



Town of Newmarket

Agenda

Committee of the Whole - Electronic

Date: Monday, February 1, 2021
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, January 27, 2021. 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

5. Deputations

- *5.1. William Roe Boulevard / Dixon Boulevard Traffic Review

Note: Paul Fisher will be in attendance to provide a deputation on this matter.

1. That the deputation provided by Paul Fisher regarding William Roe Boulevard/Dixon Boulevard Traffic Review be received.

6. Consent Items

6.1. William Roe Boulevard / Dixon Boulevard Traffic Review

1. That the report entitled William Roe Boulevard /Dixon Boulevard Traffic Review dated February 1, 2021 be received; and,
2. That an all-way stop control at the William Roe/Dixon Boulevard intersection not be implemented at this time; and,
3. That Category 1 measures be continued on William Roe Boulevard and Dixon Boulevard; and,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

6.1.1. Correspondence - Lynda Newman

1. That the correspondence provided by Lynda Newman regarding William Roe Boulevard/Dixon Boulevard Traffic Review be received.

***6.1.2. Correspondence - Doug Mossop**

1. That the correspondence provided by Doug Mossop regarding William Roe Boulevard/Dixon Boulevard Traffic Review be received.

***6.1.3. Correspondence - Linda Pearson**

1. That the correspondence provided by Linda Pearson regarding William Roe Boulevard/Dixon Boulevard Traffic Review be received.

***6.1.4. Correspondence - Tyler Raponi**

1. That the correspondence provided by Tyler Raponi regarding William Roe Boulevard/Dixon Boulevard Traffic Review be received.

***6.1.5. Correspondence - Wolfgang and Rita Benz**

1. That the correspondence provided by Wolfgang and Rita Benz regarding William Roe Boulevard/Dixon Boulevard Traffic Review be received.

*6.1.6. Correspondence - Paul Fisher

1. That the correspondence provided by Paul Fisher regarding William Roe Boulevard/Dixon Boulevard Traffic Review be received.

*6.1.7. Correspondence - Beverley Varcoe

1. That the correspondence provided by Beverley Varcoe regarding William Roe Boulevard/Dixon Boulevard Traffic Review be received.

*6.1.8. Correspondence - Catherine Ross

1. That the correspondence provided by Catherine Ross regarding William Roe Boulevard/Dixon Boulevard Traffic Review be received.

6.2. Flagstone Avenue Speed Hump Request

1. That the report entitled Flagstone Avenue Speed Hump Request dated February 1, 2021 be received; and,
2. That speed humps not be implemented at this time; and,
3. That Category 1 measures be implemented on the street to mitigate speeds; and,
4. That the street be monitored in 2021 to determine impact of the mitigation measures, and that Staff report back to Town Council if additional measures are necessary; and,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

*6.2.1. Correspondence - Christine Smith

1. That the correspondence provided by Christine Smith regarding Flagstone Avenue Speed Hump Request Traffic Review be received.

6.3. Simcoe Street Traffic Review

1. That the report entitled Simcoe Street Traffic Review dated February 1, 2021 be received; and,
2. That the solar radar display board be deployed on Simcoe Street; and,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

6.4. Servicing Allocation Six-month Review

1. That the report entitled Servicing Allocation Six-Month Review dated February 1, 2021 be received; and,
2. That the Town's remaining servicing capacity (the Town Reserve) of 1833 persons of allocation, of which 16 persons is to be held in the Severance Reserve, be maintained for future development; and,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

6.5. Fourth Quarterly Update to the Outstanding Matters List for 2020

1. That the report entitled Fourth Quarterly Update to the Outstanding Matters List for 2020 dated February 1, 2021 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.

6.6. Main Street District Business Improvement Area Board of Management Meeting Minutes of December 16, 2020

1. That the Main Street District Business Improvement Area Board of Management Meeting Minutes of December 16, 2020 be received.

7. Action Items

8. Notices of Motion

9. Motions Where Notice has Already been Provided

10. New Business

11. Closed Session

11.1. Appointment to the Newmarket Economic Development Advisory Committee (NEDAC) - Newmarket Chamber of Commerce Representative

Personal matters about an identifiable individual, including municipal or local board employees as per Section 239(2)(b) of the Municipal Act, 2001.

*11.2. Proposed Disposition of Land - Property in Ward 6

A proposed or pending acquisition or disposition of land by the municipality or local board, as per Section 239 (2) (c) of the Municipal Act, 2001.

11.3. Appeal to the Local Planning Appeal Tribunal re: 55 Eagle Street East (Ward 5)

Litigation or potential litigation, including matters before administrative tribunals,

affecting the municipality or local board, as per Section 239 (2)(e) of the Municipal Act, 2001.

- 11.4. Litigation Update on Superior Court matters involving construction (Ward 2) and a disputed janitorial contract, a Small Claims Court matter involving construction (Wards 3 & 5) and a Human Rights Tribunal Matter involving Park Avenue (Ward 5)

Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, as per Section 239 (2)(e) of the Municipal Act, 2001.

12. Adjournment



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

William Roe Boulevard / Dixon Boulevard Traffic Review Staff Report to Council

Report Number: 2021-05

Department(s): Engineering Services

Author(s): M. Kryzanowski, Manager, Transportation Services

Meeting Date: February 1, 2021

Recommendations

1. That the report entitled William Roe Boulevard / Dixon Boulevard Traffic Review dated February 1, 2021 be received; and,
2. That an all-way stop control at the William Roe/Dixon Boulevard intersection not be implemented at this time; and,
3. That Category 1 measures be continued on William Roe Boulevard and Dixon Boulevard; and,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Purpose

The Town received a petition from residents living on William Roe Boulevard and on Dixon Boulevard requesting speed mitigation along the two streets. The petition also requested an all-way stop control at the William Roe/Dixon intersection. The purpose of this report is to outline the Town's Transportation Services' review and findings.

Background

At the regular meeting of Council on November 11, 2019, the Town received a petition signed by 95 of the 350 households on William Roe Boulevard and Dixon Boulevard requesting speed mitigation and an all-way stop control at the intersection. As per its approved policy, Town Council referred the matter to staff for review and

recommendations. Due to early snowfalls in 2019, followed by the significant effects of the Pandemic restrictions on traffic volumes in 2020 due to lockdowns, school closures and residents working from home, the traffic counts planned for this location could not be carried out until late in 2020. This created the unusual long delay in reporting. Another factor worth noting is that counts that would have been performed in 2019 may have been skewed by periodic increases in traffic infiltration on William Roe Boulevard and Dixon Boulevard because of the Yonge Street Bus Rapidway construction at the time.

Discussion

William Roe Boulevard, from Yonge Street to Sandford Street, has been reviewed a few times over the past years for speeding, all-way stop controls and collisions. William Roe Boulevard is somewhat unique in that it is designated as a residential collector, but it has a road width similar to that of a traditional local road design. It also has sidewalks on both sides.

The geometrics of the road, including grades, curves and sight lines, create potential traffic issues, but also provide traffic calming effects. Also worthy of mention is that the first pedestrian refuge island constructed by the Town is located on William Roe Boulevard, between Terry Drive and Yonge Street.

Speeds

The following tables show the average and operating speeds, and the average daily traffic volumes (ADT) obtained from recent and previous traffic surveys.

	2020			2015			2014		
WILLIAM ROE BLVD	AVG. SPEED	OP. SPEED	ADT	AVG. SPEED	OP. SPEED	ADT	AVG. SPEED	OP. SPEED	ADT
TERRY DR & YONGE ST				37.0	45.2	3,328	30.3	42.8	3,629
DIXON BLVD & TERRY DR	40.3	46.8	2,396				42.2	48.4	3,082
BORDEN AVE & DIXON BLVD	38.8	45.7	1,940				42.2	49.1	2,560
BORDEN AVE & SANDFORD ST	41.9	49.4	1,911				44.3	51.5	2,403
	40.3	47.3	2082	37.0	45.2	3328	39.8	47.9	2919

William Roe Boulevard speeds were slightly above the posted speed limit, but the speeds were still under the acceptable policy levels. The speeds were not unusually high and were found to be consistent with, or slightly lower than, speeds on other collector roads throughout the Town. The speeds remained consistent from 2014 to 2020. There was a reduction in traffic volume in the residential section of the street (located further away from Yonge Street).

