



Town of Newmarket

Agenda

Committee of the Whole - Electronic

Date: Monday, August 24, 2020
Time: 1:00 PM
Location: Streamed live from the Municipal Offices
395 Mulock Drive
Newmarket, ON L3Y 4X7

1. Notice

At this time, the Municipal Offices remain closed to the public. This meeting will be streamed live at newmarket.ca/meetings.

Public Input

Individuals who wish to submit input to Council in relation to an item on this agenda have the following options available.

1. Email your correspondence to clerks@newmarket.ca by end of day on Wednesday, August 19, 2020. Written correspondence received by this date will form part of the public record; or,
2. Make a live remote deputation by joining the virtual meeting using the Town's videoconferencing software and verbally provide your comments over video or telephone. To select this option, you are strongly encouraged to pre-register by emailing your request and contact information to clerks@newmarket.ca.

2. Additions & Corrections to the Agenda

Note: Additional items are marked by an asterisk*.

3. Conflict of Interest Declarations

4. Presentations & Recognitions

4.1 York Region's Transportation Services Department - Yonge Street Project

Note: Jamal Ahmed, Project Manager, Capital Planning and Delivery, Transportation Services, York Region will be in attendance to provide a presentation on this matter.

1. That the presentation provided by Jamal Ahmed, Project Manager, Capital Planning and Delivery, Transportation Services of York Region regarding the Yonge Street Project be received.

4.2 Lake Simcoe Regional Conservation Authority - 2020 Budget Companion

Note: Mike Walters, Chief Administrative Officer, Lake Simcoe Region Conservation Authority (LSRCA) will be in attendance to provide a presentation on this matter.

1. That the presentation provided by Mike Walters, Chief Administrative Officer, Lake Simcoe Region Conservation Authority (LSRCA) regarding the LSRCA 2020 Budget Companion be received.

4.3 Downtown Parking Review

Note: Susan Chase, Director of Innovation & Strategic Initiatives will be in attendance to provide a presentation on this matter. This item is related to Item 6.1.

1. That the presentation provided by the Director of Innovation & Strategic Initiatives regarding the Downtown Parking Review be received.

5. Deputations

5.1 Remote Deputation regarding Businesses Accepting Cash in Newmarket

Note: Lynn Rae will be in attendance to provide a deputation on this matter.

1. That the remote deputation provided by Lynn Rae regarding businesses accepting cash in Newmarket be received.

*5.2 Remote Deputation regarding International Holocaust Remembrance Alliance (IHRA) Definition on Antisemitism

Note: Jason Grossman will be in attendance to provide a deputation on this matter. This item is related to Item 6.6.

6. Consent Items

6.1 Downtown Parking Review

1. That the report entitled Downtown Parking Review – Analysis of Joint BIA/Town Task Force Workshop dated August 24, 2020 be received; and,
2. That Council endorse this roadmap in principle and give specific direction with respect to the short term initiatives; and,
3. That Staff be directed to prepare plans for the medium and long term initiatives that will be brought to Council for budget approval at the

appropriate times.

6.2 2020 Budget Reconciliation

1. That the report entitled 2020 Budget Reconciliation dated August 24, 2020 be received; and,
2. That the 2020 Budget Reconciliation be approved; and,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

6.3 Amended Tax Rate By-law

1. That the report entitled Amended Tax Rate By-law dated August 24, 2020 be received; and,
2. That the amended by-law be enacted; and,
3. That Staff be authorized and directed to do all things necessary to remit the referenced amount to the Regional Municipality of York.

6.4 Second Quarterly Update to the Outstanding Matters List for 2020

1. That the report entitled Second Quarterly Update to the Outstanding Matters List for 2020 dated August 24, 2020 be received; and,
2. That Council adopt the updated Outstanding Matters List; and,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

6.5 Update on Mulock Station Area Secondary Plan

1. That the report entitled Update on the Mulock Station Area Secondary Plan dated August 24, 2020 be received; and,
2. That the report entitled Update on the Mulock Station Area Secondary Plan be forwarded to the Regional Municipality of York as input to York Region's Municipal Comprehensive Review, including but not limited to a request that York Region align the Mulock GO major transit station area boundary with the proposed Mulock Station Area Secondary Plan boundary, and the submission of the proposed density to assist York Region's Land Needs Assessment; and,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

6.6 International Holocaust Remembrance Alliance (IHRA) Definition on Antisemitism

The Strategic Leadership Team/Operational Leadership Team recommend:

Whereas the Town of Newmarket has established diversity and inclusivity as a strategic priority for the Town at Council; and,

Whereas, in February 2019, the Inclusion Charter for York Region was endorsed as a community initiative, bringing together businesses, community organizations, municipalities, police services, hospitals, school boards, conservation authorities and agencies who share a vision to foster a welcoming and inclusive community; and,

Whereas, we have a shared responsibility to stop antisemitism in all its forms through education and public consciousness as antisemitic demonstrations continue to threaten communities and undermine democracy; and,

Whereas, the International Holocaust Remembrance Alliance (IHRA) is an intergovernmental organization founded in 1998 that consists of 34 countries, including Canada, each of whom recognizes that international coordination is needed to combat antisemitism; and,

Whereas, six per cent of York Region residents identify themselves as Jewish, which is a higher representation than Canada and Ontario; and,

Whereas, on February 27, 2020, Bill 168, the Combating Antisemitism Act which directly mentions IHRA, unanimously passed a second reading in the Ontario legislature with all-party support; and,

Whereas, the Town of Newmarket is enriched by its active and engaged Jewish and Israeli residents.

Therefore Be It Resolved by the Municipal Council of the Corporation of the Town of Newmarket as follows:

1. That Council adopt the International Holocaust Remembrance Alliance's (IHRA) working definition of antisemitism as adopted at the IHRA plenary on May 26, 2016 as follows:

"Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities"; and,
2. That all York Region municipalities as well as the Chair of the province of Ontario's Standing Committee on Justice Policy be advised of this resolution.

*6.7 Financial Update

1. That this report entitled Financial Update Staff Report to Council be received; and,

2. That staff be directed to provide an update on the projected impact of the pandemic on the Town when more information becomes available; and,
3. That changes to the 2020 capital program, and additions to the 2021 capital spending authority be made as detailed in this report; and,
4. That staff be authorized and directed to do all things necessary to give effect to this resolution.

***6.8 Water Metering Data Solution**

1. That the report entitled Metering Data Solution dated August 24, 2020 be received; and,
2. That a non-competitive acquisition for a metering data solution from Savage Data Systems in the amount of \$60,000.00 per year, for a term of two years, plus two additional optional, one year terms be approved; and,
3. That the Director of Financial Services and Manager of Procurement be authorized to execute any agreements; and,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

6.9 Audit Committee Minutes of January 27, 2020

1. That the Audit Committee Minutes of January 27, 2020 be received.

7. Action Items

8. Notices of Motion

***8.1 Councillor Kwapis - Commercial Rooftop Patios**

Whereas the Planning Act allows municipalities to amend its comprehensive zoning by-law from time-to-time; and,

Whereas it is appropriate to update the Town's comprehensive zoning by-law from time-to-time to address new circumstances, market demands, and to ensure that desirable emerging and innovative uses are permitted; and,

Whereas 'Commercial Rooftop Patios' are currently defined in the Town's comprehensive zoning by-law but are not specifically permitted or prohibited in any zone, or permitted in combination with any use;

Therefore be it resolved as follows:

1. That staff be directed to schedule a Statutory Public Meeting for the purpose of outlining specific use permissions related to 'Commercial Rooftop Patios',

addressing matters such as:

- maximum size (percentage of rooftop or gross floor area)
- associated uses for which a 'Commercial Rooftop Patio' may be permitted
- design (i.e. site plan) requirements
- compliance with licensing and noise by-laws

9. Motions Where Notice has Already been Provided

10. New Business

***11. Closed Session**

11.1 Property in Ward 5

A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization, as per Section 239 (2)(i) of the Municipal Act, 2001.

12. Adjournment

YONGE STREET PROJECT

TRANSPORTATION SERVICES



Town of
East Gwillimbury

GREEN LANE

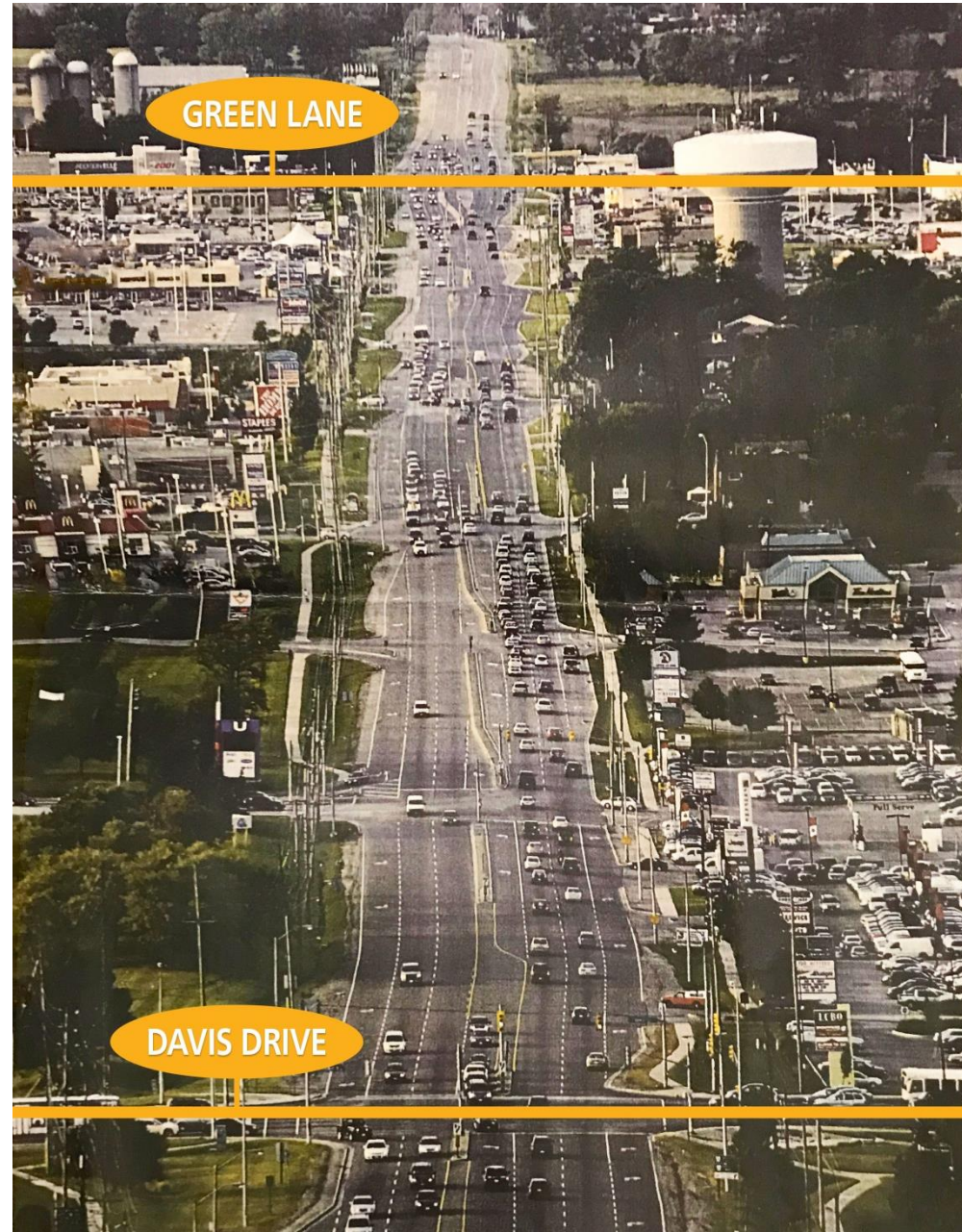


YONGE STREET

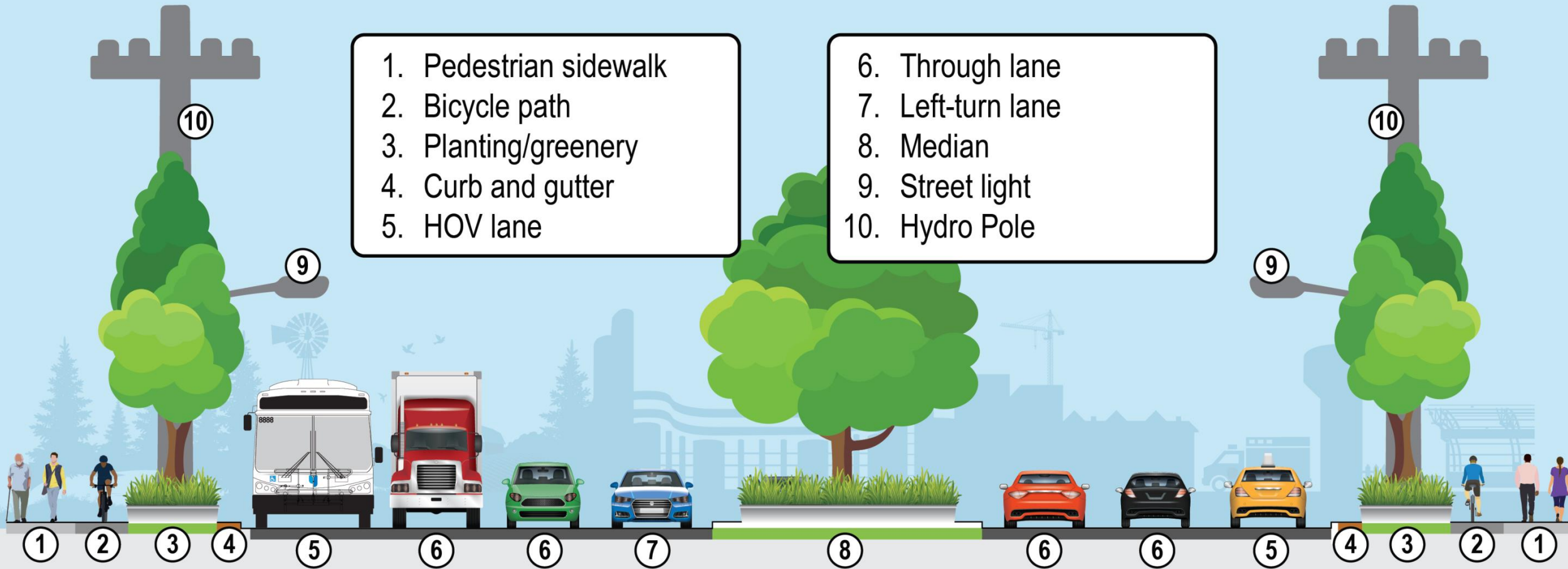
Town of
Newmarket

DAVIS DRIVE

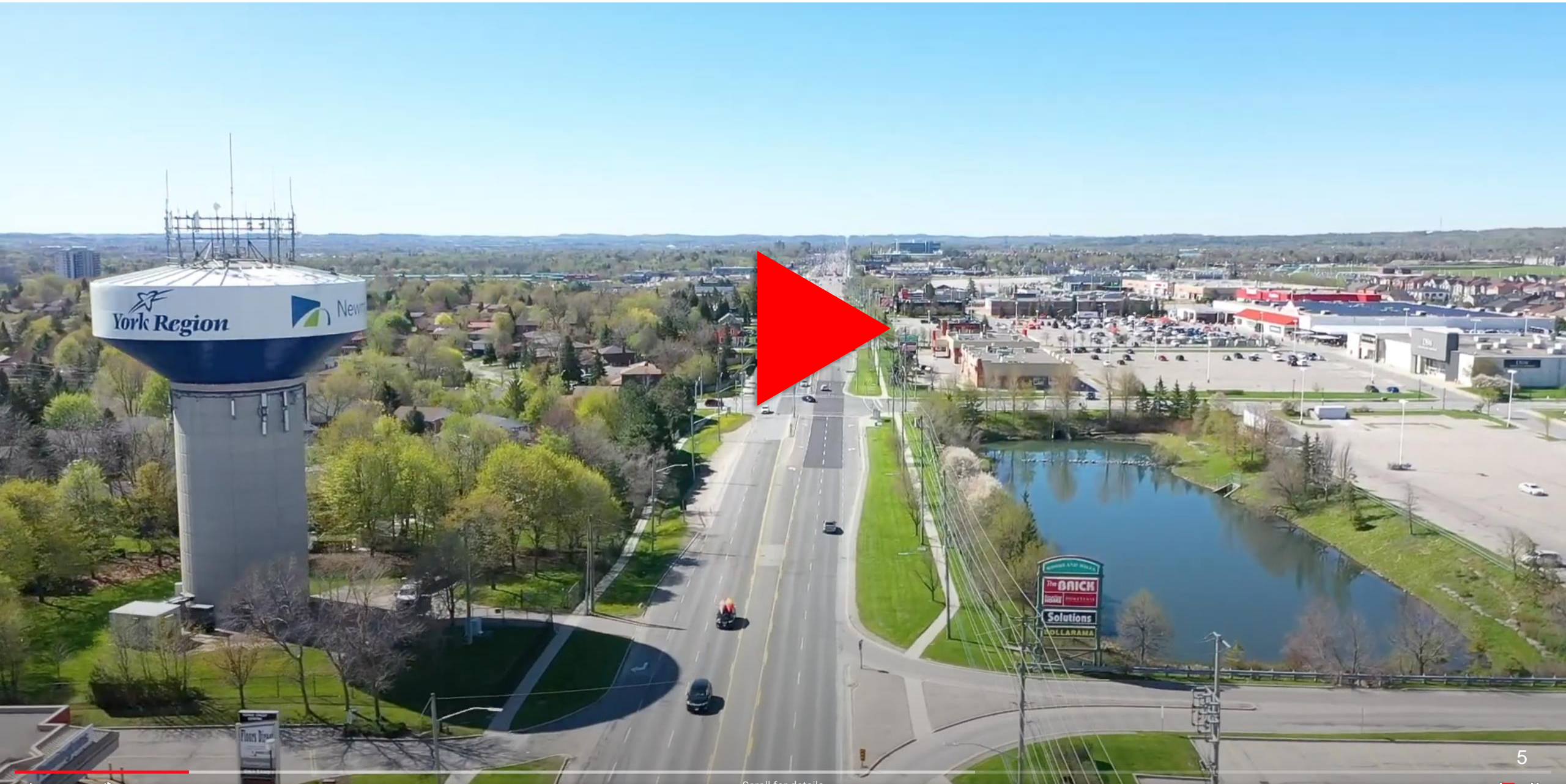
YONGE STREET FROM DAVIS DRIVE TO GREEN LANE



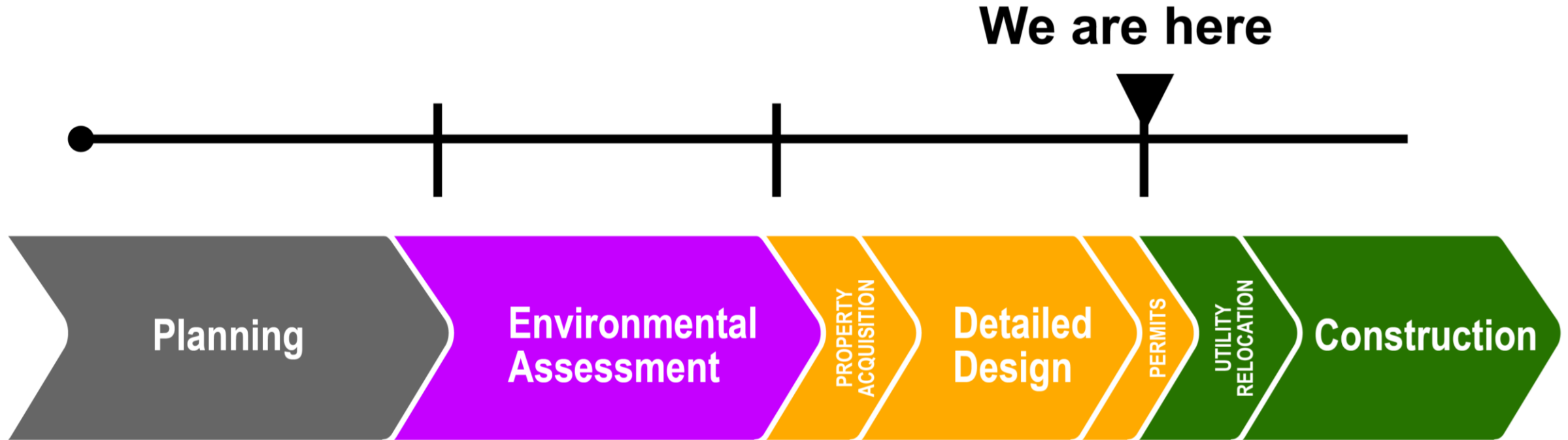
FUTURE STATE OF YONGE STREET



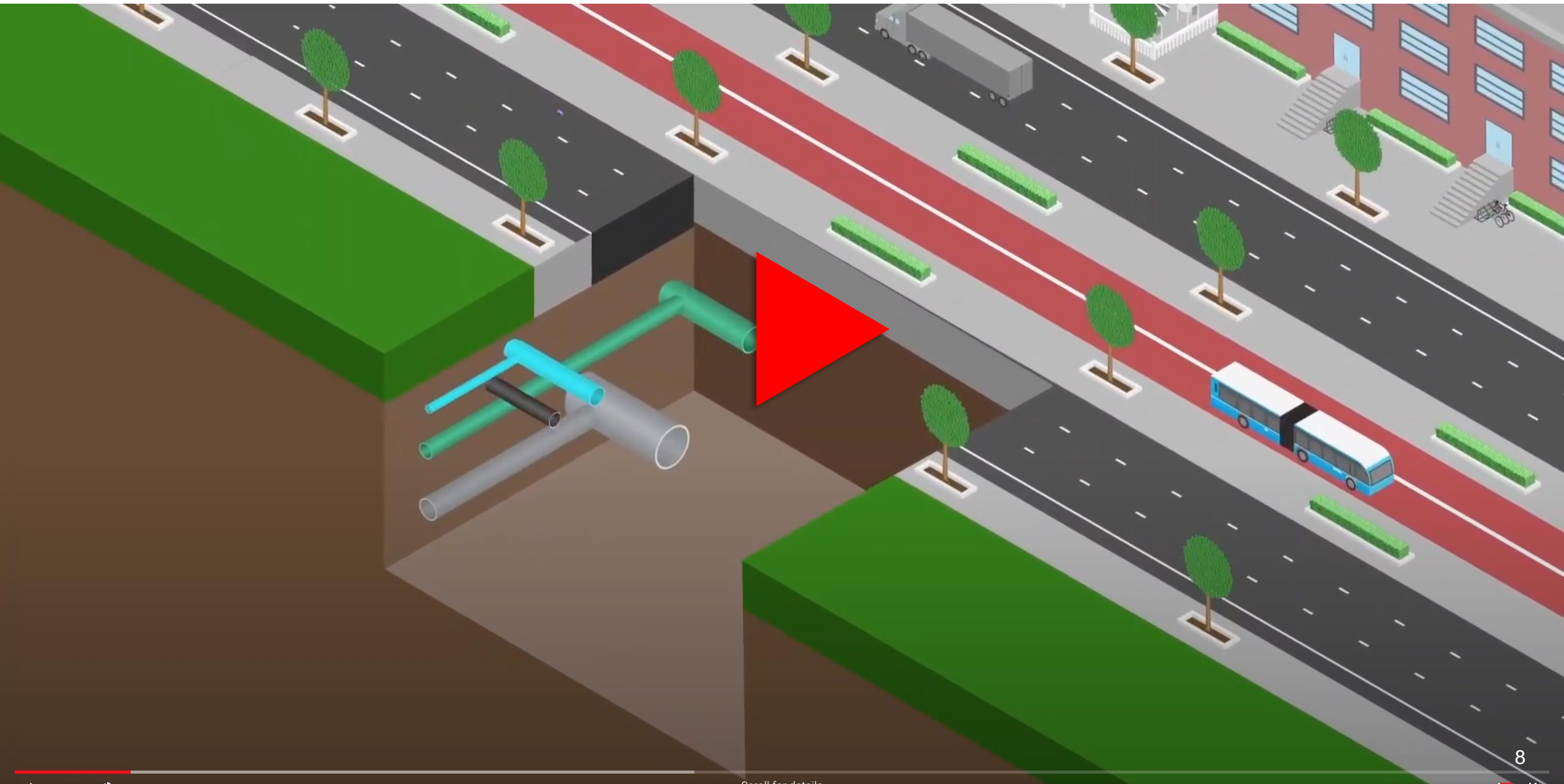
PROJECT OVERVIEW



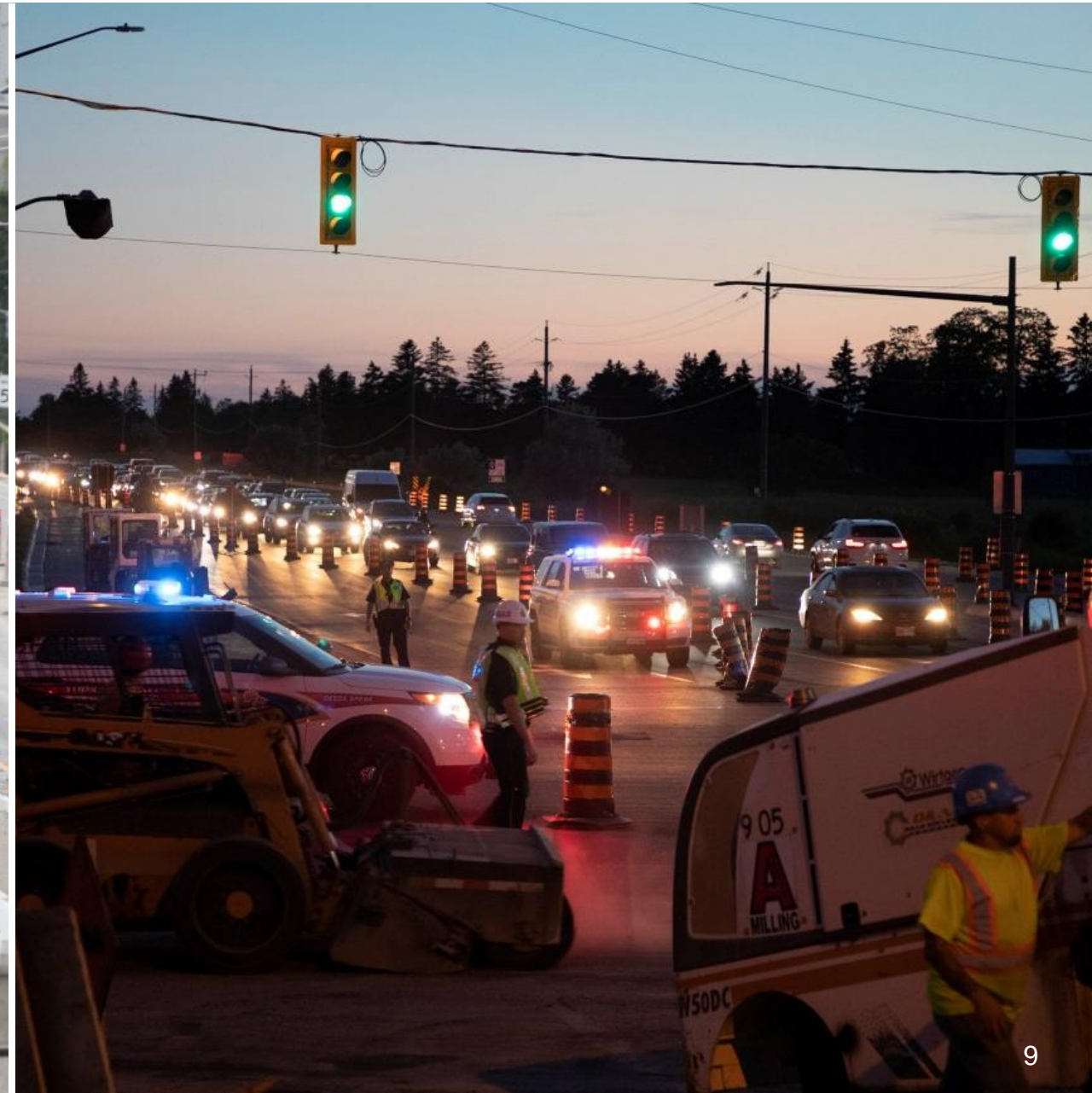
PROJECT PHASES



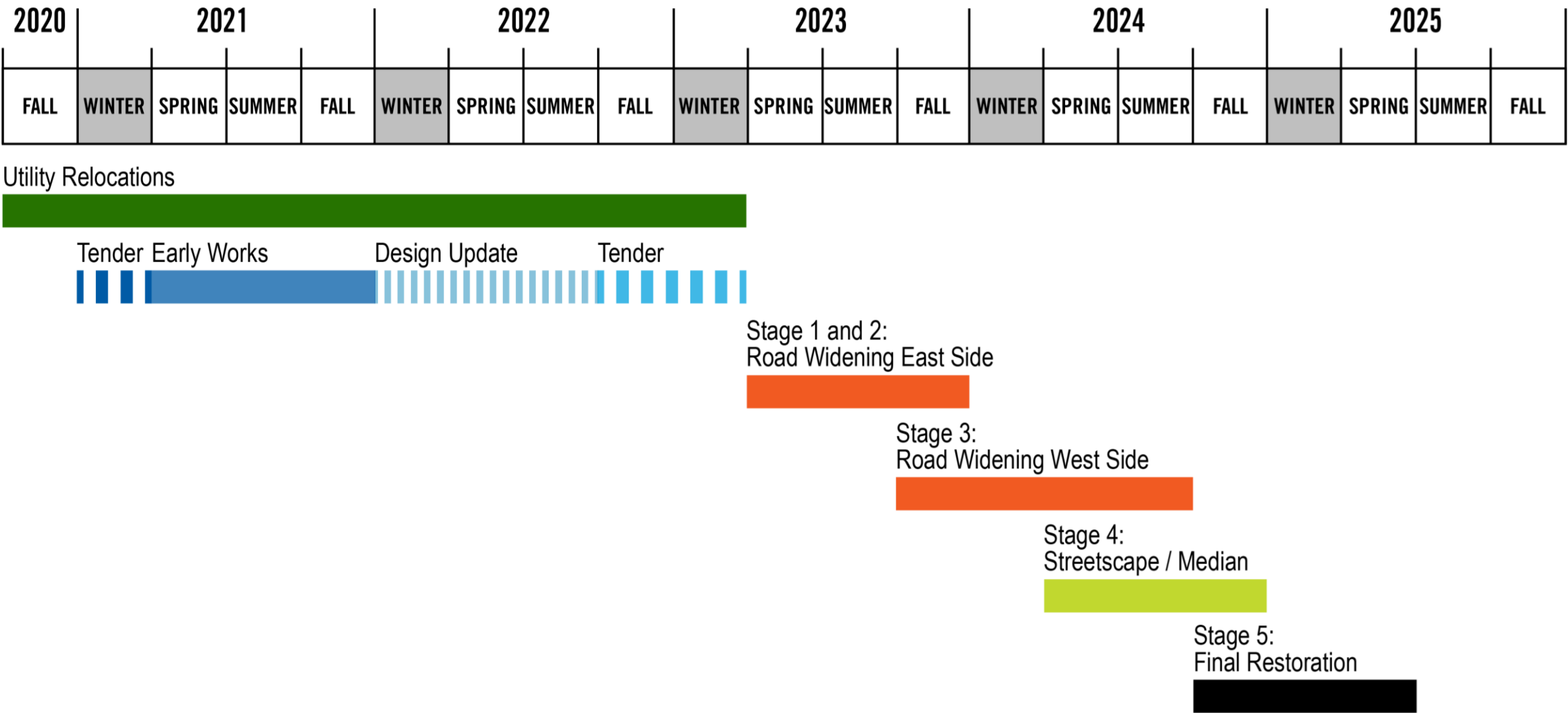
UTILITY RELOCATION



CONSTRUCTION FATIGUE



CONSTRUCTION TIMELINE



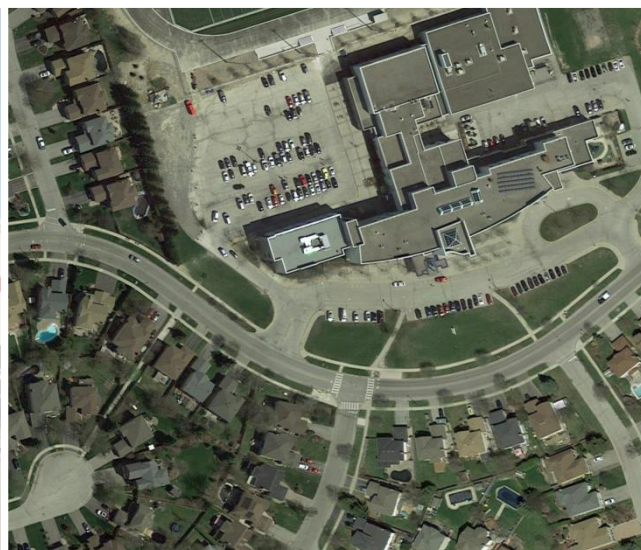
PROCESS DELIVERY IMPROVEMENTS

Deliver the Yonge Street project on time and on budget, while maintaining a positive impression with stakeholders throughout.

