



Town of Newmarket

Agenda

Council Workshop - Electronic

Date: June 7, 2021
Time: 1:00 PM
Location: Streamed live from the Municipal Offices
395 Mulock Drive
Newmarket, ON L3Y 4X7

1. Notice

In accordance with the Town's Procedure By-law, no decisions are to be made but rather this meeting is an opportunity for Council to have informal discussion regarding various matters.

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

2. Additions & Corrections to the Agenda

3. Conflict of Interest Declarations

4. Items

4.1. Accessibility Advisory Committee Update

Note: Steve Foglia, Chair, and Jeff Fabian, Vice Chair, will be in attendance to provide a presentation on this matter.

1. That the presentation provided by Steve Foglia, Chair, and Jeff Fabian, Vice Chair regarding the Accessibility Advisory Committee Update be received.

4.2. Anti-Black Racism Task Force Update

Note: Jerisha Grant-Hall, Chair, will be in attendance to provide a presentation on this matter.

1. That the presentation provided by Jerisha Grant-Hall, Chair regarding the Anti-Black Racism Task Force Update be received.

4.3. Audit Committee Update

Note: Michael Tambosso, Chair, will be in attendance to provide a presentation on this matter.

1. That the presentation provided by Michael Tambosso, Chair regarding the Audit Committee Update be received.

4.4. Elman W. Campbell Museum Board Update

Note: Jackie Playter, Chair, will be in attendance to provide a presentation on this matter.

1. That the presentation provided by Jackie Playter, Chair regarding the Elman W. Campbell Museum Board Update be received.

4.5. Heritage Newmarket Advisory Committee Update

Note: Billie Locke, Chair, will be in attendance to provide a presentation on this matter.

1. That the presentation provided by Billie Locke, Chair regarding the Heritage Newmarket Advisory Committee Update be received.

4.6. Main Street District Business Improvement Area Board of Management Update

Note: Jennifer McLachlan, Board Member, will be in attendance to provide a presentation on this matter.

1. That the presentation provided by Jennifer McLachlan, Board Member regarding the Main Street District Business Improvement Area Board of Management Update be received.

5. Adjournment



Accessibility Advisory Committee

Presented by: Steve Foglia

Date: June 7, 2021

Members

- Steve Foglia, Chair
- Jeffrey Fabian
- Felim Greene
- Martha Jez
- Linda Jones
- Allen Matrosov
- Patricia Monteath
- Councillor Simon
- Huma Tahir



2021



2019

Mandate

The Accessibility Advisory Committee encourages and facilitates accessibility for all persons with disabilities in the Town of Newmarket by:

- Providing advice, recommendations and assistance to Council to develop and facilitate strategies for the identification and elimination of barriers for citizens with disabilities.
- Promoting accessibility related public outreach, education and awareness initiatives.

Accomplishments

Our committee consulted, reviewed plans and provided recommendations for these initiatives and projects:

- Consulted with external partners and provided assistance with the Upper Canada Mall universal accessible washroom renovations.



Accomplishments

- Mulock Property, Stickwood Walker Farmhouse, Patterson Sidewalk renovations, Northwest Quadrant Trail System Design Concepts, Skateboard Park, Electric Vehicle Parking,
- Conducted an audit of the entrances and sidewalks to storefronts on Main Street, with a goal to make Main Street accessible for all.
- We made recommendations to staff to include Accessibility to the Financial Incentive Program to help fund accessible renovations to Main St.
- Reviewed Site Plan applications and provided recommendations on accessibility related conditions to staff.
- Participated in the annual National Access Ability Week Celebrations virtually through recorded interviews and videos.

Accomplishments

- Provided recommendations for the downtown parking analysis and reviewed planned short-term, medium-term and long-term options.
- Continually reviewed Federal and Provincial grant opportunities related to accessible projects.
- Worked with businesses in the Town of Newmarket to increase accessibility at the entrances and exists to stores.
- Reviewed plans to use the Mobi Mats for outdoor Town-led events to increase accessibility.
- Provided recommendations regarding accessible van parking signage surrounding Riverwalk Commons and Fairy Lake.
- Van Accessible Signage has now been installed at 4 extra wide accessible parking spots making them AODA compliant.

