

Additions & Corrections to the Agenda

Declarations of Pecuniary Interest

Deputations/Presentations

Approval of Minutes

1. Appointment Committee Minutes of August 27, 2015 and Appointment Committee (Closed Session) Minutes of August 27, 2015. p. 1

Recommendation:

THAT the Appointment Committee Minutes of August 27, 2015 and Appointment Committee (Closed Session) Minutes of August 27, 2015 be approved.

Items

2. Correspondence from Ms. Crystal Lamont dated October 15, 2015 regarding Resignation from the Newmarket Environmental Advisory Committee. p. 7

Recommendation:

a) THAT staff be directed to advertise the vacancy on the Newmarket Environmental Advisory Committee in accordance with the Committee Public Appointment Policy.

3. New Business Item c) of the Accessibility Advisory Committee Minutes of November 19, 2015. (Received by Committee of the Whole on February 1, 2016) p. 8

Recommendation:

a) THAT staff be directed to advertise the vacancy on the Accessibility Advisory Committee in accordance with the Committee Public Appointment Policy.

4. Item 23 of the Council Minutes of December 14, 2015 being Item 7 of the Heritage Newmarket Advisory Committee Minutes of October 6, 2015 regarding workplan and membership (Recommendation b) referred to the Appointment Committee) p. 9

5. Discussion regarding Committee Workplans.

New Business

Adjournment

The meeting of the Appointment Committee was held on Thursday, August 27, 2015 in Davis Room, 395 Mulock Drive, Newmarket.

Members Present: Councillor Twinney, Chair
Mayor Van Bynen
Councillor Bisanz

Staff Present: I. McDougall, Commissioner of Community Services
L. Lyons, Deputy Clerk
C. Finnerty, Council/Committee Coordinator

The meeting was called to order at 10:43 a.m.

Councillor Twinney in the Chair.

Additions & Corrections to the Agenda

The Deputy Clerk distributed copies of the amended Newmarket Environmental Advisory Committee Terms of Reference for consideration with the other Terms of Reference included on the agenda.

Moved by: Councillor Bisanz
Seconded by: Mayor Van Bynen

THAT the Newmarket Environmental Advisory Committee Terms of Reference be included for consideration on the agenda.

Carried

Declarations of Pecuniary Interest

Councillor Bisanz declared an interest in the applications to the Audit Committee, as a family member has applied. She advised that she would not take part in the discussion or voting of the matter.

Approval of Minutes

1. Appointment Committee Minutes of July 6, 2015.

Moved by: Councillor Bisanz
Seconded by: Mayor Van Bynen

THAT the Appointment Committee Minutes of July 6, 2015 be approved.

Carried

2. Appointment Committee (Closed Session) Minutes of July 6, 2015.

Moved by: Councillor Bisanz
Seconded by: Mayor Van Bynen

THAT the Appointment Committee (Closed Session) Minutes of July 6, 2015 be approved.

Carried

Closed Session

3. Personal matters about identifiable individuals as per Section 239 (2)(b) of the Municipal Act - Interview Results for the following Committees:

- a) Audit Committee
- b) Newmarket Economic Development Advisory Committee

Moved by: Mayor Van Bynen
Seconded by: Councillor Bisanz

THAT the Appointment Committee resolve into Closed Session for the purpose of discussing personal matters about identifiable individuals as per Section 239 (2)(b) of the Municipal Act.

Carried

The Appointment Committee resolved into Closed Session at 10:45 a.m.

The Appointment Committee (Closed Session) Minutes are recorded under separate cover.

The Appointment Committee resumed into Public Session at 11:04 a.m.

Items for Discussion

4. Terms of Reference Review.

The Deputy Clerk provided background related to the Terms of Reference review and advised that meetings were held with each Committee Chair and that a survey was circulated to all committee members to obtain input on their experience and identified areas for improvement. Feedback from this process, along with input from the Council Workshop was incorporated into the revised Terms of Reference documents for each Committee.

a) Accessibility Advisory Committee

The Deputy Clerk provided a summary of the amendments to the Terms of Reference. Discussion ensued regarding the number of members appointed to the Committee and providing flexibility in membership in order to take into consideration representation of various disabilities on the Committee.

Moved by: Mayor Van Bynen

Seconded by: Councillor Bisanz

a) THAT the Accessibility Advisory Committee Terms of Reference – Committee Composition be amended as follows:

i) “A minimum of six (6) residents, a majority of who must have a disability and consideration of the appointment of additional members with disabilities not represented.”

b) AND THAT the amended Terms of Reference be forwarded to Council for consideration.

Carried

b) Appeal Committee

The Deputy Clerk summarized the amendments to the Terms of Reference. She advised that the Terms of Reference was new as the Committee was formerly incorporated into the Property Standards Committee.

c) Audit Committee

The Deputy Clerk advised that no substantive amendments were made to the Committee's mandate.

d) Committee of Adjustment

The Deputy Clerk advised that no substantive amendments were made to the Committee's mandate. Discussion ensued regarding the requirement of an alternate member.

e) Elman W. Campbell Museum Board

The Deputy Clerk advised no substantive amendments were made to the Committee's mandate, however an amendment to the Museum Board By-law 1983-17 may be required at a later date.

f) Heritage Newmarket Advisory Committee

The Deputy Clerk advised that no substantive amendments were made to the Committee's mandate.

g) Newmarket Downtown Financial Investment Committee (formerly NDDS)

The Deputy Clerk summarized the amendments to the Terms of Reference. Discussion ensued regarding the amended name of the Committee; it was recommended that the name be amended to Newmarket Downtown Development Committee.

