

The meeting of the Newmarket Environmental Advisory Committee was held on Wednesday, October 21, 2015 in Council Chambers, 395 Mulock Drive, Newmarket.

Members Present: John Birchall
 Cathie Ethier
 Nicole Hamley
 David Kempton
 Petra Vollmerhausen

Absent: Michelle Bourdeau
 Jill King

Staff Present: P. Noehammer, Commissioner of Development and
 Infrastructure Services
 R. Prudhomme, Director of Engineering Services
 L. Lyons, Deputy Clerk
 C. Finnerty, Council/Committee Coordinator

The Commissioner of Development and Infrastructure Services opened the meeting at 6:35 p.m. He provided an overview of the agenda and requested that those in attendance introduce themselves and provide a brief summary of their environmental experience.

Items

1. [Staff presentation regarding Newmarket Environmental Advisory Committee Orientation.](#)

The Council/Committee Coordinator provided an overview of the reference materials that were provided to each Committee member on a jump drive.

The Deputy Clerk advised those in attendance that the orientation session was being recorded for those members who were unable to attend. She provided an overview of the Committee Administration Policy and summarized the history of the policy and key guidelines.

The Council/Committee Coordinator provided an overview of the Town's Procedure By-law and summarized the most commonly referenced areas. She further provided information on accessibility legislation, health and safety requirements and their impacts to the Committee.

The Deputy Clerk provided an overview of the NEAC Terms of Reference and areas of focus.

The Commissioner of Development and Infrastructure Services and Director of Engineering Services provided an overview of the Committee's areas of focus, including the Municipal Energy Plan, Municipal Storm Water Management Master Plan and Low Impact Design. Discussion ensued regarding Low Impact Design and its application and impact on parks and playgrounds, retrofit grants and programs, new Environmental Coordinator position and Ian Gray Award.

2. Selection of Chair and Vice-Chair.

J. Birchall provided an overview of past NEAC practice with respect to rotating the Chair for each meeting and advised that he would be willing to act in an Acting Chair capacity for the first few meetings.

Moved by: Petra Vollmerhausen

Seconded by: David Kempton

THAT selection of Chair and Vice-Chair be deferred to the next scheduled NEAC meeting.

Carried

3. [Schedule of Meetings.](#)

The Committee approved the 2015 Schedule of Meetings, as presented. Discussion ensued regarding the 2016 Schedule and it was determined that, in accordance with the Terms of Reference, that six formal meetings would be scheduled and four informal meetings would be scheduled, and that no meetings would be scheduled in July and August.

New Business

- a) J. Birchall provided an update on the upcoming Regional Environmental Advisory Committee meeting and advised that typically two members of the Committee attend this event. Members will be canvassed to determine who is interested in attending on behalf of NEAC.

- b) J. Birchall advised that NEAC has a banner sign and tent that require replacement. In addition, he expressed the need for NEAC to have a dedicated space to store items, as the current storage at Town Hall is not easily accessible to Committee members. The Commissioner of Development and Infrastructure Services advised that he would speak with staff in order to determine if an alternate storage location could be provided.

Moved by: John Birchall
Seconded by: Nicole Hamley

THAT the Committee authorize use of the NEAC budget to replace required event materials.

Carried

Adjournment

Moved by: David Kempton
Seconded by: Cathie Ethier

THAT the meeting adjourn.

Carried

There being no further business, the meeting adjourned at 8:36 p.m.

Date

John Birchall, Acting Chair