Accomplishments

- Provided advice on the Town of Newmarket's annual Accessibility Plan update.
- Provided ongoing public awareness of accessibility.
- Endorsed the use of touchless door operators on future Town of Newmarket facilities, and during renovation of existing facilities.

Current Projects

To make Main Street more accessible

- We will be making a presentation to Main Street BIA on the importance and advantages to making their businesses accessible.
- We are working with town staff to add Accessibility to the Financial Incentive Program to help offset the costs.
- We will be working towards taking advantage of high school community volunteering hours to help with the work on making Main St. accessible.

Fairy Lake Accessible Washrooms

- Town staff is investigating funding grants to fund making the washrooms at Fairy Lake Universally Accessible. This means including an adult change table and ceiling lift system.

Current Projects

Mulock Property

- We are working with staff to ensure this new park is accessible to everyone.

Accessible Door to Door Taxi service for Newmarket

- Our committee is looking at ways to encourage local taxi service companies to offer accessible door to door service at the same rate. (maybe Allen can add to this)

Annual National Access Ability Week

- Working with town staff to coordinate this years National Access Ability Week awareness activities.

Current Projects

Site Plan Review

- We continue to review all site plan applications to ensure AODA compliance.

Parking

- We continue to identify other parking within the Town that is accessible van friendly.


Elections

- We will continue to provide feedback to the Town on the accessibility of voting locations, and consult with the Federal government on their local voting locations.

NAAW 2021

- Newmarket.ca/NAAW features:
 - Message from Chairperson of AAC – Steve Foglia
 - Government of Canada – Leave no one behind
 - Red Shirt Day June 2
 - Video presentations to promote awareness & understanding


National AccessAbility Awareness



National AccessAbility Awareness

Government of Canada: Employment and Social Development

<https://www.canada.ca/en/employment-social-development/campaigns/national-accessability-week.html>



National AccessAbility Week – May 31 to June 6, ...

Watch on YouTube

Red Shirt Day June 2, 2021

[Click here to check it out](#)

Thank you!



Newmarket Anti-Black Racism Task Force

Presented by: Jerisha Grant-Hall

Date: June 7, 2021

Members

1. Jerisha Grant-Hall, Chair
2. Nadia Hansen, Vice Chair
3. Lori-Anne Beckford
4. Claudius Brown
5. Holly Douglass
6. Gavin Gunter
7. Gary Miranda
8. Opiyo Oloya
9. Maxine Gordon-Palomino
10. Kimberly Roach
11. Leslie Serieux
12. Councillor Morrison
13. Councillor Bisanz
14. Councillor Broome

Djembe Drum



Mandate

The Anti-Black Racism Task Force supports the Town's work and encourages positive race relations within the Town of Newmarket by providing advice to Council/the Strategic Leadership Team and being mindful of its focus on anti-Black racism and racial equity within Newmarket by:

- Making recommendations to Council that focus on racial equity opportunities in Newmarket, and on issues or activities that impact the Black community.

Accomplishments

- Developed and distributed first community-wide survey on anti-Black racism (367 responses)
- Designed and conducted 14 interviews with local Black community members
- Built a reservoir of resources (100+ videos and 50+ articles/reports)
- Established cross-municipal collaboration with Toronto's Confronting Anti-Black Racism Unit
- Developed a connection with Neighbourhood Network
- Delivered Interim Report to Council on May 25, 2021

Events

- Committee is considering a Town Hall to hold space for community to engage in open dialogue on lived experiences etc.
- Consideration of an informal gathering to bring community & new families together (post-Pandemic)
- Future partnerships with the Town of Bradford and Town of East Gwillimbury on a flag raising for the International Day for the Elimination of Racial Discrimination (March 21)

Current Projects

- Working towards a final report to Council with actionable recommendations based on reviewing and analyzing the following:
 - Survey and interview data
 - Best practice from other municipalities
 - Literature on anti-Black racism and the Black experience in York Region and Canada
 - 2016 Census demographic information for the Town of Newmarket

Asante Sana!
Thank you!