PROCESS DELIVERY IMPROVEMENTS



STAKEHOLDERS:



Anyone using our roads – to get to businesses, schools, home

THE TRAVELLING PUBLIC INCLUDES:



Anyone travelling on our roads – not just motorists

STAKEHOLDER FOCUS GROUPS



WORKSHOPS



COMMUNITY ENGAGEMENT AND COMMUNICATIONS

YONGE STREET DAVIS DRIVE GREEN LANE

Home > Transportation > Roads > Road Construction Schedule > Yonge Street Davis Drive Green Lane

CYCLING

ENVIRONMENTAL ASSESSMENT STUDY

PROVINCIAL OFFENCES TICKETS

ROADS

TRAFFIC

TRANSIT

TRANSPORTATION DEMAND MANAGEMENT

Text Size

High Contrast

Google Translate

Print Friendly

Share

News & Social Media

Yonge Street

The Future State of Yonge Street, Davis Drive to Green Lane Town of Newmarket and Town of East Gwillimbury 2020 to 2025

York Region cares about your community and we are committed to delivering transportation improvements safely, while minimizing disruptions as best as possible. We're building, reconstructing and repairing regional roads for you and your community.

We understand that continued construction and the traffic delays caused by this work is frustrating for residents living in this area. Please know that we analyze and review all traveller data for each project, to determine the best possible solutions to ease congestion and traffic delays during construction.

York Region (The Regional Municipality of York)

July 23 at 8:00 AM · 🌐

To support future growth in the [Town of Newmarket](#) and [Town of East Gwillimbury](#), York Region is improving Yonge Street from Davis Drive to Green Lane by:

- Widening the road from four to six lanes, including transit HOV lanes
- Widening the sidewalk to include a cycling path
- Enhancing crosswalks and street lighting
- Installing a centre median for future rapid transit
- Planting trees and other greenery

Work will begin this fall with utility relocations and we will work hard to minimize disruptions in the community.

Visit york.ca/yongestreet for more information.

#onYRRoads #MoveYR

👍👎 40

35 Comments 10 Shares

17



Jamal Ahmed

Project Manager

Capital Planning and Delivery

Transportation Services

1-877-464-9675 ext. 75955

Jamal.Ahmed@york.ca





**HAVE A
GREAT DAY!**

YONGE STREET PROJECT

2020 Budget Companion and Annual Operating Priorities

Town of Newmarket



Lake Simcoe Region
conservation authority



Budget Companion 2020

- Produced annually to provide more detail regarding the approved budget,



Budget Companion 2020

- Outlines all LSRCA Services Areas and programs,
- Easy to navigate, read and is transparent,

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Corporate Services	6	22 Property Services	
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11 Human Resource Management		26 Development Planning	
12 Information Management		27 Permitting and Enforcement	
Ecological Management	13	Water Risk Management	28
14 Ecosystem Science and Monitoring		29 Flood Management and Warning	
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Budget Companion 2020

- General overview of the budget summarizing all of the 7 service areas,

Our Vision

We envision the Lake Simcoe watershed as a thriving environment that inspires and sustains us for generations to come.

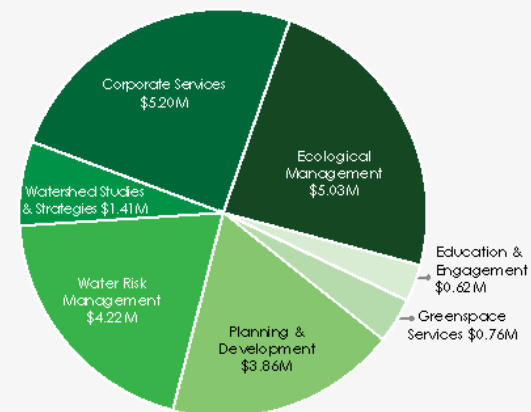
Our Mission

Our mission is to work with our community to protect and restore the Lake Simcoe watershed by leading research, policy and action.

Our employees uphold our mandate under the following 7 Service Areas, which are detailed in the pages that follow:

- Corporate Services
- Ecological Management
- Education & Engagement
- Greenspace Services
- Planning & Development Services
- Water Risk Management
- Watershed Studies & Strategies

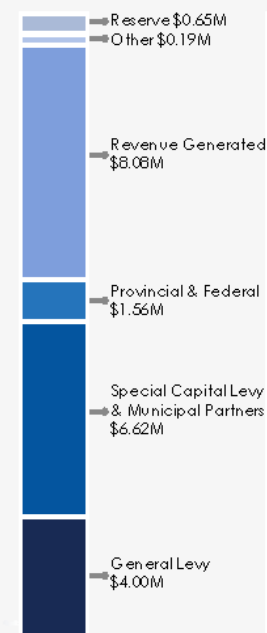
2020 Budget Summary \$21.10M



Operating and Capital Split



Revenue Source



Expenditure Type



Budget Companion 2020

- Each service area is then discussed in detail,



Water Risk Management

Flood Management and Warning
\$0.44M

3.1
FTEs

Source Water Protection
\$0.68M

1.8
FTEs

Water Management/Restoration
\$2.59M

2.6
FTEs

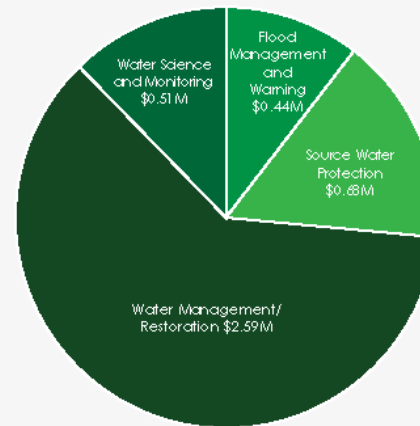
Water Science and Monitoring
\$0.52M

2.4
FTEs

The goal of Water Risk Management is to reduce the risks associated with water, to ensure that we have a safe, clean and adequate supply of drinking water, to undertake restoration projects to protect and manage water and to engage in research activities to inform decision making. Water Risk Management consists of the following program areas:

- Flood Management and Warning
- Source Water Protection
- Water Management/Restoration
- Water Science and Monitoring

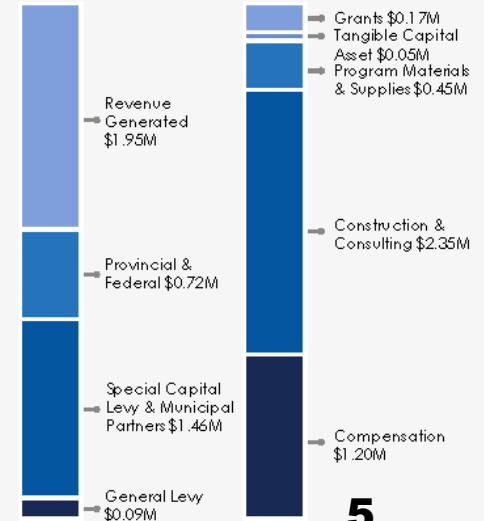
2020 Water Risk Management Budget \$4.22M



Operating and Capital Split



Revenue Source Expenditure Type



Budget Companion 2020

- It also reviews the specific programs comprising each service area,
- Highlights past achievements - focuses on the year ahead.

Fast Facts

- The 2019 spring freshet (melt) resulted in extended high lake levels and drawdown time from March through May, impacting the shoreline and infrastructure of Lake Simcoe
- We have expanded our Flood Event Photo Database so that it now includes 372 pictures of flood events going back as far as February 1, 1929

Flood Management and Warning

The goal of the Flood Management and Warning program is to reduce the risk to people, property and infrastructure (roads, bridges, etc.) from hazards due to flooding and to reduce social disruption.

2020 Focus

- Continue to monitor weather forecasts and watershed conditions
- Maintain and improve monitoring system and issue messages when warranted
- Expand GIS database of event photo documentation of flood prone areas of the watershed
- Complete regular inspections of dams and coordinate a structural assessment of the Pefferlaw Dam to address recommendations identified in the 2019 dam inspection report

Outlook

- Our changing climate is creating more extreme weather events and increasing the likelihood of winter runoff flooding due to unseasonable temperatures, as well as more ice damage to our properties

Service Pressures

- Increased pressure on staff and resources to respond to flood events
- Reduced resources due to provincial funding cuts



2019 Achievements

- Issued 17 flood messages
- Monitored 15 flow gauges, 5 precipitation gauges and 8 snow survey sites
- Completed regular inspections of two dams and a detailed visual inspection of the Pefferlaw Dam by an engineering consulting firm to assess potential structural/safety issues
- Updated our hazard mapping as part of annual regulation map revisions



Annual Operating Priorities

- AOP's necessary to implement Strategic Plan,
- Other AOP items based on external opportunities or pressures,
- AOP's can span years.



Proposed AOP Activities for 2020

1

Floodplain Emergency Mapping/
Flood Relief Program

2

Climate Change Adaptation and
Mitigation Strategies

3

Asset Management Plan

4

Enhance service delivery –
Plan Review and Regulation

5

Scanlon Creek Operations Centre

6

Fundraising for Education Centre



Proposed AOP Activities for 2020

7

Community Engagement
Strategy

8

Lead salt reduction strategies

9

Land Disposition
Policies & Strategy

10

Continue restoration efforts

11

Implementing the LSPP

12

Draft 2021-2026 Strategic Plan

Our Path Ahead Remains Clear

- Improve water quality & quantity
- Increase our natural heritage systems
- Make communities safer, healthier, and more connected to the natural environment
- Engage our communities to achieve a balance between social, economic and ecological needs
- Achieve success through partnerships, innovation and engagement
- Monitor & report our progress to our partners and the community

Questions

for more information visit
www.lsrca.on.ca



Downtown Parking Review Analysis of Joint BIA/Town Task Force Workshop

August 24, 2020
Committee of the Whole

Evaluation

Decision Criteria

- Cost
- Revenue
- Location
- Proximity
- Ease to Implement
- Ownership
- Timing
- Public Concern
- Safety

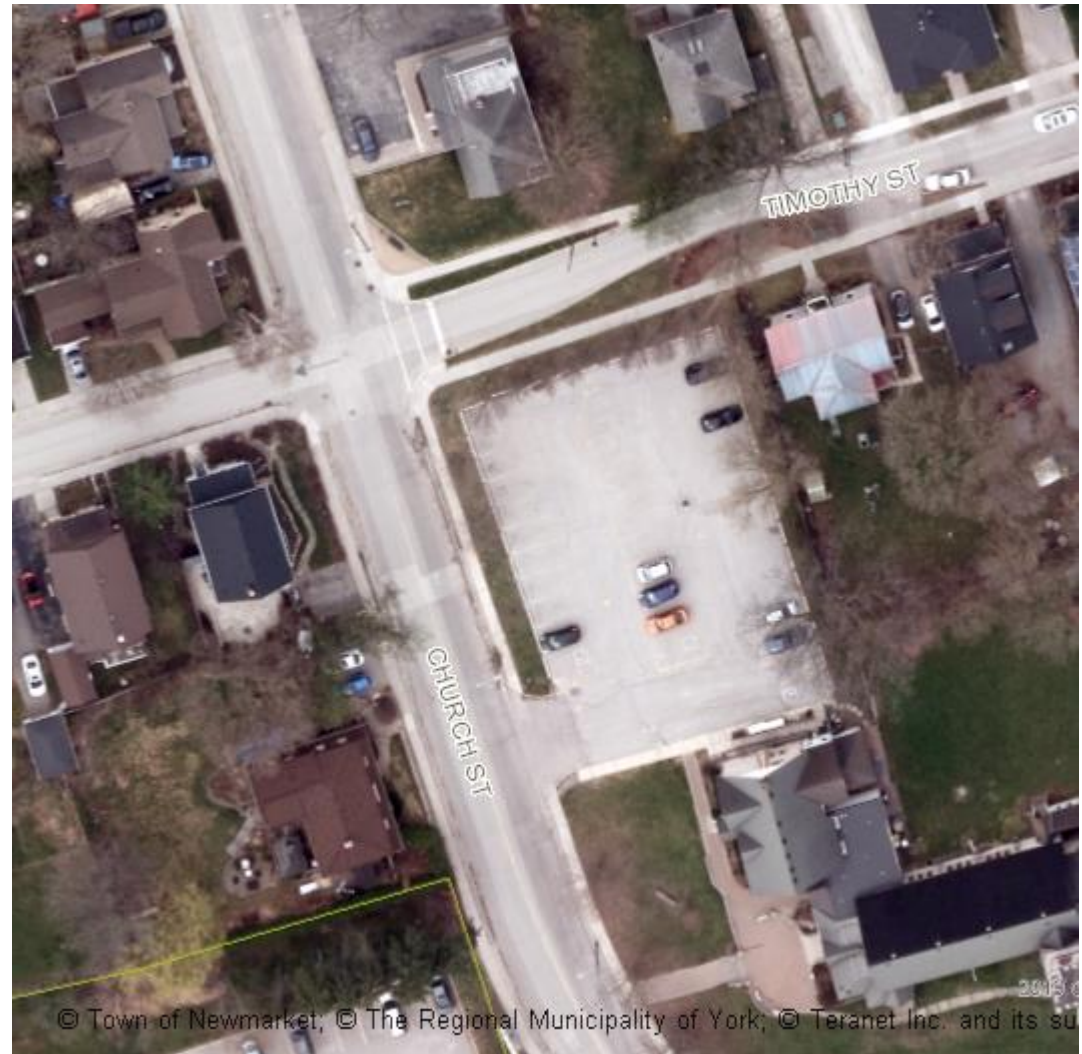
Timeline

- Short Term
 - 2020 – 2021
 - Resources likely available or can be accommodated
- Medium Term
 - Next 2 – 3 years
 - May require additional resources & planning
- Longer Term
 - Next 3 – 5 years
- Not practical

Short Term Options

1. Agreement with St. Pauls

Cost	To be determined
Location	Timothy and Church Street
Proximity	Excellent
Ease to Implement	Pending
Ownership	Private
Timing	To be determined
Public Concern	None
Safety	None



2. Additional street parking on⁵ D'Arcy and Church St.

Cost	To be determined
Location	D'Arcy Street
Proximity	Very good
Ease to Implement	Requires a bylaw change, signage, and road painting
Ownership	Public right-of-way
Timing	To be determined
Public Concern	None
Safety	None



3. Change parking designations along Main St. – identify 4 new spaces currently unmarked.

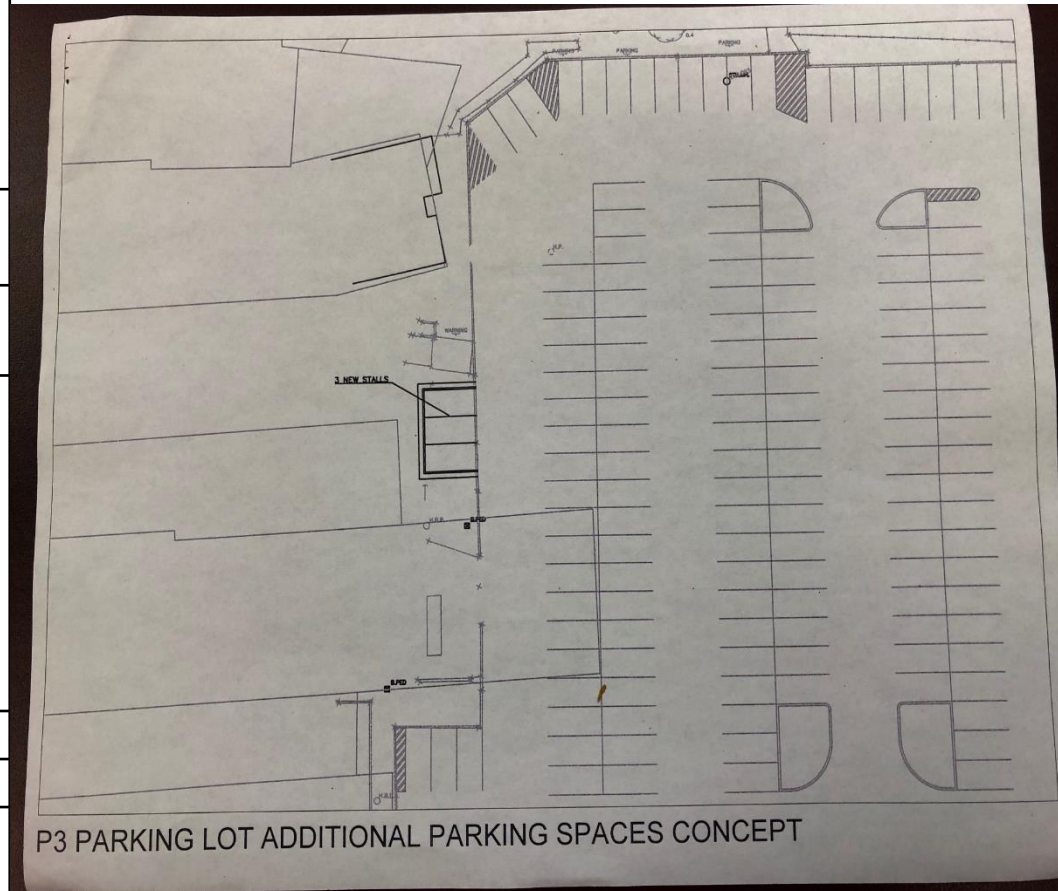
Cost	\$3,000
Location	North Main Street
Proximity	good
Ease to Implement	Requires bylaw change
Ownership	Town
Timing	quick
Public Concern	Need to confer with Accessibility Committee
Safety	none



Medium Term Options

4. Convert green spaces in ⁸ Commons North Parking Lot (Formerly P3) behind Main Street

Cost	Cutting islands \$8-10,000 for potentially 7 spaces To add other 3 in green area, would require a retaining wall ~ \$20,000
Location	In Commons North Parking Lot (Formerly P3) ; within Downtown area
Proximity	Excellent
Ease to Implement	Bins in the Commons North Parking Lot (Formerly P3) lot have already been removed, adding 4 spaces in total. (Noted in the short term summary.) Remove green spaces would not comply with Site Plan.
Ownership	Town
Timing	Short term
Public Concern	none
Safety	none



5. Change 3-8 spaces on Cedar

Cost	\$25,000
Location	Within Downtown area
Proximity	Excellent
Ease to Implement	Depends on hydro going underground – uncertain timeline.
Ownership	Town
Timing	Pending planned Hydro work
Public Concern	Store owners may have issue with losing the loading area. There are shops who only have access via Cedar St.
Safety	none



6. Expand Lions Park / Gorman¹⁰ Pool Parking

Cost	<p>Option 1: 9 new spaces adjacent to basketball court. \$23,400</p> <p>Option 2: 30 new spaces. Would require relocating basketball court. Might require an additional swale to be built. \$90,000</p>
Location	West side of Church Street at D'Arcy Street
Proximity	Far
Ease to Implement	To be determined
Ownership	Town
Timing	To be determined
Public Concern	<p>Relocate or removal of basketball court will be a concern.</p> <p>Option 2 - The practice of prioritizing parking over parkland (including an active recreation use) is generally not recommended by Planning staff and will be a public concern.</p> <p>Could be mitigated by a clear commitment of relocating (rather than removing) the basketball courts.</p>
Safety	

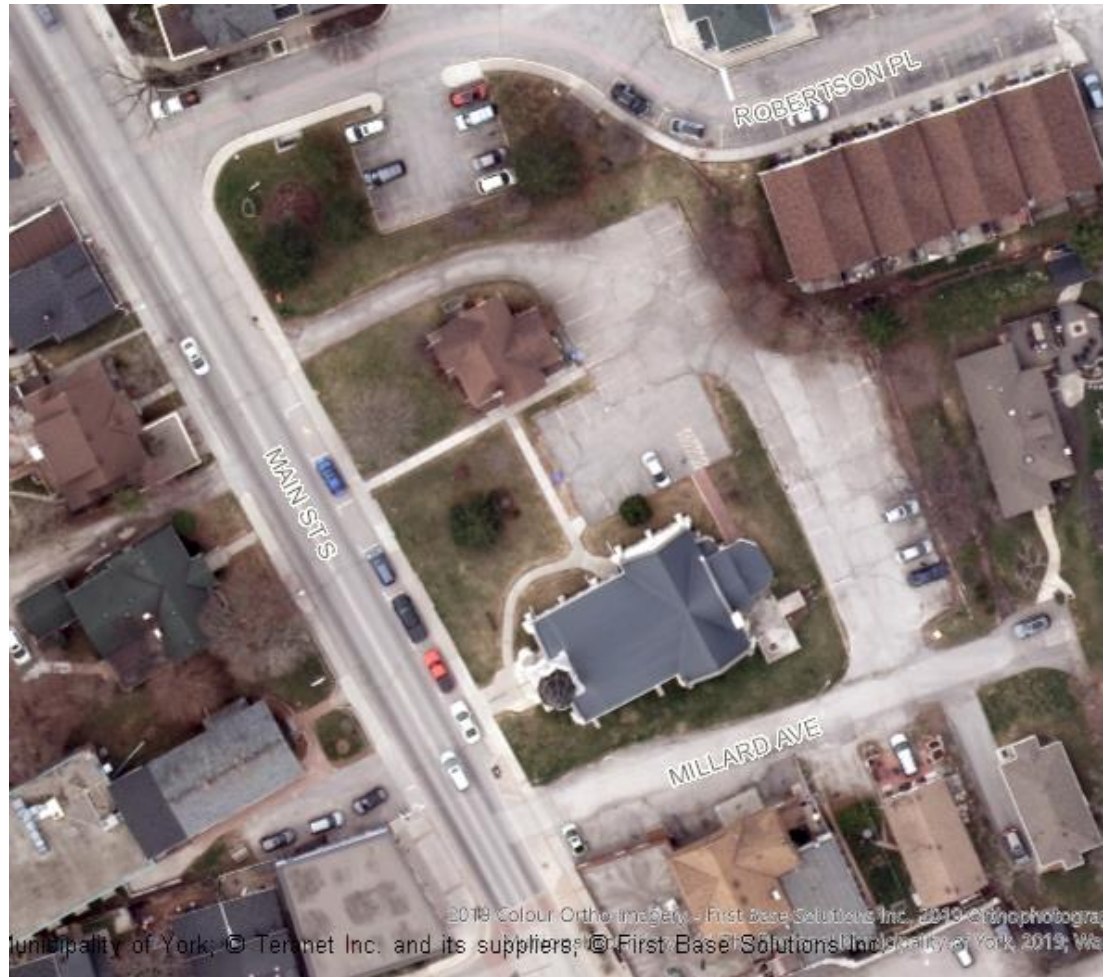


Expand Lions Park / Gorman¹¹ Pool Parking



7. Shared agreements with¹² churches, day-cares, private lots

Cost	Signage and depends on negotiations.
Location	Daycares and churches, such as Magic Kingdom and Christian Baptist Church are within Downtown area
Proximity	Excellent
Ease to Implement	To be determined
Ownership	private
Timing	To be determined
Public Concern	none
Safety	none



8. 449 Eagle St.

