhood Parks – 0.7 ha per 1,000 residents**
 - Urban Squares and Plazas – are included with Neighbourhood Parks
 - Passive Green Space – Includes Natural Heritage System and flood plain and do not contribute to the active parkland standard. (therefore, not included in the 1.2 or 2.2 ha per 1000 residents standard).
- 1.2 ha/1000 residents } 2.2 ha/1000 residents

The application of the 2.2 ha per 1000 residents requires an additional 45 ha and exceeds the maximum parkland dedication standard of the *Planning Act* of 1ha per 300. Even applying the highest parkland dedication standard, the Town will not be able to meet this goal through parkland dedication.

The Manual has identified a future shortfall of 15 ha of neighbourhood-size parks (1.5 – 5.0 ha) in this quadrant of the Town by 2021 outside of the Urban Centres. It should be noted that the Parks Policy manual details the northwest quadrant extending east of Yonge Street and south of Davis Drive as shown below.

Figure 1: Projected Population Growth by Quadrant, 2006-2021



Source: York Region Traffic Zone Forecast for Population, July 2011 and December 2011

Recreation Playbook

The Recreation and Culture department is developing a master plan in the form of a Playbook that will guide the future of play, and recreation in our community. The Playbook will identify what we are doing well, what we need to improve on and what we can do to make Newmarket *even better*.

While a specific recreational use of this property has not been identified, there has been an identified need for siting such uses as accessible parks, splash pads and skate parks throughout the community including the Northwest Quadrant. The purchase of these lands would ensure appropriate lands are available to accommodate these types of uses as the specific need arises and to set future budgets appropriately.

Other Considerations

Conseil scolaire Viamonde (French School Board)

The Conseil Scolaire Viamonde has contacted the Town expressing an interest in this site for a school. In the event the Town does not purchase this property, the Board would have to negotiate with the land owners for the purchase of this property.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

The acquisition of this parcel of land in the Northwest Quadrant would assist the Town in meeting its vision of **Living Well** by providing additional recreation opportunities and **Well Balanced** by striving to achieve council adopted parks service levels.

CONSULTATION

Consultation has occurred with the Development and Infrastructure Services, Community Services, Legal Services, Public Works Services, Recreation and Culture and Financial Services.

HUMAN RESOURCE CONSIDERATIONS

Not applicable to this report.

CONTACT

For more information on this report, contact: Dave Ruggle, Senior Planner – Community Planning, at 905-953-5321, ext 2454; druggle@newmarket.ca



Commissioner of Development &
Infrastructure Services



Senior Planner – Community Planning



Director of Planning & Building Services

APPENDIX "A"





COMMUNITY SERVICES – RECREATION & CULTURE
TOWN OF NEWMARKET
395 Mulock Drive
P.O. Box 328
Newmarket, ON L3Y 4X7
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905.895.5193

June 9, 2015

**COMMUNITY SERVICES – RECREATION & CULTURE 2015
COMMITTEE OF THE WHOLE REPORT #2015-23**

TO: Committee of the Whole
SUBJECT: 2015 Kanata Festival
ORIGIN: Community Services – Recreation & Culture

RECOMMENDATIONS

THAT Community Services – Recreation & Culture Report #2015-23 dated June 9, 2015 regarding the 2015 Kanata Festival be received and the following recommendation(s) be adopted:

THAT Council grants permission for the following:

- a. Upper Canada Volunteer Regiment Organization (UCVRO) and Newmarket Scouts to camp overnight at Fairy Lake Park from Tuesday June 30th, to Wednesday, July 1st, 2015
- b. UCVRO to have an open campfire while camping overnight at Fairy Lake Park provided that approval is obtained from Central York Fire Services;
- c. UCVRO be allowed to discharge their firearms and cannon during the Kanata Festival on Wednesday, July 1st, 2015
- d. Fireworks be displayed on Wednesday, July 1st, 2015 at George Richardson Park, and
- e. Central York Fire Services be present at Fairy Lake Park on Wednesday, July 1st, 2015 to help celebrate Canada Day

COMMENTS

Celebrating Canada Day, the Kanata Festival is the Town's largest annual event. Kanata has become a Newmarket tradition, signaling the start of summer for our community.

The Festival has enjoyed strong, long-standing partnerships with the Upper Canada Volunteer Regiment Organization (UCVRO), the Newmarket Scouts and Central York Fire Services. Their presence has become integral to the annual festivities.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

Well Balanced

- Events that help shape identity and contribute to community spirit
- Striving for cultural harmony and ethnic diversity
- Heritage, arts and culture entertainment

CONSULTATION

Staff has and continues close contact with UCVRO, Newmarket Scouts and Central York Fire Services.

HUMAN RESOURCE CONSIDERATIONS

Not applicable to this report

BUDGET IMPACT

Operating Budget (Current and Future)

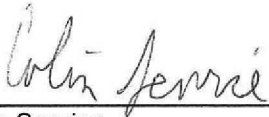
Council has previously approved the 2015 Kanata Festival budget.

Capital Budget

Not applicable to this report

CONTACT

For more information on this report, contact: Colin Service, Director, Recreation & Culture.



Colin Service
Director of Recreation & Culture



Ian McDougall
Commissioner of Community Services

RP:cs



ROBERT N. SHELTON
CHIEF ADMINISTRATIVE OFFICER

June 8, 2015

CHIEF ADMINISTRATIVE OFFICER REPORT 2015-06

TO: Mayor Van Bynen and Members of Council

SUBJECT: Key Initiatives & Actions in Support of Council's Strategic Priorities

ORIGIN: Office of the CAO

RECOMMENDATIONS

THAT Chief Administrative Officer Report 2015-06 dated June 8, 2015 regarding "Key Initiatives & Actions in Support of Council's Strategic Priorities" be received and the following recommendations be adopted:

- 1. THAT Council approve the preliminary Key Initiatives & Actions in Support of Council's Strategic Priorities as outlined in Appendix "A";**
- 2. AND THAT staff provide a semi-annual information report to Council to inform the status of the Action Plan.**

COMMENTS

At the June 1, 2015 Council meeting, CAO Report 2015-05 was adopted, setting out:

- the preferred wording of Council's Strategic Priorities; and
- the June/July, 2015 timeframe to begin communicating to residents and businesses about Council's 2014-2018 Strategic Priorities.

Staff have identified preliminary key existing, planned and new initiatives and actions in Appendix "A" to this report, supporting the execution of Council's 2014-2018 Strategic Priorities. Staff are also seeking feedback from Council in continuing to identify key initiatives and actions to implement Council's Strategic Priorities. Similar to the reporting introduced in 2012 to track the previous term of Council's Strategic Priorities, the attached document identifies, at a high level, the status and expected completion date of the key initiatives/actions for the purposes of tracking progress made and reporting out to Council and the community. Depending on the nature of the priority, some key

initiatives/actions may relate to more than one priority or theme. Specific implementation details will be outlined separately in future staff reports to Council, form part of the annual budget process, or be managed at the department level through project plans or individual staff performance partnership plans. Progress on Council's Strategic Priorities will be regularly reviewed by senior management and Council will be kept informed of any new or completed actions through an information report on a semi-annual basis.

CONSULTATION

All departments were consulted in the development of the key initiatives and actions supporting the 2014-2018 Council Strategic Priorities. A final communications plan will be developed in June/July of this year, providing the tools and tactics for informing the public.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

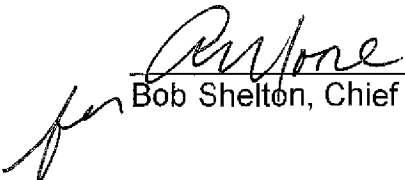
The initiative relates to the Well-Equipped & Managed Strategic Plan direction of Newmarket's Community Vision, implementing policy and processes that reflect sound and accountable governance.


BUDGET IMPACT (CURRENT AND FUTURE)

Council's Strategic Priorities will be an important reference for staff in the development of the 2016 budget. Budget impacts related to the execution of Council's Strategic Priorities that are not related to existing actions and captured in the 2015 Budget will be integrated into the 2016 and future budgets.

CONTACT

For more information on this report, please contact Peter Noehammer, Commissioner, Development & Infrastructure Services/Strategic Leadership Team Lead - Council Strategic Priorities, at pnoehammer@newmarket.ca or at 905 953-5300, ext. 2201.