Audit Committee

Presented by:

Michael Tambosso, FCPA, FCA

June 7, 2021

Members

Unique structure for Municipal audit committee - Balanced between Council members and non-elected individuals with strong business backgrounds

- Chair - Michael A. Tambosso, FCPA, FCA - RETIRED PARTNER, PwC
- Councillor Bisanz
- Rebecca Mathewson, CPA, CGA - RETIRED (King, Georgina, East Gwillimbury, Region of York)
- Councillor Morrison
- Tom Mungham - CEO, Alcohol and Gaming Commission of Ontario
- Deputy Mayor & Regional Councillor Vegh

Members since October 2019. Report covers Audit Committee activities since June 2018.

Mandate

Assist Council in maintaining the financial integrity of the Municipality by providing advice and recommendations with respect to:

- Financial control framework including financial reporting, accounting policies, information systems integrity, approval processes and the safeguard of assets,
- External auditor's Request For Proposal (RFP) scope documents,
- Scope of the audit,
- Annual report and management letter of the External Auditor,
- Work plan of the Internal Auditor and to provide comment and advice with respect to the recommendations of the Internal Auditor on issues of internal financial control,
- Any special project or issue as requested by Council, and,
- To meet with internal auditors at Audit Committee meetings to review reports of a financial nature.

FINANCIAL STATEMENT AUDIT, FINANCIAL PROCESSES AND
CONTROLS, AUDITOR APPOINTMENT

Accomplishments

FINANCIAL STATEMENT AUDIT

- Reviewed scope of audit prior to audit starting – 2018, 2019 and 2020 f/s
- Post-audit, pre-issuance review of financial statements including recommendations related to accounting and disclosures – 2018 and 2019 f/s
- Focussed on management and auditor processes affected by the pandemic – 2019 f/s
- Recommended Council approve financial statements for 2018 and 2019
- Ensured management and auditor agreement on extra time requirements and cost overruns – 2018 f/s
- Discussed preparedness for upcoming changes to accounting standards – Asset Retirement Obligations may require significant work – 2023 f/s

Accomplishments

FINANCIAL PROCESSES AND CONTROLS

- Discussed with Internal Auditors their identification of High Risk Areas that they would be reviewing
- Conducted in camera sessions with the external auditor
- Facilitated a process for ongoing communication between the auditors and the CAO

In Process

FINANCIAL STATEMENT AUDIT

- Review of 2020 financial statements and audit process – May 31 meeting deferred by management, awaiting new date

FINANCIAL PROCESSES AND CONTROLS

- Awaiting an updated report from Internal Auditors on projects completed, in process and planned

In Process

AUDITOR APPOINTMENT

- No audit appointment processes initiated to date in current Committee term
- Audit committee believes there should be involvement in auditor selection process, particularly where the Municipality goes in a direction different from the N6.
- Management to bring forward a proposal for discussion.

Other

ANY SPECIAL PROJECT OR ISSUE AS REQUESTED BY COUNCIL

- None requested to date
- Audit Committee stands ready to assist

Thank you!



Elman W. Campbell Museum Board

Presented by: Jackie Playter

Date: June 7, 2021

Members

- Jackie Playter, Chair
- Ronald Atkins
- Ross Caister
- Michelle Clayton-Wood
- Norman Friend
- Billie Locke
- Councillor Morrison
- Cathie Searle

Mandate

The Elman W. Campbell Museum Board is responsible for advising on the development of policies and programs for the operation of the Elman W. Campbell Museum at 134 Main Street South.

Impact of Covid-19

The Museum closed between January and beginning of February 2020 for maintenance work.