Cost	\$35,000
Location	Close to downtown area
Proximity	Far
Ease to Implement	5 existing spaces. Maybe + 7 spaces if we reorient the parking stalls. Require to go through Heritage Committee, Council approval and permit from LSRCA
Ownership	Town
Timing	Medium term
Public Concern	none
Safety	none

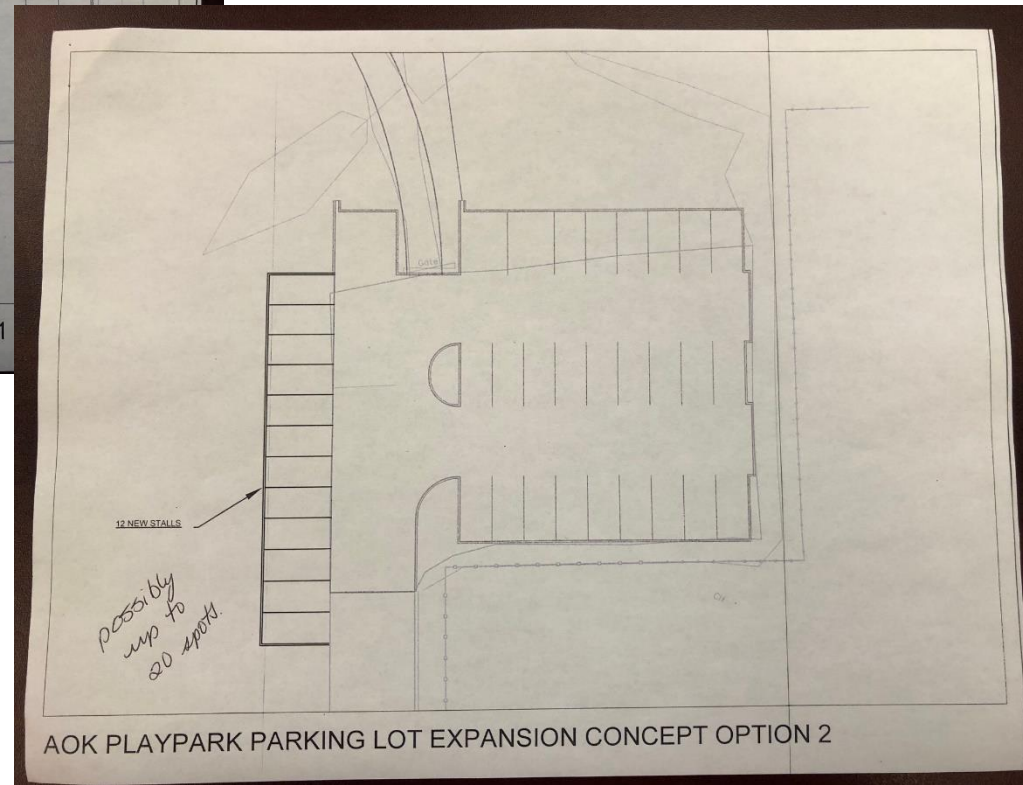
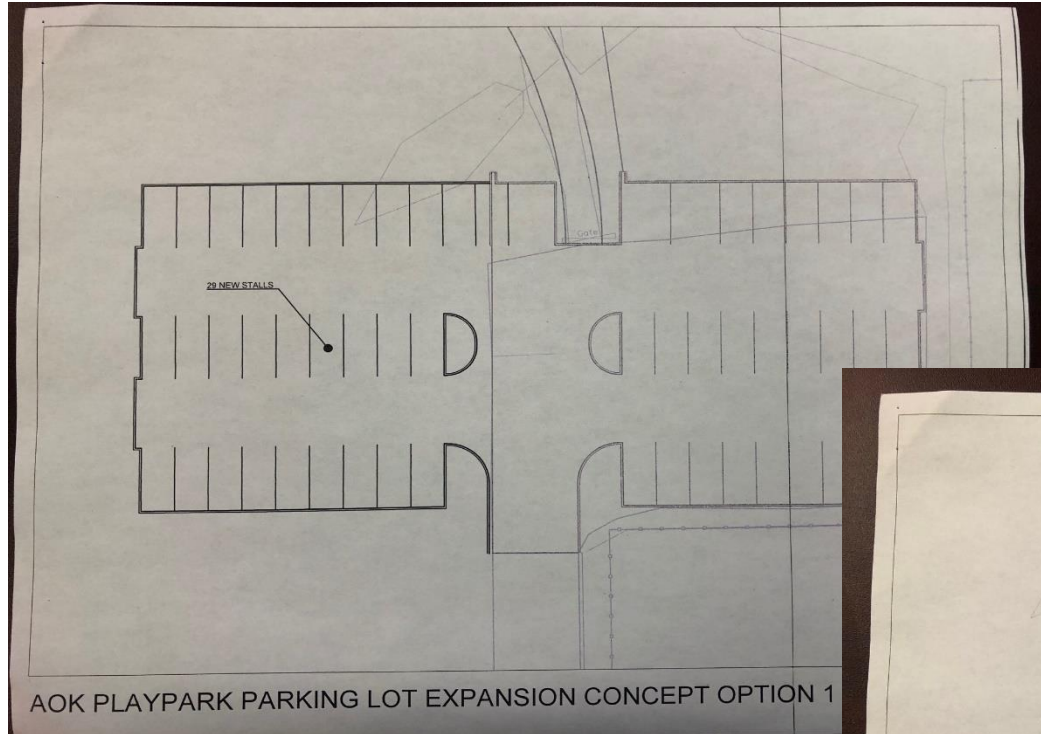


9. Convert AOK greenspace

Cost	Option 1 – 29 new spaces \$75,000 Option 2 – 12 new spaces \$32,250
Location	Close to downtown however east of train tracks
Proximity	About 200 or less metres to Doug Duncan and Timothy
Ease to Implement	LSRCA approval required. Soil testing required. Requires consideration that the Region has an easement over a portion of this property for a construction compound for a further period of 4 years to facilitate construction, inspect, maintain and repair its infrastructure under the York Durham Sewage System Forcemain Twinning Project.
Ownership	Town
Timing	n/a
Public Concern	Significant loss of passive green space with option 1. The practice of prioritizing parking over parkland (including an active recreation use) is generally not recommended by Planning staff and will be a public concern. Could be mitigated by pursuing Option 2 including parallel parking, thereby developing a minimized portion of this greenspace.
Safety	Better to mirror parking than widen driveway to create parallel parking, otherwise a very safe alternative. The existing lot is not lit and may need to be lit as a viable option to park during nighttime events.



Convert AOK greenspace



10. Overflow parking currently¹⁶ used by York Regional Police

Cost	To be determined
Location	In downtown
Proximity	Excellent
Ease to Implement	Already in place
Ownership	
Timing	Pending move to new headquarters
Public Concern	n/a
Safety	No concerns



Longer Term Options

Longer Term

- Property Acquisitions
- Tennis Area
- Parking Structure – (permanent, modular or temporary)
- Expand/use parking at Newmarket Lawn Bowling site
- Build at Fairy Lake 1,2,3,4 lots (P1)
- Parking Strategy
- Modify Bylaws
- Remove/modify Loading Zones
- Special Events
- Wayfinding
 - Digital

Not Practical Options

Not Practical

- Change parallel to angled (Main Street)
- Build behind Cachet
- On street parking west side of Main
- Residential street parking (streets close to Main) Everything but D'Arcy St.

Deputation and Further Notice Request Form

Please complete this form to speak at a meeting of Town Council or Committee of the Whole or to receive further notification regarding an item on the agenda. If filling out by hand please print clearly.

Please email to clerks@newmarket.ca, fax to 905-953-5100 or mail or drop off at Legislative Services Department, Town of Newmarket Municipal Offices, 395 Mulock Drive, PO Box 328, STN Main, L3Y 4X7

Name: Lynn Rae	
Organization / Group/ Business represented:	
Address: [REDACTED]	Postal Code: [REDACTED]
Daytime Phone No: [REDACTED]	Home Phone: [REDACTED]
Email: [REDACTED]	Date of Meeting:
Is this an item on the Agenda? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Agenda Item No:
<input type="checkbox"/> I request future notification of meetings	<input checked="" type="checkbox"/> I wish to address Council / Committee
Describe in detail the reason for the deputation and what action you will be asking Council/Committee to take (if applicable): Hello, My name is Lynn Rae & I would like to address Council this fall to request that a By-law be implemented making it mandatory that businesses accept Cash as a form of Payment. I have noticed even BEFORE COVID-19 that some businesses do not accept cash & this is Discrimination. Some Cities in the USA have already implemented such a By-law and I think the Town of Newmarket should follow suit. My presentation would be 10-15 minutes long. If you require more information now I would be happy to supply you with some of my reasons why I believe business owners should accept cash. Thanks.	
Do you wish to provide a written or electronic communication or background information <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please submit all materials at least 5 days before the meeting.	

Deputation Guidelines:

- Deputations related to items on the agenda can be accommodated up to and including the meeting day;
- Deputations related to items not on the agenda may be scheduled within sixty (60) days of receipt of this form;
- Deputations will not be heard on a matter decided upon by Council until ninety (90) days have passed from the date of the matter's disposition by Council;
- Deputations are limited to 5 minutes.

Be advised that all Council and Committee of the Whole meetings are audio-video recorded and live streamed online. If you make a presentation to Council or Committee of the Whole, your presentation becomes part of the public record and you will be listed as a presenter in the minutes of the meeting. We post our minutes online, so the listing of your name in connection with the agenda item may be indexed by search engines like Google.

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Downtown Parking Review - Analysis of Joint BIA/Town Task Force Workshop Staff Report to Council

Report Number: 2020-60

Department(s): Innovation & Strategic Initiatives

Author(s): Susan Chase

Meeting Date: August 24, 2020

Recommendations

1. That the report entitled Downtown Parking Review – Analysis of Joint BIA/Town Task Force Workshop dated August 24, 2020 be received; and,
2. That Council endorse this roadmap in principle and give specific direction with respect to the short term initiatives; and,
3. That Staff be directed to prepare plans for the medium and long term initiatives that will be brought to Council for budget approval at the appropriate times.

Purpose

To update Council of the staff analysis of the outcomes resulting from the Joint BIA/Town Task Force on opportunities to increase parking in the Downtown area.

Background

Parking in the downtown area has been discussed many times over the years with a variety of recommendations and outcomes being developed. None have fully satisfied the community nor has the solution seemed to have been resolved with ongoing calls for more parking. To this end, in 2019, the Town and the local Business Improvement Area (BIA) collaborated through the creation of a 'Joint Task Force' to address the concerns. This Task Force met several times, held feedback sessions and participated in walkabouts of the area to identify potential solutions. This culminated in a facilitated

workshop where numerous ideas for additional downtown parking were listed for review. The Joint Task Force also established decision criteria to help them to prioritize the very best solutions and then worked through an impact/effort exercise, using that decision criteria to rank each idea.

This list of prioritized ideas was then provided to staff to more fully analyze, based on recent studies, evaluations and current assessments. Staff met on several occasions to share knowledge and to more fully develop the feasibility of each idea. This list is presented to Council today for their approval and to provide direction to staff.

Discussion

The Joint Task Force established a set of decision criteria to help prioritize and inform the development of a roadmap for implementation. The following is the list decision criteria identified:

- Cost
- Revenue
- Location
- Proximity
- Ease to Implement
- Ownership
- Timing
- Public Concern
- Safety

Staff reviewed each idea evaluating against this criteria to develop a roadmap for project implementation. Ideas that had available resources, were easy to implement, and would address immediate concerns were identified as 'short-term' and could begin immediately upon Council approval. Projects that require more time for planning or additional resources but can still be accomplished within the next 1 – 3 years, have been identified as medium term. Those projects that require further resources or outside agency approvals or other such implications have been identified as long term, to be implemented in the next 3 – 5 years.

Roadmap:

Details of the evaluation of the ideas are included in Attachment A and an overview map of the area is Attachment B. A roadmap summary is provided here.

Short term Opportunities

These short term opportunities are ideas that should be able to be completed in 2020/21, extending into 2021 as a result of the pandemic. Several of these are already underway or may be more easily accomplished. If these are completed, it is anticipated we will provide an **additional 50 parking spaces** at an approximate cost of less than

\$30,000. Staff believe some of these costs can be assumed in the current approved project budgets although a further review will be required post-pandemic. The ideas that can be completed in the short term are:

- Agreement with St Paul's Church to use the parking lot
- Additional street parking on D'Arcy and Church Street
- Change parking designations along Main Street

Also, to be noted, 4 new parking spaces near the tennis courts were reclaimed when staff relocated the "Tennis Dome Bin" and the "Farmers Market Bin" in November, 2019.

Medium term Opportunities

The ideas that require additional planning, resourcing or procurement processes have been identified as medium term and are expected to be completed in the next year to 3 years. If these are completed, it is anticipated we will provide **an additional 12 – 100+ parking spaces**. Costs are difficult to estimate due to the number of variables and final decisions made but current estimates range from \$10,000 for the implementation of one idea to close to \$100,000 for one of the more complex solutions. The following ideas were identified as medium term:

- Convert green spaces in the Commons North Parking Lot (Formerly P3) behind Main Street
- Change 3 - 8 spaces on Cedar (currently for loading)
- Expand Gorman Pool Parking (2nd option to shift/move Gorman basketball court to expand existing parking lot further)
- Change Bylaws (some may be done quickly but recommendation is to consider holistically as part of a longer term parking strategy.)
- Shared agreements with church, day-cares and other businesses
- 449 Eagle St.
- Convert AOK greenspace (2 options)
- Remove loading zone @ Main and Timothy
- Overflow parking currently used by York Regional Police will made available to the Town once YRP moves to their new headquarters.

Long term Opportunities

Several ideas were identified as long term due to budget requirements, property approvals or in 1 case, aligned with another project underway. For these reasons, estimates for number of new spaces or costs have not been provided. The long term ideas include:

- Property Acquisitions
- Tennis Area
- Parking Structure – (permanent, modular or temporary)

- Expand/use parking at Newmarket Lawn Bowling site

Finally, the following suggestions were deemed not practical due to factors such as high cost, ownership, safety or perhaps will be part of a future scheduled study.

- Change parallel to angled (Main Street)
- Build behind Cachet
- On street parking west side of Main
- Residential street parking (streets close to Main)
- Build on low, soggy area @ Fairy Lake 1, 2, 3 and 4 Parking Lots (Formerly P1)

Further Consideration:

Parking Strategy:

A very basic parking strategy was developed by WSP Consultants in their report dated March 2017, entitled “Old Town Hall Parking Study and Parking Strategy”. This strategy recommended immediate, short-term (within 5 years) and long-term (within 10 years) solutions that could be explored by the Town. Strategies such as encouraging businesses to provide shuttle services or valet parking for their patrons, enhanced signage, better co-ordination for the scheduling of downtown activities, reduced parking duration in some areas, better use of websites to show parking availability, developing a generic “Communication and Parking Plan” for events, and the introduction of paid parking were put forward. Several of these ideas have been implemented and have provided some relief.

A more fulsome and updated Parking Strategy should be developed to help guide discussions and decisions over the longer term. As an organization, and in consultation with the community, we should establish the overall objective of parking in the downtown core. Opportunities and convenience would have to be balanced with safety and fairness in determining the strategy. Goals and objectives would be identified and these will inform other decisions that would be made. Once the objective of a parking strategy has been established, there are tools available to bring the strategy to fruition. For example:

- Update bylaws to better reflect current defined requirements such as shorter time allowances to promote higher turnover rates, increasing fines to discourage extended parking beyond the time limit and increase patrols of the area;
- Designated loading areas could be established in certain areas, which would allow us to remove existing one-off loading zones and increase parking space availability;
- Consider paid parking in particular lots/areas.

The Parking Strategy should also address parking requirements for **special events**. These may require specific solutions based on unique needs. Large community events require people to utilize existing parking lots and on street parking. The result is a longer walk for event goers, however, this has been generally understood and accepted by event participants. Area residents are also accepting of additional on-street parking on residential roads around the downtown area during these occasions. In some instances, the Town has deployed bus shuttle services from the Magna Centre and/or the Ray Twinney Complex, however, this tends to only occur when the event has required the elimination of some existing parking to support it (e.g. Canada Day utilizing Commons North Parking Lot (Formerly P3) as part of the event site). Newmarket also benefits from having the Tom Taylor Trail as a picturesque walk from other parking areas to the downtown and this could be promoted even more in the future.

The overall Parking Strategy should also address **Wayfinding**. Signage is a key solution to identifying parking options and should include the use of technology in both 'smart signs' and apps to provide up to date information.

Parking as close as possible to the many businesses and events in the downtown area is typically in high demand. It is safe to assume that only local residents will have an understanding of where there may be available parking that is accessible to the area however, it is not always obvious to a visitor. Signage is one way to address this issue however there is always the concern of too many signs, or signs that are difficult to see, are ineffective with limited information or simply add to the quantity of signs in the area.

A holistic review of signage should be undertaken to ensure the signs that are in the area are effective and meaningful. Consideration should be given to the use of technology, both in the way of digital signs as well as through apps that would provide guidance and information about local parking spaces and other information. Digital signs and apps would have up-to-date data transmitted to them in real time from some sort of data collecting devices in the parking lots. Research indicates this could be through sensors, either embedded in the lots or located on light posts, or through digital cameras or through parking management systems (i.e. payment, gates, etc.) An investment in this technology would be required but it could provide the updated information to residents, businesses and visitors to the area. Data collected would also be valuable to municipal staff to better manage the parking resources and to make better decisions regarding parking solutions in the downtown area.

Conclusion

This review of ideas for new parking spaces to serve the downtown area has identified a clear roadmap for implementation. It is evident that solutions could be implemented now but some solutions require a deeper analysis and resourcing. Communications of the solutions and plans will be critical to success and ultimately reducing people's frustrations with the parking situation.

Business Plan and Strategic Plan Linkages

Well-planned and connected. Strategically planning for the future to improve access and enhance travel to, from, and within Newmarket. This report also links to Council's 2018 – 2022 Strategic Pillars and Priorities.

Consultation

In addition to the Joint BIA/Town Task Force meetings, many inter-departmental consultations through a working group have been on-going since early 2019 to complete the analysis and review of the opportunities presented at the workshop. The draft of this report has been reviewed by each Commission as well as the BIA prior to presentation to Council.

Human Resource Considerations

Most solutions will not have a major human resource consideration. Those that will are subject to the annual budget approval process.

Budget Impact

Preliminary budget impacts have been identified in the analysis above however, there are some solutions that will be required to be reviewed through the annual budget process to come to Council for final approval.

Attachments

A more detailed evaluation of each idea is attached (Attachment A) as well as a map (Attachment B) to better indicate areas of discussion.

Approval

Esther Armchuk, Commissioner, Corporate Services

Ian McDougall, Commissioner, Community Services

Peter Noehammer, Commissioner, Development & Infrastructure Services

Jag Sharma, CAO

Contact

For more information please contact Susan Chase at schase@newmarket.ca or at 905-953-5300 x.2301

Downtown Parking Review - Analysis of Joint BIA/Town Task Force Workshop Attachment A

The following high level analysis has been created for review. The ideas have been listed based on the timeline for implementation, meaning:

Short term – less than 1 year

Medium term – 1 – 3 years

Long term – 3 – 5 years

Those actions that are deemed ‘not feasible’ have also been noted based on previous studies or other projects underway.

Short term implementation – identified as quick wins, can be completed within current budget and resource capacity. Approximately 50 new spaces identified.

1.	Agreement with St Pauls Church
Cost	To be determined
Location	Timothy and Church Street
Proximity	Excellent
Ease to Implement	Pending
Ownership	Private
Timing	To be determined
Public Concern	None
Safety	None
Staff Recommendation	Relatively low cost for a gain of approximately 30 new spaces in a very high impact location. Discussions for an agreement are underway.
2.	Additional street parking on D’Arcy and Church St.
Cost	To be determined
Location	D’Arcy Street
Proximity	Very good
Ease to Implement	Requires a bylaw change, signage, and road painting
Ownership	Public right-of-way
Timing	To be determined
Public Concern	None
Safety	None
Staff Recommendation	The residential street parking section on D’Arcy Street, east of Church Street would have about 14 parking spaces on the north side. Currently there is parking allowed on the north side on Sunday only. If south side were

	considered, which would be the preferred direction for 1 way traffic, then it would be 5 parking spaces. Potential to remove Sunday only restriction from bylaw.
3.	Change parking designations along Main St. – identify 4 new spaces currently unmarked.
Cost	\$3,000
Location	North Main Street
Proximity	good
Ease to Implement	Requires bylaw change
Ownership	Town
Timing	quick
Public Concern	Need to confer with Accessibility Committee
Safety	none
Staff Recommendation	<p>Minimal cost, could be a quick gain of 4 new spaces in a medium impact location. Could help support South of Davis Area (SODA) efforts.</p> <p>Currently there are three underutilized handicapped parking stalls on Main Street between Millard Ave and Ontario Street. We could convert two of these spaces back into regular parking spaces.</p> <p>There is also an opportunity to add an additional 3 possibly 4 stalls along this section of road.</p>

Medium term implementation – identified as requiring more time due to budget requirements, approvals or other considerations. Expected to be completed in 1 – 3 years.

4.	Convert green spaces in Commons North Parking Lot (Formerly P3) behind Main Street
Cost	Cutting islands \$8-10,000 for potentially 7 spaces To add other 3 in green area, would require a retaining wall ~ \$20,000
Location	In Commons North Parking Lot (Formerly P3) ; within Downtown area
Proximity	Excellent
Ease to Implement	Bins in the Commons North Parking Lot (Formerly P3) lot have already been removed, adding 4 spaces in total. (Noted in the short term summary.) Remove green spaces would not comply with Site Plan.
Ownership	Town
Timing	Short term
Public Concern	none
Safety	none

Staff Recommendation	<p>Shrinking of the two largest landscape islands - Moderate cost, could be a quick gain of 2 new spaces in a very high impact location.</p> <p>Removal of landscaped islands in parking lot - Council adopted <u>Site Plan Process Manual</u> in 2018, which requires landscaped islands be placed at the ends of all parking aisles and to break up parking aisles that are more than 15 stalls. Removing landscaped islands would not comply with the Council adopted Site Plan requirements. Portion of green space is owned by westerly private adjoining owner and may require negotiation for acquisition with the owner, if this portion is required based on design.</p>
5.	Change 3-8 spaces on Cedar (currently for loading)
Cost	\$25,000
Location	Within Downtown area
Proximity	Excellent
Ease to Implement	Depends on hydro going underground – uncertain timeline.
Ownership	Town
Timing	Pending planned Hydro work
Public Concern	Store owners may have issue with losing the loading area. There are shops who only have access via Cedar St.
Safety	none
Staff Recommendation	Hydro poles would have to be removed in order to widen spaces. Would have to investigate the possibility of reducing or eliminating the loading area from Cedar St. – move to Doug Duncan. Would require changes to allow for new loading zone. Current layby lanes do not conform to bylaw widths and would need to be widened.
6.	Expand Lions Park / Gorman Pool Parking
Cost	<p>Option 1: 9 new spaces adjacent to basketball court. \$23,400</p> <p>Option 2: 30 new spaces. Would require relocating basketball court. Might require an additional swale to be built. \$90,000</p>
Location	West side of Church Street at D'Arcy Street
Proximity	Far
Ease to Implement	To be determined
Ownership	Town
Timing	To be determined
Public Concern	<p>Relocate or removal of basketball court will be a concern.</p> <p>Option 2 - The practice of prioritizing parking over parkland (including an active recreation use) is generally not recommended by Planning staff and will be a public concern. Could be mitigated by a clear commitment of relocating (rather than removing) the basketball courts.</p>
Safety	none
Staff Recommendation	Both Options - Peripheral location results in a long walk to Main Street and a low impact location. Consideration could be given to designating this lot as a staff parking lot during special events.

7.	Shared agreements with churches, day-cares and other private lots
Cost	Signage and depends on negotiations.
Location	Daycares and churches, such as Magic Kingdom and Christian Baptist Church are within Downtown area
Proximity	Excellent
Ease to Implement	To be determined
Ownership	private
Timing	To be determined
Public Concern	none
Safety	none
Staff Recommendation	Low cost, could be a quick gain of over 30 new spaces in a very high impact location. There are no records of existing agreements in place so would require contact.
8.	449 Eagle St. (Hollingshead Property)
Cost	\$35,000
Location	Close to downtown area
Proximity	Far
Ease to Implement	5 existing spaces. Maybe + 7 spaces if we reorient the parking stalls. Require to go through Heritage Committee, Council approval and permit from LSRCA
Ownership	Town
Timing	Medium term
Public Concern	none
Safety	none
Staff Recommendation	Property is entirely within floodplain and LSRCA's regulated area. Watercourse transverse through the properties at 449 Eagle and 440 D'Arcy Street. 449 Eagle Street is designated under Section 29 of the <i>Ontario Heritage Act</i> as a property of architectural and historical value or interest. Alteration to the land requires Heritage approval process. Property is currently leased to a developer however provisions are in place for public parking between the hours of 7pm and 7am as well as when the site sales office is closed.
9.	Convert AOK greenspace
Cost	Option 1 – 29 new spaces \$75,000 Option 2 – 12 new spaces \$32,250
Location	Close to downtown however east of train tracks
Proximity	About 200 or less metres to Doug Duncan and Timothy
Ease to Implement	LSRCA approval required. Soil testing required. Requires consideration that the Region has an easement over a portion of this property for a construction compound for a further period of 4 years to facilitate construction, inspect, maintain and repair its infrastructure under the York Durham Sewage System Forcemain Twinning Project.
Ownership	Town
Timing	n/a
Public Concern	Significant loss of passive green space with option 1. The practice of prioritizing parking over parkland (including an active recreation use) is generally not

	recommended by Planning staff and will be a public concern. Could be mitigated by pursuing Option 2 including parallel parking, thereby developing a minimized portion of this greenspace.
Safety	Better to mirror parking than widen driveway to create parallel parking, otherwise a very safe alternative. The existing lot is not lit and may need to be lit as a viable option to park during nighttime events.
Staff Recommendation	There are two options that can be explored: <ol style="list-style-type: none"> 1. The first would be mirroring the existing parking stalls to the west side of the entranceway. This would add an additional 29 stalls to this area, but at the expense of reduced greenspace within the park. 2. The second option would be to place perpendicular or parallel parking stalls on the west side of the entranceway adjacent to the existing parking lot. Perpendicular parking would add an additional 12-18 spaces depending on how far south we go. Could enforce 3 hour limit. Expand on other side of entry lane. The lane is about 7.25 metres wide, and would need to be widened only by 1.0 metre in parallel parking is pursued for a gain of approximately 12 parking spaces.
10.	Overflow parking currently used by York Regional Police
Cost	To be determined
Location	In downtown
Proximity	excellent
Ease to Implement	Already in place
Ownership	
Timing	Pending move to new headquarters
Public Concern	n/a
Safety	None
Staff Recommendation	Currently YRP uses public parking spaces as overflow. An additional 10 – 15 spaces will become available for public use after YRP moves to their new headquarters. (This could be consider a short term win, need to confirm timing)

Long term implementation – identified as requiring more time due to budget requirements, approvals or tied to other projects. Expected to be completed in 3 - 5 years.

11.	Change Bylaws
Cost	To be determined
Location	n/a
Proximity	n/a
Ease to Implement	To be determined
Ownership	n/a

Timing	To be determined
Public Concern	To be determined
Safety	None – would be addressed through further analysis
Staff Recommendation	Should be part of a longer term parking strategy. Encourage greater turnover during the day. Maybe extended hours at some locations.
12.	Remove Loading zone @ Main and Timothy
Cost	To be determined
Location	In downtown
Proximity	excellent
Ease to Implement	To be determined
Ownership	
Timing	To be determined
Public Concern	
Safety	
Staff Recommendation	Should be considered as part of an overall Parking Strategy as there are several issues to be considered.
13.	Property Acquisition
Cost	Budget would be required to demolish existing building on site and create parking lot
Location	Close to downtown area
Proximity	Far
Ease to Implement	To be determined
Ownership	Private
Timing	To be determined
Public Concern	
Safety	
Staff Recommendation	Further collaboration with partners is required to identify the best possible solution.
14.	Tennis Area
Cost	To be determined
Revenue	To be determined
Proximity	Excellent
Ease to Implement	To be determined
Ownership	
Timing	To be determined
Public Concern	
Safety	
Staff Recommendation	Potentially up to 120 spots could be built in this area. Discussions underway, but no timeline established. Likely longer term for roadmap. Ties in with CCL redevelopment plans.
15.	Parking Structure - (permanent, modular or temporary)

Cost	<p>High when compared to unstructured; Recommend Modular structure for lasting ability and cost savings; costs depend on several factors (Permanent vs Modular vs Temporary; footprint and # stalls per level; mixed-use; elevator; paid parking (would need gates & other electronic monitors and payment structures); AODA compliance; architectural enhancements (e.g. façades); column grid & ramps; etc.)</p> <p>The average costs in the US in 2019 were around \$29,000 CAD per parking space and ranged from \$47 to \$86 CAD per square foot of construction, including ramps, etc. First estimates in Newmarket, without design, with no elevators and for a Modular structure, in 2016 CAD\$ was \$16,000 per space for a 6-level structure with 1000 spaces in Commons North Parking Lot (Formerly P3); or \$25,000 per space for a 3-level structure in the Cachet/church parking lot</p>
Location	In or near Commons North Parking Lot (Formerly P3) or at Market Square (library & OTH parking lot)
Proximity	Good. Still requires patrons to walk some distance to their destination from the location of the structure.
Ease to Implement	Some difficulties anticipated (loss of use of several parking spaces during construction; disruption to deliveries and traffic in and out of parking lot, time required from design and permits to completion, environmental and commercial sensitivity of the area)
Ownership	Town-owned lands
Timing	Requires considerable public & BIA consultation to finalize location & size and for business case evaluation to determine if Public-Private Partnership or Town and revenue possibilities; RFP & procurement time for an engineering consultant; design & permitting; Public consultations throughout design; Tender & procurement process for constructor; actual construction; commissioning; etc.
Public Concern	A public engagement process would be undertaken to fully understand requirements and concerns.
Safety	<p>Would require safety monitoring during night use; cameras, monitoring devices, human surveillance, etc.</p> <p>May increase congestion on surrounding local roads as general area could accommodate substantially more vehicles.</p>
Staff Recommendation	<p>Discussions underway, but no timeline established. Likely longer term for roadmap. Ties in with CCL redevelopment plans.</p> <p>The potential for revenue will depend on the size of structure and operating costs. A business case for paid parking and a design of a structure would be needed for this to be estimated.</p>
16.	Expand/use parking at Newmarket Lawn Bowling site.
Cost	To be determined
Location	Fair distance from downtown
Proximity	Very far
Ease to Implement	To be determined
Ownership	Town
Timing	To be determined

Public Concern	May have some concerns of increased traffic in school zone and park area.
Safety	May have some concerns of increased traffic in school zone and park area.
Staff Recommendation	Exploring new options could result in the potential addition of parking at or near the current lawn bowling club. The challenges associated with such an expansion include the fact that access to this parking area involves entering off of Lorne (adjacent to the school) and coming down a laneway that abuts the school playground and the Lions Park area. The school board might express some reservations with increased traffic down this laneway to access additional parking. This lane is also heavily utilized as a walkway between the school and the park by children and families so increased traffic could impact those users.
17.	Build on low, soggy area @ Fairy Lake 1, 2, 3 AND 4 Parking Lots (Formerly P1) (add parallel parking as we rebuild or make bigger?)
Cost	
Location	
Proximity	
Ease to Implement	
Ownership	LSRCA
Timing	
Public Concern	
Safety	
Staff Recommendation	LSRCA owns property – plans in place after Upper York Force Main project. There are currently ongoing conversations with the LSRCA regarding this property. Considerations for future parking expansion may be considered as talks continue.