	2020			2019			2016		
DIXON BLVD	AVG. SPEED	OP. SPEED	ADT	AVG. SPEED	OP. SPEED	ADT	AVG. SPEED	OP. SPEED	ADT
DON MOR DR & EAGLE ST							41.4	48.7	1,122
WEBB CRT & WILLIAM ROE BLVD				40.5	47.9	1,371	42.4	50.1	944
SIMPSON RD & WILLIAM ROE BLVD	39.8	48.5	817	39.7	47.5	1,198			
ARMITAGE DR & SIMPSON RD							41.2	49.3	772
	39.8	48.5	817	40.1	47.7	1,285	41.7	49.3	946

The Dixon Boulevard speeds were similar to those on William Roe Boulevard, and are consistent with other local roads throughout the Town. The volume comparison for the three time periods that were measured show a significant daily traffic volume increase in 2019, which can be attributed directly to infiltration due to the Bus Rapidway construction activities on Yonge Street, which is now completed. The traffic volumes have since returned to pre-construction levels.

In summary, the speeds on both streets were under the policy levels for physical traffic calming measures to be introduced; however, Staff finds that Category 1 measures, such as speed enforcement, solar board deployment, and boulevard lawn signs are warranted.

Bike lanes that are proposed to be implemented in 2021 in the Council-approved Active Transportation Implementation Plan (ATIP) along William Roe Boulevard would help to reduce operating speeds. This has been proven by the results of speed monitoring on other Town streets where bike lanes have been installed. The bike lanes on William Roe Boulevard would be expected to reduce operating speeds by about 2 km/h.

All-way stop control

Traffic counts were taken in 2019 and 2020 at the William Roe/Dixon intersection. The traffic counts indicated a significant drop from 2019 to 2020, primarily due to the completion of construction activities on Yonge Street.

To start the All-Way Stop review, a 5-hour traffic count was undertaken at the intersection. The traffic count was performed in conformance with the Town's Transportation Management Policy, which requires that vehicle turning movements and pedestrian activity be collected between 7:00 AM and 9:00 AM and between 3:00 PM and 6:00 PM.

The subject intersection was then analysed to determine if the All-Way Stop Warrants were met.

The All-Way Stop warrants consist of three (3) parts. The first part of the warrant, Warrant #1, addresses the future signalization of intersections. This part does not apply here, since traffic signals are not planned for this intersection.

The second part of the All-Way Stop Warrant, Warrant #2, examines the frequency of recorded vehicle collisions in, or adjacent to, the intersection for the twelve (12) month period prior to the review.

The third portion of the Warrant, Warrant #3, is divided into two portions, both relating to traffic and pedestrian volumes. The first portion, Warrant #3A, examines all the vehicles and pedestrians approaching the intersection from all streets (William Roe Boulevard and Dixon Boulevard in this case) on an hourly basis. The minimum traffic and pedestrian volume required is an “average hour-vehicle/pedestrian volume” of 500.

The second portion, Warrant #3B, examines traffic and pedestrian volumes on an hourly basis along the minor street only (Dixon Road in this case). The minimum traffic and pedestrian volume required along the minor approach is an “average hour-vehicle/pedestrian volume” of 200. **Both warrants need to be met at 100% or greater to justify an all-way stop control.**

The following table illustrates the extent to which warrants are met for 2019 and 2020 showing the Collision Warrant (Warrant #2), and the volume warrants (Warrant #3A and Warrant #3B)

	2019	2020
Warrant #2	Yes	Yes
Warrant #3A	79%	54%
Warrant #3B	62%	38%

Although the collision warrant in the chart above (Warrant #2) met the test, the volume warrants (Warrant #3A and Warrant #3B) did not. From a strictly technical perspective, then, the Warrants are not met and an All-Way Stop is not warranted.

The collision warrant, which met the test, was based on an unusual condition for these streets in 2019. Between 2006 and 2018, there were seven (7) collisions in total that were reported for the intersection. The average collision rate in this period was less than 1 collision per year. This would not have met the warrants. However, in 2019, there were five (5) collisions reported in October and seven (7) between October and December. All of these collisions were very similar in nature. Reports indicated that either the north or south driver on Dixon Boulevard failed to yield the right-of-way to William Roe Boulevard drivers. This was an abnormal year and the increased collisions were likely due to the increased re-routing of traffic from Yonge Street onto William Roe Boulevard because of the ongoing construction.

Conclusion

Based on the above, the speeds in the area are below the policy limits for physical traffic calming measures to be introduced; however, Category 1 measures, including solar radar boards, lawn signs and speed enforcement by York Regional Police would be

recommended. The implementation of proposed bike lanes on William Roe Boulevard in 2021 would also be expected to reduce speeds.

Business Plan and Strategic Plan Linkages

This review addresses the Council Strategic Pillar entitled “Safe Transportation (Streets)”. More specifically, the project addresses the following priorities under the “Safe Transportation (Streets)” Strategic Pillar:

- ii) Continue to implement the traffic mitigation strategy and Active Transportation Plan and explore/advance an off-road Mulock multi-use path;
- v) Develop a ‘complete street’ design and construction/reconstruction methodology to support ongoing safe street initiatives and continue to explore design options related to speed reduction, where appropriate.

Consultation

The Town received a petition from the community representing about 95 of 350 households in the area. This satisfies the minimum amount required for Staff to undertake a review, as per the Council-approved Public Consultation and Support Policy.

The petition was supplemented with a letter from the Town, dated February 5, 2020, to all 350 households to advise them of the petition and solicit their input, as per the Town’s TWMS policy.

All households within the study area will receive a copy of this report and a notice indicating the date and time of the Committee of the Whole at which the matter will be heard. Residents who wish to address the Committee will have the opportunity to do so at that time, or to send in their comments in writing.

Human Resource Considerations

None.

Budget Impact

None.

Attachments

None.

Approval

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

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

Contact

For more information on this report, please contact Mark Kryzanowski, Manager, Transportation Services, at 905-953-5300, extension. 2508.

Regarding William Roe Blvd and Dixon Blvd intersection:

I support the recommendations of this report not to implement an all-way stop control.
Thank you to Council and Staff for addressing this neighbourhood safety concern with alternative measures.

I am also a supporter of the proposed cycling lanes and elimination of parking on William Roe Blvd.

Lynda Newman
609-20 William Roe Blvd
Newmarket ON

Dear Council

I thank you for taking the time to look into this dangerous intersection.
There have been far too many accidents at the Dixon Road and William Roe Intersection.
I would really appreciate a 4 way stop being put in to stop high number of accidents that have occurred at this intersection. Safety is the key.

Regards

Doug Mossop
732 Gorham Street

Dear Bob Kwapis

Thanks for your feedback.

However, a traffic study done in a pandemic when traffic numbers would be down?
We have seen what electronic traffic board signs do. Very little effect on Gorham where one sits currently outside my house. Very few drivers are doing the speed limit.
I have seen the cars come flying down William Roe. There have been many accidents there. I guess until this hits home with people who work at the town nothing will ever be done.

Sincerely

Doug Mossop

In case we are not able to attend meeting Feb 1 we would like our comments added to it. We live right on the corner of William Roe and Dixon. The intersection is dangerous. Accident reports to the town are under reported because many of them are under the damage amount needed to report. How serious does an accident have to be to get attention? (As far as traffic volume is concerned even Yonge st has less traffic due to covid.) It appears to us that the issue has been a waste of time.

Linda Pearson

Dear Council and Transportation Services Staff,

Having reviewed the council report regarding an all-way stop sign at William Roe and Dixon, and having lived in the area for nearly a decade, I would like to say that I generally agree with the findings of your traffic study, however I do not agree with the recommendations outlined in the report.

First, I would like to note that I was away from Newmarket attending University in 2019 and was not available to sign the petition asking for an all-way stop sign at the intersection, however I would have signed had I known about it.

Second, I do not want an increased police presence in the area to monitor traffic. Dixon and William Roe are both speedways, and having a police cruiser monitoring the area has been ineffective in the past and it will be ineffective in the future. As well, there is a school nearby the intersection, and I don't want the children introduced to strict and unnecessary policing in a place they should feel safe.

Further to the safety of children and families in the area, roads with cars are not safe. They just aren't. Cars are dangerous and the speed at which they travel should be lowered in all residential areas. I don't believe Newmarket will be doing a comprehensive review of traffic speeds in the near future, so the best way to slow cars down in this area is to stop them intermittently. It's even noted in the report that William Roe is unique in having sidewalks on both sides - Newmarket should be promoting active transportation, walking, biking, anything but driving.

It would be a better idea, in my opinion, to have cars get used to driving slower now, ahead of the bike lane implementation, rather than simply adding bike lanes and hoping that cyclists feel safe enough to use them. Bike lanes are fantastic, but only if they're useful.

The findings from the traffic study may have indicated that an all-way stop sign isn't necessary. But if residents in the area, and countless studies on school area safety say otherwise, which is better to listen to? I completely understand the need for evidence-based policy, but the evidence is very likely skewed due to the pandemic.