Bob Shelton, Chief Administrative Officer


Peter Noehammer, Commissioner,
Development & Infrastructure Services

APPENDIX A - Key Initiatives & Actions Supporting Council's 2014-2018 Strategic Priorities

Theme	Strategic Priority	Key Initiatives / Actions	Status	Expected Completion Date
Economic Development / Jobs	a. Implementing affordable broadband in Newmarket	Complete RFP process	In progress	2015
		Subject to Council approval, proceed with Phase 1 of broadband infrastructure pilot project	In progress	2016 and onward
	b. Reviewing & prioritizing our Economic Development Strategy	Establish Newmarket Economic Development Advisory Committee (NEDAC) for 2014-2018 term of Council to inform Economic Development Strategy	In progress	2015
		Hold community summits with key stakeholders to refine economic development strategy	To be organized	2015/16
	c. Revitalizing our Community Centre Lands & addressing downtown parking needs	Complete a long-term downtown parking strategy	In progress	2016
		Establish way-finding program for downtown	In progress	2015
		Establish a development strategy for the Community Centre Lands	In progress	2015/2016
	d. Creating a strategy for vibrant & livable corridors along Davis Drive & Yonge Street	Support the completion of vivaNext construction along Yonge Street & Davis Drive and Town related works	In progress	Davis Dr. - 2015 Yonge St. - 2019
		Prepare a redevelopment ready strategy	In progress	2015
		Implement the Urban Centres Secondary Plan initiatives (e.g. 212 Davis Drive – purpose built rentals)	In progress	2015-2018
		Construct Tom Taylor Trail connections at Davis Drive	In progress	2015
		Complete and refine preliminary financing strategy that addresses future growth servicing needs (e.g., Implementation Strategy)	In progress	2015-2018

APPENDIX A - Key Initiatives & Actions Supporting Council's 2014-2018 Strategic Priorities

Theme	Strategic Priority	Key Initiatives / Actions	Status	Expected Completion Date
Enhanced Recreational Opportunities		Develop a strategic property acquisition plan, (e.g. Streetscaping, breathing spaces, public places)	In progress	2015/2016
		Develop a Yonge/Davis corridor marketing strategy	In progress	2016
		Support CreateITNow initiative and Innovation Team	In progress	2015
		Finalize Recreation Playbook, to include recommendations for facility and program development over the next ten years	On target	2015
	e. Supporting innovative projects & partnerships with various sectors	Open Old Town Hall to the public	On target	2015
		Explore/develop a long term strategy for municipal facilities and potential recreation & community "hub"	In progress	2015-2018
		Review community initiated outdoor skating rink pilot projects for potential service enhancement	In progress	2016
	f. Enhancing our recreational & community facilities	Implement recommendations of the Recreation Playbook as approved by Council (e.g. neighbourhood splash pads)	TBD	TBD
		Council approval of policies related to community engagement and management of customer complaints, enquiries & information requests	In progress	2015
	g. Supporting Community & Neighbourhood Projects	Explore Recreation & Culture marketing initiatives to enhance community engagement & relationship building	Ongoing	Ongoing
Community Engagement	h. Aligning ourselves with communication best practices			

APPENDIX A - Key Initiatives & Actions Supporting Council's 2014-2018 Strategic Priorities

Theme	Strategic Priority	Key Initiatives / Actions	Status	Expected Completion Date
Efficiency / Financial Management	i. Engaging our changing resident demographics	Continue citizen-engaged budget survey and identify enhancements	Ongoing	Ongoing
		Link community survey results to priorities	Ongoing	Ongoing
		Explore enhanced corporate communications, including use of social media, surveys, applications & community outreach (e.g., new web-site)	Ongoing	Ongoing
		Explore mechanisms (e.g., task force, community forum) to review best practices to better engage new Canadians who may experience barriers due to language or culture and develop a servicing strategy	TBD	2015/2016
		Review current aging in place initiatives (e.g., Seniors strategy)	In progress	2015
		Strive to have greater diversity represented on Town committees	Ongoing	2015-2018
		Initiate additional shared services options with northern York Region municipalities (N6) (e.g., shared animal shelter, waste management call centre)	Ongoing	2016
		Explore partnerships and collaborative projects with other agencies, schools & service providers as identified (e.g., YMCA, Pickering College)	Ongoing	2018
		Complete community accommodation planning study which explores the use of Town owned lands and facilities for all civic uses	In progress	2016
		Develop an asset management strategy (plan, policy & program)	In progress	2015-2018
	j. Ensuring effective & efficient services			

APPENDIX A - Key Initiatives & Actions Supporting Council's 2014-2018 Strategic Priorities

Theme	Strategic Priority	Key Initiatives / Actions	Status	Expected Completion Date
Traffic Safety & Mitigation		Initiate collaborative information technology projects (e.g., YorkInfo Partnership for shared geographic information systems)	Ongoing	2018
		Enhance various information technologies and internal efficiencies (e.g., software for land use & permit tracking, parking ticket, budget, and employee systems)	Ongoing	Various completion dates, many by 2016
		Complete the Service Pricing Policy review	In progress	2016
		Continue to identify direct and indirect costs for services & programs using the activity based accounting methodology	Ongoing	Ongoing
	I. Ensuring safe streets	Implement engineering, education and enforcement initiatives through a Traffic Mitigation Strategy (e.g., Traffic Calming Policy, visibility improvements, signage)	In progress	2015-2018
		Initiate traffic congestion strategy (e.g., improve communication of construction disruptions, minimize simultaneous road closures, coordinate with Region)	In progress	2015/2016
		Council approval of an active transportation strategy	On target	2016
	m. Improving traffic congestion	Support planning and development of Mobility Hubs on Davis Drive	In progress	2016
	n. Supporting major transit service enhancements	Review opportunities to better connect Regional Express Rail initiatives to the Town	In progress	2015-2018

**CORPORATE SERVICES COMMISSION**

TOWN OF NEWMARKET

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June 11, 2015

**JOINT REPORT CORPORATE SERVICES & DEVELOPMENT & INFRASTRUCTURE
SERVICES REPORT 2015-40**

TO: Committee of the Whole

SUBJECT: Regulation of Canada Post Community Mailbox Installations on Municipal Roadways

ORIGIN: Ted Horton, AMCTO Intern

RECOMMENDATIONS

THAT Joint Corporate Services & Development & Infrastructure Services Report 2015-40 dated June 11, 2015 regarding the Regulation of Canada Post Community Mailbox Installations on Municipal Roadways be received.

AND THAT Staff be directed to monitor the ongoing Ontario Superior Court of Justice case in Hamilton and report back to Committee regarding the verdict and potential impact on Town operations and legislative role.

AND THAT Staff be directed to investigate aligning the Town's by-laws with the City of Hamilton's By-law Number 15-091 which regulates the installation of equipment on roads with the goal of bringing a by-law for Council to consider in Q3 of 2015.

COMMENTS**Purpose**

In response to direction from Council at its June 1st meeting, the purpose of this report is to provide Council with information regarding a potential new by-law which, among other matters, would regulate the installation of Canada Post community mailbox (CMBs) equipment on municipal roads. This report outlines the challenges of implementing such a by-law and recommends that Council not consider adopting such a by-law until the outcome of a pending court case is determined.

This report sets out a background to the issue of CMBs, an analysis of the current questions regarding the jurisdiction of municipalities over CMB locations, existing Town by-laws related to this purpose, and alternatives for Council to consider.

Background

Canada Post is in the process of a five-year community mailbox initiative to convert households that still receive their mail door-to-door to community mailbox delivery. Planned installation of said community mailboxes in Newmarket is intended for 2015. Canada Post has consulted with Town staff and residents regarding community mailboxes and their locations, and staff have reviewed the proposed locations and provided feedback to Canada Post. Canada Post is currently preparing final plans for the community mailbox locations in Newmarket.

At the June 1, 2015 Council meeting, Newmarket Council adopted the following motion regarding Canada Post Community Mailboxes:

NOW THEREFORE BE IT RESOLVED that Council direct the Mayor to send a letter, copied to Members of Parliament, Ontario Members of Provincial Parliament, and all Ontario municipalities, that requests the Federal Minister of Transport, who oversees Canada Post, to require Canada Post to halt installation of community mailboxes immediately and to adhere to its Five-point Action Plan requirement to engage in full and meaningful consultation with all stakeholders, including the Town and its residents;

BE IT FURTHER RESOLVED THAT Council direct staff to bring forward recommendations to the next Committee of the Whole or Council meeting to align the Town's by-laws with the City of Hamilton's By-law Number 15-091 which regulates the installation of equipment on roads; and

BE IT FURTHER RESOLVED THAT Council direct staff to develop appropriate standards to require Canada Post to apply for permits with an appropriate fee that reflects the resources required and costs incurred by the Town to install and maintain community mailboxes in established neighbourhoods; and

BE IT FURTHER RESOLVED THAT staff bring back a new by-law for Council's enactment.