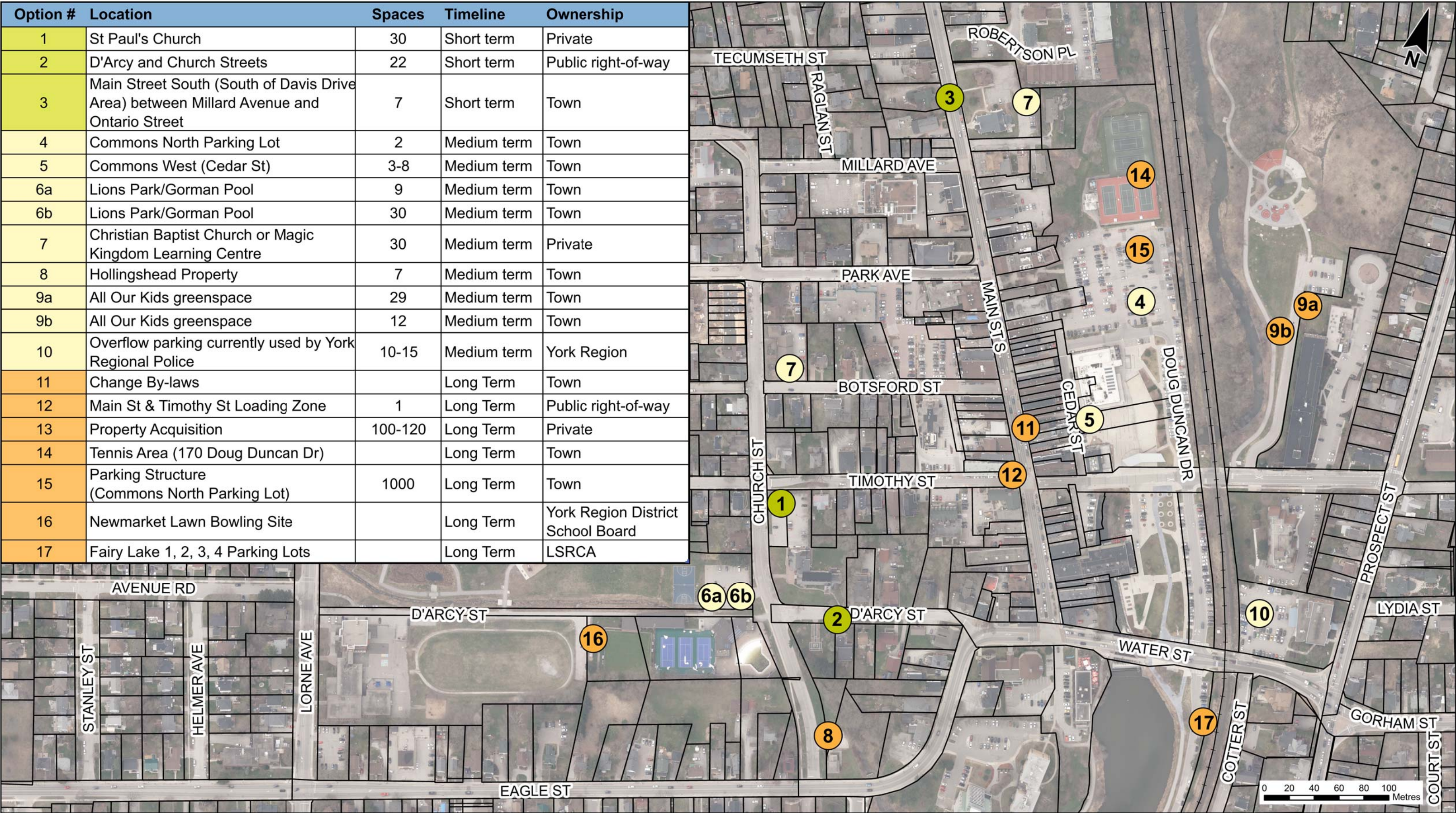
Not practical– Idea was reviewed and for specific reasons, determined not practical for implementation.

18.	Change parallel to angled (Main Street)
Cost	
Location	
Proximity	
Ease to Implement	
Ownership	
Timing	
Public Concern	
Safety	Presents a challenge for emergency access; would impact the ability to have patios; might require Main Street South to become a one-way street.
Staff Recommendation	Technical review has previously indicated not feasible primarily due to narrowing of street.
19.	Build behind Cachet

Cost	Very high cost for non-structured parking, at “\$23,000-plus”, per parking space (as opposed to average of about \$5,300 per space in 2017 dollars. These costs were obtained after significant site work done by engineering consultants hired by the Town, and are detailed in Staff Information Report ES-2018-11, entitled “500 Water Street Parking - Cachet Parking Lot Expansion” (available upon request).
Location	South of Cachet, just west of Fairy Lake
Proximity	At south end of Main Street South
Ease to Implement	Fairly complicated and very costly due to sub-surface conditions, as detailed in Information Report 2018-11 dated March 8, 2018.
Ownership	Town
Timing	Would require several environmental reviews and permits from various organizations (MECP, LSRCA, Other?)
Public Concern	The public would like to see these developed, but the cost is very high.
Safety	Environmental concerns; precautions needed for persons, wildlife, and the natural environment during construction; all fill removed needs to go to specialized and licensed dump sites.
Staff Recommendation	Reports previously sent to Council – significant cost; See CoW report ES 2017-06, dated Jan. 27, 2017, and Information Report ES 2018-11, dated March 8, 2018.
20.	On street parking west side of Main
Cost	
Location	On Main Street within downtown
Proximity	Excellent
Ease to Implement	Medium
Ownership	Town
Timing	Medium term
Public Concern	
Safety	
Staff Recommendation	<u>Downtown Historic Community Improvement Plan</u> recommended widening sidewalks to improve pedestrian and walking environment. Adding parking on the west side of Main Street would significantly reduce sidewalk width and negatively affect pedestrian experience.
21.	Residential street parking (streets close to Main) Everything but D’Arcy St.
Cost	\$0
Location	None available
Proximity	close
Ease to Implement	None available as all streets already have parking on one side OR too narrow to support parking
Ownership	Town
Timing	Not possible
Public Concern	n/a
Safety	Forcing additional parking on narrow roads will create issues

Staff Recommendation	On street parking on east/west streets off Main. Most have been reviewed already. May be part of SODA study. To be started in 2021, subject to budget approval.

Option #	Location	Spaces	Timeline	Ownership
1	St Paul's Church	30	Short term	Private
2	D'Arcy and Church Streets	22	Short term	Public right-of-way
3	Main Street South (South of Davis Drive Area) between Millard Avenue and Ontario Street	7	Short term	Town
4	Commons North Parking Lot	2	Medium term	Town
5	Commons West (Cedar St)	3-8	Medium term	Town
6a	Lions Park/Gorman Pool	9	Medium term	Town
6b	Lions Park/Gorman Pool	30	Medium term	Town
7	Christian Baptist Church or Magic Kingdom Learning Centre	30	Medium term	Private
8	Hollingshead Property	7	Medium term	Town
9a	All Our Kids greenspace	29	Medium term	Town
9b	All Our Kids greenspace	12	Medium term	Town
10	Overflow parking currently used by York Regional Police	10-15	Medium term	York Region
11	Change By-laws		Long Term	Town
12	Main St & Timothy St Loading Zone	1	Long Term	Public right-of-way
13	Property Acquisition	100-120	Long Term	Private
14	Tennis Area (170 Doug Duncan Dr)		Long Term	Town
15	Parking Structure (Commons North Parking Lot)	1000	Long Term	Town
16	Newmarket Lawn Bowling Site		Long Term	York Region District School Board
17	Fairy Lake 1, 2, 3, 4 Parking Lots		Long Term	LSRCA



FEASIBLE DOWNTOWN PARKING OPTIONS
TOWN OF NEWMARKET

#

Short term option

#

Medium term option

#

Long Term option

Property Line

Railway



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2020 Budget Reconciliation Staff Report to Council

Report Number: 2020-57

Department(s): Financial Services

Author(s): Mike Mayes, Director, Financial Services/Treasurer

Meeting Date: August 24, 2020

Recommendations

1. That the report entitled 2020 Budget Reconciliation dated August 24, 2020 be received; and,
2. That the 2020 Budget Reconciliation be approved; and,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Executive Summary

The 2020 Council approved budgets (tax and rate-supported operating, and capital) along with the implied reserve and reserve funds budget derived from the Council-approved budgets, have a combined revenue amount of \$153,354,975 and an expenditure total of \$152,191,037. The adjusted budget, per the Consolidated Statement of Operations, has a revenue amount of \$154,354,975 and an expenditure amount of \$138,575,557. The difference is due to the inclusion of budgeted amortization expense, post-employment benefit expense and the exclusion of budgeted tangible capital assets that will be capitalized. These adjustments make the budget Public Sector Accounting Standard (PSAS) compliant.

Purpose

The purpose of this report is to provide Council with a reconciliation of the Council approved 2020 budget as it compares to the budget that will be reported in the 2020 financial statements.

Background

A key outcome of the annual budget is a tax rate, which Council is asked to approve. This tax rate, and other rates such as water and wastewater, are based on a “cash basis” of accounting for the most part, and therefore do not include all of the Public Sector Accounting Standards (PSAS) requirements around accrual accounting and accounting for “non-financial assets and liabilities”.

These accounting standards do not require budgets to be prepared on a PSAS basis. The Town of Newmarket, like most municipalities, continues to prepare budgets on the traditional cash basis.

The Province of Ontario introduced Ontario Regulation 284/09 (O. Reg. 284/09) that allows 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.

Discussion

The Council approved 2020 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 \$17.2 million, as amortization is a non-cash expense.
2. Based on an actuarial review as at the end of 2019, the 2020 expense for post-retirement benefits was estimated to be \$581,806, of which \$353,951 was 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 any landfill sites.

In 2019 a major change was made in the budget process – the elimination of capital carryovers and the creation of achievable capital programs. In preparing the budget for 2020, the Town included an amount of \$37.8 million in capital expenditures. Of this amount \$31.2 million has been identified as being tangible capital assets.

The attachment illustrates what the 2020 budget will 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, 2019 using a discount rate of 2.8%. The liability for employee future benefits is estimated to be \$7.0 million, of which \$2.2 million has been funded for 2020. 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 \$7.3 million in 2020.

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 commitments required for asset rehabilitation. The amounts and calculations for amortization expenses are in accordance with our tangible capital asset (TCA) policy.

Conclusion

The adjustments to the Council approved 2020 budget included projected amortization expense, post-employment benefit expense and budgeted tangible capital assets, capitalized. These adjustments make the budget PSAB compliant.

Business Plan and Strategic Plan Linkages

This report links to Council’s Strategic Priority of Long-Term Financial Sustainability.

Consultation

Not applicable.

Human Resource Considerations

None.

Budget Impact

This report is for information 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 2020 budget approved by Council included a surplus for the year of \$1.2 million. With the inclusion of the PSAB reporting requirements, the budget would result in a surplus of \$15.8 million.

Attachments

2020 Budget Reconciliation (5 pages)

Approval

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

Esther Armchuk, LL.B
Commissioner, Corporate Services

Contact

For more information on this report, contact Mike Mayes, Director of Financial Services/Treasurer at 905-953-5300 ext. 2102 or via e-mail at mmayes@newmarket.ca

THE CORPORATION OF THE TOWN OF NEWMARKET
Consolidated Statement of Projected Financial Position

December 31, 2020

	2019	2020
	Actual	Budget
FINANCIAL ASSETS		
Cash	\$ 52,586,372	\$ 51,246,574
Temporary Investments	62,968,260	42,000,000
Taxes receivable	5,324,399	9,890,295
Unbilled User Charges	6,827,688	8,433,975
Accounts receivable	7,399,855	9,554,298
Inventory for resale	43,450	44,319
Surplus Land	155,285	155,285
Loans receivable	120,097	110,522
Investment in Newmarket Hydro Holdings Inc.	67,910,617	70,246,617
	203,336,023	191,681,884
LIABILITIES		
Accounts payable and accrued liabilities	31,795,118	32,431,020
Interest payable on debt	710,869	710,869
Employee future benefits payable	7,457,790	7,811,741
Long-term disability benefits payable	4,502,355	4,430,944
Deferred revenue	43,008,294	32,041,473
Long-term debt	45,081,715	41,561,103
	132,556,141	118,987,150
NET FINANCIAL ASSETS	70,779,882	72,694,734
NON FINANCIAL ASSETS		
Inventory	756,772	771,907
Prepaid expenses	2,322,308	2,202,308
Tangible Capital Assets	518,383,541	532,352,972
	521,462,621	535,327,187
TOTAL NET ASSETS	592,242,503	608,021,921
ACCUMULATED SURPLUS	\$ 592,242,503	\$ 608,021,921

THE CORPORATION OF THE TOWN OF NEWMARKET

Consolidated Statement of Projected Operations and Accumulated Surplus

Year ended December 31, 2020

	2019		2020
	Budget	Actual	Budget
REVENUES			
Taxation and user charges			
Residential and farm taxation	\$ 52,268,182	\$ 52,243,991	\$ 54,842,182
Commercial, industrial and business taxation	10,451,591	10,536,717	10,370,591
Taxation from other governments	722,525	842,041	722,525
User charges	54,416,594	55,803,009	56,226,497
	117,858,892	119,425,758	122,161,795
Government Transfers			
Government of Canada	1,205,174	1,106,248	-
Federal Gas Tax Revenue	2,672,958	2,602,483	6,458,000
Province of Ontario	1,410,901	2,581,618	660,891
	5,289,033	6,290,349	7,118,891
Other			
Contribution from developers	8,411,181	8,489,238	13,770,171
Investment income	3,646,407	3,685,633	2,456,604
Fine, penalties and interest	1,725,754	1,681,254	1,839,754
Rent and other	2,905,566	2,909,993	4,671,760
Land sales	-	-	-
Gain on disposal of tangible capital assets	-	(222,999)	-
	16,688,908	16,543,119	22,738,289
TOTAL REVENUES	139,836,833	142,259,226	152,018,975
EXPENSES			
General government	17,329,213	17,888,430	19,691,858
Protection to persons and property	20,180,677	19,334,894	20,092,345
Transportation services	14,136,787	16,728,171	14,426,071
Environmental services	40,785,527	40,501,514	43,752,454
Recreation and cultural services	34,372,753	36,081,394	37,152,877
Planning and development	4,304,260	3,655,469	3,459,952
	131,109,217	134,189,872	138,575,557
Investment income from Newmarket Hydro Holdings Inc	2,336,000	(541,634)	2,336,000
Gain on foreign exchange	-	(543,220)	-
ANNUAL SURPLUS	11,063,616	6,984,500	15,779,418
ACCUMULATED SURPLUS, BEGINNING OF YEAR	585,258,003	585,258,003	592,242,503
ACCUMULATED SURPLUS, END OF YEAR	\$596,321,619	\$592,242,503	\$ 608,021,921

THE CORPORATION OF THE TOWN OF NEWMARKET

Consolidated Statement of Projected Change in Net Financial Assets

Year ended December 31, 2020

	2019		2020
	Budget	Actual	Budget
Annual surplus	\$ 11,063,616	\$ 6,984,500	\$ 15,779,418
Acquisition of tangible capital assets	(22,417,091)	(20,493,072)	(31,163,090)
Contributed tangible capital assets	-	(678,434)	-
Amortization of tangible capital assets	16,744,354	16,857,430	17,193,659
Proceeds from sale of tangible capital assets	-	143,441	-
Loss (gain) on disposal of tangible capital assets	-	222,999	-
	(5,672,737)	(3,947,636)	(13,969,431)
Changes due to inventory	(11,032)	(205,183)	(15,135)
Changes due to prepaid expenses	640,000	848,619	120,000
	628,968	643,436	104,865
CHANGE IN NET FINANCIAL ASSETS	6,019,847	3,680,300	1,914,852
NET FINANCIAL ASSETS, BEGINNING OF YEAR	67,099,582	67,099,582	70,779,882
NET FINANCIAL ASSETS, END OF YEAR	\$ 73,119,429	\$ 70,779,882	\$ 72,694,734

THE CORPORATION OF THE TOWN OF NEWMARKET

Consolidated Statement of Projected Cash Flows

Year ended December 31, 2020

	2019		2020
	Budget	Actual	Budget
CASH PROVIDED BY (USED IN):			
OPERATING ACTIVITIES			
Cash received from			
Taxation	\$ 63,318,954	\$ 61,073,205	\$ 61,369,403
User charges	53,934,117	54,557,980	52,650,764
Government transfers	4,495,678	5,751,621	4,215,930
Contributions from developers	4,517,810	10,221,897	7,105,000
Investment income	5,469,540	4,427,550	3,792,604
Fine, penalties and interest	1,725,754	1,700,052	1,839,754
Rent and other	1,569,566	2,913,570	3,335,760
Aurora's share of Central York Fire Services	11,182,125	10,729,902	11,749,295
	146,213,544	151,375,777	146,058,510
Cash paid for			
Salaries, wages and employee benefits	61,514,565	63,257,214	63,889,786
Materials, goods, and supplies	5,649,450	10,170,920	10,374,338
Utilities	4,339,226	4,869,690	4,967,084
Contracted and general services	42,764,337	38,010,421	44,615,600
Capital repairs and maintenance	11,139,376	4,631,409	7,724,037
Interest on long-term debt	2,304,739	2,304,739	1,827,763
Rents and financial	290,671	278,683	284,257
	128,002,364	123,523,076	133,682,865
Net change in cash from operating activities	18,211,180	27,852,701	12,375,645
CAPITAL ACTIVITIES			
Proceeds on disposal of tangible capital assets	-	143,441	-
Cash paid for acquisition of tangible capital assets	(22,417,091)	(20,493,072)	(31,163,090)
Net change in cash from capital activities	(22,417,091)	(20,349,631)	(31,163,090)
INVESTMENT ACTIVITIES			
Gain on Foreign Exchange	-	(543,220)	-
Temporary investment	13,082,164	(8,886,096)	20,968,260
Net increase in investment	13,082,164	(9,429,316)	20,968,260
FINANCING ACTIVITIES			
Issuance of long-term debt	-	-	-
Principal repayment on long-term debt	(3,796,046)	(11,551,246)	(3,520,612)
Net change in cash from financing activities	(3,796,046)	(11,551,246)	(3,520,612)
NET CHANGE IN CASH	5,080,207	(13,477,492)	(1,339,798)
CASH, BEGINNING OF YEAR	66,063,864	66,063,864	52,586,372
CASH, END OF YEAR	\$ 71,144,071	\$ 52,586,372	\$ 51,246,574

2020 Budget Reconciliation

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

		<u>Revenues</u>	<u>Expenses</u>
Council approved budget for 2020:			
Operating fund - December 2, 2019		\$ 134,098,674	\$ 134,098,674
Less: Principal payment on long-term debt		\$ -	\$ (3,411,675)
Less: Transfers to / from other funds		\$ (1,549,735)	\$ (16,306,537)
Capital - New - December 2, 2019		\$ 37,810,575	\$ 37,810,575
Less: Transfers from other funds		\$ (18,442,543)	\$ -
Reserves and Reserve funds -		\$ 17,450,541	\$ 19,698,278
Less: Transfers to / from other funds		\$ (16,012,537)	\$ (19,698,278)
TOTAL COUNCIL APPROVED BUDGET	(1)	<u>\$ 153,354,975</u>	<u>\$ 152,191,037</u>
Less: Projection of Tangible Capital Assets Capitalized	(2)		(31,163,090)
Plus: Budgeted amortization expense	(3)		17,193,659
Plus: Post-employment benefit expenses	(4)		353,951
Plus: Investment income from Newmarket Hydro Holdings Inc.	(5)	<u>1,000,000</u>	
Adjusted Budget per Consolidated Statement of Operations		<u><u>\$ 154,354,975</u></u>	<u><u>\$ 138,575,557</u></u>

Note:

- (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 2019 actuarial evaluation.



Town of Newmarket
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Amended Tax Rate By-law Staff Report to Council

Report Number: 2020-59

Department(s): Financial Services

Author(s): Mike Mayes, Director of Financial Services/Treasurer

Meeting Date: August 24, 2020

Recommendations

1. That the report entitled Amended Tax Rate By-law dated August 24, 2020 be received; and,
2. That the amended by-law be enacted; and,
3. That Staff be authorized and directed to do all things necessary to remit the referenced amount to the Regional Municipality of York.

Purpose

The purpose of this report is to amend the recently enacted By-law 2020-34 as it relates to the Regional Municipality of York contribution amount.

Background

Section 312 (2) of the Municipal Act, 2001, as amended, provides that the Council of a local municipality shall, after the adoption of estimates for the year, enact a By-law to levy a separate tax rate on the assessment in each property class; and,

Sections 307 and 308 of the said Act require tax rates to be established in the same proportion to tax ratios; and

Council of the Corporation of the Town of Newmarket enacted By-law 2020-34 on June 29, 2020 to establish the tax rates for 2020; and

It is deemed necessary to amend By-law 2020-34 as it relates to the Regional Municipality of York contribution amount.

Discussion

That the sum of \$67,583,446 as referenced in By-law 2020-34 be replaced with the sum of \$67,618,055 as the Regional contribution amount and be levied and collected for the Town of Newmarket's share of the 2020 Budget for the Regional Municipality of York; such sum to be provided by applying the tax rates as summarized in Schedule "A" of By-law 2020-34.

Conclusion

This report will be posted on the Town's website.

Business Plan and Strategic Plan Linkages

This report links to Council's Strategic Priority of Long-term financial sustainability by ensuring ongoing continuous improvement and a service level analysis for consideration.

Consultation

Consultation has taken place with Finance staff.

Human Resource Considerations

Not applicable to this report.

Budget Impact

None.

Attachments

Draft By-law to amend By-law 2020-34 being a By-law to provide for the levy and collection of the sums required by the Corporation of the Town of Newmarket for 2020.

Approval

Dawn Schellenberg
Manager of Finance & Accounting/Deputy Treasurer

Esther Armchuk, LL.B
Commissioner of Corporate Services

Contact

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



Corporation of the Town of Newmarket

By-law 2020-XX

A By-law to amend By-law 2020-34 being a By-law to Provide For The Levy And Collection Of The Sums Required By The Corporation Of The Town Of Newmarket For 2020 And To Provide For The Mailing Of Notices Requisitioning The Payment Of Taxes For 2020.

Whereas Section 312 (2) of the Municipal Act, 2001, as amended, provides that the Council of a local municipality shall, after the adoption of estimates for the year, enact a By-law to levy a separate tax rate on the assessment in each property class; and,

Whereas Sections 307 and 308 of the said Act require tax rates to be established in the same proportion to tax ratios; and,

Whereas the Council of the Corporation of the Town of Newmarket enacted By-law 2020-34 on June 29, 2020 to establish the tax rates for 2020; and,

Whereas it is deemed necessary to amend By-law 2020-34 as it relates to the Regional Municipality of York Contribution Amount.

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

- 1) That Section 4 of By-law 2020-34 be repealed and replaced with the following:

And that the sum of \$67,618,055 be levied and collected for the Town of Newmarket's share of the 2020 Budget for The Regional Municipality of York; such sum to be provided by applying the tax rates as summarized in Schedule "A" attached, to the taxable assessments;

Enacted this 31st day of August, 2020.

John Taylor, Mayor

Lisa Lyons, Town Clerk



Town of Newmarket
395 Mulock Drive P.O. Box 328,
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Email: info@newmarket.ca | Website: newmarket.ca | Phone: 905-895-5193

Second Quarterly Update to the Outstanding Matters List for 2020 Staff Report to Council

Report Number: 2020-61

Department(s): Legislative Services

Author(s): Jaclyn Grossi, Legislative Coordinator

Meeting Date: August 24, 2020

Recommendations

1. That the report entitled Second Quarterly Update to the Outstanding Matters List for 2020 dated August 24, 2020 be received; and,
2. That Council adopt the updated Outstanding Matters List, included as **Attachment 1** to this report; and,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Purpose

The purpose of this report is to present Council with the second quarterly update to the Outstanding Matters List in 2020.

Background

At its meeting on March 2, 2020 Council approved the Procedure By-law Review for the 2018-2022 Term of Council Staff Report which identified that the Outstanding Matters List ("List") would be presented to Council on a quarterly basis. Staff advised that the List would include additional staff comments and enhanced tracking of date changes to ensure that both Council and the public were aware of staff's intended timeline to bring certain items forward.

Council adopted the [first quarterly](#) update at their May 19, 2020 Special Council – Electronic meeting, and this report serves to present the second quarterly report.

Discussion

An updated Outstanding Matters List (**Attachment 1**) has been provided and is presented to Council for adoption. As a reminder, the items included in Attachment 1 are only items from the Outstanding Matters List, which require Council decision or consideration. The chart does not depict other projects or work that staff continue to dedicate resources towards. It also does not include the Council-approved action items contained in the REV it Up Campaign or within Council's Strategic Priorities.

Corresponding item numbers have been enumerated to ensure that Council has ease of reference for specific matters should there be questions about associated timeframes or the subject matter itself.

Conclusion

Staff will continue to provide Council with an updated List quarterly to reflect the current status of items which Staff have been directed to report back to Council on.

Business Plan and Strategic Plan Linkages

As this report highlights an updated Outstanding Matters List for the Corporation, this report aligns with all six pillars of Council's Strategic Priorities.

Consultation

Members of the Strategic Leadership Team and Operational Leadership Team were consulted in this report.

Human Resource Considerations

There are no human resource considerations specific to this report. However, individual projects within the List may have associated human resources impacts, and any such considerations will be noted in the individual reports on those matters.

Budget Impact

There are no budget impacts specific to this report. However, individual projects within the List may have associated budget impacts, and any such considerations will be noted in the individual reports on those matters.

Attachments

Attachment 1 – Second Quarterly Update to the Outstanding Matters List for 2020

Approval

Lisa Lyons, Director, Legislative Services/Town Clerk

Esther Armchuk, Commissioner, Corporate Services

Ian McDougall, Commissioner, Community Services

Peter Noehammer, Commissioner, Development and Infrastructure Services

Jag Sharma, Chief Administrative Officer

Contact

For more information about individual projects contained in Attachment 1, please contact the responsible Department Director or respective Commissioner.

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in Q3 2020					
1.	Asset Replacement Fund Strategy	<p>Meeting Date: Committee of the Whole - April 30, 2018</p> <p>Recommendation: 1. That the Asset Replacement Fund Strategy be referred to staff for further information and be brought back to Council for consideration at a later date.</p> <p>Responsible Departments:</p> <ul style="list-style-type: none"> Financial Services 	<p>September 14th CoW</p> <p>Q2 2020</p> <p>June 2020</p>	November 9 th Special CoW	An Asset Replacement Fund (ARF) Strategy will be presented at the November 9 th Special Committee of the Whole meeting.
2.	Construction Vibration Issues	<p>Meeting Date: Committee of the Whole – March 18, 2019</p> <p>Recommendations: 5. That staff investigate options for existing sites where construction activity will cause significant vibrations.</p> <p>Responsible Departments:</p> <ul style="list-style-type: none"> Planning and Building Services Engineering Services 	<p>Q3 2020</p> <p>Q2 2020</p>	September 14 th CoW	Additional time was needed to liaise with Legal Services and Legislative Services to ensure there is a legal means to require/enforce the recommended measures.
3.	Derelict Properties	<p>Meeting Date: Committee of the Whole - September 23, 2019</p> <p>Recommendations: 1. That Staff circulate an information report related to derelict properties, including information regarding demolition requirements and any impediments that may apply.</p> <p>Responsible Departments:</p> <ul style="list-style-type: none"> Planning and Building Services Legislative Services 	<p>Q3 2020</p> <p>Q2 2020</p>	September 2020	<p>Re-prioritized to Q3 due to staff resource constraints and pandemic.</p> <p>Staff will present an information report in September 2020.</p>

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in Q3 2020					
4.	Single Use Plastics	<p>Meeting Date: Committee of the Whole – June 17, 2019</p> <p>Recommendation:</p> <ol style="list-style-type: none"> That Council direct staff to bring back a report which outlines the roles and responsibilities of the Province, the Region and the Town in relation to recycling and diversion and provides the following: <ol style="list-style-type: none"> information on what work is currently being done to address the reduction and eventual elimination of single use plastics; and, clear options for Council to consider to ensure the town is taking steps within its jurisdiction to reduce and eventually eliminate single use plastics. <p>Responsible Departments:</p> <ul style="list-style-type: none"> Public Works Services 	<p>Q3 2020</p> <p>Q2 2020</p>	September 14 th CoW	Staff have established a draft report and are continuing to undertake additional research and analysis. A Staff Report will be issued in Q3 of 2020.
5.	City of Markham Resolution - Single Use Plastic Reduction Strategy - Phase 1	<p>Meeting Date: Committee of the Whole - Electronic - June 22, 2020</p> <p>Recommendation:</p> <ol style="list-style-type: none"> That the Resolution from the City of Markham regarding the Single Use Plastic Reduction Strategy - Phase 1 be received for information and referred to Staff. <p>Responsible Department:</p> <ul style="list-style-type: none"> Public Works Services 		September 14 th CoW	This item will be included/referenced in the Single Use Plastics Staff Report (item 4).
6.	Financial Update	<p>Meeting Date: Special Council – May 19, 2020</p> <p>Recommendations:</p> <ol style="list-style-type: none"> That staff be directed to further investigate mitigating measures to lessen the financial impact of the pandemic on the Town, and to report back on the results. <p>Responsible Department:</p> <ul style="list-style-type: none"> Financial Services 		August 24 th CoW	Information will be included in Q2 report scheduled for August 24.