Please reconsider the recommendation before you, and please consider the needs of the residents as described by the residents.

Thank you,

Tyler Raponi
Resident, 492 Dixon Blvd, Newmarket

Please consider the following in your decision whether or not to install a stop sign in the above intersection:

- immediately east there is a blind corner going down hill.

- going west on Wm Roe, Dixon is a hidden intersection and cars often turn right in front of oncoming traffic.

- because vehicles often park on the south side of Wm Roe (despite the "NO PARKING" signs and the blind corner) I had a head on collision because someone panicked and lost control after they hit the illegally parked car. In addition the police did not even consider charging the owner of the parked car.

- we also have numerous seniors and pedestrians who have to cross the street to access mail boxes, the park and St Paul Catholic School.

- a stop sign would force vehicles to slow down.

This does not include the number of times transformer boxes and cable boxes were taken out by speeding cars.

Your truly,

Wolfgang & Rita Benz
95 William Roe Blvd.

Feedback from Paul Fisher for committee meeting February 1, 2021

1. There is no speed limit sign for vehicles entering Dixon Boulevard from Eagle street. Drivers leave a 50kph road and enter a 40kph road without being notified of a reduced speed limit. There is a 40kph sign for drivers travelling north on Dixon from William Roe.
2. Since the Dixon Boulevard repaving in 2020, there has been an increase in drivers exceeding the 40kph speed limit between Eagle and William Roe, perhaps due to the smoother surface giving drivers more confidence for driving faster.
3. There is a 30kph speed limit sign on the south side of William Roe near Terry drive. Nearly all vehicles travelling from Yonge St. exceed this posted limit and through the Dixon intersection. I have had drivers sitting on my tail and even honking me when driving less than 40kph through those curves.
4. I feel that the intersection of Dixon and William Roe is a problem. Drivers exceeding the William Roe speed limit at that point are a danger to the Dixon Blvd traffic crossing WM. Along with the steep slope and winding roadway, Dixon drivers have difficulty in assessing the safety of crossing or entering WM. I have lived on the street for 14 years and still take more time and care at that intersection, than just about any other in the neighbourhood.
5. What speeds are considered to be over the acceptable policy level ?
6. What is the definition of operating speed ?
7. What would a category 1 speed enforcement measure entail ?
8. On how many days, during which time periods and which days of the week, was the All-Way Stop review 5-hour traffic count undertaken at William Roe and Dixon ?

Sincerely,

Paul Fisher

January 27th, 2021

RE: Council Report 2021-05

William Roe Boulevard/Dixon Boulevard Traffic Review- Staff Report

Virtual Committee of the Whole Meeting for Monday, Feb. 1st at 1:00pm

To Committee for the Traffic Report,

I wanted to point out that the issue here is the:

Section of William Roe Blvd going EAST from Yonge Street to Dixon Blvd.

This section is going downhill on a blind curve. This section needs traffic speed control including signs or rumble strips on the road. It is a dangerous area for residents of 40 William Roe Blvd to turn into their driveway.

The cars now come down the hill and around the curve at high speeds. I have noticed an increase in speeding over the past five years. There have been numerous times the road signs on the east side of this section have been run over and knocked down. Cars have missed the curve and gone up onto the grass. The curve causes a blind section for the driver on the east side for the several driveways in this area between Yonge St and Dixon Blvd.

A STOP sign at William Roe Blvd and Dixon Blvd is of no use to slow down the traffic speed in this section.

See the DISCUSSION section of your notice that was sent out. The “first pedestrian refuge island” has been run over a few times. Right now, it has been demolished with a multi car collision. Then the town put up pylons and caution tape. That also has been demolished with another car colliding with the center refuge island. So, this is a dangerous section of the road going up the hill as well. The drivers are going so fast they do not see the large center island.

Traffic calming of some sort needs to be installed in this area particularly going down the hill.

Thank you

Beverley Varcoe

107-40 William Roe Blvd

Hi bob my only comment re their decision that traffic remediation is unnecessary based on speed monitors is ludicrous!!!! I live on Dixon.... we are a speedway bypass for Yonge street and duhhhh speeders slow down when they see the monitors!!!!

Good luck in council thank you for fighting for us 🖤



Town of Newmarket
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Flagstone Avenue Speed Hump Request Staff Report to Council

Report Number: 2021-03

Department(s): Engineering Services

Author(s): M. Kryzanowski, Manager, Transportation Services

Meeting Date: February 1, 2021

Recommendations

1. That the report entitled Flagstone Avenue Speed Hump Request dated February 1, 2021 be received; and,
2. That speed humps not be implemented at this time; and,
3. That Category 1 measures be implemented on the street to mitigate speeds; and,
4. That the street be monitored in 2021 to determine impact of the mitigation measures, and that Staff report back to Town Council if additional measures are necessary; and,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Purpose

The Town received a petition from the Flagstone Avenue community, between Aspenwood Avenue and Bonshaw Avenue, requesting speed humps. The purpose of this report is to outline the review and findings.

Background

At the regular meeting of Council on September 9, 2019, the Town received a petition (21 signatures) requesting speed humps on Flagstone Avenue between Aspenwood Avenue and Bonshaw Avenue. Town Council, as per policy, referred the matter to staff for review and recommendations. Because of early snowfalls in 2019, followed by the strong effects of the Pandemic on traffic volumes in 2020 due to lockdowns, school closures and residents working from home, the traffic counts planned for this location in

November and December 2019 could not be carried out until late in 2020. This created the unusually long delay in reporting.

Discussion

Town staff reviewed the speed hump request in accordance with the standard procedures dictated by the Council-approved Town-wide Mitigation Strategy (TWMS). It was found that, despite the effects of the Covid-19 Pandemic restrictions on traffic volumes and patterns, the traffic information used was found to be representative of general traffic trends on most streets so far this year. More specifically, studies done by Transportation Services Staff showed that traffic volumes decreased by 30 to 40% in March/ April 2020, but have since recovered to near normal levels. It was also found that speeds have remained consistent, with no noticeable increase or decrease as a result of the pandemic restrictions.

The following table illustrates the traffic information obtained both in 2020 and in 2012.

FLAGSTONE WAY 2020	NB			SB			BOTH DIRECTIONS		
	AVG. SPEED	OP. SPEED	ADT	AVG. SPEED	OP. SPEED	ADT	AVG. SPEED	OP. SPEED	ADT
BONSHAW AVE & ASPENWOOD DR (closer to Bonshaw Ave)	32.6	44.1	198	33.8	44.0	200	33.2	44.0	397
BONSHAW AVE & ASPENWOOD DR (closer to Aspenwood Dr)	33.0	43.2	174	31.8	42.3	176	32.4	42.8	349
FLAGSTONE WAY 2012	AVG. SPEED	OP. SPEED	ADT	AVG. SPEED	OP. SPEED	ADT	AVG. SPEED	OP. SPEED	ADT
BONSHAW AVE & ASPENWOOD DR	39.9	51.7	187	38.8	49.5	197	39.3	50.6	384

The table above shows that daily volumes (ADT) remained relatively consistent between 2012 and 2020. However, the average and operating speeds have decreased significantly from 51 km/h in 2012, to about 44 km/h in 2020. The decrease can be attributed to the maturation of the community over the past 8 years, and the expanding road networks in the area, which have offered drivers alternative routes.

The Flagstone Way road section under study is unique in that it is designated as a local road, but it possesses some of the design characteristics of a collector road (e.g.: sidewalks on both sides). The 8.5 metre road width on this section of Flagstone Way is representative of a local road design that has been used for many decades, but the street and adjacent buildings were also designed to newer subdivision standards with lesser setbacks. This section of road also has on-street parking on both sides, which is accommodated by the road width.

A calculation using the industry standard for speed hump design shows that the addition of speed humps would produce speeds of 45 km/h. This number has been confirmed in the field through follow-up studies done by Town Staff on existing Town streets with speed humps. Since the average and operating speeds on Flagstone Way are already at 44 km/h, the addition of speed humps would not have any effect on lowering speeds any further than current speeds. In fact, the addition of speed humps could cause unintended issues due to the observed pattern of drivers increasing their speeds between speed humps in order to catch up on perceived lost time. Therefore, speed humps are not recommended at this location at this time.