In the interest of time, staff have relied on information from reports from the Town of Aurora, City of Hamilton, and the federal government to prepare this report.

Analysis

In response to Council's direction, staff have prepared this report to present their recommendations regarding a response to the location of CMBs in Newmarket. As indicated above, staff recommend that the Town monitor the court case proceeding in Hamilton before adopting a by-law that may be unenforceable. Additional time is also required for staff to investigate how the Town's by-laws can be aligned with the City of Hamilton's By-law Number 15-091.

Community Mailbox Locations

Canada Post is proposing more than 200 community mailbox locations within Newmarket. Canada Post has advised Town staff that notice has been mailed to residents affected by the switch from door-to-door delivery to community mailboxes indicating the location of their new community mailbox. Mailbox locations can also be found on a map on the Canada Post website.

As a federal agency, Canada Post has indicated that they have the mandate to use the municipal road allowance to accommodate the installation of community mailboxes. Canada Post has

indicated in a letter to the Federation of Canadian Municipalities that working with municipalities is a critical step in the plan to move to CMBs and that consultation with municipalities and the public will help to inform CMB locations. Staff has provided feedback to Canada Post regarding the location of mailboxes, which has led to some changes, but Canada Post has maintained that it retains the final ability to determine the locations of the community mailboxes.

Information Report 2015-10 provided information to Council regarding the proposed CMB locations and the detailed comments that staff has provided to Canada Post, dealing with the following matters:

- Traffic/Pedestrian Safety
- Utility Coordination
- Grading/Engineering Standards
- Low Impact Development (LID) opportunities
- Garbage/Recycling
- Anti-Graffiti techniques
- Appropriateness of mailboxes adjacent to Town parks
- Coordination of mailbox installation with Town projects

City of Hamilton v. Canada Post

Litigation between Hamilton and Canada Post is underway in the Ontario Superior Court in Hamilton, and will likely address the scope of federal powers in relation to mail delivery and the ability of municipalities to regulate such powers. In that matter, under its own by-law recently enacted (April 15) to address the placement of Canada Post community mailboxes, Hamilton has sought to impose the condition on Canada Post to stop work on the placement of community mailboxes in established neighbourhoods until regulations can be enacted by Hamilton. Canada Post has ignored the requirement of the by-law; in response, Hamilton sought a stop work order. Canada Post requested that the by-law be quashed, likely on grounds that the by-law is outside of municipal authority.

Federal Jurisdiction Over Community Mailbox Placement

Paragraph 5, section 91 of The Constitution Act, 1867 makes it clear that the Canadian government has exclusive legislative authority to regulate the postal service. As part of that authority, the federal government has passed the Canada Post Corporation Act. Section 19 of the Canada Post Corporation Act is also clear that only Canada Post has the authority to pass regulations to, among other things, govern the “design, placement, and use of any receptacle or device intended for the posting, insertion, reception, storage, transmission or delivery of mailable matter,” and provide for the “closure of post offices, the termination of rural routes and the termination of letter carrier routes.”

The federal Mail Receptacles Regulation passed under the Canada Post Corporation Act states (in section 3) that Canada Post “may install, erect or relocate or cause to be installed, erected or relocated in any public place, including a public roadway, any receptacle or device to be used for the collection, delivery or storage of mail.” Furthermore, in section 4 it states that “no person shall relocate or remove any receptacle or device referred to in section 3 without prior authorization by the Corporation [Canada Post]”.

It appears that there is no formal requirement for Canada Post to give notice to municipalities of the placement of community mailboxes in established neighbourhoods or to conduct open houses (unlike Industry Canada's minimum requirements for the placement of cell phone towers). However, Canada Post does attempt to work with municipalities when community mailboxes are placed in new subdivisions, such as providing warning clauses that certain lots will be in close proximity to community mailboxes. A requirement for more fulsome consultation would require action on the part of the federal government to amend legislation or promulgate regulations in order to change the role of municipalities in approving the location of CMBs.

Cases of federal-municipal jurisdictional conflict

Established jurisprudence regarding the role of municipalities to regulate the actions of the Crown or its agencies, even on municipal property, does not indicate a strong support for the argument that municipalities are able to exercise this power. What's more, in cases of a conflict between municipal and federal powers, the courts have repeatedly given paramountcy to federal legislation. As an "agent of Her Majesty in right of Canada" and an "Institution of the Government of Canada", Canada Post has been given substantial discretion by the courts with respect to the manner in which it chooses to fulfill its mandate.

Canada Post's position is based on a principle of Canadian constitutional law known as "interjurisdictional immunity", which may apply when a law of general application (such as this potential by-law) significantly impacts upon a federal undertaking, such as Canada Post. In certain circumstances, the federal undertaking becomes "immune" from the law of general application. As a result, if the doctrine of interjurisdictional immunity applies to Canada Post's property, then the Town's by-law would be inapplicable to it. The legal test for whether or not the doctrine of interjurisdictional immunity applies has been refined several times by the Supreme Court of Canada. There has been a great deal of uncertainty about how much impact a law of general application has to have on a federal undertaking before the federal undertaking becomes immune from the law of general application. It is expected that the court case currently underway in Hamilton will help to shed more light on this aspect of the role of municipalities in Canadian federalism.

- *City of Mississauga v. Greater Toronto Airport* 50 O.R. (3d) 641 [2000] O.J. No. 4086 Docket Nos. C31539 and C31557
 - The Court of Appeal for Ontario ruled in favor of federal immunity to municipal regulations in a case regarding Pearson Airport and municipal enforcement of the Building Code.
- *Re City of Nepean and Canada Post Corp.* (1986), 57 O.R. (2d) 297 ("City of Nepean")
 - The Ontario High Court ruled that Canada Post does not have a duty to provide door-to-door service to all of its customers, and may replace the service with community mailboxes.
- Varennes, Quebec, 1988
 - The city of Varennes attempted to block the installation of "Supermailboxes" on municipal lands in 1988 with an injunction, but was unable to prevent their installation by Canada Post.

Town By-laws

Council has requested that staff return with a new by-law to regulate the installation of CMBs in Newmarket. Town staff reviewed existing by-laws to ascertain to what degree they would regulate the placement of community mailboxes on Town highways.

Currently, the Town has a road occupancy by-law in place (By-law Number 2009-32) which regulates the occupancy of the right-of-ways under the jurisdiction of the Town. This by-law provides that applicants wishing to occupy a portion of a highway, the definition of which includes boulevards, must complete an application, pay a fee, and receive a permit in order to undertake such works. This by-law is not an appropriate tool to regulate the location of CMBs, as it was designed to manage temporary road closures and occupancy and not a permanent installation of mailboxes. This is reflected in the requirements of the by-law, namely that a permit must be displayed on the occupied site at all times, that the applicant modify their insurance to include additional liability insurance for the Town, and other matters that are unlikely to be enforceable or reasonable to Canada Post.

While it may have been preferable for Council to have a by-law directly targeted at Canada Post, the requirement for the payment of a permit fee in such a by-law would be contrary to the Fees and Charges regulation (O. Reg. 584/06) to the Municipal Act, 2001, which states that a municipality does not have the power to impose a fee on a class of person that is comprised solely of the Crown. As Canada Post is a Crown corporation, a by-law directing a permit fee to be collected solely for Canada Post works would be outside of the Town's powers.

If Council wishes to impose a permit fee on Canada Post (as opposed to charging no fee for such permit), then a modification to the Fees and Charges by-law would be required, which does not single out Canada Post and instead treats it as just another person seeking to do work within the Town's boulevard. However, Council should be aware that this new by-law may fall within the prohibitions contained in section 14 of the Municipal Act, 2001, which state:

"14. (1) A by-law is without effect to the extent of any conflict with, (a) a provincial or federal Act or a regulation made under such an Act; or (b) an instrument of a legislative nature, including an order, licence or approval, made or issued under a provincial or federal Act or regulation. (2) Without restricting the generality of subsection (1), there is a conflict between a by-law of a municipality and an Act, regulation or instrument described in that subsection if the by-law frustrates the purpose of the Act, regulation or instrument."