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in Q3 2020					
7.	Community Support	Meeting Date: Special Council – June 8, 2020 Recommendations: <ol style="list-style-type: none"> That Council direct Staff to provide further information related to other gaps in meeting community needs and the potential role of the Town in addressing those. Responsible Department: <ul style="list-style-type: none"> Recreation & Culture Services 		August 2020	Information Report to be distributed.
8.	Downtown Parking Report - 500 Water Street Parking Information Report 2018-11 (Cachet Parking Lot)	Meeting Date: Committee of the Whole – March 19, 2018 Recommendation: <ol style="list-style-type: none"> That the Community Centre Lands Task Force work form the basis of a report back to Council, to be brought forward in Q1/Q2, 2019. Responsible Department: <ul style="list-style-type: none"> Innovation and Strategic Initiatives Engineering Services Community Centre Lands Task Force 	Q3/Q4 2020 TBD Q2 2020	August 24 th CoW	Staff will also provide a report to Council on downtown parking options, with recommendations to increase spaces in the downtown area. This report is currently being developed and will be presented to Council prior to the end of the year.

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in Q4 2020					
9.	Short Term Rentals & Municipal Accommodation Tax	<p>Meeting Date: Committee of the Whole – February 3, 2020</p> <p>Recommendations: 3. That Council direct Staff to proceed with Option 3 as described in the report.</p> <p>Option 3 would require the adoption of a Licensing By-law, presented to Council in April or May 2020 and amendments to the Zoning By-law, presented to Council by August 2020.</p> <p>Meeting Date: Special Committee of the Whole – Electronic – June 15, 2020</p> <p>Recommendations: 4. That Council direct staff to bring forward a report regarding a Municipal Accommodation Tax (MAT) on all short term rental properties in Q3/Q4 2021.</p> <p>Responsible Department:</p> <ul style="list-style-type: none"> • Legislative Services • Planning and Building Services • Financial Services 	Q3/Q4 2020	<p>Q2 and Q4 2020 – see additional comments</p> <p>Q3/Q4 2021</p>	<p>Licensing framework could be ready for a Workshop with Council in June 2020, with a program with zoning framework in Q3/Q4. Current considerations being given to the Pandemic and restrictions on short term rentals.</p> <p>Zoning By-law Amendment Public Planning Meeting scheduled for September 21, 2020.</p> <p>Final recommendation Staff Report is targeted for October 2020.</p> <p>The Municipal Accommodation Tax will need to be included with this matter, and staff will need to outline a plan to approach this item, starting with stakeholder consultations.</p>
10.	Youth Engagement, Diversity and Inclusivity, and Consultation on the Environment	<p>Meeting Date: Committee of the Whole – June 17, 2019</p> <p>Recommendation: 3. That staff be directed to plan a Climate Change Open House for Fall 2019 (completed) and a Spring 2020 e-Waste Collection event as part of a one-year pilot environmental consultation program and report back in 2020 with a review of this program;</p> <p>Responsible Departments:</p> <ul style="list-style-type: none"> • Engineering Services • Public Works Services 	Q1 2020	Q4 2020	Spring waste management forum postponed until Fall 2020 due to Pandemic, and an information report to serve as an update will be provided to Council.

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in Q4 2020					
11.	Established Neighbourhoods Compatibility Study	<p>Meeting Date: Committee of the Whole - September 23, 2019</p> <p>Recommendations: Established Neighbourhoods Compatibility Study</p> <p>Responsible Department:</p> <ul style="list-style-type: none"> Planning and Building Services 	Q1 2020	Q4 2020	<p>Special Committee of the Whole held January 20, 2020.</p> <p>Public Meeting was scheduled for April 14, 2020 but was cancelled due to Pandemic. Public Meeting has been rescheduled to August 31, 2020</p> <p>Final recommendations to follow in Q4 2020, targeted for October.</p>
12.	Heritage Designations - York Region Administrative Building and Newmarket Canal System	<p>Meeting Date: Committee of the Whole - April 30, 2018</p> <p>Recommendations:</p> <ol style="list-style-type: none"> The Strategic Leadership Team/Operational Leadership Team recommend that the following be referred to staff for review and report: <ol style="list-style-type: none"> That the Heritage Newmarket Advisory Committee propose to the Region of York that the Administration Centre building be designated, due to its noted architect; and, That the Heritage Newmarket Advisory Committee recommend the Town of Newmarket designate the Newmarket Canal system. <p>Responsible Department: Planning and Building Services</p>	<p>Q3 2020</p> <p>Q1 2020</p>	October 2020	<p>Additional time was needed to retain Cultural Heritage Consultant via Procurement process.</p> <p>Consultant retained and Designation Reports are now being prepared.</p> <p>This item must first go to Heritage Newmarket, so it is tied to timing of that Committee resuming their meeting schedule. Staff are prepared to bring a report to Council in October 2020, following a Heritage Newmarket Committee Meeting in September 2020.</p>

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in Q4 2020					
13.	Proposed Trail from Yonge Street to Rita's Avenue	<p>Meting Date: Council – January 18, 2016 – Item 35</p> <p>Recommendation:</p> <ol style="list-style-type: none"> 1. That staff provide alternate trail options for this area at a lower cost. 2. That Item 35 of the Council Minutes of December 14, 2015 being Joint Development and Infrastructure Services - Planning and Building Services and Engineering Services Report 2015-44 dated November 19, 2015 regarding a proposed trail from Yonge Street to Rita's Avenue be reconsidered; and, 3. That staff provide alternate trail options for this area at a lower cost, including the option of extending the trail through George Luesby Park along Clearmeadow Boulevard to Yonge Street and further connecting the trail from Flanagan Court/Rita's Avenue to the George Luesby Park Trail; and, 4. That staff also include in the report the option of installing lighting along the George Luesby Park Trail. <p>Responsible Department:</p> <ul style="list-style-type: none"> • Planning and Building Services <p>Engineering Services</p>	<p>August 24th CoW</p> <p>Q3 2020</p> <p>2021</p>	Q4 2020	With the Yonge Street Viva Bus Rapid Transit complete, staff can now proceed.

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in Q4 2020					
14.	Residential Parking	<p>Meeting Date: (1) Committee of the Whole - November 6, 2017</p> <p>(2) Committee of the Whole – April 9, 2018 (Temporary Parking Exemption Report)</p> <p>Recommendations: (1) 1. That Development and Infrastructure Services Engineering Services and Planning and Building Services - Report 2017-45 dated November 6th, 2017 regarding Residential Parking Review be received and the following recommendations be adopted:</p> <p style="padding-left: 40px;">c. That, subject to budget approval, staff be directed to undertake a review of the Parking By-law and report back to Committee of the Whole with recommendations on improvements to parking matters discussed in this report.</p> <p>(2) 5. That the Temporary Parking Exemption Program be implemented as a pilot project and reviewed as part of the overall residential parking review scheduled for Q1/Q2, 2019</p> <p>Responsible Department:</p> <ul style="list-style-type: none"> • Planning and Building Services • Legislative Services 	Q3 2020	Q4 2020	Additional time needed to scope issues and confirm enforcement matters with By-laws.
15.	Multi Use Pathways	<p>Meeting Date: Committee of the Whole – November 4, 2019</p> <p>Recommendation: 1. That Council direct Staff to report back in 2020 regarding the best practices and options for improving the signage and markings on the Tom Taylor Trail system.</p> <p>Responsible Departments:</p> <ul style="list-style-type: none"> • Public Works Services 	Q4 2020	Q4 2020	<p>Staff are currently undertaking research and establishing a field inventory.</p> <p>An information report will be issued in Q4 of 2020.</p>

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in Q4 2020					
16.	Hollingsworth Arena and Future Ice Allocation Considerations	<p>Meeting Date: Committee of the Whole – April 8, 2019</p> <p>Recommendations:</p> <ol style="list-style-type: none"> That the Town of Newmarket operate with six ice pads and report back annually on the status of ice allocations, and ability to accommodate users; and That within six months staff bring back a report on any plans for public amenity use at this location; <p>Responsible Department:</p> <ul style="list-style-type: none"> Recreation and Culture Services 	Q1 & Q3 2020	Q4 2020	<p>Staff will provide two information reports on this item 1) regarding the public amenity use of this facility; and 2) regarding the status of ice allocations after the needs of the organizations for the 2020-2021 season have been identified.</p> <p>The information reports were delayed due to operational disruptions caused by the Pandemic.</p>
17.	Recognition of the Widdifield Family	<p>Meeting Date: Committee of the Whole – February 25, 2019</p> <p>Recommendations:</p> <ol style="list-style-type: none"> That staff be directed to investigate options that will recognize the area east of the river and west of Doug Duncan Drive, that lies between Timothy and Water St to be recognized in some format by a commemorative plaque or other option that acknowledges and demonstrates the background and history of an area known to be Widdifield Park; and, That Mike Widdifield of Newmarket be notified of any proposals. <p>Responsible Department:</p> <ul style="list-style-type: none"> Recreation and Culture Services Public Works Services 	Q1 2020	Q4 2020	Plaque wording under final review and sign off with anticipated sign installation anticipated by end of Q4, 2020
18.	Protection of Trees on Private Property	<p>Meeting Date: Committee of the Whole - June 17, 2019</p> <p>Recommendations:</p> <ol style="list-style-type: none"> That following the internal and public consultation, issues identified in this report, together with comments from the public, and Committee, be addressed by staff in a comprehensive report to the Committee of the Whole with a draft by-law; and, <p>Responsible Department: Planning and Building Services</p>	Q1 2020	Q4 2020/Q1 2021	<p>PIC at the iWonder Event completed in Fall 2019.</p> <p>Re-prioritized due to staff resource constraints and Pandemic.</p>

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items with a date to be determined					
19.	Council Remuneration	Meeting Date: Committee of the Whole – April 9, 2018 Recommendations: 1. That Council refer the consultant and staff report to the new term of Council to be considered along with updated information at that time and to allow for phasing of any further adjustments to occur if necessary. Responsible Department: <ul style="list-style-type: none"> Office of the CAO/Human Resources 	Q1 2020	To be determined – see additional comments	Staff will present a report on Council remuneration once the Pandemic is declared over.
20.	Newmarket Public Library Study Implementation	Meeting Date: Committee of the Whole - February 26, 2018 Recommendations: 3. That Council refer the further consideration and direction with respect to library facility needs study to the 2018 – 2022 Council Strategic Priority setting process. Responsible Department: <ul style="list-style-type: none"> Community Services/Newmarket Public Library 	Q3 2020	To be determined – see additional comments	Procurement & process planning delayed as a result of Pandemic.

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in 2021					
21.	Ranked Ballots	Meeting Date: Special Committee of the Whole – May 14, 2019 Recommendation: 3. That Staff report back to Council with respect to referendum questions for the 2022 Municipal Election; and, Responsible Departments: <ul style="list-style-type: none"> Legislative Services 	Q3 2020	Q1 2021	Staff are part of a Greater Toronto Hamilton Area working group that was organizing an election vendor fair to learn about changes/updates in the election technology industry. The fair was scheduled to take place in May, and will not given the pandemic. Staff do not know whether the fair will be rescheduled; however, a report back on an election model for the 2022 municipal election is anticipated in Q1 2021.
22.	Alex Doner Drive Traffic Mitigation Request	Meeting Date: Committee of the Whole - Electronic - July 22, 2020 Recommendation: 1. That the request for a review of traffic control and traffic calming measures on Alex Doner Drive between Sykes Road and Kirby Crescent be referred to Staff. Responsible Department: <ul style="list-style-type: none"> Engineering Services 		Q1 2021	
23.	Traffic & Parking Petitions	Meeting Date: Committee of the Whole - Electronic - July 20, 2020 Recommendation: 1. That the Helmer Avenue Parking Review be referred back to Staff. Responsible Departments: <ul style="list-style-type: none"> Engineering Services 	Q1 2020	Q1 2021	As schools are returning in the Fall, Staff will conduct appropriate studies in Q3 & Q4 of 2020, as the weather allows. A Staff Report will be issued in Q1 2021.
24.	Traffic Calming Measures/Speed Mitigation at William Roe Boulevard and Dixon Boulevard	Meeting Date: Committee of the Whole – November 4, 2019 Recommendation: 1. That the petition regarding Traffic Calming Measures/Speed Mitigation at William Roe Boulevard and Dixon Boulevard be referred to Staff. Responsible Departments: Engineering Services	Q3 2020	Q1 2021	As schools are returning in the Fall, Staff will conduct appropriate studies in Q3 & Q4 of 2020, as the weather allows. A Staff Report will be issued in Q1 2021.

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in 2021					
25.	Town-Wide Mitigation Strategy - Traffic Calming Policy Public Consultation Report	<p>Meeting Date: Committee of the Whole - September 23, 2019</p> <p>Recommendations: 2. That Staff report back to Council in up to 12 months regarding various initiatives raised in this report.</p> <p>Responsible Departments: Engineering Services</p>	Q4 2020	Q1 2021	<p>The timing of this report will depend on available traffic count information. Staff may be able to get traffic counts in Q3 and Q4 2020, and if so, a high level report can be issued in Q1 2021.</p> <p>As schools are returning in the Fall, Staff will conduct appropriate studies in Q3 & Q4 of 2020, as the weather allows. A Staff Report will be issued in Q1 2021.</p>
26.	Atkins Drive and Quick Street All-way Stop Request	<p>Meeting Date: Committee of the Whole – February 24, 2020</p> <p>Recommendation: 6. That the Town continue to apply Category 1 traffic calming measures to educate motorists to comply with the speed limits and that Staff explore options for Category 2 traffic calming measures; and, 7. That Staff provide Council with data regarding All-Way Stop warrants related to Bob Gapp Drive and Atkins Drive, including modelling the anticipated near-term growth; and,</p> <p>Responsible Departments: Engineering Services</p>	Q4 2020	Q1 2021	<p>Staff require time to complete the fieldwork and measurements for this study.</p> <p>The timing of this report will depend on when traffic patterns resume back to normal after the Pandemic (i.e., if school returns to normal in September 2020). Traffic measurements will need to be a true representation of the traffic patterns to correct the field situation.</p> <p>As schools are returning in the Fall, Staff will conduct appropriate studies in Q3 & Q4 of 2020, as the weather allows. A Staff Report will be issued in Q1 2021.</p>
27.	Traffic & Parking Petitions	<p>Meeting Date: Committee of the Whole - August 26, 2019</p> <p>Recommendations: 1. That the petition regarding Traffic Calming Measures/Speed Mitigation on Flagstone Way be referred to Staff; and, 2. That the petition regarding Traffic Calming Measures/Speed Mitigation on Simcoe Street be referred to Staff.</p> <p>Responsible Departments: Engineering Services</p>	Q1 2020	Q1 2021	<p>As schools are returning in the Fall, Staff will conduct appropriate studies in Q3 & Q4 of 2020, as the weather allows. A Staff Report will be issued in Q1 2021.</p>

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in 2021					
28.	Parking Enforcement Initiative - Pay It Forward Program	Meeting Date: Committee of the Whole - November 4, 2019 Recommendation: 3. That Staff report back to Council within 18 months Responsible Department: Legislative Services	Q2 2020	Q3 2021	Council previously request that staff require donations to the Newmarket CARE program, however online donations cannot be accepted. Given that resources will be committed to recovery from the Pandemic this initiative is not deemed a priority item in 2020 and will be presented to Council as an Information Report in 2021.



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Update on the Mulock Station Area Secondary Plan Staff Report to Council

Report Number: 2020-58

Department(s): Planning & Building Services

Author(s): Phoebe Chow, Senior Planner - Policy

Meeting Date: August 24, 2020

Recommendations

1. That the report entitled Update on the Mulock Station Area Secondary Plan dated August 24, 2020 be received; and,
2. That the report entitled Update on the Mulock Station Area Secondary Plan be forwarded to the Regional Municipality of York as input to York Region's Municipal Comprehensive Review, including but not limited to a request that York Region align the Mulock GO major transit station area boundary with the proposed Mulock Station Area Secondary Plan boundary, and the submission of the proposed density to assist York Region's Land Needs Assessment; and,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Executive Summary

Planning staff, with our consulting team, have prepared a [draft Mulock Station Area Secondary Plan](#) (draft Secondary Plan) and are seeking Council's direction to forward the draft Secondary Plan to the Regional Municipality of York (York Region) as input to the Regional Municipal Comprehensive Review.

As noted, the draft Mulock Station Area Secondary Plan is required to be submitted to the Region at this point in order to provide necessary background information to the Region as input to their Municipal Comprehensive Review. This does not constitute the submission of a final draft Secondary Plan to the Region for approval; this step will occur later in the planning process. Further, Council and members of the public will have more opportunities to provide comments on the draft Secondary Plan. A statutory public

meeting will be held in the future, after the status of the Mulock GO MTSA is confirmed in the proposed York Region Official Plan. Any Regional direction on MTSA's and comments from Council or members of the public will be incorporated in the next iteration of the draft Secondary Plan.

The purpose of the draft Secondary Plan is to guide development surrounding the future Mulock GO Station. The draft Secondary Plan, if approved, will permit a range of land uses and densities, and a future road network to facilitate transit-oriented development within the Secondary Plan Area (see Attachment 1).

The area surrounding the future Mulock GO station has been identified as one of the major transit station areas (MTSA's) to be included in the proposed York Region Official Plan. Through this report, Planning staff are recommending that York Region align the Mulock GO Station MTSA boundary with the proposed Secondary Plan Area as shown in Attachment 1. The proposed Secondary Plan Area generally centres around the future Mulock GO Station at the intersection of Mulock Drive and the GO rail corridor. Four Character Areas are proposed within the Secondary Plan Area. Each Character Area will accommodate a variety of land uses, height and density (see Attachment 2). The highest height and density will occur in the Mixed Use Core Character Area, followed by Mixed Use Corridor, East Holland River Valley and Residential Neighbourhood (see Attachment 4). In general, the proposed heights within the Secondary Plan Area range from a minimum of 2 storeys to a maximum of 12 storeys. The proposed densities range from a minimum of 0.75 FSI to a maximum of 2.5 FSI.

Amongst the proposed land use designations, Mixed Use A, Mixed Use B and Mixed Use C will accommodate the widest range of uses; whereas, Station Area Residential will remain primarily residential (see Attachment 3). The difference between the three Mixed Use designations is the percentage of retail and office uses required per development. Mixed Use A requires 15% office and 10% retail use to be included as part of a development; whereas, Mixed Use B and C do not require office use, but require 15% and 10% retail, respectively. To facilitate the range of land uses within the Secondary Plan Area, the draft Secondary Plan proposes to convert a number of sites from employment use to mixed use that include residential/commercial uses.

In terms of new infrastructure and community facilities, the draft Secondary Plan identifies three potential gateway locations and four future public parks (see Attachment 5). There will also be three new public streets within the Secondary Plan Area (see Attachment 6).

Purpose

The purpose of this report is two-fold: i) to provide an update on the work completed to date on the Mulock Station Area Secondary Plan and ii) to gain Council direction to submit the draft Secondary Plan to York Region as input to York Region's Municipal Comprehensive Review.

Background

In June 2017, the Province of Ontario (the Province) announced plans for a new Mulock GO station on the Barrie GO line, and Town Council subsequently directed staff to prepare the Mulock Station Area Secondary Plan (Secondary Plan) to help guide and facilitate future development around this emerging infrastructure-focused area.

In December 2018, Metrolinx announced taking a market-driven approach to deliver new major transit stations along their rail corridors. Under this new approach, the development of each station would be built by private landowners/developers in exchange for certain development rights on the same property (i.e., around and/or over each station building). While the Town is leading the Secondary Plan process, the design and implementation of the future Mulock GO station is a separate project, which relies on integrated development coming forward.

In February 2019, a Public Information Centre (PIC) was held to seek comments from members of the public on the preliminary vision of the Secondary Plan Area. In April 2019, a Council workshop was held to seek comments from members of Council on the same matter. Comments from both sessions were considered and incorporated into the draft development concepts.

On October 21, 2019, Council received a staff report titled [Mulock Station Area Secondary Plan Request for Public Meeting](#) and directed staff to proceed to a public meeting. Due to the current Provincial and Regional circumstances, which will be discussed in this report, the statutory public meeting is anticipated to take place after York Region provides further direction on MTSAs. In the meantime, another non-statutory PIC was held on February 4, 2020 to seek input from members of public on the revised draft development concepts. Staff continues to work with the Town's consultant, commenting departments and agencies to refine the draft Secondary Plan.

Discussion

The Secondary Plan, once completed, will set a long-term redevelopment vision of the Secondary Plan Area as shown on Attachment 1. It will promote transit-oriented development by permitting a range of land uses and densities, and a future road network to facilitate this vision.

The following sections summarize the Provincial and Regional planning context, main policy directions in the draft Secondary Plan and proposed next steps.

The Secondary Plan, once completed, will set a long-term redevelopment vision of the Secondary Plan Area as shown on Attachment 1. It will promote transit-oriented development by permitting a range of land uses and densities, and a future road network to facilitate this vision.

The following sections summarize the Provincial and Regional planning context, main policy directions in the draft Secondary Plan and proposed next steps.

Provincial and Regional Planning Context

As directed by the Province, York Region is planning for major transit station areas (MTSAs) through its Municipal Comprehensive Review (MCR). In accordance with the *Planning Act*, York Region will identify boundaries for MTSAs and set minimum residential and job density targets for MTSAs in the proposed York Region Official Plan (Regional OP).

On [April 2, 2020](#), Regional Council endorsed the future Mulock GO station property and surrounding lands as one of the 72 [MTSAs](#) to be included in the proposed Regional OP. Regional staff have been consulting local municipal staff on boundaries of all MTSAs. The final boundaries of all MTSAs are expected to become available in Q3 2020.

In accordance with the *Planning Act*, once the proposed Regional OP identifies an area as an MTSA, the proposed Regional OP must also contain policies that require the local municipality to identify land use permissions and minimum densities in the local Official Plan. Of specific significance is that there are no appeal rights of the Town's policies with respect to land use permissions, heights and densities within MTSAs. Therefore, it is very important that the boundaries of the Mulock GO station MTSA align with the boundaries of the Secondary Plan Area.

Policy Directions of the Draft Mulock Station Area Secondary Plan

Secondary Plan Area

The proposed Secondary Plan Area, as shown on Attachment 1 to this report, involves approximately 79 hectares that centres around the future Mulock GO station. The area can generally be described as along Mulock Drive, from one lot east of Bayview Avenue in the east to the edge of the Urban Centres (almost to Yonge Street) in the west. The proposed boundary represents an appropriate distance around the future Mulock GO station to support transit-oriented development and connects the future Mulock GO station to the Urban Centres. Planning staff recommends that York Region aligns the Mulock GO MTSA boundary with the Secondary Plan boundary as shown on Attachment 1.

Character Areas

The draft Secondary Plan identifies the following four Character Areas (see Attachment 2):

- Mixed Use Core – greatest mix of uses and highest densities;
- Mixed Use Corridor – mix of residential and retail uses along Mulock Drive, second highest densities;

- East Holland River Valley – generally stable with some mix of uses along Mulock Drive, and
- Residential Neighbourhood – extension of existing residential uses to the north.

These Character Areas provide a hierarchy of intensity of activity. Different land use designations can be found in each Character Area.

Land Use Designations

The proposed Secondary Plan Area is currently designated General Employment; Mixed Office/Light Employment; Commercial; and Parks and Open Space in the Town's Official Plan. The draft Secondary Plan proposes to redesignate these lands to Mixed Use A; Mixed Use B; Mixed Use C; Station Area Residential; and Office (see Attachment 3). A summary of the range of permitted uses under each designation is provided in Table 1 below.

Table 1 Proposed Land Use Designation and Permitted Uses

Land Use Designation	Permitted Uses (*not an exhaustive list, refer to draft Secondary Plan for complete list of uses)
Mixed Use A, B and C	<ul style="list-style-type: none"> • Multiple unit residential such as apartments and townhouses • Home-based Businesses • Office • Commercial Uses • Institutional Uses • Parks • Hotel/Event Facilities • Community Uses <p>Mixed Use A: 15% and 10% of total Gross Floor Area of the proposed development are required to be office and retail uses respectively</p> <p>Mixed Use B: 15% of total Gross Floor Area of the proposed development is required to be retail</p> <p>Mixed Use C: 10% of total Gross Floor Area of the proposed development is required to be retail</p>
Station Area Residential	<ul style="list-style-type: none"> • Multiple unit residential such as apartments and townhouses • Home-based Businesses • Office • Local Institutional • Convenience Commercial
Office	<ul style="list-style-type: none"> • Office • Commercial • Parks • Public and Private Parking

Height and Density

The proposed height and density policies at build-out are shown on Attachment 4. The highest height and densities are proposed to be located around the future Mulock GO station, along Mulock Drive between the GO rail corridor and Bayview Avenue. In summary, the minimum height within the Secondary Plan Area ranges from 2 to 4 storeys, and the maximum height ranges from 4 to 12 storeys. The minimum density ranges from a Floor Space Index (FSI) of 0.75 to 2, and the maximum FSI ranges from 1.25 to 2.5. To put these proposed heights and densities in context, the minimum height requirements in the Newmarket Urban Centres Secondary Plan (UCSP) ranges from 2 to 6 storeys and the maximum height ranges from 6 to 17 storeys. The minimum density in the UCSP ranges from 1.5 to 2.5 FSI and the maximum FSI ranges from 2.0 to 3.5.

Street Network and Public Realm

The draft Secondary Plan proposes three new public streets and the widening of Kent Drive/Steven Court (see Attachment 6). In addition, the draft Secondary Plan proposes three conceptual gateway locations and four public park locations (see Attachment 5). Each proposed gateway will serve as an entry point along the major transportation corridors that access the Secondary Plan Area. These gateways will contribute to the public realm by creating a sense of arrival and reflect the specific Character Areas that they fall within. Specific design policies are included in the draft Secondary Plan to signify entry points to the Secondary Plan Area. Similar to gateways, the locations of the four public parks are conceptual. The exact size and location of the public parks will be determined through future development applications and in accordance with the Town's Parkland Dedication By-law.

Phasing Policies

It is recognized that development within the Secondary Plan Area will occur in phases. The proposed height and density as shown in Attachment 4 are intended to support the Secondary Plan Area at build-out and is contingent upon the presence of the Mulock GO station. The draft Secondary Plan contains policies to address appropriate level of development in advance of the operation of future Mulock GO station. As shown in Attachment 7, development of the Secondary Plan Area will occur over two phases:

- Phase 1 (Pre-GO station) includes the future Mulock GO station site; Mixed Use Corridor along Mulock Drive west of Cane Parkway; and lands east of Bayview Avenue. Development on lands within Phase 1 can proceed as soon as the Secondary Plan is approved. Planning staff are recommending the Mixed Use Corridor and the lands east of Bayview Avenue to be part of Phase 1 because the proposed built form, land use, and densities of these sites can be served by existing services and transportation network and do not depend on the future Mulock GO station. The Mixed Use Corridor is in close proximity to the Urban Centre. The northeast and southeast corner of the Bayview Avenue and Mulock Drive are located at the intersection of two arterial roads where a medical building and commercial uses already exist.

- Phase 2 (Post-GO station) includes the balance of the Secondary Plan Area, where redevelopment of these sites can only occur after the future Mulock GO station is in operation. This proposed phasing approach is intended to protect the Secondary Plan Area from over development in advance of the future Mulock GO station.

Transitional Policies

The draft Secondary Plan also provides opportunities for land owners to expand their existing operations within the Secondary Plan Area, regardless of which Phase the lands are part of. The proposed interim redevelopment policies recognizes small and large-scale additions to existing buildings may occur in the interim, subject to criteria listed in the draft Secondary Plan. Small-scale redevelopment is defined as an increase of total ground floor area by 10% or less of the existing total ground floor area; whereas, large-scale redevelopment is an increase of total ground floor area by more than 10%. The draft interim redevelopment policies also set out criteria to guide the review of small or large-scale redevelopment applications. For example, large-scale redevelopment must demonstrate how the addition will comply with the policies of the Secondary Plan overtime. The draft Secondary Plan also suggests the interim redevelopment policies be reviewed five years after the approval of the Secondary Plan to determine applicability of such policies.

Employment Land Conversion

The draft Secondary Plan proposes to convert a number of sites from employment uses to mixed use or residential use (see Attachment 8). Through [staff report 2019-64](#), the Town previously submitted an employment land conversion request to York Region for their consideration through the MCR. Lands that are proposed to be designated “Office” or “Stable Sites” in the draft Secondary Plan are not subject to this employment land conversion request since the use on these lands are proposed to remain employment/unchanged. The lands that are subject to the employment land conversion request share the following characteristics:

- Currently identified as Employment Area by York Region;
- Currently designated Employment in the Town’s Official Plan, and
- Proposed to be designated Mixed Use or Station Area Residential in the draft Secondary Plan, which allow residential/commercial uses.

Based on the characteristics listed above, some properties only required conversion on a portion of the lands. For example, only the northern portion of the future GO station site was subject to the employment request because the southern portion of the future GO station site is proposed to be designated Stable Site (see Attachment 3), where no change is anticipated due to the natural heritage constraints (floodplain) present on that portion of the site.

The Town’s employment request was supported by York Region as stated in the Region’s report titled [Planning for Employment and Employment Conversions dated](#)

[March 12, 2020](#) as none of the lands in question are being proposed as employment lands in the proposed Regional OP.

In addition to the Town's request, the owner of 507 Mulock Drive has also requested the Region to consider permitting a conversion of 507 Mulock Drive from employment area to mixed use. The subject property is currently identified as Employment Area by York Region and designated Mixed Employment in the Town's Official Plan. The draft Secondary Plan proposes to designate the property as "Office". The subject property is not being proposed as employment lands in the proposed Regional OP. Regional staff take no position at this time and defer the request to the Town for designation. Planning staff are reviewing the owner's request and will make a recommendation to Council in a future Committee of the Whole report regarding this development proposal and conversion request.