However, there are two other solutions that Staff wishes to implement to address speeds on Flagstone Way:

1. Follow-up monitoring:
Typically, follow-up traffic studies are undertaken to determine the accuracy or trend of speeds on the street. Given that the 2020 traffic count was conducted during a year of significant turmoil, it is recommended that follow-up traffic studies be conducted in 2021.
2. Category 1 mitigation:
Given the speeds, the nature of the street and on-street parking, there is an opportunity to undertake some Category 1 mitigation, as per the Council-approved Town-wide Mitigation Strategy (TWMS). There are three (3) different approaches that Staff wishes to undertake under this category:
 - a) Deploy solar speed boards to alert drivers when speeding and measure speeds;
 - b) Install boulevard signs to bring the problem of speeding to the attention of motorists in the area;
 - c) Paint a centre yellow line on the street. This technique creates a visual queue for drivers who become more aware of potential oncoming traffic, on-street parking, and a perceived narrowing of the travelled roadway, all of which should have a traffic calming effect.

Conclusion

This review and its recommendations are considered as interim measures until additional traffic counts and speed measurements can be undertaken in 2021 and reported back to Council if additional measures are being recommended at that time. In the interim, several Category 1 traffic-calming measures are being recommended to mitigate speeds.

Business Plan and Strategic Plan Linkages

This review addresses the Council Strategic Pillar entitled “Safe Transportation (Streets)”. More specifically, the project addresses the following priorities under the “Safe Transportation (Streets)” Strategic Pillar:

- ii) Continue to implement the traffic mitigation strategy and Active Transportation Plan and explore/advance an off-road Mulock multi-use path;
- v) Develop a 'complete street' design and construction/reconstruction methodology to support ongoing safe street initiatives and continue to explore design options related to speed reduction, where appropriate.

Consultation

The Town received a petition signed by 21 of the 86 households in the area (approximately 25% of the households). This satisfied the minimum amount required for Staff to undertake a review, as per the Council-approved Public Consultation and Support Policy.

The petition was supplemented with a letter from the Town, dated November 26, 2019 to confirm the residents' interest in the petition and to solicit their comments and input, as per the Town's TWMS.

All households within the study area will receive a copy of this report and a notice indicating the date and time of the Committee of the Whole at which the matter will be heard. Residents who wish to address the Committee will have the opportunity to do so at that time.

Human Resource Considerations

None

Budget Impact

The funds required for Category 1 measures and follow-up traffic studies would be less than \$1,000.00 and are available from the Transportation Services business unit's operating budget.

Attachments

None.

Approval

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

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

Contact

For more information on this report, please contact Mark Kryzanowski, Manager, Transportation Services, at 905-953-5300, extension. 2508.

To Whom This Concerns,

I would like to address this situation by offering my recommendations.

Category 1 mitigation:

- a). Solar speed boards - I find this the best approach to addressing this issue as it will be a constant reminder to motorists who use this street especially when flashing if you are travelling too fast.
- b). Boulevard signs - I find choice "a" a better fit as I feel this will just be ignored.
- c). Centre yellow line - I find this a very poor choice as unfortunately motorists are permitted to park on both sides of the street which is VERY problematic in the warmer months and also winter weekends except this year due to Covid19. I for one do not like weaving in and out between parked cars to let the other driver go through as there is only room enough for one car to pass when cars are parked on both sides of the road which I find a very poor choice to ever have enabled this. Most streets are parking on one side only. Cars would be constantly driving down the centre of the street over the yellow line creating a mockery not a visual queue due to parking on both sides of the street.

I would like to see parking on one side of the street as this is a safer choice for homeowners especially when trying to back out of your driveway.

Thank you,

Christine Smith
301 Flagstone Way



Town of Newmarket
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Simcoe Street Traffic Review Staff Report to Council

Report Number: 2021-04

Department(s): Engineering Services

Author(s): M. Kryzanowski, Manager, Transportation Services

Meeting Date: February 1, 2021

Recommendations

1. That the report entitled Simcoe Street Traffic Review dated February 1, 2021 be received; and,
2. That the solar radar display board be deployed on Simcoe Street; and,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Purpose

The Town received a petition from residents within the portion of Simcoe Street located between Main Street and Niagara Street requesting speed mitigation in the form of: speed humps, rumble strips, speed display boards and/or bollards. The purpose of this report is to outline the staff review and present the findings related to this request.

Background

At the regular Council meeting of September 9, 2019, the Town received a petition from 18 of 27 households on the street (67 percent of households), requesting speed mitigation using four different measures as noted above for the section of Simcoe Street between Main Street and Niagara Street. This is a one-way street that is westbound.

Town Council, as per the approved policy, referred the matter to staff for review and recommendations. Early snowfalls in 2019, followed by the significant effects of the Pandemic restrictions on traffic volumes in 2020 due to lockdowns, school closures and

residents working from home, the traffic counts planned for this location could not be carried out until late in 2020. This created the unusually long delay in reporting.

Discussion

Town staff reviewed the speed mitigation request in accordance with the Town-wide Mitigation Strategy (TWMS). The Town does not support rumble strips in residential communities due to the noise they create, so this measure was removed from the review.

It was found that, despite the effects of the Covid-19 Pandemic on traffic volumes and patterns earlier in 2020, traffic counts have since returned to what was representative of general traffic trends before the pandemic on most streets. More specifically, studies done by Transportation Services Staff showed that traffic volumes decreased by 30 to 40% in March/ April, but have since recovered to near normal levels. It was also found that speeds have remained consistent, with no noticeable increase or decrease as a result of the pandemic situation.

The following table outlines the data collected on Simcoe Street for 2020:

SIMCOE ST (July, 2020)	WB (ONE-WAY STREET)		
	AVG. SPEED	OP. SPEED	ADT
NIAGARA ST & MAIN ST S	29.8	39.4	235

The Average Daily Traffic (ADT) volume measured on Simcoe Street is low. That is to be expected for this one-way residential street. The average and operating speeds are also low, and both are below the posted speed limit. A review of the speed profile was undertaken to determine if speeding was occurring at specific times of the day. Generally, motorists travelling above 50 km/h on local roads account for only 1% of the total volume and can be found at varying times of the day and night, with no specific pattern.

A calculation using the industry standard for speed hump design shows that the addition of speed humps would produce speeds of 45 km/h. This number has been confirmed in the field though follow-up studies done by Town Staff on the Town's existing speed humps. Since the average and operating speeds on Simcoe Street are already well below 45 km/h, the addition of speed humps would not have any effect on lowering speeds any further than the current speeds. To the contrary, the addition of speed humps could cause unintended issues related to drivers increasing their speeds between speed humps in order to catch up on perceived lost time. Therefore, speed humps are not recommended at this location at this time.

The Town's bollard program has been operating on all types of streets, but not one-way streets like Simcoe Street. Similar to speed humps, the bollard program is designed to help reduce speeds to the posted levels, but because the current operating speed is below the posted speed limit, the bollards would not help. Furthermore, the fact that there is on-street parking on Simcoe Street would make it very difficult to place the bollards in appropriate locations.

The Town can install a solar speed display sign on Simcoe Street to inform motorists of their speed. The solar speed display signs have proven to be an effective way to reduce speeds, and the Simcoe Street location will be added to the Ward 5 board rotation schedule.

Conclusion

It is recommended that the solar speed display sign be deployed on Simcoe Street as part of the Ward 5 rotation.

Business Plan and Strategic Plan Linkages

This review addresses the Council Strategic Pillar entitled "Safe Transportation (Streets)". More specifically, the project addresses the following priorities under the "Safe Transportation (Streets)" Strategic Pillar:

- ii) Continue to implement the traffic mitigation strategy and Active Transportation Plan and explore/advance an off-road Mulock multi-use path;
- v) Develop a 'complete street' design and construction/reconstruction methodology to support ongoing safe street initiatives and continue to explore design options related to speed reduction, where appropriate.

Consultation

The Town received a petition from 18 households within a community of 27 households (about 67%) on Simcoe Street. This satisfies the minimum amount required for Staff to undertake a review, as per the Council-approved Public Consultation and Support Policy.

The petition was supplemented with a letter from the Town, dated November 26, 2019 to confirm the residents' interest in the petition and to solicit their comments and input, as per the Town's TWMS.

All households within the study area will receive a copy of this report and a notice indicating the date and time of the Committee of the Whole at which the matter will be heard. Residents who wish to address the Committee will have the opportunity to do so at that time.

Human Resource Considerations

None.

Budget Impact

None.

Attachments

None.

Approval

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

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

Contact

For more information on this report, please contact Mark Kryzanowski, Manager, Transportation Services, at 905-953-5300, extension. 2508.



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Servicing Allocation Six-Month Review Staff Report to Council

Report Number: 2021-07

Department(s): Planning and Building Services

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

Meeting Date: February 1, 2021

Recommendations

1. That the report entitled Servicing Allocation Six-Month Review dated February 1, 2021 be received; and,
2. That the Town's remaining servicing capacity (the Town Reserve) of 1833 persons of allocation, of which 16 persons is to be held in the Severance Reserve, be maintained for future development; 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 provide Council with an update on the Town's current servicing capacity status.