New laminate tile flooring installed to replace old carpets. All walls painted white, ceilings painted white to highlight our barrel vaulted ceilings and new light fixtures installed. Mould on west wall was remedied and replaced with drywall.

The Museum closed on March 12, 2020 due to COVID-19 pandemic. No re-opening date has been announced.

Museum Staff have been diligent in supporting the Community and the Town during this pandemic and redeployed to help with other Town initiatives.

Facilities staff are responsible for overseeing museum during the closure.

Museum Staff Redeployment 2020

Staffing and COVID protocol oversight <ul style="list-style-type: none"> • Fitness • Pool • Ice pads 	COVID protocol oversight for <ul style="list-style-type: none"> • Outdoor Rinks
Support and Research for <ul style="list-style-type: none"> • Home Sweet Home 	Provided for those in need <ul style="list-style-type: none"> • Lunches and food hampers
Staffing and COVID Protocol for <ul style="list-style-type: none"> • Cooling and Warming Stations 	Planning and preparing <ul style="list-style-type: none"> • 40 Days of Summer Camper Kits
Staffing and setup for <ul style="list-style-type: none"> • Moonlight Movies 	Planning and Preparing <ul style="list-style-type: none"> • Seniors Activity Kits

Planning and Implementing Summer Recreation Pop-Up Events 2020

<ul style="list-style-type: none">• Kids On The Move Pop Ups Park Programs	<ul style="list-style-type: none">• Wheeling Through The Summer Programs
<ul style="list-style-type: none">• Wednesday Seek 'N Search Family Scavenger Hunt Programs	<ul style="list-style-type: none">• DIY Thursday Family Adventure Programs

Museum Staff Redeployment

Wednesday SEEK N' SEARCH Family Scavenger Hunt Programs

- Laura Schembri and Deanna Smith
- Councillor Morrison and Whitney Broydell



Museum Staff Redeployment 2021

Home Sweet Home



<https://www.newmarket.ca/homesweethome>

- Museum Staff are now leading Home Sweet Home
 - Includes heritage and historical components
- COVID Immunization Centre Support

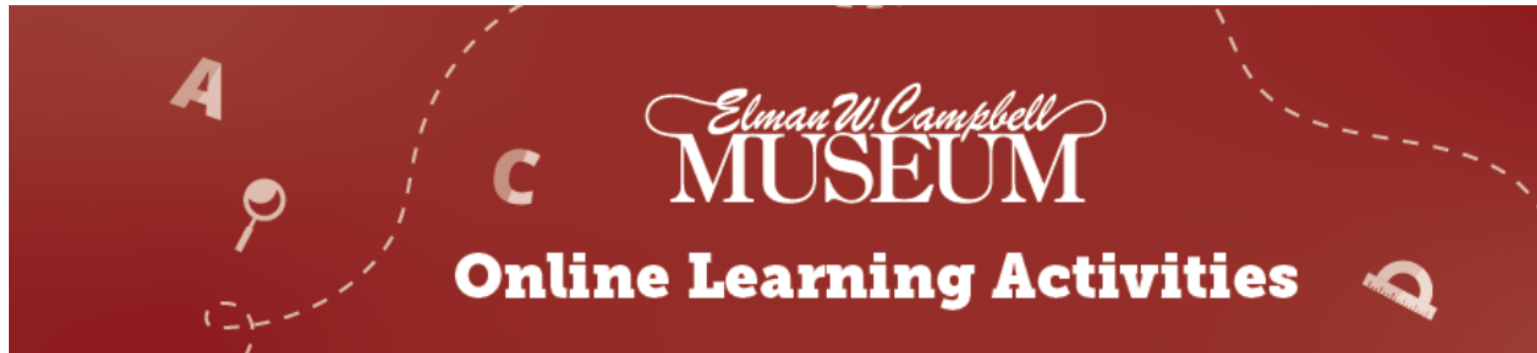


Displays and Events

- We participated in a virtual celebration of May is Museum Month, 2021 through social media and other media promotions.
- New displays created for 2020 will be held over until museum can reopen.
- Special events planned for 2020/2021 will be held over.