Enforcement of Proposed By-law

The Town of Aurora adopted at its May 26, 2015 Council meeting a by-law as is described above similar to the City of Hamilton. Communications between the Town of Aurora and the Director of Prosecutions with the Region of York indicated that if Canada Post were to place community mailboxes in contravention of the Town of Aurora's new by-law regulating the placement of mailboxes, the Region would hold off on prosecution pending the City of Hamilton versus Canada Post court decision on the validity of the by-law. Town of Newmarket bylaw officers would similarly defer enforcement of an offence whose legality was under review by the courts until the question is resolved. With this in mind, the Town of Newmarket may wish to await the outcome of the Hamilton court case before proceeding with enacting new measures. This will also permit

additional time for staff to investigate how best to align the Town's by-laws with the City of Hamilton's By-law Number 15-091.

The other enforcement tool available is the issuance of tickets under Part 1 of the Provincial Offences Act. Part 1 tickets and the associated set fines are subject to approval from the Ontario Court of Justice. An application to the court may be made upon enactment of a by-law and may take several weeks for approval or may be denied.

Drafting of Proposed By-law

Council has the option to enact a by-law that regulates installation of community mailboxes (CMB). Such a by-law has been enacted in Hamilton and Aurora and can be adopted in Newmarket, although as discussed earlier in this report, the legality and enforceability of such a by-law is questionable. Such a by-law can attempt to establish standards for the location of CMBs, require Town approval of their locations, and establish a permit and fee process to be completed before CMBs may be installed.

Drafting a by-law to attempt to regulate the installation of CMBs will take a significant amount of effort by staff. While other municipalities have adopted much the same by-law that Hamilton has adopted, work would still be required to review the by-law and amend it for Newmarket's particular context. Namely, it would need to reflect Newmarket-specific road standards, sidewalk policies, technical standards related to by-laws and utility locations, and other existing by-laws. The by-law also would require extensive legal review, if for no other reason than that the City of Hamilton is a single-tier municipality with different powers in its jurisdiction than the Town of Newmarket has as a lower-tier municipality. Finally, adoption of such by-law would require public notice in advance of its consideration as required by the Town's Notice Policy regarding fees and charges.

Interim Strategies

In lieu of adopting a new by-law, the Town may consider expanding efforts to improve the consultation process by continuing to inform residents of the legal ability of Canada Post to proceed with the installation of CMBs, and working collaboratively with Canada Post to the greatest extent possible to influence locations of CMBs to ensure appropriate sites. Although Canada Post has not adopted every suggestion or request sent to them, they have proven amenable in some cases to feedback and changes to their plans. Town staff has reviewed all proposed sites in Town and provided feedback to Canada Post, leading to some changes. Consultation and engagement with residents is ongoing, and residents should be encouraged to continue to direct their feedback to Canada Post.

Example actions include placing a page on the Town website with a map of locations for community mailboxes, an explanation of the process underway, the Town's role, and contact information for Canada Post. Similarly, the Town could host a town hall event with appropriate communications materials, maps, and information on the proposed sites, and invite Canada Post to attend and speak with residents and receive feedback.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

Appropriate response to the changing approach of Canada Post to mail delivery and the impact that CMBs will have on municipal operations and property supports the strategic direction of being Well Planned & Connected by ensuring that the Town is prepared for this change and engaged in the process with Canada Post.

CONSULTATION

Consultation has taken place with staff from Legal Services, By-law Services, Engineering Services, and Planning Services. Staff also acknowledge the contribution of Town of Aurora staff from their research and writing on this same matter.

HUMAN RESOURCE CONSIDERATIONS

Not applicable to this report.

BUDGET IMPACT**Operating and Capital Budgets (Current and future)**

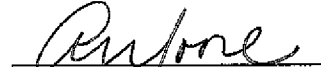
There are no immediate impacts from this report. However, if Council determines to establish a permit and review system for CMBs, substantial staff time and resources will be required to administer the system. Staff have already provided comments on the proposed site, but a more extensive process of developing design guidelines and inspection processes will increase the cost to the municipality. Some or all of this cost could be recouped through fees for the review of applications, if such fees are able to be levied. No estimate of the cost of such a program has been made at this time.

CONTACT

For more information on this Report, contact Ted Horton, AMCTO Intern at thorton@newmarket.ca or ext. 2049.



Ted Horton
AMCTO Intern



Anita Moore
Commissioner, Corporate Services



Peter Noehammer
Commissioner, Development & Infrastructure Services



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June 11, 2015

**DEVELOPMENT AND INFRASTRUCTURE SERVICES
 PLANNING AND BUILDING SERVICES - PLANNING REPORT 2015-29**

TO: Committee of the Whole

SUBJECT: Street Name Change

ORIGIN: Resident request to Council

RECOMMENDATIONS

- a) **THAT Development and Infrastructure Services, Planning & Building Services Report 2015-29 dated June 11, 2015 regarding changing the name of Cedar Street be received and the following recommendations be adopted:**
- i. **THAT staff be authorized to process a Council initiated street name change for Cedar Street as outlined in Planning & Building Services Report 2015-28;**
 - ii. **AND THAT compensation of \$50 per household or \$150 per business be provided;**
 - iii. **AND THAT should residences or businesses incur additional expenses related to the renaming address change costs that staff be authorized to approve expenditures up to \$150 per household and \$250 per business with proof of expense;**
 - iv. **AND THAT Cedar be placed on the Street Name Reserve List for use on a future street.**

BACKGROUND

Council received a request to change Cedar Street, in downtown Newmarket. It was forwarded to staff from the Mayor's Office. Staff have been asked to report on the potential name change of Cedar Street. In 2014, Council adopted a policy for changing a street name when the request is made by a resident. A copy of the policy is attached to this report for reference.

Council has in the past decided to vary from that process and authorize a street name change as a Council initiated change. If the street name change is initiated by Council then, in the past, the requirement to hold a PIC and obtain written consent from 80% of the land owners on the street

have been waived. Where Council has in the past initiated a process to rename a street compensation has been offered to residents and businesses affected by the change.

COMMENTS

The Town's Street Naming Policy does not permit using the name of someone who is still alive. However, Council may decide to make an exception to their policy.

There appears to be three addresses on Cedar Street. When Council initiated a street name change in 2014, Council authorized compensation of \$50 per resident and \$150 per home based business allowing for an increase to \$150 per resident and \$250 per home based business with proof of expense. As Cedar Street is located downtown it appears that it is only commercial businesses which will be impacted. Therefore staff are recommending compensation of \$150 per business and up to \$250 per business with proof of expense.

Staff believe there are only commercial businesses which use a Cedar Street address; however, it is recommended that should a residential tenant come forward with the proper documentation showing they use a Cedar Street address they could receive compensation of \$50 per household and up to \$150 per household with proof of expense. This is the same amount of compensation offered the last time Council initiated a street name change.

Staff would follow the same process undertaken in 2014, wherein the name change would be advertised in the Town Page and property owners abutting Cedar Street would be notified by direct mail.

COMMUNITY CONSULTATION POLICY

Land owners will be notified through the Town Page and by direct mail of the name change.

HUMAN RESOURCE CONSIDERATION

Not applicable to this report.

BUDGET IMPACT (CURRENT AND FUTURE)

As there appears to be three business located on Cedar Street the cost of compensation would be approximately \$450 to \$500.

CONTACT

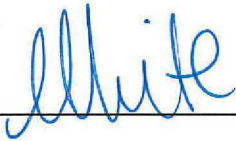
For more information on this report, contact: Meghan White, Planner, at 905-953-5321, ext 2458; mwhite@newmarket.ca.