Background

Planning staff review servicing allocation requests and make recommendations to Council annually. The last annual servicing allocation report titled [2020 Annual Servicing Allocation Review](#) (2020 Annual Report) was received by Council on July 27, 2020. Since then, there have been some activities, one of which resulted in an updated servicing capacity balance in the Town Reserve.

Discussion

As of July 2020, the Town Reserve had a remaining balance of 2094 persons, of which, 16 persons was held in the Severance Reserve.

The following subsections summarize activities and changes which have occurred relating to servicing allocation since Council received the 2020 Annual Report.

Servicing Capacity Granted After July 2020

On [December 14, 2020](#), Council granted 662 persons of servicing allocation to the Briarwood development at 693-713 Davis Drive. Attachment 1 shows a complete list of applications that have received servicing allocation to-date.

Applications Not Yet Receiving Servicing Allocation

Attachment 2 lists all residential developments that are not yet adequately advanced in the planning approval process to warrant servicing allocation, and/or they are located in lower priority areas according to the [Town's Servicing Allocation Policy](#). These applications will be considered for allocation annually or at such time as they are deemed to have sufficiently progressed through the approvals process. Development applications bolded in Attachment 2 are applications that have been deemed complete since the 2020 Annual Report. In summary, there are a total of approximately 17289 persons of allocation pending approval, but are not yet advanced enough in the planning process to warrant allocation. It should be noted that some of these applications will advance sooner; however, others may yet take a considerable time before they are recommended for servicing allocation.

Staff have received two requests for servicing allocation in the past few months. One request was received from Sundial for 22 semi-detached units (64 persons) in Phase 3 (east of William Booth Boulevard and west of Upper Canada Mall). Another request was received from Matera Developments for 9 townhouse units and 42 apartment units (106 persons) at 49, 55, 59 Charles Streets & 52 Prospect Street. Staff have considered both requests but found them premature for allocation at this time. The zoning by-law amendment application to facilitate the development by Matera Developments has yet to be approved by Council and the lands involved in Sundial's servicing allocation request need to be brought into a subdivision agreement. As such, staff do not recommend granting allocation to these developments now, but rather, considering these requests during the 2021 annual servicing allocation review.

Landmark Estates Phase 5

Landmark Estates Phase 5 was previously granted 98 persons of servicing allocation (34 semi-detached units), but as per the Town's Servicing Allocation Policy, it was rescinded in July 2020 due to inactivity. The applicant has since made strides in getting Phase 5 ready for registration. Staff are still working with the applicant to establish a building timeframe to ensure construction will be carried out in a timely manner before servicing allocation is recommended.

Current Town Reserve Balance

At the end of 2020, the Town Reserve balance is 1833 persons and is calculated as follows:

July 2020 Town Reserve Balance	2094 Persons
+ 2020 I&I Assignment Received from York Region	401 Persons
- Servicing Allocation Granted after July 2020	662 Persons
2020 Year End Town Reserve Balance	1833 Persons

Inflow and Infiltration Reduction (I&I) Program Repayments

The Town has two I&I Reduction Programs: Marianneville and Shining Hill. In 2020, York Region assigned 401 persons of servicing allocation to the Town in accordance with the terms set out in Marianneville's I&I Reduction tri-party agreement made between York Region, the Town and Marianneville. Of the 401 persons, 25% of the assignment (100 persons) have been added to the Town's Reserve for the Town's use. In total, 354 persons of servicing allocation have been added to the Town's Reserve since 2017. To date, Marianneville has paid back the amount borrowed from the Town for Phases 1 and 2 (total of 1246 persons). In July 2020, Marianneville borrowed 659 persons of allocation from the Town to facilitate development of Glenway East Phase 3. In accordance with the tri-party agreement, Marianneville will have to pay back a total of 879 persons of servicing capacity to the Town in the future.

On [November 23, 2020](#), Council authorized amendments to expand the subject area of Marianneville's tri-party agreement and to increase the capacity assignment threshold. These amendments are also outlined in a Regional staff report, which at time of writing this report, has been tentatively scheduled for Regional Council's consideration at the January 28, 2021 Regional Council meeting.

Shining Hill Phase 1 is another development that participates in the I&I Reduction Program. Council previously granted 485 persons of servicing allocation to facilitate the development of Phase 1. Shining Hill was originally scheduled to payback 485 persons of servicing allocation plus an additional 162 persons (total of 647 persons) to the Town by December 1, 2020. In November 2020, Council extended this payback period by one year until December 2021.

In summary, there are a total of 1526 persons of allocation to be paid back between Marianneville and Shining Hill.

Table 1 Inflow and Infiltration Reduction Projects Summary

	Marianneville (Glenway East)	Shining Hill (Phase 1)
Allocation Granted By Council To Date	2046 (all three phases)	485
Allocation Paid Back By Developer To Date	1246 (Phases 1 and 2)	0
Allocation Added to Town's Reserve	354	0
Outstanding Allocation to be Paid Back by Developer (including Town's 25%)	879*	647

*The amount of outstanding allocation to be paid back by Marianneville includes 659 persons Marianneville borrowed from the Town for Phase 3, plus the amount to account for the Town's 25% (220 persons).

Future Capacity

York Region's commitment to the Town for future capacity has remained the same since 2019. As stated in York Region's [2019 Water and Wastewater Capacity Assignment to Support Growth](#) report, York Region has committed to providing additional capacity to the Town as summarized below in Table 2:

Table 2 Summary of Future Capacity Committed by York Region

Project	Additional Amount of Capacity	Year Additional Capacity Become Available
Forcemain Twinning	1500 persons	Upon completion of project – project is on track to be completed by the end of 2021
Interim Solutions Project	1309 persons	Upon completion of project, approximately 2022
York Region's Reserve for Centres and Corridors in Town of Aurora, Town of Newmarket and Town of East Gwillimbury	1000 persons (total)	Upon completion of interim solutions project

Based on the Region's commitment listed above and the list of current development applications shown in Appendix 2, Table 3 below provides an estimation of how much allocation capacity the Town may have in the next two years compared to the historic

population increase in Newmarket between 2017 and 2018 provided by York Region. Staff will continue to work with the Region to ensure the Town has sufficient servicing capacity to manage the Town's growth expectations.

Table 3 Summary of Estimated Servicing Capacity Supply and Demand (Persons) – Council Allocated

	Supply	Demand
Current Balance (as of January 2021)	1833	
Forcemain Twinning Project (2021)	1500	
Interim Solutions Project (2022)	1309	
I&I repayment	1526	
Total	6168	
Historic Growth Rate in Newmarket		1000

Another way to look at how much servicing capacity is remaining is to track by when a development receives building permits. For example, Council may have granted 100 persons of servicing allocation to a development in 2020, but building permits have not been issued; therefore, the 100 persons of allocation are still considered to be available in the Town Reserve and may be rescinded and reassigned to another development.

Since 2017, Council has allocated 4813 persons of servicing allocation, of which approximately 30 percent (1455 persons) have received building permits; whereas approximately 70 percent (3558 persons) have yet to apply for/receive building permits. Table 4 below shows the Town Reserve balance using this tracking method.

Table 4 Summary of Estimated Servicing Capacity Supply and Demand (Persons) – Building Permit Issued

	Supply	Demand
Current Balance (allocated as of January 2021)	1833	
Allocated but not built	3558	
Forcemain Twinning Project (2021)	1500	
Interim Solutions Project (2022)	1309	
I&I repayment	1526	
Total	9726	
Historic Growth Rate in Newmarket		1000

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Conclusion

A number of activities have taken place since Council received the 2020 Annual Report. Many of which did not have an immediate impact on the Town Reserve balance except the granting of servicing allocation to Briarwood, which resulted in a final 2020 year end Town Reserve balance of 1833 persons.

A 2021 Annual Servicing Allocation Review will be prepared for Council no later than Q3 2021.