Next Steps

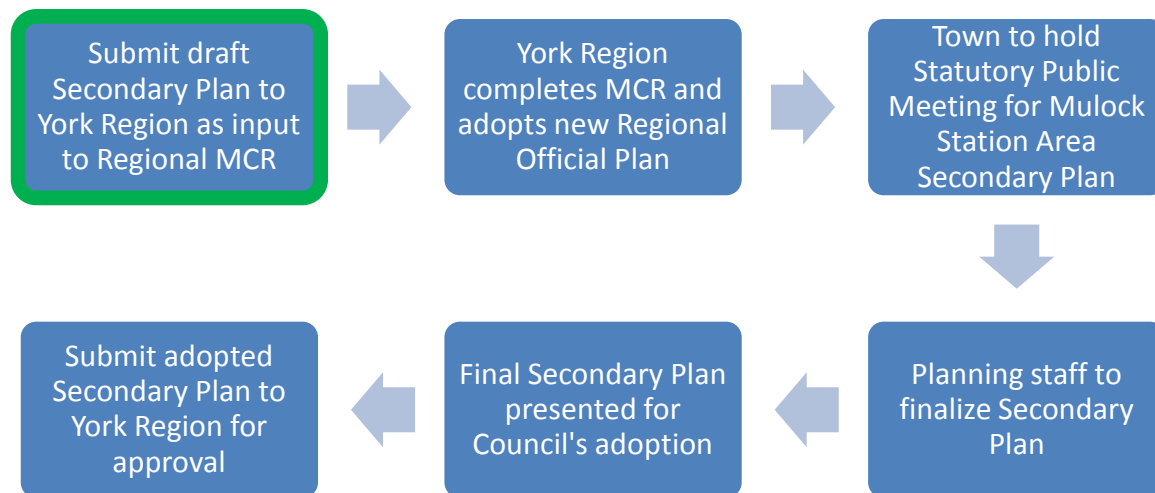
As per the recommendation of this report, the next step in this project is to submit the draft Secondary Plan to York Region as input to the Regional MCR before York Region releases its final MTSA report.

As noted in the Region's [Major Transit Station Areas Update report dated March 12, 2020](#), Regional staff is intending to present a final MTSA report to Regional Council in Q3 2020, "which will include proposed final MTSA boundary delineations and minimum density targets, policy direction for updating the Regional Official Plan based on Growth Plan policies, as well as implementation strategy for Regional and local municipalities." Any Regional direction regarding MTSA will be included in the next iteration of the draft Secondary Plan.

Since the future Mulock GO station has been identified as one of the MTSAs to be included in the proposed Regional OP, it is important to include any Regional MTSA direction in this Secondary Plan. As previously mentioned in this report, once York Region identifies this Secondary Plan Area as an MTSA in the proposed Regional OP and directs the Town to set land use, height and density policies for this MTSA, these policies will be protected from appeals under the *Planning Act*. For these reasons, Planning staff recommend holding the statutory public meeting after the proposed Regional OP is adopted.

Following the statutory public meeting, Planning staff will revise the draft Secondary Plan based on all comments received, present a final recommendation report to Council and seek Council's adoption of the Secondary Plan. Figure 1 below outlines the next steps for this project:

Figure 1 Next Steps



Conclusion

With a draft of the Secondary Plan now prepared, Planning staff recommend providing it to York Region for input to the Regional MCR.

Although the draft Secondary Plan is being recommended to be provided to York Region, this is strictly a matter of process as part of the Regional MCR. Following the conclusion of the MCR, additional opportunities exist for public input, further revisions to the Secondary Plan and a statutory public meeting will be held.

Business Plan and Strategic Plan Linkages

- Safe Transportation (Streets)
- Economic Leadership and Job Creation
- Vibrancy on Yonge, Davis and Mulock
- Environmental Stewardship

Consultation

The draft Secondary Plan has been prepared under ongoing consultation with the stakeholder group that was formed for this project. Members of this group include staff from York Region, Lake Simcoe Regional Conservation Authority (LSRCA) and Metrolinx.

The draft Secondary Plan has been circulated to all relevant departments and commenting agencies including York Region, LSRCA, school boards and utility companies for review. Comments have been received from York Region and LSRCA. The project team has been working on addressing all technical comments received to date including traffic, natural heritage, sanitary and water/wastewater.

Two Public Information Centres had been held to date and comments received can generally be categorized into the following themes:

- Grade separation/safety
- Train Whistle/Noise
- Trail connection
- Wildlife protection

Planning staff have also been working closely with Regional staff to align among other Regional planning policies, the Region's MTSA boundaries with the proposed Secondary Plan area boundaries. All comments received from the public, internal departments and external agencies will also be addressed in the next draft Secondary Plan and presented at the future statutory public meeting.

Human Resource Considerations

None

Budget Impact

None

Attachments

Attachment 1 – Map of Secondary Plan Area

Attachment 2 – Character Areas

Attachment 3 – Land Use

Attachment 4 – Density

Attachment 5 – Public Realm

Attachment 6 – Street Network

Attachment 7 – Phasing

Attachment 8 – Excerpt from Attachment 5 to York Region report titled Planning for Employment and Employment Conversions

Submitted by

Phoebe Chow, Senior Planner - Policy

Approved for Submission

Adrian Cammaert, Acting Manager, Planning Services

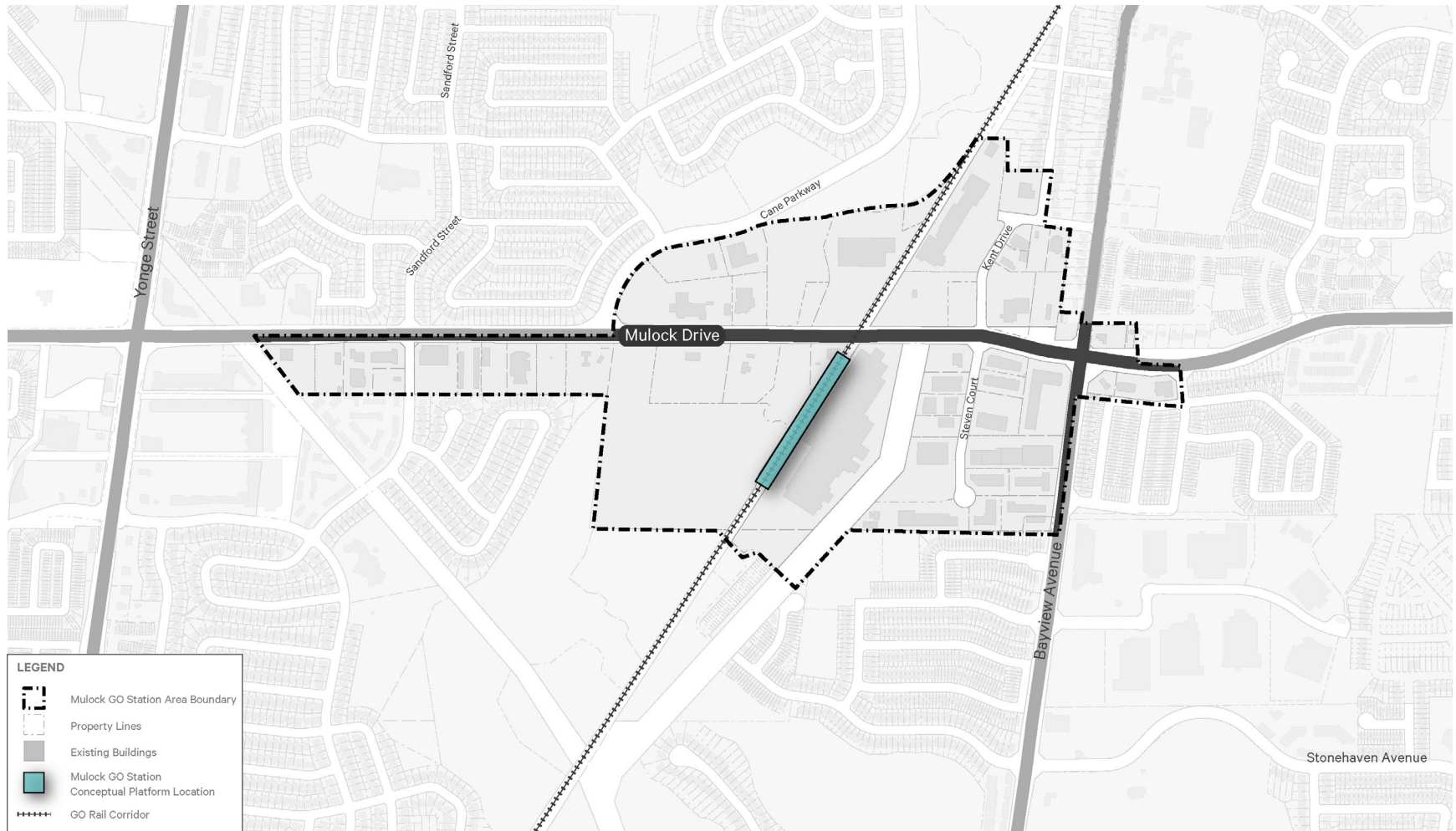
Jason Unger, Acting Director, Planning and Building Services