Curriculum Based Education



- New Museum online curriculum based educational programs for Grades 1 to 6 have been developed.
- The online platform includes a section for fun online activities for All Ages.
- 1,740 page views in total.

<https://www.newmarket.ca/museumlearn>

Grant and Funding Opportunities



The Elman W. Campbell Museum is a member of the Ontario Museums Association	Amount
We received our annual Community Operating Grant, 2020	\$16,437.00
We received a Museums Assistance Program - COVID-19 Emergency Support Fund for Heritage Organizations in 2020.	\$15,863.00
2021 we received a Community Museum Digital Funding of towards developing virtual programs/platforms, and marketing new digital programs and services.	\$3,000
OMA announced a Digital Response Fund over three years.	

Moving Forward

2021	Action
Continue to support the Community and the Town during this pandemic with redeployment support to help with other Town initiatives. <ul style="list-style-type: none">• Vaccination Centre Support• Home Sweet Home	Ongoing
Develop Museum online programs	Ongoing
Museum Monday Summer Pop-Up Programs	Planned
Themed Seasonal event bags/boxes	Planned
Connect with volunteers through weekly newsletters and zoom meetings	Ongoing

Covid-19 Health & Safety Measures

Covid-19 Safety guidelines for reopening procedures have been developed. It includes recommendations from:

- York Region Public Health Covid-19
- OMA Guidance for Museums
- Ontario Covid-19 Safety Plan template.

Thank you!



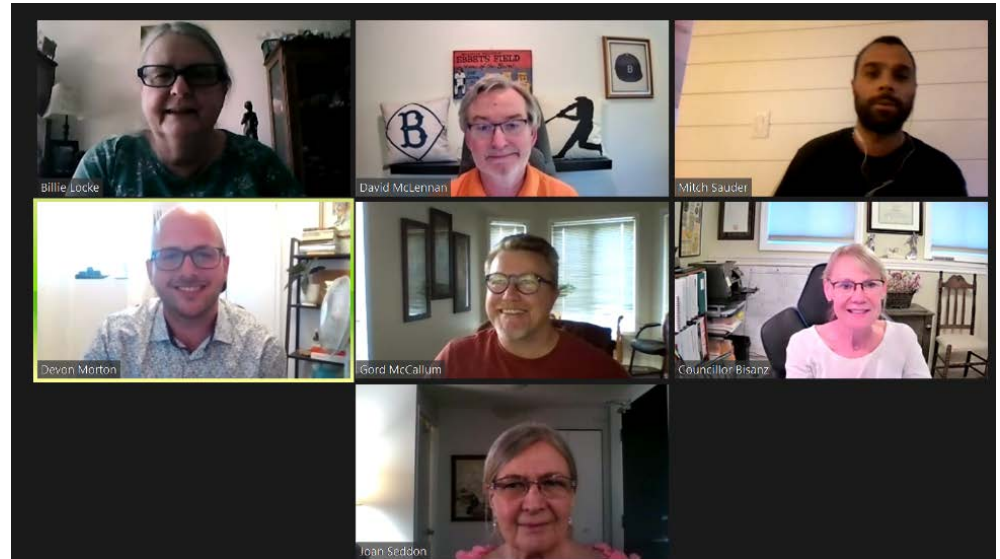
Heritage Newmarket Advisory Committee

Presented by: Billie Locke, Chair

Date: June 7, 2021

Members

- Billie Locke, Chair
- Norman Friend
- Gord McCallum, Vice Chair
- David McLennan
- Mitch Sauder
- Joan Seddon
- Councillor Christina Bisanz



Mandate

The Heritage Newmarket Advisory Committee assists the Town of Newmarket in achieving its goals for the documentation and preservation of historical structures, buildings, properties and artifacts by:

- Advising and assisting Council on matters related to designation under Parts IV and V of the *Ontario Heritage Act*, the conservation of historic structures and the architectural and natural heritage of the community.