Business Plan and Strategic Plan Linkages

None

Consultation

None

Human Resource Considerations

None

Budget Impact

None

Attachments

Attachment 1 – Developments Previously Received Servicing Allocation

Attachment 2 – Developments Pending to Receive Servicing Allocation Subject to Council's Approval

Submitted by

Phoebe Chow, Senior Planner - Policy

Approved for Submission

Adrian Cammaert, Manager, Planning Services

Jason Unger, Director, Planning and Building Services

Peter Noehammer, Commissioner, Development & Infrastructure Services

Contact

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

Attachment 1 – Developments Already Received Servicing Allocation

Development	Allocation Received
Redwood Development Phase 1 (17645 Yonge Street)	184 apartment units (347 persons)
Glenway Block 120 (I&I Program) (Bethpage Crescent, lands west of the Hydro corridor)	26 single detached units (85 persons)
Marianneville Glenway East Phase 3 (I&I Program)	292 townhouse units and 12 live-work units (659 persons)
Options Development (281 Main Street North)	2 semi-detached units and 9 townhouse units (27 persons)
Shining Hill Phase 1 (I&I Program) (16250 Yonge Street)	179 units (485 persons)
Azure Homes (172-178 Old Main Street)	12 semi-detached units (32 persons)
Maple Lane Lands & Development Co. Ltd. (680 Gorham Street)	4 apartment units (8 persons)
Briarwood (693-713 Davis Drive)	339 apartment units (662 persons)

Attachment 2 – Developments Pending to Receive Servicing Allocation Subject to Council’s Approval

This list is provided for reference only. It does not represent staffs’ support or Council’s approval of the following developments. The amount of allocation listed below may be subject to change.

Development	Priority Area	Allocation	Status
Kerbel (17365 and 17395 Yonge Street) (I&I Program)	1	303 apartment units and 28 townhouse units (665 people)	Revised submission received in May. ZBLA and Site Plan applications under review.
345 – 351 Davis Drive	1	68 apartment units (133 persons)	Site Plan under review
Upper Canada Mall Master Plan	1	(Approximately 9750 persons)	OPA under review
Maters Development (49, 55, 59 Charles and 52 Prospect)	1	9 townhouse units and 42 apartment units (106 persons)	Statutory Public Meeting for ZBLA held on June 29, 2020
Cougs (Silken Laumann Drive)	3	28 townhouse units (74 people)	OMB approved with holding (H) provisions
Forest Green Homes (16920 and 16840 Leslie Street)	3	Approximately 312 units (Approximately 821 persons)	Awaiting further information from applicant to finalize OPA, ZBLA and draft Plan of Subdivision
Glenway West	3	97 singles and 96 townhouse units (568 persons)	OPA, ZBLA and draft Plan of Subdivision under review
Sundial Phase 3 (north of Davis Drive between William Booth and Upper Canada Mall)	3	22 semi-detached units and 222 townhouse units (648 persons)	Draft approved
Millford Development Limited Phase 1 (55 Eagle Street)	3 & 4	154 apartment units and 38 townhouse units (401 persons)	Appealed to LPAT

Development	Priority Area	Allocation	Status
Lulu Holdings (1015, 1025, 1029 Davis Drive)	4	23 townhouse units (60 persons)	OPA and ZBLA applications under review
Gorham Development 849 Inc. (849 Gorham Street)	4	2 semi-detached units and 20 townhouse units (58 persons)	ZBLA and Site Plan applications under review. Public meeting held on August 31, 2020.
751-757 Gorham Street	4	82 apartment units (160 persons)	OPA and ZBLA under review
2529473 Ontario Ltd. (1038 & 1040 Jacarandah Drive)	4	2 singles and 22 semi-detached units (70 persons)	ZBLA under review. Statutory Public Meeting to be scheduled.
Landmark Estates Phase 5 (Yonge Street and Clearmeadow Blvd)	4	34 semi-detached units (98 persons)	Draft approved; working towards final registration
Marianneville Stonehaven Limited (600 Stonehaven Avenue)	N/A – designated Parks and Open Space	60 singles and 142 townhouse units (568 persons)	OPA, ZBLA and draft Plan of Subdivision under review
Shining Hill Estates Collection Inc. (16250, 16356, and 16450 Yonge Street)	N/A - ORM	(Approximately 2713 persons)	OPA statutory public meeting held on January 18, 2021
Mosaic Davis Inc. (201 Davis Drive)	1	147 apartment units (287 persons)	OPA, ZBLA and SPA under review. Statutory Public Meeting held on November 23, 2020.
Luciano DiDomizio (66 Roxborough Road)	4	9 townhouse units (24 persons)	OPA and ZBLA under review. Statutory Public Meeting held on October 13, 2020
2425945 Ontario Inc. (415 Pickering Crescent)	N/A	32 townhouse units (85 persons)	OPA and ZBLA under review. Statutory Public Meeting to be scheduled
TOTAL (subject to final unit count at the time of approval)		17289 persons	

Note: Applications in **bold** are applications that have been deemed complete after the writing of the 2020 Annual Servicing Allocation Report.



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

Report Number: 2021-06

Department(s): Legislative Services

Author(s): Jaclyn Grossi, Legislative Coordinator

Meeting Date: February 1, 2021

Recommendations

1. That the report entitled Fourth Quarterly Update to the Outstanding Matters List for 2020 dated February 1, 2021 be received; and,
2. That Council adopt the updated Outstanding Matters List, included as **Attachment 1**; 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 fourth and final quarterly update to the Outstanding Matters List in 2020.

Background

Council adopted the [first quarterly](#) update at their May 19, 2020 Special Council - Electronic meeting, the [second quarterly](#) update at their August 31, 2020 Council - Electronic meeting, and the [third quarterly](#) update at their November 2, 2020 Council - Electronic meeting. This report serves to present the fourth and final quarterly report for 2020.

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.

Items Removed from the Outstanding Matters List

The following items have been removed from the List:

(1) Construction Vibration Issues

Recommendation:

That staff investigate options for existing sites where construction activity will cause significant vibrations.

This item was removed as Staff presented Council with a report at their November 2, 2020 Council - Electronic meeting outlining the current Vibration Policy which addresses Planning Act developments. Council further directed Staff to report back regarding a noise by-law amendment and a permit process for non-Planning Act developments. This new item has been captured as item 23 on the attached Outstanding Matters List.

(2) Asset Replacement Fund Strategy

Recommendation:

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.

This item was removed as it was addressed as part of the 2021 Preliminary Draft Tax-Supported Operating Budget report received by Council at their November 9, 2020 Special Committee of the Whole - Electronic meeting.

(3) Proposed Trail from Yonge Street to Rita's Avenue

Recommendations:

That staff provide alternate trail options for this area at a lower cost; and,

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,

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,

That staff also include in the report the option of installing lighting along the George Luesby Park Trail.

This item was removed as Council approved trail options at their November 23, 2020 Council - Electronic meeting.

(4) Motion - Commercial Rooftop Patios

Recommendation:

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

This item was removed as a Statutory Public Meeting was held as part of the Council - Electronic meeting on December 14, 2020. Staff will bring a recommendation report to a future Council meeting.

(5) Established Neighbourhoods Compatibility Study

Recommendations:

That staff be directed to amend the Established Neighbourhood Compatibility Study and Policy Recommendations with the amendments identified by the Committee of the Whole on October 26, 2020 for consideration at the Council on December 14, 2020.

This item was removed as Council adopted Official Plan Amendment No. 29 and the Zoning By-law at their December 14, 2020 Council - Electronic meeting.

(6) Urban Centres Secondary Plan and Zoning By-law Technical Amendments

Recommendation:

That the report entitled Urban Centres Secondary Plan and Zoning By-law Technical Amendments - Final Recommendations dated October 26, 2020 be referred to staff for notification of the property owners as identified by Committee

of the Whole, to be brought back to Committee of the Whole on December 7, 2020.

This item was removed as Council approved the Official Plan Amendment No. 25 at their December 14, 2020 Council - Electronic meeting. Council further directed Staff to forward Official Plan Amendment No. 25 to the Regional Municipality of York for approval and upon Regional approval, bring the attached Zoning By-law Amendment to a future Council meeting for approval. This new item has been captured at item 5 on the attached Outstanding Matters List.

(7) Recognition of the Widdifield Family

Recommendations:

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.

This item was removed as information report INFO-2020-38 was distributed to Council on December 18, 2020, which advised that the signage would likely be installed in the Spring of 2021.

(8) 2021 Financial Relief Measures

Recommendation:

That staff be directed to prepare options for 2021 Financial Relief measures to be presented to Council in January 2021.

This item was removed as Council approved 2021 financial relief measures at their January 18, 2021 Council - Electronic meeting.

(9) Ranked Ballots

Recommendation:

That Staff report back to Council with respect to referendum questions for the 2022 Municipal Election;

This item was removed as the *Municipal Elections Act, 1996* was amended by *Bill 218, Supporting Ontario's Recovery and Municipal Elections Act, 2020* which received Royal Assent on November 20, 2020. The ability to conduct ranked ballot elections for offices on a municipal council was revoked.