Peter Noehammer, Commissioner, Development & Infrastructure Services

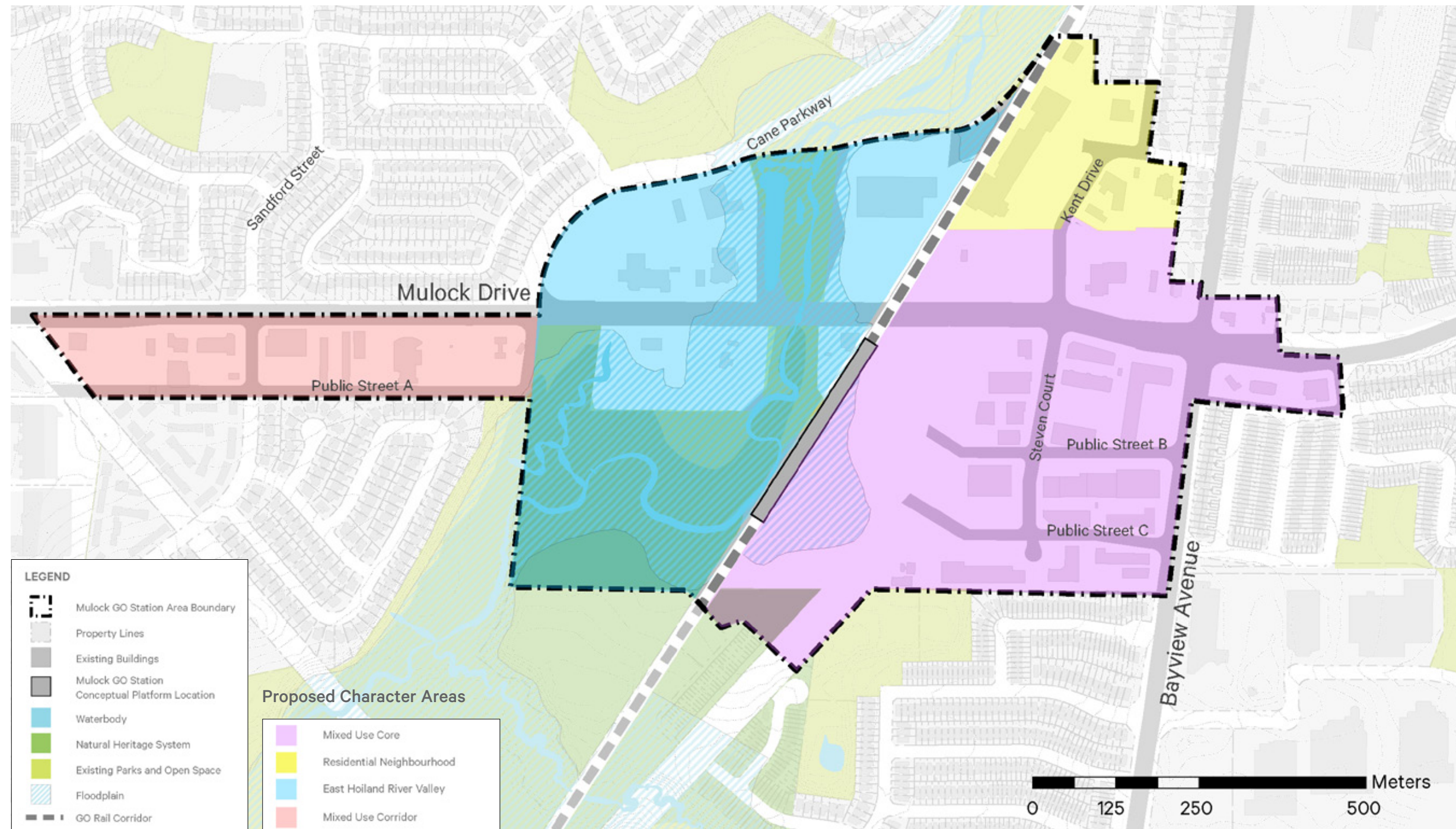
Contact

Phoebe Chow, Senior Planner – Policy, pchow@newmarket.ca

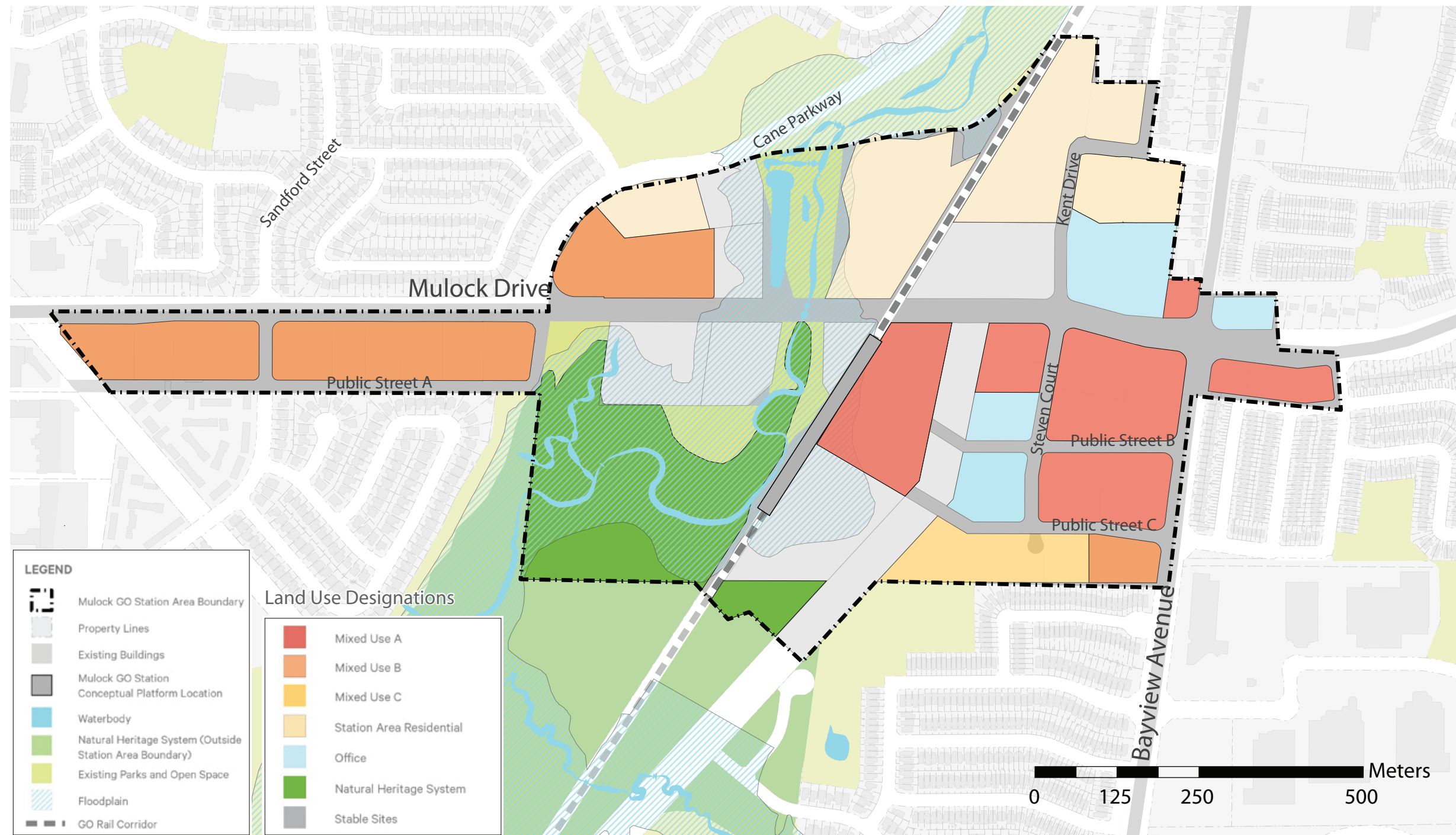
Secondary Plan Area



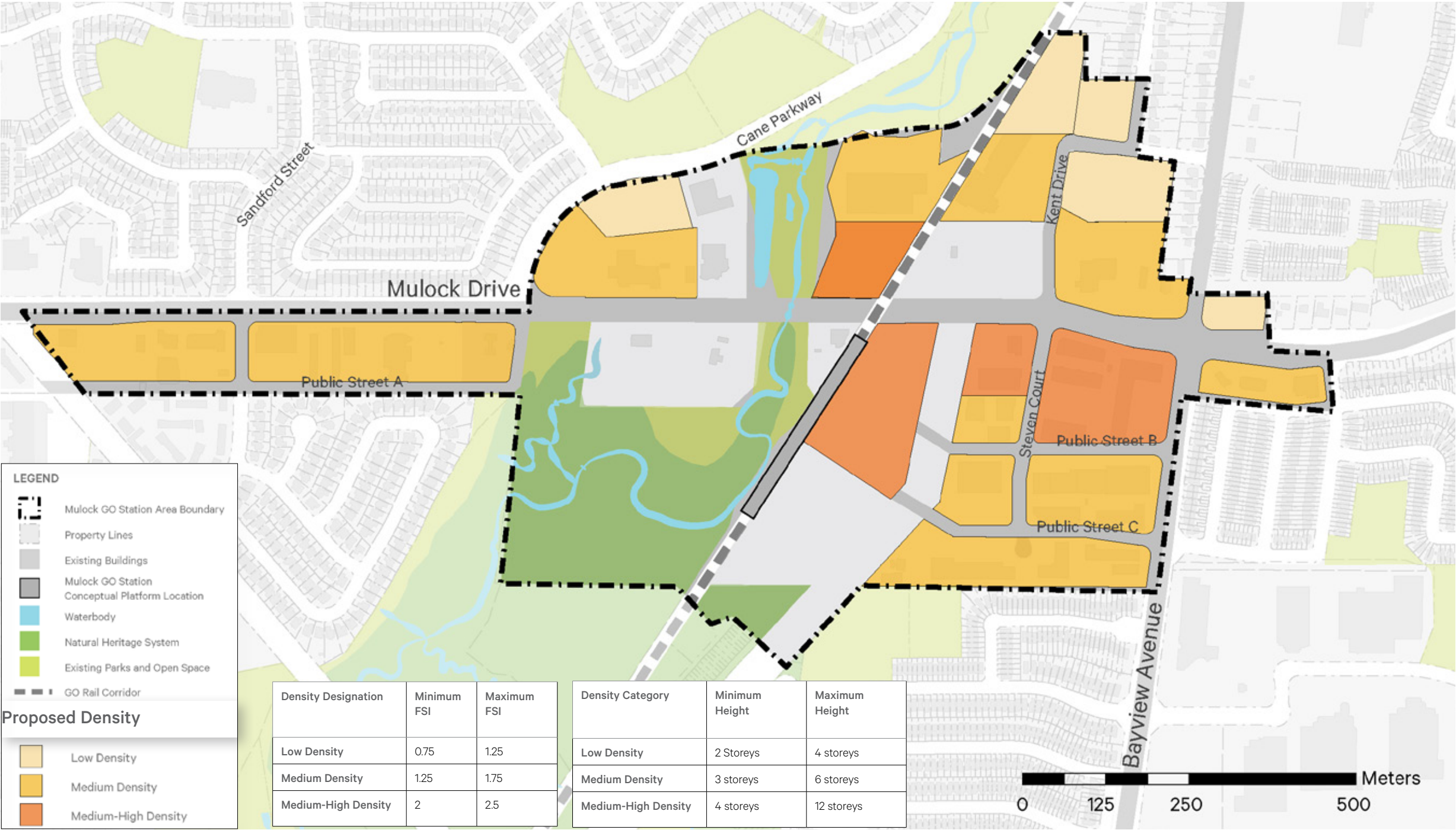
Schedule 2: Character Areas



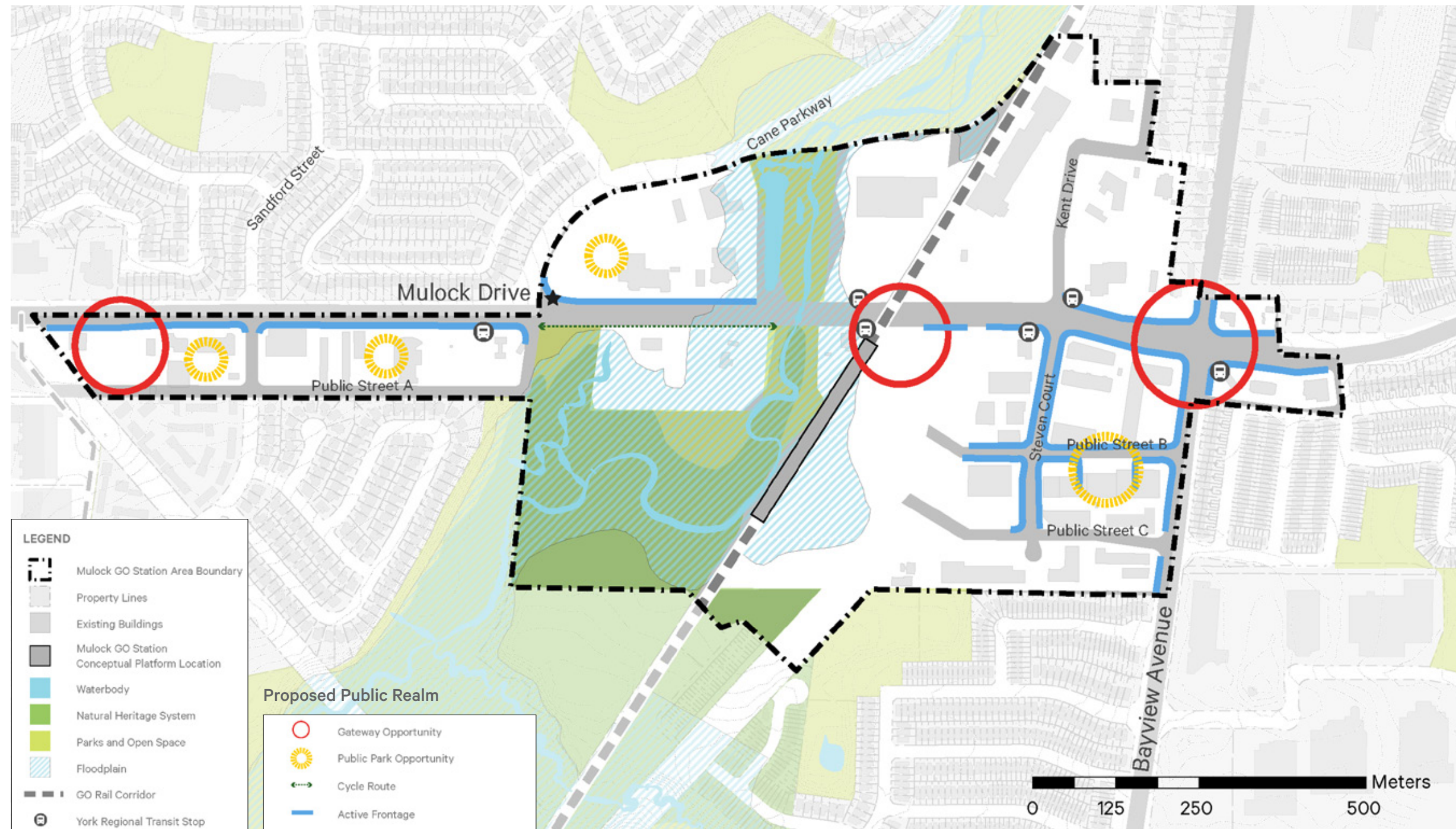
Schedule 3: Land Use Designations



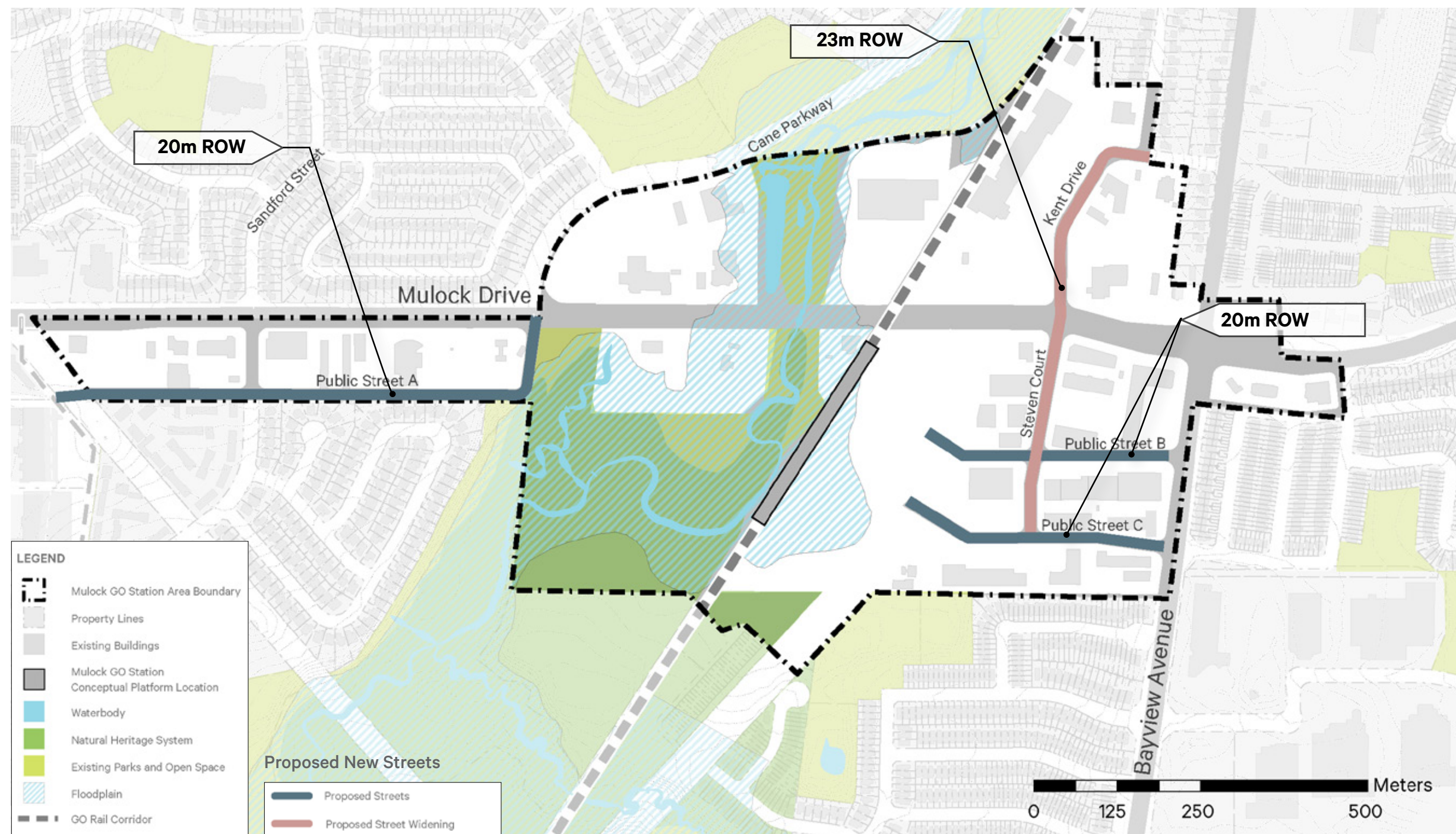
Schedule 4: Density Designations



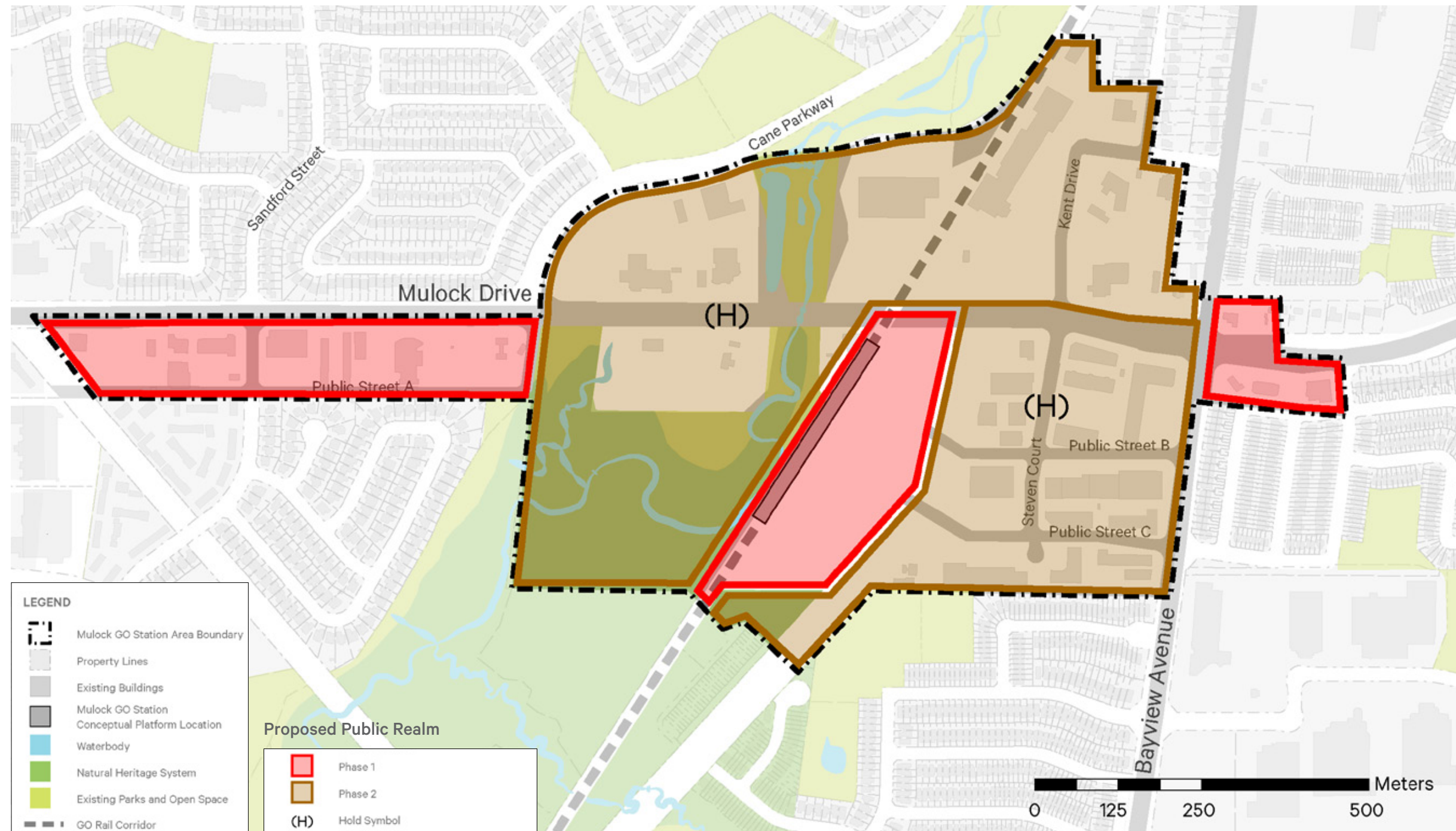
Schedule 7: Public Realm

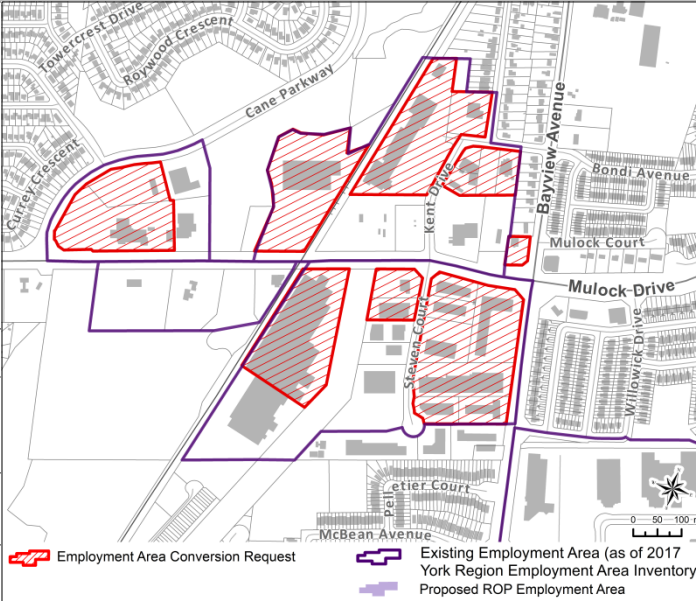


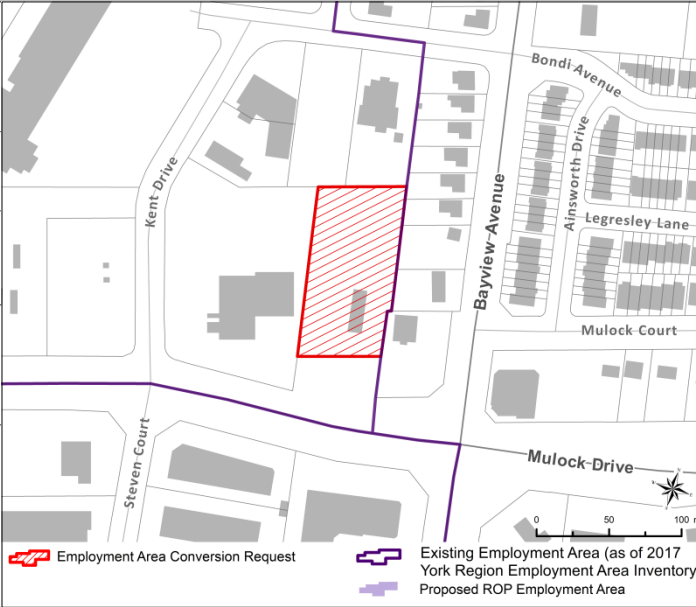
Schedule 9: Street Network



Schedule 11: Phasing



Request#: N1		Town of Newmarket	
Address	301 & 395 Mulock Drive, 421 Cane Parkway, 450 & 505 Kent Drive, 460 Oak Street, 489 & 510 Penrose Street, 559, 569, 589, 590 & 611 Steven Court, 16630, 16650 & 16700 Bayview Avenue		
Site Area	18.30 ha		
Employment Area	Mulock Southeast and Mulock North		
Applicant	Town of Newmarket		
Owner	Town of Newmarket		
Nature of Request	The Town of Newmarket has initiated the Mulock GO Station Area Secondary Plan, with plans for converting existing employment areas to allow for mixed-uses, including retail and residential uses.		
Summary of Assessment	<div>- Conversion to non-employment uses is reflective of the changing nature of employment / evolving urban structure.</div> <div>- Conversion to non-employment uses supports the local municipal planning objectives of the evolving urban structure</div> <div>- Site is not integral to support employment land employment growth to 2041.</div>		
Local Municipal Council Position	Support request.		
<div>Recommendation: Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.</div>			

Request#: N3		Town of Newmarket	
Address	507 Mulock Drive	 <p>Employment Area Conversion Request</p> <p>Existing Employment Area (as of 2017 York Region Employment Area Inventory)</p> <p>Proposed ROP Employment Area</p>	
Site Area	0.70 ha		
Employment Area	Mulock North		
Applicant	Weston Consulting		
Owner	Ganni Kinno Developments Inc.		
Nature of Request	A request to re-designate the lands from employment to a mix of uses including residential, retail and office uses.		
Summary of Assessment	<ul style="list-style-type: none">- Conversion to non-employment uses is reflective of the changing nature of employment / evolving urban structure.- Conversion to non-employment uses supports the local municipal planning objectives of the evolving urban structure proposed- Site is not integral to support employment land employment growth to 2041.		
Local Municipal Council Position	No position at this time.		
Recommendation: Area not identified as employment in the Regional Official Plan. Designation at the discretion of the Local Municipality.			



Town of Newmarket
395 Mulock Drive P.O. Box 328,
Newmarket, Ontario, L3Y 4X7

Email: info@newmarket.ca | Website: newmarket.ca | Phone: 905-895-5193

Financial Update Staff Report to Council

Report Number: 2020-62

Department(s): Financial Services

Author(s): Mike Mayes, Director of Financial Services/Treasurer

Meeting Date: August 24, 2020

Recommendations

1. That this report entitled Financial Update Staff Report to Council be received; and
2. That staff be directed to provide an update on the projected impact of the pandemic on the Town when more information becomes available; and,
3. That changes to the 2020 capital program, and additions to the 2021 capital spending authority be made as detailed in this report; and,
4. That staff be authorized and directed to do all things necessary to give effect to this resolution.

Executive Summary

As previously reported a tax-supported loss of up to \$8.5 million was attributed directly to the COVID-19 pandemic. Although the joint Provincial-Federal Safe Restart Agreement will provide the Town with \$1.8 million in funding, a deficit is still projected. The delayed re-opening, anticipated second wave of the pandemic, and uncertain economic impact prevent making a reasonable projection of the financial impact on the Town.

The rate-supported budgets have not been impacted and are on target.

Revisions to the Capital Program are recommended. They reflect a transition to the new process and delays due to the pandemic. The revisions stay within operational and funding capacity.

Bank interest is down significantly, although fixed rate term investments are offsetting some of the losses.

Purpose

The Financial Services department prepares a quarterly Operating, Capital, Water & Wastewater, Stormwater and Investment Summary report – now referred to as the Financial Update. The report serves the following purposes:

- Updates on year to date results and a projection of year end results for:
 - The tax-supported operating budget
 - The rate-supported operating budgets (water, wastewater and stormwater)
 - The capital budget
- Treasurer's report on investments

The capital budget update will focus on changes to the capital program.

Background

2020 BUDGETS

[On December 2, 2019](#), Council approved the 2020 budgets. This included operating budgets with a 2.99% tax increase and a 4.92% combined water / wastewater rate increase. The budgets were balanced, as required by section 290 of the *Municipal Act*.

Also on December 2, 2019, Council approved a \$37.8 million capital budget. It also introduced the concept of a capital plan which includes:

- The Capital Budget - total approved funding for annual capital expenditures and the required funding sources.
- The Capital Program - the list of projects contained within the Capital Budget.

1st QUARTER FINANCIAL UPDATE

The [May 19th Financial Update](#) for the 1st quarter projected operating results for 2020 and indicated that changes to the capital program were required. It set the following goals for the next update:

- To provide options for reducing the projected tax-supported operating deficit
- To provide details on the proposed revisions to the capital program

SAFE RESTART AGREEMENT

On July 27, the Provincial and Federal governments announced the \$4 billion Safe Restart Agreement to provide emergency assistance to Ontario's 444 municipalities.

The first phase, allocated \$700 million proportional to the number of households in a municipality and, result in a payment of \$1,819,600 to the Town to support our COVID-19

operating costs and pressures. These funds are expected to be disbursed before the end of September and only require acknowledgement by the Treasurer.

There will be a second phase, with an additional \$700 million available for municipalities able to demonstrate need in excess of the Phase 1 funding provided. Applications must be submitted by October 30, and must include:

1. Measures undertaken to reduce financial pressures (e.g. use of reserves, cost saving measures);
2. Explanation of how the municipality applied the Phase 1 funding;
3. Forecast of 2020 COVID-19 operating costs and pressures;
4. Actual COVID-related impacts as of September 30, 2020;
5. Treasurer's statement as to accuracy of reporting;
6. A resolution of Council seeking additional funding.

Payments would be made in early 2021.

Discussion

TAX-SUPPORTED OPERATING BUDGET

On May 19, a tax-supported loss of up to \$8.5 million was attributed directly to the COVID-19 pandemic and a September 1 re-opening. Since then more information has become available:

- We will not be fully re-opened on September 1st. As a result, revenue losses are expected to be higher.
- Emergency costs are about 25% higher than originally projected.
- As noted above, the Provincial and Federal governments will be providing \$1.8 million in emergency funding.

But there are even more unknowns. We don't know the full extent of the economic impact of the pandemic. We don't know:

- If the Financial Relief Program will need to be expanded or extended.
- The negative effect on non-residential assessment values.
- When service levels (and revenues) will return to pre-pandemic levels.
- What accommodations will need to be made for employees with school-age children?
- When and how hard a second wave will hit.

The following austerity measures have been taken to date:

- Staff have been redeployed to critical and essential service areas;
- Hiring has been restricted to only essential and critical staff;
- There is a freeze on discretionary expenses;
- Out of province travel, training and conferences have been limited

In addition, consideration is being given to deferring scheduled compensation reviews. Environmental scans of staff and council remuneration were planned for 2020. In the current economic climate, these should be postponed to 2021.

With the degree of uncertainty about the economy, the financial impact to the Town; as well as the anticipated length of the emergency, any projection at this time would be speculation only.

RATE-SUPPORTED OPERATING BUDGETS

The second quarter results for water, wastewater and stormwater do not indicate that there are any issues. The pandemic is not expected to change this.

A substantial rebate was received in July from York Region, as compensation for water flushing. This had not been included in the budget.

Stormwater billing will be added to the utility bills in November, 2020.

CAPITAL PLAN

Starting in 2020, annual budgets consider two capacity factors – to deliver the capital program, and to stay within the funding envelope. Individual projects within the program may be switched, as long as they meet this overarching criteria.

There are \$650,000 worth of capital expenditures that have no budget allocation in 2020. These projects had budgets in 2019 and were expected to be completed last year. (The negative amounts are adjustments to estimates.) Upon approval, funding will be allocated to these projects. They are listed in Appendix A.

Offsetting this are 17 capital projects that were included in the 2020 program but will not be completed this year. Some will not be started and others will only be 25-50% completed. This represents \$6.7 million in expenditures to be deferred until 2021. \$3.5 million of this is related to the Advanced Metering (water meter) project. The details are in Appendix B.

Fire Services has requested a transfer of \$15,000 between two of its facility budgets. These are the responsibility of the local municipality, Town of Newmarket, and not the Joint Council Committee (JCC). This item is in Appendix C.

Appendix D shows the revised capital programs for 2020 and 2021.

The \$37.8 million capital budget is not being adjusted; however, \$2.6 million is now unallocated and available in 2020.

Operational capacity	Total	Less Major projects	Net program
Deferred to 2021	\$ 6,726,000	\$ 3,500,000	\$ 3,226,000
Additions from 2019	652,845		652,845
Unallocated budget	\$6,073,155	\$ 3,500,000	\$ 2,573,155

Major projects, such as Advanced Metering do not significantly impact Engineering, Public Works and Procurement staff relative to their dollar value and so are excluded from the determination of operational capacity.

The deferral of \$3.2 million in capital expenditures fits within the \$5 million contingency proposed for the 2021 capital budget (Report 2020-35, *2021 Budget Process and Target*, dated May 19, 2020).

INVESTMENTS

Active investments

The Investment Summary for the six months ended June 30, 2020 provides the details of all investments held during the period.

None of our investments is subject to any variance between initial cost and market value. The average weighted yield on our reserve fund investments was 2.66 % (2019 – 2.83%) compared to a weighted average benchmark of 1.55% for the six month period. The incremental income earned, \$446,819, was significantly higher than the \$32,500 budgeted transfer to the Tax-Supported Operating Fund, as approved by Council in the 2020 budget. This is attributable to good investment returns on short and long-term investments combined with the lower benchmark.

At the end of the second quarter, the reserve fund investment portfolio included:

- i) \$64,720,592 (83.2%) GIC's with major banks;
- ii) \$9,021,860 (11.6%) in non-traditional investments (internal loans)
- iii) \$4,000,000 (5.2%) principal protected notes;
- iv) \$11,221 (0.0%) loan to an external party (Newmarket Soccer Club)

The operating fund investment portfolio included an additional \$10,000,000 which contributed \$72,000 in investment income.

In the opinion of the Treasurer, all investments made were in line with the investment policies, strategies and goals adopted by the Town.

Passive investments

We earned only \$82,000 in interest on our operating bank accounts, which was \$310,000 lower than the budget. In 6 months we have seen the rate we earn on our bank balances

decrease from 2.45% to 0.95%. The interest income budget of \$785,000 will not be achieved in 2020.

Conclusion

Staff will continue to monitor our financial status, with an emphasis on pandemic related costs. An update will be provided to Committee of the Whole on October 5, 2020. It could then be approved by Council, with a resolution, to make an application for Phase 2 funding of the Safe Re-start program.

This update would be in advance of the rest of the third quarter Financial Update, which would not be available until the October 26 Committee of the Whole meeting.

Business Plan and Strategic Plan Linkages

This report supports the Council Strategic Priority of Long-Term Financial Sustainability.

Consultation

This report has been prepared from information provided by the Operational Leadership Team (OLT) and the Capital Project Delivery Task Force, and reviewed by the Strategic Leadership Team (SLT).

The capital expenditure deferrals were requested by the responsible departments.

Human Resource Considerations

Not applicable to this report.

Budget Impact

The Provincial and Federal governments' funding will reduce the anticipated deficit for 2020, the amount cannot be reasonably determined at this time.

The impacts on the rate-supported and capital budgets are expected to be manageable.

The capital budget is not being adjusted. However, \$2.6 million is now unallocated and available in 2020; \$6.7 million is being deferred to 2021 and should not affect the proposed plan.

Attachments

Appendix A: 2020 Capital Plan Additions

Appendix B: 2020 Capital Plan Deferrals

Appendix C: 2020 Capital Plan Reallocations

Appendix D: 2020 Capital Plan Revised

Appendix E: Investment Summary for the Six Months Ended June 30, 2020

Approval

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

Esther Armchuk, B.A. (Hons), LL.B.
Commissioner of Corporate Services

Contact

For more information on this report, contact Dawn Schellenberg at 905-953-5300, ext. 2104 or via e-mail at dschellenberg@newmarket.ca

2020 CAPITAL PLAN
Appendix A - additions

Name of Business Unit	Commission	Region	Status	Actual 2020	ORIGINAL Budget 2020	Variance	REVISIONS TO Budget 2020	REVISED Budget 2020
1019002 - Community Living Room Project	CORPORATE SERVICES	CSS	ADD	48,336.00	0.00	-48,336.00	48,336.00	48,336.00
1315011 - Replace/Upgrade Cityview	CORPORATE SERVICES	CSS	ADD	12,720.00	0.00	-12,720.00	12,720.00	12,720.00
2116079 - Replace Fire Truck 97-02	CYFS	FRE	ADD	2,246.00	0.00	-2,246.00	2,246.00	2,246.00
2117073 - 1999 Freightliner Replacement	CYFS	FRE	ADD	9,636.00	0.00	-9,636.00	9,636.00	9,636.00
2119007 - Lifecycle Replacement of PPE	CYFS	FRE	ADD	21,442.00	0.00	-21,442.00	21,442.00	21,442.00
6816011 - Space Planning&Implementation	Development & Infrast.	PLN	ADD	1,211.00	0.00	-1,211.00	1,211.00	1,211.00
6818015 - Mulock GO Stn Secondary Plan	Development & Infrast.	PLN	ADD	13,412.00	0.00	-13,412.00	13,412.00	13,412.00
6818022 - Intens.Study-Established Nbhd.	Development & Infrast.	PLN	ADD	24,107.00	0.00	-24,107.00	24,107.00	24,107.00
5319002 - Cooling Tower Replacement	Development & Infrast.	BBL	ADD	284,935.00	0.00	-284,935.00	284,935.00	284,935.00
5319003 - Roof Repl. over Leased Space	Development & Infrast.	BBL	ADD	13,656.00	0.00	-13,656.00	13,656.00	13,656.00
5319004 - 395 Bldg Upgrade&Annual Maint.	Development & Infrast.	BBL	ADD	404.00	0.00	-404.00	404.00	404.00
3219066 - Portable Info. Signs (solar)	Development & Infrast.	ENG	ADD	43,009.00	0.00	-43,009.00	43,009.00	43,009.00
4017028 - Wayne/Waratah SWM Facility	Development & Infrast.	ENG	ADD	23,368.00	0.00	-23,368.00	23,368.00	23,368.00
4019013 - Corp. Climate Change Risk	Development & Infrast.	ENG	ADD	4,070.00	0.00	-4,070.00	4,070.00	4,070.00
4019015 - Low Impact Dev.&New SW Facil.	Development & Infrast.	ENG	ADD	19,289.00	0.00	-19,289.00	19,289.00	19,289.00
5214036 - George Richardson Park North	Development & Infrast.	ENG	ADD	4,302.00	0.00	-4,302.00	4,302.00	4,302.00
5218047 - Hasket Park TL&Breathing Space	Development & Infrast.	ENG	ADD	3,000.00	0.00	-3,000.00	3,000.00	3,000.00
9900000 - Capital Clearing BU	Development & Infrast.	ENG	ADD	2,950.00	0.00	-2,950.00	2,950.00	2,950.00
4216026 - Cleaning of Grates-Consultant	Development & Infrast.	PWE	ADD	2,400.00	0.00	-2,400.00	2,400.00	2,400.00
4417081 - Opt. & Auto of Water	Development & Infrast.	PWE	ADD	6,144.00	0.00	-6,144.00	6,144.00	6,144.00
4417083 - Maintenance Strategy - Valves	Development & Infrast.	PWE	ADD	-1,458.00	0.00	1,458.00	-1,458.00	-1,458.00
4417084 - Backflow Prevention Program	Development & Infrast.	PWE	ADD	320.00	0.00	-320.00	320.00	320.00
4417085 - GIS Strategy for W&WW Assets	Development & Infrast.	PWE	ADD	16,241.00	0.00	-16,241.00	16,241.00	16,241.00
4417087 - Water Deadend Looping Strategy	Development & Infrast.	PWE	ADD	2,787.00	0.00	-2,787.00	2,787.00	2,787.00
4708289 - Community Centre Lands	Development & Infrast.	PWE	ADD	11,784.00	0.00	-11,784.00	11,784.00	11,784.00
5219041 - George Richardson Field 4&5	Development & Infrast.	PWE	ADD	3,091.00	0.00	-3,091.00	3,091.00	3,091.00
5219049 - Riverwalk Commons Lighting	Development & Infrast.	PWE	ADD	9,472.00	0.00	-9,472.00	9,472.00	9,472.00
5318050 - Magna Ctr. Roof Replacement	Development & Infrast.	PWE	ADD	-861.00	0.00	861.00	-861.00	-861.00
5318053 - Satellite Building-Glenway	Development & Infrast.	PWE	ADD	3,682.00	0.00	-3,682.00	3,682.00	3,682.00
5318056 - Various Facilities Maintenance	Development & Infrast.	PWE	ADD	39,675.00	0.00	-39,675.00	39,675.00	39,675.00
5319022 - Industrial Floor Machine	Development & Infrast.	PWE	ADD	27,475.00	0.00	-27,475.00	27,475.00	27,475.00
Total				652,845.00	0.00	-652,845.00	652,845.00	652,845.00

2020 CAPITAL PLAN

Appendix B - Deferrals

Name of Business Unit	Commission	Region	Status	Actual 2020	ORIGINAL Budget 2020	Variance	REVISIONS TO Budget 2020	REVISED Budget 2020
1317006 - Open Data Project	CORPORATE SERVICES	CSS	DEFER	0.00	25,000.00	25,000.00	-20,000.00	5,000.00
1318006 - Replace/Upgrade ERP Systems	CORPORATE SERVICES	CSS	DEFER	88,307.00	790,000.00	701,693.00	-450,000.00	340,000.00
1319037 - Upgrade/Replace Server Room Eq	CORPORATE SERVICES	CSS	DEFER	6,854.00	316,183.00	309,329.00	-125,000.00	191,183.00
2119008 - CYFS Master Fire Plan	CYFS	FRE	DEFER	0.00	125,000.00	125,000.00	-125,000.00	0.00
2120003 - Station 4-5 - Equipment	CYFS	FRE	DEFER	0.00	125,000.00	125,000.00	-125,000.00	0.00
3219065 - Fleet Replacements	Development & Infrast.	PWE	DEFER	463,303.00	1,681,853.00	1,218,550.00	-840,000.00	841,853.00
3220005 - Traffic Safety/Mitigation	Development & Infrast.	PWE	DEFER	0.00	115,000.00	115,000.00	-115,000.00	0.00
4417024 - Advanced Metering	Development & Infrast.	PWE	DEFER	212,421.00	4,822,903.00	4,610,482.00	-3,500,000.00	1,322,903.00
4420001 - Automated Values-Water System	Development & Infrast.	PWE	DEFER	0.00	40,000.00	40,000.00	-40,000.00	0.00
4717065 - Upgrade Fuel Management System	Development & Infrast.	PWE	DEFER	0.00	90,000.00	90,000.00	-45,000.00	45,000.00
5218040 - Replace Sports Field Lighting	Development & Infrast.	PWE	DEFER	850.00	590,000.00	589,150.00	-445,000.00	145,000.00
5219043 - Trail Lighting at Parks	Development & Infrast.	PWE	DEFER	38.00	375,000.00	374,962.00	-280,000.00	95,000.00
5219058 - Sport Field Prot. Net Phase II	Development & Infrast.	PWE	DEFER	0.00	250,000.00	250,000.00	-190,000.00	60,000.00
5320001 - Hollingsworth Arena Demolition	Development & Infrast.	PWE	DEFER	0.00	440,000.00	440,000.00	-330,000.00	110,000.00
5320002 - Facility Replacements - RJT	Development & Infrast.	PWE	DEFER	55,057.00	75,000.00	19,943.00	-15,000.00	60,000.00
5320004 - Fairgrounds Parking Bldg Rehab	Development & Infrast.	PWE	DEFER	3,902.00	20,000.00	16,098.00	-16,000.00	4,000.00
5320005 - Vehicle for Asset Maint.	Development & Infrast.	PWE	DEFER	0.00	65,000.00	65,000.00	-65,000.00	0.00
Total				830,732.00	9,945,939.00	9,115,207.00	-6,726,000.00	3,219,939.00

2020 CAPITAL PLAN
Appendix C - Reallocations

Name of Business Unit	Commission	Region	Status	Actual 2020	ORIGINAL Budget 2020	Variance	REVISIONS TO Budget 2020	REVISED Budget 2020
2113063 - Station 41 Renovation	NEWMARKET FIRE	FRE	REALLOC	80,767.00	785,002.00	704,235.00	-15,000.00	770,002.00
2120006 - Station 4-2 Parking Lot	NEWMARKET FIRE	FRE	REALLOC	4,909.00	35,000.00	30,091.00	15,000.00	50,000.00
Total				85,676.00	820,002.00	734,326.00	0.00	820,002.00

APPENDIX D 2020 CAPITAL PLAN
REVISED June 30, 2020

Name of Business Unit	Commission	Region	Status	Actual 2020	ORIGINAL Budget 2020	Variance	REVISIONS TO Budget 2020	REVISED Budget 2020	ORIGINAL Budget 2021	REVISIONS TO Budget 2021	REVISED Budget 2021
5718014 - Theatre Renovation	COMMUNITY SERVICES	PRC		220,716.00	622,906.00	402,190.00		622,906.00		0	0.00
SUBTOTAL	COMMUNITY SERVICES			220,716.00	622,906.00	402,190.00	0.00	622,906.00	0.00	0.00	0.00
9109104 - Alternate Delivery Options	LIBRARY	LIB		0.00	50,000.00	50,000.00		50,000.00		0	0.00
9117069 - Furniture & Equipment	LIBRARY	LIB		0.00	48,800.00	48,800.00		48,800.00		0	0.00
9118065 - Computer Hardware &Software	LIBRARY	LIB		32,117.00	170,000.00	137,883.00		170,000.00		0	0.00
SUBTOTAL	LIBRARY			32,117.00	268,800.00	236,683.00	0.00	268,800.00	0.00	0.00	0.00
1019002 - Community Living Room Project	CORPORATE SERVICES	CSS	ADD	48,336.00	0.00	-48,336.00	48,336.00	48,336.00		0	0.00
1315011 - Replace/Upgrade Cityview	CORPORATE SERVICES	CSS	ADD	12,720.00	0.00	-12,720.00	12,720.00	12,720.00		0	0.00
1315016 - Wireless Network Access	CORPORATE SERVICES	CSS		0.00	17,143.00	17,143.00		17,143.00		0	0.00
1317006 - Open Data Project	CORPORATE SERVICES	CSS	DEFER	0.00	25,000.00	25,000.00	-20,000.00	5,000.00		20,000.00	20,000.00
1317008 - Replace Tax Billing System	CORPORATE SERVICES	CSS		134,773.00	50,000.00	-84,773.00		50,000.00		0	0.00
1318006 - Replace/Upgrade ERP Systems	CORPORATE SERVICES	CSS	DEFER	88,307.00	790,000.00	701,693.00	-450,000.00	340,000.00		450,000.00	450,000.00
1318006 - JDE Upgrade	CORPORATE SERVICES	CSS						0.00		0	0.00
1318006 - JDE Vendor of Record	CORPORATE SERVICES	CSS						0.00		0	0.00
1318006 - Recreation Mangement	CORPORATE SERVICES	CSS						0.00		0	0.00
1318006 - Tax Billing Upgrade	CORPORATE SERVICES	CSS						0.00		0	0.00
1318006 - Website Upgrade	CORPORATE SERVICES	CSS						0.00		0	0.00
1318006- Employee Scheduling	CORPORATE SERVICES	CSS						0.00		0	0.00
1318006- Employee Services	CORPORATE SERVICES	CSS						0.00		0	0.00
1318006- IT Strategy Plan	CORPORATE SERVICES	CSS						0.00		0	0.00
1319037 - Upgrade/Replace Server Room Eq	CORPORATE SERVICES	CSS	DEFER	6,854.00	316,183.00	309,329.00	-125,000.00	191,183.00		125,000.00	125,000.00
1320001 - Remote Participant Capability	CORPORATE SERVICES	CSS		0.00	20,000.00	20,000.00		20,000.00		0	0.00
1320002 - Replace Desktop & Peripheral	CORPORATE SERVICES	CSS		117,297.00	175,911.00	58,614.00		175,911.00		0	0.00
1320002 - Digital Signage	CORPORATE SERVICES	CSS				0.00		0.00		0	0.00
1320002 -e-Waste RFI & RFP	CORPORATE SERVICES	CSS				0.00		0.00		0	0.00
1518010 - Vehicle Equipment for Enforce	CORPORATE SERVICES	CSS		15,514.00	63,058.00	47,544.00		63,058.00		0	0.00
1520001 - Monetary Penalty System	CORPORATE SERVICES	CSS		0.00	6,000.00	6,000.00		6,000.00		0	0.00
1520002 - Space Planning - Leg. Services	CORPORATE SERVICES	CSS		0.00	20,000.00	20,000.00		20,000.00		0	0.00
SUBTOTAL	CORPORATE SERVICES			423,801.00	1,483,295.00	1,059,494.00	-533,944.00	949,351.00	0.00	595,000.00	595,000.00
2116074 - Station 4-5 Design&Constructio	CYFS	FRE		0.00	6,226,601.00	6,226,601.00		6,226,601.00	6,226,601.00	0	6,226,601.00
2116079 - Replace Fire Truck 97-02	CYFS	FRE	ADD	2,246.00	0.00	-2,246.00	2,246.00	2,246.00		0	0.00
2117073 - 1999 Freightliner Replacement	CYFS	FRE	ADD	9,636.00	0.00	-9,636.00	9,636.00	9,636.00		0	0.00
2118072 - New Fire Engine -Station 4-5	CYFS	FRE		0.00	985,000.00	985,000.00		985,000.00		0	0.00
2119005 - Replace Auto Extrication Equip	CYFS	FRE		110,475.00	165,000.00	54,525.00		165,000.00		0	0.00
2119007 - Lifecycle Replacement of PPE	CYFS	FRE	ADD	21,442.00	0.00	-21,442.00	21,442.00	21,442.00		0	0.00
2119008 - CYFS Master Fire Plan	CYFS	FRE	DEFER	0.00	125,000.00	125,000.00	-125,000.00	0.00		125,000.00	125,000.00
2119009 - PPE & Uniforms-New Recruits	CYFS	FRE		0.00	71,000.00	71,000.00		71,000.00		0	0.00
2120001 - 4 Light Prevention Vehicles	CYFS	FRE		0.00	150,000.00	150,000.00		150,000.00		0	0.00
2120002 - Lifecycle Replacement of PPE	CYFS	FRE		64,400.00	80,000.00	15,600.00		80,000.00		0	0.00
2120003 - Station 4-5 - Equipment	CYFS	FRE	DEFER	0.00	125,000.00	125,000.00	-125,000.00	0.00		125,000.00	125,000.00
2120004 - Replacement of MDTs	CYFS	FRE		0.00	40,000.00	40,000.00		40,000.00		0	0.00
2120005 - Replmt Recruits PPE & Uniforms	CYFS	FRE		89,663.00	120,000.00	30,337.00		120,000.00		0	0.00