Workplan Areas

1. A review of the properties which have plaques displayed to consider the condition of the plaques and note any plaques that are missing.
2. A review of the municipal register of non-designated heritage properties to consider properties that should not be on the list, properties that need to move toward designation, and properties that require more information to be added to their description.
3. A review of outstanding applications for heritage plaques.
4. Public awareness and engagement activities.

Accomplishments

Stickwood Walker
Farm



1075 Gorham Street

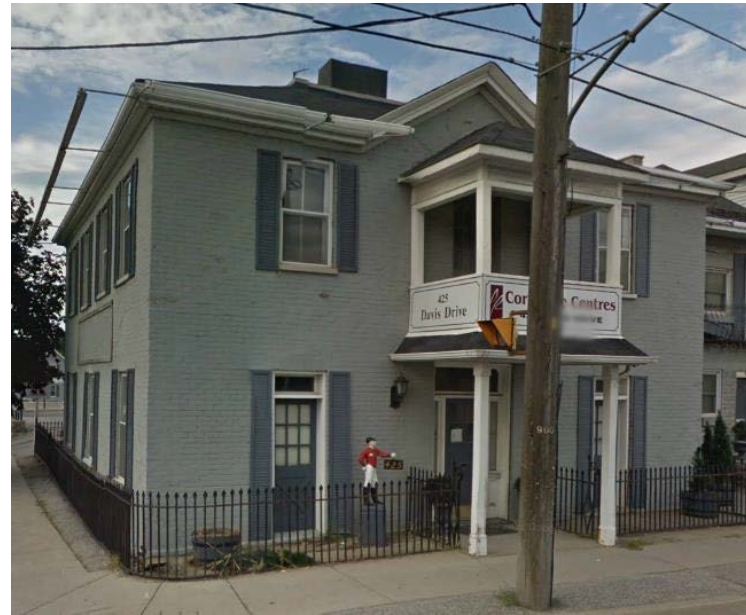


Accomplishments

184 to 194 Main
Street and Post
Office Building



The Union Hotel



Accomplishments

Mulock Estate



Accomplishments

Charles Denne
House - 415 Davis
Drive



Bogart House



Accomplishments

209 Main Street (Lil
Brew Hops)



Liberty Tree



Events

- 2019 Ontario Heritage Conference
- Education Session – Community Heritage Ontario
- D-Day 75th Anniversary – June 2019
- Tour of Museum – February 2020

Current Projects

- Registry of Non-Designated Properties
- Review of Plaques
- Public Engagement Opportunities
- Heritage Page Town Website
- Heritage Briefing Note

Thank you!



Main Street District Business Improvement Area Board of Management

Presented by: Jennifer McLachlan

Date: June 7, 2021

Members

- Tom Hempen, Chair
- Rob Clark
- Allan Cockburn
- Debbie Hill
- Mark Iacovetta
- Councillor Kwapis
- Jennifer McLachlan
- Omar Saer
- Ken Sparks
- Councillor Twinney



Mission

The BIA is the voice of the business community. It is committed to improving and promoting the Main Street District area through investment and advocacy to maintain its position as Newmarket's premier shopping, business, and entertainment destination.

Accomplishments

- Long-term strategy work session revised to COVID short term strategy
- COVID-19 compliancy and education for BIA district
- Digital Main St Grant approval
- Gift Card Program
- Website redesign update
- 30-minute parking
- Chamber of Commerce collaboration
- Snapd advertising partnership
- Additional downtown parking
- Downtown Garbage pilot
- Rooftop Patio initiative
- 30 km/hr Main Street speed limit during patio season
- Patio expansion
- post COVID readiness

Events

- Main St Pub Crawl Experience – July
- All other events on hold due to COVID-19 restrictions

Current Projects

- Website redesign update
- Monthly Newsletter
- Post COVID readiness
- Post COVID event planning

Thank you!