Conclusion

Staff will continue to provide Council with an updated Outstanding Matters List quarterly in 2021 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 –Outstanding Matters List

Approval

Kiran Saini, Deputy Clerk

Lisa Lyons, Director of 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 Q1 2021					
1.	Traffic & Parking Petitions	Meeting Date: Committee of the Whole - August 26, 2019 Recommendations: <ol style="list-style-type: none"> That the petition regarding Traffic Calming Measures/Speed Mitigation on Flagstone Way be referred to Staff; and, That the petition regarding Traffic Calming Measures/Speed Mitigation on Simcoe Street be referred to Staff. Responsible Departments: <ul style="list-style-type: none"> Engineering Services 	Q1 2021 Q1 2020	February 1 CoW January 11 CoW	These reports have been moved to the February 1, 2021 Committee of the Whole - Electronic meeting to allow for adequate time to provide notification to the appropriate residents.
2.	Traffic Calming Measures/Speed Mitigation at William Roe Boulevard and Dixon Boulevard	Meeting Date: Committee of the Whole – November 4, 2019 Recommendation: <ol style="list-style-type: none"> That the petition regarding Traffic Calming Measures/Speed Mitigation at William Roe Boulevard and Dixon Boulevard be referred to Staff. Responsible Departments: <ul style="list-style-type: none"> Engineering Services 	January 11 CoW Q1 2021 Q3 2020	February 1 CoW January 11 CoW	This report has been moved to the February 1, 2021 Committee of the Whole - Electronic meeting to allow for adequate time to provide notification to the appropriate residents.
3.	Multi Use Pathways	Meeting Date: Committee of the Whole – November 4, 2019 Recommendation: <ol style="list-style-type: none"> 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. Responsible Departments: <ul style="list-style-type: none"> Public Works Services 	Q4 2020	February 22 CoW February 1 CoW December 7 CoW	Staff are currently undertaking research and establishing a field inventory. Staff have revised the timeframe to February 1, 2021 due to further consultation required across departments.

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in Q1 2021					
4.	Residential Parking	<p>Meeting Date: (1) Committee of the Whole - November 6, 2017 (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: b. 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. (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 	<p>Q4 2020</p> <p>Q3 2020</p>	Q1 2021	Staff have revised the timeframe to Q1 2021 due to additional projects on the department workplans and balancing Staff resources. Staff will be available to provide an update to Committee of the Whole in Q1 2021.
5.	Urban Centres Secondary Plan and Zoning By-law Technical Amendments	<p>Meeting Date: Committee of the Whole - Electronic December 7, 2020</p> <p>Recommendation: 1. That upon Regional approval of Official Plan Amendment No. 25, Staff be directed to bring the attached Zoning By-law Amendment to a future Council meeting for approval</p> <p>Responsible Department:</p> <ul style="list-style-type: none"> Planning & Building Services 		Q1 2021	
6.	Protection of Trees on Private Property	<p>Meeting Date: Committee of the Whole - June 17, 2019</p> <p>Recommendations: 4. 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;</p> <p>Responsible Department:</p> <ul style="list-style-type: none"> Planning and Building Services 	<p>Q4 2020</p> <p>Q1 2020</p>	Q1 2021	<p>PIC at the iWonder Event completed in Fall 2019.</p> <p>This timeframe was updated to reflect Q1 2021 as Staff are continuously working on the draft by-law, and because it was re-prioritized earlier in the year due to Staff resource constraints and the COVID-19 pandemic.</p>

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in Q1 2021					
7.	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>	Q1 2021	Staff distributed an information report on September 10, 2020 which provided an explanation as to amending the proposed reporting timeframe.
8.	Alex Doner Drive Traffic Mitigation Request	<p>Meeting Date: Committee of the Whole - Electronic - July 22, 2020</p> <p>Recommendation:</p> <ol style="list-style-type: none"> 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. <p>Responsible Department:</p> <ul style="list-style-type: none"> Engineering Services 		Q1 2021	
9.	Atkins Drive and Quick Street All-way Stop Request	<p>Meeting Date: Committee of the Whole – February 24, 2020</p> <p>Recommendation:</p> <ol style="list-style-type: none"> 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, 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; <p>Responsible Departments:</p> <ul style="list-style-type: none"> Engineering Services 	Q4 2020	Q1 2021	<p>Staff require time to complete the fieldwork and measurements for this study.</p> <p>The timing of this report depends 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 returned in the Fall, Staff to 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 Q1 2021					
10.	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 2021	As schools returned in the Fall, Staff to conduct appropriate studies in Q3 & Q4 of 2020, as the weather allows. A Staff Report will be issued in Q1 2021.
11.	Heritage Designations - York Region Administrative Building and Newmarket Canal System	Meeting Date: Committee of the Whole - April 30, 2018 Recommendations: 1. 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. Responsible Department: <ul style="list-style-type: none"> Planning and Building Services 	Q3 2020 Q1 2020	Q1 2021	Additional time was needed to retain Cultural Heritage Consultant via Procurement process. A Consultant was retained and the Designation Reports have been prepared. This item has also been to the Heritage Newmarket Adviosry Committee, where endorsement was obtained. York Region Staff requested the item be deferred to after February, to allow Regional Council to become aware of the matter. The matter is now targeted for the March 22 CoW. Staff distributed an information report on September 10, 2020 which provided an explanation as to amending the proposed reporting timeframe.
12.	Parking Petition - Clematis Drive	Meeting Date: Committee of the Whole - Electronic - October 26, 2020 Recommendation: 1. That the petition regarding Parking Restrictions on Clematis Drive be referred to Staff. Responsible Department: <ul style="list-style-type: none"> Transportation Services 		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 Q1 2021					
13.	Damage to Lawns Due to Snow Removal	Meeting Date: Committee of the Whole - Electronic - January 11, 2021 Recommendations: 1. That Council direct staff to provide an information report regarding damage to lawns caused by snow removal. Responsible Department: <ul style="list-style-type: none"> Public Works Services 		Q1, 2021	
14.	Extending the 30 Minute Downtown Parking Restrictions on Main Street	Meeting Date: Committee of the Whole - Electronic - September 14, 2020 Recommendations: 1. That staff report back on the findings of the public consultation, and any recommendations to further amend Main Street parking restrictions by Q1 2021; Responsible Departments: <ul style="list-style-type: none"> Legislative Services 		Q1 2021	Staff will prepare an Information Report to Council. Staff will be working with Economic Development to conduct a survey with the BIA.
15.	Downtown Parking Review	Meeting Date: Council - Electronic - August 31, 2020 Recommendation: 1. That staff be directed to consult with the BIA and report to Council by Q1 2021 on potential permanent 30 minute parking restrictions on Main Street including a review of other options; and, 2. That Council direct staff to present a report on parking wayfinding in the downtown area for Council consideration in Q2 2021; Responsible Departments: <ul style="list-style-type: none"> Innovation & Strategic Initiatives 		Q1 & Q2 2021	

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in Q2 2021					
16.	Youth Engagement, Diversity and Inclusivity, and Consultation on the Environment	Meeting Date: Committee of the Whole – June 17, 2019 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; Responsible Departments: <ul style="list-style-type: none"> Engineering Services Public Works Services 	Q4 2020 Q1 2020	Q2 2021	The fall e-Waste Collection event has been postponed due to the pandemic. Staff will plan to complete a Spring 2021 e-Waste Collection with the consideration for the current state of the Pandemic at that time
17.	Traffic Calming Measures on Stonehaven Avenue	Meeting Date: Committee of the Whole – Electronic - October 26, 2020 Recommendations: 8. That Council direct Staff to review and report back to Council with options for temporary and permanent traffic calming measures or features to be added to Stonehaven Avenue; and, 9. That Council direct Staff to review and report back to Council regarding a three way stop to be added to the west side of Best Circle and Stonehaven Avenue. Responsible Department: <ul style="list-style-type: none"> Transportation Services 		Q2 2021	
18.	Town-Wide Mitigation Strategy - Traffic Calming Policy Public Consultation Report	Meeting Date: Committee of the Whole - September 23, 2019 Recommendations: 1. That Staff report back to Council in up to 12 months regarding various initiatives raised in this report. Responsible Departments: <ul style="list-style-type: none"> Engineering Services 	Q4 2020	Q2 2021 Q1 2021	As schools returned in the Fall, Staff to conduct appropriate studies in Q3 & Q4 of 2020, as the weather allows. Staffing shortages are affecting the timing of this report. Recruitment efforts are currently ongoing in an effort to find new qualified and experienced staff.