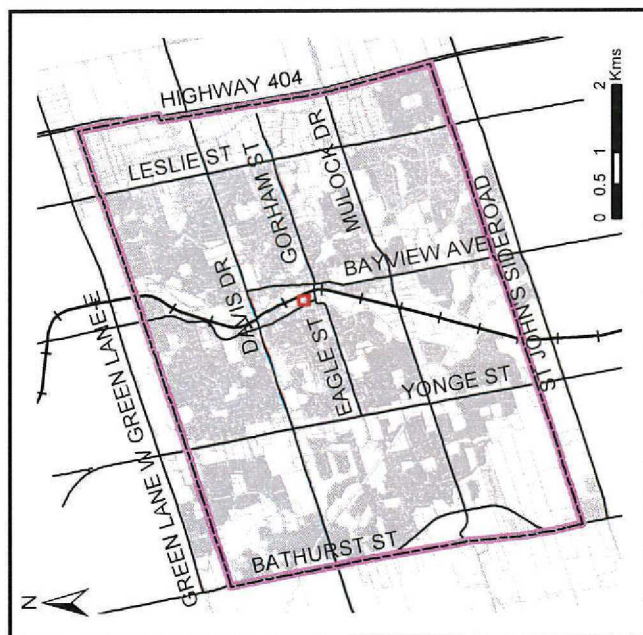
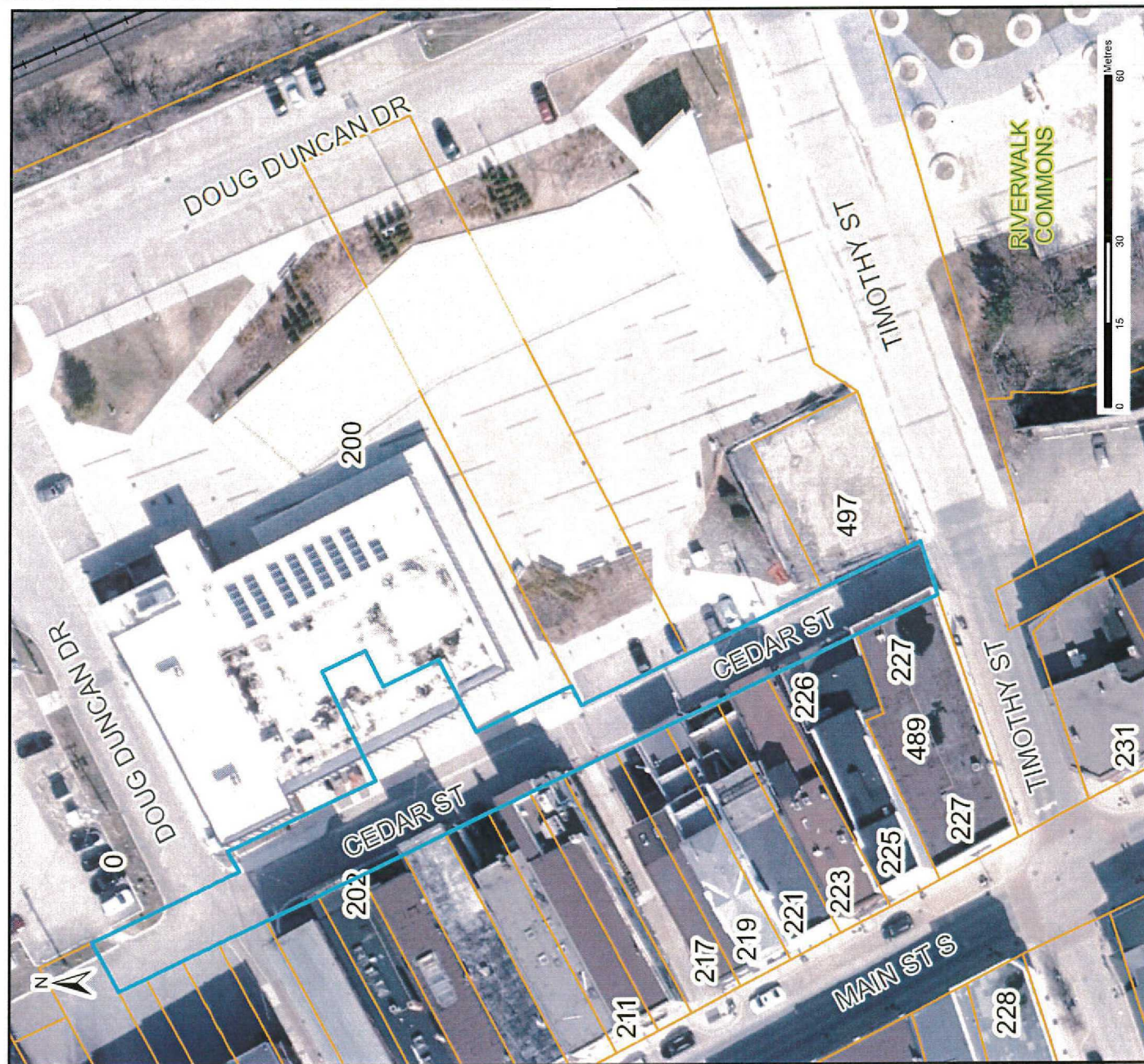
Commissioner, Development and Infrastructure
Services



Director, Planning & Building Services



Planner



Location Map Cedar Street



Designed & produced by Information Technology - GIS
User-generated by Staff Online GIS on: 09/06/2015

Legend

- Subject Lands
- Railway
- Land Parcel
- Municipal Boundary

PROCEDURE FOR RENAMING AN EXISTING PUBLIC STREET

Approved by Council, March 24, 2014

1. All applications for renaming streets shall be made in writing to Council.
2. The application shall include a petition with the names, addresses, and signatures of 60% the affected residents (persons who reside on or own property that fronts on to the subject street; including tenants and business owners). The petition must demonstrate that at a minimum 60% of the affected residents/owners are interested in considering changing the street name.
3. The application shall include a recommended new name that is in accordance with the Street Naming Policy (i.e. is from the Reserve List or that meets the requirements of the Policy).
4. If Council accepts the request to consider the name change, Council will direct staff to process the request as follows:
 - Advise, in writing through the mail, all affected residents that Council is considering changing the street name and the suggested new name.
 - Hold a Public Information Centre where residents can receive information on potential impacts of the change and express their opinion on the proposed change. Residents will be informed of the fees that the Town may be aware of (i.e. the \$257/address charged by Newmarket Tay Hydro) and reminded of the various agencies to be contacted and documents to be changed.
 - Prepare a "Letter of Consent" for the applicant to use in obtaining written agreement from the affected residents.
5. The applicant is responsible for collecting Letters of Consent from a minimum of 80% of affected residents.
6. If the request is to consider renaming a portion of the road as it was originally registered, a Reference Plan, prepared by a Surveyor may be required, at the applicant's expense.
7. If requested by the affected residents and/or applicant Council can consider offering compensation to cover the cost of changing addresses (i.e. the fee charged by Newmarket Tay Hydro to change addresses) and/or covering the cost of the Reference Plan (if required).
8. Staff will report back to Council with the results of the public consultation, and if the 80% agreement of residents was achieved, and make a recommendation to

Town of Newmarket
Street Naming Policy and Procedures



Council. The report will include a recommendation on the proposed change, the new name, and whether or not compensation should be considered.

9. If Council decides to approve the street name change, staff will be directed to:
 - Bring forward a by-law repealing existing street name (if required);
 - Bring forward a by-law for the new street name; and
 - Registered the new name on title.

Through the Fees and Charges By-law, Council may choose to establish an application fee to cover the staff time and resources required to process the street name change



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June 9, 2015

**JOINT CHIEF ADMINISTRATIVE OFFICER, COMMISSIONER OF DEVELOPMENT AND
 INFRASTRUCTURE SERVICES, COMMISSIONER OF COMMUNITY SERVICES AND
 COMMISSIONER OF CORPORATE SERVICES REPORT 2015-38**

TO: Committee of the Whole

SUBJECT: Hollingsworth Arena

ORIGIN: Chief Administrative Officer and Commissioners of Development & Infrastructure
 Services, Community Services and Corporate Services


RECOMMENDATIONS

THAT Joint Chief Administrative Officer and Commissioners of Development and Infrastructure Services, Community Services and Corporate Services Report 2015-38 dated June 9, 2015 regarding Hollingsworth Arena be received for information purposes and the following recommendations be adopted:

- 1. THAT Staff report to Committee of the Whole in closed session on the results of negotiations with San Michael Homes Developments with respect to the potential development of the Hollingsworth Arena site at 35 Patterson Street in conjunction with the properties at 693 Davis Drive and 713 Davis Drive on the basis of a sale of the Town property;**
- 2. AND THAT the sale of the Hollingsworth Arena site be subject to satisfactory arrangements being made to maintain 7 (seven) municipally permitted ice surfaces for continuity of service for Town residents;**
- 3. AND THAT the sale of the Hollingsworth Arena site be subject to Council's declaration of the property as surplus to municipal needs and staff being directed to follow the Town's land disposition process;**
- 4. AND THAT Mr. Sandro Sementilli and Pickering College be notified of this action.**

COMMENTS

Committee of the Whole received deputations from Mr. Sandro Sementilli of San Michael Homes Developments (San Michael) on August 26, 2013 and again on May 25, 2015 outlining a development proposal for the northeast corner of Davis Drive and Patterson Street. The potential



development would include their property at 693 Davis Drive, the Town-owned property at 35 Patterson Street presently used for the Hollingsworth Arena, and more recently 713 Davis Drive. In addition, Committee of the Whole received Development and Infrastructure Services Report 2013-35 and Community Services Report 2013-32, as well as a closed session report 2014-41.