Moved by: Councillor Bisanz
Seconded by: Mayor Van Bynen

a) THAT the Newmarket Downtown Development Subcommittee be renamed Newmarket Downtown Development Committee;

b) AND THAT the word 'citizens' be replaced with 'residents' in the Committee Composition;

c) AND THAT the amended Terms of Reference be forwarded to Council for consideration.

Carried

h) Newmarket Economic Development Advisory Committee

The Deputy Clerk advised of the amendments to the Newmarket Economic Development Advisory Committee Terms of Reference, including the composition and inclusion of an annual community economic development congress meeting and annual stakeholder meetings and the term of office for the Committee.

Moved by: Mayor Van Bynen

Seconded by: Councillor Bisanz

a) THAT the Newmarket Economic Development Advisory Committee Terms of Reference – Term of Office be replaced as follows:

i) "Each Committee member shall sit for a two year term coinciding with the beginning of a new term of Council. At the expiration of the first two year term, each member is eligible to continue for an additional two year period, to the end of the term of Council. In accordance with the Appointment Policy, each member may only sit for four consecutive two year terms."

b) AND THAT the amended Terms of Reference be forwarded to Council for consideration.

Carried

i) Property Standards Committee

The Deputy Clerk advised that no substantive amendments were made to the Committee's mandate.

j) Newmarket Environmental Advisory Committee (NEAC)

The Deputy Clerk advised that substantial amendments were made to the NEAC Terms of Reference, in consultation with the former Committee Chair. The amendments were a result of feedback from the Committee members that expressed a need for a more specific and focused mandate and dedicated staff support for the Committee.

Moved by: Councillor Bisanz
 Seconded by: Mayor Van Bynen

THAT the Terms of Reference for the Appeal Committee, Audit Committee, Committee of Adjustment, Elman W. Campbell Museum Board, Heritage Newmarket Advisory Committee Property Standards Committee and Newmarket Environmental Advisory Committee be approved and forwarded to Council for consideration.

Carried

New Business

None.

Adjournment

Moved by: Mayor Van Bynen
 Seconded by: Councillor Bisanz

THAT the meeting adjourn.

Carried

There being no further business, the meeting adjourned at 12:03 p.m.

Date

Councillor Twinney, Chair

From: Crystal Lamont
To: Finnerty, Chrisanne
Subject: Re: Town of Newmarket - Newmarket Environmental Advisory Committee
Date: October-05-15 10:50:37 PM

Hello Chrisanna;

While I am honoured to have been selected for the committee I have recently moved and traveling to Newmarket is no longer an option for me. As a result I will have to resign from the committee.

All the best,

Crystal Lamont

On Oct 5, 2015 3:51 PM, "Finnerty, Chrisanne" <cfinnerty@newmarket.ca> wrote:

Good afternoon,

First and foremost, I am pleased to inform you that Council, at its meeting held on September 14, 2015, adopted a By-law to appoint you as a member of the Town of Newmarket's Environmental Advisory Committee (NEAC). On behalf of the administration, welcome! Please note that you will receive a letter formally advising you of this appointment in the upcoming weeks.

For your information, the first meeting of NEAC will be held on **Wednesday, October 21, 2015 at 6:30 p.m. at the Town of Newmarket Municipal Offices, 395 Mulock Drive in Council Chambers**. The agenda for this meeting will be distributed in the upcoming week. In addition, this meeting will include an orientation session that will provide new and returning NEAC members with fundamental information related to the role of NEAC and an overview of Town policies related to Committees and their administration. A formal meeting request will follow this e-mail.

Once again, congratulations and welcome to NEAC! I hope that you will be able to attend this meeting.

Regards,



Chrisanne Finnerty

Council Committee Coordinator

Legislative Services

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- c) The Committee discussed declaring Michael Morrison's seat on the Committee vacant as he has not attended any meetings to date and has not provided regrets.

Moved by: Jeremy Slessor

Seconded by: Linda Jones

WHEREAS Michael Morrison has been absent from three Accessibility Advisory Committee meetings without regrets, that his position on the Committee be declared vacant in accordance with the Committee Administration Policy;

AND THAT the Appointment Committee appoint a replacement member to the Committee.

Carried

23. Item 7 of the Heritage Newmarket Advisory Committee Minutes of October 6, 2015 regarding workplan and membership.

The Operational Leadership Team recommends:

THAT the Heritage Newmarket Advisory Committee recommendation b) related to Committee membership be referred to the Appointment Committee.

The Heritage Newmarket Advisory Committee recommends to Council:

a) THAT the Heritage Newmarket Advisory Committee workplan be approved and forwarded to Council;

b) AND THAT Heritage Newmarket Advisory Committee membership be amended from seven (7) to twelve (12) Newmarket residents in order to carry out the Committee responsibilities as prescribed in the Ontario Heritage Act and the Committee's workplan and recommended by the Heritage Newmarket Advisory Committee at their November 4, 2015 meeting.