Name of Business Unit	Commission	Region	Status	Actual 2020	ORIGINAL Budget 2020	Variance	REVISIONS TO Budget 2020	REVISED Budget 2020	ORIGINAL Budget 2021	REVISIONS TO Budget 2021	REVISED Budget 2021
Hazmat Truck	CYFS	FRE		0.00	0.00	0.00		0.00	950,000.00	0	950,000.00
Pumper Truck (2021 Budget)	CYFS	FRE		0.00	0.00	0.00		0.00	750,000.00	0	750,000.00
2113063 - Station 41 Renovation	NEWMARKET FIRE	FRE	REALLOC	80,767.00	785,002.00	704,235.00	-15,000.00	770,002.00		0	0.00
2120006 - Station 4-2 Parking Lot	NEWMARKET FIRE	FRE	REALLOC	4,909.00	35,000.00	30,091.00	15,000.00	50,000.00		0	0.00
SUBTOTAL	FIRE SERVICES			383,538.00	8,907,603.00	8,524,065.00	-216,676.00	8,690,927.00	7,926,601.00	250,000.00	8,176,601.00
4718063 - Asset Mgmt. Strategy Implement	Development & Infrast.	DIS		0.00	340,448.00	340,448.00		340,448.00		0	0.00
1019001 - Mulock Est Concept Master Plan	Development & Infrast.	PLN		3,199.00	300,000.00	296,801.00		300,000.00		0	0.00
6816011 - Space Planning&Implementation	Development & Infrast.	PLN	ADD	1,211.00	0.00	-1,211.00	1,211.00	1,211.00		0	0.00
6818015 - Mulock GO Stn Secondary Plan	Development & Infrast.	PLN	ADD	13,412.00	0.00	-13,412.00	13,412.00	13,412.00		0	0.00
6818020 - Community Energy Plan Implemn.	Development & Infrast.	PLN		20,100.00	100,000.00	79,900.00		100,000.00		0	0.00
6818022 - Intens.Study-Established Nbhd.	Development & Infrast.	PLN	ADD	24,107.00	0.00	-24,107.00	24,107.00	24,107.00		0	0.00
6819060 - Urban Design Guidelines	Development & Infrast.	PLN		1,987.00	80,000.00	78,013.00		80,000.00		0	0.00
1617012 - Land Use&Building Tracking Sys	Development & Infrast.	BBL		98,952.00	100,000.00	1,048.00		100,000.00		0	0.00
1620001 - Asset Replacement - 395 Mulock	Development & Infrast.	BBL		0.00	50,000.00	50,000.00		50,000.00		0	0.00
1620001 - Boiler Replacement - 395 Mulock Drive (BLD 2)	Development & Infrast.	BBL						0.00		0	0.00
1620001 -395 Mulock Building Asset Replacement (BLD 1)	Development & Infrast.	BBL						0.00		0	0.00
1620002 - LED Lighting - 395 Mulock	Development & Infrast.	BBL		6,054.00	60,000.00	53,946.00		60,000.00		0	0.00
5319002 - Cooling Tower Replacement	Development & Infrast.	BBL	ADD	284,935.00	0.00	-284,935.00	284,935.00	284,935.00		0	0.00
5319003 - Roof Repl. over Leased Space	Development & Infrast.	BBL	ADD	13,656.00	0.00	-13,656.00	13,656.00	13,656.00		0	0.00
5319004 - 395 Bldg Upgrade&Annual Maint.	Development & Infrast.	BBL	ADD	404.00	0.00	-404.00	404.00	404.00		0	0.00
3219019 - 2019 Bridges&Culverts Program	Development & Infrast.	ENG		479,879.00	300,000.00	-179,879.00		300,000.00		0	0.00
Lorne Avenue Reconstruction - Phase 1	Development & Infrast.	ENG				0.00		0.00		0	0.00
Pond 74 Cleanout & Retaining Wall	Development & Infrast.	ENG				0.00		0.00		0	0.00
3219020 - Municipal Infra. Projects	Development & Infrast.	ENG		139,617.00	7,908,000.00	7,768,383.00		7,908,000.00		0	0.00
3219020- Timothy Street/Cedar Street Intersection Project	Development & Infrast.	ENG				0.00		0.00		0	0.00
3219066 - Portable Info. Signs (solar)	Development & Infrast.	ENG	ADD	43,009.00	0.00	-43,009.00	43,009.00	43,009.00		0	0.00
3220001 - Old Main St. Tertiary Plan	Development & Infrast.	ENG		0.00	150,000.00	150,000.00		150,000.00		0	0.00
3220002 - Active Transportation Plan	Development & Infrast.	ENG		98,857.00	131,000.00	32,143.00		131,000.00		0	0.00
3220003 - HarryWalker Pkwy East Sidewalk	Development & Infrast.	ENG		16,557.00	250,000.00	233,443.00		250,000.00		0	0.00
4017028 - Wayne/Waratah SWM Facility	Development & Infrast.	ENG	ADD	23,368.00	0.00	-23,368.00	23,368.00	23,368.00		0	0.00
4019013 - Corp. Climate Change Risk	Development & Infrast.	ENG	ADD	4,070.00	0.00	-4,070.00	4,070.00	4,070.00		0	0.00
4019015 - Low Impact Dev.&New SW Facil.	Development & Infrast.	ENG	ADD	19,289.00	0.00	-19,289.00	19,289.00	19,289.00		0	0.00
4019016 - SWM Pond Clean Outs/Retrofits	Development & Infrast.	ENG		1,875.00	834,000.00	832,125.00		834,000.00		0	0.00
5214036 - George Richardson Park North	Development & Infrast.	ENG	ADD	4,302.00	0.00	-4,302.00	4,302.00	4,302.00		0	0.00
5217034 - Glenway Park Development	Development & Infrast.	ENG		0.00	1,100,000.00	1,100,000.00		1,100,000.00		0	0.00
5218039 - Sundial Park Development	Development & Infrast.	ENG		0.00	230,020.00	230,020.00		230,020.00		0	0.00
5218047 - Hasket Park TL&Breathing Space	Development & Infrast.	ENG	ADD	3,000.00	0.00	-3,000.00	3,000.00	3,000.00		0	0.00
5219014 - Tails&Off-Road Act. Trans.	Development & Infrast.	ENG		48,983.00	799,600.00	750,617.00		799,600.00		0	0.00
5219021 - Recreation Playbook Impl.	Development & Infrast.	ENG		410,439.00	2,154,311.00	1,743,872.00		2,154,311.00		0	0.00
9900000 - Capital Clearing BU	Development & Infrast.	ENG	ADD	2,950.00	0.00	-2,950.00	2,950.00	2,950.00		0	0.00
3219065 - Fleet Replacements	Development & Infrast.	PWE	DEFER	463,303.00	1,681,853.00	1,218,550.00	-840,000.00	841,853.00		840,000.00	840,000.00
3219067 - Road Resurfacing Program	Development & Infrast.	PWE		-23,516.00	1,050,000.00	1,073,516.00		1,050,000.00		0	0.00
3220004 - Road Patrol Pick-up Truck	Development & Infrast.	PWE		0.00	50,000.00	50,000.00		50,000.00		0	0.00

Name of Business Unit	Commission	Region	Status	Actual 2020	ORIGINAL Budget 2020	Variance	REVISIONS TO Budget 2020	REVISED Budget 2020	ORIGINAL Budget 2021	REVISIONS TO Budget 2021	REVISED Budget 2021
3220005 - Traffic Safety/Mitigation	Development & Infrast.	PWE	DEFER	0.00	115,000.00	115,000.00	-115,000.00	0.00		115,000.00	115,000.00
4013011 - SWMP Management Master Plan	Development & Infrast.	PWE		0.00	30,000.00	30,000.00		30,000.00		0	0.00
4216026 - Cleaning of Grates-Consultant	Development & Infrast.	PWE	ADD	2,400.00	0.00	-2,400.00	2,400.00	2,400.00		0	0.00
4417024 - Advanced Metering	Development & Infrast.	PWE	DEFER	212,421.00	4,822,903.00	4,610,482.00	-3,500,000.00	1,322,903.00	4,822,903.00	3,500,000.00	8,322,903.00
4417081 - Opt. & Auto of Water	Development & Infrast.	PWE	ADD	6,144.00	0.00	-6,144.00	6,144.00	6,144.00		0	0.00
4417083 - Maintenance Strategy - Valves	Development & Infrast.	PWE	ADD	-1,458.00	0.00	1,458.00	-1,458.00	-1,458.00		0	0.00
4417084 - Backflow Prevention Program	Development & Infrast.	PWE	ADD	320.00	0.00	-320.00	320.00	320.00		0	0.00
4417085 - GIS Strategy for W&WW Assets	Development & Infrast.	PWE	ADD	16,241.00	0.00	-16,241.00	16,241.00	16,241.00		0	0.00
4417087 - Water Deadend Looping Strategy	Development & Infrast.	PWE	ADD	2,787.00	0.00	-2,787.00	2,787.00	2,787.00		0	0.00
4418032 - Water/WW Study Implementation	Development & Infrast.	PWE		0.00	514,892.00	514,892.00		514,892.00		0	0.00
4420001 - Automated Values-Water System	Development & Infrast.	PWE	DEFER	0.00	40,000.00	40,000.00	-40,000.00	0.00		40,000.00	40,000.00
4420002 - Fire Hydrant Barrel Cutter	Development & Infrast.	PWE		35,639.00	30,000.00	-5,639.00		30,000.00		0	0.00
4420003 - Specialized Equipment Purchase	Development & Infrast.	PWE		0.00	30,000.00	30,000.00		30,000.00		0	0.00
4708289 - Community Centre Lands	Development & Infrast.	PWE	ADD	11,784.00	0.00	-11,784.00	11,784.00	11,784.00		0	0.00
4717065 - Upgrade Fuel Management System	Development & Infrast.	PWE	DEFER	0.00	90,000.00	90,000.00	-45,000.00	45,000.00		45,000.00	45,000.00
5218040 - Replace Sports Field Lighting	Development & Infrast.	PWE	DEFER	850.00	590,000.00	589,150.00	-445,000.00	145,000.00		445,000.00	445,000.00
5219041 - George Richardson Field 4&5	Development & Infrast.	PWE	ADD	3,091.00	0.00	-3,091.00	3,091.00	3,091.00		0	0.00
5219043 - Trail Lighting at Parks	Development & Infrast.	PWE	DEFER	38.00	375,000.00	374,962.00	-280,000.00	95,000.00		280,000.00	280,000.00
5219049 - Riverwalk Commons Lighting	Development & Infrast.	PWE	ADD	9,472.00	0.00	-9,472.00	9,472.00	9,472.00		0	0.00
5219052 - Pickup Trucks for Parks	Development & Infrast.	PWE		0.00	90,000.00	90,000.00		90,000.00		0	0.00
5219053 - Trucks&Equip. for Pks New Crew	Development & Infrast.	PWE		21,081.00	150,000.00	128,919.00		150,000.00		0	0.00
5219054 - Equipment for Trail Impl.	Development & Infrast.	PWE		0.00	150,000.00	150,000.00		150,000.00		0	0.00
5219056 - Forestry-Stump Grinder&Trailer	Development & Infrast.	PWE		0.00	130,000.00	130,000.00		130,000.00		0	0.00
5219058 - Sport Field Prot. Net Phase II	Development & Infrast.	PWE	DEFER	0.00	250,000.00	250,000.00	-190,000.00	60,000.00		190,000.00	190,000.00
5220001 - Fairy Lake Parking Lot	Development & Infrast.	PWE		0.00	50,000.00	50,000.00		50,000.00		0	0.00
5318050 - Magna Ctr. Roof Replacement	Development & Infrast.	PWE	ADD	-861.00	0.00	861.00	-861.00	-861.00		0	0.00
5318053 - Satellite Building-Glenway	Development & Infrast.	PWE	ADD	3,682.00	0.00	-3,682.00	3,682.00	3,682.00		0	0.00
5318055 - Fernbank Farmhouse Maintenance	Development & Infrast.	PWE		118.00	232,944.00	232,826.00		232,944.00		0	0.00
5318056 - Various Facilities Maintenance	Development & Infrast.	PWE	ADD	39,675.00	0.00	-39,675.00	39,675.00	39,675.00		0	0.00
5319022 - Industrial Floor Machine	Development & Infrast.	PWE	ADD	27,475.00	0.00	-27,475.00	27,475.00	27,475.00		0	0.00
5319032 - Museum Carpet	Development & Infrast.	PWE		44,557.00	38,000.00	-6,557.00		38,000.00		0	0.00
5320001 - Hollingsworth Arena Demolition	Development & Infrast.	PWE	DEFER	0.00	440,000.00	440,000.00	-330,000.00	110,000.00		330,000.00	330,000.00
5320002 - Facility Replacements - RJT	Development & Infrast.	PWE	DEFER	55,057.00	75,000.00	19,943.00	-15,000.00	60,000.00		15,000.00	15,000.00
5320003 - Facility Replacements - Magna	Development & Infrast.	PWE		75,901.00	330,000.00	254,099.00		330,000.00		0	0.00
5320004 - Fairgrounds Parking Bldg Rehab	Development & Infrast.	PWE	DEFER	3,902.00	20,000.00	16,098.00	-16,000.00	4,000.00		16,000.00	16,000.00
5320005 - Vehicle for Asset Maint.	Development & Infrast.	PWE	DEFER	0.00	65,000.00	65,000.00	-65,000.00	0.00		65,000.00	65,000.00
5320006 - OTH - Replace South Stairs	Development & Infrast.	PWE		0.00	200,000.00	200,000.00		200,000.00		0	0.00
SUBTOTAL	Development & Infrast.			2,774,315.00	26,527,971.00	23,753,656.00	-5,322,535.00	21,205,436.00	4,822,903.00	5,881,000.00	10,703,903.00
Total				3,834,487.00	37,810,575.00	33,976,088.00	-6,073,155.00	31,737,420.00	12,749,504.00	6,726,000.00	19,475,504.00

Investment Summary for the Six Months Ended June 30, 2020

Reserve Fund Investment Summary for the 6 Months Ended June 30, 2020

Description	Principal Amount		Starting Date	Term	January 1 to June 30, 2020			
	2020-01-01	2020-06-30			Interest Rate	Return on Investment	Benchmark Return	Incremental Income
Royal Bank	\$14,082,164	\$23,282,927	2017-09-21	Various	various	\$237,535	\$177,179	\$60,355
National Bank	\$10,000,000	\$10,000,000	2018-05-11	3 years	2.93%	\$145,699	\$77,077	\$68,623
Bank of Nova Scotia	\$6,000,000	\$6,000,000	2018-12-10	2 years	3.26%	\$97,266	\$46,246	\$51,020
Bank of Nova Scotia	\$6,000,000	\$6,000,000	2018-12-10	3 years	3.33%	\$99,354	\$46,246	\$53,108
Bank of Nova Scotia	\$6,000,000	\$6,000,000	2018-12-10	4 years	3.43%	\$102,338	\$46,246	\$56,092
CIBC	\$6,000,000	\$6,000,000	2018-12-10	5 years	3.55%	\$105,918	\$46,246	\$59,672
CIBC - Principal Protected Note	\$2,000,000	\$2,000,000	2019-09-30	4 years			\$15,415	-\$15,415
CIBC - Principal Protected Note	\$2,000,000	\$2,000,000	2019-09-30	5 years			\$15,415	-\$15,415
CIBC	\$4,000,000	\$4,000,000	2019-11-21	5 years	2.64%	\$52,511	\$30,831	\$21,681
RBC Dominion Sec Royal Bank	\$3,437,665	\$3,437,665	2019-04-29	441 days	1.40%	\$50,091	\$26,496	\$23,595
RBC Dominion Securities BMO	\$3,448,431		2019-04-29	406 days	1.40%	\$49,361	\$21,105	\$28,256
Loan - Newmarket Soccer Club Development Charges and Planning Fees	\$15,709	\$11,221	2011-09-30	10 years	4.00%	\$276	\$86	\$190
Internal Loan -Solar Panels (2013, Various Facilities)	\$199,149	\$193,338	2013-12-01	20 years	3.00%	\$2,951	\$1,490	\$1,461
Internal Loan - RJT Solar Panels (2014)	\$513,976	\$500,304	2015-01-01	20 years	3.00%	\$7,624	\$3,856	\$3,768
Internal Loan - Magna Solar Panels (2015)	\$1,250,831	\$1,219,360	2016-01-01	20 years	2.70%	\$16,710	\$9,398	\$7,312
Internal Loan - Honeywell Streetlights Retrofit Project	\$7,278,742	\$7,108,858	2013-12-10	20 years	2.70%	\$97,310	\$54,793	\$42,517
Sub-Total	\$72,226,667	\$77,753,673				\$1,064,945	\$618,126	\$446,819
Incremental investment income included in 2020 Operating Budget, transferred to the Tax-Supported Operating Fund in 2020 per the Investment Strategy								\$32,500
Incremental investment income allocated to reserve funds in 2020 per the Investment Strategy								\$414,319

Operating Fund Investment Summary for the 6 Months Ended June 30, 2020

Description	Principal Amount		Starting Date	Term	January 1 to June 30, 2020			
	2020-01-01	2020-06-30			Interest Rate	Return on Investment	Benchmark Return (1.55%)	Incremental Income
Duca Financial CanAccord		5,000,000	2020-02-27	182 days	2.63%	\$44,552	\$26,257	\$18,295
National Bank		5,000,000	2020-04-22	1 year	2.93%	\$27,619	\$14,611	\$13,008
Sub-Total		10,000,000				\$ 72,171	\$ 40,867	\$ 31,303



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Water Metering Data Solution Staff Report to Council

Report Number: 2020-63

Department(s): Financial Services, Corporate Services

Author(s): Mike Mayes, Director of Financial Services / Treasurer

Meeting Date: August 24, 2020

Recommendations

1. That the report entitled Metering Data Solution dated August 24, 2020 be received; and,
2. That a non-competitive acquisition for a metering data solution from Savage Data Systems in the amount of \$60,000.00 per year, for a term of two years, plus two additional optional, one year terms be approved; and,
3. That the Director of Financial Services and Manager of Procurement be authorized to execute any agreements; and,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Purpose

To seek approval of a non-competitive acquisition for Meter Data Management Services to Savage Data Systems for an estimated annual amount of \$60,000.00 excluding applicable taxes for a period of two years, plus two additional, optional one year terms should they be needed, in accordance with provisions of the Procurement By-law Section 13.6, Subsection (iii) “where compatibility with an existing product, equipment, facility or service is a paramount consideration”; and the provisions of the Canadian Free Trade Agreement (CFTA) for non-competitive acquisitions over \$100,000.00 being Article 513, Paragraph (1), Section (c) “for additional deliveries by the original supplier of goods or services that were not included in the initial procurement if a change of supplier for such additional goods or services: (i) cannot be made for economic or technical reasons such as requirements of interchangeability or interoperability with existing equipment, software,

services or installations procured under the initial procurement; and (ii) would cause significant inconvenience or substantial duplication of costs for the procuring entity.”

Background

The Town is upgrading water meters to advanced metering technology. The Town issued a request for proposal on March 31, 2017 (RFP2017-02) for advanced metering infrastructure, field installation services and operation of the advanced metering infrastructure, including data collection activities.

The Town signed a service agreement with the successful respondent for installation services, being WAMCO Municipal Products A Division of EMCO Corporation, on May 16, 2019. The contract will expire in On May 15, 2022, three years after the commencement of the term.

For the new metering technology to be able to communicate its data, the Town requires a meter data management service. Meter data management services transfer the data collected from water meters to our billing system. The service also validates data and stores data for a longer period of time than the advanced metering technology can.

Discussion

The Town and Newmarket-Tay Power Distribution have a joint billing service for water and hydro. The billing software is managed by Olameter who is under contract with the Town. Olameter currently only uses Savage Data Systems to connect to Newmarket Hydro’s advanced metering technology. In order for the Town’s metering data to be transferred to the billing software, the Town would need to implement the solution from Savage Data Systems as well. Olameter is not agreeable to implementing another solution specifically for the Town. If they were, Olameter would either have to acquire that same solution for their other clients or work with the Town to create new systems to accommodate both the Town’s competitively acquired solution and the Savage Data System solution. This could prove to be costly and problematic from a data transfer standpoint.

The Town originally planned on piggy-backing on Newmarket-Tay Power Distribution’s agreement with Savage Data Solutions. However, this is no longer a solution available to us from Newmarket-Tay Power. The Town requires a meter data management service to move forward with field installations.

While Olameter is not agreeable to implementing a different meter data management system, from a competitive costing standpoint, there appears to be one other meter data solution provider being MeterSense by Smartworks which provides for meter data services at the following approximate costs: \$150,000.00 for implementation, plus \$75,000.00 for the purchase of the required number of licences with an additional 25% of the licence fee amount for ongoing support and maintenance. Alternatively, MeterSense

offers a subscription model for about 0.25 to 0.30 cents per meter per month, which equates to \$78,000.00 to \$93,600.00 per year based on 26,000 meters. MeterSense advised that their fees are generally higher than the solution offered by Savage Data Systems as they offer more sophisticated analytics.

Conclusion

In accordance with the non-competitive justifications in the Town's Procurement By-law and the applicable trade treaties described herein that provide for direction as to procurements in excess of \$100K it would cause significant inconveniences and duplication of costs to enter into a procurement process that may not result in an award to Savage Data Systems, the only solution Olameter is agreeable to our using.

Staff are confident that Savage Data Systems has the experience, capability and equipment to satisfactorily perform the contract.

Business Plan and Strategic Plan Linkages

Newmarket's vision of a community "Well Beyond the Ordinary" is one that provides efficient, effective and environmentally sound services to an appropriate level that achieves Council and/or Provincially mandated services levels, which meet public health and safety requirements and enhances quality of life while ensuring that system capital assets retain their value and are managed and funded according to sustainable, lifecycle based principles and practices.

This service acquisition aligns with Council's 2018-2022 Strategic Priorities of Long-term Financial Sustainability and Environmental Stewardship as the MDM service will help us better track water data. This data will help us save money and conserve water.

Consultation

Procurement Services, Financial Services, Information Technology and Public Works Services have been consulted on this report.

Human Resource Considerations

All project work will be managed by Savage Data Systems and the Town's Finance Services staff. No additional human resources are required.

Budget Impact

There is no budget impact as it is already included in the business plan.

Attachments

None

Approval

Tracy Assis
Manager of Procurement
Legal & Procurement Services

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

Contact

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



Town of Newmarket

Minutes

Audit Committee

Date: Monday, January 27, 2020

Time: 2:00 PM

Location: Mulock Room
Municipal Offices
395 Mulock Drive
Newmarket, ON L3Y 4X7

Members Present: Michael Tambosso, Chair
Deputy Mayor & Regional Councillor Vegh, Vice-Chair
Councillor Bisanz
Councillor Morrison
Rebecca Mathewson
Tom Mungham

Staff Present: J. Sharma, Chief Administrative Officer
E. Armchuk, Commissioner of Corporate Services
M. Mayes, Director of Financial Services/Treasurer
D. Schellenberg, Manager of Finance & Accounting
M. Wigmore, Director, Information Technology
L. Peppiatt, Deputy CEO, Newmarket Public Library
A. Walkom, Legislative Coordinator
J. Grossi, Legislative Coordinator

Guests: Pina Colavecchia, Deloitte Canada (by telephone)
Antonio Bianchi, Acting Director of Audit Services, York Region
Travis Waite, Senior Internal Auditor, York Region

The meeting was called to order at 2:00 PM.
Michael Tambosso in the Chair.

1. Additions and Corrections to the Agenda

None.

2. Declarations of Pecuniary Interest

None.

3. Approval of Minutes

3.1 Audit Committee Meeting Minutes of October 7, 2019

Moved by: Tom Mungham

Seconded by: Councillor Morrison

1. That the Audit Committee Meeting Minutes of October 7, 2019 be approved.

Carried

4. Items

4.1 Presentation by Internal Auditor: Overview of Internal Audit Process and 2020 Workplan

Antonio Bianchi, Acting Director of Audit Services, York Region provided the Audit Committee with a presentation regarding an Overview of the Internal Audit Process and 2020 Workplan. He outlined the identified risk factors including susceptibility of fraud, and sensitivity of personal information, and advised that the 2020 workplan would focus on high risk areas. These areas include water and wastewater, engineering services, IT, and customer care.

The Members of the Audit Committee discussed their role in relation to the Internal Auditor, setting objectives and recommendations for the 2020 workplan, and the relationship between internal and external audits. They queried the auditors regarding the 2019 workplan, and asked for an update on various projects.

4.2 Management Letter Follow-Up

Pina Colavecchia of Deloitte Canada provided an update on the Management Letter presented to the Audit Committee previously and provided comment on some the items listed within. Staff advised that most of the items had been fully addressed.

The Members of the Audit Committee queried the Auditor and Staff regarding the responses to the management letter from IT Services related to password authentication policy settings, and the history of the identified items.

The Director of IT Services advised the Committee of new internal processes to segregate duties related to JD Edwards software, as recommended by the Auditors.

4.3 Items Deferred by the Previous Term of the Audit Committee

4.3.1 Report to the Audit Committee by the External Auditor

Pina Colavecchia of Deloitte Canada reported back to the Audit Committee regarding extra time spent on the audit, as requested by the Members at the June 18, 2019 Audit Committee Meeting. She summarized the management additional time and efforts incurred, the additional sampling audit approach, and audit adjustments related to capital grants. She further advised that a total of 84 additional hours were recorded and \$15,000 was spent to cover the additional hours.

The Members of the Audit Committee queried Deloitte Canada on their satisfaction of the audit, capital grants, and funds from other levels of government.

4.3.2 Audit Committee Mandate

The Members of the Audit Committee discussed the Audit Committee Mandate which was revised as part of the Committee Structure Review approved by Council at the May 6, 2019 Council Meeting. They discussed the role of the Committee in the selection of the external auditor, and queried Staff regarding the potential for management influence on the selection process.

The Chief Administrative Officer provided an overview of the external auditor selection process, as a collaboration among the Northern Six municipalities of York Region. He explained that the Town of Newmarket had participated in the process, but had not selected the same firm as the other municipalities. Committee Members discussed including a possible role in the selection process in a future review of the Committee's mandate. The CAO stated that staff would propose a process to involve the Audit Committee if the Town were to deviate from a decision being made

by the N6 with respect to the selection of the auditor, and to bring that proposed process to the Audit Committee.

5. New Business

None.

6. Closed Session

The Chair advised there was no requirement for a Closed Session.

7. Adjournment

The meeting adjourned at 3:16 PM.

Michael Tambosso, Chair

Date