At the May 25, 2015 Committee of the Whole meeting, staff received direction to bring forward in open session the recommendations adopted by Council in June 2014 in closed session at the June 16, 2014 Special Committee of the Whole and at the June 23, 2014 Council meeting as contained in report 2014-41 pertaining to Hollingsworth Arena. The Council extract is attached as Appendix 1, and recommendations at that time were:

1. THAT Staff be authorized to negotiate with San Michael Homes Developments with respect to the potential development of the Hollingsworth Area site at 35 Patterson Street in conjunction with the property at 693 Davis Drive on the basis of a sale of the Town property and also alternatively on the basis of a joint venture with San Michael Homes Developments for the Town owned property with the goal of reporting on a preferred option for the approval of Council in the first quarter of 2015;
2. AND THAT approval be granted to negotiate with San Michael Homes Developments on an exclusive basis and such negotiations address among other things the following:
 - a. Terms of purchase or joint venture
 - b. Land use approval processes
 - c. Architectural controls
 - d. Timing and phasing of development
 - e. Financial security for performance on to protect against default
 - f. Phasing for the potential decommissioning of the Hollingsworth Arena to address continuity of service for users of the facility.
3. AND THAT staff be authorized to enter into discussions with Pickering College on an exclusive basis for development of a joint venture for the development of a single pad arena on that site to replace the Hollingsworth Arena with staff to report back to Council with options for an agreement in Q1, 2015.
4. AND THAT staff be authorized to obtain professional advice as necessary and to proceed with all actions necessary to conclude negotiations and to report to Council if for some reason negotiations are suspended or terminated.
5. AND THAT public consultations and public notices regarding the intention to dispose of lands be scheduled upon conclusion of negotiations
6. AND THAT Mr. Sandro Sementilli and Pickering College be notified of this action.

Since that time, San Michael has engaged the owner of the adjoining property to the east at 713 Davis Drive to be included in the development concept, and has prepared a joint development concept now encompassing these two properties as well as the Town's site. The Town has retained assistance through Mr. Robert Webb of Webb+Co Limited and the firm of N. Barry Lyon Consultants to provide advice on the matter and to explore negotiations with San Michael as directed.

A key feature of the plan is a large public square near the intersection of Davis Drive and Patterson Street; this square is then connected through the site to Irwin Crescent to the north via a linear park block. The public square is proposed to be open and visible from the Davis Drive/Patterson Street intersection, and would be surrounded on its other sides by buildings generally ranging in height between 3 to 6 storeys. Two mixed use towers are proposed on the site, both of which may be expected to be between 12 and 15 storeys in accordance with the Secondary Plan. The ground floor of all buildings fronting Davis Drive will include commercial uses, and San Michael has also suggested that there may be an opportunity to include office uses in some of the buildings along with the residential apartments.

The northern portion of the development concept contemplates more ground-related residential development in the form of townhouses in an effort to ensure compatibility with the existing residential development on the north side of Irwin Crescent. The concept also implements the street and lane network shown in the Secondary Plan that is intended to help people move in and through the site.

In terms of municipal property tax revenue, and focusing only on the Town's component, the proposed development is estimated to generate approximately \$750,000 in new annual tax revenue based on an assumed 440,000 ft² mixed use development and typical MPAC Assessment values for this area. This compares to approximately \$11,000 in annual taxes currently generated by the existing uses on the combined development sites (N.B., the current municipal arena site does not generate property tax revenue).

An option to replace the arena function through a partnership arrangement with Pickering College on their lands is also being actively explored by staff as part of the viability of the subject development concept. At this point, staff feel it essential that a replacement ice surface be secured to continue the service level to arena user groups should the municipality decide to dispose of the Hollingsworth Arena property.

In addition, the Town's OPA#10: Newmarket Urban Centres Secondary Plan has now been adopted by Council and the Region of York. It contemplates and emphasizes intensification along the Yonge Street and Davis Drive corridors, and supports the type of development being proposed through San Michael's concept not only from the built form and density perspectives, but also through the provision of parks space and an urban square. The attraction of medium and high density mixed use projects such as the one being proposed within the urban centre corridor is also supported by the vivaNext bus rapidway project nearing completion on Davis Drive.

Staff has considered the strategic importance of a successful development at this location, and subject to Council's direction, the proposal from San Michael incorporating the Hollingsworth Arena site as well as the neighbouring site at 713 Davis Drive provides Council with an opportunity to achieve a number of priorities, including:

- Providing a vibrant and liveable corridor along Davis Drive
- Prioritizing economic development in the urban centres through new mixed use projects
- Supporting major transit service enhancements
- Promoting growth in a broadband priority corridor
- Enhancing recreational and community facilities
- Supporting community and neighbourhood projects
- Supporting innovative projects and partnerships

SECONDARY PLAN CONFORMITY

The following outlines the general provisions of the Secondary Plan as it relates to the San Michael development proposal.

The properties are within the Regional Healthcare Centre Character Area and are proposed to be designated Mixed Use with a strip of land along Patterson Street and along the northern limit of the Hollingsworth Arena property designated as Parks and Open Space. The Mixed Use designation will permit a broad range of residential, commercial, accommodation, institutional, office, and arts and cultural establishments. In addition, within the Regional Healthcare Centre Character Area, major office, post-secondary education facilities and long-term care and related facilities would be permitted. The Davis Drive frontage is also shown as a Priority Commercial Area, which would require the ground floor of any building to be used for street-related commercial uses such as retail stores, restaurants, professional offices, etc.

The Secondary Plan contemplates heights between 4 and 12 storeys and an FSI of between 2.0 - 2.5 generally along the Davis Drive frontage (up to 15 storeys and a maximum 3.0 FSI with bonusing). Redevelopment on the Hollingsworth Arena property would contemplate heights between 2 and 6 storeys and an FSI between 1.5 – 2.0. The Secondary Plan also includes provisions that would allow the Town to consider a higher FSI for a specific application where it can be shown, among other things, that other properties in the same designation are constrained and therefore cannot be expected to achieve the height and density provisions of the Secondary Plan.

A key component of the Secondary Plan is the transportation network necessary to accommodate the anticipated density within the urban centres. As such, the Secondary Plan contemplates a future private road or lane generally along the easterly limit of the Hollingsworth Arena property to assist with traffic circulation in this part of the corridor.

San Michael Proposal

The proposed development concept implements the intent of the Secondary Plan in terms of height, density, future road/lane connections through the site, and parks and open space requirements as noted above. On the matter of parks and open space specifically, the Secondary Plan does not contemplate a full neighbourhood park on the Hollingsworth Arena property; rather, it identifies a parks and open space connection along Patterson Street and then along the northern limit of the property. In early discussions with San Michael, the concept of connectivity through the site and ultimately leading to the open space/floodplain area on the south side of Davis Drive was supported and encouraged by staff. The current proposal, including a public square, enhances this connectivity. It also enables another potential year round, programmable, large urban park space. The potential for skating to remain on site as an outdoor feature of the urban square in winter months could be a very attractive public space. Given the response by the community to Riverwalk Commons, this diversity in park space design/animation is a tremendous benefit to both the local community as well as the community as a whole.

OTHER POTENTIAL USES FOR THE HOLLINGSWORTH ARENA SITE

The Secondary Plan process included extensive public consultation through each phase of its development, resulting in a comprehensive land use plan including neighbourhood parks and other open spaces at appropriate locations such that there is a neighbourhood-scale park planned within a maximum distance of 800 metres of all residents within the urban centres. As such, a neighbourhood-scale park was not deemed to be necessary on the Hollingsworth Arena property.

The analysis of parkland requirements has been based on the projected populations to build-out, together with the parkland standards established through the Parks Policy Development Manual prepared by Monteith & Brown as approved by Council in 2012. This analysis has been further detailed in the Secondary Plan, which identifies the total additional neighbourhood-scale parkland requirements within the urban centres for each quadrant. Within the northeast quadrant (NEQ), which includes the Hollingsworth Arena property, the Regional Healthcare Centre and a portion of the Davis Drive character areas, the total additional neighbourhood parkland required at build-out is 0.8 ha.