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in Q2 2021					
19.	Electronic Participation in Meetings and 2021 Council/Committee of the Whole Schedule	<p>Meeting Date: Committee of the Whole - Electronic - October 5, 2020</p> <p>Recommendations:</p> <ol style="list-style-type: none"> That electronic participation by Council members be permitted until the end of 2021 and that staff be directed to report to Council with a revised electronic participation policy prior to this date; and, That staff be directed to report to Council in April/May 2021 on a Policy for Electronic Participation in hybrid meetings, establishing start times for Council and Committee of the Whole meetings for July to December 2021 and resumption of hybrid meetings for Advisory Committees; <p>Responsible Department:</p> <ul style="list-style-type: none"> Legislative Services 		Q2 & Q4 2021	
20.	Short Term Rentals & Municipal Accommodation Tax	<p>Meeting Date: Committee of the Whole – February 3, 2020</p> <p>Recommendations:</p> <p>3. That Council direct Staff to proceed with Option 3 as described in the report. 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:</p> <ol style="list-style-type: none"> 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>Responsible Department:</p> <ul style="list-style-type: none"> Legislative Services Planning and Building Services Financial Services 	Q3/Q4 2020	<p>Q2-2020 and Q2 2021 – see additional comments</p> <p>Q3/Q4 2021</p>	<p>The zoning component will consist of a Council Workshop, Public Meeting, and the final recommendations staff report, which are targeted for completion in Q2, 2021. Current considerations being given to the Pandemic and restrictions on short term rentals.</p> <p>Staff distributed an information report on September 10, 2020 which provided an explanation as to amending the proposed reporting timeframe.</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>

Item	Subject Matter	Council Direction from Outstanding Items List	Previous Reporting Timeframe	New Proposed Reporting Timeframe	Additional Comments
Items for Council consideration in Q3 2021					
21.	Parking Enforcement Initiative - Pay It Forward Program	Meeting Date: Committee of the Whole - November 4, 2019 Recommendation: 4. That Staff report back to Council within 18 months Responsible Department: <ul style="list-style-type: none"> Legislative Services 	Q2 2020	Q3 2021	Council previously requested 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.
22.	Hollingsworth Arena and Future Ice Allocation Considerations	Meeting Date: Committee of the Whole – April 8, 2019 Recommendations: 3. 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 6. That within six months staff bring back a report on any plans for public amenity use at this location; Responsible Department: <ul style="list-style-type: none"> Recreation and Culture Services 	Q1 & Q3 2020	Q3 2021	<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. Staff will be prepared to present a Staff report in Q3 2021. The Covid-19 Pandemic has had a significant impact in how user groups were able to use ice this season. As such, any data collected from this season will be ineffective in determining long term needs of users and allocation processes and strategies.</p>
23.	Construction Vibration	Meeting Date: Council - Electronic - November 2, 2020 Recommendations: 7. That Staff be directed to prepare an amended version of Noise By-law 2017-76 to include provisions relating to vibration (option #3) for non-Planning Act development, for Council's consideration at a later date; and, 8. That Staff be directed to develop a permit process to address vibration complaints for significant non-Planning Act construction Responsible Departments: <ul style="list-style-type: none"> Legislative Services 		Q3 2021	

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					
24.	Council Remuneration	Meeting Date: Committee of the Whole – April 9, 2018 Recommendations: <ol style="list-style-type: none"> 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.
25.	Newmarket Public Library Study Implementation	Meeting Date: Committee of the Whole - February 26, 2018 Recommendations: <ol style="list-style-type: none"> 2. 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.



Town of Newmarket
Minutes (Special Meeting)
Main Street District Business Improvement Area
Board of Management

Date: Wednesday, December 16, 2020
Time: 8:30 AM
Location: Electronic VIA ZOOM
See How to Login Guide

Members Present: Tom Hempen, Chair
Councillor Kwapis
Councillor Twinney
Rob Clark
Debbie Hill (8:38 AM - 9:31 AM)
Jennifer McLachlan

Members Absent: Allan Cockburn, Vice Chair
Mark Iacovetta
Omar Saer
Ken Sparks

Staff Present: E. Hawkins, Business Development Specialist
J. Grossi, Legislative Coordinator

The meeting was called to order at 8:38 AM.
Tom Hempen in the Chair.
Quorum was lost at 9:31 AM.

1. **Additions and Corrections to the Agenda**
None.
2. **Conflict of Interest Declarations**

None.

3. Presentations & Recognitions

None.

4. Deputations

None.

5. Approval of Minutes

5.1 Main Street District Business Improvement Area Board of Management Special Meeting Minutes of November 4, 2020

Moved by: Councillor Kwapis

Seconded by: Councillor Twinney

1. That the Main Street District Business Improvement Area Board of Management Special Meeting Minutes of November 4, 2020 be approved.

Carried

5.2 Main Street District Business Improvement Area Board of Management Special Meeting Minutes of November 11, 2020

Moved by: Jennifer McLachlan

Seconded by: Rob Clark

1. That the Main Street District Business Improvement Area Board of Management Special Meeting Minutes of November 11, 2020 be approved.

Carried

5.3 Main Street District Business Improvement Area Board of Management Meeting Minutes of November 18, 2020

Moved by: Councillor Kwapis

Seconded by: Jennifer McLachlan

1. That the Main Street District Business Improvement Area Board of Management Meeting Minutes of November 18, 2020 be approved.

Carried

6. Items

6.1 Strategic Priority Update

The Board Members provided updates on various items identified within the strategic plan, including the opportunity to partnership with snapd for a Shop Local campaign, and the potential of offering gift card purchases on their website. They also provided an update on the decorations for Main Street businesses and advised that Councillor Kwapis and Councillor Twinney delivered the decorations purchased from Blooming Wellies.

Tom Hempen advised that the Business to Business Discount Program would continue to be explored post-lockdown because it is difficult when businesses are closed and only able to offer curbside pick up and delivery.

Tom Hempen further advised that the Digital Main Street grant application had been approved and the contract was being reviewed by the Town prior to signing. Once a signed contract has been received, the new website work will begin. Rob Clerk, Jennifer McLachlan, and Councillor Kwapis agreed to meet with the individual who submitted the BIA's application and review their scope for the website.

6.2 Garbage Update

Councillor Kwapis advised that the previous issue with GFL access to some of the garbage bins has been resolved and that Town Staff will periodically monitor the area to ensure that debris is not blocking their access.

The Members discussed a banner affixed to a fence behind Ground Burger Bar, Councillor Kwapis advised that he would discuss options with the owners and determine if it was on Town property.

6.3 Parking Update

Councillor Kwapis advised that there was no update regarding parking on Main Street and that there is currently enough parking available. He

further advised that the 30 minute parking limit is being enforced and asked business owners to contact the Town if there are any concerns with the use of the 30 minute parking restriction.

Councillor Kwapis provided an overview of the Off-Street Parking Program that was approved by Council at their meeting on December 14, 2020 which allows residents obtain a permit to park overnight in designated Town-owned lots.

The Members expressed their thanks to Town of Newmarket Parking Enforcement for their continual monitoring of parking on Main Street.

6.4 Staff Update

6.4.1 Financial Update

The Business Development Specialist advised that there were no financial updates regarding the Main Street District Business Improvement Area. She further advised that the funds remaining at the end of the year would be placed in the reserve and any outstanding invoices received in 2021, will be paid using funds from the 2021 budget. If additional funds are required throughout the year, the BIA has the ability to draw from their reserves as needed.

6.4.2 Financial Incentive Program Staff Working Group Update

The Business Development Specialist advised that a couple of new applications had been received and were in the process of being approved. She asked the businesses to continue to spread the word regarding the Financial Incentive Program to ensure that all businesses take advantage of the funding, if applicable.

The Members thanked the Town for this program and the success that it has had thus far. They queried Staff regarding the possibility of developing quick information snapshots that can be distributed to businesses which includes the process and what is covered by the funding.

6.5 Draft 2021 Meeting Schedule

Moved by: Councillor Kwapis

Seconded by: Councillor Twinney

1. That the 2021 meeting scheduled be approved.

7. New Business

7.1 Commercial Rooftop Patios

Councillor Kwapis advised that a Public Meeting regarding Commercial Rooftop Patios was held on December 14, 2020 and Staff were preparing a report for Council in Q1 2021. He further advised that this would be a fast tracked process to have the option in place for all businesses during the 2021 Spring and Summer seasons.

7.2 Support Local

The Members brainstormed options to support local during these times including Main Street gift cards, pub crawl experience post-lockdown, and outdoor markets or vendors.

7.3 Virtual Christmas Tree Lighting

Jennifer McLachlan queried the Board regarding the opportunity to compensate the videographers who produced the Virtual Christmas Tree Lighting for the BIA.

Quorum was lost at 9:31 AM.

The meeting adjourned at 9:31 AM.

Tom Hempen, Chair

Date