This compares with other quadrants as follows:

Total Additional Neighbourhood Parkland Required at Buildout

NWQ (includes Yonge North/Yonge and Davis/Yonge-Civic character areas):	15.4 ha
SWQ (includes Yonge-Civic and Yonge South character areas):	7.0 ha
NEQ (includes Regional Healthcare and Davis Drive character areas):	0.8 ha

In terms of land use, maintaining the arena in its current form, or using the Hollingsworth Arena property as a neighbourhood park, would not implement the vision of the Secondary Plan. Maintaining this parcel as a park may actually impact the ability of the Town to meet its height and density goals for the Davis Drive frontage given the height and angular plane requirements of the

Secondary Plan for lands adjacent to existing or planned parkland. While the development concept shows a public square, the height and angular plane impacts are mitigated when the Hollingsworth Arena property is combined with adjacent parcels in an integrated design concept that can then make use of additional lands to better support the intensification goals of the Secondary Plan.

OPTIONS FOR REPLACEMENT OF HOLLINGSWORTH ARENA

Hollingsworth Arena is one of 7 ice pads currently operated by the Town of Newmarket. It has been in operation since 1973 (42 years). It is the only single pad arena operated by the Town. It consists of a slightly undersized ice surface (185' by 85') compared to current standard dimensions (200' by 85'). In response to seeking operational efficiencies across all municipal arena and aquatic facilities a few years ago, hours of operation were changed at Hollingsworth to reflect it being a prime time facility whereas Magna Centre and to a lesser extent the Ray Twinney Complex are available as a non-prime and prime time facilities. The Hollingsworth Arena season lasts from end of September through end of March/early April annually. The facility operates Monday through Friday from 6:00p.m. to 11:00p.m. and on weekends from 8:00a.m. to 11:00p.m.

When examining existing usage across the entire municipal ice inventory, there is a limited amount of capacity within our facilities. However, Newmarket will continue to experience population growth. The Recreation Asset Gap Analysis study completed as part of the Recreation Playbook, confirmed findings from a 2013 study completed by dmA Planning Consultants, that 7 ice pads will serve the needs of the community now and in the future.

Therefore, it is recommended that should Hollingsworth Arena be sold, an alternative venue be sourced to ensure community needs are met. If the Town of Newmarket were to reduce to 6 ice surfaces, in an effort to maintain hours, local user groups would find themselves in a very precarious programming situation including youth sport groups needing to utilize weekday early morning times and adult groups needing to play much later (i.e., up to 1:00a.m.). These significant changes would likely result in a decline in participation. In the event Council were to consider reducing the current service level from 7 municipal ice pads to 6, it would be recommended that in advance of such a change, there be a comprehensive consultation with community user groups (Please see Figures 1 through 3 for tables associated with participation trends and utilization).

The arena facility at Pickering College is very close to the end of its lifecycle. This presents a unique opportunity to explore a partnership with Pickering College for the development of a new ice pad. Pickering College use of an arena would occur largely during time of day that Hollingsworth Arena has been closed. There appears to be a significant opportunity to develop a mutually beneficial partnership where capital and operating costs could be shared between both organizations without competing interests for time.

In June, 2014 staff were authorized to enter into discussions with Pickering College to explore a potential joint venture for construction of a single pad to replace the existing Pickering College Arena and the Town of Newmarket's Hollingsworth Arena. To date, there is interest on the part of Pickering College to explore such a partnership. Pickering College is in the final planning stages of a considerable campus expansion project that will include a theatre, new residences and other significant enhancements. Given the scope of this pending project, Pickering College has indicated that replacing the aging arena without a partner is not a priority – given the age of the arena, the intent of Pickering College is to decommission the facility post renovations should they not have a partner. It should be noted that should decommissioning of Pickering College occur, it would result in greater demand on Town facilities, further emphasizing the need to maintain the 7 ice surfaces. If a partnership were to be developed to replace the current Hollingsworth Arena and Pickering College Arena, there would also be the opportunity to further fill any available prime time with current clientele utilizing the Pickering College Arena during prime time.

It is unavoidable that Hollingsworth Arena will need to be addressed. While it continues to function, it is an old facility and the Town will reach a point where significant capital costs will need to be incurred to maintain operations. This development proposal has presented a significant opportunity to avoid those capital expenses by exploring options for development of a new facility. While a partnership with Pickering College remains the most fiscally viable option (given that capital and operating expenses could be shared), the Town of Newmarket could choose to add a third pad at Ray Twinney Recreation Complex; however the capital and ongoing operating costs associated with this option would be more expensive and remain entirely the responsibility of the Town.

SALE OF LAND PROCEDURES

The Sale of Land Policy of the Town of Newmarket requires that the Town obtain an appraisal, if applicable under the policy, and give public notice of the intention to sell property. It is the prerogative of Council to determine the method of obtaining the best financial return and balancing that factor with the other strategic goals of the corporation.

Assuming negotiations are successful and Council would like to move forward with a disposition of land, staff will request Council approval to move forward with the requirements set out under the Town's Sale of Land Policy, being:

1. A declaration of the land as surplus by a resolution of Council;
2. Attainment of an appraisal, if applicable;
3. Approval of the method of disposition by Council; and
4. Provision of notice of the proposed disposition to the public.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

The review and analysis of development concepts has links to the following branches of the Town's strategic plan:

Well-balanced: encouraging a sense of community through an appropriate mix of land uses and amenities;

Well-equipped & managed: varied housing types, affordability and densities;

Well-planned & connected: strategic growth by way of a comprehensive Official Plan.

CONSULTATION

Consultation on the change in land use has been conducted in connection with the consideration of the Secondary Plan. Should the Town successfully negotiate a sale or joint venture with San Michael Homes a consultation process would be established with respect to the proposed development. Staff from all Commissions were involved in the preparation of this report.

HUMAN RESOURCE CONSIDERATIONS

Not applicable to this report.

BUDGET IMPACT

Operating Budget (Current and Future)

To be addressed in the report summarizing the final negotiations with both San Michael and Pickering College when appropriate.

Capital Budget

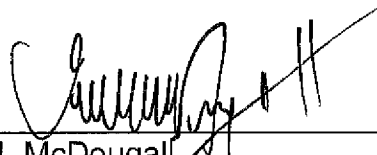
To be addressed in the report summarizing the final negotiations with both San Michael Homes and Pickering College when appropriate.

CONTACT


For more information on this report, contact: The Commissioner of Development & Infrastructure or the Commissioner of Community Services.



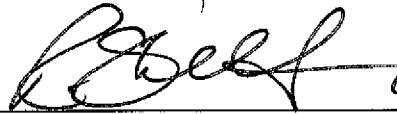
P. Noehammer,
Commissioner of Development &
Infrastructure Services



I. McDougall,
Commissioner of Community Services



A. Moore,
Commissioner of Corporate Services



R.N. Shelton,
Chief Administrative Officer

Appendix 1 – Council Extract; June 23, 2014 (Open and Closed Session)

Figure 1 – Newmarket Community Organization User Group Participation Trends

Figure 2 – Newmarket Prime Time Ice Surface Hours booked for Youth and Adult

Figure 3 – Municipal Ice Surfaces per Capita Comparison

Appendix 1

TOWN OF NEWMARKET COUNCIL - EXTRACT - MONDAY, JUNE 23, 2014					
	REF'D TO	COPY TO		REF'D TO	COPY TO
Mayor Tony Van Bynen			Development & Infrastructure Services, Commissioner of		
Reg. Councillor Taylor			Community Services, Commissioner of		
Councillor Vegh			Corporate Services, Commissioner of		
Councillor Kerwin			Planning & Building Services, Dir. of		
Councillor Twinney			Recreation & Culture, Dir. of		
Councillor Hempen			Human Resources, Dir. of		
Councillor Sponga			Engineering Services Dir. of		
Councillor Di Muccio			Public Works Services, Dir. of		
Councillor Emanuel			Financial Services, Dir. of		
			Legal Services, Dir. of		
CAO			Legislative Services, Dir. of		
OTHER:			Corporate Communications, Dir. of		
			Chief Building Official		
PENDING AGENDAS: COW			Economic Development Officer		
COUNCIL			Information Technology, Dir. of		
JCC			Fire Chief		
			Purchasing Manager		
Letter: File:			ORIGINAL REPORT IN DEPARTMENT BINDER	√	

14. Joint Chief Administrative Officer, Commissioner of Development and Infrastructure Services and Commissioner of Community Services (Closed Session) Report 2014-41 dated June 12, 2014 regarding a potential disposition of land by the municipality. (Ward 3)

Moved by: Councillor Sponga
Seconded by: Councillor Vegh

THAT Joint Chief Administrative Officer, Commissioner of Development and Infrastructure Services and Commissioner of Community Services (Closed Session) Report 2014-41 dated June 12, 2014 regarding Hollingsworth Arena be received;

AND THAT staff be directed to proceed as authorized at the June 16, 2014 Special Committee of the Whole (Closed Session) meeting.

In Favour: Mayor Van Bynen, Regional Councillor Taylor, Councillor Vegh, Councillor Kerwin, Councillor Hempen, Councillor Sponga, Councillor Emanuel

Opposed: Councillor Twinney, Councillor Di Muccio
(7 in favour, 2 opposed)

Carried

TOWN OF NEWMARKET COUNCIL (CLOSED SESSION) EXTRACT - JUNE 23, 2014					
	REF'D TO	COPY TO		REF'D TO	COPY TO
Mayor Tony Van Bynen			Development & Infrastructure Services, Commissioner of		
Reg. Councillor Taylor			Community Services, Commissioner of		
Councillor Vegh			Corporate Services, Commissioner of		
Councillor Kerwin			Planning & Building Services, Dir. of		
Councillor Twinney			Recreation & Culture, Dir. of		
Councillor Kempen			Human Resources, Dir. of		
Councillor Sponga			Engineering Services, Dir. of		
Councillor Di Muccio			Public Works Services, Dir. of		
Councillor Emanuel			Financial Services, Dir. of		
			Legal Services, Dir. of		
CAO			Legislative Services, Dir. of		
OTHER:			Corporate Communications, Dir. of		
			Chief Building Official		
PENDING AGENDAS: COW			Economic Development Officer		
COUNCIL			Information Technology, Dir. of		
JCC			Fire Chief		
			Purchasing Manager		
Letter: File:			ORIGINAL REPORT IN DEPARTMENT BINDER	✓	

Joint Chief Administrative Officer, Commissioner of Development and Infrastructure Services and Commissioner of Community Services (Closed Session) Report 2014-41 dated June 12, 2014 regarding Hollingsworth Arena.

Committee discussed the recommendations contained within the report and an alternate motion was presented.

Moved by: Regional Councillor Taylor
Seconded by: Councillor Emanuel

a) THAT Joint Chief Administrative Officer, Commissioner of Development and Infrastructure Services and Commissioner of Community Services (Closed Session) Report 2014-41 dated June 12, 2014 regarding Hollingsworth Arena be received and the following recommendations, as amended, be adopted:

i) THAT staff be authorized to negotiate with San Michael Homes Developments with respect to the potential development of the Hollingsworth Arena site at 35 Patterson Street in conjunction with the property at 693 Davis Drive on the basis of a sale of the Town property and also alternatively on the basis of a joint venture with San Michael Homes Developments for the Town owned property with the goal of reporting on a preferred option for the approval of Council in the first quarter of 2015;

ii) AND THAT approval be granted to negotiate with San Michael Homes Developments on an exclusive basis and such negotiations address, among other things, the following:

TOWN OF NEWMARKET COUNCIL (CLOSED SESSION) EXTRACT - JUNE 23, 2014					
	REF'D TO	COPY TO		REF'D TO	COPY TO
Mayor Tony Van Bynen			Development & Infrastructure Services, Commissioner of		
Reg. Councillor Taylor			Community Services, Commissioner of		
Councillor Vegh			Corporate Services, Commissioner of		
Councillor Kerwin			Planning & Building Services, Dir. of		
Councillor Twinney			Recreation & Culture, Dir. of		
Councillor Hampen			Human Resources, Dir. of		
Councillor Sponga			Engineering Services Dir. of		
Councillor Di Muccio			Public Works Services, Dir. of		
Councillor Emanuel			Financial Services, Dir. of		
			Legal Services, Dir. of		
CAO			Legislative Services, Dir. of		
OTHER:			Corporate Communications, Dir. of		
			Chief Building Official		
PENDING AGENDAS: COW			Economic Development Officer		
COUNCIL			Information Technology, Dir. of		
JCC			Fire Chief		
			Purchasing Manager		
Letter: File:			ORIGINAL REPORT IN DEPARTMENT BINDER	√	

a) Terms of purchase or joint venture, b) land use approval processes, c) architectural controls, d) Timing and phasing of development, e) Financial security for performance to protect against default, f) Phasing for the potential decommissioning of the Hollingsworth Arena to address continuity of service for users of the facility;

iii) AND THAT staff be authorized to enter into discussions with Pickering College on an exclusive basis for development of a joint venture for the development of a single pad arena on that site to replace the Hollingsworth Arena with staff to report back to Council with options for an agreement in Q1, 2015;

iv) AND THAT staff be authorized to obtain professional advice as necessary;

v) AND THAT public consultations and public notices regarding the intention to dispose of lands be scheduled prior to any final negotiations;

vi) AND THAT Mr. Sandro Sementilli and Pickering College be notified of this action.

Carried

Figures 1, 2 & 3

Town of Newmarket
Hollingsworth Arena Information

Figure 1 - This table represent the trending in registration for the major user groups over the last few years:

Community Organization	2008 - 09	2010 - 11	2014 - 2015
Newmarket Minor Hockey Association	1876	1742	1448
Newmarket Figure Skating Club	1048	1087	1052
Central York Girls Hockey	872	945	986
Newmarket Rays Ringette	138	157	116
Newmarket Jets Speed Skating Club	30	56	54
York Simcoe Express Hockey	156	156	153
TOTAL	4120	4143	3809

Figure 2 - This table shows the breakdown of prime time hours booked and distribution between adult and youth:

	2008 - 09	2010 - 11	2014 - 2015
Total Youth Hours	6701.75	6589	6520.5
Total Adult Hours	1096	887.5	845
Total Hours	7798.5	7476.5	7365.5
% of Prime Time Booked	91%	87%	85%

Figure 3 - This table represents the number of ice surfaces supplied per capita in each of the comparator municipalities:

Municipality	Municipal Supply	Level of Service (Facilities per Population)
Newmarket	7	11,975
Ajax	5	24,000
Aurora	5	11,200
Milton	6	16,000
Whitby	10	13,200
Benchmark Average	7	15,275
Benchmark Median	6	13,200

**EXTRACT FROM COUNCIL MEETING
C#28-15 HELD JUNE 9, 2015
CONFIRMATORY BY-LAW NO. 81-15**

SEPARATION OF ISSUES REQUIRING DISCUSSION

2.0 Correspondence from Tony Van Bynen, Mayor, Town of Newmarket and Geoffrey Dawe, Mayor, Town of Aurora, dated May 6, 2015, regarding the Proposed Fire Services Consolidation Endeavour

Moved by: Councillor Chan
Seconded by: Councillor Cilevitz

That the correspondence from Newmarket and Aurora Mayors dated May 6, 2015 pursuing interest in the consolidation of Central York Fire Services with the Town of Richmond Hill be received and referred to the Mayor to form a team comprising of Regional and Local Councillor Hogg and Regional and Local Councillor Spatafora, Councillor Chan and appropriate staff to investigate this request, and report back to Council in the fall of 2015.

Carried Unanimously



May 6, 2015

Ms. Gloria Collier
Deputy Clerk
Town of Richmond Hill
225 East Beaver Creek Road
Richmond Hill, ON L4P 3P4

Dear Ms. Collier:

RE: Proposed Fire Services Consolidation Endeavour

We are writing to advise of a recent resolution which is referenced below and considered by both the Town of Newmarket and Town of Aurora Council whereby staff has been directed to prepare this communication seeking interest in the possible consolidation of Richmond Hill Fire and Emergency Services with Central York Fire Services. Richmond Hill was part of the original discussions when Aurora and Newmarket consolidated their fire departments in 2002 and at that time there were several unresolved items. Looking back at the success of the consolidation agreement for Central York and the rising cost of providing fire services, it might be an excellent opportunity to re-examine the benefits for Richmond Hill, Aurora and Newmarket.

'WHEREAS the consolidation of Aurora and Newmarket fire services into Central York Fire Services has achieved efficiencies through enhanced levels of fire service provided at a significantly reduced cost;

AND WHEREAS consolidation with additional municipalities may achieve further operating efficiencies, improved department structure, increased service level(s), and cost avoidance opportunities;

BE IT RESOLVED THAT staff be directed to prepare correspondence to the Council of the Town of Richmond Hill pursuing interest in the consolidation of CYFS with the Town of Richmond Hill Fire Service.'

We respectfully request that this communication be submitted to your Council for consideration at the earliest practical date and deliberation results reported back as soon as feasible.

Yours truly,

Mayor - Town of Newmarket

Mayor - Town of Aurora